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

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

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

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

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

History
San Bernardino Valley College was established in 1926, and originally served only the San Bernardino and Colton Unified School Districts. The population served has now expanded to include communities throughout the Inland Empire. Over the years, the original four-building campus has grown to one of 43 buildings grouped around a central, park-like open space, giving easy access to the numerous special purpose classrooms, lecture halls, laboratories, studios, shops and practice rooms. A faculty of 16 has grown to a teaching staff of more than 180 full-time and 480 adjunct faculty, and student body of 1,410 has grown to over 17,000. San Bernardino Valley College is proud of its long tradition of service to our community, and the faculty and staff is gratified to know they have played an important part in improving the lives of so many.

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

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

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

Educational Philosophy
The college Values describe the philosophy and values of San Bernardino Valley College’s faculty, staff, and administration:

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

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

Our Strategic Initiatives are as follows:
- Increase Access
- Promote Student Success
- Improve Communication, Culture, and Climate
- Maintain Leadership and Promote Professional Development
- Effective Evaluation and Accountability
- Provide Exceptional Facilities
Accreditation

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

Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges
331 J Street, Suite 200
Sacramento, CA 95814
(415) 506-0234

Aeronautics
Federal Aviation Administration (FAA) FAR Part 147
U.S. Department of Transportation - Federal Aviation Administration
800 Independence Avenue, SW
Washington, DC 20591
(866) 835-5322

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

Human Services
California Association for Drug/Alcohol Educators (CAADE)
5230 Clark Avenue
Lakewood, CA 90712
(707) 722-2331

Nursing
Accreditation Commission for Education in Nursing (ACEN)
3343 Peachtree Road NE, Suite 850
Atlanta, GA 30326
(404) 975-5000

California Board of Registered Nursing
P.O. Box 944210
Sacramento, CA 95814
(916) 322-3350

Pharmacy Technology
American Society of Health System Pharmacists (ASHP)
4500 East-West Highway, Suite 900
Bethesda, MD 20814
(866) 279-0681

Police Academy
California Commission on Peace Officers Standards and Training
860 Stillwater Road, Suite 100
West Sacramento, CA 95605
(916) 227-3909

Psychiatric Technology
Board of Vocational Nursing and Psychiatric Technicians (BVNPT)
2535 Capitol Oaks Drive, Suite 205
Sacramento, CA 95833
(916) 263-7800

Campus Safety

To Report A Life-Threatening Emergency, Call 911

Campus Safety Mission Statement

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

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

For Non-Emergencies

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

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

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

Referral Resources on Campus

Counseling: (909) 384-4404
Office of Student Life: (909) 384-4474
Student Health Services: (909) 384-4495
Institutional Learning Outcomes

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

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

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

San Bernardino Valley College Foundation

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

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

**Mission**

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

**Board of Directors**

- Mr. Dexter Thomas – Foundation President
- Mr. Justin R. Martinez – Foundation Vice President
- Dr. Scott W. Thayer – Foundation Secretary
- Ms. Tenille Norris – Foundation Treasurer
- Dr. Susan Bangasser
- Mr. Michael Burrows
- Mr. John Echevarria
- Mr. Scott Henderson
- Mr. Gary Kelly
- Mr. Kenneth Lane, M.D.
- Ms. Kimberly Morales
- Mr. Kerry E. Neal
- Ms. Patricia Nickols-Butler
- Mr. Robert O’Brine
- Ms. Shelby Obershaw
- Ms. Lisa Obershaw Durham
- Mr. Joseph Paulino
- Mr. Thomas Robles
- Mr. George San Martin
- Ms. Allynn Scott
- Mr. Michael Sola
- Honorable Lawrence Stirling
- Mr. Dexter Thomas
- Dr. Anne L. Viricel
**Use of Image, Likeness or Voice Captured at Public Events**

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

For additional information, please contact the Director of Marketing and Public Relations at (909) 384-8978 or by email at pbratulin@valleycollege.edu (pbratulin@sbc.edu).
ACADEMIC STANDARDS AND POLICIES

- Attendance (p. 11)
- Classification of Student Load (p. 11)
- Alternative Sources of Credit (p. 11)
- Final Exams and Grades (p. 18)
- Grades and Grade Points (p. 18)
- Pass/No Pass (p. 19)
- Probation and Dismissal (p. 19)
- Academic Renewal (p. 19)
- Non-Discrimination Policy (p. 20)
- Open Enrollment Policy (p. 20)
- Sexual Harassment Policy (p. 20)
- Academic Freedom (p. 20)
- Course Information (p. 20)

Attendance

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

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

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

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

Class Attendance

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

Withdrawal from Classes

If a student stops attending class, it is their responsibility to officially drop the class. A student who wishes to drop one or more classes but continue enrollment in other classes should drop the course online prior to the end of the second week (or 20% of a term, whichever is sooner). No entry will be made on the student’s record for dropping a class prior to the 20% deadline. A student who withdraws or is dropped from a course before 60% of the class has been completed will not receive a letter grade. Instead, a W (Withdrawal) will be recorded on the student’s transcript. This symbol carries no evaluation of the student’s work, but is a clerical notation that the student was enrolled in the course and withdrew or dropped without grade or unit credit. W’s are used in probation and dismissal procedures as well as in determining satisfactory academic progress for financial aid. Students will receive a letter grade if they continue any course after 60 percent of a class has been completed. Student may receive no more than three (3) “W” grades for any one course (Title 5, section 55024). A student activated for military service may receive a military withdrawal (MW) at any time during the semester. Military withdrawals will not factor into progress probation and disqualification. Students who are members of the military (active or reserve) or National Guard should present their military orders to Admissions and Records in order to have the MW assigned.

Classification of Student Load

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

Credit Hours (Units)

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

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

Alternative Sources of Credit

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

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

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

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

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

Credit for Advanced Placement (AP) Examinations

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

<table>
<thead>
<tr>
<th>Advanced Placement Exam with Score of 3, 4, or 5</th>
<th>SBVC Units Awarded</th>
<th>SBVC Waiver Course</th>
<th>SBVC General Education Graduation Credit</th>
<th>CSU General Education Credit</th>
<th>IGETC Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art History</td>
<td>3</td>
<td>No equivalent</td>
<td>Category III, 1 course</td>
<td>Area C1 or C2</td>
<td>Area 3A or 3B</td>
</tr>
<tr>
<td>Art: Studio 2D Design</td>
<td>3</td>
<td>ART 120</td>
<td>Category III, Applied, 1 course</td>
<td>None</td>
<td>None</td>
</tr>
<tr>
<td>Art: Studio 3D Design</td>
<td>3</td>
<td>ART 121</td>
<td>Category III, Applied, 1 course</td>
<td>None</td>
<td>None</td>
</tr>
<tr>
<td>Art: Studio Drawing</td>
<td>3</td>
<td>ART 124A</td>
<td>Category III, Applied, 1 course</td>
<td>None</td>
<td>None</td>
</tr>
<tr>
<td>Biology</td>
<td>4</td>
<td>BIOL 100</td>
<td>Category I, 1 course</td>
<td>Areas B2, B3</td>
<td>Area 5B and 5C</td>
</tr>
<tr>
<td>Chemistry</td>
<td>4</td>
<td>CHEM 150</td>
<td>Category I, 1 course</td>
<td>Areas B1, B3</td>
<td>Area 5A and 5C</td>
</tr>
<tr>
<td>Comparative Government and Politics</td>
<td>3</td>
<td>No equivalent</td>
<td>Category II, 1 course</td>
<td>Area D8</td>
<td>Area 4</td>
</tr>
<tr>
<td>Chinese Language and Culture</td>
<td>3</td>
<td>No equivalent</td>
<td>Category III, 1 course</td>
<td>Area C2</td>
<td>Areas 3B, 6A</td>
</tr>
<tr>
<td>Computer Science A</td>
<td>3</td>
<td>(CS 110 + (CS 120 or CS 190)</td>
<td>None</td>
<td>Area C2</td>
<td>Areas 3B, 6A</td>
</tr>
<tr>
<td>Computer Science Principles</td>
<td>3</td>
<td>CS 190</td>
<td>Category IV, 1 course</td>
<td>Area B4</td>
<td>None</td>
</tr>
<tr>
<td>Economics: Macroeconomics</td>
<td>3</td>
<td>ECON 200 or 200H</td>
<td>Category II, 1 course</td>
<td>Area D2</td>
<td>Area 4</td>
</tr>
<tr>
<td>Economics: Microeconomics</td>
<td>3</td>
<td>ECON 201 or 201H</td>
<td>Category II, 1 course</td>
<td>Area D2</td>
<td>Area 4</td>
</tr>
<tr>
<td>English: Language &amp; Composition</td>
<td>3</td>
<td>ENGL 101 or 101H</td>
<td>Category IV, 1 course</td>
<td>Area A2</td>
<td>Area 1A</td>
</tr>
<tr>
<td>English: Literature &amp; Composition</td>
<td>6</td>
<td>(ENGL 101 or 101H) + ENGL 151</td>
<td>Category III and Category IV</td>
<td>Areas A2, C2</td>
<td>Area 1A or 3B</td>
</tr>
<tr>
<td>Environmental Science</td>
<td>4</td>
<td>BIOL 104</td>
<td>Category I, 1 course</td>
<td>Area B1, B3</td>
<td>Area 5A and 5C</td>
</tr>
<tr>
<td>Course</td>
<td>Score</td>
<td>Category</td>
<td>Area</td>
<td>Description</td>
<td></td>
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</tr>
<tr>
<td><strong>French Language and Culture</strong></td>
<td>3</td>
<td>III</td>
<td>C2</td>
<td>Score 3, 4 or 5 = FRENCH 102</td>
<td></td>
</tr>
<tr>
<td><strong>German Language and Culture</strong></td>
<td>3</td>
<td>III</td>
<td>C2</td>
<td>No equivalent</td>
<td></td>
</tr>
<tr>
<td><strong>Government and Politics: US</strong></td>
<td>3</td>
<td>II</td>
<td>D8 + US-2</td>
<td>POLIT 100</td>
<td></td>
</tr>
<tr>
<td><strong>History: European</strong></td>
<td>3</td>
<td>II or III</td>
<td>C2 or D6</td>
<td>No equivalent</td>
<td></td>
</tr>
<tr>
<td><strong>History: U.S.</strong></td>
<td>3</td>
<td>II or III</td>
<td>Area (C2 or D6) + US-1</td>
<td>HIST 100 or 100H or 101 or 101H</td>
<td></td>
</tr>
<tr>
<td><strong>History: World-Modern</strong></td>
<td>3</td>
<td>II or III</td>
<td>Area C2</td>
<td>HIST 171</td>
<td></td>
</tr>
<tr>
<td><strong>Human Geography</strong></td>
<td>3</td>
<td>III</td>
<td>D5</td>
<td>No equivalent</td>
<td></td>
</tr>
<tr>
<td><strong>Italian Language and Culture</strong></td>
<td>3</td>
<td>III</td>
<td>C2</td>
<td>No equivalent</td>
<td></td>
</tr>
<tr>
<td><strong>Japanese Language and Culture</strong></td>
<td>3</td>
<td>III</td>
<td>Area C2</td>
<td>No equivalent</td>
<td></td>
</tr>
<tr>
<td><strong>Latin</strong></td>
<td>3</td>
<td>III</td>
<td>Area C2</td>
<td>No equivalent</td>
<td></td>
</tr>
<tr>
<td><strong>Mathematics - Calculus AB</strong></td>
<td>3</td>
<td>IV</td>
<td>B4</td>
<td>MATH 250</td>
<td></td>
</tr>
<tr>
<td><strong>Mathematics - Calculus BC</strong></td>
<td>3</td>
<td>IV</td>
<td>B4</td>
<td>MATH 251</td>
<td></td>
</tr>
<tr>
<td><strong>Music Theory</strong></td>
<td>3</td>
<td>III</td>
<td>None</td>
<td>MUS 101 + MUS 101L + MUS 102 + MUS 102L</td>
<td></td>
</tr>
<tr>
<td><strong>Physics 1</strong></td>
<td>4</td>
<td>I</td>
<td>B1, B3</td>
<td>PHYSIC 151</td>
<td></td>
</tr>
<tr>
<td><strong>Physics 2</strong></td>
<td>4</td>
<td>I</td>
<td>B1, B3</td>
<td>PHYSIC 152</td>
<td></td>
</tr>
<tr>
<td><strong>Physics C-Mechanics</strong></td>
<td>4</td>
<td>I</td>
<td>B1, B3</td>
<td>PHYSIC 202</td>
<td></td>
</tr>
<tr>
<td><strong>Physics C-Electricity and Magnetism</strong></td>
<td>4</td>
<td>I</td>
<td>B1, B3</td>
<td>PHYSIC 203</td>
<td></td>
</tr>
<tr>
<td><strong>Psychology</strong></td>
<td>3</td>
<td>II</td>
<td>D9</td>
<td>PSYCH 100 or 100H</td>
<td></td>
</tr>
<tr>
<td><strong>Spanish Language and Culture</strong></td>
<td>3</td>
<td>III</td>
<td>C2</td>
<td>Score 3=SPAN 102 or 102H Score 4=SPAN 103 or 103H Score 5=SPAN 104</td>
<td></td>
</tr>
<tr>
<td><strong>Spanish Literature and Culture</strong></td>
<td>3</td>
<td>III</td>
<td>C2</td>
<td>No equivalent</td>
<td></td>
</tr>
<tr>
<td><strong>Statistics</strong></td>
<td>3</td>
<td>IV</td>
<td>B4</td>
<td>MATH 108</td>
<td></td>
</tr>
</tbody>
</table>

**CSU GE AP Exam Notes**

- If a student passes more than one AP exam in Calculus or Computer Science, only one exam may be applied to the baccalaureate.
- Students who pass AP Environmental Science earn 4 units of credit. Tests prior to Fall 2009 may apply to either B1+B3 or B2+B3 of CSU GE. Fall of 2009 or later, those credits may only apply to B1+B3.
- If a student passes more than one AP exam in Physics, only six units of credit may be applied to the baccalaureate and only four units of credit may be applied to a certification in GE Breadth.

**IGETC AP Exam Notes**

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

**Credit for Courses From Other College and Universities**

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

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

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

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

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

Credit for Military Service

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

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

Transfer of Credit

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

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

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

### Business

<table>
<thead>
<tr>
<th>CLEP Examination</th>
<th>SBVC Required Score</th>
<th>SBVC Units</th>
<th>SBVC Equivalent Course (to clear prerequisite requirements)</th>
<th>SBVC Graduation Requirement</th>
<th>CSU GE-Breadth Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principles of Accounting</td>
<td>50</td>
<td>3</td>
<td>None</td>
<td>No credit</td>
<td>No credit</td>
</tr>
<tr>
<td>Introductory Business Law</td>
<td>50</td>
<td>3</td>
<td>BUSAD 210</td>
<td>No credit</td>
<td>No credit</td>
</tr>
<tr>
<td>Info. Systems &amp; Computer Apps.</td>
<td>50</td>
<td>3</td>
<td>None</td>
<td>No credit</td>
<td>No credit</td>
</tr>
<tr>
<td>Principles of Management</td>
<td>50</td>
<td>3</td>
<td>None</td>
<td>No credit</td>
<td>No credit</td>
</tr>
<tr>
<td>Principles of Marketing</td>
<td>50</td>
<td>3</td>
<td>None</td>
<td>No credit</td>
<td>No credit</td>
</tr>
<tr>
<td>Financial Accounting</td>
<td>50</td>
<td>3</td>
<td>None</td>
<td>No credit</td>
<td>No credit</td>
</tr>
</tbody>
</table>

### Composition and Literature

<table>
<thead>
<tr>
<th>CLEP Examination</th>
<th>SBVC Required Score</th>
<th>SBVC Units</th>
<th>SBVC Equivalent Course (to clear prerequisite requirements)</th>
<th>SBVC Graduation Requirement</th>
<th>CSU GE-Breadth Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Literature</td>
<td>50</td>
<td>3</td>
<td>None</td>
<td>Category III</td>
<td>C2</td>
</tr>
<tr>
<td>Analyzing &amp; Interpreting Literature</td>
<td>50</td>
<td>3</td>
<td>None</td>
<td>Category III</td>
<td>C2</td>
</tr>
<tr>
<td>College Composition</td>
<td>No credit</td>
<td>No credit</td>
<td>None</td>
<td>No credit</td>
<td>No credit</td>
</tr>
<tr>
<td>English Literature</td>
<td>50</td>
<td>3</td>
<td>None</td>
<td>No credit</td>
<td>No credit</td>
</tr>
<tr>
<td>Humanities</td>
<td>50</td>
<td>3</td>
<td>None</td>
<td>Category III</td>
<td>C2</td>
</tr>
</tbody>
</table>

### Foreign Languages

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

### History and Social Sciences

<table>
<thead>
<tr>
<th>CLEP Examination</th>
<th>SBVC Required Score</th>
<th>SBVC Units</th>
<th>SBVC Equivalent Course (to clear prerequisite requirements)</th>
<th>SBVC Graduation Requirement</th>
<th>CSU GE-Breadth Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Government</td>
<td>50</td>
<td>3</td>
<td>None</td>
<td>Category II</td>
<td>D8</td>
</tr>
<tr>
<td>Human Growth and Development</td>
<td>50</td>
<td>3</td>
<td>PSYCH 111</td>
<td>Category II</td>
<td>E</td>
</tr>
</tbody>
</table>
### Credit for the International Baccalaureate (IB)

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

<table>
<thead>
<tr>
<th>IB Examination</th>
<th>Minimum Score</th>
<th>Units</th>
<th>SBVC Equivalent</th>
<th>SBVC Graduation</th>
<th>CSU GE-Breadth Area</th>
<th>IGETC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biology (HL)</td>
<td>5</td>
<td>3</td>
<td>BIOL 205</td>
<td>Category I (lab)</td>
<td>B2</td>
<td>5B</td>
</tr>
<tr>
<td>Chemistry (HL)</td>
<td>5</td>
<td>3</td>
<td>CHEM 101</td>
<td>Category I (lab)</td>
<td>B1</td>
<td>5A</td>
</tr>
<tr>
<td>Economics (HL)</td>
<td>5</td>
<td>3</td>
<td>ECON 200 or ECON 200H</td>
<td>Category II</td>
<td>D2</td>
<td>4</td>
</tr>
<tr>
<td>Geography (HL)</td>
<td>5</td>
<td>3</td>
<td>No equivalent</td>
<td>Category II</td>
<td>D5</td>
<td>4</td>
</tr>
<tr>
<td>History (any region) (HL)</td>
<td>5</td>
<td>3</td>
<td>No equivalent</td>
<td>Category II or Category III</td>
<td>C2 or D6</td>
<td>3B or 4</td>
</tr>
<tr>
<td>Mathematics (HL): Analysis and Approaches</td>
<td>4</td>
<td>3</td>
<td>TBD</td>
<td>Category IV</td>
<td>B4</td>
<td>2A</td>
</tr>
<tr>
<td>Mathematics (HL): Applications and Interpretation</td>
<td>4</td>
<td>3</td>
<td>TBD</td>
<td>Category IV</td>
<td>B4</td>
<td>2A</td>
</tr>
<tr>
<td>Physics (HL)</td>
<td>5</td>
<td>3</td>
<td>PHYSIC 101</td>
<td>Category I (lab)</td>
<td>B1 (no lab)</td>
<td>5A</td>
</tr>
<tr>
<td>Psychology (HL)</td>
<td>5</td>
<td>3</td>
<td>No equivalent</td>
<td>Category II</td>
<td>D9</td>
<td>4I</td>
</tr>
<tr>
<td>Theatre (HL)</td>
<td>4</td>
<td>3</td>
<td>No equivalent</td>
<td>Category III</td>
<td>C1</td>
<td>3A</td>
</tr>
<tr>
<td>IB Examination</td>
<td>Minimum Score</td>
<td>Units</td>
<td>SBVC Equivalent</td>
<td>SBVC Graduation</td>
<td>CSU GE-Breadth</td>
<td>IGETC</td>
</tr>
<tr>
<td>------------------------------</td>
<td>---------------</td>
<td>-------</td>
<td>-----------------</td>
<td>-----------------</td>
<td>---------------</td>
<td>--------------------------------------------</td>
</tr>
<tr>
<td>Language A: Literature HL</td>
<td>4</td>
<td>3</td>
<td>No equivalent</td>
<td>Category III</td>
<td>C2</td>
<td>3B and 6A (requires a score of 5)</td>
</tr>
<tr>
<td>Language A: Language and Literature HL</td>
<td>4</td>
<td>3</td>
<td>No equivalent</td>
<td>Category III</td>
<td>C2</td>
<td>3B and 6A (requires a score of 5)</td>
</tr>
<tr>
<td>Language B (any language) HL</td>
<td>4</td>
<td>0 (3 units for IGETC Certification only)</td>
<td>No equivalent</td>
<td>No credit</td>
<td>No credit</td>
<td>6A (requires a score of 5)</td>
</tr>
<tr>
<td>Language B (any language) HL</td>
<td>5</td>
<td>3</td>
<td>No equivalent</td>
<td>No credit</td>
<td>No credit</td>
<td>6A</td>
</tr>
</tbody>
</table>
Final Exams and Grades

Final Examinations

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

Final Grades and Transcripts

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

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

Incomplete Grades

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

Grades and Grade Points

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

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

1. Grades are assigned a numerical value:
   A = 4.0
   B = 3.0
   C = 2.0
   D = 1.0
   F = 0.0

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

2. Multiply the units attempted by the numerical value of the grade to get the grade points. Example: 4 (units attempted) X B(3) (grade) = 12 (grade points)

3. Total the units attempted and the grade points.

4. The GPA is determined by dividing the total grade points by the number of attempted units. Example: 46 (grade points) / 18 (units attempted) = 2.56 (grade point average)

Grade Scale

4.0 = A average
3.0 = B average
2.0 = C average
1.0 = D average
0.0 = F average

Converting Quarter Unit to Semester Units

Quarter units are converted to semester units by multiplying the quarter units by 0.667. Example: 4 (quarter units) X 0.667 = 2.67 (semester units)
Converting Semester Units to Quarter Units

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

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

Pass/No Pass

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

Probation and Dismissal

Academic Disqualification

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

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

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

Academic Probation

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

Progress Probation

Students will be placed on progress probation when they have attempted at least 12 units and have received course completion symbols of F, W, I and/or NP in 50 percent or more of these units. Students will be informed they are on progress probation by email and/or letter. The letter will list common causes of unsatisfactory progress and will recommend services for improving academic achievement. If the student on progress probation also has a grade point average of less than 2.00, they will not be allowed to register for additional courses until meeting with a counselor. Students will be released from progress probation status whenever more than fifty percent of all the units taken at the college have been completed with an assigned letter or P grade. In addition, students may appeal their probation status by making an appointment with a program counselor and completing the required paperwork.

Readmission After Disqualification

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

Academic Renewal

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

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

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

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

Academic renewal procedures may not conflict with the District’s obligation to retain and destroy records or with the instructor’s ability to determine a student’s final grade.
Students must file the Petition for Academic Renewal in the Admissions & Records Office at the respective college where the units were completed after meeting with a counselor. The determination of eligibility will be decided by the Director of Admissions & Records, or their designee.

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

Non-Discrimination Policy

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

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

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

Open Enrollment Policy

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

Sexual Harassment Policy

Sexual harassment of students or employees in the academic and work environments violates both federal and state law and district policy, and it will not be tolerated. It also violates law and policy to retaliate against any individuals for filing a complaint of sexual harassment, or for participation in the investigation or resolution of a formal or informal, written or oral complaint of sexual harassment. Unlawful harassment based on sex includes, but is not limited to, classroom conditions, grades, academic standing, scholarships, recommendations, employment opportunities, disciplinary action, or any other aspect of college life within the control of the District. Complaints of sexual harassment may be registered by calling the Vice President of Student Services at (909) 384-4473.

Academic Freedom

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

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

Course Information

Course Descriptions

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

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

**Course Identification Numbering System (C-ID)**

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

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

**Prerequisites, Corequisites, and Departmental Advisories**

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

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

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

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

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

**Course Repetition in a Non-Repeatable Course**

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

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

**Non-Degree Applicable Courses**

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

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

Admissions and Records
Location: AD/SS 100
Phone Number: (909) 384-4401
Website: (https://www.valleycollege.edu/admissions-financial-aid/admissions-records/)

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

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

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

Admission Regulations and Residency
AB 540
San Bernardino Valley College, in compliance with California law, welcomes non-resident students, and will charge them the same fees as California residents, for tuition purposes, if they meet all of the following criteria:

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

Please visit the Admissions and Records Office for further information.

Deferred Action for Childhood Arrivals (DACA)
You are eligible for DACA if you:

- Were under the age of 31 as of June 15, 2012;
- Came to the United States before reaching your 16th birthday;
- Have continuously resided in the United States since June 15, 2007, up to the present time;
- Were physically present in the United States on June 15, 2012, and at the time of making your request for consideration of deferred action with USCIS;
- Entered without inspection before June 15, 2012, or your lawful immigration status expired as of June 15, 2012;
- Are currently in school, have graduated or obtained a certificate of completion from high school, have obtained a general education development (GED) certificate, or are an honorably discharged veteran of the Coast Guard or Armed Forces of the United States and Have not been convicted of a felony, significant misdemeanor, three or more other misdemeanors, and do not otherwise pose a threat to national security or public safety.

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

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

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

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

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

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

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

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

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

All concurrently enrolled high school students must participate in the college assessment and orientation prior to approval to enroll. High school
students are limited to 11 units per term, unless they are participating in the Middle College High School or CCAP program.

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

**International Students**

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

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

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

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

**Non-Resident Veterans AB13**

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

**Out-of-State Students**

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

**Residence Requirements**

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

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

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

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

**Exceptions to the Residence Requirements are as follows:**

1. Persons below the age of 19 whose parents were residents of California but who left the state while the student who remained was still a minor. When the minor reaches 18, the exception continues for one year to enable the student to qualify as a resident.
2. Persons below the age of 19 who have been present in California for more than a year before the residence determination date and who have been entirely self-supporting for that period of time.
3. Persons below the age of 19 who have lived with and have been under the continuous direct care and control of an adult, not a parent, for the two years immediately preceding the residence determination date. Said adult must have been a California resident for the most recent year.
4. Active Duty Military Students EC 68075; T5 54042; LEGAL OPINION 10-05: Students who are members of the armed forces of the United States domiciled or stationed in California on active duty are entitled to resident classification for purposes of determining the amount of tuition and fees for the duration of their attendance at a community college as long as they remain on active duty as of the residence determination date. If that member of the armed forces of the United
Students who is in attendance at an institution is thereafter transferred on military orders to a place outside this state where the member continues to serve in the Armed Forces of the United States, he or she shall not lose his or her resident classification so long as he or she remains continuously enrolled at that community college. Please note that exclusions or limitations from residency classification for active military duty students related to students “seeking a graduate degree” or “members of the armed forces who were assigned for educational purposes to state-supported institutions of higher education” are no longer applicable under the current statute and federal law. (The Chancellor’s Office has concluded that service in the California National Guard does not constitute being a member of the Armed Forces of the United States for Education Code sections 68074 and 68075.)

Registration

The schedule of classes provides detailed instructions on the procedures involved in registering for classes. Students may register online in accordance with the dates identified in the Class Schedule. Attending courses without being formally enrolled is considered auditing. In order to audit a course, the student must complete the auditing process. Students who have an incomplete application, dismissal or probationary issues, an outstanding financial obligation or have not completed orientation and assessment will not be allowed to register for classes until the issue is resolved. Examples of obligations falling under this policy include but are not limited to: returned checks, unpaid loans, equipment breakage, unpaid library fines, and registration fees.

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

Late Registration

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

Waitlist

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

Enrollment Fees and Refunds

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<tr>
<th>Fee</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Enrollment Fee</td>
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<tr>
<td>Enrollment Fee -Non-California Res.</td>
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<tr>
<td>Applicants- Capital Outlay</td>
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<tr>
<td>Campus Center Fee</td>
<td>$1 per unit ($10 max annually)</td>
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<tr>
<td>Health &amp; Accident Fee</td>
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<tr>
<td>Transportation Fee (GO Smart)</td>
<td>$8 ($9 for 6 units or more)</td>
</tr>
<tr>
<td>Student Representation Fee</td>
<td>$2</td>
</tr>
</tbody>
</table>

Payment of Fees

Payment is due at the time of registration.

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

Outstanding Balances

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

Refunds

1. Designated fees include:
   - Enrollment
   - Non-Resident Tuition
   - Parking
   - Health
   - Accident Insurance
   - Student Center
   - SBVC Student Representation
   - Transportation

2. Military service exception:
   - If a student who is a member of an active or reserve military service receives orders compelling a withdrawal from courses, the District shall, upon petition of the affected student, refund the entire enrollment fee unless academic credit is awarded.
3. Refund schedule:
This refund schedule applies to all fees listed in Section A:
• Fees are collected in error – Fees collected in error will be refunded in their entirety.
• Class cancelled by the college – If a class is cancelled by the college, enrollment and/or non-resident tuition fees will be refunded in their entirety. If that cancellation results in a student’s withdrawal from the college, refunds of the appropriate fees listed in Paragraph A will apply.

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

5. Refund processing fee:
A charge of $10.00 will be collected for each refund transaction not to exceed $10.00 per student per semester, except for cancelled classes or over-payment. Students must drop a class before it begins in order to not incur fees.
It takes approximately six to eight weeks to process a refund check. If a student wishes to apply the refund credit toward registration in another class, he/she must submit the drop and add at the same time.

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

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

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

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

Veterans
San Bernardino Valley College offers courses approved for Veterans Administration benefits under Title 38, Chapters 30, 31, 33, 35, and 1606 of the U.S. Code. An enrollment certification will be returned when a veteran or an eligible dependent has completed the following:
• Filed an official transcript of all previous work taken at other colleges or universities with the Records Office (These records have to be evaluated and appropriate credit granted);
• Student must see a counselor to have their program approved and to develop an education plan. The program must be listed in the College Catalog;
• To be certified, students must enroll only in the classes listed on an education plan.

Veterans and their eligible dependents are responsible for notifying the department of any changes.
ENROLLMENT AND ORIENTATION/ASSESSMENT PROCESS

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

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

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

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

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

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

Direct Link: WebAdvisor (https://webadv-prod.ec.sbccd.edu/WAProdSBVCSec/WebAdvisor/?TYPE=M&PID=CORE-XWMAIN&TOKENIDX=8274487304)
Average completion time for GSP is about 5 - 10 minutes.

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

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

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

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

• Received a grade of “C” or better in a prerequisite English course at the college level.
• Received a grade of “C” or better in a prerequisite Math course at the college level.

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

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

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

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

Students may satisfy the prerequisite for English, math, and reading through:

• Completing the Guided Self-Placement questionnaire/ESL assessment process. Satisfactory completion of the prerequisite course.

Previously enrolled high school students can retake the Guided Self-Placement questionnaire after they have graduated.

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

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

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

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

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

A. Approximately Thirty Minutes.

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

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

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

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

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

A. Yes. Counselors are the best resource to tell students how to interpret placement skills.
STUDENT SUPPORT PROGRAMS AND SERVICES

Services for Students (p. 28)
Financial Aid Programs (p. 34)
Student Rights and Responsibilities (p. 36)
Student Success and Support Program (SSSP) (p. 49)

Services for Students

Art Gallery
Hours: Fall and Spring semesters: Monday - Friday, 10 am to 2 pm
Phone Number: (909) 384-8939
Website (https://www.valleycollege.edu/artgallery/)

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

Athletics
Phone Number: (909) 384-8516

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

CalWORKs
Location: Campus Center (CC) 208
Phone Number: 909-384-4465
Website

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

Campus Business Office
Location: AD/SS 206
Hours: 8:15 a.m. to 4:45 p.m., Monday - Thursday and 8:15 a.m. to 4:15 p.m. on Fridays
Phone Number: (909) 384-4453
Website

The Campus Business Office coordinates the on-line sale of parking permits, processes pay-in-person parking permits, receives payments for college functions; and, distributes financial aid, scholarship, care and loan checks to students. In addition, the staff supports accounting services and processes deposits for the ASB, clubs and trust accounts.

Campus Child Development Center
Hours: 7:00 a.m. to 4:00 p.m., Monday-Friday
Phone Number: (909) 384-4440
Website

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

Campus Store
Hours:
Monday - Thursday: 8:00 a.m. to 4:00 p.m.
Fridays: 8:00 a.m. to 3:00 p.m.
Saturday and Sunday: Closed
Phone Number: (909) 384-4435
Website

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

Campus Technology Services
24/7 Technical Support
SBCCD Technical Assistance Center (STAC)
Phone Number: (909) 384-4357
Website (http://support.valleycollege.edu)

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

Wireless Internet Services
Wireless Internet services are available by using the following information:
SSID: SBVC - Portal
Username: Student Email Address
Password: Student Email Password
(May be asked to trust a certificate)

Copiers (For Student Use)
Locations:
- Library
- Applied Technology Building (Hallway)
- Student Success Center (PS Building)

Features:
- Printing from your flash drive
- Scan to your flash drive
- Scan to your email
- B/W and Color copies
Counseling Center

Location: AD/SS 103  
Phone Number: (909) 384-4404

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

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

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

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

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

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

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

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

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

Dreamers and Dreamers Resource Center (DRC)

Location: Liberal Arts (LA) 121  
Phone Number: (909) 384-8915
Email (dreamers@valleycollege.edu)
Website
Instagram: @sbvc_drc

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

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

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

Location: AD/SS 202  
Phone Number: (909) 384-4412
Website

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

First Year Experience Program (FYE)

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

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

**FYE Offers:**

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

**Food Service/Snack Bar**

**Locations:**

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

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

**Guardian Scholars/Foster Youth Services**

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

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

**The Huddle (Student Athlete Academic Center)**

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

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

**Services Provided by The Huddle include:**

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

**Parking Regulations**

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

**Parking Decal Fees**

<table>
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<tr>
<th>Fee</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>One Semester (Fall or Spring)</td>
<td>$35.00</td>
</tr>
<tr>
<td>with BOG Waiver</td>
<td>$20.00</td>
</tr>
<tr>
<td>Summer Session</td>
<td>$20.00</td>
</tr>
<tr>
<td>Daily Permit</td>
<td>$ 3.00</td>
</tr>
</tbody>
</table>

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

**Puente Project**

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

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

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

**Scholarships and Awards**

**Location:** Campus Center (CC) 226  
**Phone Number:** (909) 384-4471  
**Website**

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

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

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

**STAR Program**

**Location:** AD/SS 201  
**Phone Number:** (909) 384-4433  
**Website**

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

**Student Accessibility Services (SAS)**

**Location:** AD/SS 105  
**Phone Number:** (909) 384-4443  
**Website**

**Email**

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

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

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

Students with permanent or temporary disabilities may apply for SAS. Decisions regarding eligibility are made on an individual basis. For more information, contact SAS by phone at (909)384-4443, by email (sbvcsas@valleycollege.edu), or visit the SAS Office in the Administration/Student Services Building, Room 105.
Student Health Services
Location: Parking Lot 8, South of the Track and Football Field
Phone Number: (909) 384-4495
Website

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

Students are not charged the health fee if they qualify for one of the following exemptions:
• Apprentices attending college under an approved training program;
• Students attending college classes on high school campuses;
• Students enrolled only in community services classes;
• Students who depend exclusively upon prayer for healing in accordance with the teachings of a bonafide religious sect, denomination or organization (documentation required).

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

Student Life & Associated Student Government (ASG)
Location: Campus Center (CC) 128
Phone Number: (909) 384-4474
Email
Website

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

Associated Student Government
Location: Campus Center (CC) 128
Phone Number: (909) 387-1611
Website

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

Transfer and Career Services
Location: AD/SS 203
Phone Number: (909) 384-4410
Website

The Transfer Center is open to students planning to transfer to any four-year college or university and/or seeking career counseling and information. The center provides the following transfer services and annual events:
• Transfer, Honors, and Career Counseling by appointment or walk-in attendance
• One-on-one appointments with a four-year college or university representative in the Transfer Center
• A variety of university representatives in the Library Walkway during the spring, summer, and fall semesters
• Transfer requirements relative to four-year college or universities.
• Transfer orientation sessions
• Assistance with major selection
• Credit evaluations
• Transfer agreements
• Information about special programs such as TAP, TAG and Cross Enrollment
• Field trips to four-year institutions
• A monthly calendar of events
• A monthly newsletter

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

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

Transfer materials can be requested from the Transfer Center.

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

Umoja-Tumaini Program
Location: AD/SS 203 and Physical Science (PS) 138
Phone Number: (909) 384-8950 or (909) 384-8651
Umoja-Tumaini is a statewide program designed to increase academic and personal success, and promote transfer to four-year colleges and universities. Umoja-Tumaini targets students who are interested in learning about African American history, literature, and culture. Umoja-Tumaini instructors and counselors use collaborative and other community building strategies to enhance students' learning potential in and out of the classroom. The Program is a learning community and combines elements of counseling and other courses (Student Development, Math and African American History) to assist students with the rigors of college life. The mission of Umoja-Tumaini is to retain students at the community college level, assist students in grading with an associate degree or certificate, and increase transfer readiness to a four-year college or university.

The benefits from Umoja-Tumaini include:

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

Valley 360° Resource Center (The Pantry)

Location: Left Side of the Library
Email
Website

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

Veteran's Resource Center (VRC)

Location: Campus Center (CC) 133
Phone Number: (909) 384-4411
Website
School Certifying Official: veterans@valleycollege.edu

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

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

Veterans and/or dependents seeking to use VA Educational Benefits should apply online at www.va.gov (http://www.va.gov). If eligible for VA educational benefits, the student will receive two copies of the Certificate of Eligibility (COE). One copy of the COE must be submitted to the Veteran’s Services office at the student’s home college location and the other copy should be kept by the student for his/her personal records. All Veteran and/or dependent students must follow San Bernardino Valley College’s enrollment policies and procedures in order to register into classes.

VRC Resources Include:

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

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

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

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

Welcome Center

Location: AD/SS 102
Phone Number: 909-384-8766
Website

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

WorkAbility III

Location: Campus Center (CC) 208
Phone Number: 909-384-4465
Website

WorkAbility III (WAIII) is a program developed in collaboration with San Bernardino Valley College and the California Department of Rehabilitation
(DOR). The purpose of the program is to assist DOR clients/students in acquiring employability skills and confidence. Guidance will be provided to clients/students in securing meaningful employment opportunities. “Self-Sufficiency” is the overarching goal. To obtain additional information or to enroll in the WorkAbility III Program, please call or visit the CalWORKs and Workforce Development Department.

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

Location: Campus Center (CC) 208
Phone Number: 909-384-4429
Website

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

Financial Aid Programs

Financial Aid

Location: AD/SS 106
Phone Number: (909) 384-4403
Website

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

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

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

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

Eligibility Requirements

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

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

Application Procedure

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

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

Financial Aid Programs

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

California College Promise Grant (CCPG)

Formerly The Board of Governors Fee Waiver (BOG)

The California College Promise Grant program is available to qualifying California residents. The California Promise Grant waives mandatory enrollment fees and a portion of the parking permit fee. The California College Promise Grant does not apply to class material fees or College Service fees. Students are responsible for making sure all fees have been paid. To apply for the California College Promise Grant, fill out the FAFSA application (Dream Act application, if applicable) online. The Financial Aid Office will receive the results of the FAFSA and Dream Act Applications and award the California College Promise Grant automatically to eligible students. Receipt of the FAFSA application results will also determine eligibility of other types of financial assistance. Students may be eligible for a fee waiver, even when determined not eligible for other types of financial aid. Applicants only need to apply once to have fees waived for the entire academic award year.
New California College Promise Grant Changes – Effective Fall 2016

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

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

Meet with your program counselor to review your academic standing!

Cal Grant

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

California Chafee Grant

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

Federal Pell Grant

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

Federal Supplemental Education Opportunity Grant (FSEOG)

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

Federal Work-Study

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

Student Success Completion Grant (SSCG)

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

Financial Aid Refund Policy (R2T4)

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

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

Satisfactory Academic Progress Requirements

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

Academic Records

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

1. The right to inspect and review their education records within 45 days of the day the College receives a request for access.
   A student should submit to the Director of Admissions and Records, a written request that identifies the record(s) they wish to inspect. The Director will arrange for access and will notify the student of the time and place where the record(s) may be inspected. If the records are not maintained by the Admissions and Records Office, the Associate Dean will advise the student of the correct official to whom the request should be addressed.

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

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

4. Students have the right to file a complaint with the U.S. Department of Education concerning alleged failures by San Bernardino Valley College to comply with the requirements of FERPA.
   The name and address of the Office that administers FERPA:
   Family Policy Compliance Office
   U.S. Department of Education
   400 Maryland Avenue, SW
   Washington, DC 20202-8520

Academic Dishonesty

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

Plagiarism

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

Examples include:

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

Cheating

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

Examples include:

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

Fabrication

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

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

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

Substance Abuse

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

Animals on Campus

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

Children on Campus and in the Classroom

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

Computer Use Policy

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

Financial Obligations

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

Speech: Time, Place, and Manner

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

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

• Persons using the DPF area(s) and/or distributing material in the DPF area(s) shall not impede the progress of passersby, nor shall they force passersby to take material;
• No person using the DPF area(s) shall touch, strike or impede the progress of passersby, except for incidental or accidental contact, or contact initiated by a passerby;
• Persons using a DPF area shall not use any means of amplification that creates a noise or diversion that disturbs or tends to disturb the orderly conduct of the campus or classes taking place at that time;
• No persons using the DPF area(s) shall solicit donations of money, through direct requests for funds, sales of tickets or otherwise, except where he or she is using the DPF area(s) on behalf of and collecting funds for an organization that is registered with the Secretary of State as a nonprofit corporation or is an approved by Associated Student Government or club;
• All persons using the DPF area(s) of the college shall be allowed to distribute petitions, circulars, leaflets, newspapers, and other printed matter. Such distribution shall take place only within the DPF area(s). Material distributed in the DPF area(s) that is discarded or dropped in or around the DPF area(s) other than in an appropriate receptacle must be retrieved and removed or properly discarded by those persons distributing the material prior to their departure from the DPF area(s) that day.

Posting

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

Standards of Conduct

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

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

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

Grounds for Disciplinary Action

The Chancellor shall be responsible for procedures that impose discipline on students in accordance with due process outlined in federal and state law and regulations. The following behaviors are subject to disciplinary
action ranging from verbal reprimand through removal, suspension or expulsion of a student:

- **Academic Misconduct.** All forms of academic misconduct including, but not limited to, cheating, fabrication, plagiarism, or facilitating academic dishonesty.

- **Alcohol.** Manufacture, distribution, dispensing, possession, use, consumption or sale of, or the attempted manufacture, distribution, dispensing, distribution, consumption or sale of alcohol that is unlawful or otherwise prohibited by, or not in compliance with, District policy, administrative procedures, or campus regulations.

- **Assault/Battery.** Assault, battery, or any threat of force or violence upon a Student or upon any Member of the District Community. This includes, but is not limited to:
  - Inflicting bodily harm upon any Member of the District Community;
  - taking any action for the purpose of inflicting bodily harm upon any Member of the District Community;
  - taking any reckless, but not accidental action, from which bodily harm could result to any Member of the District Community;
  - Causing a Member of the District Community to believe that the offender or their agent may cause bodily harm to that person or any member of their family or any other Member of the District Community;
  - Inflicting or attempting to inflict bodily harm on oneself.

- **Bias.** Bias-related incidents are behavior that constitutes an expression of hostility against a person or property or another due to the targeted person's race, religion, sexual orientation, ethnicity, national origin, gender, age, marital status, political affiliation, or disability. These acts or behaviors may not rise to the level of a crime, or a violation of state or federal law, but may constitute to creating an unsafe, negative, or unwelcome environment for the targeted person.

- **Continued Misconduct or Repeat Violation.** Repeated misconduct or violations of this Policy, when other means of correction have failed to bring about proper conduct.

- **Dating Violence.** Violence committed by a member of the District Community who is, or has been, in a social relationship of a romantic or intimate nature with the victim.

- **Destruction of Property.** The damaging, destroying, defacing, or tampering with District Property or the property of any person or business on District Property or at a District function, including but not limited to, taking down, defacing, or otherwise damaging District authorized posters, handbills and/or notices posted on District property.

- **Discrimination.** Unlawful discrimination against a person on the basis of race, ethnicity, color, religion, national origin, sex, age, disability, military or veteran status, gender identification, gender expression, marital status; sexual orientation, or genetic information, except where such distinction is authorized by law.

- **Dishonesty.** All forms of dishonesty including but not limited to fabricating information, furnishing false information, or reporting a false emergency to the District.

- **Disorderly or lewd conduct.** Engaging in disorderly or lewd, indecent or obscene behavior on District Property or at a District function.

- **Disruption of Educational Process.** Destruction or disruption on or off District Property of the District educational process(es), including but not limited to interfering, impeding, obstructing or causing the interruption or impediment of any class (regardless of modality), lab, administrative office, teaching, research, administration, disciplinary procedures, District activity or District authorized Student activity or administrative process or other District function; or disturbing the peace on District Property or at any District function.

- **Disruptive Behavior.** Disruptive behavior, disobedience, profanity, vulgarity, or the open defiance of the authority of or abuse of District personnel, or which adversely effects the delivery of educational services to Students and the District Community.

- **Disturbing the Peace.** Disturbing the peace and good order of the District by, among other things, fighting, quarreling, disruptive behavior, or participation in a disturbance of the peace or unlawful assembly.

- **Drugs.** Unlawful or attempted manufacture, distribution, dispensing, possession, use, distribution or sale of, controlled substances, dangerous drugs, restricted dangerous drugs or narcotics, as those terms are used in state or federal statutes on District Property or at any District function. Possession of medicinal marijuana on District premises is prohibited.

- **Endangering Welfare of Others.** Violation of any state or federal law relating to the placing at risk of physical or emotional harm of a member of the District Community.

- **Failure to Appear.** Failure to appear before a District official when directed to do so.

- **Failure to Comply or Identify.** Failure to identify oneself to, or comply with the directions of, a District employee when requested.

- **Failure to Repay Debts or Return District Property.** Failure to (a) repay debts to the District; (b) return District property; (c) return property of any member of the District Community.

- **False Report of Emergency.** Knowingly and purposefully, causing, making, and/or circulating a false report or warning of a fire, explosion, crime, or other catastrophe.

- **Forgery.** Any forgery alteration, or misuse of any District document, record, key, electronic device, or identification, or knowingly furnishing false information to a District official.

- **Fraud.** Any attempt to steal, take, carry, lead, or take away the personal property of another, or who fraudulently appropriated property which has been entrusted to him or her, or who shall knowingly and designedly, by any false or fraudulent representation or pretense, defraud any other person of money, labor or property, or who causes or procures or obtains credit and thereby, or fraudulently gets or obtains possession of money, or property, or obtains the labor or service of another, is guilty of theft.

- **Gambling.** Unauthorized gambling on District Property or at any District function.

- **Harassment/Bullying.** A specific act, or series or acts, of a verbal or physical nature, including threats, intended to annoy, intimidate, pester, aggravate, irritate, dominate, ridicule, or cause fear to a member of the District Community, occurring within the jurisdiction of the District as set forth in Section 1.4.

- **Hateful Behavior.** Hateful behavior aimed at a specific person or group of people.

- **Hazing.** Participation in hazing or any method of initiation or pre- or post initiation into a campus organization or other activity engaged in by the organization or members of the organization at any time that causes, or is likely to cause, physical injury or personal degradation or disgrace which can inflict psychological or emotional harm to any Student or other person.

- **Infliction of Mental Harm.** (a) Inflicting mental harm upon any member of the District Community; (b) taking any action for the purpose of inflicting mental harm upon any Member of the District Community; (c) taking any reckless, but not accidental action, from which mental harm to Member of the District Community could result; (d) causing a
Member of the District Community to believe that the Student or their agent may cause mental harm to that person or any member of their family or any other member of the District Community; (e) any act which purposefully demeans, degrades, or disgraces any person.

- **Library Materials.** Cutting, defacing, or otherwise damaging or theft of college library or bookstore materials or property.
- **Misrepresentation.** A false statement or representation based upon the intentional disregard of false or possibly false information, or knowingly entering into a transaction based upon false information, or misrepresenting oneself to be an agent, employee, or representative of the District or its colleges.
- **Misuse of Identification.** Transferring, lending, borrowing, altering or unauthorized creation of identification.
- **Possession of Stolen Property.** Possession of District Property, or the property of any other person, when the Student knows or reasonably should know, that the property was stolen.
- **Possession of Weapons.** Unauthorized possession, use, storage, or manufacture of explosives, dangerous chemicals, firebombs, firearms, or other destructive devices or weapons as defined in Section K of Appendix A.
- **Public Intoxication.** Public intoxication or being under the influence of alcoholic beverages, any illegal narcotics, or any substance that causes impairment on District/College Property or at any District/College function.
- **Sexual Harassment.** Sexual harassment against a member of the District Community. Sexual harassment is defined as (a) unwelcome verbal harassment, e.g., epithets, derogatory comments, or slurs; (b) physical harassment, e.g., assault, impeding or blocking movement, or any physical interference with normal work or movement when directed at an individual; (c) visual forms of harassment, e.g., derogatory posters, cartoons, or drawings; (d) unwelcome sexual advances, requests for sexual favors; or (e) an intimidating, hostile, or offensive environment. "Unwelcome conduct" is defined as conduct which the member of the District Community does not solicit or initiate, and which the person regards as undesirable or offensive.
- **Sexual Misconduct** comprises a broad range of unwelcome behaviors focused on sex and/or gender that may or may not be sexual in nature. Any interstate or other intentional sexual touching or activity without the other person's consent is sexual assault, is a form of Sexual Misconduct under this Procedure. Sexual Misconduct is any form of gender-based harassment, including, but not limited to, sexual harassment, sexual assault, and sexual exploitation, as well as harassment based on gender identity, gender expression, and non-conformity with gender stereotypes. Sexual misconduct may also include acts of a sexual nature, including acts of stalking, domestic violence, and dating violence, intimidation, or for retaliation following an incident where alleged Sexual Misconduct or has occurred. Sexual Misconduct can occur between strangers or acquaintances, or people who know each other well, including between people involved in an intimate or sexual relationship, can be committed by anyone regardless of gender identity and can occur between people of the same or different sex or gender.
- **Serious Injury or Death.** Any intentional, unintentional or reckless action or conduct which results in serious injury or death to a Member of the District Community or their family.
- **Smoking.** Smoking in an area where smoking has been prohibited by law or regulation of the District.
- **Stalking.** Stalking behavior in which a Student repeatedly engages in the course of conduct directed at another person and makes a credible threat with the intent to place that person in reasonable fear for his or her safety, or the safety of his or her family, where the threat is reasonably determined by the College Conduct Officer to create substantial emotional distress, torment, create fear, or to terrorize the person.
- **Sexual Stalking.** The course of conduct directed at a specific person that would cause a reasonable person to feel fear or suffer substantial emotional distress due to another's sexual interest or gender-based stalking. Stalking involves repeated and continued harassment of a sexual or gender-based nature, against the expressed consent of another individual, which causes the targeted individual to feel emotional distress, including fear or apprehension. Such stalking behaviors may include: pursuing or following; unwanted communication or contact—including face-to-face encounters, telephone calls, voice messages, electronic messages, web-based messages, text messages, unwanted gifts, etc.; trespassing; and surveillance or other types of observation.
- **Theft or Abuse of District's Computers or Electronic Resources.** Theft or abuse of District computers and other District electronic resources such as computer and electronic communications facilities, systems, and services. Abuses include (but are not limited to) unauthorized entry, use, transfer, or tampering with the communications of others, and interference with the work of others, and with the operation of a computer and electronic communications facilities, systems, and services. Theft or attempted theft of any kind, including seizing, receiving, or concealing property with knowledge that it has been stolen, is prohibited. Sale, possession, or misappropriation of any property or services without the owner's permission is also prohibited.
- **Theft or Conversion of Property.** Theft or conversion of District Property or services, or the property of any person or business on District Property or at a District function, or possession of any property when the Student had the knowledge or reasonably should have had knowledge that it was stolen.
- **Trespass and Unauthorized Possession.** Unauthorized or forcible trespass on, entry to, possession of, receipt of, or use of any District services, grounds, equipment, resources, properties, structures, vehicles, boats, water craft or facility, including the unauthorized use of District's name, insignia, or seal without permission or authorization.
- **Unauthorized Recording.** Recording any person on District Property or at any District function without that person's knowledge or consent. This definition shall not apply to recordings conducted in public, in a commonly recognized public forum.
- **Unauthorized Use of Course or Copyrighted Materials.** Students of the District will abide by all aspects of United States copyright law, Title 17 of the United States Code, to the extent possible, under the authoritative interpretation of the law. Students shall not reproduce copyrighted materials without prior permission of the copyright owner, except as allowed by the "fair use" doctrine. In addition, Students shall not sell, prepare, or distribute for any commercial purpose any course lecture notes or video or audio recordings of any course unless authorized by the District in advance and explicitly permitted by the course instructor in writing. The unauthorized sale or commercial distribution of course notes or recordings by a Student is a violation of these Policies whether or not it was the Student or someone else who prepared the notes or recordings. Copying for any commercial purpose handouts, readers or other course materials provided by an instructor as part of a District course unless authorized by the District in advance and explicitly permitted by the course instructor or the copyright holder in writing (if the instructor is not the copyright holder).
• Unauthorized Use of District Keys. Unauthorized use, distribution, duplication or possession of any keys issued for any building, laboratory, facility, room, or other District Property.
• Unauthorized Use of Electronic Devices. Unauthorized use of an electronic device on District property or at any District function, including but not limited to, classes, lectures, labs, and field trips.
• Unauthorized Use of Property or Services. Unauthorized use of property or services or unauthorized possession of District Property or the property of any other person or business.
• Unreasonable Demands. Placing repeated, hostile, or unreasonable demands on District staff.
• Unwelcome Conduct: conduct of a sexual, gender-based, or harassing nature, which is considered unwelcome if a person did not request or invite it, and considered the conduct to be unwelcome, undesirable, or offensive. Unwelcome conduct may take various forms, including name-calling, graphic or written statements (including the use of cell phones or the Internet), hazing, bullying, or other conduct that may be physically or psychologically threatening, harmful, or humiliating.
• Unreasonable Demands. Placing repeated, hostile, or unreasonable demands on District staff.
• Using or causing to be used District computer services without authorization. Using any account or password without authorization.
• Accessing or causing to be accessed, downloading or causing to be downloaded, pornographic or obscene materials except when accessing a pornographic website which is part of the instructional process or assignment for a class the Student is currently enrolled in.
• Use the District’s systems or networks for commercial purposes; for example, by performing work for profit with District resources in a manner not authorized by the district.

SBCCD AP 5500

Disciplinary Action

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

Types of Disciplinary Action

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

Disciplinary action includes:

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

Student Discipline Procedures

Section I

A. INTRODUCTION

This Administrative Procedure (AP 5520) is intended to effectively administer Board Policy 5500 and Administrative Procedure 5500 title “Standards of Student Conduct,” and as such, this Administrative Procedure shall constitute the Standards of Student Discipline for all District Students. This Standards of Student Discipline provides District
Students with prior notice of behavior deemed unacceptable by the District's Board of Trustees. This Standards of Student Conduct includes a defined process for the fair and impartial review and determination of alleged improper Student behavior. This Standards of Student Conduct also specifies the various sanctions that may be imposed on District Students for violations of this Standards of Student Conduct. Students are expected to be familiar with the terms of the San Bernardino Community College District's published Board Policy 5500 and this Administrative Procedure 5500 Standards of Student Conduct.

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

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

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

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

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

D. JURISDICTION
Pursuant to Board Policy 5500, the District's jurisdiction concerning alleged Standards of Student Conduct violations extends to the District, its colleges, and for all activities occurring on District property. This jurisdiction includes, but is not limited to, its main and satellite campuses, and to any non-District property used by the District or its colleges where District Students are present. This also applies to online courses/services and District sponsored/College sponsored programs, activities, and travel. This jurisdiction shall also apply to Student-to-Student or Student-to-employee off-campus conduct and/or actions, and electronic activity (such as e-mail, texting, telephone contact, social media), when the College Conduct Officer, or designee, determines that the off-campus conduct affects, disrupts, or interferes with the educational mission of the college.

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

1. Any action that constitutes a criminal offense as defined by law. This includes, but is not limited to, a single or repeated violations of any local, state, or federal criminal statute or ordinance;
2. Any situation where it appears that a Student may present a danger or threat to the health or safety of themselves or others;
3. Any situation that significantly impinges upon the rights, property, or achievements of self or others, or that significantly breaches the peace or causes significant disruption; and
4. Any situation that is detrimental to the educational interest of the District/College. The Student Code of Conduct may apply to online activity and communication that occur outside of the District's/College's control when those online behaviors can be shown to create a Hostile Environment on campus or cause a substantial disruption.

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

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

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

Section II - Student Rights & Responsibilities

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

B. STUDENT RIGHTS

• To be treated with respect by District officials
• To take advantage of campus support resources, such as Counseling, Special Services, Health Services, and other available resources.
• To experience a safe educational environment.
• To not be subjected to retaliation for reporting violations.
• To have complaints heard in substantial accordance with established procedures.
• To fully participate in any process whether the injured individual is serving as the Complainant or the institution is serving as Complainant.

• A complainant may and Respondent shall be informed in writing of the outcome/resolution, any sanctions imposed, and the rationale for the outcome, to the extent permissible under applicable law and Board Policies.

C. SPECIAL REQUESTS/ACCOMMODATIONS - STUDENTS WITH DISABILITIES

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

D. ROLE OF LEGAL COUNSEL

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

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

E. STUDENT RIGHT TO REVIEW RECORDS

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

F. RECORDING AND PRESENTING WITNESSES

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

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

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

G. CONFIDENTIALITY

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

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

Section III - Student Discipline Process

A. FACULTY INITIATED REMOVAL

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

B. COMPLAINT FILED/INCIDENT REPORTED

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

C. NOTICE TO STUDENT

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

• A description of the alleged violation(s).

• A description of the applicable policies.

• A statement of the potential sanctions/responsive actions that could result.

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

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

1. The College Conduct Officer may take any interim actions deemed necessary to:

   • Protect the District Community from potential threats to health and safety;
2. The College Conduct Officer or designee will inform the Respondent involved of any interim action/restrictions implemented against them pending investigation.

3. Interim Action/Restrictions are effective immediately. There shall be no request to delay the imposition of interim actions. These actions may include:
   a. Interim Suspension – A Student who is suspended on an interim basis is subject to all of the same restrictions as if they had been suspended as a final sanction. The College Conduct Officer, or designee, may impose an interim restriction of up to fourteen (14) calendar days following notice from the College Conduct Officer.
   b. Interim Restriction – These restrictions may include, but are not limited to:
      • Any other restrictions deemed by the College Conduct Officer or designee necessary to achieve the goals stated above.
      • No-contact orders with specific individuals;
      • District events;
      • Restricted access to District facilities;
   c. The College Conduct Officer, or designee, may impose an interim restriction of up to fourteen (14) calendar days following notice from the College Conduct Officer.

4. Interim Suspensions and Request to Stay. Upon notice of an Interim Suspension by the College Conduct Officer, Title IX Coordinator, or designee, the Student has five (5) calendar days (from the date of the notice) to submit reason(s) for a Request to Stay to the Vice President of Student Services or their designee. The Vice President of Student Services or their designee will render a decision on providing a stay, with or without modifications to the Student's request. The Vice President of Student Services or their designee will provide the Student with a decision within three (3) calendar days of the received Request to Stay. The Interim Suspension remains in effect until a decision from the Vice President of Student Services or designee is rendered

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

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

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

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

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

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

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

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

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

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

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

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

H. IMPOSING SANCTIONS:
If a Student is found Responsible, sanctions will be imposed by the College Conduct Officer, as they deem reasonable and appropriate, pursuant to the available sanctions set forth in Appendix C. The Respondent may elect to
appeal the findings and sanctions subject to the limitations for grounds for appeal set forth herein.

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

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

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

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

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

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

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

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

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

If the Student chooses to have their attorney accompany them to the hearing, the Student must deliver a retention letter, including their State Bar number and telephone number, to the College Conduct Office.

B. THE APPEAL HEARING
Appeal hearings are closed to all persons except:

• College Conduct Officer, or designee;
• The Student Hearing Appeal Chair;
• The Student Hearing Appeal Panel;
• Student;
• Advisor;
• an attorney, retained by the District or a Student;
• a court-certified interpreter paid for at the Student’s own expense;
• selected members of the Student Hearing Appeal Panel when their determination of findings is at issue; and
• any person needed to assist the hearing officer.

In some cases, a campus security/police officer may be present to witness the hearing, and any person needed to assist the hearing officer.

C. STANDARD OF PROOF FOR AN APPEAL
In all cases involving appeal, the burden of proof is on the Student to establish, to the standard of Clear and Convincing Evidence (as defined herein), that the College Conduct Officer’s determination following investigation was erroneous due to any of the following:

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

D. APPEAL HEARING PROCEDURES
Evidence—The Appeal Hearing need not be conducted according to technical rules relating to evidence and witnesses. Only relevant and
material evidence shall be presented to and considered by the Hearing Appeal Committee. Irrelevant, immaterial, and/or unduly repetitious evidence shall be excluded. No evidence other than that received and weighed at the initial determination of findings shall be considered by the Hearing Appeal Committee. This limitation on admissible evidence shall not exclude the Student from presenting relevant, material evidence excluded by the College Conduct Officer at the initial hearing. The determination of relevancy or the material nature of the Student’s offered evidence shall be made by the Hearing Appeal Committee.

1. At the beginning of each school year, each college president or designee shall establish a standing panel from which one or more Hearing Appeal Committees may be appointed. The panel shall be made up of:
   a. A minimum of five (5) faculty members whose names are obtained from the Academic Senate.
   b. A minimum of five (5) students whose names are obtained from the Student Senate.
   c. A minimum of five (5) administrators/supervisors appointed by the College President or designee.

2. The College President or designee will appoint from the panel listed above a Hearing Appeal Committee consisting of a maximum of:
   • Two faculty members
   • Two students
   • One administrator/manager
   • A committee chair

3. The Hearing
   a. The Chair will call the hearing to order, explain the procedures of the hearing, and have all Parties introduce themselves. Should an advisor be present, they may not make a presentation or represent the Respondent or the Complainant during the hearing. The Parties to the hearing are expected to ask and respond to questions on their own behalf, without representation of their advisors. The advisor may not speak on behalf of the Student to the College Conduct Officer or to the Hearing Appeal Committee hearing the case.
   b. The Chair will present the rules governing the hearing. The Chair shall guarantee control of the hearing, making certain that all participants respect the right of others to make statements, and ensure confidentiality of such statements.
   c. The College Conduct Officer, and if applicable their witness(es), shall have up to thirty (30) minutes total, if necessary, to present relevant evidence to support the determination that violation(s) of the Standards of Student Conduct has occurred.
   d. The Student charged may question any witnesses presented by the College Conduct Officer. Members of the Hearing Appeal Committee may also question any witness presented by the College Conduct Officer. Questioning by the Student or the Hearing Appeal Committee shall not be considered part of the time allotted for presentation of the College Conduct Officer’s evidence. Total witness questioning by the College Conduct Officer and the Student shall not exceed a total of thirty (30) minutes of witness testimony for each side. It is within the discretion of the Hearing Appeal Committee Chair to impose a timeline on questioning or to add additional time if warranted.
   e. The Student charged, and if applicable their witness(es), shall have up to thirty (30) minutes in total time, if necessary, to present relevant evidence demonstrating the basis for why College Conduct Officer’s decision should be overturned. The College Conduct Officer may question any witnesses presented by the Student.

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

f. The College Conduct Officer, and then the Student appealing, may each make a closing statement to the Hearing Appeal Committee. These closing statements shall be limited to a maximum of three (3) minutes each. The Hearing Appeal Committee Chair shall have the authority to extend the time limits if deemed necessary.

g. Once all information has been collected, the Chair, or designee, will:
   • Reiterate the alleged policy violation(s);
   • Remind all Parties and participants involved of the Standard of Proof (Clear and Convincing), as further defined in Appendix A.
   • Remind all parties and participants of confidentiality and of all imposed sanctions that are active and must be adhered to;
   • Remind all Parties and participants to review the San Bernardino Community College District’s Standards of Student Conduct Board Policy 5500, Administrative Procedures 5500 and 5520, and to understand their Student rights and responsibilities;
   • Inform all Parties and participants of the deliberation process and the projected timeline for notification; and
   • Remind the Student charged and the Complainant, if applicable, that notification and all communication will be via District email accounts.

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

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

F. DELIBERATION AND DECISION

1. The Hearing Appeal Committee shall make its findings for the appeal hearing based on the Clear and Convincing Evidence standard, as further defined in Appendix A, which demonstrates whether or not the College Conduct Officer:
   a. Issued disproportionate or excessive sanctions in relation to the violation(s) the Respondent was found Responsible for committing.
   b. Demonstrated unlawful discrimination during the determination of Responsibility, and/or;
   c. Made a substantive procedural error which materially and significantly affected the weighing of evidence.

2. Following the presentation of evidence, the Hearing Appeal Committee shall privately consider the evidence and shall prepare a written report of its findings and deliver it to the College Conduct Officer, which shall ordinarily be submitted within seven (7) calendar days of the date of the appeal hearing. This report shall include the following:
a. A brief summary of the facts as found by the Hearing Appeal Committee, and a determination of evidence indicating whether the College Conduct Officer’s findings should or should not be overturned;

b. A finding indicating the appropriateness of the disciplinary sanction imposed on the Student by the College Conduct Officer. This finding may state:
   - A finding that the Student is Responsible and that the disciplinary action proposed is appropriate;
   - A finding that the Student is Responsible, but that the disciplinary action imposed by the College Conduct Officer was excessive to the violation, and as such, a recommendation be made for a lessened sanction;
   - A finding that the College Conduct Officer committed a substantive procedural error during the investigation or finding which would unduly taint the legitimacy of the finding of Responsibility, resulting in the finding to be set aside.

3. The report of the Hearing Appeal Committee shall be sent by the Hearing Appeal Committee Chair to the Respondent. If the Committee has made a finding evidencing substantive procedural error, the Committee shall provide a copy of the report to the Vice President of Student Services. The College Conduct Office shall copy the Vice President of Student Services on written notification to the Student(s) involved.

4. No finding by the Hearing Appeal Committee recommending the setting aside of a finding of Responsibility due to procedural error by the College Conduct Officer shall act as a bar to a subsequent investigation by another College Conduct Officer from within the District of the underlying facts and evidence of the matter appealed and making a finding and determination of Responsibility.

G. RECOMMENDATION FOR EXPULSION

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

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

H. REVIEW BY THE CHANCELLOR

1. The Student may appeal the College President’s recommendation for expulsion, but not for other sanctions, by submitting a letter of appeal via personal delivery, delivery by a professional process server, or by certified mail to the Chancellor’s office within ten (10) calendar days of their receipt of the College President's recommendation for expulsion.

   It is the student’s responsibility to ensure the letter of appeal is delivered.

2. The letter of appeal to the Chancellor shall state the reasons why the Student should not be expelled and shall not exceed fifteen (15) pages in length. The Student or any representative of the student does not have the right to meet personally with the Chancellor under this procedure.

   a. Chancellor’s Recommendation to the Board. If the Chancellor has decided to recommend the Student’s expulsion, they shall cause to be placed on a Board agenda for action at the next board meeting, their recommendation that the Student be expelled. Minor deviations in the timeline for placement of the Chancellor’s recommendation on the Board agenda shall be permitted. The Chancellor shall notify the Student or the Student’s parent or guardian if the Student is a dependent minor of their decision to seek expulsion. The Chancellor’s notice shall be in writing, setting forth the Board meeting date, time, and location where the Board will consider the recommended expulsion.

   b. Appeal to the Board of Trustees. The Student may submit a Letter of Opposition to Expulsion to the Board of Trustees, through the Chancellor’s Office, via personal delivery, delivery by a professional process server, or by certified mail setting forth the Student’s basis for opposition to the recommended expulsion. The Student’s letter must be received no less than seven (7) calendar days prior to the scheduled Board meeting date.

3. The Student’s Letter of Opposition shall not exceed ten (10) pages in length, explaining to the Board why they should not be expelled. The Student may attach to their letter any documents they wish the Board to consider.

4. The Chancellor shall submit the following documents to the Board prior to the Board acting on their recommendation for expulsion:
   a. A copy of the correspondence provided to the Student informing the Student of the alleged violations of the Standards of Student Conduct;
   b. A copy of the investigative findings of the College Conduct Officer, including any relevant evidence collected and assessed.
   c. A copy of the report, if any, of the Hearing Appeal Committee;
   d. A copy of the President’s recommendation for expulsion;
   e. A copy of any letters or documents submitted by the Student; and
   f. The Chancellor’s recommendation regarding expulsion of the Student.

5. The Board’s Decision Regarding Expulsion

   The Board’s decision shall be final and shall end the Student’s appeal process relating to expulsion.

6. Notification to College Conduct Officer

   The Executive Assistant to the Chancellor’s Office shall notify the College Conduct Officer in writing of the Board’s decision regarding the Student’s expulsion and shall provide the College Conduct Officer with a copy of the meeting minutes evidencing the Board’s action.

7. Notification to Student

   The Chancellor’s Office shall notify the Student in writing of the Board’s decision regarding their status as a Student in the District

I. READMISSION AFTER A SUSPENSION

   • The following procedures shall apply to a Student’s request for readmission.

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

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

Student Grievance and Due Process

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

Cause and Filing

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

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

Notice:

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

Who to File a Grievance With?

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

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

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

Time for Filing a Grievance Notice

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

Student Status for Filing a Grievance

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

Group Grievance

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

Informal Student Complaint Resolution Process (Non-Written)

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

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

Formal Procedures

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

Step 1: Within three (3) working days of receipt of the written student grievance notice, the appropriate Vice President or designee shall determine if the allegations were filed in a timely manner and meet the criteria outlined. If the student grievance notice fails to meet the above criterion, the Vice President shall notify the student of this determination and the grievance shall be terminated. If the student grievance notice is not terminated, the Vice President shall appoint a Student Grievance Hearing Committee within five (5) working days.
Step 2: Any employee who has conferred with a student who requests a hearing shall prepare a written account of the discussion, which shall be forwarded, to the appropriate Vice President or designee.

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

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

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

12. Upon conclusion of the hearing, within five (5) working days, the Committee Chairperson shall submit to the Vice President a written report. The report shall include:
   • A brief summary of evidence submitted;
   • A finding of facts, supported by a preponderance of the evidence;
   • A recommendation that the grievance be sustained or denied; and
   • In the event the recommendation is to sustain the grievance, a recommendation of appropriate corrective action.
13. Upon review of the Hearing Committee's report, the Vice President or designee shall make a final determination.

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

Appeal to President
If either the complainant or accused is not satisfied with the final college-level disposition of the grievance, the party may, within ten (10) working days, appeal the decision to the College President. The basis of appeals are:
   • All parties shall be notified by the President of the appeal.
   • The President shall provide written notification to the student and to other parties directly involved in the issues as to his/her recommendation within five (5) working days.

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

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

Grade Appeal Process
Any student complaint about a grade should first be made to the instructor involved. All attempts should be made to resolve the grade dispute at the lowest level. (Please see Student Complaints section for additional information).
By law, the instructor is solely responsible for the grades assigned in
courses; no instructor may be directed to change a grade except in cases of
mistake, fraud, bad faith, or incompetence as authorized by the California
Education Code, Section 76224 (a).

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

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

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

Student Success and Support
Program (SSSP)

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

The college agrees to provide:

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

The student agrees to:

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

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

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

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

Philosophy of General Education (GE)

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

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

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

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

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

Graduation Catalog Rights

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

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

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

Graduation Requirement Exceptions

When a student has a deficiency in one or more of the areas required for graduation, he/she has the option of filing a Petition for Academic Exception, which is available in the Admissions and Records Office (AD/SS 100). The Scholastic Standards Committee will consider each petition based on its overall individual merit.

Associate Degree Graduation Requirements

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

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

<table>
<thead>
<tr>
<th>Graduation</th>
<th>Application Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Graduation</td>
<td>October 1</td>
</tr>
<tr>
<td>Spring Graduation</td>
<td>March 1</td>
</tr>
<tr>
<td>Summer Graduation</td>
<td>July 1</td>
</tr>
</tbody>
</table>

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

Associate Degree: Option #1

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

Associate Degree: Option 1A

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

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

Associate Degree: Option 1B

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

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

Associate Degree: Option #2

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

**Category I: Natural Science**

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

Courses in the following subjects carry credit for Natural Science:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTHRO 106</td>
<td>Biological Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>or ANTHRO 106H</td>
<td>Biological Anthropology - Honors</td>
<td></td>
</tr>
<tr>
<td>ANTHRO 106L</td>
<td>Biological Anthropology Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>ASTRON 120</td>
<td>Introduction to Astronomy</td>
<td>3</td>
</tr>
<tr>
<td>ASTRON 125</td>
<td>Astronomy Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>BIOL 100</td>
<td>General Biology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 102</td>
<td>Human Biology</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 104</td>
<td>Human Ecology</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 109</td>
<td>History of Life</td>
<td>4</td>
</tr>
<tr>
<td>or BIOL 109H</td>
<td>History of Life - Honors</td>
<td></td>
</tr>
<tr>
<td>BIOL 141</td>
<td>Genetics</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 155</td>
<td>Introductory Anatomy and Physiology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 205</td>
<td>Cell and Molecular Biology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 206</td>
<td>Organismal Biology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 207</td>
<td>Evolutionary Ecology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 250</td>
<td>Human Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 251</td>
<td>Human Anatomy and Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 260</td>
<td>Human Anatomy</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 261</td>
<td>Human Physiology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 270</td>
<td>Microbiology</td>
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</tr>
<tr>
<td>CHEM 101</td>
<td>Introductory Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 104</td>
<td>Introduction to Organic Chemistry and Biochemistry</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 105</td>
<td>Introduction to General, Organic And Biochemistry</td>
<td>5</td>
</tr>
<tr>
<td>CHEM 150</td>
<td>General Chemistry I</td>
<td>5</td>
</tr>
<tr>
<td>CHEM 151</td>
<td>General Chemistry II</td>
<td>5</td>
</tr>
<tr>
<td>ENVSCI 100</td>
<td>Introduction to Environmental Science</td>
<td>3</td>
</tr>
<tr>
<td>FN 162</td>
<td>Introduction to Food and Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>GEG 110</td>
<td>Physical Geography</td>
<td>3</td>
</tr>
<tr>
<td>or GEG 111</td>
<td>Physical Geography Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>or GEG 111H</td>
<td>Physical Geography Laboratory - Honors</td>
<td></td>
</tr>
<tr>
<td>GEG 114</td>
<td>Weather and Climate</td>
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<td>General Physics for the Life Sciences II</td>
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<td>Introduction to Biological Psychology</td>
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1 Laboratory class

**Category II: Social and Behavioral Science**

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

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

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<td>Anthropology of Food</td>
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<td>Biological Anthropology</td>
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<td>ANTHRO 108</td>
<td>Introduction to Native American Studies</td>
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<td>ANTHRO 109</td>
<td>Visual Culture and Art</td>
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<tr>
<td>ANTHRO 110</td>
<td>Magic, Witchcraft, and Religion</td>
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United States History of Physical Education and Sport
In the Comparative History of Genocide and War Crimes
World History Since 1500
World History to 1500
Introduction to Latin American History
History of California
Experiences of Asian Americans in U.S. History
Chicano Experiences in U.S. History - Honors
Chicano Experiences in U.S. History
1877
The African American Experience in U.S. History from 1877
The African American Experience in U.S. History to 1877
The African American Experience in U.S. History
Chicano Experiences in U.S. History
Chicano Experiences in U.S. History - Honors
Chicano Experiences in U.S. History - Honors
Experiences of Asian Americans in U.S. History
History of California
Introduction to Latin American History
World History to 1500
World History Since 1500
Comparative History of Genocide and War Crimes
History of Physical Education and Sport in the United States

PHIL 180
Death and Dying

POLIT 100
American Politics

POLIT 110
Introduction to Political Theory

POLIT 110H
Introduction to Political Theory - Honors

POLIT 140
Introduction to Comparative Politics

POLIT 141
Introduction to World Politics

POLIT 141H
Introduction to World Politics - Honors

POLIT 150
Introduction to Public Policy

PSYCH 100
General Psychology

PSYCH 100H
General Psychology - Honors

PSYCH 102
Personal and Social Adjustment

PSYCH 110
Abnormal Psychology

PSYCH 111
Developmental Psychology: Lifespan

PSYCH 112
Developmental Psychology: Child and Adolescent Psychology

PSYCH 118
Human Sexual Behavior

RELIG 110
Magic, Witchcraft, and Religion

RELIG 135
Religion in America

RELIG 180
Death and Dying

SOC 100
Introduction to Sociology

SOC 100H
Introduction to Sociology - Honors

SOC 110
Social Problems

SOC 110H
Social Problems - Honors

SOC 120
Health and Social Justice

SOC 120H
Health and Social Justice

SOC 130
Family Sociology

SOC 135
Introduction to Crime

SOC 141
Race and Ethnic Relations

SOC 141H
Race and Ethnic Relations - Honors

SOC 145
Sociology of Gender

SOC 150
Aging and the Life Course

Category III: Humanities

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

Courses in the following subjects carry credit for Humanities:

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<td>History of Architecture: Early Design Through Gothic</td>
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<td>History of Architecture: Renaissance Through Modern</td>
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<td>Art History: Renaissance to Present</td>
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<td>Art History: Africa, Oceania and the Americas</td>
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<td>Art of Mexico and Mesoamerica</td>
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<td>Dance History and Appreciation</td>
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<td>Women Writers</td>
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<td>English Literature: 18th Century to Present</td>
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<td>History of Rock and Roll</td>
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<td>Philosophy in Literature</td>
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**Applied Courses (Humanities)**

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</tr>
<tr>
<td>MUS 117A</td>
<td>Elementary Acoustic Guitar</td>
<td>1</td>
</tr>
<tr>
<td>MUS 117B</td>
<td>Intermediate Acoustic Guitar</td>
<td>1</td>
</tr>
<tr>
<td>MUS 117C</td>
<td>Intermediate/Advanced Acoustic Guitar</td>
<td>1</td>
</tr>
<tr>
<td>MUS 117D</td>
<td>Advanced Acoustic Guitar</td>
<td>1</td>
</tr>
<tr>
<td>MUS 123</td>
<td>Electronic Music I</td>
<td>3</td>
</tr>
<tr>
<td>MUS 124</td>
<td>Electronic Music II</td>
<td>3</td>
</tr>
<tr>
<td>MUS 130</td>
<td>Elementary Voice</td>
<td>3</td>
</tr>
<tr>
<td>MUS 131</td>
<td>Intermediate Voice</td>
<td>3</td>
</tr>
<tr>
<td>MUS 133</td>
<td>Elementary Piano</td>
<td>1</td>
</tr>
<tr>
<td>MUS 134</td>
<td>Intermediate Piano</td>
<td>1</td>
</tr>
<tr>
<td>MUS 135</td>
<td>Advanced Piano</td>
<td>1</td>
</tr>
<tr>
<td>MUS 141X2</td>
<td>Applied Music I</td>
<td>0.5</td>
</tr>
<tr>
<td>MUS 150X4</td>
<td>Mixed Chorus</td>
<td>1</td>
</tr>
<tr>
<td>MUS 152X4</td>
<td>Chamber Singers</td>
<td>2</td>
</tr>
<tr>
<td>MUS 153X4</td>
<td>Chamber Chorale</td>
<td>2</td>
</tr>
<tr>
<td>MUS 154X4</td>
<td>College Singers</td>
<td>2</td>
</tr>
<tr>
<td>MUS 156X4</td>
<td>Concert Choir</td>
<td>2</td>
</tr>
<tr>
<td>MUS 157X4</td>
<td>College Singers</td>
<td>2</td>
</tr>
<tr>
<td>MUS 158X4</td>
<td>Gospel Choir</td>
<td>1</td>
</tr>
<tr>
<td>MUS 159X4</td>
<td>Theatrical Music Workshop</td>
<td>2</td>
</tr>
<tr>
<td>MUS 162X4</td>
<td>Wind Ensemble</td>
<td>1</td>
</tr>
<tr>
<td>MUS 166X4</td>
<td>Concert Band</td>
<td>1</td>
</tr>
<tr>
<td>MUS 170X2</td>
<td>Jazz Improvisation and Theory I</td>
<td>1</td>
</tr>
<tr>
<td>MUS 171X2</td>
<td>Jazz Improvisation and Theory II</td>
<td>1</td>
</tr>
<tr>
<td>MUS 180X4</td>
<td>Instrumental Chamber Music</td>
<td>1</td>
</tr>
<tr>
<td>MUS 201X2</td>
<td>Musicanship III</td>
<td>1</td>
</tr>
<tr>
<td>MUS 202X4</td>
<td>Musicanship IV</td>
<td>1</td>
</tr>
<tr>
<td>MUS 210</td>
<td>Conducting</td>
<td>3</td>
</tr>
<tr>
<td>MUS 241X2</td>
<td>Applied Music II</td>
<td>0.5</td>
</tr>
<tr>
<td>THART 114X4</td>
<td>Rehearsal and Performance</td>
<td>4</td>
</tr>
<tr>
<td>THART 120</td>
<td>Acting Fundamentals I</td>
<td>3</td>
</tr>
<tr>
<td>THART 121</td>
<td>Acting Fundamentals II</td>
<td>3</td>
</tr>
<tr>
<td>THART 132</td>
<td>Lighting Design Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>THART 135</td>
<td>Directing Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>THART 136</td>
<td>Introduction to Theatre Design</td>
<td>3</td>
</tr>
<tr>
<td>THART 139</td>
<td>Fundamentals of Costume Design</td>
<td>3</td>
</tr>
<tr>
<td>THART 147</td>
<td>Theatre Movement</td>
<td>3</td>
</tr>
<tr>
<td>THART 160X4</td>
<td>Technical Theatre in Production</td>
<td>3</td>
</tr>
<tr>
<td>THART 165</td>
<td>Stage Makeup</td>
<td>3</td>
</tr>
<tr>
<td>THART 166</td>
<td>Improvisational Acting</td>
<td>3</td>
</tr>
</tbody>
</table>

**Category IV: Communication and Analytical Thinking**

(Minimum: 6 semester units)

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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMMST 100</td>
<td>Elements of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>or COMMST 100H</td>
<td>Elements of Public Speaking - Honors</td>
<td></td>
</tr>
<tr>
<td>COMMST 111</td>
<td>Interpersonal Communication</td>
<td>3</td>
</tr>
<tr>
<td>COMMST 125</td>
<td>Critical Thinking Through Argumentation and Debate</td>
<td>3</td>
</tr>
</tbody>
</table>
COMMST 140  Small Group Communication  3
ECON 208  Business and Economic Statistics  4
ENGL 102  Intermediate Composition and Critical Thinking  4
or ENGL 102H  Intermediate Composition and Critical Thinking - Honors  4
MATH 102  College Algebra  4
PHIL 102  Critical Thinking and Writing  3
PHIL 103  Introduction to Logic: Argument and Evidence  3
PSYCH 105  Statistics for the Behavioral Sciences (completed Fall 2009 and later)  4
READ 100  College Academic Reading  3
READ 102  Critical Reading As Critical Thinking  3

1 Students can take MATH 102 or higher.

Category V: Lifelong Learning and Self Development
(Minimum 2 semester units)

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

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

Category VI: Ethnic Studies
(Minimum of 3 semester units)

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

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

A DD214 waives this requirement for former military personnel

Students are exempt from this requirement if they have completed any of the following programs of study at SBVC: Nursing, Psychiatric Technology, or POLICE 002 Basic Law Enforcement Academy. KIN 231 First Aid and CPR does not satisfy this graduation requirement.
Vocational Certificate Programs
San Bernardino Valley College offers certificates of occupational proficiency in many fields. Certificates enable the student to gain marketable skills relatively quickly and at less expense than would be required for an associate degree. Students working toward a certificate are not typically required to take advanced academic courses in such fields as philosophy, foreign languages or history. Nonetheless, they must have a sufficient background in mathematics, reading and writing in order to complete their coursework and to succeed in the occupations they select. Students must also complete all requirements for a certificate with a grade of C or higher.

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

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

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

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

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

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

Transfer Information
Associate Degrees for Transfer (p. 57)
Intersegmental General Education Transfer Curriculum (IGETC) (p. 63)

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

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

Students who plan to transfer to UC or CSU should consult with a counselor and the following websites:
www.valleycollege.edu/student-services/counseling/counseling-services (http://www.valleycollege.edu/student-services/counseling/counseling-services/)
www.calstate.edu/apply (http://www.calstate.edu/apply/)
uctransfer.universityofcalifornia.edu (http://uctransfer.universityofcalifornia.edu)
www.assist.org (http://www.assist.org/)

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

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

While the UC campuses have similar general breadth lower division requirements and will accept a maximum of 70 transferable semester units (or 105 quarter units) of transfer work, there are some subject differences among the campuses. Consult the catalog of the desired UC campus to identify these differences.
It is also possible to transfer to a University of California campus upon completion of the Intersegmental General Education Transfer Curriculum (IGETC), as discussed in the following section of this catalog.

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

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

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

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

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

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

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

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

**Requirements for Transfer to Independent California Colleges and Universities**

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

**Associate Degrees for Transfer**

The Student Transfer Achievement Reform Act (Senate Bill 1440, now codified in California Education Code sections 66746-66749) guarantees admission to a California State University (CSU) campus for any community college student who completes an “associate degree for transfer”, a newly established variation of the associate degrees traditionally offered at a California community college. The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major.

In order to earn one of these degrees, students must complete 60 semester units of CSU-transferable coursework with a minimum GPA of 2.0. Students transferring to a CSU campus that does accept the AA-T or AS-T will be required to complete no more than 60 units after transfer to earn a bachelor's degree (unless the major is a designated "high-unit" major). This degree may not be the best option for students intending to transfer to a particular CSU campus or to university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

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

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

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

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

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

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

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

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

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

Requirements of the IGETC for STEM are:

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

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

Benefits of the AA-T and AS-T Degrees

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

Associate Degrees for Transfer by Discipline

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

California State University General Education - Breadth

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

CSU GE-Breadth Certificate of Achievement

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

Area A: English Language Communication and Critical Thinking

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

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

Area B: Scientific Inquiry and Quantitative Reasoning

Minimum of 9 semester units / 12-quarter units. One course from B1 (Physical Science), one course from B2 (Life Science), one course from B4 (Mathematics / Quantitative Reasoning). One of the three courses taken must be a laboratory course.
## Code | Title | Units
---|---|---
B1 Physical Science
Select one of the following: 3-6

ASTRON 120 | Introduction to Astronomy | 3
ASTRON 125 | Astronomy Laboratory | 1
CHEM 101 | Introductory Chemistry | 1
CHEM 104 | Introduction to Organic Chemistry and Biochemistry | 4
CHEM 105 | Introduction to General, Organic And Biochemistry | 1
CHEM 150 | General Chemistry I | 1
CHEM 151 | General Chemistry II | 1
CHEM 212 | Organic Chemistry I | 1
CHEM 213 | Organic Chemistry II | 1
ENVSCI 100 | Introduction to Environmental Science | 3
GEOG 110 | Physical Geography | 3
GEOG 111 | Physical Geography Laboratory | 1
or GEOG 111H | Physical Geography Laboratory - Honors
GEOG 114 | Weather and Climate | 1
GEOL 101 | Introduction to Physical Geology | 3
GEOL 111 | Introduction to Physical Geology Laboratory | 1
GEOL 112 | Historical Geology | 1
GEOL 122 | Environmental Geology | 3
GEOL 250 | Geology of California | 3
GEOL 251 | Geology of the National Parks and Monuments | 3
OCEAN 101 | Elements of Oceanography | 3
OCEAN 111 | Elements of Oceanography Laboratory | 1
PHYSICS 101 | Introductory Physics | 1
PHYSICS 151 | General Physics for the Life Sciences I | 4
PHYSICS 152 | General Physics for the Life Sciences II | 4
PHYSICS 202 | Physics I | 4
PHYSICS 203 | Physics II | 4
PHYSICS 204 | Physics III | 4

B2 Life Science
Select one of the following: 3-5

ANTHRO 106 | Biological Anthropology | 3
or ANTHRO 106H | Biological Anthropology - Honors
ANTHRO 106L | Biological Anthropology Laboratory | 1
BIOL 100 | General Biology | 1
BIOL 102 | Human Biology | 3
BIOL 104 | Human Ecology | 3
BIOL 109 | History of Life | 1
or BIOL 109H | History of Life - Honors
BIOL 141 | Genetics | 3
BIOL 155 | Introductory Anatomy and Physiology | 1
BIOL 205 | Cell and Molecular Biology | 1
BIOL 206 | Organismal Biology | 1
BIOL 207 | Evolutionary Ecology | 1
BIOL 250 | Human Anatomy and Physiology I | 1
BIOL 251 | Human Anatomy and Physiology II | 1
BIOL 260 | Human Anatomy | 1
BIOL 261 | Human Physiology | 1

B3 Laboratory Activity
The requirement is satisfied by completion of any course in B1 or B2 with a laboratory.

B4 Mathematics/Quantitative Reasoning
A minimum grade of "C" is required.
Select one of the following: 3-5

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

1 Laboratory course.

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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>C1 Arts (Art, Cinema, Dance, Music, Theater)</td>
<td>Select at least one of the following:</td>
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<tr>
<td>ANTHRO 109</td>
<td>Visual Culture and Art</td>
<td>3</td>
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<tr>
<td>ARCH 145</td>
<td>History of Architecture: Early Design Through Gothic</td>
<td>3</td>
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</tbody>
</table>
or ARCH 145H | History of Architecture: Early Design Through Gothic - Honors
| ARCH 146 | History of Architecture: Renaissance Through Modern | 3 |
or ARCH 146H | Architecture History: Renaissance to Modern - Honors |
| ART 100 | Art History. The Stone Age to the Middle Ages | 3 |
| ART 102 | Art History. Renaissance to Present | 3 |
or ART 102H | Art History. Renaissance to Present - Honors
| ART 103 | Art Appreciation | 3 |
| ART 105 | History of Modern Art | 3 |
| ART 107 | Art History: Africa, Oceania and the Americas | 3 |
| ART 108 | Art of Mexico and Mesoamerica | 3 |
| DANCE 100 | Dance History and Appreciation | 3 |
| FTVM 102 | Introduction to Media Aesthetics and Cinematic Arts | 3 |
| FTVM 103 | Ethnicity and Identity in Media | 3 |
or ETHS 103 | Ethnicity and Identity in Media |
<p>| MUS 100 | Music Appreciation | 3 |</p>
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>MUS 101</td>
<td>Music Theory I: Fundamentals</td>
<td>3</td>
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<tr>
<td>MUS 102</td>
<td>Music Theory II: Scales and Modes</td>
<td>3</td>
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<tr>
<td>MUS 104</td>
<td>History of Rock and Roll</td>
<td>3</td>
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<tr>
<td>MUS 105</td>
<td>American Popular Music</td>
<td>3</td>
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<td>MUS 106</td>
<td>History of Jazz</td>
<td>3</td>
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<td>MUS 107</td>
<td>Music Cultures of the World</td>
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<td>MUS 108</td>
<td>History of Hip Hop Music</td>
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<td>MUS 121</td>
<td>Music History and Literature - Middle Ages</td>
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<tr>
<td>or MUS 121H</td>
<td>Through Baroque</td>
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<td>MUS 122</td>
<td>Music History and Literature - Classic through</td>
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<tr>
<td>or MUS 122H</td>
<td>Contemporary</td>
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<tr>
<td>THART 100</td>
<td>Introduction to the Theatre</td>
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<tr>
<td>THART 105</td>
<td>Script Analysis</td>
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</table>

**C2 Humanities (Literature and Language other than English)**

Select one of the following:

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<th>Course Code</th>
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<tbody>
<tr>
<td>ANTHRO 108</td>
<td>Introduction to Native American Studies</td>
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<tr>
<td>or ETHS 108</td>
<td>Introduction to Native American Studies</td>
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<tr>
<td>ANTHRO 110</td>
<td>Magic, Witchcraft, and Religion</td>
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<tr>
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<td>Magic, Witchcraft, and Religion</td>
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<tr>
<td>ARAB 101</td>
<td>College Arabic I</td>
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<td>ARAB 102</td>
<td>College Arabic II</td>
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<tr>
<td>ASL 109</td>
<td>American Sign Language I</td>
<td>4</td>
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<tr>
<td>ASL 110</td>
<td>American Sign Language II</td>
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<td>ASL 111</td>
<td>American Sign Language III</td>
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<tr>
<td>ASL 112</td>
<td>American Sign Language IV</td>
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<td>CHIN 101</td>
<td>College Mandarin Chinese I</td>
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<tr>
<td>CHIN 102</td>
<td>College Mandarin Chinese II</td>
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<tr>
<td>ENGL 140</td>
<td>Exploring the World of Science Fiction</td>
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<tr>
<td>ENGL 141</td>
<td>Mystery and Detective Fiction</td>
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<td>ENGL 151</td>
<td>Freshman Composition and Literature</td>
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<td>or ENGL 151H</td>
<td>Freshman Composition and Literature - Honors</td>
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<tr>
<td>ENGL 153</td>
<td>Literature and Film</td>
<td>3</td>
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<tr>
<td>ENGL 161</td>
<td>Women Writers</td>
<td>3</td>
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<tr>
<td>ENGL 163</td>
<td>Chicana/o Literature</td>
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<tr>
<td>or ETHS 163</td>
<td>Chicana/o Literature</td>
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<tr>
<td>ENGL 165</td>
<td>African-American Literature</td>
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<td>ENGL 175</td>
<td>The Literature and Religion of the Bible</td>
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<tr>
<td>ENGL 232</td>
<td>Creative Writing</td>
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<tr>
<td>ENGL 260</td>
<td>American Literature to Mid 19th Century</td>
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<td>ENGL 261</td>
<td>American Literature From 1865 to Present</td>
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<tr>
<td>ENGL 270</td>
<td>English Literature: Middle Ages to 18th Century</td>
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<td>Middle Ages to 18th Century - Honors</td>
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<td>ENGL 271</td>
<td>English Literature: 18th Century to Present</td>
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<td>or ENGL 271H</td>
<td>English Literature: 18th Century to Present - Honors</td>
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<tr>
<td>FRENCH 101</td>
<td>College French I</td>
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<tr>
<td>FRENCH 102</td>
<td>College French II</td>
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<tr>
<td>HIST 100</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>or HIST 100H</td>
<td>United States History to 1877 - Honors</td>
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</table>

- or HIST 101  United States History: 1865 to Present 3
- or HIST 101H United States History: 1865 to Present - Honors 3
- HIST 107 Native American Experiences in U.S. History 3
- or HIST 107H Native American Experiences in U.S. History - Honors 3
- HIST 107 Native American Experiences in U.S. History 3
- or HIST 107H Native American Experiences in U.S. History - Honors 3
- HIST 137 Experiences of Racial and Ethnic Groups in U.S. History 3
- or ETHS 137 Experiences of Racial and Ethnic Groups in U.S. History 3
- HIST 138 The African American Experience in U.S. History to 1877 3
- or ETHS 138 The African American Experience in U.S. History to 1877 3
- HIST 139 The African American Experience in U.S. History From 1877 3
- or ETHS 139 The African American Experience in U.S. History From 1877 3
- HIST 140 Chicano Experiences in U.S. History 3
- or HIST 140H Chicano Experiences in U.S. History - Honors 3
- or ETHS 140 Chicano Experiences in U.S. History 3
- or ETHS 140H Chicano Experiences in U.S. History - Honors 3
- HIST 142 Experiences of Asian Americans in U.S. History 3
- or ETHS 142 Experiences of Asian Americans in U.S. History 3
- HIST 145 History of California 3
- or HIST 145H History of California - Honors 3
- HIST 150 Introduction to Latin American History 3
- HIST 170 World History to 1500 3
- HIST 171 World History Since 1500 3
- HIST 176 Comparative History of Genocide and War Crimes 3
- HIST 185 Women in United States History 3
- PHIL 101 Introduction to Philosophy 3
- or PHIL 101H Introduction to Philosophy - Honors 3
- PHIL 105 Introduction to Ethics 3
- PHIL 112 Philosophy in Literature 3
- PHIL 180 Death and Dying 3
- or RELIG 180 Death and Dying 3
- RELIG 100 Introduction to Religious Studies 3
- or RELIG 100H Introduction to Religious Studies - Honors 3
- RELIG 101 Introduction to World Religions 3
- RELIG 110 Magic, Witchcraft, and Religion 3
- or ANTHRO 110 Magic, Witchcraft, and Religion 3
- RELIG 135 Religion in America 3
- RELIG 150 Introduction to Mythology 3
- RELIG 175 The Literature and Religion of the Bible 3
- RELIG 176 Jesus and His Interpreters 3
- RELIG 180 Death and Dying 3
- or PHIL 180 Death and Dying 3
- SPAN 101 College Spanish I 5
- SPAN 102 College Spanish II 5
- or SPAN 102H College Spanish II - Honors 5
- SPAN 103 College Spanish III 4
### Area D: Social Sciences

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

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<th>Code</th>
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<tr>
<td>ANTHRO 100</td>
<td>Introduction to Archaeology</td>
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<td>ANTHRO 102</td>
<td>Cultural Anthropology</td>
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<tr>
<td>ANTHRO 103</td>
<td>Anthropology of Food</td>
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<tr>
<td>ANTHRO 106</td>
<td>Biological Anthropology</td>
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<tr>
<td>ANTHRO 108</td>
<td>Introduction to Native American Studies</td>
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<tr>
<td>ANT 109</td>
<td>Visual Culture and Art</td>
<td>3</td>
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<tr>
<td>ANT 110</td>
<td>Magic, Witchcraft, and Religion</td>
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<td>ANT 125</td>
<td>Language and Culture</td>
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<tr>
<td>CD 105</td>
<td>Child Growth and Development</td>
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<td>Child Growth and Development - Honors</td>
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<td>CD 108</td>
<td>Early Childhood Development</td>
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<td>CD 126</td>
<td>Child, Family, and the Community</td>
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<td>COMMST 135</td>
<td>Mass Media and Society</td>
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<td>COMMST 174</td>
<td>Intercultural Communication</td>
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<td>COMMST 176</td>
<td>Gender Differences in Communication</td>
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<td>ECON 100</td>
<td>Introduction to Economics</td>
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<td>ECON 200</td>
<td>Principles of Macroeconomics</td>
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<td>ECON 201</td>
<td>Principles of Microeconomics</td>
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<td>ETHS 100</td>
<td>Introduction to Ethnic Studies</td>
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<td>FTVM 101</td>
<td>Introduction to Electronic Media</td>
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<td>GEOG 102</td>
<td>Cultural Geography</td>
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<td>GEOG 106</td>
<td>Geographic Perspectives on the Environment</td>
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<td>World Regional Geography</td>
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<td>Introduction to Global Studies</td>
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<td>Global Issues</td>
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<td>United States History to 1877</td>
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<td>United States History to 1877 - Honors</td>
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<td>HIST 101</td>
<td>United States History: 1865 to Present</td>
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<td>HIST 101H</td>
<td>United States History: 1865 to Present - Honors</td>
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<td>HIST 107</td>
<td>Native American Experiences in U.S. History</td>
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<td>Native American Experiences in U.S. History - Honors</td>
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<td>Native American Experiences in U.S. History</td>
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<td>ETHS 107H</td>
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<tr>
<td>HIST 137</td>
<td>Experiences of Racial and Ethnic Groups in U.S. History</td>
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<tr>
<td>HIST 138</td>
<td>The African American Experience in U.S. History to 1877</td>
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<td>HIST 138H</td>
<td>The African American Experience in U.S. History - Honors</td>
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<td>HIST 139</td>
<td>The African American Experience in U.S. History From 1877</td>
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<td>The African American Experience in U.S. History - Honors</td>
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<td>Chicano Experiences in U.S. History - Honors</td>
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<td>HIST 141</td>
<td>Race and Ethnic Relations</td>
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<td>Race and Ethnic Relations - Honors</td>
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<td>HIST 142</td>
<td>Experiences of Asian Americans in U.S. History</td>
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<td>HIST 143</td>
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<td>Experiences of Asian Americans in U.S. History - Honors</td>
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<td>History of California</td>
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<td>HIST 147</td>
<td>History of California</td>
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<td>World History Since 1500</td>
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<td>Comparative History of Genocide and War Crimes</td>
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<td>HIST 185</td>
<td>Women in United States History</td>
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<td>KIN 202</td>
<td>History of Physical Education and Sport In the United States</td>
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<td>PHIL 180</td>
<td>Death and Dying</td>
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<td>POLIT 100</td>
<td>American Politics</td>
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<td>POLIT 110</td>
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<tr>
<td>POLIT 140</td>
<td>Introduction to Comparative Politics</td>
<td>3</td>
</tr>
<tr>
<td>POLIT 141</td>
<td>Introduction to World Politics</td>
<td>3</td>
</tr>
<tr>
<td>POLIT 150</td>
<td>Introduction to Public Policy</td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 100</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 100H</td>
<td>General Psychology - Honors</td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 102</td>
<td>Personal and Social Adjustment</td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 110</td>
<td>Abnormal Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 111</td>
<td>Developmental Psychology: Lifespan</td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 112</td>
<td>Developmental Psychology: Child and Adolescent Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 118</td>
<td>Human Sexual Behavior</td>
<td>3</td>
</tr>
<tr>
<td>RELIG 110</td>
<td>Magic, Witchcraft, and Religion</td>
<td>3</td>
</tr>
<tr>
<td>RELIG 135</td>
<td>Religion in America</td>
<td>3</td>
</tr>
<tr>
<td>RELIG 180</td>
<td>Death and Dying</td>
<td>3</td>
</tr>
<tr>
<td>SOC 100</td>
<td>Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 100H</td>
<td>Introduction to Sociology - Honors</td>
<td>3</td>
</tr>
<tr>
<td>SOC 110</td>
<td>Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>SOC 110H</td>
<td>Social Problems - Honors</td>
<td>3</td>
</tr>
<tr>
<td>SOC 120</td>
<td>Health and Social Justice</td>
<td>3</td>
</tr>
<tr>
<td>SOC 130</td>
<td>Family Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 135</td>
<td>Introduction to Crime</td>
<td>3</td>
</tr>
<tr>
<td>SOC 141</td>
<td>Race and Ethnic Relations</td>
<td>3</td>
</tr>
<tr>
<td>SOC 141H</td>
<td>Race and Ethnic Relations - Honors</td>
<td>3</td>
</tr>
</tbody>
</table>
or ETHS 141 or ETHS 141H
SOC 145 Sociology of Gender
SOC 150 Aging and the Life Course

**Area E: Lifelong Learning and Self-Development**

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

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

**Activity Courses**

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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>DANCE 101A</td>
<td>Beginning Modern Dance</td>
<td>2</td>
</tr>
<tr>
<td>DANCE 101B</td>
<td>Beginning/Intermediate Modern Dance</td>
<td>2</td>
</tr>
<tr>
<td>DANCE 102A</td>
<td>Intermediate Modern Dance</td>
<td>2</td>
</tr>
<tr>
<td>DANCE 102B</td>
<td>Intermediate/Advanced Modern Dance</td>
<td>2</td>
</tr>
<tr>
<td>DANCE 103A</td>
<td>Beginning Ballet</td>
<td>2</td>
</tr>
<tr>
<td>DANCE 103B</td>
<td>Beginning/Intermediate Ballet</td>
<td>2</td>
</tr>
<tr>
<td>DANCE 105A</td>
<td>Beginning Jazz Dance</td>
<td>2</td>
</tr>
<tr>
<td>DANCE 105B</td>
<td>Beginning/Intermediate Jazz Dance</td>
<td>2</td>
</tr>
<tr>
<td>DANCE 106A</td>
<td>Intermediate Jazz Dance</td>
<td>2</td>
</tr>
<tr>
<td>DANCE 106B</td>
<td>Intermediate/Advanced Jazz Dance</td>
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<tr>
<td>DANCE 107X2</td>
<td>Beginning Tap Dance</td>
<td>2</td>
</tr>
<tr>
<td>DANCE 114X4</td>
<td>Dance Rehearsal and Performance</td>
<td>4</td>
</tr>
<tr>
<td>DANCE 206X4</td>
<td>Dance Production</td>
<td>4</td>
</tr>
<tr>
<td>KIN: Adapted</td>
<td>All Courses</td>
<td></td>
</tr>
<tr>
<td>KIN: Fitness</td>
<td>All Courses</td>
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</table>

**KINS: Sports**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</table>

**KINX: Athletics**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
</table>

**Area F: Ethnic Studies**

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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ETHS 100</td>
<td>Introduction to Ethnic Studies</td>
<td>3</td>
</tr>
<tr>
<td>ETHS 103</td>
<td>Ethnicity and Identity in Media</td>
<td>3</td>
</tr>
<tr>
<td>or ETHS 103H</td>
<td>Ethnicity and Identity in Media</td>
<td></td>
</tr>
<tr>
<td>ETHS 107</td>
<td>Native American Experiences in U.S. History</td>
<td>3</td>
</tr>
<tr>
<td>or ETHS 107H</td>
<td>Native American Experiences in U.S. History - Honors</td>
<td></td>
</tr>
<tr>
<td>or HIST 107</td>
<td>Native American Experiences in U.S. History</td>
<td></td>
</tr>
<tr>
<td>or HIST 107H</td>
<td>Native American Experiences in U.S. History - Honors</td>
<td></td>
</tr>
<tr>
<td>ETHS 108</td>
<td>Introduction to Native American Studies</td>
<td>3</td>
</tr>
<tr>
<td>or ANTHRO 106</td>
<td>Introduction to Native American Studies</td>
<td></td>
</tr>
<tr>
<td>ETHS 141</td>
<td>Race and Ethnic Relations</td>
<td>3</td>
</tr>
<tr>
<td>or ETHS 141H</td>
<td>Race and Ethnic Relations - Honors</td>
<td></td>
</tr>
<tr>
<td>or SOC 141</td>
<td>Race and Ethnic Relations</td>
<td></td>
</tr>
<tr>
<td>or SOC 141H</td>
<td>Race and Ethnic Relations - Honors</td>
<td></td>
</tr>
<tr>
<td>ETHS 163</td>
<td>Chicana/o Literature</td>
<td>3</td>
</tr>
<tr>
<td>or ENGL 163</td>
<td>Chicana/o Literature</td>
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</tr>
<tr>
<td>ETHS 165</td>
<td>African-American Literature</td>
<td>3</td>
</tr>
<tr>
<td>or ENGL 165</td>
<td>African-American Literature</td>
<td></td>
</tr>
</tbody>
</table>

**U.S. History and American Ideals Requirement**

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

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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>HIST 100</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>or HIST 100H</td>
<td>United States History to 1877 - Honors</td>
<td></td>
</tr>
<tr>
<td>HIST 101</td>
<td>United States History: 1865 to Present</td>
<td>3</td>
</tr>
<tr>
<td>or HIST 101H</td>
<td>United States History: 1865 to Present - Honors</td>
<td></td>
</tr>
<tr>
<td>HIST 137</td>
<td>Experiences of Racial and Ethnic Groups in U.S. History</td>
<td>3</td>
</tr>
<tr>
<td>or ETHS 137</td>
<td>Experiences of Racial and Ethnic Groups in U.S. History</td>
<td></td>
</tr>
<tr>
<td>HIST 139</td>
<td>The African American Experience in U.S. History From 1877</td>
<td>3</td>
</tr>
<tr>
<td>or ETHS 139</td>
<td>The African American Experience in U.S. History From 1877</td>
<td></td>
</tr>
<tr>
<td>HIST 140</td>
<td>Chicano Experiences in U.S. History</td>
<td>3</td>
</tr>
<tr>
<td>or HIST 140H</td>
<td>Chicano Experiences in U.S. History - Honors</td>
<td></td>
</tr>
<tr>
<td>or ETHS 140</td>
<td>Chicano Experiences in U.S. History</td>
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</tr>
<tr>
<td>or ETHS 140H</td>
<td>Chicano Experiences in U.S. History - Honors</td>
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</tr>
</tbody>
</table>
IGETC Certificate of Achievement

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

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

Area 1: English Communication

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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>1A:</td>
<td>English Composition</td>
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<tr>
<td>ENGL 101</td>
<td>Freshman Composition</td>
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</tr>
<tr>
<td>or ENGL 101H</td>
<td>Freshman Composition-Honors</td>
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</tr>
<tr>
<td>1B:</td>
<td>Critical Thinking - English Composition</td>
<td>4</td>
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<tr>
<td>ENGL 102</td>
<td>Intermediate Composition and Critical Thinking</td>
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</tr>
<tr>
<td>ENGL 102H</td>
<td>Intermediate Composition and Critical Thinking - Honors</td>
<td></td>
</tr>
<tr>
<td>PHIL 102</td>
<td>Critical Thinking and Writing</td>
<td>3</td>
</tr>
<tr>
<td>1C:</td>
<td>Oral Communication (CSU only)</td>
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<tr>
<td>COMMST 100</td>
<td>Elements of Public Speaking</td>
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</tr>
<tr>
<td>COMMST 100H</td>
<td>Elements of Public Speaking - Honors</td>
<td></td>
</tr>
</tbody>
</table>

Intersegmental General Education Transfer Curriculum (IGETC)

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

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

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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>ECON 208</td>
<td>Business and Economic Statistics¹</td>
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<tr>
<td>MATH 102</td>
<td>College Algebra</td>
<td>4</td>
</tr>
<tr>
<td>MATH 108</td>
<td>Introduction to Probability and Statistics¹</td>
<td>4</td>
</tr>
<tr>
<td>MATH 115</td>
<td>Ideas of Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>MATH 141</td>
<td>Business Calculus</td>
<td>4</td>
</tr>
<tr>
<td>MATH 151</td>
<td>Precalculus</td>
<td>4</td>
</tr>
<tr>
<td>MATH 180</td>
<td>Introduction to Data Science</td>
<td>4</td>
</tr>
<tr>
<td>MATH 250</td>
<td>Single Variable Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>MATH 251</td>
<td>Single Variable Calculus II</td>
<td>4</td>
</tr>
<tr>
<td>MATH 252</td>
<td>Multivariable Calculus</td>
<td>5</td>
</tr>
<tr>
<td>MATH 265</td>
<td>Linear Algebra</td>
<td>4</td>
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<tr>
<td>MATH 266</td>
<td>Ordinary Differential Equations</td>
<td>4</td>
</tr>
<tr>
<td>PSYCH 105</td>
<td>Statistics for the Behavioral Sciences (completed Fall 2009 or later)</td>
<td>4</td>
</tr>
</tbody>
</table>

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

**Area 3: Arts and Humanities**

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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>ARCH 145</td>
<td>History of Architecture: Early Design Through Gothic</td>
<td>3</td>
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<tr>
<td>or ARCH 145H</td>
<td>History of Architecture: Early Design Through Gothic - Honors</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 146</td>
<td>History of Architecture: Renaissance Through Modern</td>
<td>3</td>
</tr>
<tr>
<td>or ARCH 146H</td>
<td>History of Architecture: Renaissance to Modern - Honors</td>
<td>3</td>
</tr>
<tr>
<td>ART 100</td>
<td>Art History: The Stone Age to the Middle Ages</td>
<td>3</td>
</tr>
<tr>
<td>ART 102</td>
<td>Art History: Renaissance to Present</td>
<td>3</td>
</tr>
<tr>
<td>or ART 102H</td>
<td>Art History: Renaissance to Present - Honors</td>
<td>3</td>
</tr>
<tr>
<td>ART 103</td>
<td>Art Appreciation</td>
<td>3</td>
</tr>
<tr>
<td>ART 105</td>
<td>History of Modern Art</td>
<td>3</td>
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<tr>
<td>ART 107</td>
<td>Art History: Africa, Oceania and the Americas</td>
<td>3</td>
</tr>
<tr>
<td>ART 108</td>
<td>Art of Mexico and Mesoamerica</td>
<td>3</td>
</tr>
<tr>
<td>DANCE 100</td>
<td>Dance History and Appreciation</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 102</td>
<td>Introduction to Media Aesthetics and Cinematic Arts</td>
<td>3</td>
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<tr>
<td>FTVM 103</td>
<td>Ethnicity and Identity in Media</td>
<td>3</td>
</tr>
<tr>
<td>or ETHS 103</td>
<td>Ethnicity and Identity in Media - Honors</td>
<td>3</td>
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</tbody>
</table>

**3B: Humanities**

Select at least one of the following:

<table>
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<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTHRO 108</td>
<td>Introduction to Native American Studies</td>
<td>3</td>
</tr>
<tr>
<td>or ETHS 108</td>
<td>Introduction to Native American Studies</td>
<td>3</td>
</tr>
<tr>
<td>ANTHRO 110</td>
<td>Magic, Witchcraft, and Religion</td>
<td>3</td>
</tr>
<tr>
<td>or RELIG 110</td>
<td>Magic, Witchcraft, and Religion - Honors</td>
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<tr>
<td>ASL 111</td>
<td>American Sign Language III</td>
<td>4</td>
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<tr>
<td>ASL 112</td>
<td>American Sign Language IV</td>
<td>4</td>
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<tr>
<td>ENGL 140</td>
<td>Exploring the World of Science Fiction</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 141</td>
<td>Mystery and Detective Fiction</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 151</td>
<td>Freshman Composition and Literature</td>
<td>3</td>
</tr>
<tr>
<td>or ENGL 151H</td>
<td>Freshman Composition and Literature - Honors</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 153</td>
<td>Literature and Film</td>
<td>3</td>
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<td>Women Writers</td>
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<tr>
<td>ENGL 163</td>
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<td>ENGL 165</td>
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<td>ENGL 175</td>
<td>The Literature and Religion of the Bible</td>
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<td>ENGL 260</td>
<td>American Literature to Mid 19th Century</td>
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<td>ENGL 270</td>
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<td>HIST 107</td>
<td>Native American Experiences in U.S. History</td>
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### Area 4: Social and Behavioral Sciences

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

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<td>ANTHRO 102</td>
<td>Cultural Anthropology</td>
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<td>Cultural Anthropology - Honors</td>
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<td>ANTHRO 103</td>
<td>Anthropology of Food</td>
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<td>Anthropology of Food - Honors</td>
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<td>ANTHRO 106</td>
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<td>or ECON 108</td>
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<tr>
<td>ANTHRO 109</td>
<td>Visual Culture and Art</td>
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<td>ANTHRO 125</td>
<td>Language and Culture</td>
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<td>CD 105</td>
<td>Child Growth and Development</td>
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<td>Early Childhood Development</td>
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<td>CD 126</td>
<td>Child, Family, and the Community</td>
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<td>Mass Media and Society</td>
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<tr>
<td>COMMST 174</td>
<td>Intercultural Communication</td>
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<tr>
<td>COMMST 176</td>
<td>Gender Differences in Communication</td>
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<td>3</td>
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<tr>
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<td>ECON 200</td>
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<td>Introduction to Electronic Media</td>
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<td>Cultural Geography</td>
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<td>Geographic Perspectives on the Environment</td>
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<td>California Geography</td>
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<td>World Regional Geography</td>
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<td>Introduction to Global Studies</td>
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<td>Global Issues</td>
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<td>or HIST 100H</td>
<td>United States History to 1877 - Honors</td>
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<td>United States History: 1865 to Present</td>
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<td>Native American Experiences in U.S. History</td>
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<td>or HIST 107H</td>
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<td>Native American Experiences in U.S. History</td>
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<td>HIST 137</td>
<td>Experiences of Racial and Ethnic Groups in U.S. History</td>
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<tr>
<td>or ECON 100H</td>
<td>The African American Experience in U.S. History - Honors</td>
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1 Transfer credit may be limited by UC and/or CSU. Please consult with a counselor for further information.
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<td>SOC 150</td>
<td>Aging and the Life Course</td>
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<td>The African American Experience in U.S. History From 1877</td>
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<td>History of Latin American History</td>
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<td>HIST 171</td>
<td>World History Since 1500</td>
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<td>Comparative History of Genocide and War Crimes</td>
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<td>History of Physical Education and Sport In the United States</td>
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<td>Death and Dying</td>
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<td>General Psychology 1</td>
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<td>PSYCH 102</td>
<td>Personal and Social Adjustment</td>
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<td>PSYCH 111</td>
<td>Developmental Psychology: Lifespan 1</td>
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<td>Developmental Psychology: Child and Adolescent Psychology 1</td>
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<td>SOC 135</td>
<td>Introduction to Crime</td>
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**Area 5: Physical and Biological Sciences**

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

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<td>ASTRON 120</td>
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<td>Introduction to General, Organic And Biochemistry 2</td>
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<td>CHEM 150</td>
<td>General Chemistry 1, 2</td>
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<td>General Chemistry II 1, 2</td>
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<td>CHEM 212</td>
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<td>GEOG 110</td>
<td>Physical Geography 1</td>
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<td>GEOG 114</td>
<td>Weather and Climate 2</td>
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<td>GEOL 112</td>
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<td>Geology of California</td>
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<td>GEOL 251</td>
<td>Geology of the National Parks and Monuments</td>
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<td>Elements of Oceanography</td>
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<td>Elements of Oceanography Laboratory 2</td>
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<td>PHYSIC 151</td>
<td>General Physics for the Life Sciences I</td>
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<td>PHYSIC 152</td>
<td>General Physics for the Life Sciences II</td>
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<td>Physics I</td>
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**5B: Biological Science**

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<td>BIOL 100</td>
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<td>Human Biology</td>
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<td>BIOL 104</td>
<td>Human Ecology</td>
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<tr>
<td>BIOL 109</td>
<td>History of Life 2</td>
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<td>BIOL 141</td>
<td>Genetics</td>
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BIOL 205  Cell and Molecular Biology\(^2\)  4
BIOL 206  Organismic Biology\(^2\)  4
BIOL 207  Evolutionary Ecology\(^2\)  4
BIOL 250  Human Anatomy and Physiology I\(^{1,2}\)  4
BIOL 251  Human Anatomy and Physiology II\(^{1,2}\)  4
BIOL 260  Human Anatomy\(^{1,2}\)  4
BIOL 261  Human Physiology\(^{1,2}\)  4
BIOL 270  Microbiology\(^2\)  5
PSYCH 141  Introduction to Biological Psychology  3

1 Transfer credit may be limited by UC and/or CSU. Please consult with a counselor for further information.
2 Laboratory class.

**Area 6: Languages other than English**

*(UC requirement only)*

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

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<tr>
<td>ARAB 102</td>
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<td>ASL 109</td>
<td>American Sign Language I</td>
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<tr>
<td>CHIN 101</td>
<td>College Mandarin Chinese I</td>
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<td>CHIN 102</td>
<td>College Mandarin Chinese II</td>
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<td>FRENCH 101</td>
<td>College French I</td>
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<td>SPAN 101</td>
<td>College Spanish I</td>
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<td>SPAN 157</td>
<td>Spanish for Heritage Speakers I</td>
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</table>

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

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

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

<table>
<thead>
<tr>
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<td>POLIT 100</td>
<td>American Politics</td>
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<td>Group 2</td>
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<tr>
<td>HIST 100</td>
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<tr>
<td>or HIST 100H</td>
<td>United States History to 1877 - Honors</td>
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<tr>
<td>HIST 101</td>
<td>United States History. 1865 to Present</td>
<td>3</td>
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<tr>
<td>or HIST 101H</td>
<td>United States History. 1865 to Present - Honors</td>
<td></td>
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<tr>
<td>HIST 137</td>
<td>Experiences of Racial and Ethnic Groups in U.S. History</td>
<td>3</td>
</tr>
</tbody>
</table>
LEARNING RESOURCES

Academic Success Centers

Hours: Varies by semester. Please see our website for current hours and tutor schedules.
Locations: Math and Science Success Center (MSSC) PS 121 and the Tutoring Center (TC) LA 206
Phone Numbers: 909-384-4463 (MSSC) or 909-384-8589 (TC)
Website (https://www.valleycollege.edu/student-services/tutoring-academic-support/student-success-center/)

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

Distance Education

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

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

Guided Pathways

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

Library

Hours: When classes are in session:
Monday-Thursday 7:30-8:00
Friday 7:30-5:00
Saturday 10:00-2:00
Phone Number: (909) 384-4448
Website (https://library.valleycollege.edu/)

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

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

Mathematics, Engineering, and Science Achievement (MESA) Program

Website (https://www.sbvcstem.org/ mesa/)

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

Middle College High School Program

Location of High School: 1260 W Esperanza St, San Bernardino, CA 92410
Middle College High School: (909) 888-4041
Location of Program Office at SBVC: North Hall (NH) 139
SBVC Phone Number: (909) 384-4431
Website (https://www.valleycollege.edu/academic-career-programs/specialized-programs/middle-college-high-school/)

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

Noncredit Programs

Location: Physical Science (PS) 132
Phone Number: (909) 387-1644

The noncredit program offers noncredit courses and certificates that are tuition free but may have some cost associated with fees, cost of textbooks or materials. These courses often serve as a entry point for students who are learning to navigate higher education, as well as a transition point to
prepare students for credit instruction and the workforce. Courses focus on skill attainment, not grades or units. Courses and certificates are currently offered in ESL, Math, and Career Technical Education.

**STEM Program**

**Location:** Physical Science (PS) 138 and 140  
**Phone Number:** (909) 384-4463  
**Website:** (http://www.sbvcstem.org/)

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

The benefits of the program include:

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

**Supplemental Instruction (SI) Across the Disciplines**


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

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

Students should:

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

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

**Valley Now!**

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

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

Courses offered through the Valley Now! program vary by semester. For more information, contact the Valley Now! Program office at (909) 384-4467 or at valleynow@valleycollege.edu.

**Writing Center**

**Location:** Liberal Arts (LA) 201  
**Phone Number:** (909) 384-4464  
**Website**

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

**Zero Textbook Cost Degree Program (Z Degree)**

**Location:** Physical Science (PS) 116  
**Phone Number:** (909) 384-8653  
**Website** ([https://www.valleycollege.edu/open-education-resources/students/zero-cost-textbook-classes.php](https://www.valleycollege.edu/open-education-resources/students/zero-cost-textbook-classes.php))

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

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

Academic Recognition Programs

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

Dean's List

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

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

Graduating with Honors

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

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

Alpha Gamma Sigma

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

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

Honors Program

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

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

- Priority admission consideration,
- Priority scholarship consideration,
- Privileges such as use of the libraries,
- Opportunities to attend academic, cultural, and athletic events, campus tours, and the Honors Transfer Day.

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

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

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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTHRO 102H</td>
<td>Cultural Anthropology - Honors</td>
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</tr>
<tr>
<td>ANTHRO 106H</td>
<td>Biological Anthropology - Honors</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 145H</td>
<td>History of Architecture: Early Design Through Gothic - Honors</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 146H</td>
<td>Architecture History: Renaissance to Modern - Honors</td>
<td>3</td>
</tr>
<tr>
<td>ART 102H</td>
<td>Art History: Renaissance to Present - Honors</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 109H</td>
<td>History of Life - Honors</td>
<td>4</td>
</tr>
<tr>
<td>CD 105H</td>
<td>Child Growth and Development - Honors</td>
<td>3</td>
</tr>
<tr>
<td>COMMST 100H</td>
<td>Elements of Public Speaking - Honors</td>
<td>3</td>
</tr>
<tr>
<td>ECON 200H</td>
<td>Principles of Macroeconomics - Honors</td>
<td>3</td>
</tr>
<tr>
<td>ECON 201H</td>
<td>Principles of Microeconomics - Honors</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 101H</td>
<td>Freshman Composition-Honors</td>
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</tr>
<tr>
<td>ENGL 102H</td>
<td>Intermediate Composition and Critical Thinking - Honors</td>
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</tr>
<tr>
<td>ENGL 151H</td>
<td>Freshman Composition and Literature - Honors</td>
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<tr>
<td>ENGL 270H</td>
<td>English Literature: Middle Ages to 18th Century - Honors</td>
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<td>ENGL 271H</td>
<td>English Literature: 18th Century to Present - Honors</td>
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<td>GEOG 111H</td>
<td>Physical Geography Laboratory - Honors</td>
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<td>ETHS 107H</td>
<td>Native American Experiences in U.S. History - Honors</td>
<td>3</td>
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<tr>
<td>ETHS 140H</td>
<td>Chicano Experiences in U.S. History - Honors</td>
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<tr>
<td>ETHS 141H</td>
<td>Race and Ethnic Relations - Honors</td>
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<tr>
<td>HIST 100H</td>
<td>United States History to 1877 - Honors</td>
<td>3</td>
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<tr>
<td>HIST 101H</td>
<td>United States History: 1865 to Present - Honors</td>
<td>3</td>
</tr>
<tr>
<td>HIST 107H</td>
<td>Native American Experiences in U.S. History - Honors</td>
<td>3</td>
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<tr>
<td>HIST 140H</td>
<td>Chicano Experiences in U.S. History - Honors</td>
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<tr>
<td>HIST 145H</td>
<td>History of California - Honors</td>
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<tr>
<td>MUS 121H</td>
<td>Music History and Literature - Middle Ages Through Baroque - Honors</td>
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<tr>
<td>MUS 122H</td>
<td>Music History and Literature - Classic Through Contemporary - Honors</td>
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<td>PHIL 101H</td>
<td>Introduction to Philosophy - Honors</td>
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<tr>
<td>POLIT 110H</td>
<td>Introduction to Political Theory - Honors</td>
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<tr>
<td>POLIT 138H</td>
<td>Service Learning: Student Leadership - Honors</td>
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POLIT 139H  Service Learning: Community Leadership - Honors  3
POLIT 141H  Introduction to World Politics - Honors  3
PSYCH 100H  General Psychology - Honors  3
RELIG 100H  Introduction to Religious Studies - Honors  3
SOC 100H  Introduction to Sociology - Honors  3
SOC 110H  Social Problems - Honors  3
SOC 141H  Race and Ethnic Relations - Honors  3
SPAN 102H  College Spanish II - Honors  5
SPAN 103H  College Spanish III - Honors  4

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

Students who would like to take a single honors course without fully participating in the Honors Program may enroll after satisfactorily demonstrating skill or aptitude in the discipline covered by that honors course. The prerequisite(s) for each course must be met by the individual student. Visit the Honors Program website (https://www.valleycollege.edu/academic-career-programs/specialized-programs/honors-program/) for additional information.
Associate Degree Majors
San Bernardino Valley College offers associate degree majors in most departments listed in this catalog. Refer to the chart below for a complete list of associate degree majors. Refer to the particular department for course descriptions and a complete list of the courses required for that major.

Program Length
San Bernardino Valley College offers a wide variety of associate degrees and certificate programs. The amount of time it will take a student to complete an associate degree depends on whether one is attending full-time or part-time, on the student’s level of preparation, and on the number of prerequisite courses required. Typically, a student attending full-time with few prerequisite requirements may complete an associate degree in two years. Students attending part-time could take as long as four or five years, or more.

The amount of time it will take to complete a certificate program will depend on whether the student is attending full-time or part-time, the number of units required for the certificate, the rotation of courses over a one- or two-year sequence, and the number of prerequisite courses the student is required to take. A very limited number of certificate programs can be completed in one semester. The majority will take one or two years if the student attends full-time however, the length of the certificate program may vary. Consult with a counselor for more information.

Degree and Certificate Program Index
These are the Associate Degree major/areas of emphasis and Certificates currently available at San Bernardino Valley College. The courses to fulfill the requirements for each listed program are detailed in the following pages. All courses are used to fulfill Associate Degree majors and state or locally approved Certificates must be completed with a minimum grade of C. All programs are subject to change; students should consult with a counselor for further information.

Degree and Certificate Program Index (http://catalog.valleycollege.edu/degree-certificate-program-index/)
Accounting

Accounting, as the language of business, is concerned with how businesses report their transactions and how they interpret the summaries of those transactions. Accountants record and summarize the economic events within a business. In addition, they interpret financial information and conduct solvency and profitability analyses to serve as a basis for sound business decisions. Within the mission of the college, the Accounting Department has several objectives: Provide high quality accounting and business programs, which will prepare our students for successful careers in business and government; Provide students with a broad-base understanding of the concepts of accounting, business and management; Provide transfer preparation for universities. Students planning to transfer to a four-year institution and major in accounting should consult with a counselor regarding the transfer process and lower division requirements.

Contact Information

Division: Mathematics, Business, and Computer Technology (B - 127)
Division Phone Number: (909) 384-8520
Department Chair: Michael Assumma (massumma@sbccd.edu), M.B.A.

- Accounting Associate of Arts Degree (p. 74)
- Accounting Certificate of Achievement (p. 74)
- Bookkeeping Certificate of Career Preparation (p. 75)

ACCT 010 3 Units
Bookkeeping
Lecture: 54 contact hours
This is an introductory course for students interested in the accounting field. The focus is basic bookkeeping and accounting principles for small business enterprises. Emphasis is on the development of skills used to record business transactions, as well as the procedures to prepare financial statements and complete the accounting cycle. The course is designed for occupational students and for those who wish preparatory training before entering ACCT 200.

Associate Degree Applicable

ACCT 030 4 Units
Federal and State Individual Income Taxation
Lecture: 72 contact hours
This course is an introduction to the basic concepts of federal and state individual income taxation. Topics include history and objectives of the income taxes system, analysis of current income taxes issues, and the tax treatment of various types of income, deductions, and credits. Tax planning strategies are discussed. Actual tax forms are studied. Comprehensive individual tax returns are prepared.

Associate Degree Applicable

ACCT 047 3 Units
Computerized Accounting
Lecture: 54 contact hours
This course provides a comprehensive overview of accounting software. Topics covered include the analysis of source documents and the use of accounting software to prepare, understand, and interpret financial statements for a variety of management purposes. It also includes creation and use of spreadsheets to find the solutions to accounting problems.

Associate Degree Applicable

ACCT 090 3 Units
Payroll Accounting
Lecture: 54 contact hours
This course is designed to introduce various types of employee compensations and the current federal and state payroll taxes system. Withholding requirements from employees’ compensations as well as payroll taxes reporting are studied. Various types of payroll taxes forms are discussed and prepared. This course will focus on the records and control requirements of payroll accounting.

Associate Degree Applicable

ACCT 200 4 Units
Financial Accounting
Lecture: 72 contact hours
Advisory: ENGL 101 or ENGL 101H and MATH 095 or MATH 096
This course offers an introduction to accounting information as an aid to decision-making for external users of financial statements. Students learn to measure and record accounting data, prepare financial statements and analyze published financial accounting information. The focus is on the subjects of accounting cycle, the application of generally accepted accounting principles, ethics, the financial statements, and statement analysis.

Associate Degree Applicable

Transfers to both UC/CSU
C-ID: ACCT 110

ACCT 201 4 Units
Managerial Accounting
Lecture: 72 contact hours
Prerequisite: ACCT 200
This course studies the use of accounting information in decision-making, planning, directing operations and controlling. It focuses on cost terms and concepts, cost behavior, cost structure and cost-volume-profit analysis. Issues relating to ethics, cost systems, cost control, profit planning, and performance analysis in manufacturing and service environments are also examined.

Associate Degree Applicable

Transfers to both UC/CSU
C-ID: ACCT 120
Accounting Associate of Arts Degree

To graduate with a specialization in Accounting, students must complete all requirements for the certificate plus the general breadth requirements for the Associate Degree (minimum total = 60 units)

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<tr>
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<th>Title</th>
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<tbody>
<tr>
<td>Required Courses</td>
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<tr>
<td>ACCT 047</td>
<td>Computerized Accounting</td>
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<td>ACCT 200</td>
<td>Financial Accounting</td>
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<tr>
<td>ACCT 201</td>
<td>Managerial Accounting</td>
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<tr>
<td>BUSAD 100</td>
<td>Introduction to Business</td>
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<tr>
<td>BUSAD 210</td>
<td>Business Law</td>
<td>3</td>
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<tr>
<td>or BUSAD 211</td>
<td>The Legal Environment of Business</td>
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<tr>
<td>ECON 208</td>
<td>Business and Economic Statistics</td>
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<tr>
<td>or MATH 108</td>
<td>Introduction to Probability and Statistics</td>
<td></td>
</tr>
<tr>
<td>ECON 200</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>or ECON 200H</td>
<td>Principles of Macroeconomics - Honors</td>
<td></td>
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<tr>
<td>ECON 201</td>
<td>Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>or ECON 201H</td>
<td>Principles of Microeconomics - Honors</td>
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<td>Total Units</td>
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Recommended Courses

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<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ACCT 030</td>
<td>Federal and State Individual Income Taxation</td>
<td>4</td>
</tr>
<tr>
<td>ACCT 090</td>
<td>Payroll Accounting</td>
<td>3</td>
</tr>
<tr>
<td>CIT 101</td>
<td>Introduction to Computer Literacy</td>
<td>3</td>
</tr>
<tr>
<td>CIT 114</td>
<td>Spreadsheets: Excel</td>
<td>3</td>
</tr>
<tr>
<td>MATH 102</td>
<td>College Algebra</td>
<td>4</td>
</tr>
</tbody>
</table>

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate an ability to perform fundamental accrual adjustments through journal entries, using their understanding of revenue, expense, asset, liability and owner’s equity accounts
- Analyze and explain the preparation of financial reporting by applying GAAP and financial analysis
- Develop, implement, and evaluate an accounting system by examining the internal and external reporting requirements of a business entity
- Demonstrate the ability to use accounting information for decision making through use of financial ratio analysis, CVP analysis, budget reports and performance measurement tools
- Identify and communicate alternative problems effectively, recommend solutions, and provide an implementation strategy in oral written and electronic form
- Consider the ethical and social responsibility issues affecting the current business environment
- Demonstrate an understanding of and familiarity with the world of business and its related terminology
- Apply the methods of effective business communication

Accounting Certificate of Achievement

This certificate is designed to prepare students for entry-level positions, updating and maintaining accounting records, calculating disbursements and receipts, tracking accounts payable and receivable, and determining profit and loss.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Courses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ACCT 047</td>
<td>Computerized Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 200</td>
<td>Financial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>ACCT 201</td>
<td>Managerial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>BUSAD 100</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>BUSAD 210</td>
<td>Business Law</td>
<td>3</td>
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<tr>
<td>or BUSAD 211</td>
<td>The Legal Environment of Business</td>
<td></td>
</tr>
<tr>
<td>ECON 208</td>
<td>Business and Economic Statistics</td>
<td>4</td>
</tr>
<tr>
<td>or MATH 108</td>
<td>Introduction to Probability and Statistics</td>
<td></td>
</tr>
<tr>
<td>ECON 200</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>or ECON 200H</td>
<td>Principles of Macroeconomics - Honors</td>
<td></td>
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<tr>
<td>ECON 201</td>
<td>Principles of Microeconomics</td>
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<td>or ECON 201H</td>
<td>Principles of Microeconomics - Honors</td>
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<td>Total Units</td>
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Recommended Courses

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<th>Code</th>
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<tbody>
<tr>
<td>ACCT 030</td>
<td>Federal and State Individual Income Taxation</td>
<td>4</td>
</tr>
<tr>
<td>ACCT 090</td>
<td>Payroll Accounting</td>
<td>3</td>
</tr>
<tr>
<td>MATH 102</td>
<td>College Algebra</td>
<td>4</td>
</tr>
<tr>
<td>CIT 101</td>
<td>Introduction to Computer Literacy</td>
<td>3</td>
</tr>
<tr>
<td>CIT 114</td>
<td>Spreadsheets: Excel</td>
<td>3</td>
</tr>
</tbody>
</table>

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate the ability to organize, analyze, and interpret measurable business transactions
- Prepare financial statements by applying Generally Accepted Accounting Principles
- Communicate financial and managerial accounting information applying common methods of business communication
- Demonstrate an understanding of the world of business
- Identify ethical and social responsibility issues facing today's business
Bookkeeping Certificate of Career Preparation

Bookkeeping clerks along with accounting and auditing clerks are an organization's financial record keepers. They update and maintain one or more accounting records. All of these clerks make numerous computations each day. In small businesses, bookkeeping clerks handle all financial transactions and record keeping. In large offices and accounting departments, the clerks have more specialized tasks, such as accounts payable or accounts receivable. The responsibilities vary by level of experience.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 010</td>
<td>Bookkeeping</td>
<td>3</td>
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<tr>
<td>ACCT 090</td>
<td>Payroll Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 047</td>
<td>Computerized Accounting</td>
<td>3</td>
</tr>
<tr>
<td>or CIT 114</td>
<td>Spreadsheets: Excel</td>
<td></td>
</tr>
</tbody>
</table>

Total Units: 9

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

Program Learning Outcomes

At the completion of this program, students will be able to:

- Understand the role and the duties of a bookkeeper within the framework of the required accounting activities in a business setting
- Explain and apply the concepts of cash vs. accrual basis accounting, double entry bookkeeping as well as the debits and credits
- Prepare basic payroll transitions ranging from paying wages to depositing and reporting payroll taxes
- Make appropriate and accurate accounting entries for a variety of financial records

Administration of Justice

The Administration of Justice Department strives to provide our students with the legal, ethical and educational background necessary to pursue a career in a criminal justice-related field and to successfully transition into a 4-year academic program.

The Administration of Justice discipline involves the study of the theory and practice of law, law enforcement, the courts, and corrections systems. Law enforcement specializes in police activities including effective investigation and patrol services to the public. The courts specialize in responsibilities to the public through the trial system. The corrections systems specialize in the punishment and incarceration process as well as rehabilitation of the offender. Private security services explore private protection through private agencies.

Administration of Justice offers a wide range of career opportunities. Students interested in careers as peace officers should refer to the Department of Police Science in this catalog. Students planning to transfer to a four-year institution and major in Administration of Justice should consult with a counselor regarding the transfer process and lower division requirements. The Administration of Justice courses listed may not be offered every semester due to instructor availability. Please refer to the college semester class schedule offerings.

Any felony or domestic violence conviction, or any significant prior or current drug use will disqualify most people seeking jobs in law enforcement, corrections, probation/parole, or forensics.

Contact Information

Division: Social Sciences, Human Development, and Physical Education (NH - 345)

Division Phone Number: (909) 384-8603

Faculty Chair: Jeremy Croy (jcroy@sbcdd.edu), Ed.D.

- Administration of Justice Associate of Arts Degree (p. 77)
- Administration of Justice Associate of Science Transfer Degree (p. 77)
- Administration of Justice Certificate of Achievement (p. 78)

ADJUS 101 3 Units
Introduction to Administration of Justice
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course is an introduction to the philosophy and history of the criminal justice system including the roles and functions of the local, state, and federal jurisdictions. Additional discussion topics will include the roles, functions and interrelationships among law enforcement agencies, courts and corrections as well as crime causation, correctional theory, analysis, and the social impact of crime.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: AJ 110
ADJUS 102 3 Units
Principles and Procedures of the Justice System
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This course provides an examination and analysis of due process in criminal proceedings, from pre-arrest through trial and appeal, utilizing statutory, state and constitutional precedents.

Associate Degree Applicable
Transfers to CSU only
C-ID: AJ 122

ADJUS 103 3 Units
Concepts of Criminal Law
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This course is an introduction to common law, legal concepts, codes and their history, and the philosophy and development of U.S. criminal law.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: AJ 120

ADJUS 104 3 Units
Legal Aspects of Evidence
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This course examines the origin, development, philosophy, and constitutional basis of the use of evidence. It also incorporates constitutional and procedural considerations affecting arrest, search and seizure, types of evidence, and rules governing admissibility, judicial decisions, and interpretation of individual rights. Case studies will also be covered in this class.

Associate Degree Applicable
Transfers to CSU only
C-ID: AJ 124

ADJUS 105 3 Units
Community Relations
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This course examines the complex and dynamic relationship between communities and the justice system in addressing crime and conflict with an emphasis on the challenges of administering justice within a diverse multicultural population. Topics include the consensus and conflicting values in culture, religion, and the law.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: AJ 120

ADJUS 106 3 Units
Principles of Investigation
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This course covers the principles of various types of investigations utilized in the criminal justice system, including concepts of investigation, and the analysis, evaluation, preservation and documentation of evidence. The course will also include dealing with the public, techniques for handling crime scenes, interviews, evidence, surveillance, follow-up, technical resources, and case preparation.

Associate Degree Applicable
Transfers to CSU only
C-ID: AJ 140

ADJUS 107 3 Units
Concepts of Enforcement Services
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This course examines the theories, philosophies, and concepts related to the role expectations of line enforcement officers. The emphasis is focused on patrol, traffic and public service responsibilities and their relationships to the administration of justice.

Associate Degree Applicable
Transfers to CSU only
ADJUS 108 3 Units
Juvenile Procedures
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This course is an examination of the origin, development, and organization of the Juvenile Justice System as it evolved in the American Justice System. The course explores the theories that focuses on juvenile law, courts and processes, and the constitutional protections extended to juveniles administered by the American Justice System.

Associate Degree Applicable
Transfers to CSU only
C-ID: AJ 220
Administration of Justice Associate of Arts Degree

To graduate with a specialization in Administration of Justice, students must complete all requirements for the certificate plus the general breadth requirements for the Associate Degree (minimum total = 60 units).

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADJUS 101</td>
<td>Introduction to Administration of Justice</td>
<td>3</td>
</tr>
<tr>
<td>ADJUS 102</td>
<td>Principles and Procedures of the Justice System</td>
<td>3</td>
</tr>
<tr>
<td>ADJUS 103</td>
<td>Concepts of Criminal Law</td>
<td>3</td>
</tr>
<tr>
<td>ADJUS 104</td>
<td>Legal Aspects of Evidence</td>
<td>3</td>
</tr>
<tr>
<td>ADJUS 105</td>
<td>Community Relations</td>
<td>3</td>
</tr>
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</table>

Select two of the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADJUS 106</td>
<td>Principles of Investigation</td>
<td>3</td>
</tr>
<tr>
<td>ADJUS 107</td>
<td>Concepts of Enforcement Services</td>
<td>3</td>
</tr>
<tr>
<td>ADJUS 108</td>
<td>Juvenile Procedures</td>
<td>3</td>
</tr>
<tr>
<td>CORREC 101</td>
<td>Introduction to Corrections</td>
<td>3</td>
</tr>
<tr>
<td>CORREC 102</td>
<td>Correctional Interviewing and Counseling</td>
<td>3</td>
</tr>
<tr>
<td>CORREC 103</td>
<td>Gangs and Corrections</td>
<td>3</td>
</tr>
<tr>
<td>CORREC 104</td>
<td>Control and Supervision in Corrections</td>
<td>3</td>
</tr>
<tr>
<td>CORREC 105</td>
<td>Legal Aspects of Corrections</td>
<td>3</td>
</tr>
<tr>
<td>CORREC 106</td>
<td>Probation and Parole</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Units: 21

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

- SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)
- CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)
- IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes

At the completion of this program, students will be able to:

- Apply knowledge and skills required in securing and maintaining employment
- Analyze the interrelations between the courts, law enforcement, and corrections
- Demonstrate the sequence of events necessary in determining admissibility or suppression of evidence
- Demonstrate analysis of basic legal definitions of criminal law
- Develop a world view that values why law enforcement is necessary in diverse populations and societies

Administration of Justice Associate of Science Transfer Degree

Administration of Justice is the study of the causes, consequences and control of crime. The program leading to the Associate in Science in Administration of Justice for Transfer (AS-T) is designed to acquaint pre-service and in-service students with the principles and practices of criminal justice systems in America. The goal of this program is to familiarize students with a foundation in the Criminal Justice sub-systems: Law Enforcement, Correctional Science, Criminology, Forensics, Investigations, and the Judicial /Court’s role. The program is both academic and professional in that it is an interdisciplinary attempt to relate intellectual issues and practitioner perspectives to the challenge of crime in a free society. Consequently, the program provides preparation for employment with a related agency and /or transfer to a college or university.

Students will be prepared to work in a variety of fields, including: public law enforcement agencies such as municipal police, CHP probation officers, county deputy sheriffs, correctional officers, game wardens, state park rangers, and private security. Students completing the AS-T in Administration of Justice degree will be able to transfer to the California State University systems and be prepared to study in the following areas: Administration of Justice, Law Enforcement, Correctional Science, Social Science/Criminology, Forensics, and Pre-Law.

To earn this AS-T degree, students must meet the following requirements:

- completion of the following major requirements with a minimum grade of "C" (or "P")
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 39 units.

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

Students planning to transfer to a four-year institution and major in Administration of Justice should consult with a counselor regarding the transfer process and lower division requirements.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADJUS 101</td>
<td>Introduction to Administration of Justice</td>
<td>3</td>
</tr>
<tr>
<td>ADJUS 103</td>
<td>Concepts of Criminal Law</td>
<td>3</td>
</tr>
<tr>
<td>ADJUS 102</td>
<td>Principles of Investigation</td>
<td>3</td>
</tr>
<tr>
<td>ADJUS 104</td>
<td>Legal Aspects of Evidence</td>
<td>3</td>
</tr>
<tr>
<td>ADJUS 105</td>
<td>Community Relations</td>
<td>3</td>
</tr>
<tr>
<td>ADJUS 106</td>
<td>Principles of Investigation</td>
<td>3</td>
</tr>
<tr>
<td>ADJUS 108</td>
<td>Juvenile Procedures</td>
<td>3</td>
</tr>
<tr>
<td>CORREC 101</td>
<td>Introduction to Corrections</td>
<td>3</td>
</tr>
</tbody>
</table>

List A - Select two of the following: 6-8

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 101</td>
<td>Introduction to Computer Literacy</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 102</td>
<td>Intermediate Composition and Critical Thinking</td>
<td>4</td>
</tr>
<tr>
<td>or ENGL 102H</td>
<td>Intermediate Composition and Critical Thinking - Honors</td>
<td></td>
</tr>
<tr>
<td>or PHIL 102</td>
<td>Critical Thinking and Writing</td>
<td>3</td>
</tr>
</tbody>
</table>
Administration of Justice Certificate of Achievement

The Administration of Justice certificate is designed to prepare students for entry-level positions in a wide range of law enforcement services, including the courts, corrections, law enforcement, and private security.

Course Requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHIL 103</td>
<td>Introduction to Logic: Argument and Evidence</td>
<td>3</td>
</tr>
<tr>
<td>POLIT 100</td>
<td>American Politics</td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 100</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>or PSYCH 100H</td>
<td>General Psychology - Honors</td>
<td></td>
</tr>
<tr>
<td>PSYCH 105</td>
<td>Statistics for the Behavioral Sciences</td>
<td>4</td>
</tr>
<tr>
<td>or MATH 108</td>
<td>Introduction to Probability and Statistics</td>
<td></td>
</tr>
<tr>
<td>or ECON 208</td>
<td>Business and Economic Statistics</td>
<td></td>
</tr>
<tr>
<td>SOC 100</td>
<td>Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>or SOC 100H</td>
<td>Introduction to Sociology - Honors</td>
<td></td>
</tr>
</tbody>
</table>

**Program Learning Outcomes**

At the completion of this program, students will be able to:

- Critically analyze and evaluate the admissibility or exclusion of evidence based upon fourth and fifth amendment protections; evaluate and describe the various types of evidence
- Critically analyze and evaluate the proper procedures in conducting a criminal investigation involving crimes against persons, property, sex crimes, crimes against children, bombs and explosives, and vice and narcotics
- Critically analyze and describe the role and responsibilities of Forensic Criminalists in conducting a criminal investigation
- Critically evaluate the challenges and strategies of the Criminal Justice System within a diverse and multicultural society
- Critically analyze and describe the development of the penal institutions in the United States; describing the goals, challenges, responsibilities and strategies of the correctional institutions
- Critically analyze and describe the development of the Juvenile Justice System in the United States; explaining the juvenile court procedures and Constitutional protections prescribed by United States Supreme Court decisions

Program Learning Outcomes

At the completion of this program, students will be able to:

- Apply knowledge and skills required in securing and maintaining employment
- Analyze the interrelations between the courts, law enforcement, and corrections
- Demonstrate the sequence of events necessary in determining admissibility or suppression of evidence
- Demonstrate analysis of basic legal definitions of criminal law
- Develop a world view that values why law enforcement is necessary in diverse populations and societies

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

This is a Gainful Employment Program

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.
Aeronautics

The Aeronautics Department curriculum offers students several ways to qualify for employment in the aviation industry. Students may pursue an Associate of Science degree or certificates in Airframe and Powerplant Technology. Students desiring specific ratings or licenses should consult with faculty in the Aeronautics Department and/or the Federal Aviation Administration (FAA). Students planning to transfer to a four-year institution and major in aeronautics should consult with a counselor regarding the transfer process and lower division requirements.

Airframe and Powerplant Technicians are employed by airlines and Aviation Maintenance providers. The Aviation Maintenance Technician program at San Bernardino Valley College is fully approved by the FAA to provide the training required to become Airframe and Powerplant Technicians.

Students interested in the Aviation Maintenance Technician Certificate are highly encouraged to take additional laboratory courses in conjunction with laboratory required courses to meet the mandatory 1900 hours of instruction to qualify for the Airframe and Powerplant written, oral and practical tests administered by (FAA). The courses listed below can be taken concurrently.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AERO 050L &amp; AERO 650L</td>
<td>General Laboratory/Calculations And Basic Electricity Airframe and Powerplant Technologies and General Laboratory/Calculations and Basic Electricity Airframe and Powerplant Technologies</td>
<td>2</td>
</tr>
<tr>
<td>AERO 051L &amp; AERO 651L</td>
<td>General Laboratory/Materials and Servicing Airframe and Powerplant Technologies and General Laboratory/Materials and Servicing Airframe and Powerplant Technologies</td>
<td>2</td>
</tr>
<tr>
<td>AERO 052L &amp; AERO 652L</td>
<td>Airframe Maintenance Laboratory · Structures and Airframe Maintenance Laboratory · Structures</td>
<td>5</td>
</tr>
<tr>
<td>AERO 053L &amp; AERO 653L</td>
<td>Airframe Maintenance Laboratory · Systems and Components and Airframe Maintenance Laboratory System and Components</td>
<td>5</td>
</tr>
<tr>
<td>AERO 054L &amp; AERO 654L</td>
<td>Powerplant Maintenance Laboratory · Reciprocating Engine Overhaul and Powerplant Maintenance Laboratory · Reciprocating Engine Overhaul</td>
<td>5</td>
</tr>
<tr>
<td>AERO 055L &amp; AERO 655L</td>
<td>Powerplant Maintenance Laboratory · Accessory Overhaul and Powerplant Maintenance Laboratory · Accessory Overhaul</td>
<td>5</td>
</tr>
</tbody>
</table>

Students planning to obtain an FAA A&P certification with prior military or industry experience should consult with the Department Chair.

Contact Information

Division: Applied Technology, Transportation, and Culinary Arts

Division Phone Number: (909) 384-4451

Faculty Chair: Tarif (Terry) Halabi (thalabi@sbccd.edu), M.S.E.E.

- Aviation Maintenance Technician Certificate of Achievement (p. 83)
- Flight Operations Certificate of Achievement (p. 85)
- Flight Operations Certificate of Completion (http://catalog.valleycollege.edu/degree-certificate-program-index/aeronautics/flight-operations-certificate-completion/)
- Powerplant Maintenance Technician Certificate of Achievement (p. 85)

AERO 015 2 Units
Nano Composite Technology
Lecture: 18 contact hours
Lab: 54 contact hours

This course is an introduction to Nano Composite Structures including the manufacturing, uniqueness, strength and repair methods in the aviation field and any related fields using composites technology.

Associate Degree Applicable

AERO 021 3 Units
Aviation Fundamentals
Lecture: 54 contact hours

This course offers complete preparation for the Federal Aviation Administration (FAA) private pilot written examination including aerodynamics, weight and balance, airports and airspace, meteorology, using aviation services, flight information publications, federal air regulations, navigation, radio navigation aids, cross-country flight planning, physiology of flight, and airborne emergencies.

Associate Degree Applicable

AERO 022 6 Units
Private Pilot Ground School
Lecture: 108 contact hours

This course offers complete preparation for the Federal Aviation Administration (FAA) private pilot written examination including aerodynamics, weight and balance, airports and airspace, meteorology, using aviation services, flight information publications, federal air regulations, navigation, radio navigation aids, cross-country flight planning, physiology of flight, and airborne emergencies.

Associate Degree Applicable

AERO 024 3 Units
Aircraft Powerplants
Lecture: 54 contact hours

This course is designed to familiarize the student with the operating principles and construction highlights of both reciprocating and jet aircraft engines including internal combustion engines, jet propulsion engines, aircraft fuels and fuel systems, electrical and ignition systems, lubricants and lubrication systems, propellers, engine instrument and control systems, engine inspection, operation and troubleshooting.

Associate Degree Applicable

AERO 025 2 Units
Flight Safety
Lecture: 36 contact hours

This course is an in-depth study of flight safety including: organizations contributing to flight safety, Pilot and passenger responsibilities, emergency radio procedures, pilot resources, ground safety, mid-air collisions, weather and night flight hazards and precautions, emergency procedures, medical factors, human factors, and crash investigation and liability.

Associate Degree Applicable
AERO 026  3 Units
Airframe Structures
Lecture: 54 contact hours
This course is designed to familiarize the aviator or prospective pilot with the fundamentals of aircraft design and construction including: aircraft structural components, fundamentals of aerodynamics and flight, materials and hardware, ice and rain protection, hydraulic and pneumatic systems, landing gear systems, fire protection systems, electrical systems, instrument systems, weight and balance control, and blue print reading.

Associate Degree Applicable

AERO 027  2 Units
Airport Certification and Operations
Lecture: 36 contact hours
This course covers airport certification and operations including applicability, definitions, certificate requirements, and process, Airport Certification Manual (ACM), record keeping, personnel requirements, markings, signs, and lighting, airport emergency plan, wildlife hazard management, and unmanned aerospace vehicles (UAV)(drones) issues.

Associate Degree Applicable

AERO 034  3 Units
Civil Aviation Management and Laws
Lecture: 54 contact hours
This course covers the history of civil aviation in the United States including: federal legislation on civil aviation, international treaties and agreements relevant to civil aviation, and regulations pertaining to the management of airports, air carriers, general aviation, international air transport, and the air cargo industry.

Associate Degree Applicable

AERO 040  4 Units
Instrument Ground School
Lecture: 54 contact hours
Lab: 54 contact hours
This course examines the fundamentals of instrument flight in the Air Traffic Control (ATC) system and factors that can affect the operation including aerodynamics, navigation, flight planning, and communication. The subject matter is reinforced by flying various procedures in flight simulators. This course can be used as a method to meet the Federal Aviation Administration (FAA) requirements for the ground instruction portion of a Biennial Flight Review (BFR) as specified in Federal Aviation Regulations (FAR) 61.56.

Associate Degree Applicable

AERO 046  3 Units
Aviation Weather
Lecture: 54 contact hours
This course covers the aspects of weather as they relate to aircraft operation and safety. Includes: Basic and hazardous weather, atmospheric winds, pressure systems as associated with weather, cloud formation, air masses and fronts, thunderstorms, turbulence and icing, fog, haze and smoke, high altitude, arctic and tropical weather, interpretation of weather reports, forecast, charts and maps.

Associate Degree Applicable

AERO 050  5 Units
General/Calculations and Basic Electricity Airframe and Powerplant Technologies
Lecture: 90 contact hours
Corequisite: AERO 050L
This course provides training for the General requirements of the Aviation Maintenance Technician Certificate. Areas of study include familiarization of basic hand tools, applications of mathematics, basic physics, certain Federal Aviation Regulations (FARs), basic electricity including application of Ohm’s Law, electrical terms, units of measure, types of electrical circuits, reading and interpreting electrical diagrams, and electrical components familiarization. (Formerly AERO 100)

Associate Degree Applicable

AERO 050L  2 Units
General Laboratory/Calculations And Basic Electricity Airframe and Powerplant Technologies
Lab: 108 contact hours
Corequisite: AERO 050
This course provides training for the General requirements of the Aviation Maintenance Technician Certificate. The content includes the use of basic hand tools, applications of mathematics, basic physics, certain Federal Aviation Regulations (FARs), basic electricity including application of Ohm’s Law, use of a volt/ohm meter, interpret electrical circuit diagrams, service and inspection of batteries. (Formerly AERO 100L)

Associate Degree Applicable

AERO 051  5 Units
General/Materials and Servicing Airframe and Powerplant Technologies
Lecture: 90 contact hours
Corequisite: AERO 051L
This course provides training for the General requirements of the Aviation Maintenance Technician Certificate. Areas of instruction include aircraft weight and balance control, basic drafting, aircraft fluid lines and fittings, aircraft hardware, materials, non-destructive testing processes, corrosion control, aircraft cleaning and ground operations and handling. (Formerly AERO 101)

Associate Degree Applicable

AERO 051L  2 Units
General Laboratory/Materials and Servicing Airframe and Powerplant Technologies
Lab: 108 contact hours
Corequisite: AERO 051
This course provides training for the General requirements of the Aviation Maintenance Technician Certificate. Areas of instruction include aircraft weight and balance control, basic drafting, aircraft fluid lines and fittings, aircraft hardware, materials, non-destructive testing processes, corrosion control, aircraft cleaning and ground operations and handling. (Formerly AERO 101L)

Associate Degree Applicable

AERO 052  6 Units
Airframe Maintenance - Structures
Lecture: 108 contact hours
Corequisite: AERO 052L
This course provides training for the Airframe requirements of the Airframe Maintenance Technician Certificate and the Aviation Maintenance Technician Certificate. Areas of instruction include airframe structures, aircraft covering, aircraft finishing, theory of flight, assembly and rigging, structural repair, aircraft inspection, and aircraft fuel systems. (Formerly AERO 102)

Associate Degree Applicable
AERO 052L  5 Units
Airframe Maintenance Laboratory - Structures
Lab: 270 contact hours
Corequisite: AERO 052
This course provides training for the Airframe requirements of the Airframe Maintenance Technician Certificate and the Aviation Maintenance Technician Certificate. Areas of instruction include airframe structures, aircraft covering, aircraft finishing, theory of flight, assembly and rigging, structural repair, aircraft inspection, and aircraft fuel systems. (Formerly AERO 102L)

Associate Degree Applicable

AERO 053  6 Units
Airframe Maintenance - Systems and Components
Lecture: 108 contact hours
Corequisite: AERO 053L
This course provides training for the Airframe requirements of the Airframe Maintenance Technician Certificate and the Aviation Maintenance Technician Certificate. Topics of study include aircraft welding, electrical circuits, and basic aircraft systems for power, landing, brakes warning instrumentation, autpilot, cabin atmosphere control, ice and rain control, fire protection and communications. (Formerly AERO 103)

Associate Degree Applicable

AERO 053L  5 Units
Airframe Maintenance Laboratory - Systems and Components
Lab: 270 contact hours
Corequisite: AERO 053
This course provides training for the Airframe requirements of the Airframe Maintenance Technician Certificate and the Aviation Maintenance Technician Certificate. Topics of study include aircraft welding, electrical circuits, and basic aircraft systems for power, landing, brakes warning instrumentation, autpilot, cabin atmosphere control, ice and rain control, fire protection and communications. (Formerly AERO 103L)

Associate Degree Applicable

AERO 054  6 Units
Powerplant Maintenance - Reciprocating Engine Overhaul
Lecture: 108 contact hours
Corequisite: AERO 054L
This course provides training for the Powerplant requirements of the Powerplant Maintenance Technician Certificate and the Aviation Maintenance Technician Certificate. Topics of study include reciprocating engine theory, overhaul, inspections, lubricating systems, indicating systems, fire protection systems, and engine fuel systems. (Formerly AERO 104)

Associate Degree Applicable

AERO 054L  5 Units
Powerplant Maintenance Laboratory - Reciprocating Engine Overhaul
Lab: 270 contact hours
Corequisite: AERO 054
This course provides training for the Powerplant requirements of the Powerplant Maintenance Technician Certificate and the Aviation Maintenance Technician Certificate. Topics of study include reciprocating engine theory, overhaul, inspections, lubricating systems, indicating systems, fire protection systems, and engine fuel systems. (Formerly AERO 104L)

Associate Degree Applicable

AERO 055  6 Units
Powerplant Maintenance - Accessory Overhaul
Lecture: 108 contact hours
Corequisite: AERO 055L
This course provides training for the Powerplant requirements of the Powerplant Maintenance Technician Certificate and the Aviation Maintenance Technician Certificate. Topics of study include electricity, ignition, fuel, fuel metering, induction, cooling, exhaust, propellers, turbine engines and auxiliary power units. (Formerly AERO 105)

Associate Degree Applicable

AERO 055L  5 Units
Powerplant Maintenance Laboratory - Accessory Overhaul
Lab: 270 contact hours
Corequisite: AERO 055
This course provides training for the Powerplant requirements of the Powerplant Maintenance Technician Certificate and the Aviation Maintenance Technician Certificate. Areas of instruction include electrical power generation, ignition, fuel and fuel metering, induction, cooling, exhaust, propeller systems, turbine engines and auxiliary power units. (Formerly AERO 105L)

Associate Degree Applicable

AERO 098  1-4 Units
Aeronautics Work Experience
WRKEX: 60 contact hours
This course involves supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

Associate Degree Applicable

AERO 600 Noncredit
Introduction to Aviation Technology
Lecture: 16 contact hours
Lab: 48 contact hours
This noncredit introductory course gives students hands-on experience with airframe and powerplant aviation technology. It will focus on aviation principles, maintenance practices, and careers.

AERO 621 Noncredit
Aviation Fundamentals
Lecture: 54 contact hours
This noncredit course is an introduction to the basic principles of aeronautics, aircraft structure and operations including space, rocketry and aeronautical occupations.

AERO 622 Noncredit
Private Pilot Ground School
Lecture: 108 contact hours
This noncredit course offers complete preparation for the Federal Aviation Administration (FAA) private pilot written examination including aerodynamics, weight and balance, airports and airspace, meteorology, using aviation services, flight information publications, federal air regulations, navigation, radio navigation aids, cross-country flight planning, physiology of flight, and airborne emergencies.
AERO 624 Noncredit
Aircraft Powerplants
Lecture: 54 contact hours
This course is designed to familiarize the student with the operating principles and construction highlights of both reciprocating and jet aircraft engines including: internal combustion engines, jet propulsion engines, aircraft fuels and fuel systems, electrical and ignition systems, lubricants and lubrication systems, propellers, engine instrument and control systems, engine inspection, operation and troubleshooting.

AERO 625 Noncredit
Flight Safety
Lecture: 36 contact hours
This noncredit course is an in-depth study of flight safety including: organizations contributing to flight safety, pilot and passenger responsibilities, emergency radio procedures, pilot resources, ground safety, mid-air collisions, weather and night flight hazards and precautions, emergency procedures, medical factors, human factors, and crash investigation and liability.

AERO 626 Noncredit
Airframe Structures
Lecture: 54 contact hours
This noncredit course is designed to familiarize the aviator or prospective pilot with the fundamentals of aircraft design and construction including: aircraft structural components, fundamentals of aerodynamics and flight, materials and hardware, ice and rain protection, hydraulic and pneumatic systems, landing gear systems, fire protection systems, electrical systems, instrument systems, weight and balance control, and blueprint reading.

AERO 640 Noncredit
Instrumental Ground School
Lecture: 54 contact hours
Lab: 54 contact hours
This noncredit course examines the fundamentals of instrument flight in the Air Traffic Control (ATC) system and factors that can affect the operation including aerodynamics, navigation, flight planning, and communication. The subject matter is reinforced by flying various procedures in flight simulators. This course can be used as a method to meet the Federal Aviation Administration (FAA) requirements for the ground instruction portion of a Biennial Flight Review (BFR) as specified in Federal Aviation Regulations (FAR) 61.56.

AERO 646 Noncredit
Aviation Weather
Lecture: 54 contact hours
This noncredit course covers the aspects of weather as they relate to aircraft operation and safety. It includes basic and hazardous weather, atmospheric winds, pressure systems as associated with weather, cloud formation, air masses and fronts, thunder storms, turbulence and icing, fog, haze and smoke, high altitude, arctic and tropical weather, interpretation of weather reports, forecast, charts and maps.

AERO 651L Noncredit
General Laboratory/Materials and Servicing Airframe and Powerplant Technologies
Lab: 45 contact hours
This noncredit course provides training for the General requirements of the Aviation Maintenance Technician Certificate. Areas of instruction include aircraft weight and balance control, basic drafting, aircraft fluid lines, fittings, aircraft hardware, materials, non-destructive testing processes, corrosion control, aircraft cleaning, and ground operations and handling.

AERO 652L Noncredit
Airframe Maintenance Laboratory - Structures
Lab: 54 contact hours
This noncredit course provides training for the Airframe requirements of the Airframe Maintenance Technician Certificate and the Aviation Maintenance Technician Certificate. Areas of instruction include airframe structures, aircraft covering, aircraft finishing, theory of flight, assembly and rigging, structural repair, aircraft inspection, and aircraft fuel systems.

AERO 653L Noncredit
Airframe Maintenance Laboratory System and Components
Lab: 54 contact hours
This noncredit course provides additional training and lab hours for the Airframe Maintenance Technician Certificate as required by the FAA. Topics of instruction include airframe welding, electrical circuits, and basic aircraft systems for power, landing, brakes warning instrumentation, autopilot, cabin atmosphere control, ice and rain control, fire protection and communications.

AERO 654L Noncredit
Powerplant Maintenance Laboratory - Reciprocating Engine Overhaul
Lab: 54 contact hours
This noncredit course provides training for the Powerplant requirements of the Powerplant Maintenance Technician Certificate and the Aviation Maintenance Technician Certificate. Topics of study include reciprocating engine theory, overhaul, inspections, lubricating systems, indicating systems, fire protection systems, and engine fuel systems.

AERO 655L Noncredit
Powerplant Maintenance Laboratory - Accessory Overhaul
Lab: 54 contact hours
This noncredit course provides training for the Powerplant requirements of the Powerplant Maintenance Technician Certificate and the Aviation Maintenance Technician Certificate. Areas of instruction include electrical power generation, ignition, fuel and fuel metering, induction, cooling, exhaust, propeller systems, turbine engines and auxiliary power units.

AERO 900 1 Unit
Lab Studies in Aviation Maintenance Technology
Lab: 54 contact hours
Prerequisite/Corequisite: AERO 050L and AERO 051L
This course provides additional laboratory instruction for students lacking mandated hours or projects to complete a training certificate.
Airframe Maintenance Technician Certificate of Achievement

This certificate is designed to prepare students to qualify for the Airframe Certificate issued by the Federal Aviation Administration (FAA), which enables the holder to perform 100 hours and annual inspections on aircraft ranging from small aircraft used in general aviation to jets utilized by commercial airlines. The written examinations are administered by the FAA at computer testing centers.

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<td>General Laboratory/Materials and Servicing Airframe and Powerplant Technologies</td>
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<td>AERO 052</td>
<td>Airframe Maintenance - Structures</td>
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<td>Airframe Maintenance Laboratory - Structures</td>
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**Total Units**: 36

### Recommended Courses

<table>
<thead>
<tr>
<th>Code</th>
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<tbody>
<tr>
<td>AERO 015</td>
<td>Nano Composite Technology</td>
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</tbody>
</table>

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

This is a Gainful Employment Program

**Program Learning Outcomes**

At the completion of this program, students will be able to:

- Apply general calculations and basic electricity of aviation as required by the Federal Aviation Administration (FAA)
- Apply general materials and servicing of aviation as required by the FAA
- Read and interpret airframe manuals
- Perform required inspections, maintenance, and repairs on aircraft Airframes
- Evaluate and troubleshoot aircraft airframe systems and components
- Evaluate and service aircraft airframe systems
- Assess the serviceability of aircraft airframe parts and components
- Write descriptive and concise discrepancy reports

Aviation Maintenance Technician Associate of Science Degree

To graduate with a specialization in Aviation Maintenance Technician, students must complete the following requirements with a grade of C or better plus the general breadth requirements for the Associate Degree (minimum total = 60 units). This degree enables the holder to perform 100 hours and annual inspections on aircraft ranging from small aircraft used in general aviation to jets utilized by commercial airlines.

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<tr>
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<td>Powerplant Maintenance Laboratory - Reciprocating Engine Overhaul</td>
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<tr>
<td>AERO 055L</td>
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</table>

**Total Units**: 58

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

- SBVC GE requirements [link](https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)
- CSU GE requirements [link](https://www.valleycollege.edu/student-services/counseling/csuge/)
- IGETC requirements [link](https://www.valleycollege.edu/student-services/counseling/igetc/)

**Program Learning Outcomes**

At the completion of this program, students will be able to:

- Interpret airframe and powerplant manuals
- Perform required inspections on an aircraft
- Troubleshoot aircraft airframe and powerplant systems
- Service and repair aircraft airframe and powerplant systems
- Assess the serviceability of parts
- Write descriptive discrepancy reports
- Broaden their possibilities for advancement in their career fields
At the completion of this program, students will be able to:

- Further their education at a four-year university to complete a bachelor degree

**Aviation Maintenance Technician Certificate of Achievement**

This certificate is designed to prepare students to qualify for the airframe and powerplant certificates issued by the Federal Aviation Administration (FAA), after passing the FAA testing students are able to work on airliners as well as general aviation. The written examinations are administered by the FAA at computer testing centers.

**Program Learning Outcomes**

- Apply general calculations and basic electricity of aviation as required by the Federal Aviation Administration (FAA)
- Apply general materials and servicing of aviation as required by the FAA
- Read and interpret aircraft airframe, and powerplant manuals
- Perform required inspections on an aircraft
- Use practical application skills to troubleshoot, service, and repair aircraft airframe and powerplant systems
- Assess the serviceability of aircraft airframe, and powerplant system parts and components
- Write descriptive and concise discrepancy reports

This is a Gainful Employment Program

**Flight Operations and Management Associate of Science Degree**

To graduate with a specialization in Flight Operations and Management students must complete the following requirements with a grade of C or better plus the general breadth requirements for the Associate Degree (minimum total = 60 units). This degree is for students who are interested in a career as a commercial pilot either in general aviation, the airlines, or in the area of aviation management.

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<tr>
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<tr>
<td>AERO 021</td>
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<td>AERO 022</td>
<td>Private Pilot Ground School 1</td>
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<td>AERO 024</td>
<td>Aircraft Powerplants</td>
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<td>AERO 025</td>
<td>Flight Safety</td>
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<td>AERO 026</td>
<td>Airframe Structures</td>
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<td>AERO 027</td>
<td>Airport Certification and Operations</td>
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<td>AERO 034</td>
<td>Civil Aviation Management and Laws</td>
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<tr>
<td>AERO 040</td>
<td>Instrument Ground School</td>
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<tr>
<td>AERO 046</td>
<td>Aviation Weather</td>
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<td>BUSAD 100</td>
<td>Introduction to Business</td>
<td>3</td>
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<tr>
<td>PHYSIC 101</td>
<td>Introductory Physics</td>
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</tbody>
</table>

**Total Units** 36

1 AERO 022 may be waived if students have taken an equivalent course; students are encouraged to see the Department Chair to determine whether course is equivalent to AERO 022.

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

- SBVC GE requirements ([https://www.valleycollege.edu/student-services/counseling/graduation-requirements/](https://www.valleycollege.edu/student-services/counseling/graduation-requirements/))
- CSU GE requirements ([https://www.valleycollege.edu/student-services/counseling/csuge/](https://www.valleycollege.edu/student-services/counseling/csuge/))
- IGETC requirements ([https://www.valleycollege.edu/student-services/counseling/igetc/](https://www.valleycollege.edu/student-services/counseling/igetc/))

**Program Learning Outcomes**

At the completion of this program, students will be able to:

- Relate the basic principles of aircraft flight, airport layout, airplane construction, and types of airspace
- Relate the major aircraft structural components, and the aircraft systems and components and their relevance to aircraft operation
- Discuss the factors involved in aircraft flight safety
- Compare the different types of aircraft powerplants and discuss the advantages and disadvantages of each
- Decipher the different types of weather reports and forecast and determine if aircraft flight is safe
- Explain the basic principles of aircraft flight
- Outline how the different types of weather affect aircraft flight safety
- Explain the relevance of Federal Regulations and laws to aircraft flight safety
- Contrast the differences in requirements between general aviation, air carriers, and the air cargo industry
• Examine the different business aspects involved in aviation management

Flight Operations Certificate of Achievement

This certificate program in Flight Operations is designed for students interested in careers as a pilot in general aviation, commercial aviation, or military aviation. This certificate prepares students for employment or transfer to other colleges, and includes Federal Aviation Administration approved curricula in basic ground school, advanced ground school, and instrument ground school. Through the San Bernardino Valley College Flying Club students have the opportunity to gain flight experience at a nominal cost as they prepare for the private pilot, commercial pilot, or instrument pilot ratings.

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Total Units: 24

AERO 022 may be waived if students have taken an equivalent course; students are encouraged to see the Department Chair to determine whether course is equivalent to AERO 022.

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

• Relate the basic principles of aircraft flight, airport layout, airplane construction, and types of airspace
• Relate the major aircraft structural components, and the aircraft systems and components and their relevance to aircraft operation
• Discuss the factors involved in aircraft flight safety
• Compare the different types of aircraft powerplants and discuss the advantages and disadvantages of each
• Decipher the different types of weather reports and forecast and determine if aircraft flight is safe
• Explain the basic principles of aircraft flight
• Outline how the different types of weather affect aircraft flight safety

Powerplant Maintenance Technician Certificate of Achievement

This certificate is designed to prepare students to qualify for the Powerplant Certificate issued by the Federal Aviation Administration (FAA), which enables the holder to maintain and repair aircrafts ranging from small aircraft used in general aviation to jets utilized by commercial airlines. The written examinations are administered by the FAA at computer testing centers.

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Total Units: 36

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

• Apply general calculations and basic electricity of aviation as required by the Federal Aviation Administration (FAA)
• Apply general materials and servicing of aviation as required by the FAA
• Read and interpret powerplant manuals, charts, and task sheets
• Perform required inspections, maintenance, and repairs on aircraft powerplants
• Evaluate and troubleshoot aircraft powerplant systems and components
• Use practical application skills to overhaul aircraft powerplants
• Read and interpret powerplant overhaul manuals to measure and determine the serviceability of parts
• Write descriptive and concise discrepancy reports
American Sign Language (ASL) Courses

ASL 109 4 Units
American Sign Language I
Lecture: 72 contact hours
In this course students develop communication skills in American Sign Language including the alphabet, basic vocabulary and grammar of ASL. Both receptive and expressive abilities are emphasized. Students review the characteristics of the deaf community and culture.
Associate Degree Applicable
Transfers to both UC/CSU

ASL 110 4 Units
American Sign Language II
Lecture: 72 contact hours
Prerequisite: ASL 109
The course is second in a series of four ASL courses designed for the student to develop proficiency in ASL usage. Students continue to develop basic conversational skills with emphasis on expanding vocabulary and comprehension/production skills. There are four basic categories: cultural awareness, grammatical features, vocabulary development, and conversational skills.
Associate Degree Applicable
Transfers to both UC/CSU

ASL 111 4 Units
American Sign Language III
Lecture: 72 contact hours
Prerequisite: ASL 110
Students continue to develop conversational skills in American Sign Language and expand their vocabulary and grammar of ASL. Students review primary issues in deaf culture and strengthen their understanding of deaf awareness. Emphasis is on idiomatic constructions as well as comprehension and production skills.
Associate Degree Applicable
Transfers to both UC/CSU

ASL 112 4 Units
American Sign Language IV
Lecture: 72 contact hours
Prerequisite: ASL 111
This course is designed to help students acquire communicative competency in American Sign Language, both comprehension and production skills within the contexts of literature and storytelling. Emphasis is on cultural awareness, grammatical features, vocabulary development, and conversational skills.
Associate Degree Applicable
Transfers to both UC/CSU

Anthropology

Anthropology is the study of what it means to be human. It has been called the most scientific of the humanities and the most humanistic of the sciences as it takes a broad approach to the study of humanity, integrating biological, archaeological, cultural, and linguistic perspectives.

Coursework in anthropology develops skills of critical thinking and enriches understanding of human diversity. Anthropologists often aim for their work to aid in understanding and solving real-world issues faced by humans today. Anthropology majors may find careers in teaching, cultural resource management, advocacy, marketing, or conflict resolution although anthropological insights can be useful in a vast range of occupations. Students planning to transfer to a four-year institution and major in anthropology should consult with a counselor regarding the transfer process and lower division requirements.

Contact Information
Division: Social Sciences, Human Development, and Physical Education
Division Phone Number: (909) 384-8603
Faculty Chair: Melissa King (mking@sbc.edu), Ph.D.
Department Website (https://www.valleycollege.edu/academic-career-programs/degrees-certificates/anthropology/)

ANTHRO 100 3 Units
Introduction to Archaeology
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This course introduces archaeology, its methods and contributions, in an anthropological context. Topics in this course include cultural resource management, seriation, interpretation of finds, and selected case studies.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: ANTH 150

ANTHRO 102 3 Units
Cultural Anthropology
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This course is an introduction to the anthropological study of human diversity and culture. Cultural anthropologists study human organization, expression, subsistence, communication, belief, and identity, in relation to social inequalities and culture change.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: ANTH 120
ANTHRO 102H 3 Units
Cultural Anthropology - Honors
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This course is an introduction to the anthropological study of human diversity and culture. Cultural anthropologists study human organization, expression, subsistence, communication, belief, and identity, in relation to social inequalities and culture change. This course is intended for students in the Honors Program, but is open to all students who desire more challenging course work.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: ANTH 120

ANTHRO 103 3 Units
Anthropology of Food
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This course studies food from a holistic anthropological perspective. It examines production and consumption of food around the world and across time, and it investigates the variability of the cultural meanings and ecological roles of particular food resources and practices.

Associate Degree Applicable
Transfers to both UC/CSU

ANTHRO 106 3 Units
Biological Anthropology
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This course introduces concepts and methods used to study the human species in a scientific, evolutionary framework. Topics covered include evolutionary theory, genetics, the fossil record of human ancestors, comparative primatology, human variation, and interactions between biology and culture.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: ANTH 110

ANTHRO 106H 3 Units
Biological Anthropology - Honors
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This course introduces concepts and methods used to study the human species in a scientific, evolutionary framework. Topics covered include evolutionary theory, genetics, the fossil record of human ancestors, comparative primatology, human variation, and interactions between biology and culture. This course is intended for students in the Honors Program but is open to all students who desire more challenging course work.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: ANTH 110

ANTHRO 106L 1 Unit
Biological Anthropology Laboratory
Lab: 54 contact hours
Prerequisite/Corequisite: ANTHRO 106 or ANTHRO 106H
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This laboratory course is offered as a supplement to Biological Anthropology (ANTHRO 106 or ANTHRO 106H) either taken concurrently or in a subsequent term. Laboratory exercises are designed to introduce students to the scientific method and explore genetics, human variation, human and non-human primate anatomy and behavior, the primate and hominin fossil record, and other resources to investigate processes that affect human evolution.

Associate Degree Applicable
Transfers to both UC/CSU

ANTHRO 108 3 Units
Introduction to Native American Studies
Lecture: 54 contact hours
This course provides an introduction to the field of Native American Studies. It emphasizes the agency, struggles, and social justice efforts of Native Americans in the United States. Topics covered include Native cultural and intellectual traditions; racialization and intersectionality; antiracism and decolonization; and the relationship between Western scientific practices and Native American experiences. (This course is also offered as ETHS 108)

Associate Degree Applicable
Transfers to both UC/CSU

ANTHRO 109 3 Units
Visual Culture and Art
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This course explores approaches to visual culture and art in the discipline of anthropology. Included in the course is a survey of diverse visual and artistic practices, study of the relations between power and sight, and introduction to the methods of visual anthropology.

Associate Degree Applicable
Transfers to both UC/CSU

ANTHRO 110 3 Units
Magic, Witchcraft, and Religion
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This course introduces the study of beliefs and practices, past and present, associated with magic, witchcraft, and religion. Topics examined include ritual, symbolism, altered states of consciousness, and healing, as well as syncretism, change, and the social roles of these beliefs and practices. (This course is also offered as RELIG 110)

Associate Degree Applicable
Transfers to both UC/CSU
ANTHRO 125 3 Units  
Language and Culture  
Lecture: 54 contact hours  
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.  
This course provides a foundation for the study of language from an anthropological perspective. Topics studied fall into two main categories: the structure of language and the use of language in cultural contexts. Topics include language ideologies, speech communities, and the relation between culture and language.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: ANTH 130

ANTHRO 222 1-3 Units  
Independent Study in Anthropology  
DIR: 162 contact hours  
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.  
Students with previous coursework in anthropology may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of anthropology. Prior to registration, a written contract must be prepared jointly by the instructor and the student.  
Associate Degree Applicable  
Transfers to CSU only

ANTHRO 223 1-3 Units  
Independent Study in Anthropology - Guided Research  
DIR: 162 contact hours  
Prerequisite: ANTHRO 222  
Students with previous coursework in anthropology may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of anthropological research and analysis. Prior to registration, a written contract must be prepared jointly by the instructor and the student.  
Associate Degree Applicable  
Transfers to CSU only

Anthropology Associate of Arts Transfer Degree

Anthropology is the study of what it means to be human. It has been called the most scientific of the humanities and the most humanistic of the sciences as it takes a broad approach to the study of humanity, integrating biological, archaeological, cultural, and linguistic perspectives. Anthropologists often aim for their work to aid in understanding and solving real-world issues faced by humans today. The courses within this program are designed to provide students with applicable skills useful in a vast range of occupations.

The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. To earn this Anthropology AA-T degree, students must meet the following requirements:

- completion of the following major requirements with a minimum grade of "C" (or "P");
- completion of a minimum of 60 CSU transferable semester units with a grade point average of a least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

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

Students planning to transfer to a four-year institution and major in Anthropology should consult with a counselor regarding the transfer process and lower division requirements.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Courses (9 units)</td>
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</tr>
<tr>
<td>ANTHRO 100</td>
<td>Introduction to Archaeology</td>
<td>3</td>
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<tr>
<td>ANTHRO 102</td>
<td>Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>or ANTHRO 102H</td>
<td>Cultural Anthropology - Honors</td>
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<td>ANTHRO 106</td>
<td>Biological Anthropology</td>
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<td>or ANTHRO 106H</td>
<td>Biological Anthropology - Honors</td>
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<td>List A - Select one of the following: (3 units minimum)</td>
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<td></td>
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<tr>
<td>ANTHRO 125</td>
<td>Language and Culture</td>
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<td>ENGL 102</td>
<td>Intermediate Composition and Critical Thinking</td>
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<tr>
<td>or ENGL 102H</td>
<td>Intermediate Composition and Critical Thinking - Honors</td>
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<tr>
<td>MATH 108</td>
<td>Introduction to Probability and Statistics</td>
<td>4</td>
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<tr>
<td>PSYCH 105</td>
<td>Statistics for the Behavioral Sciences</td>
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<td>List B - Select one to two courses: (4 units maximum)</td>
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<td></td>
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<tr>
<td>BIOL 260</td>
<td>Human Anatomy</td>
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<tr>
<td>GEOL 101</td>
<td>Introduction to Physical Geology</td>
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<tr>
<td>&amp; GEOL 111</td>
<td>Introduction to Physical Geology Laboratory</td>
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</tr>
<tr>
<td>GIS 130</td>
<td>Introduction to Geographic Information Systems (GIS)</td>
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<tr>
<td>PSYCH 201</td>
<td>Research Methods for the Behavioral Sciences</td>
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<tr>
<td>List C - Select one of the following (3 units maximum) or any course from List A or B not already used:</td>
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</table>
ANTHRO 103 Anthropology of Food 3
ANTHRO 106L Biological Anthropology Laboratory 1
ANTHRO 108 Introduction to Native American Studies 3
or ETHS 108 Introduction to Native American Studies
ANTHRO 109 Visual Culture and Art 3
ANTHRO 110 Magic, Witchcraft, and Religion 3
ART 108 Art of Mexico and Mesoamerica 3
COMMST 174 Intercultural Communication 3
ENGL 163 Chicana/o Literature 3
or ETHS 163 Chicana/o Literature
ENGL 165 African-American Literature 3
or ETHS 165 African-American Literature
HIST 107 Native American Experiences in U.S. History 3
or ETHS 107 Native American Experiences in U.S. History
or HIST 107H Native American Experiences in U.S. History - Honors
or ETHS 107H Native American Experiences in U.S. History - Honors
HIST 137 Experiences of Racial and Ethnic Groups in U.S. History 3
or ETHS 137 Experiences of Racial and Ethnic Groups in U.S. History
HIST 139 The African American Experience in U.S. History From 1877 3
or ETHS 139 The African American Experience in U.S. History From 1877
HIST 140 Chicano Experiences in U.S. History 3
or ETHS 140 Chicano Experiences in U.S. History
or HIST 140H Chicano Experiences in U.S. History - Honors
or ETHS 140H Chicano Experiences in U.S. History - Honors
HIST 150 Introduction to Latin American History 3
HIST 170 World History to 1500 3
HIST 171 World History Since 1500 3
MUS 107 Music Cultures of the World 3
POLIT 141 Introduction to World Politics 3
or POLIT 141H Introduction to World Politics - Honors
RELIG 101 Introduction to World Religions 3
SOC 100 Introduction to Sociology 3
or SOC 100H Introduction to Sociology - Honors
SOC 141 Race and Ethnic Relations 3
or ETHS 141 Race and Ethnic Relations
or SOC 141H Race and Ethnic Relations - Honors
or ETHS 141H Race and Ethnic Relations - Honors

Code Title Units
MAJOR Total 18-21
Total Units That May Be Double Counted 19
General Education (CSU-GE or IGETC) Units 37-39
Elective (CSU Transferable) Units 19-24
Total Units 60

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)
IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes
At the completion of this program, students will be able to:

• Express an understanding of the conceptual and methodological framework that guides anthropological work.
• Apply a relativist perspective in addressing issues facing humans and specific human groups, with a focus on the role of culture.

Arabic (ARAB) Courses

ARAB 101 5 Units
College Arabic I
Lecture: 90 contact hours
This course includes the study of essentials of pronunciation including the Arabic alphabet, symbols and sounds, vocabulary, idioms, and grammatical structures along with an introduction to the key social issues and culture of Arabic-speaking people. This course corresponds to two years of high school study.
Associate Degree Applicable
Transfers to both UC/CSU

ARAB 102 5 Units
College Arabic II
Lecture: 90 contact hours
Prerequisite: ARAB 101
In this course students continue to develop the ability to converse, read and write in Arabic. The course includes the study of essentials of pronunciation, vocabulary, idioms, and grammatical structures along with an introduction to the key social issues and culture of Arabic speaking people.
Associate Degree Applicable
Transfers to both UC/CSU

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:
Architecture and Environmental Design

The Architecture curriculum is designed to provide students with the following understanding and skills:

1. Verbal and graphic methods of communication;
2. An understanding of the social and environmental problems in the United States and other countries;
3. Creative solutions to existing and future problems in the United States and other countries; and
4. How to implement new ideas in a reasonable amount of time.

The areas of study include how to develop a better quality of life through efficient housing, new building material development, new construction methods, new work methods, solar and wind power, efficient use of resources, and a reduction of waste in materials and time. A learning-by-doing approach is stressed in preparation for the job market or for transfer to a university to further study in architecture, architectural engineering, city planning, or landscape architecture. Students planning to transfer to a four-year institution and major in one of these fields should consult with a counselor regarding the transfer process and lower division requirements.

Contact Information
Division: Science (PS - 148)
Division Phone Number: (909) 384-8645
Department Chair: Todd Heibel (theibel@sbcccd.edu), Ph.D.

- 3D Modeling and Design Certificate of Achievement (p. 92)
- Architecture and Environmental Design Associate of Science Degree (p. 93)
- Building Information and 3D Modeling Certificate of Achievement (p. 93)
- Building Information Management (BIM) Certificate of Achievement (p. 94)

ARCH 015 2 Units
Survey of Design and Drafting Software Applications
Lecture: 18 contact hours
Lab: 54 contact hours
This course is an introduction to the theories and principles of industry-related software applications in the design and drafting fields. Topics of the course include dimensional graphics, three-dimensional modeling, and electronic mapping applications. Principal software applications will be explored as they relate to the fields of architecture, design, manufacturing, construction, and urban planning.

Associate Degree Applicable

ARCH 070 1 Unit
Portfolio Design
Lab: 54 contact hours
Prerequisite: ARCH 112 or ARCH 113
This course is designed to assist architecture students in the preparation of their portfolio. The design portfolio is required to transfer to most four-year/five-year Architecture programs. This course also benefits the student entering the job force in documenting their experience. (Former ARCH 270)

Associate Degree Applicable

ARCH 098 1-4 Units
Environmental Design Work Experience
WRKEX: 300 contact hours
Prerequisite: ARCH 111 or ARCH 112 or ARCH 145 or ARCH 145H
This course involves supervised training, in the form of on the job employment that will enhance the student’s knowledge in the selected field of study. The student’s major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

Associate Degree Applicable

ARCH 110 2 Units
Introduction to Architecture
Lecture: 36 contact hours
This course explores the professional and academic path of the architect and aspects of the architect's relation to allied professions. Lectures will include licensing, academic options and pathways, history of the profession, practice, design theory, structures, and personal goal setting. Guest speakers and an office visit will provide students a firsthand opportunity to observe multiple aspects of the profession.

Associate Degree Applicable

Transfers to both UC/CSU

ARCH 111 2 Units
Sketching and Design Visualization
Lecture: 18 contact hours
Lab: 54 contact hours
This introductory course in architectural visualization and drawing techniques will focus on how to communicate three-dimensional designs in a two-dimensional medium. Subjects and techniques include, orthographic projection, isometrics, basic one and two point perspectives, pralines, plan views, elevations, and line types. Emphasis on sketching and hand drafting and sketch-up media will be introduced in developing graphic skills.

Associate Degree Applicable

Transfers to both UC/CSU

ARCH 112 4 Units
Environmental Design
Lecture: 36 contact hours
Lab: 108 contact hours
This beginning architectural design course includes the perceptual and physical study of two and three-dimensional design theories, principles and compositional techniques used in the creation and manipulation of architectural form, space and light. Focus will be on the fundamental design skills and will progress to a three dimensional architectural design project including consideration of approach, transition and destination. Models, drawings and graphics will be utilized to study and communicate the design. (Former ARCH 100)

Associate Degree Applicable

Transfers to both UC/CSU
ARCH 113  4 Units  
Environmental Design Communication  
**Lecture:** 36 contact hours  
**Lab:** 108 contact hours  
**Advisory:** ARCH 111 and ENGL 101 or ENGL 101H  
This is an advanced studio course that builds on a basic understanding of design communication, strengthening complexity and design intention in two and three-dimensional design and three-dimensional visualization techniques, including freehand sketching, graphic conventions, modeling, shade/shadow, color rendering, graphic presentations, and a magazine page project based presentation. This course is intended to provide the visual communications skills needed to describe architecture and participate in the design communication process. It is project-based with projects selected by the instructor to build a student's range of expression, while focusing on a variety of visualization techniques and media. (Formerly ARCH 101)  
**Associate Degree Applicable**  
**Transfers to CSU only**

ARCH 130  2 Units  
Computer-Aided Design (CAD) Drafting  
**Lecture:** 18 contact hours  
**Lab:** 54 contact hours  
This course introduces Computer-Aided Design (CAD) as used to produce two-dimensional architectural drawings. PCs with AutoCAD will be used and instruction will focus on using a computer to draw a simple project, including the following drawing types: floor plan, site plan, elevation, and enlarged section/details. Students should have basic knowledge of computer operation and file management.  
**Associate Degree Applicable**  
**Transfers to CSU only**

ARCH 131  2 Units  
Introduction to Building Information Modeling (BIM)  
**Lecture:** 18 contact hours  
**Lab:** 54 contact hours  
**Advisory:** ARCH 130  
This course introduces Building Information Modeling (BIM) as used to produce a three-dimensional architectural model with detailed construction information. PCs with Autodesk Revit will be used and instruction will focus on computer modeling a simple project and extracting construction documentation. Students should have basic knowledge of computer operation and file management.  
**Associate Degree Applicable**  
**Transfers to CSU only**

ARCH 133  2 Units  
Introduction to 3D Modeling and Design  
**Lecture:** 18 contact hours  
**Lab:** 54 contact hours  
This course introduces 3-D Modeling for design visualization using Rhino software. Hands-on instruction will focus on digitally modeling designs with rectilinear and non-rectilinear geometry, including preparing files for fabrication and presentation. Students should have basic knowledge of computers and file management.  
**Associate Degree Applicable**  
**Transfers to CSU only**

ARCH 145  3 Units  
History of Architecture: Early Design Through Gothic  
**Lecture:** 54 contact hours  
**Advisory:** ENGL 101 or ENGL 101H  
This course is a survey of Western architectural history from the early Egyptians through the Gothic period, in addition to the eastern architecture of India, Japan and China. The course includes a comparative study of architecture and architects with emphasis on the people, locations, structures, materials, and methods of construction and additional influences on the built environment.  
**Associate Degree Applicable**  
**Transfers to both UC/CSU**

ARCH 146  3 Units  
History of Architecture: Early Design Through Gothic - Honors  
**Lecture:** 54 contact hours  
**Prerequisite:** ENGL 101 or ENGL 101H  
This course is a survey of Western architectural history from the early Egyptians through the Gothic period, in addition to the eastern architecture of India, Japan and China. The course includes a comparative study of architecture and architects with emphasis on the people, locations, structures, materials, and methods of construction and additional influences on the built environment. This course is intended for students in the Honors Program, but is open to all students who desire more challenging course work.  
**Associate Degree Applicable**  
**Transfers to both UC/CSU**

ARCH 145H  3 Units  
History of Architecture: Early Design Through Gothic - Honors  
**Lecture:** 54 contact hours  
**Prerequisite:** ENGL 101 or ENGL 101H  
This course is a survey of Western architectural history from the early Egyptians through the Gothic period, in addition to the eastern architecture of India, Japan and China. The course includes a comparative study of architecture and architects with emphasis on the people, locations, structures, materials, and methods of construction and additional influences on the built environment. This course is intended for students in the Honors Program, but is open to all students who desire more challenging course work.  
**Associate Degree Applicable**  
**Transfers to both UC/CSU**
ARCH 212 4 Units  
Architectural Design and Theory II  
Lecture: 36 contact hours  
Lab: 108 contact hours  
Prerequisite: ARCH 112  
Advisory: ARCH 113  
This course will explore architectural and environmental design relationships between various programmatic models, normative building types, and technological themes with emphasis on physical, cultural, and historic contexts. The student will develop creative design skills and problem solving techniques as they apply to the architectural and related profession. Prerequisite may be waived subject to portfolio review of recent (within 5 years) work by Architecture department. (Formerly ARCH 200)  
Associate Degree Applicable  
Transfers to both UC/CSU

ARCH 213 4 Units  
Architectural Design II  
Lecture: 36 contact hours  
Lab: 108 contact hours  
Prerequisite: ARCH 212  
Advanced architectural design processes are explored in the urban setting, with the relationships between a variety of programmatic models, normative building types, and technological themes within specific physical, cultural and historic contexts. Focus is on advanced problems solving in spatial relationships, structures, and human requirements of advanced model building, based on challenging design criteria, communication and editing a design narrative. (Formerly ARCH 201)  
Associate Degree Applicable  
Transfers to both UC/CSU

ARCH 231 2 Units  
Advanced Building Information Modeling (BIM)  
Lecture: 9 contact hours  
Lab: 81 contact hours  
This course introduces Building Information Modeling (BIM) as used to produce a 3-dimensional architectural model with detailed construction information. PCs with Autodesk Revit will be used and instruction will focus on computer modeling a simple project and extracting construction documentation. Students should have basic knowledge of computer operation and file management as well as construction.  
Associate Degree Applicable  
Transfers to CSU only

ARCH 233 2 Units  
Advanced 3D Modeling and Design  
Lecture: 18 contact hours  
Lab: 54 contact hours  
Prerequisite: ARCH 133  
This course introduces fundamental skills of coding and 3-D computational design using Rhino software with additional plug-ins. Hands-on instruction will focus on parametrically modeling and testing design variations with rectilinear and non-rectilinear geometry, including preparing files for fabrication and presentation. Students should have basic knowledge of 3-D modeling.  
Associate Degree Applicable  
Transfers to CSU only

3D Modeling and Design Certificate of Achievement  
This certificate is designed to prepare students for entry-level employment in the fields of architecture; civil, structural, mechanical, electrical engineering, urban planning, interior design, landscape design, manufacturing, and related fields. Computer Aided Drafting, CAD, Rhino and Grasshopper are the primary tool used to produce and present documents in these fields. Students completing this certificate will most likely find employment with a licensed architect, registered structural engineer, mechanical engineer or for local, state or federal governmental agency or urban planning or municipal utility or home improvement and remodeling specialty business.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ARCH 111</td>
<td>Sketching and Design Visualization</td>
<td>2</td>
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<tr>
<td>ARCH 112</td>
<td>Environmental Design</td>
<td>4</td>
</tr>
<tr>
<td>ARCH 130</td>
<td>Computer-Aided Design (CAD) Drafting</td>
<td>2</td>
</tr>
<tr>
<td>ARCH 133</td>
<td>Introduction to 3D Modeling and Design</td>
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<td>ARCH 233</td>
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<td>2</td>
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<td>Total Units</td>
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<td>12</td>
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</table>

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

Program Learning Outcomes  
At the completion of this program, students will be able to:

- Read and interpret blueprints, design documents, and project specifications to gain meaningful information  
- Compare and contrast the conventional drawing types and views and explain the advantages of each  
- Demonstrate the ability to mechanically construct a variety of basic drawings utilizing industry conventions of scale, scale, line, symbols, lettering and dimensioning techniques  
- Demonstrate the ability to mechanically construct a variety of drawings utilizing three dimensional modeling and design techniques
Architecture and Environmental Design Associate of Science Degree

To graduate with a specialization in Architecture and Environmental Design, a student must complete the following courses in addition to the general breadth requirements for an Associate’s Degree. For transfer students, these courses will provide students with the tools needed to construct a portfolio that will be required to transfer into Architecture Programs at 4-year institutions. Along with a successful portfolio, these courses should also constitute the first two years of an Architecture Program. In addition, these courses should help students interested in transferring to 4-year institutions in Environmental Design fields, and as Landscape Architecture, Interior Design and Urban Planning majors.

<table>
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<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ARCH 110</td>
<td>Introduction to Architecture</td>
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<tr>
<td>ARCH 111</td>
<td>Sketching and Design Visualization</td>
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<td>Environmental Design</td>
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<td>ARCH 113</td>
<td>Environmental Design Communication</td>
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<td>ARCH 130</td>
<td>Computer-Aided Design (CAD) Drafting</td>
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<td>ARCH 131</td>
<td>Introduction to Building Information Modeling (BIM)</td>
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<td>ARCH 133</td>
<td>Introduction to 3D Modeling and Design</td>
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<tr>
<td>ARCH 145</td>
<td>History of Architecture: Early Design Through Gothic</td>
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<td>ARCH 146</td>
<td>History of Architecture: Renaissance Through Modern</td>
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<td>Architecture History: Renaissance to Modern - Honors</td>
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<td>ARCH 212</td>
<td>Architectural Design and Theory II</td>
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<td>ARCH 231</td>
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<td>ENGL 102</td>
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<td>MATH 103</td>
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<td>PHYSIC 151</td>
<td>General Physics for the Life Sciences I</td>
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Total Units

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<tr>
<td>ARCH 233</td>
<td>Advanced 3D Modeling and Design</td>
<td>2</td>
</tr>
<tr>
<td>ARCH 131</td>
<td>Introduction to Building Information Modeling (BIM)</td>
<td>2</td>
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<tr>
<td>ARCH 231</td>
<td>Advanced Building Information Modeling (BIM)</td>
<td>2</td>
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<tr>
<td>ARCH 146</td>
<td>History of Architecture: Renaissance Through Modern</td>
<td>3</td>
</tr>
<tr>
<td>or ARCH 146H</td>
<td>Architecture History: Renaissance to Modern - Honors</td>
<td></td>
</tr>
</tbody>
</table>

Total Units

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.
At the completion of this program, students will be able to:

- Read and interpret blueprints, design documents, and project specifications to gain meaningful information
- Compare and contrast the conventional drawing types and views and explain the advantages of each
- Demonstrate the ability to mechanically construct a variety of basic drawings utilizing industry conventions of scale, scale, line, symbols, lettering and dimensioning techniques
- Demonstrate the ability to mechanically construct a variety of drawings utilizing Building Information Management and modeling techniques
- Demonstrate the ability to mechanically construct a variety of drawings utilizing three dimensional modeling and design techniques

**Building Information Management (BIM) Certificate of Achievement**

This certificate is designed to prepare students for entry-level employment in the fields of architecture; civil, structural, mechanical, electrical engineering, urban planning, interior design, landscape design, manufacturing, construction management and related fields. Computer Aided Drafting, CAD, and Building Information Management (BIM) are the primary tools used to produce and present documents in these fields. Students completing this certificate will most likely find employment with a licensed architect, registered structural engineer, mechanical engineer or for local, state or federal governmental agency or urban planning or municipal utility or home improvement and remodeling specialty business or field office of a construction management firm.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH 111</td>
<td>Sketching and Design Visualization</td>
<td>2</td>
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<tr>
<td>ARCH 112</td>
<td>Environmental Design</td>
<td>4</td>
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<tr>
<td>ARCH 130</td>
<td>Computer-Aided Design (CAD) Drafting</td>
<td>2</td>
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<tr>
<td>ARCH 131</td>
<td>Introduction to Building Information Modeling (BIM)</td>
<td>2</td>
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<td>ARCH 231</td>
<td>Advanced Building Information Modeling (BIM)</td>
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</table>

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

**Program Learning Outcomes**

At the completion of this program, students will be able to:

- Read and interpret blueprints, design documents, and project specifications to gain meaningful information
- Compare and contrast the conventional drawing types and views and explain the advantages of each
- Demonstrate the ability to mechanically construct a variety of basic drawings utilizing industry conventions of scale, scale, line, symbols, lettering and dimensioning techniques
- Demonstrate the ability to mechanically construct a variety of drawings utilizing Building Information Management and modeling techniques
- Demonstrate the ability to mechanically construct a variety of drawings utilizing three dimensional modeling and design techniques

**This is a Gainful Employment Program**

**Art**

The study of art involves both an appreciation of the cultural heritage of art and the development of skills. Consequently, the Art Department offers courses in art history as well as studio courses in drawing, design, ceramics, painting, life drawing, computer graphics, graphic design, computer animation, web and multimedia design, digital photography, sculpture, and glassblowing. In addition to associate degrees in art and graphic design, the department offers two certificates in graphic design and web and multimedia design, designed for students seeking employment in the design, advertising, and entertainment fields. A baccalaureate degree in art qualifies students for employment in the fine arts, industry, and education. Students planning to transfer to a four-year institution and major in art should consult with a counselor regarding the transfer process and lower division requirements.

**Contact Information**

Division: Arts and Humanities (NH - 223)
Division Phone Number: (909) 384-8633
Department Office: Art Gallery
Faculty Chair: Mandi Batalo (mbatalo@sbccd.edu), Ed.D.

- Art Associate of Arts Degree (p. 99)
- Graphic Design Associate of Arts Degree (p. 100)
- Graphic Design Certificate of Achievement (p. 100)
- Studio Arts Associate of Arts Transfer Degree (p. 101)
- Web and Multimedia Design Certificate of Achievement (p. 101)

**ART 098 1-4 Units**

**Art Work Experience**

WRKE (p. 99): 300 contact hours
Supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

**Associate Degree Applicable**

**ART 100 3 Units**

**Art History: The Stone Age to the Middle Ages**

Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H as determined by the SBVC assessment process.
The course is a survey of western art from the Stone Age to the Middle Ages. The course provides an overview of the art and architecture of the following periods: the Stone Age, Ancient Near East, Egypt, the Aegean, the Greek and Roman Empires, the Etruscans, the Byzantine Empire, the Medieval periods in Europe, Romanesque, and Gothic.

**Associate Degree Applicable**

**Transfers to both UC/CSU**
ART 102 3 Units  
Art History: Renaissance to Present  
Lecture: 54 contact hours  
Advisory: ENGL 101 or ENGL 101H  
The course is a survey of western art from the Renaissance through the 21st Century. Topics covered include 15th and 16th century Italian art; Renaissance and Baroque art; the Rococo movement; Romanticism; Realism; Impressionism; Cubism; Surrealism and other styles of the 19th, 20th, and 21st centuries.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: ARTH 120

ART 102H 3 Units  
Art History: Renaissance to Present - Honors  
Lecture: 54 contact hours  
Prerequisite: ENGL 101 or ENGL 101H  
The course is a survey of western art from the Renaissance through the 21st Century. Topics covered include 15th and 16th century Italian art; Renaissance and Baroque art; the Rococo movement; Romanticism; Realism; Impressionism; Cubism; Surrealism and other styles of the 19th, 20th, and 21st centuries. This course is intended for students in the Honors Program, but is open to all students who desire more challenging course work.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: ARTH 120

ART 103 3 Units  
Art Appreciation  
Lecture: 54 contact hours  
Advisory: ENGL 101 or ENGL 101H  
The course is an introduction to two- and three-dimensional art from a multicultural perspective. Art in a historical and worldwide context, the function of art in society, art processes, and visual vocabulary are examined. Students will develop an increased appreciation of the differences and similarities among the styles, content, and expression of world art.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: ARTH 100

ART 105 3 Units  
History of Modern Art  
Lecture: 54 contact hours  
Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.  
This course is a survey of the major stylistic movements, ideologies, and artists that comprise the Modern period in art from the 19th century through the 20th century. Traditional art forms and newer media are discussed, especially in relation to technological, cultural, political, racial and social histories.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: ARTH 150

ART 107 3 Units  
Art History: Africa, Oceania and the Americas  
Lecture: 54 contact hours  
Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.  
The course provides a survey of art from Africa, Oceania and the Americas. This includes an examination of the religious and social factors influencing art, artifacts, and architecture.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: ARTH 140

ART 108 3 Units  
Art of Mexico and Mesoamerica  
Lecture: 54 contact hours  
Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.  
The course is a survey of Mexican and Mesoamerican art from Pre-Columbian times through the 21st century. Art will be evaluated and critiqued on historical content, subject matter, and aesthetics.  
Associate Degree Applicable  
Transfers to both UC/CSU

ART 120 3 Units  
Two-Dimensional Design  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.  
The course is an introduction to basic principles, components, and terminology of two-dimensional design common in the visual arts. Course topics include the principles of design, elements of design, color theory, and an exploration of the creative process.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: ARTS 100

ART 121 3 Units  
Three-Dimensional Design  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Advisory: ART 120 and ENGL 101 or ENGL 101H as determined by the SBVC assessment process.  
The course is a study in the elements and principles of three-dimensional design. The focus is on concepts and their application with regards to spatial relationships and composition. Experimentation is in natural and synthetic materials such as but not limited to paper, clay, wood, plaster, and metal.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: ARTS 101
ART 124A 3 Units  
Beginning Drawing  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Advisory: ENGL 101 or ENGL 101H  
The course is a progressive study of form, space, and concept employing a wide range of subject matter and traditional drawing media. Instruction focuses on perceptually based drawing, observational abilities and creative responses to traditional drawing materials and subject matter. Topics include the theory and analysis of perspective in two- and three-dimensional composition such as the various means of representing three-dimensional forms in space through aerial and linear perspective.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: ARTS 110

ART 124B 3 Units  
Intermediate Drawing  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Prerequisite: ART 124A  
Advisory: ENGL 101 or ENGL 101H  
This course is a review of essential concepts of drawing and the development of intermediate-level drawing skills. The focus of instruction will be on the development of an individual thematic approach to drawing and study of complex subject matter, advanced compositional concerns, advanced color theory, traditional and experimental drawing media and surfaces.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: ARTS 205

ART 124C 3 Units  
Advanced Drawing  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Prerequisite: ART 124B  
Advisory: ENGL 101 or ENGL 101H  
This class focuses on how to develop an original body of drawings in various subjects, media and surfaces that reflects knowledge of advanced drawing techniques with a focus on preparing their portfolio for upper division courses at the university and college level and display in the gallery environment. Typical subjects covered in this class will include developing a body of original artwork that expresses the students personal style, portfolio development for upper division coursework, gallery preparation, presentation of finished artwork with appropriate matting and framing, and writing a formal artist statement.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: ARTS 205

ART 126A 3 Units  
Beginning Painting  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Advisory: ENGL 101 or ENGL 101H  
The course is a progressive study of the fundamentals of painting and painting materials including techniques of composition, color theory, brushwork, and technique, as well as creative responses to materials and subject matter. Topics include the appropriate use of traditional color theory with artistic brush application on prepared surfaces.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: ARTS 210

ART 126B 3 Units  
Intermediate Painting  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Prerequisite: ART 126A  
Advisory: ENGL 101 or ENGL 101H  
This course is a review of essential concepts and skills of painting and the development of intermediate-level painting skills. Development of original concepts for painting and the study of complex subject matter, advanced compositional concerns, using alternative and experimental surfaces and media.  
Associate Degree Applicable  
Transfers to both UC/CSU  
ART 126C 3 Units  
Advanced Painting  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Prerequisite: ART 126B  
Advisory: ENGL 101 or ENGL 101H  
This course will focus on the development of an original body of paintings in various subjects, media and surfaces that reflects the student’s knowledge of advanced painting techniques with an emphasis on preparing their portfolio for upper division courses at the university and college level and display in the gallery environment.  
Associate Degree Applicable  
Transfers to both UC/CSU  
ART 132A 3 Units  
Beginning Life Drawing  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Advisory: ENGL 101 or ENGL 101H  
The course is an introduction to drawing the human figure and anatomy from observation using a wide variety of drawing media and techniques. Topics include an introduction to human anatomy, contour, proportions, gesture, and the historical and contemporary roles of figure drawing in the visual arts. Students in this course will learn both descriptive and interpretive approaches to drawing the figure. Drawings are based on a live nude model.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: ARTS 200

ART 132B 3 Units  
Intermediate Life Drawing  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Prerequisite: ART 132A  
Advisory: ENGL 101 or ENGL 101H  
This course is a review of essential concepts of figure drawing and development of intermediate-level figure drawing skills with an emphasis on accurate analysis of anatomy, essential structure and further use of traditional and non-traditional drawing materials and surfaces. The student will develop a portfolio of completed figure drawings with an emphasis on the study of advanced compositional concerns. Drawings are based on a live nude model.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: ARTS 210
ART 132C 3 Units
Advanced Life Drawing
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: ART 132B
Advisory: ENGL 101 or ENGL 101H
This course is a continuation of Art 132B. In this class students will develop an original body of life drawings in various media and surfaces that reflect their knowledge of advanced life drawing techniques with a focus on preparing their portfolio for upper division courses at the university and college level and display in the gallery environment. Typical subjects covered in this class will include developing a body of original artwork that expresses the students personal style, portfolio development for upper division coursework, gallery preparation, presentation of finished artwork with appropriate matting and framing, and writing a formal artist statement. Drawings are based on a live nude model.
Associate Degree Applicable
Transfers to both UC/CSU

ART 145 3 Units
Fundamentals of Graphic Design
Lecture: 36 contact hours
Lab: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course focuses on visual communication, the design process, and creative problem solving in a digital environment. Students explore the creative potential of computer technology and design software, and learn to design, analyze, discuss, and present work in a professional manner.
Associate Degree Applicable
Transfers to both UC/CSU

ART 148 3 Units
Beginning Computer Graphic Design
Lecture: 36 contact hours
Lab: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course is an introduction to the fundamental concepts, practices and theories of digital art and design. Topics include the integration of design elements and principles, color theory, composition, typography, visual communication, professional design practices and the use of contemporary digital tools and industry-standard software.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: ARTS 250

ART 149 3 Units
Intermediate Computer Graphic Design
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: ART 148
This intermediate level course examines the role and application of computer graphics in visual communication, with an emphasis on more complex computer skills and design problems. Career goals are explored and students develop portfolios in digital and print formats.
Associate Degree Applicable
Transfers to both UC/CSU

ART 161 3 Units
Digital Photography
Lecture: 36 contact hours
Lab: 54 contact hours
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.
This introductory course focuses on photography as a creative medium. Emphasis in the course is on aesthetics, composition, content, technical and creative skills required to make effective images using digital cameras and computer software. Students also critically evaluate photographic images according to the principles of photographic theory. Students will supply their own camera.
Associate Degree Applicable
Transfers to both UC/CSU

ART 175A 3 Units
Beginning Sculpture
Lecture: 36 contact hours
Lab: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course is an introduction to three-dimensional sculptural principles, techniques, and concepts utilizing a wide range of materials and practices. Various sculpture methods are practiced with attention to creative self-expression and historical context.
Associate Degree Applicable
Transfers to both UC/CSU

ART 175B 3 Units
Intermediate Sculpture
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: ART 175A
Advisory: ENGL 101 or ENGL 101H
This course is the study of intermediate level sculpture techniques relating to three dimensional composition, spatial relationships, and imagery, with a focus on modeling techniques in clay and mixed media construction. A continued focus of attention to creative self-expression within both a historical and contemporary context is emphasized.
Associate Degree Applicable
Transfers to both UC/CSU

ART 175C 3 Units
Advanced Sculpture
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: ART 175B
Advisory: ENGL 101 or ENGL 101H
This course focuses on how to develop an original body of sculptural objects that reflects knowledge of advanced sculptural techniques. Students prepare their portfolio for upper division courses at the university and college level and display in the gallery environment. Typical subjects covered in this class will include developing a body of original artwork that expresses the students’ personal style, portfolio development for upper division coursework, gallery preparation, and writing a formal artist statement.
Associate Degree Applicable
Transfers to both UC/CSU
ART 180  3 Units
Beginning 3D Computer Animation
Lecture: 36 contact hours
Lab: 54 contact hours
Advisory: ART 120 and ART 124A and ART 148
This course focuses on beginning techniques in 3D animation. Students are introduced to 3D design, rendering, key frame animation, and lighting.

Associate Degree Applicable
Transfers to CSU only

ART 185  3 Units
Beginning Website Design
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: ART 148
This course focuses on the elements of website production, including eXtensible HyperText Markup Language (XHTML) and Cascading Style Sheets (CSS). The course emphasizes preparing web content and designing website layouts in Adobe DreamWeaver. Practical and theoretical understanding of problems related to digital technologies are presented.

Associate Degree Applicable
Transfers to CSU only

ART 186  3 Units
Interactive Web Design
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: ART 185
This course focuses on designing and creating websites for multiple screen devices while highlighting the user experience. Emphasis is on design concepts, as well as an understanding of structure, web media impact and social media marketing.

Associate Degree Applicable
Transfers to CSU only

ART 212A  3 Units
Beginning Ceramics
Lecture: 36 contact hours
Lab: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course in an introduction to ceramics materials, concepts, and processes including basic design principles, creative development, hand-building, throwing, glaze techniques, firing and ceramic terminology. The course covers aesthetics and creative development of clay objects examining historical, contemporary, and personal modes of expression across cultures.

Associate Degree Applicable
Transfers to both UC/CSU

ART 212B  3 Units
Intermediate Ceramics
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: ART 212A
Advisory: ENGL 101 or ENGL 101H
This course builds on and extends skills and abilities students gain from the introduction course. Emphasis is placed on projects that require students to collaborate and explore a wide variety of topics. Students will use methods and fabrication techniques that are focused on production and have commercial applications.

Associate Degree Applicable
Transfers to both UC/CSU

ART 212C  3 Units
Intermediate/Advanced Ceramics
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: ART 212B
Advisory: ENGL 101 or ENGL 101H
This course focuses on the science of ceramic art. Students will study, classify, and understand information/data related to the history and chemistry of clay and glazes. They will learn classic methods of compounding glazes by mathematical and chemical calculation; deducing facts and basic principles essential to glaze analysis of constituent materials. Under supervision students will experiment, assess and gain knowledge that applies to the maintenance, operation, and controlled results of firing kilns.

Associate Degree Applicable
Transfers to both UC/CSU

ART 212D  3 Units
Advanced Ceramics
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: ART 212C
Advisory: ENGL 101 or ENGL 101H
This course examines ideas, activities, and circumstances that lead to pre-professional ends with an emphasis on developing a personal style and artistic vision. Demonstrations of advanced levels with a focus on portfolio development along with studio operations will be explored. This course is designed for the advanced student who is motivated to pursue a professional path. A written analysis of a current ceramic exhibition is required.

Associate Degree Applicable
Transfers to both UC/CSU

ART 240A  3 Units
Beginning Glassblowing
Lecture: 36 contact hours
Lab: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course is a beginning study of glass working techniques, including designing and producing vessel and sculptural forms in hot glass. Emphasis is on exploration of color, hot applications, team work, repeatable forms, sandblasting, cold working/fabrications, and non-conventional methods.

Associate Degree Applicable
Transfers to both UC/CSU

ART 240B  3 Units
Intermediate Glassblowing
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: ART 240A
Advisory: ENGL 101 or ENGL 101H
This course is an intermediate study of hot glass working techniques with an emphasis on developing and refining skills based on design and form. Demonstrations of intermediate techniques include team glassblowing, use of molds and repeatable forms, geared towards acquiring competence in studio management and production.

Associate Degree Applicable
Transfers to both UC/CSU
Intermediate/Advanced Glassblowing

**ART 240C 3 Units**

**Intermediate/Advanced Glassblowing**

Lecture: 36 contact hours  
Lab: 54 contact hours  
Prerequisite: ART 240B  
Advisory: ENGL 101 or ENGL 101H

This course is an intermediate/advanced study of glass working techniques with an emphasis on the exploration of color design. Demonstrations of advanced color techniques will include graal, encalmo, cone work (Filigrana, Zanfirico) and murrin.

**Associate Degree Applicable**  
Transfers to both UC/CSU

**ART 270D 3 Units**

**Advanced Design in Glass**

Lecture: 36 contact hours  
Lab: 54 contact hours  
Prerequisite: ART 270C  
Advisory: ENGL 101 or ENGL 101H

This course is a study of advanced glass-working techniques. Topics include advanced mold making, casting glass, communication of creative ideas, demonstration of critical thinking skills, establishing theme and applying appropriate finishing techniques.

**Associate Degree Applicable**  
Transfers to both UC/CSU

**Art Associate of Arts Degree**

To graduate with a specialization in Art, students must complete the following required courses plus the general breadth requirements for the Associate Degree (total = 60 units). The art courses chosen should reflect the individual student’s interests.

<table>
<thead>
<tr>
<th>Code</th>
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</tr>
</thead>
<tbody>
<tr>
<td>ART 100</td>
<td>Art History: The Stone Age to the Middle Ages</td>
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<tr>
<td>ART 120</td>
<td>Two-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 124A</td>
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<td>Select one of the following Design courses:</td>
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<td>ART 121</td>
<td>Three-Dimensional Design</td>
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<tr>
<td>ART 175A</td>
<td>Beginning Sculpture</td>
<td>3</td>
</tr>
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<td>ART 212A</td>
<td>Beginning Ceramics</td>
<td>3</td>
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<tr>
<td></td>
<td><strong>Total Units</strong></td>
<td>24</td>
</tr>
</tbody>
</table>

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements ([https://www.valleycollege.edu/student-services/counseling/graduation-requirements/](https://www.valleycollege.edu/student-services/counseling/graduation-requirements/))

CSU GE requirements ([https://www.valleycollege.edu/student-services/counseling/csuge/](https://www.valleycollege.edu/student-services/counseling/csuge/))

IGETC requirements ([https://www.valleycollege.edu/student-services/counseling/igetc/](https://www.valleycollege.edu/student-services/counseling/igetc/))

**Program Learning Outcomes**

At the completion of this program, students will be able to:

- Will integrate drawing and design skills into their aesthetic sensibility
- Demonstrate an understanding of the evolution of art history
• Demonstrate skill in the use of basic tools, techniques, and processes to work from concept to finished product. This includes knowledge of basic materials and technical procedures in 2D and 3D media.

Graphic Design Associate of Arts Degree

To graduate with a specialization in Graphic Design, students must complete the following required courses plus the general breadth requirements for the Associate Degree (total =60 units). The art courses chosen should reflect the individual student’s interests.

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<td>ART 145</td>
<td>Fundamentals of Graphic Design</td>
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<tr>
<td>ART 108</td>
<td>Art of Mexico and Mesoamerica</td>
<td>3</td>
</tr>
<tr>
<td>Total Units</td>
<td>21</td>
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</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 121</td>
<td>Three-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 126A</td>
<td>Beginning Painting</td>
<td>3</td>
</tr>
<tr>
<td>ART 132A</td>
<td>Beginning Life Drawing</td>
<td>3</td>
</tr>
<tr>
<td>ART 149</td>
<td>Intermediate Computer Graphic Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 180</td>
<td>Beginning 3D Computer Animation</td>
<td>3</td>
</tr>
<tr>
<td>ART 185</td>
<td>Beginning Website Design</td>
<td>3</td>
</tr>
<tr>
<td>BUSAD 100</td>
<td>Introduction to Business</td>
<td>3</td>
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<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 101</td>
<td>Freshman Composition</td>
<td>4</td>
</tr>
<tr>
<td>or ENGL 101H</td>
<td>Freshman Composition-Honors</td>
<td></td>
</tr>
<tr>
<td>ART 120</td>
<td>Two-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 145</td>
<td>Fundamentals of Graphic Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 148</td>
<td>Beginning Computer Graphic Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 149</td>
<td>Intermediate Computer Graphic Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 161</td>
<td>Digital Photography</td>
<td>3</td>
</tr>
<tr>
<td>ART 185</td>
<td>Beginning Website Design</td>
<td>3</td>
</tr>
<tr>
<td>or BUSAD 100</td>
<td>Introduction to Business</td>
<td></td>
</tr>
<tr>
<td>Select one of the following Art History courses:</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>ART 100</td>
<td>Art History: The Stone Age to the Middle Ages</td>
<td>3</td>
</tr>
<tr>
<td>or ART 102</td>
<td>Art History: Renaissance to Present</td>
<td></td>
</tr>
<tr>
<td>or ART 102H</td>
<td>Art History: Renaissance to Present - Honors</td>
<td></td>
</tr>
<tr>
<td>ART 105</td>
<td>History of Modern Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 107</td>
<td>Art History: Africa, Oceania and the Americas</td>
<td>3</td>
</tr>
<tr>
<td>ART 108</td>
<td>Art of Mexico and Mesoamerica</td>
<td>3</td>
</tr>
<tr>
<td>Total Units</td>
<td>25</td>
<td></td>
</tr>
</tbody>
</table>

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

• Integrate design skills into their aesthetic sensibility
• Have an understanding of the evolution of art history
• Demonstrate knowledge and skills in the use of basic concepts, tools and techniques of digital media to produce art works concept to finished product
• Have the skills to understand and apply technical and design standards for print media
• Assemble a portfolio that demonstrates preparation for work as an entry-level production artist or graphic designer

Graphic Design Certificate of Achievement

This certificate is designed to prepare students for entry-level work using a variety of print, electronic, and film media to create designs that meet clients’ commercial needs.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 101</td>
<td>Freshman Composition</td>
<td>4</td>
</tr>
<tr>
<td>or ENGL 101H</td>
<td>Freshman Composition-Honors</td>
<td></td>
</tr>
<tr>
<td>ART 120</td>
<td>Two-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 145</td>
<td>Fundamentals of Graphic Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 148</td>
<td>Beginning Computer Graphic Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 149</td>
<td>Intermediate Computer Graphic Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 161</td>
<td>Digital Photography</td>
<td>3</td>
</tr>
<tr>
<td>ART 185</td>
<td>Beginning Website Design</td>
<td>3</td>
</tr>
<tr>
<td>or BUSAD 100</td>
<td>Introduction to Business</td>
<td></td>
</tr>
<tr>
<td>Select one of the following Art History courses:</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>ART 100</td>
<td>Art History: The Stone Age to the Middle Ages</td>
<td>3</td>
</tr>
<tr>
<td>or ART 102</td>
<td>Art History: Renaissance to Present</td>
<td></td>
</tr>
<tr>
<td>or ART 102H</td>
<td>Art History: Renaissance to Present - Honors</td>
<td></td>
</tr>
<tr>
<td>ART 105</td>
<td>History of Modern Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 107</td>
<td>Art History: Africa, Oceania and the Americas</td>
<td>3</td>
</tr>
<tr>
<td>ART 108</td>
<td>Art of Mexico and Mesoamerica</td>
<td>3</td>
</tr>
<tr>
<td>Total Units</td>
<td>25</td>
<td></td>
</tr>
</tbody>
</table>

Program Learning Outcomes

At the completion of this program, students will be able to:

• Integrate drawing and design skills into their aesthetic sensibility
• Have an understanding of the evolution of art history
• Demonstrate knowledge and skills in the use of basic concepts, tools and techniques of digital media to produce art works concept to finished product
• Assemble a portfolio that demonstrates preparation for work as an entry-level production artist or graphic designer

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes

At the completion of this program, students will be able to:

• Integrate design skills into their aesthetic sensibility
• Have an understanding of the evolution of art history
• Demonstrate knowledge and skills in the use of basic concepts, tools and techniques of digital media to produce art works concept to finished product
• Assemble a portfolio that demonstrates preparation for work as an entry-level production artist or graphic designer
Studio Arts Associate of Arts Transfer Degree

The Associate of Arts for Transfer (AA-T) in Studio Arts develops a well-rounded artist. Students who pursue this degree will have guaranteed admission to a California State University (CSU) campus upon successful completion of the specified program requirements. This degree provides students with transfer preparation and pre-professional training. Students should consult with a counselor to determine whether this degree is the best option for their transfer goals.

The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major.

To earn a Studio Arts AA-T degree, students must complete the following Associate Degree for Transfer requirements:

- completion of the following major requirements with grades of C or better;
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSU-GE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

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

Students planning to transfer to a baccalaureate institution and major in Studio Arts should consult with a counselor regarding the transfer process and lower division requirements.

### Required Courses (12 units)

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 102</td>
<td>Art History: Renaissance to Present</td>
<td>3</td>
</tr>
<tr>
<td>or ART 102H</td>
<td>Art History: Renaissance to Present - Honors</td>
<td></td>
</tr>
<tr>
<td>ART 120</td>
<td>Two-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 121</td>
<td>Three-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 124A</td>
<td>Beginning Drawing</td>
<td>3</td>
</tr>
</tbody>
</table>

**List A: Select one course (3 units)**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>ART 100</td>
<td>Art History: The Stone Age to the Middle Ages</td>
<td>3</td>
</tr>
<tr>
<td>ART 105</td>
<td>History of Modern Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 107</td>
<td>Art History: Africa, Oceania and the Americas</td>
<td>3</td>
</tr>
</tbody>
</table>

**List B: Select three courses (9 units)**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 132A</td>
<td>Beginning Life Drawing</td>
<td>3</td>
</tr>
<tr>
<td>or ART 124B</td>
<td>Intermediate Drawing</td>
<td></td>
</tr>
<tr>
<td>ART 126A</td>
<td>Beginning Painting</td>
<td>3</td>
</tr>
<tr>
<td>ART 145</td>
<td>Fundamentals of Graphic Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 161</td>
<td>Digital Photography</td>
<td>3</td>
</tr>
<tr>
<td>ART 175A</td>
<td>Beginning Sculpture</td>
<td>3</td>
</tr>
<tr>
<td>ART 180</td>
<td>Beginning 3D Computer Animation</td>
<td>3</td>
</tr>
<tr>
<td>ART 185</td>
<td>Beginning Website Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 212A</td>
<td>Beginning Ceramics</td>
<td>3</td>
</tr>
<tr>
<td>ART 240A</td>
<td>Beginning Glassblowing</td>
<td>3</td>
</tr>
</tbody>
</table>

### Elective (CSU Transferable) Units (3-5 units)

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

- CSU GE requirements ([https://www.valleycollege.edu/student-services/counseling/csuge/](https://www.valleycollege.edu/student-services/counseling/csuge/))
- IGETC requirements ([https://www.valleycollege.edu/student-services/counseling/igetc/](https://www.valleycollege.edu/student-services/counseling/igetc/))

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Articulate ideas utilizing art terminology for critical discussion
- Demonstrate proficient technical and creative skills with a variety of art materials
- Effectively develop concepts into physical form
- Describe and discuss art in its aesthetic, cultural and historical context

### Web and Multimedia Design Certificate of Achievement

This certificate is designed to prepare students for entry-level work in a variety of occupations related to web site design, development, creation, and maintenance.

### Required Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 101</td>
<td>Freshman Composition</td>
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<tr>
<td>or ENGL 101H</td>
<td>Freshman Composition-Honors</td>
</tr>
<tr>
<td>ART 120</td>
<td>Two-Dimensional Design</td>
</tr>
<tr>
<td>ART 148</td>
<td>Beginning Computer Graphic Design</td>
</tr>
<tr>
<td>ART 161</td>
<td>Digital Photography</td>
</tr>
<tr>
<td>ART 185</td>
<td>Beginning Website Design</td>
</tr>
<tr>
<td>ART 186</td>
<td>Interactive Web Design</td>
</tr>
<tr>
<td>ART 180</td>
<td>Beginning 3D Computer Animation</td>
</tr>
<tr>
<td>or BUSAD 100</td>
<td>Introduction to Business</td>
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**Select one of the following Art History courses:**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 100</td>
<td>Art History: The Stone Age to the Middle Ages</td>
</tr>
<tr>
<td>ART 102</td>
<td>Art History: Renaissance to Present</td>
</tr>
<tr>
<td>or ART 102H</td>
<td>Art History: Renaissance to Present - Honors</td>
</tr>
<tr>
<td>ART 105</td>
<td>History of Modern Art</td>
</tr>
<tr>
<td>ART 107</td>
<td>Art History: Africa, Oceania and the Americas</td>
</tr>
<tr>
<td>ART 108</td>
<td>Art of Mexico and Mesoamerica</td>
</tr>
</tbody>
</table>

**Total Units: 25**

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.
This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

• Integrate design skills into their aesthetic sensibility
• Have an understanding of the evolution of art history
• Demonstrate knowledge and skills in the use of basic concepts, tools and techniques of digital media to produce art works concept to finished product
• Demonstrate the knowledge and skill to apply technical standards in design, typography and animation on the web
• Assemble a portfolio that demonstrates preparation for work as an entry-level web designer

Astronomy

Astronomy is the study of the vast universe around us. We start with the earth and sweep outward past the moon to the planets of the solar system and our sun, one of the billions of stars in our galaxy. On our journey through the universe, we explore an exciting realm populated by black holes, quasars, red giants, white dwarfs, and more. Astronomy is taught in a modern planetarium, which accurately simulates the nighttime sky, showing the positions and motions of the stars and planets. The real sky can be viewed through the sixteen-inch reflector telescope in the N. A. Richardson Astronomical Observatory. Students planning to transfer to a four-year institution and major in astronomy should consult with a counselor regarding the transfer process and lower division requirements.

Contact Information

Division: Science (PS - 148)
Division Phone Number: (909) 384-8645
Faculty Chair: Anna Tolstova (atolstov@sbccd.edu), M.S.

Astronomy Associate of Science Degree

To graduate with a specialization in Astronomy, students must complete the following required courses plus the general breadth requirements for the Associate Degree (minimum 60 semester units).

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ASTRON 120</td>
<td>Introduction to Astronomy &amp; ASTRON 125</td>
<td>4</td>
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<tr>
<td>MATH 250</td>
<td>Single Variable Calculus I</td>
<td>4</td>
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<tr>
<td>MATH 251</td>
<td>Single Variable Calculus II</td>
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<td>MATH 252</td>
<td>Multivariable Calculus</td>
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<tr>
<td>PHYSIC 202</td>
<td>Physics I</td>
<td>4</td>
</tr>
<tr>
<td>Total Units</td>
<td></td>
<td>21</td>
</tr>
</tbody>
</table>

ASTRON 125 1 Unit

Astronomy Laboratory

Lab: 54 contact hours

Prerequisite/Corequisite: ASTRON 120

This course is the companion course to ASTRON 120 Introduction to Astronomy. Laboratory work provides a hands-on enrichment and deeper understanding of topics discussed in the astronomy lecture. Topics include use of star maps, identification of constellations, determination of orbits, rotation rate, and mass of celestial objects using astronomical methods of observation and analysis. Students will also perform 3-D modeling of the solar system and constellations, study the nature of light, lenses and telescopes, make some direct observations with telescopes, and utilize astronomical software.

Associate Degree Applicable

Transfers to both UC/CSU

ASTRON 222 1-3 Units

Independent Study in Astronomy

DIR: 54 contact hours

Prerequisite: ASTRON 120

Advisory: ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Students with previous course work in Astronomy may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of Astronomy. Prior to registration, a written contract must be prepared jointly by the instructor and the student.

Associate Degree Applicable

Transfers to CSU only

Astronomy Associate of Science Degree

To graduate with a specialization in Astronomy, students must complete the following required courses plus the general breadth requirements for the Associate Degree (minimum 60 semester units).

Code          | Title                                      | Units |
---------------|--------------------------------------------|-------|
| ASTRON 120    | Introduction to Astronomy & ASTRON 125    | 4     |
| MATH 250      | Single Variable Calculus I                | 4     |
| MATH 251      | Single Variable Calculus II               | 4     |
| MATH 252      | Multivariable Calculus                     | 5     |
| PHYSIC 202    | Physics I                                  | 4     |
| Total Units   |                                            | 21    |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes

At the completion of this program, students will be able to:
• Define physics and astronomical concepts, including the major structures, events, and components that make up the Universe and led to the formation of our current celestial systems
• Identify how the various principles of physics and astronomy describe the properties of stars, planets, galaxies, and their motion
• Demonstrate standard laboratory techniques commonly acquired in lower-division coursework

Automotive Collision and Repair

The Collision Department offers courses designed to provide the skills and knowledge required for immediate employment as well as for students with a personal interest in collision.

Contact Information

Division: Applied Technology, Transportation, and Culinary Arts (T - 108)  
Division Phone Number: (909) 384-4451  
Faculty Chair: Kenny Melancon (bmelancon@sbccd.edu), A.S.

• Advanced Automotive Collision Repair and Refinishing Associate Degree (p. 104)  
• Advanced Automotive Collision Repair and Refinishing Certificate of Achievement (p. 105)  
• Automotive Interiors Certificate of Achievement (p. 105)  
• Automotive Interiors Certificate of Completion (p. 105)  
• Basic Automotive Collision Repair and Refinishing Associate Degree (p. 105)  
• Basic Automotive Collision Repair and Refinishing Certificate of Achievement (p. 106)  
• Street Rod Construction Certificate of Achievement (p. 106)  
• Street Rod Construction Certificate of Completion (p. 106)

ACR 020 6 Units  
Non-Structural Body Repair  
Lecture: 90 contact hours  
Lab: 54 contact hours
This course covers theory and practical experience in automotive collision repair and shop safety, with a focus on Metal Inert Gas (MIG) welding, panel replacement, theory and practical experience in minor uni-body frame measuring and repair, basic hybrid body repair, and hybrid and electric vehicle safety procedures. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test B2. (Formerly AUTO 020)

ACR 022 6 Units  
Non-Structural Collision Repair and Estimating  
Lecture: 90 contact hours  
Lab: 54 contact hours
This course covers theory and practical experience in automotive collision damage repair and shop safety with a focus on laws and regulations, refinishing techniques, Metal Inert Gas (MIG) welding and steering, suspension and vehicle alignment, damage analysis and estimating, and Hybrid and electric vehicle safety procedures. This course may be used in preparation for the Automotive Service Excellence (ASE) National B3 Test. (Formerly AUTO 022)

ACR 024 6 Units  
Structural Analysis and Damage Repair  
Lecture: 90 contact hours  
Lab: 54 contact hours
Advisory: ACR 020 or ACR 022
This course covers theory and practical experience in auto collision repair and shop safety, with a focus on Metal Inert Gas (MIG) welding, panel replacement, theory and practical experience in minor uni-body frame measuring and repair, basic hybrid body repair, and hybrid and electric vehicle safety procedures. This course may be used in preparation for the Automotive Service Excellence (ASE) National B4 Test. (Formerly AUTO 024)

Associate Degree Applicable

ACR 026 6 Units  
Auto Collision Refinishing  
Lecture: 90 contact hours  
Lab: 54 contact hours
Advisory: ACR 020 or ACR 022
This course covers theory and practical experience in automotive collision repair and refinishing, shop safety practices, personal safety, and health protection as outlined by Environmental Protection Agency (EPA) and South Coast Air Quality Management District (SCAQMD). Topics include Sheet Molded Compound (SMC) panel replacement; heat reshaping plastic parts; electrical and electronic systems; single-, two-, and three-stage refinishing systems; spot repairing/blending; polishing; detailing; estimating; and custom painting. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test B2. (Formerly AUTO 026)

Associate Degree Applicable

ACR 030 5 Units  
Mechanical Technology for the Collision Specialist  
Lecture: 72 contact hours  
Lab: 54 contact hours
Advisory: ACR 020 or ACR 022
This course is an intense overview of the mechanical aspects of a vehicle as it pertains to Collision industry. Subjects covered are A/C, Electrical, SRS (Safety Restraint Systems), front end geometry and hybrid and electrical vehicle safety. (Formerly AUTO 030)

Associate Degree Applicable

ACR 620 Noncredit  
Non-Structural Body Repair  
Lecture: 90 contact hours  
Lab: 54 contact hours
This noncredit course covers theory and practical experience in automotive collision damage repair and shop safety with a focus on automotive construction, regulations, oxyacetylene and Metal Inert Gas (MIG) welding, surface preparation, basic spray painting, and detailing. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test B-3. (Formerly AUTO 620)

AUTOIN 010 4 Units  
Basic Auto Upholstery  
Lecture: 36 contact hours  
Lab: 108 contact hours
This course offers students basic theory and practical experience in creating custom automotive interiors. Safe work practices and the use of tools to develop, cut, sew and fit are emphasized.

Associate Degree Applicable
Advanced Automotive Collision Repair and Refinishing Associate of Science Degree

This degree is designed to prepare students for entry-level work as an auto collision repair technician and/or painter apprentice beyond the Basic Automotive Collision Repair and Refinishing Certificate. To graduate with a specialization in Advanced Automotive Collision Repair and Refinishing, students must complete the following courses plus the general breadth requirements for the associate of science degree (minimum total = 60 units).

**Code**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACR 020</td>
<td>Non-Structural Body Repair</td>
<td>6</td>
</tr>
<tr>
<td>ACR 022</td>
<td>Non-Structural Collision Repair and Estimating</td>
<td>6</td>
</tr>
<tr>
<td>ACR 024</td>
<td>Structural Analysis and Damage Repair</td>
<td>6</td>
</tr>
<tr>
<td>ACR 026</td>
<td>Auto Collision Refinishing</td>
<td>6</td>
</tr>
<tr>
<td>ACR 030</td>
<td>Mechanical Technology for the Collision Specialist</td>
<td>5</td>
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<tr>
<td>AUTORS 010</td>
<td>Basic Vehicle Restoration</td>
<td>4</td>
</tr>
<tr>
<td>or AUTOST 010</td>
<td>Beginning Street Rod Construction</td>
<td></td>
</tr>
</tbody>
</table>

**Total Units**

33

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

- SBVC GE requirements [here](https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)
- CSU GE requirements [here](https://www.valleycollege.edu/student-services/counseling/csuge/)
- IGETC requirements [here](https://www.valleycollege.edu/student-services/counseling/igetc/)

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Estimate damage and make an appraisal
- Assess damage sustained by each of the three sections of the vehicle
- Use common resources to identify the damage sustained by the vehicle
- Measure and evaluate structural damage
- Identify and analyze types of damage to a vehicle
- Determine whether or not a vehicle is a total loss or a repairable vehicle
- Interpret computer-assisted and manually written estimates; verify the information is current
Advanced Automotive Collision Repair and Refinishing Certificate of Achievement

This certificate is designed to prepare students for entry-level work as an auto collision repair technician and/or painter apprentice beyond the Basic Automotive Collision Repair and Refinishing Certificate and to prepare students for the Automotive Service Excellence (ASE) certification test.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACR 020</td>
<td>Non-Structural Body Repair</td>
<td>6</td>
</tr>
<tr>
<td>ACR 022</td>
<td>Non-Structural Collision Repair and Estimating</td>
<td>6</td>
</tr>
<tr>
<td>ACR 024</td>
<td>Structural Analysis and Damage Repair</td>
<td>6</td>
</tr>
<tr>
<td>ACR 026</td>
<td>Auto Collision Refinishing</td>
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<tr>
<td>ACR 030</td>
<td>Mechanical Technology for the Collision Specialist</td>
<td>5</td>
</tr>
<tr>
<td>AUTORS 010</td>
<td>Basic Vehicle Restoration or AUTOST 010Beginning Street Rod Construction</td>
<td>4</td>
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</tbody>
</table>

Total Units 33

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

Program Learning Outcomes

At the completion of this program, students will be able to:

- Repair doors, glasses, and leaks
- Diagnose and repair vehicle damage on full frame and unibody vehicles
- Perform multiple refinishing techniques
- Repair urethane plastics
- Measure and evaluate structural damage
- Estimate a damage vehicle and make an appraisal

Automotive Interiors Certificate of Achievement

This certificate is designed to prepare students for entry-level work/employment as an auto interiors technician.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACR 020</td>
<td>Non-Structural Body Repair</td>
<td>6</td>
</tr>
<tr>
<td>AUTOIN 010</td>
<td>Basic Auto Upholstery</td>
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<tr>
<td>AUTOIN 012</td>
<td>Advanced Custom Auto Interiors</td>
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</tr>
<tr>
<td>AUTOST 010</td>
<td>Beginning Street Rod Construction</td>
<td>4</td>
</tr>
</tbody>
</table>

Total Units 18

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Identify automotive interior component integrity
- Identify and utilize materials, tools and equipment essential to the automotive interior sector
- Dismantle, remove and install automotive interior components
- Restore automotive interior components

Automotive Interiors Certificate of Completion

This noncredit certificate is designed to prepare students for entry-level work/employment as an auto interiors technician.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACR 620</td>
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</tr>
<tr>
<td>AUTOIN 610</td>
<td>Basic Auto Upholstery</td>
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</tr>
<tr>
<td>AUTOIN 612</td>
<td>Advanced Custom Auto Interiors</td>
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</tr>
<tr>
<td>AUTOST 610</td>
<td>Beginning Street Rod Construction</td>
<td>0</td>
</tr>
</tbody>
</table>

Total Hours 480-540

Program Learning Outcomes

At the completion of this program, students will be able to:

- Identify automotive interior component integrity
- Identify and utilize materials, tools and equipment essential to the automotive interior sector
- Dismantle, remove and install automotive interior components
- Restore automotive interior components

Basic Automotive Collision Repair and Refinishing Associate of Science Degree

This degree prepares students for entry-level work as an automotive collision repair technician, structural repair technician, or painter apprentice. Upon completion of this degree, students can work in areas, such as automotive dealerships, auto collision repair facilities, frame repair, or as a parts counter clerk. To graduate with a specialization in Basic Automotive Collision Repair and Refinishing, students must complete all requirements for the certificate with a grade of C or better plus the general breadth requirements for the Associate of Science Degree (minimum total = 60 units).

<table>
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<tr>
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<td>ACR 022</td>
<td>Non-Structural Collision Repair and Estimating</td>
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<td>ACR 024</td>
<td>Structural Analysis and Damage Repair</td>
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</tr>
<tr>
<td>ACR 026</td>
<td>Auto Collision Refinishing</td>
<td>6</td>
</tr>
</tbody>
</table>

Total Units 24

1. ACR 020 may be waived through the Articulation 2+2 program with prior agreement with the auto collision and refinishing instructor.

To earn an SBVC Associate Degree students must complete one of the following general education patterns:
SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes
At the completion of this program, students will be able to:

- Recognize damage sustained by each of the three sections of the vehicle
- Use common resources to identify the damage sustained by the vehicle
- Measure and evaluate structural damage
- Identify and analyze types of damage to a vehicle

Basic Automotive Collision Repair and Refinishing Certificate of Achievement

This certificate is designed to prepare students for entry-level work as an auto collision repair and painter apprentice, or in related areas of an automotive dealership or shop, such as chassis, front end, or frame repair, and parts counter clerk.

<table>
<thead>
<tr>
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<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACR 020</td>
<td>Non-Structural Body Repair</td>
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<td>Non-Structural Collision Repair and Estimating</td>
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<td>ACR 024</td>
<td>Structural Analysis and Damage Repair</td>
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<tr>
<td>ACR 026</td>
<td>Auto Collision Refinishing</td>
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</table>

Total Units: 24

1. ACR 020 may be waived through the Articulation 2+2+2 program with prior agreement with the auto collision and refinishing instructor.

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

This is a Gainful Employment Program

Program Learning Outcomes
At the completion of this program, students will be able to:

- Recognize damage sustained by each of the three sections of the vehicle
- Use common resources to identify the damage sustained by the vehicle
- Measure and evaluate structural damage
- Identify and analyze types of damage to a vehicle

Street Rod Construction Certificate of Achievement

This certificate is designed to prepare students for entry level work as a street rod builder apprentice or related areas of the auto related industry.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>AUTOST 010</td>
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</tr>
<tr>
<td>AUTORS 010</td>
<td>Basic Vehicle Restoration</td>
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</tr>
<tr>
<td>ACR 020</td>
<td>Non-Structural Body Repair</td>
<td>6</td>
</tr>
</tbody>
</table>

Total Units: 14

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

Program Learning Outcomes
At the completion of this program, students will be able to:

- Estimate damage on a street rod and make a repair plan
- Use common resources to identify the damage sustained by the vehicle
- Measure and evaluate structural and sheet metal damage
- Determine whether or not a vehicle is a total loss or a repairable vehicle
- Restore damaged sheet metal to original shape

Street Rod Construction Certificate of Completion

This noncredit certificate is designed to prepare students for entry level work as a street rod builder apprentice or related areas of the auto related industry.

<table>
<thead>
<tr>
<th>Code</th>
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<tr>
<td>AUTOST 610</td>
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<td>AUTORS 610</td>
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<tr>
<td>ACR 620</td>
<td>Non-Structural Body Repair</td>
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</table>

Total Hours: 352-396

Program Learning Outcomes
At the completion of this program, students will be able to:

- Estimate damage on a street rod and make a repair plan
- Use common resources to identify the damage sustained by the vehicle
- Measure and evaluate structural and sheet metal damage
- Determine whether or not a vehicle is a total loss or a repairable vehicle
- Restore damaged sheet metal to original shape
Automotive Technology

The Automotive Technology Department offers courses designed to provide the skills and knowledge required for immediate employment as well as for students with a personal interest in automotive technology. The course of study in automotive technology may lead to an Associate of Science Degree or a vocational certificate.

Contact Information
Division: Applied Technology, Transportation, and Culinary Arts (T - 108)
Division Phone Number: (909) 384-4451
Faculty Chair: Kenny Melancon (bmelancon@sbccd.edu), A.S.

- Automatic and Manual Transmission Associate of Science Degree (p. 109)
- Automatic and Manual Transmission Certificate of Achievement (p. 110)
- Automotive Clean Vehicle Technology Certificate of Achievement (p. 110)
- Automotive Engine Performance Associate of Science Degree (p. 112)
- Automotive Engine Performance Certificate of Achievement (p. 112)
- Automotive Preventative Maintenance Technician Certificate of Achievement (p. 113)
- Automotive Technician Associate of Science Degree (p. 111)
- Automotive Technician Certificate of Achievement (p. 111)
- Automotive Wheel Alignment and Brakes Associate of Science Degree (p. 113)
- Automotive Wheel Alignment and Brakes Certificate of Achievement (p. 114)

AUTO 010 4 Units
Introduction to Hybrid and Electric Vehicle Technology
Lecture: 54 contact hours
Lab: 54 contact hours
This course explores the use of hybrid and electric battery power for vehicle transportation. Topics will include safety when using high voltage, maintenance, drivability, inverter, AC/DC power transfer and battery technology, physics of battery storage and hydrogen generation systems. Electric vehicle applications and their integrated systems from many manufacturers will be discussed.

Associate Degree Applicable

AUTO 011 3 Units
Electric Vehicle (EV) and Alternative Fuels
Lecture: 54 contact hours
Prerequisite: AUTO 010 and AUTO 065
Corequisite: AUTO 011L
This course explores the use of electric vehicle, hydrogen fuel cell and electric battery power for vehicle transportation. Topics will include safety when using high voltage, maintenance, drivability, inverter, AC/DC power transfer and battery technology, physics of battery storage and hydrogen fuel systems. Electric and fuel cell vehicle applications and their integrated systems from many manufacturers will be discussed.

Associate Degree Applicable

AUTO 011L 1 Unit
Electric Vehicle (EV) and Alternative Fuel - Laboratory
Lab: 54 contact hours
Prerequisite/Corequisite: AUTO 011
This laboratory course explores the use of electric vehicle, hydrogen fuel cell and electric battery power for vehicle transportation. Topics will include safety when using high voltage, maintenance, drivability, inverter, AC/DC power transfer and battery technology, physics of battery storage and hydrogen fuel systems. Electric and fuel cell vehicle applications and their integrated systems from many manufacturers will be discussed.

Associate Degree Applicable

AUTO 050 3 Units
Automotive Brakes
Lecture: 54 contact hours
Corequisite: AUTO 050L
This course is designed for students and current technicians to gain knowledge and skills in automotive brake systems. This course covers the safety procedures, ethics, and diversity in the automotive industry while focusing on inspection, diagnosis, and servicing of the brake system. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test A-5.

Associate Degree Applicable

AUTO 050L 1 Unit
Automotive Brakes - Laboratory
Lab: 54 contact hours
Corequisite: AUTO 050
This laboratory course is designed for students and current technicians to gain knowledge and skills in automotive brake systems. This course covers the safety procedures, ethics, and diversity in the automotive industry while focusing on inspection, diagnosis, and servicing of the brake system. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test A-5.

Associate Degree Applicable

AUTO 052 3 Units
Automotive Suspension and Steering
Lecture: 54 contact hours
Corequisite: AUTO 052L
This course is designed for students and current technicians to gain knowledge and skills in automotive suspension and steering systems. This course covers the safety procedures, ethics, and diversity in the automotive industry while focusing on inspection, diagnosis, and servicing of suspension and steering systems. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.

Associate Degree Applicable

AUTO 052L 1 Unit
Automotive Suspension and Steering - Laboratory
Lab: 54 contact hours
Corequisite: AUTO 052
This laboratory course is designed for students and current technicians to gain hands-on knowledge and skills in automotive suspension and steering systems. This course covers the safety procedures, ethics, and diversity in the automotive industry while focusing on inspection, diagnosis, and servicing of suspension and steering systems. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.

Associate Degree Applicable
AUTO 056  4 Units  
Automotive Heating and Air Conditioning  
Lecture: 54 contact hours  
Lab: 54 contact hours  
This course is an in-depth study of the design and operation of contemporary, domestic and import vehicle air conditioning/heating systems. Air conditioning and heating related parts will be disassembled, inspected and a determination made of the serviceability of existing parts. Emphasis is placed on problem diagnosis of and repair procedures for these systems. This course also offers an introduction to Automatic A/C and Comfort Control Systems, and recovery and recycling of refrigerants.

Associate Degree Applicable

AUTO 062  4 Units  
Engine Performance  
Lecture: 72 contact hours  
Corequisite: AUTO 062L  
This course provides an in-depth study of the design and operation of domestic and import ignition and fuel systems, emissions systems, as well as Hybrid and electric vehicle safety procedures. Major areas of study include electronic, and computer control ignition and fuel injection systems. Emphasis is placed on the correct diagnosis of and repair procedures for these systems. This course covers the diagnosis and repair/replacement of major components: all sensors, injectors, fuel pumps, and interpretation of computer related malfunctions. The use of current diagnostic test equipment used in today's industry and strategies necessary to determine needed repairs are covered.

Associate Degree Applicable

AUTO 062L  2 Units  
Engine Performance - Laboratory  
Lab: 108 contact hours  
Prerequisite/Corequisite: AUTO 062  
This laboratory course provides an in-depth study of the design and operation of domestic and import ignition and fuel systems, emissions systems, as well as Hybrid and electric vehicle safety procedures. Major areas of study include electronic, and computer control ignition and fuel injection systems. Emphasis is placed on the correct diagnosis of and repair procedures for these systems. This course covers the diagnosis and repair/replacement of major components: all sensors, injectors, fuel pumps, and interpretation of computer related malfunctions. The use of current diagnostic test equipment used in today's industry and strategies necessary to determine needed repairs are covered.

Associate Degree Applicable

AUTO 064  4 Units  
Auto/Truck Electrical Systems  
Lecture: 54 contact hours  
Lab: 54 contact hours  
This course covers basic electrical theory, use of meters, test equipment, wiring diagrams, diagnosis and repair/replacement of major electrical components of automobiles and trucks. Emphasis is placed on diagnosis of starting systems, charging systems, and electrical circuits such as lights and batteries. (This course is also offered as HMDT 064)

Associate Degree Applicable

AUTO 065  5 Units  
Electrical Systems Diagnosis and Repair  
Lecture: 72 contact hours  
Lab: 54 contact hours  
This course provides students with the knowledge necessary to diagnose and repair automotive electrical malfunctions. Topics include lighting systems, electrical instruments and accessories, electrical door components, air bags, wiring diagrams, and alarm systems. Emphasis is placed on problem diagnosis of and repair procedures for these systems.

Associate Degree Applicable

AUTO 075  3 Units  
Automatic Transmissions and Transaxles  
Lecture: 54 contact hours  
Corequisite: AUTO 075L  
This course is designed for students and current technicians to gain knowledge and skills in automotive transmissions and transaxle systems. This course covers the safety procedures, ethics, and diversity in the automotive industry while focusing on operation, inspection, diagnosis, and servicing of the transmissions and transaxles system. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.

Associate Degree Applicable

AUTO 075L  1 Unit  
Automatic Transmissions and Transaxles - Laboratory  
Lab: 54 contact hours  
Corequisite: AUTO 075  
This laboratory course is designed for students and current technicians to gain knowledge and skills in automotive transmissions and transaxle systems. This course covers the safety procedures, ethics, and diversity in the automotive industry while focusing on operation, inspection, diagnosis, and servicing of the transmission and transaxle systems. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.

Associate Degree Applicable

AUTO 076  4 Units  
Automatic Transaxles Front Wheel Drive  
Lecture: 54 contact hours  
Lab: 54 contact hours  
This course covers theory and practical work on front wheel drive automatic transaxles in automobile applications. The course offers training to prepare for the Automotive Service Excellence (ASE) A2 certification test.

Associate Degree Applicable

AUTO 077  3 Units  
Manual Transmissions and Transaxles  
Lecture: 54 contact hours  
Corequisite: AUTO 077L  
This course is designed for students and current technicians to gain knowledge and skills in automotive manual transmissions and differential systems. This course covers the safety procedures, ethics, and diversity in the automotive industry while focusing on inspection, diagnosis, and servicing of the manual transmission and differential systems. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.

Associate Degree Applicable
This course is designed for students and current technicians to gain knowledge and skills in automotive engine repair systems. This course covers the safety procedures, ethics, and diversity in the automotive industry while focusing on inspection, diagnosis, and servicing of the automotive systems. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.

**Auto Shop Practices**

**Lab:** 54 contact hours

This course is designed for students and current technicians to gain knowledge and skills in automotive systems. This course covers the safety procedures, ethics, and diversity in the automotive industry while focusing on inspection, diagnosis, and servicing of the automotive systems. This course provides the student with additional work experience and gives them the opportunity to complete unfinished task from other automotive mechanical courses.

**Auto/Truck Electrical Systems**

**Lab:** 108 contact hours

This course is designed for students and current technicians to gain knowledge and skills in automotive systems. This course covers the safety procedures, ethics, and diversity in the automotive industry while focusing on inspection, diagnosis, and servicing of the automotive systems. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.

**Auto/Truck Transmission Control**

**Lab:** 102 contact hours

This course is designed for students and current technicians to gain knowledge and skills in automotive systems. This course covers the safety procedures, ethics, and diversity in the automotive industry while focusing on inspection, diagnosis, and servicing of the automotive systems. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.

**Auto/Truck Engine Technology**

**Lab:** 102 contact hours

This course is designed for students and current technicians to gain knowledge and skills in automotive systems. This course covers the safety procedures, ethics, and diversity in the automotive industry while focusing on inspection, diagnosis, and servicing of the automotive systems. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.

**Auto/Truck Power Train Technology**

**Lab:** 102 contact hours

This course is designed for students and current technicians to gain knowledge and skills in automotive systems. This course covers the safety procedures, ethics, and diversity in the automotive industry while focusing on inspection, diagnosis, and servicing of the automotive systems. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.

This laboratory course is designed for students and current technicians to gain knowledge and skills in automotive systems. This course covers the safety procedures, ethics, and diversity in the automotive industry while focusing on inspection, diagnosis, and servicing of the automotive systems. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.

**Associate Degree Applicable**

**Auto/Truck Transmission Control**

**Lab:** 36 contact hours

This course is designed for students and current technicians to gain knowledge and skills in automotive systems. This course covers the safety procedures, ethics, and diversity in the automotive industry while focusing on inspection, diagnosis, and servicing of the automotive systems. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.

**Auto/Truck Engine Technology**

**Lab:** 36 contact hours

This course is designed for students and current technicians to gain knowledge and skills in automotive systems. This course covers the safety procedures, ethics, and diversity in the automotive industry while focusing on inspection, diagnosis, and servicing of the automotive systems. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.

**Auto/Truck Power Train Technology**

**Lab:** 36 contact hours

This course is designed for students and current technicians to gain knowledge and skills in automotive systems. This course covers the safety procedures, ethics, and diversity in the automotive industry while focusing on inspection, diagnosis, and servicing of the automotive systems. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.

**Autosomal Transmissions and Transaxles**

**Lab:** 36 contact hours

This course is designed for students and current technicians to gain knowledge and skills in automotive systems. This course covers the safety procedures, ethics, and diversity in the automotive industry while focusing on inspection, diagnosis, and servicing of the automotive systems. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.

**Recommended Course**

**AUTO 085L** Auto Shop Practices

To earn an SBVC Associate Degree students must complete one of the following general education patterns:
SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes
At the completion of this program, students will be able to:

- Identify auto shop safety practices
- Explain the utilization of automotive tools
- Summarize the theory and concepts of automotive powertrain and electrical systems
- Demonstrate and practice auto shop safety
- Apply the proper use of hand tools used in automotive powertrain and electrical systems
- Perform the service and repairs of automotive powertrain and electrical systems

Automatic and Manual Transmission Certificate of Achievement

This certificate prepares students to gain entry-level employment in maintenance and repair of automotive and hybrid vehicle transmissions. Transmission technicians work with some of the most advanced technology in the auto service industry, including computer command control on electronic gear trains, couplings, hydraulic pumps and other transmission components.

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

This is a Gainful Employment Program

Program Learning Outcomes
At the completion of this program, students will be able to:

- Identify auto shop safety practices
- Explain the utilization of automotive tools
- Summarize the theory and concepts of automotive powertrain and electrical systems
- Demonstrate and practice auto shop safety
- Apply the proper use of hand tools used in automotive powertrain and electrical systems
- Perform the service and repairs of automotive powertrain and electrical systems

Automotive Clean Vehicle Technology Certificate of Achievement

This certificate is designed to provide students with the fundamentals of alternative fuel and electric vehicle technology as it applies to the automotive industry. The curriculum prepares students for entry-level positions in alternative fuel/hybrid/electric vehicle maintenance, service and repair. Including alternative fuel and electric power technology.

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

This is a Gainful Employment Program

Program Learning Outcomes
At the completion of this program, students will be able to:

- Diagnose and make minor repairs to 12 volt starting and charging systems using schematics, as-well-as demonstrate safety precautions used on electric, hybrid, and hydrogen fuel cell vehicles
- Demonstrate appropriate personal and shop safety procedures needed to safely work with high voltage and hydrogen fuel systems
- Evaluate system conditions by entering self-diagnostic mode of a given system, correctly interpret diagnostic trouble codes, and diagnose electronic control system faults using appropriate procedures and strategies
- Perform basic maintenance, diagnostic and repair related to electric, hybrid and hydrogen fuel cell vehicles
Automotive Technician Associate of Science Degree

The Automotive Technology curriculum is designed to concentrate on technically related courses in the repair of today’s high-tech computerized automobile. Upon completion of the program, the degree holder will be able to seek employment as an entry level automobile repair technician in a dealership or the aftermarket service area, and can move into advanced automotive opportunities such as service advising and manufacturer corporate positions. The program is part of the National Automotive Technician Education Foundation (NATEF) division of Automotive Service Excellence (ASE) certified.

At the completion of this program, students will be able to:

- Apply the proper use of hand tools used on the automotive systems
- Perform the service and repair of automotive systems

Automotive Technician Certificate of Achievement

This certificate is designed to prepare students for entry-level work as automotive technicians working in areas such as general automotive and hybrid repair and service.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>AUTO 050</td>
<td>Automotive Brakes</td>
<td>3</td>
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<tr>
<td>AUTO 050L</td>
<td>Automotive Brakes - Laboratory</td>
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</tr>
<tr>
<td>AUTO 052</td>
<td>Automotive Suspension and Steering</td>
<td>3</td>
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<tr>
<td>AUTO 052L</td>
<td>Automotive Suspension and Steering - Laboratory</td>
<td>1</td>
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<tr>
<td>AUTO 056</td>
<td>Automotive Heating and Air Conditioning</td>
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</tr>
<tr>
<td>AUTO 062</td>
<td>Engine Performance</td>
<td>4</td>
</tr>
<tr>
<td>AUTO 062L</td>
<td>Engine Performance - Laboratory</td>
<td>2</td>
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<tr>
<td>AUTO 064</td>
<td>Auto/Truck Electrical Systems</td>
<td>4</td>
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<td>AUTO 065</td>
<td>Electrical Systems Diagnosis and Repair</td>
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<tr>
<td>AUTO 077L</td>
<td>Manual Transmissions and Transaxles - Laboratory</td>
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<td>AUTO 085L</td>
<td>Auto Shop Practices</td>
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<td>AUTO 090</td>
<td>Engine Repair</td>
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<td>AUTO 090L</td>
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<td><strong>Total Units</strong></td>
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</table>

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

- SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)
- CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)
- IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes

At the completion of this program, students will be able to:

- Identify auto shop safety practices
- Explain the utilization of automotive system tools
- Summarize the theory and concepts of the automotive systems
- Demonstrate and practice auto shop safety

Program Learning Outcomes

At the completion of this program, students will be able to:

- Apply the proper use of hand tools used on the automotive systems
- Perform the service and repair of automotive systems
Automotive Engine Performance Associate of Science Degree

This degree is designed to prepare students for entry-level work as an engine performance specialist, diagnostic technician, or a state certified Smog check and repair technician. Students will become familiar with computer systems, hybrid and electrical systems, basic engine diagnosis, emissions repair, and the Smog certification test. To graduate with a specialization in Engine Performance, students must complete all requirements for the certificate with a grade of C or better plus the general breadth requirements for the Associate of Science Degree (minimum total = 60 units).

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUTO 010</td>
<td>Introduction to Hybrid and Electric Vehicle Technology</td>
<td>4</td>
</tr>
<tr>
<td>AUTO 011</td>
<td>Electric Vehicle (EV) and Alternative Fuels</td>
<td>3</td>
</tr>
<tr>
<td>AUTO 011L</td>
<td>Electric Vehicle (EV) and Alternative Fuel - Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>AUTO 062</td>
<td>Engine Performance</td>
<td>4</td>
</tr>
<tr>
<td>AUTO 062L</td>
<td>Engine Performance - Laboratory</td>
<td>2</td>
</tr>
<tr>
<td>AUTO 064</td>
<td>Auto/Truck Electrical Systems</td>
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</tr>
<tr>
<td>or HMDT 064</td>
<td>Auto/Truck Electrical Systems</td>
<td></td>
</tr>
<tr>
<td>Total Units</td>
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</table>

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes

At the completion of this program, students will be able to:

- Interpret automotive service manuals
- Write accurate repair orders, requests, reports and estimates
- Diagnose and repair engine performance systems
- Diagnose and repair automotive electrical systems
- Diagnose and repair emission systems
- Diagnose and repair ignition systems
- Diagnose and repair fuel systems
- Prepare students for A.S.E. tests A-6; A-8 and L-1
- Perform basic maintenance related to hybrid and electric vehicles

Automotive Engine Performance Certificate of Achievement

This certificate is designed to prepare students for entry level work as an engine performance specialist, diagnostic technician, or a state certified Smog check and repair technician. Students will become familiar with computer systems, hybrid and electrical systems, basic engine diagnosis, emissions repair, and the Smog certification test.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
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<td>AUTO 062</td>
<td>Engine Performance</td>
<td>4</td>
</tr>
<tr>
<td>AUTO 062L</td>
<td>Engine Performance - Laboratory</td>
<td>2</td>
</tr>
<tr>
<td>AUTO 064</td>
<td>Auto/Truck Electrical Systems</td>
<td>4</td>
</tr>
<tr>
<td>or HMDT 064</td>
<td>Auto/Truck Electrical Systems</td>
<td></td>
</tr>
<tr>
<td>Total Units</td>
<td></td>
<td>18-23</td>
</tr>
</tbody>
</table>

Students must complete one of the following or assess into MATH 096 or higher:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 096</td>
<td>Arithmetic and Prealgebra</td>
<td>5</td>
</tr>
<tr>
<td>TECALC 087</td>
<td>Technical Calculations</td>
<td>4</td>
</tr>
<tr>
<td>Total Units</td>
<td></td>
<td>18-23</td>
</tr>
</tbody>
</table>

To earn an SBVC Certificate students must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Diagnose and repair engine performance related repairs to automobiles
- Diagnose and repair automotive electrical systems
- Diagnose and repair emission systems
- Diagnose and repair ignition systems
- Diagnose and repair fuel systems
- Prepare students for A.S.E. tests A-6; A-8 and L-1
- Perform basic maintenance related to hybrid and electric vehicles
Automotive Preventative Maintenance Technician Certificate of Achievement

This certificate is designed to prepare students for employment as technicians performing entry-level preventative maintenance and minor repairs. Typical duties include new car preparation, vehicle inspections and assisting master technicians.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Courses</td>
<td></td>
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</tr>
<tr>
<td>AUTO 050</td>
<td>Automotive Brakes</td>
<td>3</td>
</tr>
<tr>
<td>AUTO 050L</td>
<td>Automotive Brakes - Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>AUTO 052</td>
<td>Automotive Suspension and Steering</td>
<td>3</td>
</tr>
<tr>
<td>AUTO 052L</td>
<td>Automotive Suspension and Steering - Laboratory</td>
<td>1</td>
</tr>
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<td>AUTO 064</td>
<td>Auto/Truck Electrical Systems</td>
<td>4</td>
</tr>
<tr>
<td>or HMDT 064</td>
<td>Auto/Truck Electrical Systems</td>
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</tr>
<tr>
<td>AUTO 084</td>
<td>General Automotive Technology</td>
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</tr>
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<td>AUTO 084L</td>
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<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Recommended Course</td>
<td></td>
<td></td>
</tr>
<tr>
<td>AUTO 085L</td>
<td>Auto Shop Practices</td>
<td>2</td>
</tr>
</tbody>
</table>

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Identify auto shop safety practices
- Explain the utilization of automotive preventative maintenance service and repair tools including brake, suspension, and electrical systems
- Summarize the theory and concepts of automotive preventive maintenance service repair including, brake, suspension, and electrical systems
- Demonstrate and practice auto shop safety
- Apply the proper use of hand tools used in automotive preventive maintenance service and repair systems including, brake, suspension, and electrical systems
- Perform the preventive maintenance service and repairs of automotive systems including, brake, suspension, and electrical systems

Automotive Wheel Alignment and Brakes Associate of Science Degree

The degree prepares students for entry-level work in front wheel and four-wheel alignment and brake repair. The technician can move into advanced automotive opportunities such as service advising and manufacturer corporate positions. To graduate with a specialization in Wheel Alignment and Brakes, students must complete all requirements for the certificate with a grade of C or better plus the general breadth requirements for the Associate of Science Degree (minimum total = 60 units).

<table>
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<tbody>
<tr>
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<td>Automotive Brakes</td>
<td>3</td>
</tr>
<tr>
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<td>Automotive Brakes - Laboratory</td>
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<tr>
<td>AUTO 085L</td>
<td>Auto Shop Practices</td>
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- IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes

At the completion of this program, students will be able to:

- Identify auto shop safety practices
- Explain the utilization of automotive brake, suspension, electrical, and preventative maintenance systems tools
- Summarize the theory and concepts of the automotive brake, suspension, electrical and preventative maintenance systems
- Demonstrate and practice auto shop safety
- Apply the proper use of hand tools used on the automotive brake, suspension, electrical and preventative maintenance systems
- Perform the service and repair of automotive brake, suspension, electrical and preventative maintenance systems
Automotive Wheel Alignment and Brakes Certificate of Achievement

This certificate is designed to prepare students for entry-level work as an automotive technician working in the area of wheel alignment and brake repair.

<table>
<thead>
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</thead>
<tbody>
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<td>AUTO 050</td>
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</tr>
</thead>
<tbody>
<tr>
<td>MATH 962</td>
<td>Arithmetic and Prealgebra</td>
<td>5</td>
</tr>
<tr>
<td>TECALC 087</td>
<td>Technical Calculations</td>
<td>4</td>
</tr>
</tbody>
</table>

Total Units 18-23

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This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Identify auto shop safety practices
- Explain the utilization of automotive brake, suspension, electrical, and preventative maintenance systems tools
- Summarize the theory and concepts of the automotive brake, suspension, electrical and preventative maintenance systems
- Demonstrate and practice auto shop safety
- Apply the proper use of hand tools used on the automotive brake, suspension, electrical and preventative maintenance systems
- Perform the service and repair of automotive brake, suspension, electrical and preventative maintenance systems

Biology

The courses offered in the Biology Department are designed to meet the demands of allied health majors, science majors, and non-science majors.

For non-majors, the department’s goal is to educate students so they can make informed choices about key socio-biological issues while having the options to take courses with or without a laboratory.

For majors and allied health, the courses provide a strong background in the biological sciences for students transferring to four-year institutions who are interested in careers such as teaching, research, environmental science, or allied health.

Students planning to transfer to a four-year institution in Biology or a related field should consult a counselor at the earliest.

Contact Information

Division: Science (PS - 148)
Division Phone Number: (909) 384-8645
Faculty Chairs: Tatiana Vasquez (tvasquez@sbcccd.edu), M.S.

Science Courses for Biology Majors

Students may be eligible to enroll in introductory courses depending on their results of the SBVC assessment process. Contact a Counselor to plan your transfer to a University and to discuss graduation requirements towards an AS-T or AS Biology degree. Counselors experienced with STEM fields are available in the Physical Sciences (PS) Building. Consult the Science Division or visit the Biology Department website for more information.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 101</td>
<td>Introductory Chemistry</td>
<td>4-5</td>
</tr>
<tr>
<td>or CHEM 105</td>
<td>Introduction to General, Organic And Biochemistry</td>
<td></td>
</tr>
<tr>
<td>CHEM 150</td>
<td>General Chemistry I</td>
<td>5</td>
</tr>
<tr>
<td>CHEM 151</td>
<td>General Chemistry II</td>
<td>5</td>
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</tbody>
</table>

Note: CHEM 150 must be taken concurrently or previously before entering into BIOL 205.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 205</td>
<td>Cell and Molecular Biology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 206</td>
<td>Organismal Biology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 207</td>
<td>Evolutionary Ecology</td>
<td>4</td>
</tr>
</tbody>
</table>

Note: BIOL 206 and BIOL 207 may be taken out of sequence as long as BIOL 205 was taken with a passing grade. BIOL 207 is only offered in the Spring semester.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHYSIC 151</td>
<td>General Physics for the Life Sciences I</td>
<td>4</td>
</tr>
<tr>
<td>PHYSIC 152</td>
<td>General Physics for the Life Sciences II</td>
<td>4</td>
</tr>
</tbody>
</table>

Note: PHYSIC 202 and PHYSIC 203 may be taken in lieu of PHYSIC 151 and PHYSIC 152. Consult a counselor to identify transfer programs requiring the 200 series.
To waive CHEM 101, students must:

- Complete credit-by-examination form along with other College policies and conditions provided by the Admissions and Records Office (AD/SS 100) and the Science Division (PS 148).
- Complete and pass a Chemistry examination.

Consult a STEM Counselor for additional information: http://www.sbvcstem.org/stem-counseling.php

- Biology Associate of Science Degree (p. 117)
- Biology Associate of Science Transfer Degree (p. 118)

Note: The Biology Associate of Science Transfer Degree is intended for students who wish to transfer to a CSU.

BIOL 100 4 Units
General Biology
Lecture: 54 contact hours
Lab: 54 contact hours
Advisory: ENGL 101 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process. This is an introductory course for non-majors emphasizing the scientific method in investigating the origins, physiology, ecological roles, and comparative characteristics of living organisms.

Associate Degree Applicable
Transfers to both UC/CSU

BIOL 102 3 Units
Human Biology
Lecture: 54 contact hours
Prerequisite: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process. This is an introductory course that introduces biological principles with an emphasis on the human body. Topics include cell biology, histology, major body systems, genetics and heredity, human interaction with the environment, and major human diseases.

Associate Degree Applicable
Transfers to both UC/CSU

BIOL 104 3 Units
Human Ecology
Lecture: 54 contact hours
Advisory: Eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process. The course presents the ecological consequences of human resource use and population growth. Emphasis is placed on earth's life support systems and current environmental problems threatening human health and species survival.

Associate Degree Applicable
Transfers to both UC/CSU

BIOL 109 4 Units
History of Life
Lecture: 54 contact hours
Lab: 54 contact hours
Advisory: ENGL 101 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process. This is an introductory course exploring the history of life on earth. The role of natural selection and evidence from geology, biogeography, and paleontology will be combined with fossils and recent organisms to interpret the clues of life's history on earth.

Associate Degree Applicable
Transfers to both UC/CSU

BIOL 109H 4 Units
History of Life - Honors
Lecture: 54 contact hours
Lab: 54 contact hours
Advisory: ENGL 101 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process. This is an introductory course exploring the history of life on earth. The role of natural selection and evidence from geology, biogeography, and paleontology will be combined with fossils and recent organisms to interpret the clues of life's history on earth. This course is intended for students in the Honors Program but is open to all students who desire more challenging coursework.

Associate Degree Applicable
Transfers to both UC/CSU

BIOL 140 2 Units
Biology of Sexually Transmitted Diseases
Lecture: 36 contact hours
Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process. This course is an examination of the social, economic, psychological, medical and legal issues surrounding sexually transmitted diseases. The topics include the pathogenesis, diagnosis and treatment of prominent sexually transmitted diseases including the impact of current biotechnology on vaccine development, treatment and diagnostics. The historical and changing attitudes and measures toward the control of sexually transmitted diseases will be reviewed.

Associate Degree Applicable
Transfers to both UC/CSU

BIOL 141 3 Units
Genetics
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course is a general introduction to the fundamentals of human heredity. Topics include patterns of inheritance, the structure of DNA and its function, the role mutations play in genetic diseases and cancer, the interaction between genes and the environment, and recent advances in biotechnology and its impact on society.

Associate Degree Applicable
Transfers to both UC/CSU

BIOL 155 4 Units
Introductory Anatomy and Physiology
Lecture: 54 contact hours
Lab: 54 contact hours
Advisory: ENGL 101 or ENGL 101H as determined by the SBVC assessment process and MATH 096 or eligibility for MATH 095 as determined by the SBVC assessment process. This course is a one-semester introduction to human anatomy and physiology. The course is intended to meet the prerequisite for students entering the Psychiatric Technician program or other professional programs that accept a lecture/lab course in human anatomy and physiology.

Associate Degree Applicable
Transfers to CU only
BIOL 205  4 Units
Cell and Molecular Biology
Lecture: 54 contact hours
Lab: 54 contact hours
Prerequisite/Corequisite: CHEM 150 and MATH 102 or eligibility for MATH 102 or higher as determined by the SBVC assessment process. This course is an introduction to cellular and molecular aspects of biology emphasizing principles of scientific process, evolution by natural selection, prokaryotic and eukaryotic cell structure and function, classical and modern genetics, and concepts that integrate cellular with organismal activities. Experimental design concepts and application are emphasized in the laboratory. This is the first semester of three introductory biology courses for the pre-professional, biology major, or others interested in an in-depth study of biology.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: BIOL 190/135S

BIOL 206  4 Units
Organismal Biology
Lecture: 54 contact hours
Lab: 54 contact hours
Prerequisite: BIOL 205 and CHEM 150 and MATH 102 or eligibility for MATH 102 or higher as determined by the SBVC assessment process.
Advisory: ENGL 101 or ENGL 101H or eligibility for ENGL 102 or ENGL 102H as determined by the SBVC assessment process. This course is an introduction to the diversity of organisms, their structure, function, and adaptations to the environment. The course requires participation in field trips. This course is part of a three-semester series of introductory biology for the pre-professional, biology major, or others interested in an in-depth study of biology.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: B 140/130S/135S

BIOL 207  4 Units
Evolutionary Ecology
Lecture: 54 contact hours
Lab: 54 contact hours
Prerequisite: BIOL 205 and CHEM 150 and MATH 102 or eligibility for MATH 102 or higher as determined by the SBVC assessment process.
Advisory: ENGL 101 or ENGL 101H or eligibility for ENGL 102 or ENGL 102H as determined by the SBVC assessment process. This course is an introduction to the diversity of organisms, their structure, function, and adaptations to the environment. The course requires participation in field trips. This course is part of a three-semester series of introductory biology for the pre-professional, biology major, or others interested in an in-depth study of biology.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: BIOL 130S/135S

BIOL 222  1-3 Units
Independent Study in Biology
DIR: 54 contact hours
Students with previous course work in biology may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of Biology. Prior to registration, a contract must be prepared. See instructor for details.

Associate Degree Applicable
Transfers to CSU only

BIOL 250  4 Units
Human Anatomy and Physiology I
Lecture: 54 contact hours
Lab: 54 contact hours
Advisory: BIOL 100 and ENGL 101 or ENGL 101H
This is the first semester of a two-semester sequence that introduces students to the basic concepts and principles of human anatomy and physiology. This course provides a foundation for pre-professional majors or others interested in the advanced study of human biology. Topics include inorganic and organic chemistry, body orientation and organization, cytology, histology, fluid and electrolyte balances, and the following systems: nervous, skeletal, muscular, nervous, digestive system, and metabolism. Course includes dissections of preserved specimens. C-ID Note: BIOL 250 + BIOL 251 = C-ID BIOL 115S sequence. Upon transfer the sequence is equivalent to the completion of both BIOL 260 (C-ID 110B) + BIOL 261 (C-ID 120B) and considered duplication of credit; maximum credit awarded are 2 courses only.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: BIOL 115S

BIOL 251  4 Units
Human Anatomy and Physiology II
Lecture: 54 contact hours
Lab: 54 contact hours
Prerequisite: BIOL 250
Advisory: BIOL 100 and CHEM 101 or CHEM 105
This is the second semester of a two-semester sequence that introduces students to the basic concepts and principles of human anatomy and physiology. This course provides a foundation for pre-professional majors or others interested in the advanced study of human biology. Topics include fluid and electrolyte balance and the following body system: integumentary, cardiovascular, lymphatic, respiratory, urinary, endocrine, and reproductive. The course includes dissections of preserved specimens. C-ID Note: BIOL 250 + BIOL 251 = C-ID BIOL 115S sequence. Upon transfer the sequence is equivalent to the completion of both BIOL 260 (C-ID 110B) + BIOL 261 (C-ID 120B) and considered duplication of credit; maximum credit awarded are 2 courses only.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: BIOL 115S

BIOL 260  4 Units
Human Anatomy
Lecture: 54 contact hours
Lab: 54 contact hours
Prerequisite: MATH 095 or MATH 096
Advisory: BIOL 100 and ENGL 101 or ENGL 101H
This is a comprehensive lecture/laboratory course in human anatomy. It is organized to explore the body both regionally and systemically. The course studies gross anatomy with an extensive dissection of the cat and other significant organs. Relevant comparisons to human systems and structures are emphasized in the laboratory portion of the course. Histological and cellular anatomy are included as well as they apply to various structures and systems. C-ID Note: BIOL 250 + BIOL 251 = C-ID BIOL 115S sequence. Upon transfer the sequence is equivalent to the completion of both BIOL 260 (C-ID 110B) + BIOL 261 (C-ID 120B) and considered duplication of credit; maximum credit awarded are 2 courses only.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: BIOL 110B
BIOL 261 4 Units  
Human Physiology  
**Lecture:** 54 contact hours  
**Lab:** 54 contact hours  
**Prerequisite:** BIOL 260 and CHEM 105 or CHEM 101  
**Advisory:** BIOL 100  
This course is the second semester of a two-semester sequence. It builds on an understanding of structure to explain the dynamic functions of the human body to a cellular level. Topics include physiology of the following systems: muscular, skeletal, nervous, endocrine, cardiovascular, respiratory, digestive, urinary, and reproductive. Homeostatic mechanisms and the interrelationships of body organ systems are emphasized and enhanced with clinical illustrations. C-ID Note: BIOL 250 + BIOL 251=C-ID BIOL 115S sequence. Upon transfer the sequence is equivalent to the completion of both BIOL 260 (C-ID 110B) + BIOL 261 (C-ID 120B) and considered duplication of credit; maximum credit awarded are 2 courses only.  
**Associate Degree Applicable**  
Transfers to both UC/CSU  
C-ID: BIOL 120B  

BIOL 270 5 Units  
Microbiology  
**Lecture:** 54 contact hours  
**Lab:** 108 contact hours  
**Prerequisite:** BIOL 205 or CHEM 101  
**Advisory:** BIOL 100 and ENGL 101 or ENGL 101H  
This course is a formal introduction to the fundamental principles of microbiology and immunology. Attention is given to the morphology, control, metabolism and genetics of microorganisms. Emphasis is placed on the pathogenesis of and immunity to infectious diseases.  
**Associate Degree Applicable**  
Transfers to both UC/CSU  

Biology Associate of Science Degree  
The Associate of Science degree in Biology is intended to provide breadth in the aspects of biology that investigate the living world including cellular physiology, genetics, ecology, and evolutionary biology. Majors in Biology prepare for a wide variety of occupations in education, government, medicine, research, and biotechnology. This degree prepares students to transfer to four-year universities to pursue a Bachelor’s degree. At the four-year institutions, students may choose to specialize in one particular field of Biology. To graduate with the A.S degree in Biology, students must complete the following required courses plus the general breadth requirements for the Associate’s Degree (minimum total = 60 units).  

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 205</td>
<td>Cell and Molecular Biology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 206</td>
<td>Organismal Biology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 207</td>
<td>Evolutionary Ecology</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 150</td>
<td>General Chemistry I</td>
<td>5</td>
</tr>
<tr>
<td>CHEM 151</td>
<td>General Chemistry II</td>
<td>5</td>
</tr>
<tr>
<td>MATH 250</td>
<td>Single Variable Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>MATH 251</td>
<td>Single Variable Calculus II</td>
<td>4</td>
</tr>
<tr>
<td><strong>Total Units</strong></td>
<td></td>
<td><strong>30</strong></td>
</tr>
</tbody>
</table>

**Required Courses**

**Recommended Courses**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 212</td>
<td>Organic Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 213</td>
<td>Organic Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>PHYSIC 151</td>
<td>General Physics for the Life Sciences I</td>
<td>4</td>
</tr>
<tr>
<td>PHYSIC 152</td>
<td>General Physics for the Life Sciences II</td>
<td>4</td>
</tr>
</tbody>
</table>

To earn an SBVC Associate Degree students must complete one of the following general education patterns:  

SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)  

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)  

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)  

**Program Learning Outcomes**

At the completion of this program, students will be able to:

- Master basic cellular, organismal, and environmental concepts and apply them to other scientific studies, voting decisions, personal habits, and lifestyle choices
- Transfer to an accredited university as a junior with a major in Biology or a related subject
- Use the principles and concepts of Biology to make a positive impact on your life, your career, and your world
- Communicate your knowledge of biological concepts to enhance the understanding of others
- Demonstrate a proficiency in standard biological laboratory techniques commonly acquired in lower-division coursework
Biology Associate of Science Transfer Degree

The Associate in Science in Biology for Transfer (AS-T) is intended for students who plan to transfer and complete a Bachelor's degree in Biology, or a similar major at a CSU campus. It serves the diverse needs of students who wish to obtain a broad and an in-depth understanding of the field. The Biology Department offers comprehensive and integrative studies in each of the introductory courses of Biology. Courses in Biology prepare students interested in careers in cell biology, genetics, physiology, developmental biology, biotechnology, zoology, botany, microbiology, evolution, ecology, behavior, environmental studies, and the health sciences. The objective of this degree is to delineate a successful career path for our community college students entering the Biology program and to provide opportunities that explore the Biology major. Upon successful completion of the AS-T in Biology, students may be able to enter majors for any of these Biology subfields. Students should consult with a counselor to determine whether this degree is the best option for their transfer goals.

The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major.

To earn a Biology AS-T degree, students must meet the following requirements:

- completion of the following major requirements with grades of C or better;
- completion of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSU-GE) for STEM or Intersegmental General Education Transfer Curriculum (IGETC-CSU) for STEM which requires a minimum of 31-33 units.

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

Students planning to transfer to a four-year institution and major in Biology should consult with a STEM counselor or general counselor regarding the transfer process and lower division requirements. Completion of CSU GE-Breadth for STEM or IGETC-CSU for STEM is required in addition to the major requirements.

<table>
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<tr>
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</tr>
<tr>
<td>List A</td>
<td></td>
<td></td>
</tr>
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</tr>
</tbody>
</table>

Use of CSU GE-Breadth for STEM or IGETC for STEM is presumed.

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes

At the completion of this program, students will be able to:

- In writing, evaluate a claim or research to determine whether it has a basis in non-science, pseudoscience, or science
- In a written scientific report for a metabolic experiment, introduce the testable hypothesis, articulate the procedures applied, report the appropriate statistical analyses, interpret the results, and discuss uncontrolled variables
- From a primary scientific article identify a research question, and write a 2-4 page proposal in scientific format introducing research question, background information, and methodologies that test the study question
- In writing, demonstrate knowledge of organismal biology by relating key evolutionary characteristics of an organism (prokaryote, protist, animal or plant) to the environmental selection pressures encountered at the time of their evolution
- Demonstrate knowledge of organismal biodiversity by identifying a group of organisms (from lab or field collections) using a combination of taxonomic keys and anatomical observations and organizing them into an appropriate taxonomic classification scheme and reporting the results in a written report
- In writing, demonstrate knowledge of evolutionary theory by evaluating and justifying whether a claim or statement is biologically valid under the principles of evolution
- Design and execute an experimental or observational field project. Prepare a scientific written report that includes a working hypothesis, clear description of methodology, narrative of the statistical analyses, and interpretation of the results in relationship to the working hypothesis including a discussion of uncontrolled variables

Code | Title                        | Units |
-----|------------------------------|-------|
Major Total |                                | 34    |
Total Units That May Be Double Counted | 9-10  |
General Education (CSU-GE or IGETC for STEM) | 31-33 |
Elective (CSU Transferable) Units | 0-3   |
Total Units |                                | 60    |
Business Administration

The Business Administration Department offers courses in the fundamentals of business organization and management as well as in marketing and business law.

For non-business majors, these courses offer a general view of the world of business and finance. For business majors, these courses provide a solid foundation in preparation for transfer to a four-year institution. Students planning to transfer to a four-year institution and major in business administration or a related field should consult with a counselor regarding the transfer process and lower division requirements.

Contact Information
Division: Mathematics, Business, and Computer Technology (B - 127)
Division Phone Number: (909) 384-8520
Faculty Chair: Michael Assumma (massumma@sbccd.edu), M.B.A.

- Business Administration 2.0 Associate of Science Transfer Degree (p. 122)
- Business Administration Associate of Arts Degree (p. 122)
- Business Administration Certificate of Achievement (p. 123)
- Business Workplace Essential Skills Certificate of Completion (p. 123)
- Career Essentials for the Business World Certificate of Completion (p. 124)
- Entrepreneurship - General Certificate of Achievement (p. 124)
- Entrepreneurship - Real Estate Certificate of Achievement (p. 125)
- Entrepreneurship - Tax Certificate of Achievement (p. 125)
- Leadership Certificate of Achievement (p. 125)
- Practical Entrepreneurship Certificate of Completion (p. 126)
- Retail Management Certificate of Achievement (p. 126)

BUSAD 039 3 Units
Strategies for Successful Employment
Lecture: 54 contact hours
Advisory: CIT 010
This course is designed to help students develop the skills needed to successfully seek employment, including job search strategies, career paths, cover letter and resume writing, mock interviews, job applications, and positive workplace attitudes.

Associate Degree Applicable

BUSAD 050 3 Units
Business Math
Lecture: 54 contact hours
Advisory: MATH 962
This course covers fundamental mathematical calculations and their application to business problems. Topics include payroll, pricing, interest and discount, commission, taxes, and other pertinent uses of mathematics in the field of business.

Associate Degree Applicable

BUSAD 098 1-4 Units
Business Administration Work Experience
WRKEX: 300 contact hours
Supervised training, in the form of on the job employment that will enhance the student’s knowledge in the selected field of study. The student’s major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

Associate Degree Applicable

BUSAD 100 3 Units
Introduction to Business
Lecture: 54 contact hours
Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.
This course will introduce students to the fundamental concepts of business in a changing world. It includes an overview of such areas as economic systems, management, marketing, accounting, finance, ethics, ownership, organization of business, the legal aspects and regulation of business, as well as globalization.

Associate Degree Applicable

Transfers to both UC/CSU
C-ID: BUS 110

BUSAD 103 3 Units
Marketing Principles
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.
This course covers the basic principles and methods of marketing as practiced by all successfully managed business firms. This course is management-oriented, covering demand analysis, forecasting, product development, price determination, distribution channels, material handling, advertising and personal selling.

Associate Degree Applicable

Transfers to CSU only

BUSAD 105 3 Units
Small Business Management/Entrepreneurship
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.
This course is designed for business majors and non-business majors who desire a greater knowledge of the fundamentals specifically related to the opening and operation of a small business. The course is designed to provide a working knowledge of the pitfalls associated with small business operations and how to recognize, prevent and solve problems.

Associate Degree Applicable

Transfers to CSU only

BUSAD 106 3 Units
Principles of Selling
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.
This course covers the problems of analyzing the sales talk, making an adequate approach, meeting objectives, excuses and techniques of closing the sale, and the psychology involved in selling services, goods, ideas and one’s own personality.

Associate Degree Applicable

Transfers to CSU only
BUSAD 108  3 Units  
Personal Finance, Investments and Estate Planning  
Lecture: 54 contact hours  
Prerequisite: MATH 096 or MATH 095 or eligibility for MATH 102 as determined by the SBVC assessment process.  
Advisory: ENGL 101 or ENGL 101H  
This course is an integrated approach to personal finance focusing on practical financial decision making as well as the social, psychological, and physiological contexts in which those decisions are made. The student will examine the preparation for managing one's personal finances, including financial planning, income and expense management, investment analysis, retirement planning, consumerism, long-term care, estate planning, credit management, home ownership, death and taxes.  
Associate Degree Applicable  
Transfers to CSU only

BUSAD 110  3 Units  
Human Resource Management  
Lecture: 54 contact hours  
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.  
This course is a survey of the objectives, functions and practices in the management of employee relations, and the impact of employee relations on the effective achievement of the organization's goals.  
Associate Degree Applicable  
Transfers to CSU only

BUSAD 112  3 Units  
Principles of Retailing  
Lecture: 54 contact hours  
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.  
This course will cover the role of retailing in serving the needs of the community. The topics will include analysis of consumer needs, store locations, financial requirements and legal processes of starting a retail operation, planning for store layout, merchandise mix, vendor negotiation, pricing, displaying, advertising, selling and controlling of merchandise.  
Associate Degree Applicable  
Transfers to CSU only

BUSAD 120  3 Units  
Business Management/Leadership  
Lecture: 54 contact hours  
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.  
This course is designed for business majors and examines the primary dimensions of the management process including planning, organizing, decision-making and controlling organizational activity. Development of effective management and leadership skills through hands-on simulation exercises.  
Associate Degree Applicable  
Transfers to CSU only

BUSAD 127  3 Units  
Business Communication  
Lecture: 54 contact hours  
Prerequisite: ENGL 101 or ENGL 101H  
This course is a study of the principles and role of business communication and the need for communication skills in a global marketplace. Emphasis is placed on written communications, including business letters, proposals, resumes and other business documents. A considerable amount of time is devoted to planning, organizing, outlining, grammar and writing style.  
Associate Degree Applicable  
Transfers to CSU only  
C-ID: BUS 115

BUSAD 151  3 Units  
Human Relations  
Lecture: 54 contact hours  
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.  
This course provides a basic understanding of human interactions in the workplace, focusing on the roles of the individual, the group, and the organization as a whole.  
Associate Degree Applicable  
Transfers to CSU only

BUSAD 210  3 Units  
Business Law  
Lecture: 54 contact hours  
Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.  
This course explores the legal environment in which business operates. It includes an introduction to law and legal reasoning, ethics, torts, strict and products liability, criminal law and contracts. Special emphasis is placed on acquiring a working knowledge of the rules for contracting in general and the modifications applicable under the Uniform Commercial Code for the sale of goods.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: BUS 125

BUSAD 211  3 Units  
The Legal Environment of Business  
Lecture: 54 contact hours  
Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.  
This course includes a broad overview of the legal environment of business. Areas of employment regulation, consumer protection, environmental law, land-use control, sole proprietorships, partnerships, corporations, antitrust, securities regulation, comparative and international law are studied.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: BUS 120

BUSAD 222  1-3 Units  
Independent Study in Business Administration  
DIR: 54 contact hours  
Students with previous course work in Business Administration may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of Business Administration. Prior to registration, a written contract must be prepared jointly by the instructor and the student. See instructor for details.  
Associate Degree Applicable  
Transfers to CSU only
BUSAD 600 Noncredit
Empowering Yourself in Pursuit of a Career in the Business World
Lecture: 18 contact hours
This noncredit course is designed to help students identify their unique personal characteristics applicable in order to be competitive in today's business world. Students will be able to discover their job skills, personality types, core values, and fit for different organizational cultures while learning how to develop confidence and resilience during a job search process within the career fields of accounting, human resources, finance, marketing, information technology, operations management, or any other business-related field.

BUSAD 601 Noncredit
Essential Writing Skills for Employment in the Business World
Lecture: 18 contact hours
This noncredit course is designed to improve a job seeker's success rate by teaching students how to update their job application skills in preparation to enter the business world. Topics include creating and or updating resumes, cover letters, and responding to the desired selection criteria within the identified business field to assure a higher success rate.

BUSAD 602 Noncredit
Interview Skills for the Business World
Lecture: 18 contact hours
This noncredit course provides essential job interview skills and helps students learn how to prepare for interviews in the business field, both in person and online. In this course, students will learn about how to prepare for, and be successful during a job interview by learning how to research into a company before practicing answering interview questions in both in-person and video format.

BUSAD 603 Noncredit
Understanding the Hidden Job Market in the Business World
Lecture: 16 contact hours
This noncredit course teaches students the key strategies for tapping into this hidden job market through networking. Many jobs in the business field are typically not advertised. Students will start to build an online network, learning the tips to become a successful networker, and putting their value proposition to work. We are already more connected than they might think and this course teaches the skills needed to unlock the hidden job market.

BUSAD 604 Noncredit
Starting Work and Staying Employed in the Business World
Lecture: 36 contact hours
This noncredit course is designed to help job seekers prepare for their first days and weeks at work. The business recruitment journey isn't quite over after being offered a job and this course will help students understand the salary, benefits, and working conditions within a position in a company in order to create a solid foundation for career growth within the business field. Topics include reviewing dress codes, arrival tips, workplace behaviors, creating and maintaining positive workplace relationships, tips for remembering names, when to leave for the day, and how to ultimately keep a job.

BUSAD 605 Noncredit
Legal Issues for Entrepreneurs
Lecture: 24 contact hours
This noncredit course provides students interested in entrepreneurship with an understanding of the common legal issues encountered from the perspective of the business owner. It reviews legal structures, intellectual property, employment law, contracts, government regulation, and personal and real property. Students will apply the concepts learned to select their business structure, learn contract law, properly navigate government regulations, and understand legal parameters related to the management of human resources.

BUSAD 606 Noncredit
Creating a Business Plan
Lecture: 24 contact hours
In this noncredit course, students evaluate the many aspects and potential hurdles of the business and build the Business Plan, one step at a time. This practical, hands-on approach encourages students to immerse themselves in the vision and planning aspects of a business. Focusing on the most critical components of the Business Plan, and enables students to uncover hidden risks and assess a business from a marketing, management, and financial vantage point.

BUSAD 607 Noncredit
Funding and Financing for Entrepreneurs
Lecture: 24 contact hours
This noncredit course will provide a practical application of basic financial management principles that apply to entrepreneurs. Emphasis is placed on developing useful financial information used in small businesses and business plans. Specifically, this will be accomplished by providing the tools necessary to maintain proper financial records to make budgetary decisions related to cash and financing needs, pricing of products or services, the payment of taxes and loans, and determining profitability to help students become successful entrepreneurs.

BUSAD 608 Noncredit
Strategic Marketing for Entrepreneurs
Lecture: 24 contact hours
This noncredit course provides an overview of successful marketing strategies for small start-up businesses. Students will learn to examine and analyze consumer behavior, identify target market segments, price for profitability, and select promotional tactics. The course emphasizes the integration of these marketing functions into an effective marketing plan.

BUSAD 609 Noncredit
Accounting for Entrepreneurs
Lecture: 24 contact hours
This noncredit course is an introductory study of the basic accounting required to manage the financial documentation related to running a small business. Emphasis is placed on the practical application of recording, summarizing, and reporting business transactions for internal purposes as well as for completing federal, state, and local reporting requirements.

BUSAD 610 Noncredit
Leadership and Management for Entrepreneurs
Lecture: 24 contact hours
This noncredit course explores the leadership and management issues entrepreneurs face as they create and establish successful new ventures. It reviews the key managerial roles of planning, organizing, staffing, leading and controlling and their application in entrepreneurial settings. Further, the course addresses self-management for the entrepreneur and how an entrepreneur can manage their own time and maintain a proper work-life balance.

BUSAD 611 Noncredit
Skills for Leaders-Managers
Lecture: 18 contact hours
This noncredit course will provide survival skills for new supervisors and those who aspire to move to managerial positions. Necessary skills of time management, leadership, planning, motivation, conducting meetings, communication, handling stress, conflict, and performance appraisals will be discussed. Students will be involved in a variety of management exercises, discussions, current trends in management, and real-world scenarios.
BUSAD 612 Noncredit
Time Management Skills
Lecture: 18 contact hours
This noncredit course will give students practical tips and tools to manage time in academic and business-related situations. Students will learn how to set short-term and long-term goals, prioritize goals and activities, develop plans, and overall organizing a workplace. Topics included will also help identify typical time wasters/time leaks (including procrastination), and ways of overcoming them.

BUSAD 613 Noncredit
Dealing With Difficult People
Lecture: 18 contact hours
This noncredit provides students with the practical techniques for resolving and preventing interpersonal conflicts in the workplace. Whether it's a manager who keeps moving the goal posts, an uncooperative colleague, negative friend, or critical family member, some people are difficult to get along with and this course gives students the strategies to successfully work with them.

BUSAD 614 Noncredit
Listening Skills
Lecture: 18 contact hours
This noncredit course shows students how to acquire active, productive listening skills and put them to work in professional, social, and personal settings. Many managers and other employees spend most of their time listening to other people but often do it so poorly that the result is misunderstood instructions, misdirected projects, and erroneous actions, which oftentimes can be avoided by applying effective listening skills.

BUSAD 615 Noncredit
Quality Customer Service
Lecture: 18 contact hours
This noncredit course offers practical information and techniques to create excellent service to diverse customers. Emphasis will be on the many facets of customer service and how to address each facet successfully.

Business Administration Associate of Arts Degree

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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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</tr>
</thead>
<tbody>
<tr>
<td>ACCT 200</td>
<td>Financial Accounting</td>
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</tr>
<tr>
<td>ACCT 201</td>
<td>Managerial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>ECON 208</td>
<td>Business and Economic Statistics</td>
<td>4</td>
</tr>
<tr>
<td>or MATH 108</td>
<td>Introduction to Probability and Statistics</td>
<td>4</td>
</tr>
<tr>
<td>BUSAD 100</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>BUSAD 103</td>
<td>Marketing Principles</td>
<td>3</td>
</tr>
<tr>
<td>BUSAD 210</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>or BUSAD 211</td>
<td>The Legal Environment of Business</td>
<td>3</td>
</tr>
<tr>
<td>CIT 101</td>
<td>Introduction to Computer Literacy</td>
<td>3</td>
</tr>
<tr>
<td>ECON 200</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>or ECON 200H</td>
<td>Principles of Macroeconomics - Honors</td>
<td>3</td>
</tr>
<tr>
<td>ECON 201</td>
<td>Principles of Microeconomics</td>
<td>3</td>
</tr>
</tbody>
</table>

or ECON 201H Principles of Microeconomics - Honors

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes
At the completion of this program, students will be able to:

- Demonstrate mastery of accounting procedures and practices
- Evaluate the global economy and its impact on the U.S economy
- Demonstrate an understanding of and familiarity with the world of business and its related terminology
- Analyze theories, principles, and policies of the United States economic system
- Critically assess the relationship between the individual, business, and the global economy
- Apply the methods of effective business communication
- Describe the legal aspects of business operation
- Consider the ethical and social responsibility issues affecting the current business environment

Business Administration 2.0
Associate of Science Transfer Degree

The Associate in Science for Transfer (AS-T) in Business Administration 2.0 is designed to provide students with the common core of lower division courses required to transfer and pursue a baccalaureate degree in Business Administration. This includes business degrees with options such as accounting, finance, human resources management, international business, management, operations management, and marketing. The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. To earn this Business Administration 2.0 degree, students must meet the following requirements:

- completion of the following major requirements with a minimum grade of "C" (or "P");
- completion of a minimum of 60 CSU transferable semester units with a grade point average of a least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.
Students planning to transfer to a four-year institution and major in Business Administration should consult with a counselor regarding the transfer process and lower division requirements.

### Business Administration Certificate of Achievement

This certificate is designed to prepare students for entry-level work in the business field by providing the fundamentals of business organization and management as well as in marketing and business law.

<table>
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<td>Financial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>ACCT 201</td>
<td>Managerial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>ECON 200</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>or ECON 200H</td>
<td>Principles of Macroeconomics - Honors</td>
<td></td>
</tr>
<tr>
<td>ECON 201</td>
<td>Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>or ECON 201H</td>
<td>Principles of Microeconomics - Honors</td>
<td></td>
</tr>
<tr>
<td>BUSAD 210</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>or BUSAD 211</td>
<td>The Legal Environment of Business</td>
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</tr>
<tr>
<td>MATH 102</td>
<td>College Algebra</td>
<td>4</td>
</tr>
<tr>
<td>or MATH 141</td>
<td>Business Calculus</td>
<td></td>
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<tr>
<td>ECON 208</td>
<td>Business and Economic Statistics</td>
<td>4</td>
</tr>
<tr>
<td>or MATH 108</td>
<td>Introduction to Probability and Statistics</td>
<td></td>
</tr>
<tr>
<td>BUSAD 100</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>or BUSAD 127</td>
<td>Business Communication</td>
<td></td>
</tr>
</tbody>
</table>

### Total Units

| Major Total | 28 |
| Total Units that may be Double-Counted | 9 |
| General Education (CSU-GE or IGETC) Units | 37-39 |
| Elective (CSU Transferable) Units | 2-4 |
| Total Units | 60 |

Note: CSUSB requires CIT 101 for their program.

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

- CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)
- IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

### Business Workplace Essential Skills Certificate of Completion

Upon completion of this program, students can use the skills learned in this certificate potentially to advance in their current career fields, in areas such as business law, business operations, government, human resources, information management, international business, marketing, nonprofit administration and personal finance. Employment opportunities include working in fields related to retail, customer service, marketing, sales, management, and small business. The skills taught in these classes are soft skills which have been identified from our advisory board, local employers, and the Bureau of Labor Statistics as valuable and desirable.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
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<tbody>
<tr>
<td>BUSAD 611</td>
<td>Skills for Leaders/Managers</td>
<td>0</td>
</tr>
<tr>
<td>BUSAD 612</td>
<td>Time Management Skills</td>
<td>0</td>
</tr>
<tr>
<td>BUSAD 613</td>
<td>Dealing With Difficult People</td>
<td>0</td>
</tr>
<tr>
<td>BUSAD 614</td>
<td>Listening Skills</td>
<td>0</td>
</tr>
</tbody>
</table>

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Understand the general nature structure, resources and operations of business organizations
- Demonstrate the ability to explain an organization's basic accounting, finance, management, marketing and legal functions
- Express business ideas and information effectively in both oral and written forms

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Identify and explain accounting procedures and practices
- Evaluate the global economy and its impact on the U.S. economy
- Recognize the world of business and its related terminology
- Analyze theories, principles, and policies of the United States economic system
- Critically assess the relationship between the individual, business, and the global economy
- Apply the methods of effective business communication
- Describe the legal aspects of business operation
- Consider the ethical and social responsibility issues affecting the current business environment
Program Learning Outcomes
At the completion of this program, students will be able to:

• Identify practices that can assist in enhancing diversity and inclusion
• Prepare best practices for organizing their work, schedule, and life
• Identify and implement strategies for preventing and dealing with different types of difficult behavior
• Explain the role of problem solving in customer service and its importance
• Describe a range of listening skills that they can use on the job and in their personal life
• Communicate effectively and collaborate with others

Career Essentials for the Business World Certificate of Completion

This noncredit certificate teaches students how to be effective and productive in their job search strategy in the business career fields. Students learn to locate employment, how to research companies, how to write a resume, proper interviewing techniques, and how to utilize social media for online access to professional opportunities and networking. It helps to focuses on personal skills, professional behaviors, and tools to help students succeed in any business career and learn soft and hard skills applicable to many occupations and empower students to thrive professionally. This program provides you with the necessary tools and techniques to enter the workforce and develop employability skills. Topics include career research and planning, self-assessment, effective job searches, writing resumes and cover letters, job applications, developing reference lists, interviewing techniques, appropriate workplace behaviors/culture/etiquette, hard & soft skills, diversity in the workplace, effective communication skills, and fundamental academic skills.

Entrepreneurship - General Certificate of Achievement

The Entrepreneurship - General certificate provides students with an understanding of small business planning, financial management, and integrated business topics on entrepreneurship and small business management. Upon completion of this program students will be able to examine small business marketing opportunities, identify innovative small business strategies, evaluate financial management decisions, and address the challenges and opportunities specific to small business management and entrepreneurship.

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

This is a Gainful Employment Program

Program Learning Outcomes
At the completion of this program, students will be able to:

• Describe how to communicate and work cooperatively with individuals in the workplace
• Develop the desired employment skills such as working on a team, problem solving and organizational skills
• Give examples of the benefits of diversity, equity, and inclusion in the workplace
• Explain how the dynamic workplace requires the need for continuous learning and acquisition of new skills
Entrepreneurship - Real Estate Certificate of Achievement

This certificate is designed for students who are interested in studying to become their own real estate broker, real estate manager or work in the field of property management. The certificate program provides students with an overview of the different areas of the real estate market and will help guide the student to be an independent broker/agent, to run your own real estate practice, or property management company.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSAD 103</td>
<td>Marketing Principles</td>
<td>3</td>
</tr>
<tr>
<td>BUSAD 105</td>
<td>Small Business Management/Entrepreneurship</td>
<td>3</td>
</tr>
<tr>
<td>BUSAD 106</td>
<td>Principles of Selling</td>
<td>3</td>
</tr>
<tr>
<td>REALST 062</td>
<td>Real Estate Practice</td>
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<td>REALST 063</td>
<td>Real Estate Loan Processing Fundamentals</td>
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<tr>
<td>REALST 100</td>
<td>Real Estate Principles</td>
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</tr>
</tbody>
</table>

Total Units 18

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Create and start new ventures within their selected field of real estate
- Know how to manage and grow new ventures
- Demonstrate knowledge of current information, theories and models, and techniques and practices in all of the major business disciplines including the general areas of Accounting and Finance, Information Technologies, Management, Marketing, and Quantitative Analysis

Leadership Certificate of Achievement

The certificate in Leadership provides students with a foundation and understanding of basic business philosophies, skills and techniques that are required to become productively employed in assisting in the management of a business enterprise. This program is designed for students who wish to prepare for a career in the administration of modern organizations. It surveys the functional operations of business organizations, giving special consideration to the management of human resources, law, ethics, marketing, accounting practices, and economics.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>ACCT 200</td>
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</tr>
<tr>
<td>BUSAD 110</td>
<td>Human Resource Management</td>
<td>3</td>
</tr>
<tr>
<td>BUSAD 120</td>
<td>Business Management/Leadership</td>
<td>3</td>
</tr>
<tr>
<td>BUSAD 127</td>
<td>Business Communication</td>
<td>3</td>
</tr>
<tr>
<td>BUSAD 151</td>
<td>Human Relations</td>
<td>3</td>
</tr>
<tr>
<td>BUSAD 210</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>CIT 101</td>
<td>Introduction to Computer Literacy</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Units 22

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Gain an understanding of current management/leadership practices and problems related to human behavior in organizations. They will understand the theories related to actual business practices and diagnose the organizational context and its critical importance. Analysis and discussions will encompass planning, organizing, controlling, decision making, communication, motivation, leadership, human resource development, information systems, and social responsibility
- Develop a comprehensive set of practical skills and tools to rely on through leadership practice. Such skills and tools include time management, meeting management and agenda setting, group dynamics and team building

Entrepreneurship - Tax Certificate of Achievement

This certificate is designed for students who are interested in studying taxation for their own professional practice or a venture in family business as well as for those who are interested in developing tax skills, creative thinking and innovative approaches as a career builder in working for small or large corporations. The certificate program provides students with an overview of the different areas of taxation and provides them with the skills and knowledge they need to identify and resolve many tax issues.

<table>
<thead>
<tr>
<th>Code</th>
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<tbody>
<tr>
<td>ACCT 010</td>
<td>Bookkeeping</td>
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<tr>
<td>ACCT 030</td>
<td>Federal and State Individual Income Taxation</td>
<td>4</td>
</tr>
<tr>
<td>ACCT 047</td>
<td>Computerized Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 090</td>
<td>Payroll Accounting</td>
<td>3</td>
</tr>
<tr>
<td>BUSAD 103</td>
<td>Marketing Principles</td>
<td>3</td>
</tr>
<tr>
<td>BUSAD 105</td>
<td>Small Business Management/Entrepreneurship</td>
<td>3</td>
</tr>
<tr>
<td>BUSAD 106</td>
<td>Principles of Selling</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Units 22

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.
• Communicate effectively (utilizing written and spoken word, non-verbal language, electronic tools, and listening skills) in order to develop relationships, manage conflicts, and work across differences
• Develop an understanding of change processes, and be able to think critically about obstacles to change
• Understand how ethics, morals, and values relate to their leadership dilemmas
• Develop a range of leadership skills and abilities such as effectively leading change, resolving conflict and motivating others

Practical Entrepreneurship Certificate of Completion

Thinking about starting your own business, but don’t know where to start? Entrepreneurship has become a fast-growing field of study as many individuals contemplate starting a new venture or establishing their own business, especially during these turbulent economic times. The Practical Entrepreneurship Certificate prepares students to start, run, and manage a new or existing business and addresses basic issues a potential entrepreneur’s encounter. This certificate identifies methods for developing an individual’s business idea(s), its feasibility, the process of starting a business, how to acquire necessary resources, and the key parts of a business plan (development and execution). Students will develop an understanding of legal issues, marketing, financing, entrepreneurial resources, and complex tasks faced by individuals engaged in entrepreneurial activities.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>BUSAD 605</td>
<td>Legal Issues for Entrepreneurs</td>
<td>0</td>
</tr>
<tr>
<td>BUSAD 606</td>
<td>Creating a Business Plan</td>
<td>0</td>
</tr>
<tr>
<td>BUSAD 607</td>
<td>Funding and Financing for Entrepreneurs</td>
<td>0</td>
</tr>
<tr>
<td>BUSAD 608</td>
<td>Strategic Marketing for Entrepreneurs</td>
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</tr>
<tr>
<td>BUSAD 609</td>
<td>Accounting for Entrepreneurs</td>
<td>0</td>
</tr>
<tr>
<td>BUSAD 610</td>
<td>Leadership and Management for Entrepreneurs</td>
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<tr>
<td>Total Hours</td>
<td></td>
<td>132-144</td>
</tr>
</tbody>
</table>

Program Learning Outcomes

At the completion of this program, students will be able to:

• Explain the business legal structures and the laws and regulations for start-up businesses
• Apply basic marketing techniques to develop simple promotion, pricing, and distribution plans, and to identify markets
• Describe the accounting principles and techniques essential for managing the operations of a small business
• Create and effectively pitch a business plan to prospective lenders and investors
• Identify and apply the key managerial roles of planning, organizing, staffing, leading, and controlling applications in entrepreneurial settings

Retail Management Certificate of Achievement

This certificate is designed to prepare students for entry-level work in the retail management field. Beginning as a clerk or cashier, the student can advance to assistant manager, manager, and upper management. There is no required sequence of courses, but it is recommended that students structure their schedule to move through three general levels of training and experiences. In the foundational courses the students gain exposure to foundational courses in writing, speaking, math applications, and computer literacy. The intermediate course offerings cover specific business and management content. Lastly, the advanced course offerings include the retail specific courses and human relations topics.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSAD 050</td>
<td>Business Math</td>
<td>3</td>
</tr>
<tr>
<td>BUSAD 127</td>
<td>Business Communication</td>
<td>3</td>
</tr>
<tr>
<td>CIT 101</td>
<td>Introduction to Computer Literacy</td>
<td>3</td>
</tr>
<tr>
<td>BUSAD 103</td>
<td>Marketing Principles</td>
<td>3</td>
</tr>
<tr>
<td>BUSAD 120</td>
<td>Business Management/Leadership</td>
<td>3</td>
</tr>
<tr>
<td>BUSAD 110</td>
<td>Human Resource Management</td>
<td>3</td>
</tr>
<tr>
<td>BUSAD 112</td>
<td>Principles of Retailing</td>
<td>3</td>
</tr>
<tr>
<td>BUSAD 151</td>
<td>Human Relations</td>
<td>3</td>
</tr>
<tr>
<td>Total Units</td>
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<td>24</td>
</tr>
</tbody>
</table>

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

• Interpret and use oral instructions to complete assigned tasks; speak clearly and produce written documents for a diverse group of customers, coworkers and managers utilizing current business terminology
• Employ workforce readiness skills, including problem solving, organizational planning and time management
• Use an understanding of basic business principles and organizational priorities to make decisions about work being performed
• Understand the retail cycle and its implementation, which includes customer analysis, sourcing and product design, product development, merchandising and display
Chemistry

The Chemistry program is designed to meet the diverse needs of students served by the community college:

1. Students majoring in chemistry or related sciences,
2. Students majoring in one of the health sciences, and
3. Students fulfilling the general education science requirement.

Courses in the Chemistry Department are taught with a strong emphasis on the laboratory. In the advanced classes, students receive hands-on experience with a wide variety of instruments. Students planning to transfer to a four-year institution and major in chemistry or biochemistry should consult with a counselor regarding the transfer process and lower division requirements because additional courses may be required at some institutions.

Contact Information
Division: Science (PS - 148)
Division Phone Number: (909) 384-8645
Faculty Chair: Jessy Lemieux (jlemieux@sbccd.edu), Ph.D.

• Chemistry Associate of Science Degree (p. 128)
• Chemistry Associate of Science Transfer Degree (p. 129)

CHEM 101 4 Units
Introductory Chemistry
Lecture: 54 contact hours
Lab: 54 contact hours
Prerequisite/Corequisite: ENGL 101 or ENGL 101H or READ 100 and MATH 102 or eligibility for MATH 151 or higher as determined by the SBVC assessment process.

This comprehensive course provides a foundation for the concepts of chemistry. Some of the areas studied include the physical and chemical properties of common elements and compounds, the metric system, measurements and conversions, atomic structure, the periodic table, chemical equations and calculations, gases, solutions, electrolytes as well as an introduction to the bonding, naming, structure, and chemical and biological properties for different classes of organic compounds and biomolecules, with a focus on their cellular, medicinal and commercial importance.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: CHEM 102

CHEM 150 5 Units
General Chemistry I
Lecture: 54 contact hours
Lab: 108 contact hours
Prerequisite: CHEM 101 or CHEM 105 and ENGL 101 or ENGL 101H and MATH 102
Corequisite: ENGL 101 or ENGL 101H and MATH 102

General Chemistry I is first-semester college-level chemistry with an emphasis on the mole concept, thermochemistry, atomic and molecular structure, the relationships of intramolecular and intermolecular forces to chemical and physical properties, the periodic table, organic chemistry, and solids, liquids and gases.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: CHEM 110/120S

CHEM 151 5 Units
General Chemistry II
Lecture: 54 contact hours
Lab: 108 contact hours
Prerequisite: CHEM 150 and MATH 102 or SBVC assessment higher than MATH 102.

General Chemistry II is the second half of a two-part sequence in chemistry with an emphasis on thermodynamics, chemical equilibrium, chemical kinetics, nuclear and electrochemistry. This course prepares students for future courses and careers in chemistry, physics, biology, health sciences, and the earth sciences.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: CHEM 120S
CHEM 205 5 Units  
Quantitative Chemical Analysis  
Lecture: 54 contact hours  
Lab: 108 contact hours  
Prerequisite: CHEM 151  
This course explores the principles, calculations, and applications of volumetric, gravimetric, and instrumental analysis as well as provides practical experience in standardizing reagents and determining the composition of various mixtures pertaining to the chemical laboratory setting. It is designed for second year Chemistry and Biology majors and students pursuing professional careers.

Associate Degree Applicable  
Transfers to both UC/CSU

CHEM 212 4 Units  
Organic Chemistry I  
Lecture: 54 contact hours  
Lab: 54 contact hours  
Prerequisite/Corequisite: CHEM 151  
The first semester of organic chemistry examines carbon compounds including aliphatic, aromatic, and heterocyclic series, and modern theoretical concepts are studied. Students identify properties, synthesis, and reactions of functional groups. Mechanisms are examined in detail. Laboratory includes preparation, identification and the study of properties of organic compounds.

Associate Degree Applicable  
Transfers to both UC/CSU

C-ID: CHEM 150/160S

CHEM 213 4 Units  
Organic Chemistry II  
Lecture: 54 contact hours  
Lab: 54 contact hours  
Prerequisite: CHEM 212  
The second semester of organic chemistry continues the study of carbon compounds including aliphatic, aromatic and heterocyclic series, theoretical concepts, instrumentation, mechanisms, synthesis and functional groups. Laboratory includes preparation and study of properties, and extensive identification of organic compounds.

Associate Degree Applicable  
Transfers to both UC/CSU

C-ID: CHEM 160S

Chemistry Associate of Science Degree

Students planning to transfer to a four-year institution and major in chemistry or biochemistry should consult with a counselor regarding the transfer process and lower division requirements because additional courses may be required at some institutions.

To graduate with a specialization in Chemistry, students must complete the following required courses plus the general breadth requirements for the Associate’s Degree. The A.S. in Chemistry is designed to prepare students who wish to pursue a Bachelor’s Degree from a four-year institution. At the four-year institution, students may choose to specialize in one particular aspect of chemistry, such as Environmental Chemistry, Organic Chemistry, Atmospheric Chemistry, or Physical Chemistry.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 150</td>
<td>General Chemistry I</td>
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</tr>
<tr>
<td>CHEM 151</td>
<td>General Chemistry II</td>
<td>5</td>
</tr>
<tr>
<td>CHEM 212</td>
<td>Organic Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 213</td>
<td>Organic Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>MATH 250</td>
<td>Single Variable Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>MATH 251</td>
<td>Single Variable Calculus II</td>
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</tr>
<tr>
<td><strong>Total Units</strong></td>
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<table>
<thead>
<tr>
<th>Code</th>
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<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHYSIC 202</td>
<td>Physics I</td>
<td>4</td>
</tr>
<tr>
<td>or PHYSIC 151</td>
<td>General Physics for the Life Sciences I</td>
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</tr>
<tr>
<td>PHYSIC 203</td>
<td>Physics II</td>
<td>4</td>
</tr>
<tr>
<td>or PHYSIC 152</td>
<td>General Physics for the Life Sciences II</td>
<td></td>
</tr>
<tr>
<td>CHEM 205</td>
<td>Quantitative Chemical Analysis</td>
<td>5</td>
</tr>
</tbody>
</table>

These courses are typically prerequisites for third year chemistry majors. Students are encouraged to complete the recommended courses to prevent the postponement of continued coursework in this major.

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (https://www.valleymonday.edu/student-services/counseling/graduation-requirements/)

CSU GE requirements (https://www.valleymonday.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleymonday.edu/student-services/counseling/igetc/)

Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate proficiency on chemistry topics from national American Chemical Society (ACS) exams. Achieve a score that is one-half of one standard deviation below the national average (or higher) on the General Chemistry or Organic Chemistry versions, administered in CHEM 151 and CHEM 213, respectively.
• Demonstrate skill in standard laboratory techniques commonly acquired in lower division coursework

Chemistry Associate of Science Transfer Degree

The Associate in Science in Chemistry for Transfer (AS-T) is intended for students who plan to transfer and complete a Bachelor’s degree in Chemistry, or a similar major at a CSU campus. It serves the diverse needs of students who wish to obtain a broad and an in-depth understanding of the field. The Chemistry Department offers comprehensive and integrative studies in each of the introductory courses of Chemistry. The AS-T in Chemistry is designed to prepare students who wish to pursue a Bachelor’s Degree from a four-year institution. At the four-year institution, students may choose to specialize in one particular aspect of chemistry, such as Environmental Chemistry, Organic Chemistry, Atmospheric Chemistry, or Physical Chemistry. The objective of this degree is to delineate a successful career path for our community college students entering the Chemistry program and to provide opportunities that explore the Chemistry major.

The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor’s degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major.

To earn a Chemistry AS-T degree, students must meet the following requirements:

• completion of the following major requirements with grades of C or better;
• completion of 60 CSU transferable semester units with a grade point average of at least 2.0; and
• certified completion of the CSU General Education-Breadth (CSUGE) for STEM or Intersegmental General Education Transfer Curriculum (IGETC-CSU) for STEM which requires a minimum of 31-33 units.

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

Students planning to transfer to a four-year institution and major in Chemistry should consult with a STEM counselor or general counselor regarding the transfer process and lower division requirements. Completion of CSU GE-Breadth for STEM or (IGETC-CSU) for STEM is required in addition to the major requirements.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>CHEM 150</td>
<td>General Chemistry I</td>
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<td>CHEM 151</td>
<td>General Chemistry II</td>
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<td>CHEM 212</td>
<td>Organic Chemistry I</td>
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<td>CHEM 213</td>
<td>Organic Chemistry II</td>
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<tr>
<td>PHYSIC 202</td>
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<td>MATH 250</td>
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<tr>
<td>MATH 251</td>
<td>Single Variable Calculus II</td>
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<tr>
<td>Major Total</td>
<td></td>
<td>34</td>
</tr>
<tr>
<td>Total Units That May Be Double Counted</td>
<td>7</td>
<td></td>
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</tbody>
</table>

General Education (CSU-GE for STEM or IGETC for STEM) Units ^1 31-33
Elective (CSU Transferable) Units 0-2
Total Units 60

^1 This AS-T presumes completion of IGETC for STEM or CSU-GE Breadth for STEM, allowing for completion of 6 units of non-STEM GE work after transfer.

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes

At the completion of this program, students will be able to:

• Demonstrate proficiency on chemistry topics from national American Chemical Society (ACS) exams. Achieve a score that is one-half of one standard deviation below the national average (or higher) on the General Chemistry or Organic Chemistry versions, administered in CHEM 151 and CHEM 213, respectively
• Demonstrate skill in standard laboratory techniques commonly acquired in lower division coursework

• Demonstrate proficiency on chemistry topics from national American Chemical Society (ACS) exams. Achieve a score that is one-half of one standard deviation below the national average (or higher) on the General Chemistry or Organic Chemistry versions, administered in CHEM 151 and CHEM 213, respectively
• Demonstrate skill in standard laboratory techniques commonly acquired in lower division coursework
Child Development

The Child Development Department has both an academic and vocational orientation. The academic program leads students along a path toward an Associate of Arts degree that articulates with higher education and transfers into continued study suitable for a baccalaureate degree. Students planning to transfer to a four-year institution and major in child development or a related field should consult with a counselor regarding the transfer process and lower division requirements.

The vocational program, which interfaces with the academic program, prepares students for immediate employment. Certificates offered by the Child Development Department prepare students for work and to qualify in Child Development Permits through the California Commission on Teaching Credentialing and to work with specific age groups: Infant and School Age. The Family Child Care Provider Certificate provides a curriculum to prepare students to establish quality family childcare centers in their homes.

General Education Courses and Electives
The Child Development Department advises scheduling an appointment with a counselor to create an education plan to include the general breadth requirements and elective units.

Contact Information
Division: Social Sciences, Human Development, and Physical Education (NH · 345)
Division Phone Number: (909) 384-8603
Faculty Chairs: Kellie Barnett (kbarnett@sbccd.edu), M.S., and Denise Knight (dknight@sbccd.edu), M.A.

- Child and Adolescent Development Associate of Arts Transfer Degree (p. 134)
- Child Development - Associate Teacher Certificate of Achievement (p. 135)
- Child Development - Early Intervention and Inclusion Associate of Arts Degree (p. 136)
- Child Development - Early Intervention and Inclusion Certificate of Achievement (p. 136)
- Child Development - Family Child Care Provider Certificate of Achievement (p. 137)
- Child Development - Infant and Toddler Certificate of Achievement (p. 137)
- Child Development - Master Teacher Certificate of Achievement (p. 138)
- Child Development - School Age Certificate of Achievement (p. 139)
- Child Development - Site Supervisor Certificate of Achievement (p. 139)
- Child Development - Teacher Certificate of Achievement (p. 140)
- Child Development Associate of Arts Degree (p. 141)
- Early Childhood Education Associate of Science Transfer Degree (p. 142)

CD 060  3 Units
Understanding School-Age Children
Lecture: 54 contact hours
Advisory: READ 015
This course is designed to prepare students to work with children ages five years through adolescence, by focusing on the development of children in this age group. This course includes the study of developmental theories and the practical implications of those theories. This course incorporates licensing regulations as required by Title 22 licensed facilities.

Associate Degree Applicable

CD 061  3 Units
Activities for School-Age Children
Lecture: 54 contact hours
Advisory: READ 015
This course is a survey of programs and activities planning for school-age children including both before-and after-school activities for groups and individuals.

Associate Degree Applicable

CD 075  3 Units
Family Child Care Practices
Lecture: 54 contact hours
Advisory: READ 015
This course is designed to meet the specific needs of the family child care provider. The emphasis is on learning licensing regulations, good business practices, age appropriate curriculum, healthy environments, positive guidance, and basic child development. Other topics include creating partnerships with parents, maintaining health and safety and working with children from diverse backgrounds including children with special needs and disabilities.

Associate Degree Applicable

CD 098  1-4 Units
Child Development Work Experience
WRKEX: 300 contact hours
This course involves supervised training, in the form of on-the-job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. Students work 5-20 hours per week to earn units using the following formula: For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

Associate Degree Applicable

CD 100  3 Units
Introduction to Child Development
Lecture: 54 contact hours
Advisory: READ 015
This course is an introduction to and overview of the field of child development, designed to familiarize students with the broad aspects of the profession, philosophies, theories and principles of caring for children in a variety of settings.

Associate Degree Applicable

Transfers to CSU only
Transfers to both UC/CSU
Associate Degree Applicable

CD 101 3 Units
Parent-Child Interaction
Lecture: 54 contact hours
Advisory: READ 015
This course includes general concepts, goals and strategies of parenting through the life span in varying life circumstances and diverse family types. Establishing and maintaining close emotional relationships through bonding, attachment, and effective communication techniques with children at all developmental stages is emphasized. Effective guidance skills, shaping and modifying children's behavior are explored.
Associate Degree Applicable
Transfers to CSU only

CD 105 3 Units
Child Growth and Development
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This introductory course examines the major physical, psychosocial, and cognitive/language developmental milestones for children, both typical and atypical, from conception through adolescence. There is an emphasis on interactions between maturational processes and environmental factors. While studying developmental theory and investigative research methodologies, students will observe children, evaluate individual differences and analyze characteristics of development at various stages.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: CDEV 100

CD 105H 3 Units
Child Growth and Development - Honors
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This introductory course examines the major physical, psychosocial, and cognitive/language developmental milestones for children, both typical and atypical, from conception through adolescence. There is an emphasis on interactions between maturational processes and environmental factors. While studying developmental theory and investigative research methodologies, students will observe children, evaluate individual differences and analyze characteristics of development at various stages. This course is intended for students in the Honors Program but is open to all students who desire more challenging course work.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: CDEV 100

CD 108 3 Units
Early Childhood Development
Lecture: 54 contact hours
Advisory: READ 015
This course covers the development of children from two years to eight years old. Specifically, this course explores prominent theories related to early childhood development, typical and atypical development of children from two to eight years, contextual influences, and methods of studying the development of young children.
Associate Degree Applicable
Transfers to both UC/CSU

CD 109 3 Units
Childhood Stress and Trauma
Lecture: 54 contact hours
Advisory: READ 015
This course provides a comprehensive overview of theories, concepts and issues related to childhood stress and trauma. Emphasis is on the short-term and long-term effects that stress and trauma have on the physical, cognitive, language, social and emotional stages of a child's development. Students are introduced to child behavior patterns and potential responses to stress and trauma. Students examine research and innovative methods that support a child's coping skills and healing process. This course is designed to help early childhood practitioners and parents understand how children react and adapt to stress and trauma and to learn strategies to support and care for children.
Associate Degree Applicable
Transfers to both UC/CSU

CD 110 3 Units
Introduction to Curriculum
Lecture: 54 contact hours
Prerequisite: CD 105 or CD 105H
Advisory: READ 015
This course is an examination of underlying theoretical principles of developmentally appropriate practices applied to programs and environments, emphasizing the key role of relationships, constructive adult-child interactions, and teaching strategies in supporting physical, social, creative and intellectual development of all young children. This course includes a review of historical roots of early childhood programs and the evolution of the professional practices promoting advocacy, ethics and professional identity.
Associate Degree Applicable
Transfers to CSU only
C-ID: ECE 120

CD 111 3 Units
Observation and Assessment in Child Development
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite/Corequisite: CD 105 or CD 105H
Advisory: READ 015
This course focuses on the appropriate use of a variety of assessment and observation strategies to document child development and behavior. Child observations are conducted and analyzed.
Associate Degree Applicable
Transfers to CSU only
C-ID: ECE 200

CD 113 3 Units
Principles and Practices of Teaching Young Children
Lecture: 54 contact hours
Advisory: READ 015
This course presents an overview of knowledge and skills related to teaching young children. Students will examine the role of roles of developmentally appropriate practice and the evolution of the professional practices promoting advocacy, ethics and professional identity.
Associate Degree Applicable
Transfers to CSU only
C-ID: ECE 130
CD 115  3 Units  
Health, Safety and Nutrition  
Lecture: 54 contact hours  
Advisory: READ 015  
This course is an introduction to the laws, regulations, standards, policies, procedures and early childhood curriculum related to child health, safety and nutrition. The key components that ensure physical health, mental health and safety for both children and staff will be identified along with the importance of collaboration with families and health professionals. There is a focus on integrating concepts into everyday planning and program development for all children.  
Associate Degree Applicable  
Transfers to CSU only  
C-ID: ECE 220

CD 126  3 Units  
Child, Family, and the Community  
Lecture: 54 contact hours  
Advisory: READ 015  
This course examines the developing child in a societal context which focuses on the interrelationships of family, school, and community and emphasizes historical and socio-cultural factors. The processes of socialization and identity development will be highlighted.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: CDEV 110

CD 127  3 Units  
Guidance of Children  
Lecture: 54 contact hours  
Advisory: ENGL 101 or ENGL 101H  
This course presents a developmental approach to the guidance and discipline of children. Effective guidance theories and methods are presented for teachers and professionals working with children, including children with special needs. Effective communication methods for early childhood educators working with children and their parents will be emphasized.  
Associate Degree Applicable  
Transfers to CSU only

CD 130  3 Units  
Creative Music and Movement for Children  
Lecture: 54 contact hours  
Advisory: READ 015  
This course explores the importance of music and movement in the development of children ages two through eight. Because children's physical and motor maturation influences all other aspects of development this course focuses on planning for motor skill progression through creative and teacher-guided movement. There is equal emphasis on developmentally appropriate musical activities and on rhythmic experiences with musical instruments and creative props.  
Associate Degree Applicable  
Transfers to CSU only

CD 133  3 Units  
Creative Science and Math Activities for Children  
Lecture: 54 contact hours  
Advisory: READ 015  
This course focuses on planning and implementing creative and developmentally appropriate science and math activities for young children. Content includes: life science, physical science, and earth science; creation of scientific environment in the classroom; scientific concepts and the science process skills (observing, comparing, measuring, classifying and predicting); the basic math concepts (classifying, ordering, seriation, patterning, number sense, simple reasoning and counting); and how to create a math environment.  
Associate Degree Applicable  
Transfers to CSU only

CD 134  3 Units  
Language, Listening and Literature for Children  
Lecture: 54 contact hours  
Advisory: READ 015  
This course emphasizes the process of language acquisition in children and techniques and experiences which promote language development and listening skills. It includes the examination of children's literature; teaching strategies for reading picture books to children; presenting poetry; flannel board activities; puppetry and storytelling in the classroom for children ages two through eight.  
Associate Degree Applicable  
Transfers to CSU only

CD 136  3 Units  
Creative Art Experiences for Children  
Lecture: 54 contact hours  
Advisory: READ 015  
This course focuses on establishing an environment for young children that cultivates and nourishes creativity and their aesthetic sense. It includes the principles of creative development; instructional strategies; materials, tools and equipment in an art program; and developmentally appropriate activities and experiences which underscore the emotional, social, physical, and cognitive needs of children from two through eight years of age.  
Associate Degree Applicable  
Transfers to CSU only

CD 137  3 Units  
Play and Materials for Children  
Lecture: 54 contact hours  
Advisory: READ 015  
This course introduces the theories and pedagogies of play and inquiry based learning and development. A focus of the course is on how play, inquiry, pedagogy, assessment and planning are purposefully and holistically integrated across a range of learning contexts. Child centered approaches are examined with a focus on using environments and resources to plan and support learning and development.  
Associate Degree Applicable  
Transfers to CSU only
CD 138  3 Units
Teaching in a Diverse Society
Lecture: 54 contact hours
Advisory: READ 015
This course is an examination of the development of social identities in diverse societies including theoretical and practical implications affecting children, families, programs, teaching, education and schooling. Culturally relevant and linguistically appropriate anti-bias approaches supporting all children, from birth through age 8, in becoming competent members of a diverse society will be examined. This course involves self-examination and reflection of related issues in order to better inform teaching practices and program development.
Associate Degree Applicable
Transfers to CSU only
C-ID: ECE 230

CD 185  3 Units
Infant/Toddler Growth and Development
Lecture: 54 contact hours
Advisory: READ 015
This course explores the physical, social-emotional, cognitive, and language development of children from birth to age three. It fulfills the California licensing requirements for infant center personnel and includes infant/toddler interactions and curriculum.
Associate Degree Applicable
Transfers to CSU only

CD 186  3 Units
Infant and Toddler Curriculum
Lecture: 54 contact hours
Advisory: READ 015
This course is a survey of program and curriculum planning for infants and toddlers child care and education settings, including early intervention and inclusive programs, emphasizing curriculum and principles and practices of quality care and developmentally appropriate practices specific to infants, toddlers and two-year-old children, birth to three years.
Associate Degree Applicable
Transfers to CSU only

CD 205  4 Units
Child Development Practicum / Field Experience
Lecture: 36 contact hours
Lab: 108 contact hours
Prerequisite: CD 105 or CD 105H and CD 113 and CD 114 and CD 126
Advisory: READ 015
In this supervised field work course, students practice and demonstrate developmentally appropriate early childhood planning and teaching competencies under the supervision of ECE/CD faculty and mentor teachers. Students utilize practical classroom experiences to make connections between theory and practice, develop professional behaviors, and build comprehensive understanding of children and families. Child centered, play-oriented approaches to teaching, learning, and assessment, and knowledge of curriculum content areas are emphasized. Student teachers design, implement and evaluate experiences that promote positive development for all young children.
Associate Degree Applicable
Transfers to CSU only
C-ID: ECE 210

CD 210  4 Units
Infant and Toddler Practicum
Lecture: 36 contact hours
Lab: 108 contact hours
Prerequisite: CD 185 and CD 105 or CD 105H
Advisory: READ 015
This supervised field experience course guides students in applying learned theory into classroom practice and promotes the development of teaching competencies with infants and toddlers at the SBVC Child Development Infant Center or with an approved mentor teacher. The emphasis is on developing appropriate individual programs for infants and toddlers, as well as professional ethics and cooperative relationships with staff, parents and children.
Associate Degree Applicable
Transfers to CSU only

CD 215  4 Units
Early Intervention and Inclusion Internship
Lecture: 36 contact hours
Lab: 108 contact hours
Prerequisite: CD 105 or CD 105H
Corequisite: CD 245
Advisory: READ 015
This course provides a supervised internship as an assistant in an early intervention or inclusion setting with children from birth through eight years. It explores the unique development and guidance of infants, toddlers and young children with disabilities and other special needs. Adaptation of curriculum, natural environments, identification and assessment are discussed.
Associate Degree Applicable
Transfers to CSU only

CD 244  3 Units
Children with Special Needs
Lecture: 54 contact hours
Prerequisite: CD 105 or CD 105H
Advisory: READ 015
This course introduces the physical, social, emotional and intellectual characteristics of children with disabilities and other special needs. It covers teaching strategies that are sensitive to children with special needs and their families, as well as the legal requirements of educating children with disabilities or other special needs.
Associate Degree Applicable
Transfers to CSU only

CD 245  3 Units
Early Intervention and Inclusion
Lecture: 54 contact hours
Prerequisite: CD 105 or CD 105H
Corequisite: CD 215
Advisory: READ 015
This course focuses on theories, research and practical teaching strategies in early intervention and early childhood special education. Students learn intervention techniques and strategies to work with children with disabilities and other special needs.
Associate Degree Applicable
Transfers to CSU only
CD 270 3 Units
Adult Supervision and Mentoring in Early Care and Education
Lecture: 54 contact hours
Prerequisite: CD 105 or CD 105H
Advisory: READ 015
This course presents methods and principles for supervising student teachers, volunteers, staff, and other adults in early care and education settings. The roles and development of early childhood professionals as mentors and leaders is emphasized.
Associate Degree Applicable
Transfers to CSU only

CD 271 3 Units
Administration I: Programs in Early Childhood Education
Lecture: 54 contact hours
Prerequisite: CD 105 or CD 105H and CD 126
Advisory: READ 015
This course is an introduction to the administration of early childhood programs. It covers program types, budget, management, regulations, laws, development and implementation of policies and procedures. This course also examines the administrative tools, philosophies, and techniques needed to organize, open, and operate early care and education program.
Associate Degree Applicable
Transfers to CSU only

CD 272 3 Units
Administration II: Personnel and Leadership in Early Childhood Education
Lecture: 54 contact hours
Prerequisite: CD 105 or CD 105H and CD 126
Advisory: CD 271 and READ 015
This course provides effective strategies for personnel management and leadership in early care and education settings. It includes legal and ethical responsibilities, supervision techniques, professional development, and reflective practices for a diverse and inclusive early care and education program.
Associate Degree Applicable
Transfers to CSU only

Child and Adolescent Development Associate of Arts Transfer Degree

The Associate in Arts in Child and Adolescent Development for Transfer is designed to provide the lower division major courses to transfer to a California State University and earn a bachelor’s degree in Child and Adolescent Development, Child Development, Human Development or a related field of study at a California State University (CSU). Course offerings are drawn from psychology, anthropology, sociology, child development and biology. The lower division course work examines research and best practices for positive outcomes for children from conception through adolescence. This interdisciplinary program of study is intended for students who aspire to careers in developmental research, public policy, social work, school psychology, education and similar fields working with children and adolescents.

The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor’s degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major.

To earn this Child and Adolescent Development AA-T degree, students must meet the following requirements:

- completion of the following major requirements with a minimum grade of "C" (or "P");
- Completion of a minimum of 60 CSU transferrable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSU-GE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

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

Students planning on transferring to a four-year institution and major in Early Childhood Education should consult with a counselor regarding the transfer process and lower division requirements.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CD 105</td>
<td>Child Growth and Development</td>
<td>3</td>
</tr>
<tr>
<td>or CD 105H</td>
<td>Child Growth and Development - Honors</td>
<td></td>
</tr>
<tr>
<td>PSYCH 100</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>or PSYCH 100H</td>
<td>General Psychology - Honors</td>
<td></td>
</tr>
<tr>
<td>PSYCH 105</td>
<td>Statistics for the Behavioral Sciences</td>
<td>4</td>
</tr>
<tr>
<td>or MATH 108</td>
<td>Introduction to Probability and Statistics</td>
<td></td>
</tr>
<tr>
<td>or ECON 208</td>
<td>Business and Economic Statistics</td>
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<tr>
<td>List A: Select three courses</td>
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<tr>
<td>ANTHRO 102</td>
<td>Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>or ANTHRO 10G</td>
<td>Cultural Anthropology - Honors</td>
<td></td>
</tr>
<tr>
<td>SOC 100</td>
<td>Introduction to Sociology</td>
<td>3</td>
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<td>or SOC 100H</td>
<td>Introduction to Sociology - Honors</td>
<td></td>
</tr>
<tr>
<td>SOC 150</td>
<td>Aging and the Life Course</td>
<td>3</td>
</tr>
<tr>
<td>SOC 130</td>
<td>Family Sociology</td>
<td>3</td>
</tr>
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<td>CD 126</td>
<td>Child, Family, and the Community</td>
<td>3</td>
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<tr>
<td>PSYCH 111</td>
<td>Developmental Psychology: Lifespan</td>
<td>3</td>
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Select a maximum of two courses

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<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>CD 111</td>
<td>Observation and Assessment in Child...</td>
<td>3</td>
</tr>
<tr>
<td>CD 115</td>
<td>Health, Safety and Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>CD 138</td>
<td>Teaching in a Diverse Society</td>
<td>3</td>
</tr>
<tr>
<td>CD 185</td>
<td>Infant/Toddler Growth and Development</td>
<td>3</td>
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</table>

**General Education (CSU-GE or IGETC) Units**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CD 113</td>
<td>Principles and Practices of Teaching Young</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Children</td>
<td></td>
</tr>
<tr>
<td>CD 114</td>
<td>Introduction to Curriculum</td>
<td>3</td>
</tr>
<tr>
<td>CD 126</td>
<td>Child, Family, and the Community</td>
<td>3</td>
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</table>

**Select One Course from the Following:**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CD 101</td>
<td>Parent-Child Interaction</td>
<td>3</td>
</tr>
<tr>
<td>CD 127</td>
<td>Guidance of Children</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course to Meet 50 Day Requirement for the Associate Teacher Permit**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CD 098</td>
<td>Child Development Work Experience</td>
<td>1-4</td>
</tr>
</tbody>
</table>

**Total Units**

- **19**

**Total Units that may be Double-Counted**

- **12-15**

**General Education (CSU-GE or IGETC) Units**

- **37-39**

**Elective (CSU Transferable) Units**

- **16-17**

**Total Units**

- **60**

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

- CSU GE requirements ([https://www.valleycollege.edu/student-services/counseling/csuge/](https://www.valleycollege.edu/student-services/counseling/csuge/))
- IGETC requirements ([https://www.valleycollege.edu/student-services/counseling/igetc/](https://www.valleycollege.edu/student-services/counseling/igetc/))

**Program Learning Outcomes**

At the completion of this program, students will be able to:

- Analyze theories and research related to the psychological, physical, and cognitive development of children and adolescents
- Identify and describe sociological and cultural influences on the development of children and adolescents
- Identify and describe biological and environmental factors that influence human development from conception through adolescence

**Child Development - Associate Teacher Certificate of Achievement**

The Associate Teacher Certificate is designed to be the first step toward obtaining entry-level employment in the field of Early Childhood Education in a preschool or child care setting. The Associate Teacher Certificate requires 19 CD units which includes four units of practicum/supervised experience with young children.

This Certificate meets the unit and course requirements towards the California Title 5 requirements for the Child Development Associate Teacher Permit. Applications may be obtained through the California Commission on Teacher Credentialing Office or the Child Development Training Consortium (CDTC). After students take CD 205, more days of experience are needed to meet the 50 days of experience requirement for the CD Associate Teacher Permit. Child Development Work Experience, CD 098, may be taken to help meet the 50 day requirement.

**Recommended Course to Meet 50 Day Requirement for the Associate Teacher Permit**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CD 098</td>
<td>Child Development Work Experience</td>
<td>1-4</td>
</tr>
</tbody>
</table>

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

This is a Gainful Employment Program

**Program Learning Outcomes**

At the completion of this program, students will be able to:

- Develop a personal philosophy that reflects an understanding of:
  - typical and atypical child development in all developmental domains,
  - developmentally appropriate practices in CD programs
  - ethical standards and professional behaviors when working with children and families and
  - indicators of high quality early childhood programs
- Identify the processes and activities that support developmentally appropriate play and learning for children
- Identify resources that promote supportive relationships and partnerships between programs, teachers, families and their communities
- Develop positive guidance and interaction strategies that support young children’s learning and self-confidence
- Write developmentally appropriate curriculum plans
Child Development - Early Intervention and Inclusion Associate of Arts Degree

This degree prepares individuals to work as early childhood paraprofessionals with expertise in special education and early intervention. The Child Development courses meet the State's competencies for early childhood intervention/early childhood special education paraprofessionals. To graduate with a specialization in Child Development-Early Childhood Intervention and Inclusion, students must complete the following required courses plus the general breadth requirements for the Associate Degree (minimum 60 semester units).

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Differentiate characteristics of typical and atypical development and understand developmental milestones in all domains
- Recognize, understand, interact with and include children with a variety of disabilities and special needs in early childhood settings
- Develop, create, and modify curriculum and individualized education plans to work with children with special needs and disabilities
- Recognize and apply laws and regulations related to working with children and families with disabilities and special needs
- Identify and assess resources for children and families with special needs and disabilities and advocate for the needs of all children and families
- Write and speak clearly to communicate with other professionals, parents and colleagues

### Child Development - Early Intervention and Inclusion Certificate of Achievement

The Early Intervention and Inclusion Certificate prepares individuals to work as early childhood paraprofessionals with expertise in special education and early intervention. The program's perspective is culturally sensitive and family-focused which emphasizes the value of individual differences in young children. This certificate meets the State's competencies for early childhood intervention/early childhood special education paraprofessionals.

*This Certificate meets California Title 5 requirements for the Child Development Associate Teacher Permit. Upon completion of all the courses contact the California Commission on Teacher Credentialing Office for an application.*

### Required Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CD 105</td>
<td>Child Growth and Development</td>
<td>3</td>
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<tr>
<td>or CD 105H</td>
<td>Child Growth and Development - Honors</td>
<td></td>
</tr>
<tr>
<td>CD 111</td>
<td>Observation and Assessment in Child Development</td>
<td>3</td>
</tr>
<tr>
<td>CD 126</td>
<td>Child, Family, and the Community</td>
<td>3</td>
</tr>
<tr>
<td>CD 127</td>
<td>Guidance of Children</td>
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<tr>
<td>CD 185</td>
<td>Infant/Toddler Growth and Development</td>
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<tr>
<td>CD 186</td>
<td>Infant and Toddler Curriculum</td>
<td>3</td>
</tr>
<tr>
<td>CD 244</td>
<td>Children with Special Needs</td>
<td>3</td>
</tr>
<tr>
<td>CD 245</td>
<td>Early Intervention and Inclusion</td>
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### Required Courses for Experience Working with Children (8 units)

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>CD 215</td>
<td>Early Intervention and Inclusion Internship</td>
<td>4</td>
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<tr>
<td>CD 205</td>
<td>Child Development Practicum / Field Experience</td>
<td>4</td>
</tr>
<tr>
<td>or CD 210</td>
<td>Infant and Toddler Practicum</td>
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### Recommended Course

<table>
<thead>
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</thead>
<tbody>
<tr>
<td>CD 109</td>
<td>Childhood Stress and Trauma</td>
<td>3</td>
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</tbody>
</table>

### Total Units

32

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

- **SBVC GE requirements** (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)
- **CSU GE requirements** (https://www.valleycollege.edu/student-services/counseling/csuge/)
- **IGETC requirements** (https://www.valleycollege.edu/student-services/counseling/igetc/)

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Recognize, understand, interact with and include children with a variety of disabilities and special needs in early childhood settings
- Develop, create, and modify curriculum and individualized education plans to work with children with special needs and disabilities
- Recognize and apply laws and regulations related to working with children and families with disabilities and special needs

### This is a Gainful Employment Program

*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.*
Find and assess resources for children and families with special needs and disabilities and advocate for the needs of all children and families.

Child Development - Family Child Care Provider Certificate of Achievement

The Family Child Care Provider Certificate prepares students for working in family child care or home child care programs. The Family Child Care Certificate requires 25 CD units which includes practicum experience with children.

This Certificate meets the unit and course requirements towards the California Title 5 requirements for the Child Development Associate Teacher Permit. Applications may be obtained through the California Commission on Teacher Credentialing Office or the Child Development Training Consortium (CDTC). After students take CD 205, more days of experience are needed to meet the 50 days of experience requirement for the CD Associate Teacher Permit. Child Development Work Experience, CD 098, may be taken to help meet the 50 day requirement.

Required Courses

<table>
<thead>
<tr>
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<tr>
<td>CD 075</td>
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<td>or CD 105H</td>
<td>Child Growth and Development - Honors</td>
<td>3</td>
</tr>
<tr>
<td>CD 113</td>
<td>Principles and Practices of Teaching Young Children</td>
<td>3</td>
</tr>
<tr>
<td>CD 114</td>
<td>Introduction to Curriculum</td>
<td>3</td>
</tr>
<tr>
<td>CD 115</td>
<td>Health, Safety and Nutrition</td>
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</tr>
<tr>
<td>CD 126</td>
<td>Child, Family, and the Community</td>
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Select One Course from the Following:

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<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>CD 061</td>
<td>Activities for School-Age Children</td>
<td>3</td>
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<tr>
<td>or CD 186</td>
<td>Infant and Toddler Curriculum</td>
<td>3</td>
</tr>
<tr>
<td>CD 186</td>
<td>Infant and Toddler Curriculum</td>
<td>3</td>
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</table>

Practicum Experience Working with Children

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>CD 205</td>
<td>Child Development Practicum / Field Experience</td>
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Recommended Course to Meet the 50 Day Requirement for the Associate Teacher Permit

<table>
<thead>
<tr>
<th>Code</th>
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<th>Units</th>
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<tbody>
<tr>
<td>CD 098</td>
<td>Child Development Work Experience</td>
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Total Units 25

Required Courses

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<th>Code</th>
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<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CD 105</td>
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<td>or CD 105H</td>
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<td>3</td>
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<td>CD 111</td>
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<tr>
<td>CD 126</td>
<td>Child, Family, and the Community</td>
<td>3</td>
</tr>
<tr>
<td>CD 127</td>
<td>Guidance of Children</td>
<td>3</td>
</tr>
<tr>
<td>CD 185</td>
<td>Infant/Toddler Growth and Development</td>
<td>3</td>
</tr>
<tr>
<td>CD 186</td>
<td>Infant and Toddler Curriculum</td>
<td>3</td>
</tr>
<tr>
<td>CD 244</td>
<td>Children with Special Needs</td>
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Experience Working with Children from Ages Birth-24 Months

<table>
<thead>
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<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>CD 205</td>
<td>Child Development Practicum / Field Experience</td>
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</tr>
<tr>
<td>or CD 210</td>
<td>Infant and Toddler Practicum</td>
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</tbody>
</table>

Total Units 25

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Identify and assess patterns of typical and atypical development for infants and toddlers
- Observe and assess components of infant and toddler environments and compare with high quality components, health and safety & licensing regulations, foundations and guidelines
- Observe and assess development of infants and toddlers and plan and create individual curriculum to meet the unique needs of each child
- Develop strategies to form partnerships with parents and identify local resources for families of infants and toddlers
- Create a developmentally appropriate philosophy for working with infants and toddlers in groups based on best practices and current research

- Develop a comprehensive business plan, record keeping system, and contract and policy statements necessary to a family child care business
- Develop a developmentally appropriate, safe and healthy environment and curriculum with activities for children at a variety of ages and stages in a family child care home
- Develop methods to strengthen partnerships with families and obtain community resources for family and children in family child care homes

Child Development - Infant and Toddler Certificate of Achievement

The Infant/Toddler Certificate is designed to be the first step toward obtaining entry-level employment specializing in infant/toddler care. Students will be prepared to work with infants/toddlers (0-36 months) enabling the student to assist a teacher in a public infant/toddler program or teach infants/toddlers in a private child care setting. The Infant/Toddler Certificate requires 25 CD units, which includes four units of CD Practicum/Field Work experience with infants/toddlers.

<table>
<thead>
<tr>
<th>Code</th>
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<th>Units</th>
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</thead>
<tbody>
<tr>
<td>CD 105</td>
<td>Child Growth and Development</td>
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<tr>
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<td>Child Growth and Development - Honors</td>
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<td>CD 111</td>
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<td>CD 127</td>
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<td>Infant/Toddler Growth and Development</td>
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<td>CD 186</td>
<td>Infant and Toddler Curriculum</td>
<td>3</td>
</tr>
<tr>
<td>CD 244</td>
<td>Children with Special Needs</td>
<td>3</td>
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</table>

Select One Course from the Following:

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<tr>
<th>Code</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>CD 061</td>
<td>Activities for School-Age Children</td>
<td>3</td>
</tr>
<tr>
<td>or CD 186</td>
<td>Infant and Toddler Curriculum</td>
<td>3</td>
</tr>
</tbody>
</table>

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Identify and assess patterns of typical and atypical development for infants and toddlers
- Observe and assess components of infant and toddler environments and compare with high quality components, health and safety & licensing regulations, foundations and guidelines
- Observe and assess development of infants and toddlers and plan and create individual curriculum to meet the unique needs of each child
- Develop strategies to form partnerships with parents and identify local resources for families of infants and toddlers
- Create a developmentally appropriate philosophy for working with infants and toddlers in groups based on best practices and current research

- Develop a comprehensive business plan, record keeping system, and contract and policy statements necessary to a family child care business
- Develop a developmentally appropriate, safe and healthy environment and curriculum with activities for children at a variety of ages and stages in a family child care home
- Develop methods to strengthen partnerships with families and obtain community resources for family and children in family child care homes
Child Development - Master Teacher Certificate of Achievement

The Master Teacher Certificate is designed to prepare students to supervise, mentor and assist other teachers and aides in a preschool or child care and education setting. The Master Teacher Certificate requires 37 CD units which includes six specialization units and 4 units of CD Practicum/Field Work experience with children preschool-12 years of age plus a minimum of 16 general education units. General Education units need to come from the each of the following categories and meet Valley College GE requirements: English, Social and Behavioral Sciences, Humanities and Math or Science.

This Certificate meets the course and unit requirement for the Master Teacher Permit through the California Commission on Teacher Credentialing. Please note that students must also meet the experience requirement of 350 days of 3+ hours per day within 4 years.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CD 105</td>
<td>Child Growth and Development</td>
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<tr>
<td>or CD 105H</td>
<td>Child Growth and Development - Honors</td>
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<td>CD 111</td>
<td>Observation and Assessment in Child Development</td>
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<tr>
<td>CD 115</td>
<td>Health, Safety and Nutrition</td>
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<tr>
<td>CD 127</td>
<td>Guidance of Children</td>
<td>3</td>
</tr>
<tr>
<td>CD 138</td>
<td>Teaching in a Diverse Society</td>
<td>3</td>
</tr>
<tr>
<td>CD 270</td>
<td>Adult Supervision and Mentoring in Early Care and Education</td>
<td>3</td>
</tr>
</tbody>
</table>

Required Child Development Specialization Courses - Select 6 units from one specialization below:

- **Creative Curriculum Specialization:**
  - CD 130 Creative Music and Movement for Children | 3
  - CD 133 Creative Science and Math Activities for Children | 3
  - CD 134 Language, Listening and Literature for Children | 3
  - CD 136 Creative Art Experiences for Children | 3
  - CD 137 Play and Materials for Children | 3

- **Guidance Specialization:**
  - CD 101 Parent-Child Interaction | 3
  - CD 127 Guidance of Children | 3

- **Infant/Toddler Specialization:**
  - CD 185 Infant/Toddler Growth and Development | 3
  - CD 186 Infant and Toddler Curriculum | 3

- **School-Age Specialization:**
  - CD 060 Understanding School-Age Children | 3
  - CD 061 Activities for School-Age Children | 3

- **Special Needs Specialization:**
  - CD 109 Childhood Stress and Trauma | 3
  - CD 244 Children with Special Needs | 3
  - CD 245 Early Intervention and Inclusion | 3

**Experience Working with Children: Select One**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CD 205</td>
<td>Child Development Practicum / Field Experience</td>
<td>4</td>
</tr>
<tr>
<td>CD 210</td>
<td>Infant and Toddler Practicum</td>
<td>4</td>
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</tbody>
</table>

**General Education Requirements: Select one to two courses from each of the general education categories below to meet the requirements for the Master Teacher Permit (16 units minimum)**

- **Arts and Humanities: (3-5 units)**
  - ASL 109 American Sign Language I | 4
  - ART 103 Art Appreciation | 3
  - MUS 100 Music Appreciation | 3
  - SPAN 101 College Spanish I | 5

- **SPAN 102 College Spanish II | 5**
  - or SPAN 102H College Spanish II - Honors | 3

- **THART 100 Introduction to the Theatre | 3**

- **English Language Communication: (4 units)**
  - COMMST 100 Elements of Public Speaking or COMMST 101 Elements of Public Speaking - Honors | 3

- **ENGL 101 Freshman Composition or ENGL 101H Freshman Composition-Honors | 4**

- **Natural Science or Mathematics: (4-5 units)**
  - ANTHRO 106 Biological Anthropology | 3
  - or ANTHRO 106H Biological Anthropology - Honors | 3

- **Biol 100 General Biology | 4**

- **GEOG 110 Physical Geography | 3**

- **MATH 095 Intermediate Algebra or MATH 096 Elementary and Intermediate Algebra | 4-5**

- **MATH 108 Introduction to Probability and Statistics or PSYCH 105 Statistics for the Behavioral Sciences | 4**

- **PSYCH 141 Introduction to Biological Psychology | 3**

- **Social and Behavioral Sciences: (3 units)**
  - HIST 137 Experiences of Racial and Ethnic Groups in U.S. History | 3

- **POLIT 100 American Politics | 3**

- **PSYCH 100 General Psychology or PSYCH 100H General Psychology - Honors | 3**

- **SOC 100 Introduction to Sociology or SOC 100H Introduction to Sociology - Honors | 3**

- **SOC 130 Family Sociology | 3**

- **Select One General Education Elective Course: (2-3 units)**

**Total Units: 53-57**

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

This is a Gainful Employment Program

**Program Learning Outcomes**

At the completion of this program, students will be able to:

- Develop an integrated personal philosophy into classroom practices that reflects an understanding of typical child development, health safety and nutrition, developmentally, culturally and linguistically appropriate practices, ethical and professional practices and high quality standards
Use the observation, planning and implementation cycle to create, implement and evaluate environments, individualized curriculum and activities that support developmentally, culturally and linguistically appropriate, inclusive, play and learning for children.

- Develop strategies to respect the diversity of children and families and then empower families, and use resources that promote supportive relationships and partnerships between programs, teachers, families and their communities.
- Apply effective positive guidance and interaction strategies that support young children's learning, self-confidence and identity.
- Develop a specialization in Child Development using 6 units of a content area in a specific area.
- Identify stages of adult development and learning, and implement strategies to mentor adults who are learning to work with children.

Child Development - School Age Certificate of Achievement

The School-Age Certificate is designed to be the first step toward entry level employment specializing in the care of children from 6-12 years. It prepares students for working in before and after-school programs or child care facilities that serve older children.

This Certificate meets the course and unit requirements for the Child Development Associate Teacher Permit with a School-Age Emphasis and the Child Development Associate Teacher Permit through the California Commission on Teacher Credentialing. Applications can be obtained through the California Commission on Teacher Credentialing Office. More days of experience are needed to meet the 50 days of experience requirement for the CD Associate Teacher Permit. Child Development Work Experience, CD 098, may be taken to help meet the 50 day requirement.

Program Learning Outcomes

At the completion of this program, students will be able to:

- Observe and assess the development of school-age children to understand typical and atypical development and learning and to create appropriate environments and curriculum.
- Create developmentally appropriate curriculum and written activity plans for school-age children using all developmental domains, multiple intelligences, and a variety of learning modalities.
- Develop a school-age before and after school program philosophy based good practice, health and safety, state regulations, and the developmental needs of school age children.

Child Development - Site Supervisor Certificate of Achievement

The Site Supervisor Certificate is designed to prepare students with the knowledge and skills necessary to be qualified as a preschool or child care center site supervisor.

Students completing a Site Supervisor Certificate meet the academic requirements for the CD Site Supervisor Permit. Please note that the field experience requirement for the Site Supervisor Permit requires 350 days of 3+ hours per day within four years including at least 100 days of supervising adults. With this Certificate, and CD Permit, students qualify to be Child Development Center Directors in private Title 22 Programs as long as they also have two years of teaching experience in a licensed center.

<table>
<thead>
<tr>
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<td>Activities for School-Age Children</td>
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<tr>
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<td>Child Growth and Development</td>
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<tr>
<td>or CD 105H</td>
<td>Child Growth and Development - Honors</td>
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<td>CD 113</td>
<td>Principles and Practices of Teaching Young Children</td>
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<td>Child, Family, and the Community</td>
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<td>CD 127</td>
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<td>Adult Supervision and Mentoring in Early Care and Education</td>
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<td>CD 271</td>
<td>Administration I: Programs in Early Childhood Education</td>
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<td>CD 272</td>
<td>Administration II: Personnel and Leadership in Early Childhood Education</td>
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<tr>
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<tr>
<td>CD 133</td>
<td>Creative Science and Math Activities for Children</td>
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<td>CD 134</td>
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<tr>
<td>CD 136</td>
<td>Creative Art Experiences for Children</td>
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Select two of the following: 6

Select one of the following: 3

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</tr>
<tr>
<td>CD 127</td>
<td>Guidance of Children</td>
<td>3</td>
</tr>
</tbody>
</table>
At the completion of this program, students will be able to:

**Program Learning Outcomes**

- Develop an integrated personal philosophy into classroom practices that reflects an understanding of typical child development, health, safety and nutrition, developmentally, culturally and linguistically appropriate practices and high quality standards
- Use the observation, planning and implementation cycle to create, implement and evaluate environments, individualized curriculum and activities that support developmentally, culturally and linguistically appropriate, inclusive, play and learning for children
- Develop strategies to respect the diversity of children and families and then empower families, and use resources that promote supportive relationships and partnerships between programs, teachers, families and their communities
- Apply effective positive guidance and interaction strategies that support young children’s learning, self-confidence and identity
- Identify stages of adult development and learning, and implement strategies to mentor adults who are learning to work with children
- Apply administration skills related to various types of early care and education programs

### Child Development - Teacher Certificate of Achievement

The Teacher Certificate is designed for individuals working with children in a preschool or child care setting. The certificate focuses on developing age-appropriate curriculum for the classroom and observation/assessment of children. The Teacher Certificate requires 31 CD units which includes 4 units of CD Practicum / Field Work with young children plus 16 general education units as specified.

This Certificate meets the course and unit requirement for the Teacher Permit through the California Commission on Teacher Credentialing. Please note that students must also meet the experience requirements of 175 days of 3+ hours per day within 4 years.

#### Required Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CD 105</td>
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<tr>
<td>or CD 105H</td>
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<tr>
<td>CD 138</td>
<td>Teaching in a Diverse Society</td>
<td>3</td>
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<tr>
<td>CD 130</td>
<td>Creative Music and Movement for Children</td>
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<td>CD 133</td>
<td>Creative Science and Math Activities for Children</td>
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<td>CD 134</td>
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<td>CD 136</td>
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<tr>
<td>CD 137</td>
<td>Play and Materials for Children</td>
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</tbody>
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#### Select two Curriculum Courses:

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<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>CD 180</td>
<td>Infant and Toddler Growth and Development</td>
<td>3</td>
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<tr>
<td>CD 185</td>
<td>Infant and Toddler Curriculum</td>
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<tr>
<td>CD 244</td>
<td>Children with Special Needs</td>
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#### Required CD Practicum/Field Work Experience with Children

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<th>Code</th>
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<tbody>
<tr>
<td>CD 205</td>
<td>Child Development Practicum / Field Experience</td>
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#### Recommended Courses

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<tr>
<th>Code</th>
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<th>Units</th>
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<tbody>
<tr>
<td>CD 105</td>
<td>Child Growth and Development</td>
<td>3</td>
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<tr>
<td>CD 185</td>
<td>Infant and Toddler Curriculum</td>
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<tr>
<td>CD 244</td>
<td>Children with Special Needs</td>
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</tr>
</tbody>
</table>

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

**This is a Gainful Employment Program**

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Develop an integrated personal philosophy into classroom practices that reflects an understanding of typical child development, health, safety and nutrition, developmentally, culturally and linguistically appropriate practices and high quality standards
- Use the observation, planning and implementation cycle to create, implement and evaluate environments, individualized curriculum and activities that support developmentally, culturally and linguistically appropriate, inclusive, play and learning for children
- Develop strategies to respect the diversity of children and families and then empower families, and use resources that promote supportive relationships and partnerships between programs, teachers, families and their communities
- Apply effective positive guidance and interaction strategies that support young children’s learning, self-confidence and identity
- Identify stages of adult development and learning, and implement strategies to mentor adults who are learning to work with children
- Apply administration skills related to various types of early care and education programs

### Child Development - Teacher Certificate of Achievement

The Teacher Certificate is designed for individuals working with children in a preschool or child care setting. The certificate focuses on developing age-appropriate curriculum for the classroom and observation/assessment of children. The Teacher Certificate requires 31 CD units which includes 4 units of CD Practicum / Field Work with young children plus 16 general education units as specified.

This Certificate meets the course and unit requirement for the Teacher Permit through the California Commission on Teacher Credentialing. Please note that students must also meet the experience requirements of 175 days of 3+ hours per day within 4 years.

#### Required Courses

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<th>Code</th>
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<tbody>
<tr>
<td>CD 105</td>
<td>Child Growth and Development</td>
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<tr>
<td>or CD 105H</td>
<td>Child Growth and Development - Honors</td>
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<tr>
<td>CD 111</td>
<td>Observation and Assessment in Child Development</td>
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<tr>
<td>CD 113</td>
<td>Principles and Practices of Teaching Young Children</td>
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<td>CD 114</td>
<td>Introduction to Curriculum</td>
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<td>CD 115</td>
<td>Health, Safety and Nutrition</td>
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<td>CD 126</td>
<td>Child, Family, and the Community</td>
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<tr>
<td>CD 138</td>
<td>Teaching in a Diverse Society</td>
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<td>CD 130</td>
<td>Creative Music and Movement for Children</td>
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<td>CD 133</td>
<td>Creative Science and Math Activities for Children</td>
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<td>CD 134</td>
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<td>CD 137</td>
<td>Play and Materials for Children</td>
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#### Select two Curriculum Courses:

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<tbody>
<tr>
<td>CD 180</td>
<td>Infant and Toddler Growth and Development</td>
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<td>CD 185</td>
<td>Infant and Toddler Curriculum</td>
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<td>CD 244</td>
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#### Required CD Practicum/Field Work Experience with Children

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<th>Code</th>
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<tr>
<td>CD 205</td>
<td>Child Development Practicum / Field Experience</td>
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#### Recommended Courses

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<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>CD 109</td>
<td>Childhood Stress and Trauma</td>
<td>3</td>
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<tr>
<td>CD 185</td>
<td>Infant and Toddler Growth and Development</td>
<td>3</td>
</tr>
<tr>
<td>CD 244</td>
<td>Children with Special Needs</td>
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</table>
At the completion of this program, students will be able to:

- Develop an integrated personal philosophy into classroom practices that reflects an understanding of typical and atypical child development, healthy, safe and nutritious practices, developmentally, culturally and linguistically appropriate practices and ethical standards and professional behaviors when working with children and families.
- Use observation, planning and implementation cycle to create, implement and evaluate environments, individualized curriculum and activities that support developmentally, culturally and linguistically appropriate, inclusive, play and learning for children.
- Develop strategies to respect the diversity of children and families and then empower families, and use resources that promote supportive relationships and partnerships between programs, teachers, families and their communities.
- Apply effective positive guidance and interaction strategies that support young children's learning, self-confidence and identity.
- Write comprehensive developmentally appropriate curriculum plans in a variety of curriculum areas.

**Child Development Associate of Arts Degree**

This degree contains the core eight courses needed for transfer and the necessary course work to be a qualified early childhood educator. To graduate with a specialization in Child Development, students must complete the following required courses plus the general breadth requirements for the Associate Degree (minimum 60 semester units).

Students completing the degree will qualify for the unit and course requirements necessary to apply for the California State Child Development Teacher Permit.

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<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>CD 105</td>
<td>Child Growth and Development</td>
<td>3</td>
</tr>
<tr>
<td>or CD 105H</td>
<td>Child Growth and Development - Honors</td>
<td>3</td>
</tr>
<tr>
<td>CD 111</td>
<td>Observation and Assessment in Child Development</td>
<td>3</td>
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<tr>
<td>CD 113</td>
<td>Principles and Practices of Teaching Young Children</td>
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<tr>
<td>CD 114</td>
<td>Introduction to Curriculum</td>
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<tr>
<td>CD 115</td>
<td>Health, Safety and Nutrition</td>
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<tr>
<td>CD 126</td>
<td>Child, Family, and the Community</td>
<td>3</td>
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<tr>
<td>CD 138</td>
<td>Teaching in a Diverse Society</td>
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**Select one of the following:**

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<tr>
<th>Code</th>
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<th>Units</th>
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<tbody>
<tr>
<td>CD 100</td>
<td>Introduction to Child Development</td>
<td>3</td>
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<tr>
<td>CD 108</td>
<td>Early Childhood Development</td>
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<tr>
<td>CD 109</td>
<td>Childhood Stress and Trauma</td>
<td>3</td>
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<tr>
<td>CD 127</td>
<td>Guidance of Children</td>
<td>3</td>
</tr>
<tr>
<td>CD 130</td>
<td>Creative Music and Movement for Children</td>
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<tr>
<td>CD 133</td>
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<td>CD 185</td>
<td>Infant/Toddler Growth and Development</td>
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<td>CD 186</td>
<td>Infant and Toddler Curriculum</td>
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<tr>
<td>CD 244</td>
<td>Children with Special Needs</td>
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**Required Course for Supervised Field Experience with Children**

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<tr>
<th>Code</th>
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<tbody>
<tr>
<td>CD 205</td>
<td>Child Development Practicum / Field Experience</td>
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</table>

**Total Units**: 47-51

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

This is a Gainful Employment Program

**Program Learning Outcomes**

At the completion of this program, students will be able to:

- Develop an integrated personal philosophy into classroom practices that reflects an understanding of typical and atypical child development, healthy, safe and nutritious practices, developmentally, culturally and linguistically appropriate practices and ethical standards and professional behaviors when working with children and families.
- Use observation, planning and implementation cycle to create, implement and evaluate environments, individualized curriculum and activities that support developmentally, culturally and linguistically appropriate, inclusive, play and learning for children.
- Develop strategies to respect the diversity of children and families and then empower families, and use resources that promote supportive relationships and partnerships between programs, teachers, families and their communities.
- Apply effective positive guidance and interaction strategies that support young children's learning, self-confidence and identity.
- Write comprehensive developmentally appropriate curriculum plans in a variety of curriculum areas.

**General Education Requirements: Select one to two courses from each of the general education categories below to meet the requirements for the Teacher Permit (16 units minimum)**

**Arts and Humanities: (3-5 units)**

- ASL 109 American Sign Language I 4
- ART 103 Art Appreciation 3
- MUS 100 Music Appreciation 3
- SPAN 101 College Spanish I 5
- SPAN 102 College Spanish II 5
- or SPAN 102H College Spanish II - Honors
- THART 100 Introduction to the Theatre 3
- ENGL 101H Freshman Composition-Honors 4
- or ENGL 101H Freshman Composition-Honors

**Social and Behavioral Sciences: (3 units)**

- or COMMST 100 Elements of Public Speaking 3
- or COMMST 10 Elements of Public Speaking - Honors
- or COMMST 10H Elements of Public Speaking - Honors
- or PSYCH 105H General Psychology-Honors
- or PSYCH 105H General Psychology-Honors
- or PSYCH 105H General Psychology-Honors
- or PSYCH 105H General Psychology-Honors
- or PSYCH 105H General Psychology-Honors

**Natural Science or Mathematics: (4-5 units)**

- or MATH 108 Elementary and Intermediate Algebra 4-5
- or MATH 096 Intermediate Algebra 4-5
- or MATH 096 Intermediate Algebra 4-5
- or MATH 096 Intermediate Algebra 4-5
- or MATH 096 Intermediate Algebra 4-5
- or MATH 096 Intermediate Algebra 4-5
- or MATH 096 Intermediate Algebra 4-5
- or MATH 096 Intermediate Algebra 4-5

**English Language Communication: (4 units)**

- BIOL 100 General Biology 4
- GEOG 110 Physical Geography 3
- or BIOL 100H General Biology-Honors 4
- or GEOG 110H Physical Geography-Honors 3

**English Language Communication: (4 units)**

- or BIOL 100H General Biology-Honors 4
- or GEOG 110H Physical Geography-Honors 3

**Social and Behavioral Sciences: (3 units)**

- or ANTHRO 106 Cultural Anthropology 3
- or ANTHRO 106H Cultural Anthropology-Honors 3
- or ANTHRO 106H Cultural Anthropology-Honors 3
- or ANTHRO 106H Cultural Anthropology-Honors 3

**Natural Science or Mathematics: (4-5 units)**

- or HIST 137 Experiences of Racial and Ethnic Groups in U.S. History 3
- or HIST 137 Experiences of Racial and Ethnic Groups in U.S. History 3
- or HIST 137 Experiences of Racial and Ethnic Groups in U.S. History 3
- or HIST 137 Experiences of Racial and Ethnic Groups in U.S. History 3

**Arts and Humanities: (3-5 units)**

- or ANTHRO 106H Biological Anthropology-Honors 3
- or BIOL 100 General Biology 4
- or GEOG 110 Physical Geography 3
- or BIOL 100H General Biology-Honors 4
- or GEOG 110H Physical Geography-Honors 3

**Arts and Humanities: (3-5 units)**

- or BIOL 100H General Biology-Honors 4
- or GEOG 110H Physical Geography-Honors 3

**Arts and Humanities: (3-5 units)**

- or BIOL 100H General Biology-Honors 4
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**Arts and Humanities: (3-5 units)**

- or BIOL 100H General Biology-Honors 4
- or GEOG 110H Physical Geography-Honors 3
Early Childhood Education Associate of Science Transfer Degree

The Associate in Science in Early Childhood Education for Transfer is designed to provide the lower division major courses to transfer to a California State University and earn a Bachelor's degree in Child Development, Human Development or Early Childhood Education. This program focuses on the theories and developmentally appropriate inclusive practices for educating children from birth to age eight. Study in the major includes coverage of child development and socialization, observation and assessment, curriculum development, culturally and linguistically appropriate teaching, as well as excellent health, safety, and nutrition practices in early care and education. This degree prepares students for teaching in early care and education settings as well as transfer.

The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major.

To earn this Early Childhood Education AS-T degree, students must meet the following requirements:

- completion of the following major requirements with a minimum grade of "C" (or "P")
- completion of a minimum of 60 CSU transferrable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

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

Students planning on transferring to a four-year institution and major in Early Childhood Education should consult with a counselor regarding the transfer process and lower division requirements.

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Integrate a personal philosophy into classroom practices that reflects an understanding of:
  - typical and atypical child development in all developmental domains,
  - healthy, safe and nutritious practices in CD programs,
  - developmentally, culturally and linguistically appropriate practices in CD programs
  - ethical standards and professional behaviors when working with children and families and
  - indicators of high quality early childhood programs
- Use observation, planning and implementation cycle to create, implement and evaluate environments, individualized curriculum and activities that support developmentally, culturally and linguistically appropriate, inclusive, play and learning for children
- Demonstrate strategies to respect the diversity of children and families and then empower families, and use resources that promote supportive relationships and partnerships between programs, teachers, families and their communities
- Apply effective positive guidance and interaction strategies that support young children's learning, self-confidence and identity

### Early Childhood Education Associate of Science Transfer Degree

**Required Courses**

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<tr>
<td>CD 105</td>
<td>Child Growth and Development ¹</td>
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<tr>
<td>or CD 105H</td>
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<td>CD 205</td>
<td>Child Development Practicum / Field Experience</td>
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</table>

**Total Units That May Be Double Counted:**

- Total Units That May Be Double Counted: 6
- General Education (CSU-GE or IGETC) Units: 37-39
- Elective (CSU Transferable) Units: 2-4

**Total Units:**

- Total Units: 60

---

1. In resume format.
Apply ethical standards and professional behaviors that demonstrate understanding and knowledge, deepening the commitment to the Early Care and Education profession.

**Chinese - Mandarin (CHIN) Courses**

**CHIN 101 5 Units**  
**College Mandarin Chinese I**  
**Lecture:** 90 contact hours  
In this course students develop four major linguistic skills: listening comprehension, speaking, reading and writing in Mandarin Chinese at the beginning level. The course includes the study of essentials of pronunciation, vocabulary and grammatical patterns along with an introduction to the Chinese history, culture, and the geography of the Chinese speaking world.  
**Associate Degree Applicable**  
**Transfers to both UC/CSU**

**CHIN 102 5 Units**  
**College Mandarin Chinese II**  
**Lecture:** 90 contact hours  
**Prerequisite:** CHIN 101  
In this course students will continue to develop four major linguistic skills: listening comprehension, speaking, reading and writing in Mandarin Chinese at the beginning/intermediate level. The course includes the study of essentials of pronunciation, vocabulary and grammatical patterns and expands upon the history, culture, and the geography of the Chinese speaking world.  
**Associate Degree Applicable**  
**Transfers to both UC/CSU**

**Communication Studies**

Courses offered by the Department of Communication Studies are designed to foster practical communication skills. The emphasis is the development of the skills and techniques essential for effective public and interpersonal communication - a prerequisite for both occupational and personal success. Students planning to transfer to a four-year institution and major in Communication Studies should consult with a counselor regarding the transfer process and lower division requirements.

**Contact Information**

Division: Arts and Humanities  
Division Phone Number: (909) 384-8633  
Faculty Chair: Susan Mattson (smattson@sbccd.edu), M.A.

• Communication Studies Associate of Arts Transfer Degree (p. 144)

**COMMST 100 3 Units**  
**Elements of Public Speaking**  
**Lecture:** 54 contact hours  
**Advisory:** READ 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.  
This course focuses on training in the application of the concepts, principles, and skills of effective public speaking. Concepts such as structure, adapting messages to culturally diverse audiences, research principles, and critical evaluation of evidence and arguments are explored. Delivery, listening, and feedback skills are also discussed and practiced in a variety of presentations.  
**Associate Degree Applicable**  
**Transfers to both UC/CSU**  
**C-ID:** COMM 110

**COMMST 100H 3 Units**  
**Elements of Public Speaking - Honors**  
**Lecture:** 54 contact hours  
**Advisory:** READ 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.  
This course focuses on training in the application of the concepts, principles, and skills of effective public speaking. Concepts such as structure, adapting messages to culturally diverse audiences, research principles, and critical evaluation of evidence and arguments are explored. Delivery, listening, and feedback skills are also discussed and practiced in a variety of presentations. This course is intended for students in the Honors Program, but is open to all students who desire more challenging course work.  
**Associate Degree Applicable**  
**Transfers to both UC/CSU**  
**C-ID:** COMM 110

**COMMST 111 3 Units**  
**Interpersonal Communication**  
**Lecture:** 54 contact hours  
**Advisory:** READ 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.  
Interpersonal communication examines the dynamics of the communication process within the context of interpersonal relationships (those with friends, families, romantic partners, and co-workers). Influences of self-concept, perception, listening, verbal and non-verbal communication, and emotional expression are explored. Principles of relationship development, communication climate, self-disclosure, and conflict management are also discussed. Rhetorical principles are also practiced, and faculty supervised/evaluated in a variety of ways.  
**Associate Degree Applicable**  
**Transfers to both UC/CSU**  
**C-ID:** COMM 130

**COMMST 125 3 Units**  
**Critical Thinking Through Argumentation and Debate**  
**Lecture:** 54 contact hours  
**Advisory:** COMMST 100 or COMMST 100H and READ 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.  
This course is designed to provide an oral approach to critical thinking skills which includes individual and group debates. It also provides instruction in language, argument structure, types of reasoning, evaluation of evidence, fallacies in reasoning, and case development strategies.  
**Associate Degree Applicable**  
**Transfers to both UC/CSU**  
**C-ID:** COMM 120
COMMST 135  3 Units
Mass Media and Society
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.
This course explores the history, effects, and role of the mass media in the U.S. The major forms of mass communication are studied (television, radio, film, newspapers and magazines). There is also a focus on critical analysis of media messages, effects of media on individual and society, and theories of communication. Students move beyond being consumers of media to analysts of media.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: JOUR 100

COMMST 140  3 Units
Small Group Communication
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.
This course explores discussion principles, communication skills, conflict management, participation practices, and leadership within small groups in a variety of contexts. Group formation, verbal and non-verbal communication, listening, and decision-making procedures are also examined. Emphasis is on group participation, group discussion, and group projects/presentations.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: COMM 140

COMMST 174  3 Units
Intercultural Communication
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for ENGL 101 or ENGL 101H as determined through the SBVC assessment process.
This course focuses on the communication behaviors and values common to all cultures and ethnic groups and on the differences that insulate and divide people. Students will examine influences on the communication process, including aspects such as stereotyping, perception, prejudice, values and expectations. Students will learn to overcome the communication problems that can result when members of other cultures communicate by evaluating their own intercultural communication patterns and learning skills to increase their effectiveness. Students will also acquire a greater appreciation for others.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: COMM 150

COMMST 176  3 Units
Gender Differences in Communication
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for ENGL 101 or ENGL 101H as determined through the SBVC assessment process.
This course explores the gender differences evident in communication. Students will examine the theories concerning gender differences, issues of gender in a variety of contexts (families, relationships, the workplace, the media, school), and the differences in the communication patterns resulting from gender.
Associate Degree Applicable
Transfers to both UC/CSU

Communication Studies Associate of Arts Transfer Degree

The Associate in Arts for Transfer (AA-T) in Communication Studies encourages student to examine and evaluate human communication across and within various contexts for the purpose of increasing communication competence.

The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor’s degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major.

To earn a Communication Studies AA-T degree, students must meet the following requirements:

- completion of the following major requirements with grades of C or better;
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSU GE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU. Students planning to transfer to a four-year institution and major in Communication Studies should consult with a counselor regarding the transfer process and lower division requirements.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>Required Core Course</td>
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<tr>
<td>COMMST 100 Elements of Public Speaking</td>
<td>3</td>
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<tr>
<td>or COMMST 10 Groups of Public Speaking - Honors</td>
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<tr>
<td>List A - Select two of the following:</td>
<td>6</td>
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<tr>
<td>COMMST 111 Interpersonal Communication</td>
<td>3</td>
<td></td>
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<tr>
<td>COMMST 125 Critical Thinking Through Argumentation and Debate</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>COMMST 140 Small Group Communication</td>
<td>3</td>
<td></td>
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<tr>
<td>List B - Select two of the following (or any course not used from List A):</td>
<td>6-7</td>
<td></td>
</tr>
<tr>
<td>COMMST 135 Mass Media and Society</td>
<td>3</td>
<td></td>
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<tr>
<td>COMMST 174 Intercultural Communication</td>
<td>3</td>
<td></td>
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<tr>
<td>ENGL 102 Intermediate Composition and Critical Thinking</td>
<td>4</td>
<td></td>
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<tr>
<td>or ENGL 102H Intermediate Composition and Critical Thinking - Honors</td>
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<tr>
<td>List C - Select one of the following or any course not used from List A or B:</td>
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<tr>
<td>COMMST 176 Gender Differences in Communication</td>
<td>3</td>
<td></td>
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<tr>
<td>ENGL 151 Freshman Composition and Literature</td>
<td>3</td>
<td></td>
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<tr>
<td>PSYCH 100 General Psychology</td>
<td>3</td>
<td></td>
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<tr>
<td>or PSYCH 100H General Psychology - Honors</td>
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<td></td>
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<tr>
<td>SOC 100 Introduction to Sociology</td>
<td>3</td>
<td></td>
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<tr>
<td>or SOC 100H Introduction to Sociology - Honors</td>
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</tbody>
</table>
Computer Information Technology

The Computer Information Technology (CIT) Department provides a program of study for students who are preparing for employment in Information Technology or are preparing to transfer to a 4-year institution in Information Technology/Information Systems. The CIT Department offers a complete introduction to computers and software, specific training in selected software packages, and advanced courses dealing with networks, specialized programming techniques, and management of Information Technology.

Contact Information
Division: Mathematics, Business, and Computer Technology (B - 127)
Division Phone Number: (909) 384-8520
Faculty Chair: Reginald Metu (rmetu@sbccd.edu), Ed.D.

Program Learning Outcomes
At the completion of this program, students will be able to:

- Demonstrate their understanding of various forms of human communication evaluated by written or oral assessments
- Assess situations and identify the appropriate communication skills to utilize according to the context they are in, which will be evaluated by written or objective assessments

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)
IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

CIT 001 3 Units
Beginning Keyboarding and Word Processing
Lecture: 36 contact hours
Lab: 54 contact hours
This course covers the fundamentals of keyboarding including operation of a standard keyboard by touch. It includes instruction and practice in formatting a variety of personal and business documents, such as letters, reports, and tables. The use of speed and accuracy drills designed to develop a keyboarding speed of 30 words per minute for five minutes will be utilized. This is a combined Part I and Part II course students can complete in one semester.

Associate Degree Applicable

CIT 010 3 Units
Beginning Keyboarding and Word Processing
Lecture: 36 contact hours
Lab: 54 contact hours
This course covers the fundamentals of keyboarding including operation of a standard keyboard by touch. It includes instruction and practice in formatting a variety of personal and business documents, such as letters, reports, and tables. The use of speed and accuracy drills designed to develop a keyboarding speed of 30 words per minute for five minutes will be utilized. This is a combined Part I and Part II course students can complete in one semester.

Associate Degree Applicable

CIT 013 3 Units
Intermediate Keyboarding
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: CIT 010
This course provides instruction in touch control of the computer keyboard, and is designed to develop a keyboarding speed of 45 net words per minute for five minutes. In addition, students receive instruction in the preparation of basic business documents using word processing software.

Associate Degree Applicable

CIT 021 4 Units
Word Processing: Comprehensive Microsoft Word
Lecture: 72 contact hours
Advisory: CIT 010 or CIT 100
This course focuses on the production of professional quality documents using Microsoft Word comprehensive features: creating office documents, set up tabs and margins, set text in columns or tables, apply graphic elements, perform mail merge, sorting, numbering, bullets, symbols, prepare multiple page documents, using headers and footers, quick parts, themes and styles, references, forms, table of content, indexing, macros, and preparing students for Microsoft Certified Application Specialist exam.

Associate Degree Applicable

CIT 026 3 Units
Computer Graphics
Lecture: 54 contact hours
Advisory: CIT 101
This course is an introduction to graphic design using graphic software to create professional-looking documents.

Associate Degree Applicable

CIT 031 3 Units
Business English
Lecture: 54 contact hours
This course is a review of basic grammar, punctuation, capitalization, vocabulary, and spelling. Emphasis is placed on grammar and vocabulary building for effective business communications.

Associate Degree Applicable
CIT 045 3 Units
Medical Insurance Billing and Coding
Lecture: 54 contact hours
Prerequisite: CIT 010 and CIT 144
This course covers ICD/CPT coding, insurance terminology, computerized billing, claims management, and the Health Insurance Portability and Accountability Act (HIPAA).

Associate Degree Applicable

CIT 048 3 Units
Medical Office Procedures
Lecture: 54 contact hours
Prerequisite: CIT 010 and CIT 144
The course covers law and ethics, data entry, appointment scheduling, and billing procedures using computer software to provide real-life medical office scenarios.

Associate Degree Applicable

CIT 050 3 Units
Medical Records and Health Information
Lecture: 54 contact hours
Prerequisite: CIT 010 and CIT 144
This course prepares students for entry-level positions in medical records. Topics covered include the unique aspects of file management including transfer, release, storage, retrieval, and destruction of records and files. Information includes the latest computer technologies, electronic medical records, and electronic health records to access, manage, and share protected health information. An introduction to electronic billing, coding, medical ethics, confidentiality, and the laws that govern privacy are also a part of this course.

Associate Degree Applicable

CIT 051 3 Units
Introduction to Electronic Health Records
Lecture: 54 contact hours
Prerequisite: CIT 048
This course introduces the health information technology (HIT) utilized in electronic health records (EHR) systems and fiscal management. Students will obtain hands-on experience through integrated practice management software to obtain a comprehensive picture of health information technology. There is an emphasis on quality assurance, legal, and ethical practices of documenting the clinical and administrative tasks that take place for a total patient encounter.

Associate Degree Applicable

CIT 088 3 Units
Introduction to Android Security
Lecture: 36 contact hours
Lab: 54 contact hours
This is an introductory course in Android security. The course covers why it is critical to build security into Android apps in all phases of the system design lifecycle. The course will also cover improved programming processes to promote safety, as well as how to provide countermeasures for the numerous threats to which Android application and its users are exposed using software and hardware tools available in the industry.

Associate Degree Applicable

CIT 089 3 Units
Introduction to iOS Application Security
Lecture: 36 contact hours
Lab: 54 contact hours
This course focuses on the iOS (Internetwork Operating System) platform and application security. This course is for beginners interested in understanding the iOS Security. How to analyze applications on this platform using a variety of cutting-edge tools and techniques will be covered.

Associate Degree Applicable

CIT 090 3 Units
Introduction to Web Security
Lecture: 36 contact hours
Lab: 54 contact hours
This introductory course in web security targets students and other computer professionals who have some networking and administrative skills in Windows-based networks. Students will become familiar with other operating systems, such as OS X, Unix, or Linux. This course will help participants who want to further a career in Information Technology by acquiring an elementary knowledge of security topics. The course further helps students as they prepare for the CompTIA Security+ Certification examination.

Associate Degree Applicable

CIT 091 3 Units
Computer Network Fundamentals (Cisco Networking Academy)
Lecture: 36 contact hours
Lab: 54 contact hours
This course is the first course in the Cisco Academy Program sequence and introduces the architecture, structure, functions, components, and models of the Internet and other computer networks. The principles and structure of IP (Internet Protocol) addressing and the fundamentals of Ethernet concepts, media, and operations are introduced to provide a foundation for further study of computer networks. It uses the OSI (Open Systems Interconnection) and TCP (Transmission Control Protocol) layered models to examine the nature and roles of protocols and services at the application, network, data link, and physical layers.

Associate Degree Applicable

CIT 092 3 Units
Basic Switching and Routing (Cisco Networking Academy)
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: CIT 091
This course is the second course in four-course sequence preparing students to take the Cisco Certified Network Associate certification examination and prepares students to take the Cisco Certified Entry Networking Technician certification exam. This course teaches comprehensive networking concepts and skills from network applications to the protocols and services provided to those applications by the lower layers of the network.

Associate Degree Applicable
CIT 093  3 Units  
Advanced Routing and Switching Cisco (Cisco Networking Academy)  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Prerequisite: CIT 092  
This course provides students with classroom and laboratory experience in configuring, managing, and troubleshooting routers and switches in large and complex IPv4 and IPv6 networks. In depth experience configuring, managing, and troubleshooting complex protocols such as OSPF, EIGRP, STP, and VTP.  
Associate Degree Applicable  
CIT 094  3 Units  
Wide Area Network Technologies and Network Services (Cisco Networking Academy)  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Prerequisite: CIT 093  
This is the fourth and final course in the Cisco Certified Network Associate (CCNA) sequence focuses on Wide Area Network (WAN) technologies. The network services required by converged applications in a complex network including the selection criteria for network devices and WAN technologies to meet user requirements. Includes datalink troubleshooting, IPSec and VPN operations as well as preparation strategies for the CCNA examination.  
Associate Degree Applicable  
CIT 098  1-4 Units  
Computer Information Technology Work Experience  
WRKEX: 300 contact hours  
Supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.  
Associate Degree Applicable  
CIT 099  3 Units  
Cisco Certified Network Associate Security  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Prerequisite: CIT 091 and CIT 092  
This course prepares students for entry-level security specialist careers by developing in-depth understanding of network security principles and the tools and device configurations necessary to create and maintain a secure network. The course includes hands-on activities with networking equipment.  
Associate Degree Applicable  
CIT 100  3 Units  
Introduction to Personal Computers  
Lecture: 54 contact hours  
A survey course for the use of software tools such as word processing, spreadsheets, graphics, presentation and database using Microsoft Office.  
Associate Degree Applicable  
CIT 101  3 Units  
Introduction to Computer Literacy  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Advisory: CIT 010 or CIT 031  
This course is an introduction to fundamental Information Technology / Information Systems concepts and Information Security. The course includes practical exercises with spreadsheet, database, and Internet applications.  
Associate Degree Applicable  
CIT 102  3 Units  
Advanced Computer Literacy  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Prerequisite: CIT 101  
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.  
This course covers the complex fundamentals of hardware computer concepts and software applications. It provides the skills needed to create advanced word processing documents, spreadsheets, databases, and presentations.  
Associate Degree Applicable  
CIT 103  3 Units  
Introduction to Business Applications  
Lecture: 36 contact hours  
Lab: 54 contact hours  
This course provides an introduction to the concepts of business applications. The course covers the fundamentals of using business applications such as word processing, spreadsheets, and database systems.  
Associate Degree Applicable  
CIT 104  3 Units  
Microsoft Office Applications  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Prerequisite: CIT 100  
This course provides an introduction to the Microsoft Office suite of applications. The course covers the fundamentals of using Microsoft Office applications such as Word, Excel, and PowerPoint.  
Associate Degree Applicable  
CIT 105  3 Units  
Survey of Computer Hardware and Systems  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Prerequisite: CIT 100  
This course provides an introduction to the hardware and systems of computers. The course covers the fundamentals of computer hardware and systems, including computer architecture, computer hardware, and computer operating systems.  
Associate Degree Applicable  
CIT 106  3 Units  
Survey of Computer Systems  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Prerequisite: CIT 100  
This course provides an introduction to the computer systems of computers. The course covers the fundamentals of computer systems, including computer architecture, computer hardware, and computer operating systems.  
Associate Degree Applicable  
CIT 107  3 Units  
Survey of Computer Hardware and Systems  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Prerequisite: CIT 100  
This course provides an introduction to the computer hardware and systems of computers. The course covers the fundamentals of computer hardware and systems, including computer architecture, computer hardware, and computer operating systems.  
Associate Degree Applicable  
CIT 108  3 Units  
Survey of Computer Systems  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Prerequisite: CIT 100  
This course provides an introduction to the computer systems of computers. The course covers the fundamentals of computer systems, including computer architecture, computer hardware, and computer operating systems.  
Associate Degree Applicable  
CIT 109  3 Units  
Survey of Computer Hardware and Systems  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Prerequisite: CIT 100  
This course provides an introduction to the computer hardware and systems of computers. The course covers the fundamentals of computer hardware and systems, including computer architecture, computer hardware, and computer operating systems.  
Associate Degree Applicable  
CIT 110  4 Units  
Information and Communications Technology Essentials  
Lecture: 54 contact hours  
Lab: 54 contact hours  
This course provides an introduction to the fundamentals of computer hardware and software as well as advanced concepts such as security, networking, and the responsibilities of an ICT professional will be introduced. Preparation for CompTIA's A+ certification exam.  
Associate Degree Applicable  
CIT 111  3 Units  
Spreadsheets: Excel  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Advisory: CIT 100 or CIT 101  
Production of workbooks using EXCEL, which integrates spreadsheet analysis, information management, and graphics. Includes the design and the use of worksheets; how to enter labels, numbers, formulas, and create graphs; how to format worksheets professionally; how to use Excel functions in different applications and understand the concept of data management in Excel; how to use the concept of what-if-analysis; how to consolidate data in a 3-D workbook and establish File Linking; and how to integrate Excel with the Web.  
Associate Degree Applicable  
CIT 112  3 Units  
Spreadsheets: Word  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Advisory: CIT 100 or CIT 101  
Production of workbooks using WORD, which integrates word processing analysis, information management, and graphics. Includes the design and the use of documents; how to enter labels, numbers, formulas, and create graphs; how to format documents professionally; how to use Word functions in different applications and understand the concept of data management in Word; how to use the concept of what-if-analysis; how to consolidate data in a 3-D workbook and establish File Linking; and how to integrate Word with the Web.  
Associate Degree Applicable  
CIT 113  3 Units  
Spreadsheets: PowerPoint  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Advisory: CIT 100 or CIT 101  
Production of workbooks using POWERPOINT, which integrates presentation analysis, information management, and graphics. Includes the design and the use of presentations; how to enter labels, numbers, formulas, and create graphs; how to format presentations professionally; how to use PowerPoint functions in different applications and understand the concept of data management in PowerPoint; how to use the concept of what-if-analysis; how to consolidate data in a 3-D workbook and establish File Linking; and how to integrate PowerPoint with the Web.  
Associate Degree Applicable  
CIT 114  3 Units  
Spreadsheets: Excel  
Lecture: 54 contact hours  
Lab: 54 contact hours  
Advisory: CIT 100 or CIT 101  
Production of workbooks using EXCEL, which integrates spreadsheet analysis, information management, and graphics. Includes the design and the use of worksheets; how to enter labels, numbers, formulas, and create graphs; how to format worksheets professionally; how to use Excel functions in different applications and understand the concept of data management in Excel; how to use the concept of what-if-analysis; how to consolidate data in a 3-D workbook and establish File Linking; and how to integrate Excel with the Web.  
Associate Degree Applicable  
Transfers to CSU only
CIT 116 3 Units
Database Management: Access
Lecture: 54 contact hours
Advisory: CIT 100 or CIT 101
This is a comprehensive course in the development and maintenance of a database. It provides a working knowledge of designing a database that includes: setting field properties, storing, retrieving, printing, and indexing records, creating informational and technical queries, developing customized forms and reports, establishing different types of relationships, integrating Access with the Web, and creating a database switchboard. The course emphasis is on developing a practical ability to use a database in a Windows environment with full graphical user interface functionality.
Associate Degree Applicable
Transfers to CSU only

CIT 118 3 Units
Microsoft PowerPoint
Lecture: 54 contact hours
Advisory: CIT 105
This course provides an introduction to a presentation graphics program for those who plan to make effective and compelling presentations. Instructions include developing and customizing presentations by using charts, clip art, pictures, presentation templates, WordArt, and information and graphics from Word, Excel, and Access.
Associate Degree Applicable
Transfers to CSU only

CIT 120 2 Units
Internet
Lecture: 18 contact hours
Lab: 54 contact hours
Advisory: CIT 105
This course provides the basics of the Internet using current technology browser software. The course includes the effective use of web search portals, online collaboration software, and implications of security, privacy and ethical usage.
Associate Degree Applicable
Transfers to CSU only

CIT 127 3 Units
Introduction to Computer Forensics
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: CIT 160
This course will introduce basic tools, techniques, and procedures for collecting, capturing, and preserving digital evidence that can be admitted and used in computer forensics processes. Topics include securing and analyzing a computer system and network system, evaluating suspect data and files, and composing reports based on investigative findings.
Associate Degree Applicable
Transfers to CSU only

CIT 128 3 Units
Introduction to Linux OS
Lecture: 36 contact hours
Lab: 54 contact hours
This is an introductory course to the LINUX Operating System and basic Linux Operating System environment and commands. This course will cover file system navigation, Graphic User Interfaces (GUI) such as GNOME and KDE, file permissions, the Linux text editors, command shells, and basic network commands. This course is mapped to LINUX LPI Level 1 guidelines.
Associate Degree Applicable
Transfers to CSU only

CIT 140 3 Units
Introduction to Systems Analysis and Design
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: ENGL 015 and BUSAD 100 and CIT 101 and MATH 095 and CS 110 or CS 120
The course presents a systematic methodology for analyzing a business problem or opportunity, determining what role, if any, computer-based technologies can play in addressing the business need, articulating business requirements for the technology solution, specifying alternative approaches to acquiring the technology capabilities needed to address the business requirements, and specifying the requirements for the information systems solution in particular, in-house development, development from third-party providers, or purchased commercial-off-the-shelf packages.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: ITIS 140

CIT 144 3 Units
Medical Terminology
Lecture: 54 contact hours
Advisory: READ 015
The course includes the origin, usage, spelling, pronunciation, and meaning of terminology used to describe the structures of the human body, as well as therapeutic and diagnostic procedures. It is a course for students who are interested in pursuing health occupations such as medical office occupations, nursing, radiological technology, and respiratory care.
Associate Degree Applicable
Transfers to CSU only

CIT 155 3 Units
Systems and Network Administration
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: CIT 110
This course will provide a student with the knowledge and skills required to build, maintain, troubleshoot and support server hardware and software technologies. The student will be able to identify environmental issues; understand and comply with disaster recovery and physical / software security procedures; become familiar with industry terminology and concepts; understand server roles / specializations and interaction within the overall computing environment.
Associate Degree Applicable
Transfers to CSU only
C-ID: ITIS 155

CIT 160 3 Units
Introduction to Information Systems Security
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: CIT 232
An introduction to the fundamental principles and topics of Information Technology Security and Risk Management at the organizational level. It addresses hardware, software, processes, communications, applications, and policies and procedures with respect to organizational Cybersecurity and Risk Management.
Associate Degree Applicable
Transfers to CSU only
C-ID: ITIS 160
CIT 215 3 Units
Database Management Systems
Lecture: 54 contact hours
Prerequisite: CIT 116
This course focuses on the concepts of relational databases including database management systems, database design fundamentals and Structured Query Language (SQL).

Associate Degree Applicable
Transfers to CSU only
C-ID: ITIS 150

CIT 222 1-3 Units
Independent Study in Computer Information Technology
DIR: 54 contact hours

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

Associate Degree Applicable
Transfers to CSU only

CIT 232 3 Units
Computer Network Fundamentals
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: CIT 101
This course introduces the architecture, structure, functions, components, and models of the Internet and other computer networks. The principles and structure of IP (Internet Protocol) addressing and the fundamentals of Ethernet concepts, media, and operations are introduced to provide a foundation for further study of computer networks. It uses the OSI (Open Systems Interconnection) and TCP (Transmission Control Protocol) layered models to examine the nature and roles of protocols and services at the application, network, data link, and physical layers. It provides preparation for the CompTIA Network+ certification exam.

Associate Degree Applicable
Transfers to CSU only
C-ID: ITIS 150

CIT 601 Noncredit
Introduction to Basic Computer Skills
Lecture: 8 contact hours
Lab: 16 contact hours
This course provides basic computer skills. Topics include basic knowledge of computer hardware, computer software, computer terminology, working with Windows, using the Internet, and creating basic business documents using Microsoft Word. This course is recommended for individuals who have little or no computer skills as well as those who wish to seek an entry-level position as an office clerk.

CIT 602 Noncredit
Microsoft Word Fundamentals
Lecture: 8 contact hours
Lab: 16 contact hours
This course provides a basic working knowledge of Microsoft Word for office workers. Topics include basic document, paragraph, and document formatting, working with clip art, lists, columns and tables. This course is recommended for individuals who wish to seek an entry-level position as an office clerk.

CIT 603 Noncredit
Microsoft Excel Fundamentals
Lecture: 8 contact hours
Lab: 16 contact hours
This course provides a basic working knowledge of Microsoft Excel for office workers. Topics include creating and editing worksheets, formatting worksheets, printing worksheets, using simple tables and graphs, basic formulas and fundamental Excel functions. This course is recommended for individuals who wish to seek an entry-level position as an office clerk.

CIT 604 Noncredit
Microsoft PowerPoint Fundamentals
Lecture: 8 contact hours
Lab: 16 contact hours
This course provides a basic working knowledge of Microsoft PowerPoint for office workers. Topics include creating presentations, managing PowerPoint slides, slide text and graphics, and displaying a presentation. This course is recommended for individuals who wish to seek an entry-level position as an office clerk.

CIT 605 Noncredit
Microsoft Outlook Fundamentals
Lecture: 8 contact hours
Lab: 16 contact hours
This course provides a basic working knowledge of Microsoft Outlook for office workers. Topics include Outlook contacts, Outlook email, and Outlook calendar. This course is recommended for individuals who wish to seek an entry-level position as an office clerk.

CIT 606 Noncredit
Computer Proficiency Lab
Lab: 18 contact hours
This noncredit course provides students who need extra help or extra lab time to develop proficiency with computer technology with an on-campus resource.

CIT 621 Noncredit
CompTIA A+ Certificate Preparation: Hardware
Lecture: 72 contact hours
This noncredit course is designed for individuals who have basic computer skills and who are interested in obtaining a job as an entry-level IT technician and require certification. It is an accelerated course that prepares students for the Hardware portion of the CompTIA A+ exam.

CIT 622 Noncredit
CompTIA A+ Certificate Preparation: Networking
Lecture: 36 contact hours
This noncredit course is designed for individuals who have basic computer skills and who are interested in obtaining a job as an entry-level IT technician and require certification. It is an accelerated course that allows students to prepare for the Networking portion of the CompTIA A+ Hardware exam.

CIT 623 Noncredit
CompTIA A+ Certification Preparation: Mobile Devices
Lecture: 36 contact hours
This noncredit course is designed for individuals who have basic computer skills and who are interested in obtaining a job as an entry-level IT technician and require certification. It is an accelerated course that prepares for the Mobile Devices portion of the CompTIA A+ exam.
The Administrative Assistant Certificate is designed to prepare students for entry-level work in Information Technology. This certificate provides a comprehensive overview of Android Application Security. Students will understand Android devices and how to secure them. Upon completion of this certificate, students will be prepared for entry-level work in Information Technology.

### Android Application Security Support Specialist Certificate of Achievement

**Program Learning Outcomes**

At the completion of this program, students will be able to:

- Use advanced Word Processing features for business applications
- Type 60 words per minute
- Use PC-based database management system

### Required Courses

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<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>CIT 088</td>
<td>Introduction to Android Security</td>
<td>3</td>
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<tr>
<td>CIT 101</td>
<td>Introduction to Computer Literacy</td>
<td>3</td>
</tr>
<tr>
<td>CIT 110</td>
<td>Information and Communications Technology Essentials</td>
<td>3-4</td>
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<tr>
<td>or CIT 128</td>
<td>Introduction to Linux OS</td>
<td>3</td>
</tr>
<tr>
<td>CIT 160</td>
<td>Introduction to Information Systems Security</td>
<td>3</td>
</tr>
<tr>
<td>CIT 232</td>
<td>Computer Network Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>or CIT 091</td>
<td>Computer Network Fundamentals (Cisco Networking Academy)</td>
<td>3</td>
</tr>
<tr>
<td>CS 076</td>
<td>Android App Development</td>
<td>3</td>
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</tbody>
</table>

**Total Units** 18-19

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

### This is a Gainful Employment Program

The Administrative Assistant Certificate is designed to prepare students for employment in today’s modern office. Students will learn computer skills in Microsoft Office Applications and writing skills that are needed for successful business communication. Student will learn computer skills through hands-on practice and various business project simulations.

### Required Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 013</td>
<td>Intermediate Keyboarding</td>
<td>3</td>
</tr>
<tr>
<td>CIT 021</td>
<td>Word Processing: Comprehensive Microsoft Word</td>
<td>4</td>
</tr>
<tr>
<td>CIT 031</td>
<td>Business English</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Units** 36 contact hours

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

### This is a Gainful Employment Program

**Program Learning Outcomes**

At the completion of this program, students will be able to:

- Gain entry-level job skills using Android devices and securing such devices.

### Cisco Certified Network Associate Certificate of Career Preparation

This certificate is designed to prepare students to take the Cisco Certified Network Associate certification examination. This course of study prepares students for entry-level employment in the computer-networking field.
The certificate is part of the Cisco Networking Academy program and all instruction is provided by Cisco Certified Academy Instructors using Cisco certified curriculum.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 091</td>
<td>Computer Network Fundamentals (Cisco Networking Academy)</td>
<td>3</td>
</tr>
<tr>
<td>CIT 092</td>
<td>Basic Switching and Routing (Cisco Networking Academy)</td>
<td>3</td>
</tr>
<tr>
<td>CIT 093</td>
<td>Advanced Routing and Switching Cisco (Cisco Networking Academy)</td>
<td>3</td>
</tr>
<tr>
<td>CIT 094</td>
<td>Wide Area Network Technologies and Network Services (Cisco Networking Academy)</td>
<td>3</td>
</tr>
</tbody>
</table>

**Required Courses**

**Total Units**: 12

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

**Program Learning Outcomes**

At the completion of this program, students will be able to:

- Design a small office/home office (SOHO) network with Internet Protocol version 4
- Attach networking components to a Lan & WAN network using standard cables and connectors
- Configure routers to operate in a SOHO environment including proper password policies and basic security
- Configure SOHO local area network (LAN) network equipment including support for virtual LANs (VLANs)
- Configure SOHO equipment for connection to a wide area network (WAN)

**CIT - Management Information Systems Certificate of Achievement**

The Management Information Systems Certificate offers a complete introduction to computers, specific training in selected software packages, advanced courses dealing with programming, Databases, and networks.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 031</td>
<td>Business English</td>
<td>3</td>
</tr>
<tr>
<td>CIT 101</td>
<td>Introduction to Computer Literacy</td>
<td>3</td>
</tr>
<tr>
<td>CIT 114</td>
<td>Spreadsheets: Excel</td>
<td>3</td>
</tr>
<tr>
<td>CIT 116</td>
<td>Database Management: Access</td>
<td>3</td>
</tr>
<tr>
<td>CIT 215</td>
<td>Database Management Systems</td>
<td>3</td>
</tr>
<tr>
<td>CIT 232</td>
<td>Computer Network Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>CS 120</td>
<td>Introduction to Visual Basic.NET</td>
<td>4</td>
</tr>
</tbody>
</table>

**Required Courses**

**Select one of the following:**

- CIT 021 | Word Processing: Comprehensive Microsoft Word        | 4     |
- CIT 102 | Advanced Computer Literacy                           | 3     |

**Total Units**: 25-26

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

**Program Learning Outcomes**

At the completion of this program, students will be able to:

- Use the Internet to find business and information technology (IT) information necessary to solve a business need, discerning authoritative from non-authoritative information sources and the bias of the information source
- Understand basic Personal Computer (PC) system hardware and software architecture and their capabilities
- Analyze a business IT need, identify different components required to solve the problem, and create a solution that uses an appropriate combination of commercial software applications
- Transfer to a feeder 4-year university and complete a bachelor's degree in MIS
- Compete and gain entry level position in field of management information systems

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

- SBVC GE requirements ([https://www.valleycollege.edu/student-services/counseling/graduation-requirements/](https://www.valleycollege.edu/student-services/counseling/graduation-requirements/))
- CSU GE requirements ([https://www.valleycollege.edu/student-services/counseling/csuge/](https://www.valleycollege.edu/student-services/counseling/csuge/))
- IGETC requirements ([https://www.valleycollege.edu/student-services/counseling/igetc/](https://www.valleycollege.edu/student-services/counseling/igetc/))
• Solve a business need, discerning between authoritative and non-authoritative information sources, and the bias of the information source
• Describe the Personal Computer (PC) system’s hardware and software architecture
• Use the PC operating system and features of common Office applications, such as a spreadsheet and database management system
• Analyze a business information technology (IT) need, identify different components required to solve the problem, and create a solution that uses an appropriate combination of commercial software applications
• Recognize computer and network security threats and common approaches to preventing security compromises
• Use structured query language (SQL) to retrieve the records required by a business report and the structure of a relational database.
• Outline computer network solutions to a business problem
• Prepare written reports and documentation on a giving system

Computer Network Support Specialist Certificate of Achievement

This course of study prepares students for entry-level employment in the computer-networking field. The courses also prepare students to take multiple industry-recognized certifications from Cisco Systems, including the CCENT, CCNA, and CCNA Security. Students will also be prepared to take the A+ certification examination from CompTIA and the MTA examination from Microsoft. Most of the courses in this Certificate are part of the Cisco Networking Academy Program.

To graduate with a degree in Office Technology, students must complete the following required courses plus the general breadth requirements for the Associate Degree (total = 60 units). This degree is designed to prepare students for entry-level positions such as general clerk, information clerk, receptionist, and administrative secretary.

### CIT - Office Technology Associate of Arts Degree

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 013</td>
<td>Intermediate Keyboarding</td>
<td>3</td>
</tr>
<tr>
<td>CIT 021</td>
<td>Word Processing: Comprehensive Microsoft Word</td>
<td>4</td>
</tr>
<tr>
<td>CIT 100</td>
<td>Introduction to Personal Computers</td>
<td>3</td>
</tr>
<tr>
<td>or CIT 101</td>
<td>Introduction to Computer Literacy</td>
<td>3</td>
</tr>
<tr>
<td>CIT 102</td>
<td>Advanced Computer Literacy</td>
<td>3</td>
</tr>
<tr>
<td>CIT 114</td>
<td>Spreadsheets: Excel</td>
<td>3</td>
</tr>
<tr>
<td>CIT 116</td>
<td>Database Management: Access</td>
<td>3</td>
</tr>
<tr>
<td>CIT 118</td>
<td>Microsoft PowerPoint</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total Units</strong></td>
<td></td>
<td><strong>22</strong></td>
</tr>
</tbody>
</table>

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

- SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)
- CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)
- IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Operate the PC operating system and common office applications such as a spreadsheet and database management system
- Understand the hardware and software architecture of a contemporary Personal Computer system
- Type at 60 words per minutes
- Recognize computer and network security threats and common approaches to preventing security compromises
- Follow procedures and guidelines for efficient and effective business office operations
- Create a resume and employment application letter
- Prepare written reports and memos

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Attainment of Industry recognized certification(s) such as Cisco Certified Entry Network Technician (CCENT) Cisco Certified Network Associate (CCNA) Cisco Certified Network Associate - Security (CCNA-Security)
- Participate in a student networking competition such as Cisco NetRiders
- Complete a computer networking internship experience
- Obtain employment part-time or full-time in a computer networking related field
Computer Support Specialist Certificate of Achievement

The Computer Specialist Certificate is designed to provide students with skills in advanced computer technology pertaining to a wide variety of industry specific and government agency career paths. Students are required to have a basic knowledge of reading and writing as well as have completed Math 095 or assessed at a higher level.

Career Outlook: The rapid spread of computers and information technology has generated a need for highly trained workers proficient in various job functions. These jobs are categorized under the heading of Computer Specialist in the EDD Labor Market Information Occupational Projection Report. The Computer Specialist designation constitutes 97 percent of the Computer and Mathematical Occupations category. There are many career paths available mainly because employers’ needs are so varied.

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>CIT 091</td>
<td>Computer Network Fundamentals (Cisco Networking Academy)</td>
<td>3</td>
</tr>
<tr>
<td>CIT 092</td>
<td>Basic Switching and Routing (Cisco Networking Academy)</td>
<td>3</td>
</tr>
<tr>
<td>CIT 101</td>
<td>Introduction to Computer Literacy</td>
<td>3</td>
</tr>
<tr>
<td>CIT 110</td>
<td>Information and Communications Technology Essentials</td>
<td>4</td>
</tr>
<tr>
<td>CIT 160</td>
<td>Introduction to Information Systems Security</td>
<td>3</td>
</tr>
<tr>
<td>CIT 155</td>
<td>Systems and Network Administration</td>
<td>3</td>
</tr>
<tr>
<td>or CIT 128</td>
<td>Introduction to Linux OS</td>
<td>3</td>
</tr>
<tr>
<td>Total Units</td>
<td></td>
<td>19</td>
</tr>
</tbody>
</table>

(MATH 095 is required unless student is assessed at a higher level.)

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

• Demonstrate an understanding of computer hardware and software concepts and identify the appropriate hardware and software to adequately address an identified need
• Demonstrate competency with Internet searching technology and apply Computer Information Technology analysis concepts by writing an analytical comparison of the various solutions discussing relative merits in terms of effectiveness of solution, ease of implementation, and security implications
• Given a scenario that identifies ethical judgment options with regard to the application of computing technology, the student will write a short paper explaining which option they find the most ethical
• Demonstrate mastery of a standard computerized office suite of applications by developing a computerized solution to the problem that uses different applications within the suite that best solve the various areas of the problem and utilizing automation capabilities of the suite integrate these into an integrated solution
• Demonstrate proficiency with Structured Query Language by creating a query to retrieve the required information

Digital Forensics Certificate of Achievement

This certificate consists of 18 units that will prepare students with the knowledge required for analyzing, investigating, and writing reports pertaining to basic digital forensics. This certificate will help to prepare students for entry-level work in the digital forensics field.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 091</td>
<td>Computer Network Fundamentals (Cisco Networking Academy)</td>
<td>3</td>
</tr>
<tr>
<td>CIT 101</td>
<td>Introduction to Computer Literacy</td>
<td>3</td>
</tr>
<tr>
<td>CIT 127</td>
<td>Introduction to Computer Forensics</td>
<td>3</td>
</tr>
<tr>
<td>CIT 128</td>
<td>Introduction to Linux OS</td>
<td>3</td>
</tr>
<tr>
<td>CIT 155</td>
<td>Systems and Network Administration</td>
<td>3</td>
</tr>
<tr>
<td>CIT 160</td>
<td>Introduction to Information Systems Security</td>
<td>3</td>
</tr>
<tr>
<td>Total Units</td>
<td></td>
<td>18</td>
</tr>
</tbody>
</table>

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

• Demonstrate an understanding of basic computer forensic concepts; utilizes proper investigative procedures relative to the individual, corporate, and criminal rights, responsibilities, and law; formulates and executes an investigative plan
• Utilize basic methods and techniques of forensic investigation; use forensic software to secure and analyze various digital media at a basic level; evaluate and effectively implement various forensic utilities and software; access, document and evaluate hidden data files
• Use basic investigative techniques for various operating systems; Creates and presents legal reports and analysis of forensic investigation results, as well as be able to compete for an entry-level position in the field of Digital Forensics
Information Security and Cyber Defense Certificate of Achievement

A comprehensive introduction to the principles of Information Assurance, Information Systems Security, and Cyber Defense. Program content and outcomes are aligned with industry certifications and the recommendations of the National Security Administration/US Department of Homeland Security. Includes practical experiences with the application of Information Assurance principles to Systems and Network Administration.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Required Courses</strong></td>
<td></td>
</tr>
<tr>
<td>CIT 101</td>
<td>Introduction to Computer Literacy</td>
<td>3</td>
</tr>
<tr>
<td>CIT 110</td>
<td>Information and Communications Technology Essentials</td>
<td>4</td>
</tr>
<tr>
<td>CIT 155</td>
<td>Systems and Network Administration</td>
<td>3</td>
</tr>
<tr>
<td>CIT 160</td>
<td>Introduction to Information Systems Security</td>
<td>3</td>
</tr>
<tr>
<td>CIT 232</td>
<td>Computer Network Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td><strong>Select One Computer Programming Course</strong></td>
<td></td>
</tr>
<tr>
<td>CS 120</td>
<td>Introduction to Visual Basic.NET</td>
<td>3-4</td>
</tr>
<tr>
<td>or CIT 215</td>
<td>Database Management Systems</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Select One Statistics Course</strong></td>
<td></td>
</tr>
<tr>
<td>ECON 208</td>
<td>Business and Economic Statistics</td>
<td>4</td>
</tr>
<tr>
<td>or MATH 108</td>
<td>Introduction to Probability and Statistics</td>
<td></td>
</tr>
</tbody>
</table>

**Total Units**: 23-24

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

*This is a Gainful Employment Program*

**Program Learning Outcomes**

At the completion of this program, students will be able to:

- Attain Industry recognized certification(s) such as EC Council Certified Ethical Hacker, Cisco Certified Network Associate - Security, or CompTIA Security+
- Participate in a Student Cyber Security Competition such as Collegiate Cyber Defense Competition, or National Cyber League
- Complete a Cyber Security related internship experience
- Obtain employment part-time or full-time in a Cyber Security related field

Information Systems and Technology Associate of Science Degree

To graduate with a specialization in Information Systems and Technology students must complete the following required courses plus the general breadth requirements for the Associate Degree (minimum 60 semester units). The A.S. Degree in Information Systems and Technology is designed to prepare students who wish to pursue a bachelor’s degree from a four-year institution.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Recommended Courses</strong></td>
<td></td>
</tr>
<tr>
<td>ECON 208</td>
<td>Business and Economic Statistics</td>
<td>4</td>
</tr>
<tr>
<td>or MATH 108</td>
<td>Introduction to Probability and Statistics</td>
<td></td>
</tr>
<tr>
<td>BUSAD 210</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>CIT 101</td>
<td>Introduction to Computer Literacy</td>
<td>3</td>
</tr>
<tr>
<td>CIT 116</td>
<td>Database Management: Access</td>
<td>3</td>
</tr>
<tr>
<td>CIT 140</td>
<td>Introduction to Systems Analysis and Design</td>
<td>3</td>
</tr>
<tr>
<td>CIT 160</td>
<td>Introduction to Information Systems Security</td>
<td>3</td>
</tr>
<tr>
<td>CIT 215</td>
<td>Database Management Systems</td>
<td>3</td>
</tr>
<tr>
<td>CIT 232</td>
<td>Computer Network Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>CS 120</td>
<td>Introduction to Visual Basic.NET</td>
<td>4</td>
</tr>
<tr>
<td>MATH 102</td>
<td>College Algebra</td>
<td>4</td>
</tr>
<tr>
<td>or MATH 151</td>
<td>Precalculus</td>
<td></td>
</tr>
</tbody>
</table>

**Total Units**: 33

**Program Learning Outcome**

At the completion of this program, students will be able to:

- Demonstrate level of preparation appropriate for a program that is designed to serve as a transfer course to CSU San Bernardino (CSUSB) by being accepted as a transfer student at CSU San Bernardino with a major in Information Systems and Technology major at CSUSB.
iOS Application Security Support Specialist Certificate of Achievement

This is a comprehensive introduction to iOS Application Security. The certificate provides students with the knowledge required to understand Inter-network Operating System (iOS). Graduating students from this program will be prepared for entry level work in Information Technology.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 101</td>
<td>Introduction to Computer Literacy</td>
<td>3</td>
</tr>
<tr>
<td>CIT 110</td>
<td>Information and Communications Technology Essentials</td>
<td>3-4</td>
</tr>
<tr>
<td>or CIT 128</td>
<td>Introduction to Linux OS</td>
<td></td>
</tr>
<tr>
<td>CIT 160</td>
<td>Introduction to Information Systems Security</td>
<td>3</td>
</tr>
<tr>
<td>CIT 232</td>
<td>Computer Network Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>or CIT 091</td>
<td>Computer Network Fundamentals (Cisco Networking Academy)</td>
<td></td>
</tr>
<tr>
<td>CIT 089</td>
<td>Introduction to iOS Application Security</td>
<td>3</td>
</tr>
<tr>
<td>CS 074</td>
<td>iOS App Development</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total Units</strong></td>
<td></td>
<td><strong>18-19</strong></td>
</tr>
</tbody>
</table>

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

This is a Gainful Employment Program

Program Learning Outcome

At the completion of this program, students will be able to:

- Gain an understanding of Inter-network Operating System (iOS) and how to protect them from hacks

Medical Coding and Billing Certificate of Achievement

This course of study prepares students for entry-level employment in the medical coding and billing field. The courses are geared towards the students’ successful passing of the American Academy of Professional Coders National Certification Exam—Certified Professional Coder (CPC). During the course of study, students learn the basics of health care finance, office computer skills, anatomy and physiology, medical terminology, computerized health record, and other recommended elective courses needed to succeed in the field.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 155</td>
<td>Introductory Anatomy and Physiology</td>
<td>4</td>
</tr>
<tr>
<td>CIT 010</td>
<td>Beginning Keyboarding and Word Processing</td>
<td>3</td>
</tr>
<tr>
<td>CIT 045</td>
<td>Medical Insurance Billing and Coding</td>
<td>3</td>
</tr>
<tr>
<td>CIT 048</td>
<td>Medical Office Procedures</td>
<td>3</td>
</tr>
<tr>
<td>CIT 051</td>
<td>Introduction to Electronic Health Records</td>
<td>3</td>
</tr>
<tr>
<td>CIT 100</td>
<td>Introduction to Personal Computers</td>
<td>3</td>
</tr>
<tr>
<td>CIT 144</td>
<td>Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total Units</strong></td>
<td></td>
<td><strong>22</strong></td>
</tr>
</tbody>
</table>

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate mastery of course work by ensuring the codes are applied correctly during the medical billing process, which includes abstracting the information from documentation, assigning the appropriate codes, and creating a claim to be paid by insurance carriers
- Obtain employment as a Medical Coder/Biller or in an occupation where the application of knowledge and skills learned within this program are integral to routine duties of the occupation
- Demonstrate competency with Coding Software Program by applying Coding and Billing Guidelines
Office Technology Fundamentals Certificate of Completion

This noncredit certificate prepares individuals with limited computer experience to meet the IT challenges faced in the contemporary business office. Individuals who complete this certificate will have the technical skills to work as an entry-level clerk in a business office or begin a credit certificate program at a community college.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 601</td>
<td>Introduction to Basic Computer Skills</td>
<td>0</td>
</tr>
<tr>
<td>CIT 602</td>
<td>Microsoft Word Fundamentals</td>
<td>0</td>
</tr>
<tr>
<td>CIT 605</td>
<td>Microsoft Outlook Fundamentals</td>
<td>0</td>
</tr>
<tr>
<td>CIT 606</td>
<td>Computer Proficiency Lab</td>
<td>0</td>
</tr>
<tr>
<td>CIT 603</td>
<td>Microsoft Excel Fundamentals</td>
<td>0</td>
</tr>
<tr>
<td>or CIT 604</td>
<td>Microsoft Powerpoint Fundamentals</td>
<td></td>
</tr>
</tbody>
</table>

Total Hours: 112-114

Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate mastery of course work by presenting a digital portfolio with representative work output from each of the courses in the program
- Successfully complete one term as a credit student at an institution of higher education
- Obtain employment as an office worker or in an occupation where the application of knowledge and skills learned within this program are integral to routine duties of the occupation

Web Application Security Support Specialist Certificate of Achievement

This certificate will provide students with the knowledge required to understand web security, how to protect web resources and password administration management online. Upon completion of this certificate, students will be prepared for entry level work in Information Technology.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 101</td>
<td>Introduction to Computer Literacy</td>
<td>3</td>
</tr>
<tr>
<td>CIT 110</td>
<td>Information and Communications Technology Essentials</td>
<td>3-4</td>
</tr>
<tr>
<td>or CIT 128</td>
<td>Introduction to Linux OS</td>
<td></td>
</tr>
<tr>
<td>CIT 160</td>
<td>Introduction to Information Systems Security</td>
<td>3</td>
</tr>
<tr>
<td>CIT 232</td>
<td>Computer Network Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>or CIT 091</td>
<td>Computer Network Fundamentals (Cisco Networking Academy)</td>
<td></td>
</tr>
<tr>
<td>CIT 090</td>
<td>Introduction to Web Security</td>
<td>3</td>
</tr>
<tr>
<td>CS 075</td>
<td>Introduction to Web Development</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Units: 18-19

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Acquire the knowledge to gain entry-level position in web security, protection of web resources and password administration management online
Computer Science

Courses offered by the Computer Science Department are interactive, featuring hands-on experience with contemporary computer hardware and software. The courses cover a range of computing topics with an emphasis on software development and fundamental computer science concepts. The Computer Science curriculum may culminate in either an Associate of Science degree or a certificate. The degree program prepares students to transfer to a four-year institution with a major in computer science or a related discipline. Students planning to transfer to a four-year institution and major in computer science should consult with a counselor regarding the transfer process and lower division requirements.

Contact Information

Division: Mathematics, Business, and Computer Technology (B - 127)
Division Phone Number: (909) 384-8520
Faculty Chair: Reginald Metu (rmetu@sbcccd.edu), Ed.D.

- Computer Science Associate of Science Degree (p. 159)
- Computer Science Associate of Science Transfer Degree (p. 159)
- Computer Science Certificate of Achievement (p. 160)

CS 074  3 Units
iOS App Development
Lecture: 18 contact hours
Lab: 108 contact hours
This course will cover the fundamentals of iPhone application development using the Objective-C, Swift, and the iPhone SDK (Software Development Kit). The theory and use of using and managing Xcode, 3D Game Development, Storyboard Builder, Audio/Animation/Data/Location, User Interface (UI) development, game and app design will be covered. Students will gain valuable experience using front end and back end development tools to complete production ready iPhone applications.

Associate Degree Applicable

CS 075  3 Units
Introduction to Web Development
Lecture: 18 contact hours
Lab: 108 contact hours
This course focuses on web development and addresses the essentials for skilled web developers who can create digital media, web, and mobile applications for modern desktop and portable devices. Students in this program are offered an in-depth, project-driven curriculum that provides a comprehensive study of HTML, CSS, JavaScript, Web Animation, Multimedia Creation. Students will learn to develop visually aesthetic, user friendly, and interactive web-based applications. Students will also gain valuable experience using front end and backend development tools like Adobe Dreamweaver, Adobe Animate, and Visual Studio. Students will also be exposed to the programming languages that cross over from web development to mobile phone development. The synergy between the many web and mobile technologies will help each student build a foundation suitable for professional content.

Associate Degree Applicable

CS 076  3 Units
Android App Development
Lecture: 18 contact hours
Lab: 108 contact hours
This course will cover Android Developer Fundamentals and basic Android programming concepts and build a variety of apps, starting with Hello World and working their way up to apps for business solutions and game development. Creating assets for applications and utilities is also covered.

Associate Degree Applicable

CS 077  4 Units
Introduction to C-Sharp
Lecture: 54 contact hours
Lab: 54 contact hours
Advisory: MATH 095 or MATH 096
This course is an introduction to C# (C Sharp) app development. C# is a sophisticated and type-safe object-oriented language that empowers developers to build a variety of secure and robust applications that run on the .NET Framework. Topics will include fundamental object-oriented programming concepts like loops, arrays, logic, debugging, database, using the C# languages in a game development environment, files, and game development.

Associate Degree Applicable

CS 078  4 Units
Advanced C-Sharp Programming
Lecture: 54 contact hours
Lab: 54 contact hours
This course is the advanced C-Sharp course designed to further the learner’s C-Sharp and programming knowledge beyond the Introductory level. Advanced programming using C-Sharp .NET is designed to emphasize software development, whether it is part of game development, web technologies, cloud computing technologies, Internet of Things (IoT), educational solutions, and innovative, original ideas conceived in the process of learning. Topics include object-oriented design, class(object) development, interfaces, design patterns, database access, and utilities.

Associate Degree Applicable

CS 098  1-4 Units
Computer Science Work Experience
WRKEX: 300 contact hours
Supervised training, in the form of on-the-job employment that will enhance the student’s knowledge in the selected field of study. The student’s major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

Associate Degree Applicable

CS 100  4 Units
Introduction to Python Programming
Lecture: 54 contact hours
Lab: 54 contact hours
This course will cover the most common Python libraries as well as teach you programming best practices. We will explore different aspects of Python, including web, utility applications, machine learning, computer vision, IoT (Internet of Things), and data modeling applications. By the completion of the course, learners will complete a project using Python related to their major or area of interest.

Associate Degree Applicable

CS 102  3 Units
Introduction to Python Programming
Lecture: 36 contact hours
Lab: 54 contact hours
Advisory: MATH 102 or MATH 108 or MATH 115
This course will cover the most common Python libraries as well as teach you programming best practices. We will explore different aspects of Python, including web, utility applications, machine learning, computer vision, IoT (Internet of Things), and data modeling applications. By the completion of the course, learners will complete a project using Python related to their major or area of interest.

Associate Degree Applicable

Transfers to both UC/CSU

CS 012  3 Units
Multimedia Creation
Lecture: 36 contact hours
Lab: 36 contact hours
This course provides a comprehensive study of HTML, CSS, JavaScript, Web Animation, Interface (UI) development, game and app design will be covered. Students will also gain valuable experience using front end and back end development tools like Adobe Dreamweaver, Adobe Animate, and Visual Studio. Students will also be exposed to the programming languages that cross over from web development to mobile phone development. The synergy between the many web and mobile technologies will help each student build a foundation suitable for professional content.

Associate Degree Applicable

Transfers to both UC/CSU
CS 110  3 Units  
Fundamentals of Computer Science  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Prerequisite: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and MATH 102.  
Corequisite: MATH 102  
This course is an overview of the computer science discipline investigating the design and use of the computer devices, the art and science of problem solving and programming, the representation of data, human-computer interactions and ethical considerations, and information security principles. Also included is hands-on experience with command line and GUI operating systems; application of HTML, CSS, and scripts to web pages; and computer programming with an object-oriented language such as C++, Java, or C#.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: COMP 122

CS 120  4 Units  
Introduction to Visual Basic.NET  
Lecture: 54 contact hours  
Lab: 54 contact hours  
Prerequisite: MATH 952  
This is an introduction to the Visual Basic.NET programming language. Topics include problem solving, graphical user interface, program design, software tools, structured logic, object-oriented programming, graphics and animation, procedures, arrays, files, and programming projects.  
Associate Degree Applicable  
Transfers to both UC/CSU

CS 130  3 Units  
Discrete Structures  
Lecture: 54 contact hours  
Prerequisite: CS 110 and MATH 102  
This course surveys discrete structures used in computer science with an emphasis on applications. Topics covered include: functions, relations, and sets; basic logic; proof techniques; basics of counting; graphs and trees; and discrete probability.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: COMP 152

CS 170  4 Units  
Assembly Language  
Lecture: 54 contact hours  
Lab: 54 contact hours  
Prerequisite: CS 110  
This course focuses on the organization and behavior of computer systems at the assembly-language level. The mapping of high-level language statements and constructs to machine-level instructions and internal representation of common data types and simple structures is studied including the methods of numerical computation with assembly language constructs emphasizing common pitfalls associated with data representation and procedural errors encountered during the creation of machine language routines. This course includes hands on experience creating assembly language programs.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: COMP 142

CS 190  4 Units  
Programming in C++  
Lecture: 54 contact hours  
Lab: 54 contact hours  
Prerequisite: CS 110 and ENGL 101 or ENGL 101H  
This course is an examination of intermediate object-oriented programming concepts and their application using the C++ language. Topics include event-driven programming; human-computer interactions; analysis of iterative and recursive solution complexity for searching/sorting algorithms; intermediate data structures; and programming constructs; object-oriented design and modeling; integration of database access into programming solutions; impact of computer science on selected societal issues; and software assurance.  
Associate Degree Applicable  
Transfers to both UC/CSU

CS 215  4 Units  
Programming with Java  
Lecture: 54 contact hours  
Lab: 54 contact hours  
Prerequisite: CS 110  
An introduction to Java. Topics include object-oriented design, multiple platform environment, program logic structures, graphical user interface, Java Applet, and recursion.  
Associate Degree Applicable  
Transfers to both UC/CSU

CS 220  4 Units  
Advanced Visual Basic.Net Programming  
Lecture: 54 contact hours  
Lab: 54 contact hours  
Prerequisite: CS 120  
This course covers advanced programming using Visual Basic .NET with an emphasis on software development and maintenance. Topics include object-oriented design, multiple class modules, interface and linking, windows and Internet controls, and database access.  
Associate Degree Applicable  
Transfers to both UC/CSU

CS 222  1-3 Units  
Special Problems in Computer Science I  
DIR: 54 contact hours  
Prerequisite: CS 110  
Assigned problems involving computer laboratory work for selected students who are interested in furthering their knowledge of computer science on an independent study basis. Students are required to devote three contact hours per week to their project throughout the semester. Prior to registration, a contract must be prepared. See Instructor for details.  
Associate Degree Applicable  
Transfers to CSU only
### Program Learning Outcomes

At the completion of this program, students will be able to:

- Analyze a complex computing problem and apply principles of computing and other relevant disciplines to identify solutions
- Design, implement, and evaluate a computing-based solution to meet a given set of computing requirements
- Communicate effectively in a variety of professional contexts
- Recognize professional responsibilities and make informed judgments in computing practice based on legal and ethical coding principles
- Function effectively as a member or leader of a team engaged in activities
- Apply computer science theory and software development fundamentals to produce computing-based solutions
- Collaborate with other team members to analyze and develop program logic specific to any assigned project
- Develop computer literacy skills to conduct basic research, assess new ideas and information and be prepared for lifelong learning

### Computer Science Associate of Science Transfer Degree

The field of Computer Science is the study of technology and computation which include methods by which data is accessed and manipulated. This includes representational computation, computer learning paradigms, code constructs, algorithmic modeling, and software development and testing. The SBVC Associate in Science for Transfer (AS-T) degree in Computer Science prepares students for transfer to four-year colleges and universities. Students opting for a degree in computer science will be prepared to take classes in systems analysis, mathematics, data structures, C++, C#, Python, along with a variety of developing code structures in the cloud or local technologies. After acquiring the skills in this field, students will be prepared to manage and adjust to new and emerging technologies worldwide.

The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor’s degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. To earn this Computer Science AS-T degree, students must meet the following requirements:

- completion of the following major requirements with grades of C or better;
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) for CSU only, which requires a minimum of 37 units.

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

Students planning to transfer to a four-year institution and major in Computer Science should consult with a counselor regarding the transfer process and lower division requirements.

### Required Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CS 110</td>
<td>Fundamentals of Computer Science</td>
<td>3</td>
</tr>
<tr>
<td>CS 130</td>
<td>Discrete Structures</td>
<td>3</td>
</tr>
<tr>
<td>CS 170</td>
<td>Assembly Language</td>
<td>3</td>
</tr>
<tr>
<td>CS 265</td>
<td>Data Structures and Algorithms with C++</td>
<td>4</td>
</tr>
<tr>
<td>MATH 250</td>
<td>Single Variable Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>MATH 251</td>
<td>Single Variable Calculus II</td>
<td>4</td>
</tr>
<tr>
<td>PHYSIC 202</td>
<td>Physics I</td>
<td>4</td>
</tr>
<tr>
<td>PHYSIC 203</td>
<td>Physics II</td>
<td>4-5</td>
</tr>
<tr>
<td>or BIOL 205</td>
<td>Cell and Molecular Biology</td>
<td>4</td>
</tr>
</tbody>
</table>

### Curriculum (IGETC) for CSU only, which requires a minimum of 37 units.

- Fundamental courses in computing
- Related courses in mathematics and computer science
- Additional courses in business, social science, humanities, and natural sciences
- Electives

### Required Courses

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>CS 077</td>
<td>Introduction to C-Sharp</td>
<td>4</td>
</tr>
<tr>
<td>CS 100</td>
<td>Advanced C-Sharp Programming</td>
<td>4</td>
</tr>
<tr>
<td>CS 110</td>
<td>Fundamentals of Computer Science</td>
<td>3</td>
</tr>
<tr>
<td>CS 120</td>
<td>Introduction to Visual Basic.NET</td>
<td>4</td>
</tr>
<tr>
<td>CS 220</td>
<td>Advanced Visual Basic.Net Programming</td>
<td>4</td>
</tr>
<tr>
<td>CS 190</td>
<td>Programming in C++</td>
<td>4</td>
</tr>
<tr>
<td>or CS 215</td>
<td>Programming with Java</td>
<td>4</td>
</tr>
</tbody>
</table>

Total Units: 29

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

- SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)
- CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)
- IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)
Computer Science Certificate of Achievement

This certificate is designed to provide students with the fundamentals of software engineering, information processing concepts, and programming to prepare them for entry-level positions as programmers for scientific and business applications.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 100</td>
<td>Introduction to Personal Computers</td>
<td>3</td>
</tr>
<tr>
<td>CS 077</td>
<td>Introduction to C-Sharp</td>
<td>4</td>
</tr>
<tr>
<td>CS 100</td>
<td>Advanced C-Sharp Programming</td>
<td>4</td>
</tr>
<tr>
<td>CS 102</td>
<td>Introduction to Python Programming</td>
<td>3</td>
</tr>
<tr>
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<tr>
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</tr>
</tbody>
</table>

Total Units 29

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Analyze a problem and create a logical solution to the problem
- Apply knowledge of Windows development
- Design, implement, and evaluate secure computer-based system based on specifications
- Analyze the impact of computing on individuals, organizations, and society
- Respect privacy and identify responsible conduct
- Engage in research, assess new ideas and information and be prepared for lifelong learning
- Exhibit professional, legal, and ethical behavior
Corrections

The Corrections Department strives to provide our students with the legal, ethical and educational background necessary to pursue a career in a corrections-related field.

Contact Information

Division: Social Sciences, Human Development, and Physical Education (NH - 345)

Division Phone Number: (909) 384-8603

Faculty Chair: Jeremy Croy (jcroy@sbcdd.edu), Ed.D.

- Corrections Certificate of Achievement (p. 162)

Corrections courses are not offered every semester. Please refer to the college class schedule for class offerings.

CORREC 101 3 Units
Introduction to Corrections
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This course provides a history of and critical analysis of punishment, the various types of punishment, alternatives to punishment and the impact of punishment on the criminal justice system and corrections. Students in this course will conduct a critical examination of the types of correctional institutions and the clients housed in each institution. Contemporary correctional issues are discussed.

Associate Degree Applicable
Transfers to CSU only

CORREC 102 3 Units
Correctional Interviewing and Counseling
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This course of study is an overview of the techniques in counseling and interviewing available to practitioners in corrections. It includes the use of appropriate techniques and theories in confidence building, which the correctional employee may use in client interviews and counseling.

Associate Degree Applicable
Transfers to CSU only

CORREC 103 3 Units
Gangs and Corrections
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This course is designed to provide students with a base of knowledge as it relates to the impact of gangs in both correctional and community settings. It includes a review of the types of gangs, history, and criminal activities associated with gangs.

Associate Degree Applicable
Transfers to CSU only

CORREC 104 3 Units
Control and Supervision in Corrections
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This course will emphasize local, state, and federal institutions in the role played by the offender and the correctional worker. Topics will include inmate subculture, violence and effects of crowding on inmates and staff, coping techniques for correctional officers in a hostile prison environment.

Associate Degree Applicable
Transfers to CSU only

CORREC 105 3 Units
Legal Aspects of Corrections
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This course is the study of the historical framework, concepts, and precedents that guide correctional practice. Course material will present a broader perspective of the correctional environment such as the civil rights of prisoners, responsibilities and liabilities of correctional officials, the courts, and police.

Associate Degree Applicable
Transfers to CSU only

CORREC 106 3 Units
Probation and Parole
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This course is a study of the historical and contemporary view of the application of probation and parole procedures in the criminal justice system. Community corrections as applied to probation and parole, probation as an entity of the courts and parole as an entity of corrections compose the main focus of this course. This course material will broaden the student's concept of community corrections and the rights and liabilities of a person on probation or parole.

Associate Degree Applicable
Transfers to CSU only
Corrections Certificate of Achievement

This certificate is designed for persons considering a career as a Correctional Officer, Youth Correctional Counselor, Jailer, or those already employed seeking advancement in their career. The corrections systems specialize in the punishment and incarceration process as well as rehabilitation of the offender. This certificate is designed to provide students with the fundamentals of the corrections systems, the legal aspects of corrections, control and supervision in corrections, correctional interviewing and counseling, and the probation and parole concepts in corrections.

<table>
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<tr>
<td><strong>Total Units</strong></td>
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<td><strong>18</strong></td>
</tr>
</tbody>
</table>

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Apply knowledge and skills required in securing and maintaining employment
- Compare and contrast the differences between probation and parole
- Differentiate and identify control techniques in crisis situations within the correctional setting
- Distinguish the responsibilities and liabilities of the laws governing a correctional officer
- Assess the legal framework within the incarceration process
- Compare prison gang membership both inside and outside the facility
- Choose to further personal interests by completing the requirements for an Administration of Justice degree or developing skills as a crime scene investigator

Criminal Justice

(Also see Police Science (p. 304))

The Criminal Justice courses are designed to meet the needs and interests of individuals interested in law enforcement or related careers. Specialized training is available for persons interested in becoming a Basic Dispatcher, a reserve officer, or a full-time law enforcement officer.

Contact Information

Division: Social Sciences, Human Development, and Physical Education (NH - 345)

Division Phone Number: (909) 384-4431

Program Director: Paul Dennis (pdennis@sbccd.edu), M.A.

- Modular Basic Peace Officer Certificate of Achievement (p. 163)

CRMJUS 059 16.5 Units

 Reserve Level I Officer

Lecture: 225 contact hours

Lab: 215 contact hours

Prerequisite: CRMJUS 060 or POST Modular Format Level II Officer Course at a Regional Accredited Academy

Advisory: ENGL 101 or ENGL 101H

Limitation on Enrollment: Registration is limited to students who have successfully completed program prerequisites and state screening requirements.

This course is the third module in the Regular Basic Course Modular Format Training sequence. The intensive and disciplined instruction is designed to meet the minimum requirements of a full-time peace officer or level I reserve peace officer in the State of California. The course covers but is not limited to: professional orientation, victimology/crisis intervention, juvenile law, patrol techniques, domestic violence, traffic enforcement, lifetime fitness, defensive tactics and firearms.

Associate Degree Applicable

CRMJUS 060 12.5 Units

 Reserve Level II Officer

Lecture: 203 contact hours

Lab: 73 contact hours

Prerequisite: CRMJUS 061 or POST Modular Format Level III Officer Course at a Regional Accredited Academy

Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and READ 015

Limitation on Enrollment: This course is limited to students who have successfully completed the following state screening requirements: possession of a valid California driver's license without restrictions other than required eyeglasses or contact lenses and possession of a current letter of clearance issued by the California Department of Justice that certifies the right to be in possession of a firearm.

This course satisfies Peace Officer Standards and Training (POST) requirements for Level II reserve peace officer certification. This course covers but is not limited to: policing in the community, crimes against persons, property and the justice system, laws of arrest, evidence and search and seizure, use of force, arrest and control, patrol procedures, vehicle pullovers, firearms and chemical agents, crime scenes, evidence and forensics investigative report writing, crimes in progress, and cultural diversity.

Associate Degree Applicable
Modular Basic Peace Officer Certificate of Achievement

This modular certificate is designed for state certified entry-level positions in law enforcement agencies. Successful completion of this program and subsequent completion of the hiring agencies probationary period in a Peace Officers’ Standards and Training (POST) certified agency qualifies the student for a POST certificate. This program meets Penal Code section 832 requirement of training as a peace officer in the state of California.

This program is broken up into three modules and must be taken in the following order: Module III (approximately 11 weeks), Module II (approximately 16 weeks) and Module I (approximately 26 weeks). Completion of all three modules equals the POST Regular Basic Course.

<table>
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<tr>
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<th>Units</th>
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</thead>
<tbody>
<tr>
<td>CRMJUS 061</td>
<td>Reserve Level III</td>
<td>6.5</td>
</tr>
<tr>
<td>CRMJUS 060</td>
<td>Reserve Level II Officer</td>
<td>12.5</td>
</tr>
<tr>
<td>CRMJUS 059</td>
<td>Reserve Level I Officer</td>
<td>16.5</td>
</tr>
<tr>
<td>Total Units</td>
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<td>35.5</td>
</tr>
</tbody>
</table>

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Apply to any law enforcement agency in the State of California as police officer or deputy sheriff
- Apply knowledge and skills required in completing Field Training Program (FTO)
- Choose to further their education by completing the requirements for an Administration of Justice Degree
- Demonstrate the ability to identify and understand key crime prevention techniques
- Understand the importance of community partnerships, prevention, and collaborative problem solving to reduce crime, the fear of crime and improve the quality of life
- Analyze the relationships between the law enforcement, courts, and corrections
- Demonstrate the ability to accurately read and recognize circumstances under which search and seizures can be conducted
- Recognize and respect the complexities of cultural diversity and have the skills necessary for identifying and responding to California’s changing communities
Culinary Arts

The Culinary Arts curriculum prepares students for careers in culinary arts, food services, and other hospitality career fields. Hospitality is the second largest employing industry in the state of California and the United States. Successful completion of one of the vocational certificates qualifies students for certification and membership in the American School Food Service Association. Students planning to transfer to a four-year institution and major in Culinary Arts should consult with a counselor regarding the transfer process and lower division requirements. Please see Hospitality (p. 231) for more courses and programs in this major.

Contact Information
Division: Applied Technology, Transportation, and Culinary Arts (T - 108)
Division Phone Number: (909) 384-4451
Faculty Chair: Stacy Meyer (smeyer@sbccd.edu), M.A.

- Baking Business Certificate of Achievement (p. 165)
- Baking Certificate of Achievement (p. 166)
- Food Preparation Certificate of Achievement (p. 166)
- Food Service Certificate of Achievement (p. 167)
- Professional Baking and Management Associate of Arts Degree (p. 167)
- Restaurant Service Certificate of Achievement (p. 168)

CULART 010  6 Units
Restaurant Service and Catering I
Lecture: 36 contact hours
Lab: 216 contact hours
This course provides a supervised internship in the Culinary Arts Program's operational restaurant. The concentration will be on building basic preparation techniques, recipe standardization, time management, and preparing meals for customers.
Associate Degree Applicable

CULART 011  6 Units
Restaurant Service and Catering II
Lecture: 36 contact hours
Lab: 216 contact hours
Prerequisite: CULART 010
This course provides a supervised internship in a student-run restaurant. The concentration will be on building the basic preparation techniques, recipe standardization, time management, and preparing meals for customers. The skills learned in this course will build on skills learned in Internship I.
Associate Degree Applicable

CULART 012  6 Units
Food Truck Restaurant and Catering Services
Lecture: 36 contact hours
Lab: 216 contact hours
Prerequisite: CULART 010
This course provides a supervised internship in the culinary arts operational food truck restaurant. The concentration will be on building management and technical skills needed to manage or run a kitchen and catering from a food truck.
Associate Degree Applicable

CULART 040  6 Units
Introduction to Baking
Lecture: 36 contact hours
Lab: 216 contact hours
This basic baking course highlights baking techniques found in commercial kitchens with a focus on quick breads, cookies, cakes, pies and artisan breads.
Associate Degree Applicable

CULART 041  6 Units
Desserts and Pastries
Lecture: 36 contact hours
Lab: 216 contact hours
Prerequisite: CULART 040
This course highlights baking techniques found in commercial kitchens with a focus on cakes and decorating, artisan breads, and complex pastry.
Associate Degree Applicable

CULART 042  6 Units
Cake Decorating
Lecture: 36 contact hours
Lab: 216 contact hours
Prerequisite: CULART 041
This class will provide the experience the student needs to become competent in cake decorating. This class will cover royal icing, butter icing, fondant, mirror glaze, fillings and ganache.
Associate Degree Applicable

CULART 043  6 Units
Advanced Desserts and Pastry/Chocolate/Sugar
Lecture: 36 contact hours
Lab: 216 contact hours
Prerequisite: CULART 041
This course highlights baking techniques found in commercial kitchens with a focus on cakes and decorating, artisan breads, sugar work, chocolate work and complex pastry.
Associate Degree Applicable

CULART 044  3 Units
Introduction to Baking Skills, Ingredients, and Technology
Lecture: 54 contact hours
This course examines the basic baking skills needed in order to work within the Food Service Industry. This course will include how to scale, the ingredient list and how to read a recipe, technology used in baking, the science behind baking and how and why baking works.
Associate Degree Applicable

CULART 050  3 Units
Healthy Cooking and Special Diets
Lecture: 18 contact hours
Lab: 108 contact hours
This hands-on cooking class is an overview of the important nutrition principles, beneficial foods, and cooking techniques that contribute to building better brain health. Students prepare anti-inflammatory and nutrient dense foods rich in healthy fats, herbs and spices, antioxidants, probiotics, fiber, vitamins and minerals to create a delicious meal preparation. The focus is on healthy eating, organic food, sustainability and special needs diets and cooking techniques.
Associate Degree Applicable
### CULART 080  6 Units
**Small Business and Catering Management**
- **Lecture:** 36 contact hours
- **Lab:** 216 contact hours

This course covers catering and banquet techniques for serving 25 to 100 people. It includes developing a small business that will work with clients to develop an event, including customizing a menu and calculating staffing needs for preparation, cooking, transporting, setting up, serving and cleaning up. This course also caters to event planning. (Formerly CULART 180)

**Associate Degree Applicable**
**Transfers to CSU only**

### CULART 098  1-4 Units
**Culinary Arts Work Experience**
- **WRKEX:** 300 contact hours

Supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

**Associate Degree Applicable**

### CULART 161  3 Units
**Quantity Food Preparation**
- **Lecture:** 18 contact hours
- **Lab:** 108 contact hours
- **Advisory:** HOSP 160

This course details the basic principles, standards, procedures, and techniques necessary to prepare food for quantity production.

**Associate Degree Applicable**
**Transfers to CSU only**

### CULART 201  3 Units
**Management of Human Resources in Hospitality**
- **Lecture:** 54 contact hours

This course highlights the effective management techniques of human resources as it applies to hotels, restaurants and other hospitality workplaces. It emphasizes personnel planning, recruitment, selection, training, performance management, coaching, counseling and discipline, delegation and decision making.

**Associate Degree Applicable**
**Transfers to CSU only**

### CULART 205  3 Units
**Principles of Design and Presentation**
- **Lecture:** 54 contact hours

This course will explore the theory behind design and layout of platters, trays and plates for presentation. Students will learn presentation standards, matching and pairing of foods, and wines and sauces that make up presentation.

**Associate Degree Applicable**
**Transfers to CSU only**

### CULART 225  3 Units
**Sanitation and Safety**
- **Lecture:** 54 contact hours

This course focuses on the sanitation and safety issues involved with handling food through the food service process. Topics include the prevention of food borne illnesses; responsibilities of the food service manager and employees; the characteristics of a food-safe facility; food safety guidelines; and Hazard Analysis and Critical Control Point (HACCP) system and Serve Safe.

**Associate Degree Applicable**
**Transfers to CSU only**

### CULART 240  3 Units
**Procurement, Purchasing and Selection**
- **Lecture:** 54 contact hours

This course includes purchasing policies, specifications, procedures and controls and their implementation in the procurement of quantity foods, merchandise and supplies.

**Associate Degree Applicable**
**Transfers to CSU only**

### CULART 250  3 Units
**Food, Wine and Beverage Service Concepts**
- **Lecture:** 54 contact hours

This course covers the psychology of service, dining room organization, serving styles, wine and beverage service, staffing and management; a thorough study of major wines, grape varieties and world-wide appellations where they are grown.

**Associate Degree Applicable**
**Transfers to CSU only**

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**Baking Business Certificate of Achievement**

This certificate will give students the fundamental knowledge and skills to become an accomplished professional in baking and pastry arts. Students will learn about menu development, communication, food safety, and cost control. Students will also learn about management, communication and small business to gain entrepreneurial skills.

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<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>CULART 225</td>
<td>Sanitation and Safety</td>
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</tr>
<tr>
<td>CULART 040</td>
<td>Introduction to Baking</td>
<td>6</td>
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<tr>
<td>CULART 041</td>
<td>Desserts and Pastries</td>
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</tr>
<tr>
<td>CULART 044</td>
<td>Introduction to Baking Skills, Ingredients, and Technology</td>
<td>3</td>
</tr>
<tr>
<td>CULART 080</td>
<td>Small Business and Catering Management</td>
<td>6</td>
</tr>
<tr>
<td>CULART 201</td>
<td>Management of Human Resources in Hospitality</td>
<td>3</td>
</tr>
<tr>
<td>CULART 240</td>
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<td>3</td>
</tr>
<tr>
<td>HOSP 100</td>
<td>Introduction to Hospitality and Customer Service</td>
<td>3</td>
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<tr>
<td>HOSP 120</td>
<td>Hospitality Cost Control</td>
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</tbody>
</table>

**Total Units:** 36

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

*This is a Gainful Employment Program*
Program Learning Outcomes
At the completion of this program, students will be able to:

• Establish and maintain safety and sanitation procedures
• Prepare standardized recipes using a variety of cooking, baking and pastry techniques, as well as appropriate equipment and tools
• Produce various baked goods and a variety of international and classic pastries and deserts using basic as well as advanced techniques which meet industry standards
• Design, produce, assemble and decorate display and wedding cakes using various finishing methods which meet industry quality standards

Baking Certificate of Achievement
The baking certificate will give students the fundamental knowledge and skills to prepare to be an accomplished professional in the baking and pastry arts. Students will create hearth and specialty breads, desserts, pastry, patisserie, and confections. Students will develop skills in menu development, communication, food safety, and cost control. They will also take courses in management, communication, and small business to gain entrepreneurial skills.

Food Preparation Certificate of Achievement
The Food Preparation Certificate is designed to prepare students for employment in food preparation, production, and food services management. Students will be taught, in a laboratory setting, all facets of the food service industry: from knife skills and sauce-making to menu-planning and artful plating. In addition, classroom learning will highlight food industry business operations and management.

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<td>Desserts and Pastries</td>
<td>6</td>
</tr>
<tr>
<td>CULART 042</td>
<td>Cake Decorating</td>
<td>6</td>
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<tr>
<td>CULART 043</td>
<td>Advanced Desserts and Pastry/Chocolate/Sugar</td>
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<td>HOSP 160</td>
<td>Culinary Production and Kitchen Operations</td>
<td>3</td>
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<td><strong>Total Units</strong></td>
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<td><strong>42</strong></td>
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</table>

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

This is a Gainful Employment Program

Program Learning Outcomes
At the completion of this program, students will be able to:

• Demonstrate how to properly follow a recipe by preparing a recipe of their choice for the restaurant at least once during the semester
• Recall the seven areas of a HACCP plan
• Recite on a final exam how they will store products for maximum quality
• Recite for the instructor on the final exam how the food service industry was started by writing a brief essay on the history of food service
• Recite the principles of scientific reasoning why the combination method of cooking works on a final exam
• Recite the proper techniques used for preparing, ordering and receiving a large quantity of food for a given number of people on a final exam
• Explain how to conduct business and make a profit on each catering and or banquet
• Recall how to write a catering contract

This is a Gainful Employment Program

Program Learning Outcomes
At the completion of this program, students will be able to:

• Establish and maintain safety and sanitation procedures
• Prepare standardized recipes using a variety of cooking, baking and pastry techniques, as well as appropriate equipment and tools
• Produce various baked goods and a variety of international and classic pastries and deserts using basic as well as advanced techniques which meet industry standards
• Design, produce, assemble and decorate display and wedding cakes using various finishing methods which meet industry quality standards

This is a Gainful Employment Program
Food Service Certificate of Achievement

The Food Service Certificate is designed for students interested in employment at commercial restaurants, institutions, health care facilities, school food services, and related food service industries.

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<tr>
<td>CULART 225</td>
<td>Sanitation and Safety</td>
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<tr>
<td>BUSAD 100</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>CULART 161</td>
<td>Quantity Food Preparation</td>
<td>3</td>
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<td>Management of Human Resources in Hospitality</td>
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<td>Procurement, Purchasing and Selection</td>
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<td>Food, Wine and Beverage Service Concepts</td>
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</tr>
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<td>Introduction to Hospitality and Customer Service</td>
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<td>HOSP 120</td>
<td>Hospitality Cost Control</td>
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<tr>
<td>HOSP 160</td>
<td>Culinary Production and Kitchen Operations</td>
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</table>

Total Units: 27

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Identify the people who influenced the restaurant business the most throughout history and how
- Recall the names of the equipment that is used in a commercial kitchen
- Define cooking terminology
- Complete a feasibility study and design a restaurant along with costs on paper and present the final project to the entire class as a class project and part of the final for the course
- Recall how to derive the 'Break-even Point' of a restaurant
- Recall the seven areas of a HACCP plan
- Define and recall the purchasing function

Professional Baking and Management Associate of Arts Degree

Students who receive their degree in baking will gain the skills and knowledge to be an accomplished professional in the baking and pastry arts. Students will create hearth and specialty breads, desserts, pastry, patisserie, and confections. Students will learn about menu development, communication, food safety, and cost control. They will also take courses in management, communication and small business to gain entrepreneurial skills. To graduate with a specialization in Professional Baking and Management, students must complete all requirements for the certificate plus the general breadth requirements for the Associate Degree (minimum total = 60 units)

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</table>

Total Units: 51

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes

At the completion of this program, students will be able to:

- Establish and maintain safety and sanitation procedures
- Prepare standardized recipes using a variety of cooking, baking and pastry techniques, as well as appropriate equipment and tools
- Produce various baked goods and a variety of international and classic pastries and deserts using basic as well as advanced techniques which meet industry standards
- Design, produce, assemble and decorate display and wedding cakes using various finishing methods which meet industry quality standards
Restaurant Service Certificate of Achievement

The Restaurant Certificate is designed to prepare students for employment in the front-of-the-house of the restaurant/hospitality industry as fine dining servers and first-line supervisors.

### Required Courses

<table>
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<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>CULART 010</td>
<td>Restaurant Service and Catering I</td>
<td>6</td>
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<tr>
<td>CULART 011</td>
<td>Restaurant Service and Catering II</td>
<td>6</td>
</tr>
<tr>
<td>CULART 225</td>
<td>Sanitation and Safety</td>
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<td>CULART 240</td>
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<td>HOSP 100</td>
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</tbody>
</table>

Total Units: 24

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

This is a Gainful Employment Program

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Establish and maintain safety and sanitation procedures
- Prepare standardized recipes using a variety of cooking techniques which meet industry quality standards
- Prepare a variety of recipes of utilizing the correct techniques, ingredients and equipment which meet industry quality standards
- Define and articulate the core values of the culinary professional

Dance

The curriculum in the dance program provides basic preparation for further study in dance at the community or university level. It is the goal of the dance department to help students to develop their dance potential to the highest possible level.

### Contact Information

Division: Arts and Humanities (NH - 223)
Division Phone Number: (909) 384-8633
Faculty Chairs: Melinda Fogle (mfogle@sbccd.edu), Ph.D. and Margaret Worsley (mworsley@sbccd.edu), M.M.

| DANCE 100 | 3 Units  
Dance History and Appreciation  
Lecture: 54 contact hours  
This course is a comprehensive survey of dance from ancient times to the 21st century. Emphasis is placed on historical perspectives revealing dance as an emerging art form. The course curriculum also surveys the roles of dance in relation to religion, culture, politics, and social attitudes, as well as its relation to other art forms. (Formerly DANCE 200)  
Associate Degree Applicable  
Transfers to both UC/CSU  

| DANCE 101A | 2 Units  
Beginning Modern Dance  
Lab: 108 contact hours  
This course focuses on the inner impulse of modern dance and draws upon the movement vocabularies of classical, post-modern, and contemporary styles. A strong emphasis is placed on the acquisition of beginning modern dance movement vocabulary, dynamic alignment, and suppleness, flexibility, rhythmically, musicality, endurance and balance.  
Associate Degree Applicable  
Transfers to both UC/CSU  

| DANCE 101B | 2 Units  
Beginning/Intermediate Modern Dance  
Lab: 108 contact hours  
Prerequisite: DANCE 101A  
This beginning/intermediate level of Modern Dance utilizes the basic knowledge of beginning modern dance techniques to increase the movement vocabularies of classical, post-modern, and contemporary styles. Students will utilize a higher level of codified modern dance terminology and combinations, which are essential to move forward in modern dance.  
Associate Degree Applicable  
Transfers to both UC/CSU  

| DANCE 102A | 2 Units  
Intermediate Modern Dance  
Lab: 108 contact hours  
This course offers an intermediate study of modern dance techniques. It will include movement vocabularies of Graham, Horton, Cunningham, Limon and the post modern and contemporary styles of today. Emphasis is on expanding and deepening the dancer’s technical and expressive skills through more complicated techniques, combinations and improvisations. Concert and performance is required.  
Associate Degree Applicable  
Transfers to both UC/CSU  

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<tr>
<th>Course Code</th>
<th>Units</th>
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<tr>
<td>DANCE 102B</td>
<td>2</td>
<td>Intermediate/Advanced Modern Dance</td>
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<tr>
<td>Lab: 108 contact hours</td>
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<tr>
<td>Prerequisite: DANCE 102A</td>
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This course explores further the development of modern dance skills, techniques and vocabulary developed in beginning through intermediate modern dance. An in-depth emphasis is placed on increased flexibility and endurance, clarity of technique, rhythm, time, form and energy through choreographic and improvisational exercises and combinations. Concert attendance and performance is required.  
Associate Degree Applicable
Transfers to both UC/CSU

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<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>DANCE 103A</td>
<td>2</td>
<td>Beginning Ballet</td>
</tr>
<tr>
<td>Lab: 108 contact hours</td>
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<tr>
<td>Prerequisite: DANCE 103A</td>
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This course is an introduction to basic ballet technique emphasizing ballet etiquette, terminology, placement, and alignment, warm-up and injury prevention; body conditioning principles as they relate to ballet technique, flexibility and strengthening exercises, basic barre, basic center floor, and traveling combination exercises.  
Associate Degree Applicable
Transfers to both UC/CSU

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<td>Prerequisite: DANCE 103A</td>
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</table>

This course will utilize the knowledge learned in Beginning Ballet to become more proficient in ballet technique by using higher level codified ballet terminology, utilizing placement, alignment, expanding and more complex warm-up technique, basic barre, basic center technique, increasing flexibility, furthering strengthening exercises and more complex traveling combination exercises as it relates to this level of ballet, while reviewing cumulative ballet technique for higher levels of ballet.  
Associate Degree Applicable
Transfers to both UC/CSU

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<tr>
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<tr>
<td>DANCE 105A</td>
<td>2</td>
<td>Intermediate Jazz Dance</td>
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<tr>
<td>Lab: 108 contact hours</td>
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<td>Prerequisite: DANCE 102A</td>
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</table>

This course provides a continuing study of jazz dance techniques at the intermediate level including the styles and techniques of Jack Cole, Jerome Robbins, Frank Hatchett, Bob Fosse, Katherine Dunham, and more. Focus is given to the development of the dancer’s technical and expressive skills, as well as historical and theoretical understandings of jazz technique for film, television, and stage. Public performance is required for this class.  
Associate Degree Applicable
Transfers to both UC/CSU

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</table>

This course provides a continuing study of jazz dance techniques at the intermediate level with an additional introduction of advanced techniques. Study of the styles and techniques of famous artists such as Debbie Allen, Gus Giordano, Michael Bennet, Mia Michaels and more are covered in this class. Contemporary and commercial jazz dance forms are also covered along with historical and theoretical understandings of jazz dance techniques related to the dancer’s expressive skills. Public performance is required for this class.  
Associate Degree Applicable
Transfers to both UC/CSU

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<tr>
<td>DANCE 106A</td>
<td>2</td>
<td>Intermediate/Advanced Modern Dance</td>
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<td>Lab: 108 contact hours</td>
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Associate Degree Applicable
Transfers to both UC/CSU

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Associate Degree Applicable
Transfers to both UC/CSU

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<td>DANCE 107X2</td>
<td>2</td>
<td>Beginning Tap Dance</td>
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<td>Lab: 108 contact hours</td>
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<td></td>
</tr>
</tbody>
</table>

This is a basic course of instruction in the art of tap dancing. Topics include physical strengthening, rhythmic awareness, execution of basic tap-dancing steps, floor exercises, vocabulary for theatrical presentation of tap choreography, audience awareness and basic acting skills. This course may be taken twice.  
Associate Degree Applicable
Transfers to both UC/CSU

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>DANCE 114X4</td>
<td>4</td>
<td>Dance Rehearsal and Performance</td>
</tr>
<tr>
<td>Lab: 216 contact hours</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Limitation on Enrollment: Enrollment in this class is contingent upon an audition for a current dance production. This course provides instruction and supervision of rehearsal and performance in various dance productions. This course may be taken four times.  
Associate Degree Applicable
Transfers to both UC/CSU

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>DANCE 206X4</td>
<td>4</td>
<td>Dance Production</td>
</tr>
<tr>
<td>Lab: 216 contact hours</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process. This course provides instruction and analysis of all aspects of dance production including organizing a dance production; publicity and marketing; budget; theatrical and dance lighting; set design; costumes and makeup; and instruction in elements of physical theater, such as stage terminology, stage directions, and roles of theatre personnel. This course may be taken four times.  
Associate Degree Applicable
Transfers to both UC/CSU
Economics

Economics is the study of how people and societies produce various commodities and distribute them for consumption, now or in the future, among various persons and groups in society. As a descriptive, academic discipline, it is concerned with accurate portrayals of national economics as well as those of regions, firms, and individuals. As an analytic discipline, its tools are used to order, modify, and describe economic activity. Training in economics, supplemented by course work in other disciplines, provide excellent preparations for particular careers in industry, government, and many professions including management, law, education, public administration or consulting. The study of economics also provides useful intellectual training for individuals who may be uncertain about their future careers. Students planning to transfer to a four-year institution and major in economics or related fields should consult with a counselor regarding the transfer process and lower division requirements.

Contact Information

Division: Social Sciences, Human Development, and Physical Education (NH - 345)
Division Phone Number: (909) 384-8603
Faculty Chair: Michael Levine (mlevine@sbccd.edu), Ph.D.

- Economics Associate of Arts Transfer Degree (p. 171)

**ECON 100 3 Units**
Introduction to Economics
Lecture: 54 contact hours
This course is an entry-level, general education course which introduces and surveys basic macroeconomic, microeconomic, and personal finance principles. This course emphasizes the causes and consequences of the business cycle on output, employment, and prices as well as, basic supply and demand analysis across different market structures. Analysis further includes the role of the government in the macro-economy and the micro-economy.

**Associate Degree Applicable**
Transfers to both UC/CSU

**ECON 200 3 Units**
Principles of Macroeconomics
Lecture: 54 contact hours
**Advisory:** Eligibility for ENGL 101 or ENGL 101H as determined by SBVC assessment process and MATH 095 or MATH 096.
This course provides an introduction to macroeconomic theory and the role of fiscal and monetary policies in economics with special emphasis on national economic problems, aggregate measures of economic activity, macroeconomic equilibrium, economic growth, the business cycle, financial institutions and international economics. This course is intended for students in the Honors Program but is open to all students who desire more challenging coursework.

**Associate Degree Applicable**
Transfers to both UC/CSU
C-ID: ECON 202

**ECON 200H 3 Units**
Principles of Macroeconomics - Honors
Lecture: 54 contact hours
**Prerequisite:** ENGL 101 or ENGL 101H
**Advisory:** MATH 095 or MATH 096
This course provides an introduction to macroeconomic theory and the role of fiscal and monetary policies in economics with special emphasis on national economic problems, aggregate measures of economic activity, macroeconomic equilibrium, economic growth, the business cycle, financial institutions and international economics. This course is intended for students in the Honors Program but is open to all students who desire more challenging coursework.

**ECON 201 3 Units**
Principles of Microeconomics
Lecture: 54 contact hours
**Advisory:** Eligibility for ENGL 101 or ENGL 101H as determined by SBVC assessment process and MATH 095 or MATH 096.
This course provides an introduction to microeconomic theory, including economic development, international economics, and comparative economic systems with special emphasis on microeconomic problems such as the provisioning of public goods and environmental regulations.

**Associate Degree Applicable**
Transfers to both UC/CSU
C-ID: ECON 201

**ECON 201H 3 Units**
Principles of Microeconomics - Honors
Lecture: 54 contact hours
**Prerequisite:** ENGL 101 or ENGL 101H
**Advisory:** MATH 095 or MATH 096
This course provides an introduction to microeconomic theory, including economic development, international economics, and comparative economic systems with special emphasis on microeconomic problems such as the provisioning of public goods and environmental regulations. This course is intended for students in the Honors Program but is open to all students who desire more challenging coursework.

**Associate Degree Applicable**
Transfers to both UC/CSU
C-ID: ECON 201

**ECON 208 4 Units**
Business and Economic Statistics
Lecture: 72 contact hours
**Prerequisite:** MATH 095 or MATH 096 or eligibility for MATH 102 as determined through the SBVC assessment process.
This course is a study of statistical methods commonly used in business and economics including measures of central tendency; measures of dispersion and skewness; probability concepts and distributions; statistical inferences; parametric and non-parametric hypothesis testing; index numbers time series analysis; simple regression, and correlation analysis.

**Associate Degree Applicable**
Transfers to both UC/CSU
C-ID: MATH 110
Economics Associate of Arts Transfer Degree

The Economics program focuses on the systematic study of the production, conservation and allocation of resources in conditions of scarcity, together with the organizational frameworks related to these processes. Economics is truly all around us, present in almost every aspect of our lives from the perspective that every human activity involves choice between alternatives (i.e., trade-offs) and the use of some scarce resource. Studying the subject gives students a general understanding of the world and its inner workings. Students learn everything from what determines the price of goods and services to why the average standards of living vary so widely within and between countries. An economics major is very versatile and provides excellent preparation for law school. Economics majors can find positions with the government, in all areas of business decision-making, in positions associated with technology or finance, and more.

The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. To earn this Economics AA-T degree, students must meet the following requirements:

- completion of the following major requirements with grades of C or better;
- completion of a minimum of 60 CSU transferable semester units with a grade point average of a least 2.0; and
- certified completion of the CSU General Education-Breadth (CSU-GE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

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

Students planning to transfer to a four-year institution and major in Economics should consult with a counselor regarding the transfer process and lower division requirements.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Courses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ECON 200</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>or ECON 200H</td>
<td>Principles of Macroeconomics - Honors</td>
<td></td>
</tr>
<tr>
<td>ECON 201</td>
<td>Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>or ECON 201H</td>
<td>Principles of Microeconomics - Honors</td>
<td></td>
</tr>
<tr>
<td>ECON 208</td>
<td>Business and Economic Statistics</td>
<td>4</td>
</tr>
<tr>
<td>or MATH 108</td>
<td>Introduction to Probability and Statistics</td>
<td></td>
</tr>
<tr>
<td>MATH 141</td>
<td>Business Calculus</td>
<td>4</td>
</tr>
<tr>
<td>or MATH 250</td>
<td>Single Variable Calculus I</td>
<td></td>
</tr>
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</table>

List A: Select one course from the following (3-4 units)

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 200</td>
<td>Financial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>ACCT 201</td>
<td>Managerial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>BUSAD 127</td>
<td>Business Communication</td>
<td>3</td>
</tr>
<tr>
<td>CIT 101</td>
<td>Introduction to Computer Literacy</td>
<td>3</td>
</tr>
<tr>
<td>MATH 102</td>
<td>College Algebra</td>
<td>4</td>
</tr>
<tr>
<td>MATH 151</td>
<td>Precalculus</td>
<td>4</td>
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</tbody>
</table>

MATH 251 | Single Variable Calculus II | 4

List B: Select one course from the following (3-5 units)

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECON 100</td>
<td>Introduction to Economics</td>
<td>3</td>
</tr>
<tr>
<td>MATH 252</td>
<td>Multivariable Calculus</td>
<td>5</td>
</tr>
<tr>
<td>MATH 265</td>
<td>Linear Algebra</td>
<td>4</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Total</td>
<td></td>
<td>20-23</td>
</tr>
<tr>
<td>Total Units That May Be Double Counted</td>
<td>9</td>
<td></td>
</tr>
<tr>
<td>General Education (CSU-GE or IGETC) Units</td>
<td>37-39</td>
<td></td>
</tr>
<tr>
<td>Elective (CSU Transferable) Units</td>
<td>7-12</td>
<td></td>
</tr>
<tr>
<td>Total Units</td>
<td></td>
<td>60</td>
</tr>
</tbody>
</table>

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes

At the completion of this program, students will be able to:

- Explain, graph, and analyze key macroeconomic and microeconomic models by applying the concept of market equilibrium
- Identify data sources, describe appropriate empirical tools, and perform research on data they retrieve from original surveys, or official and industry sources
- Evaluate economic issues and public policy by using economic models or data analysis while identifying underlying assumptions of the model(s) and limitations
- Communicate economic ideas by means of written essays or reports which demonstrate the ability to formulate informed opinions on economic policy issues and recognize the validity of opposing viewpoints
The Electricity/Electronics curriculum is designed to provide entry-level job training in this broad and expanding field. These classes lead to trainee positions in maintenance, installation, field service, networking, and apprenticeship in the area of specialization. Students who seek a Certificate or an Associate of Science Degree in the fields below will complete a series of Electronics Technology courses common to electricity, communications, and computers and then complete the appropriate area of specialization:

1. Electronics Technology,
2. Communication Engineering Technology,
3. Computer Engineering Technology,
4. Electric Power Technology, or
5. Avionics Technology,

A certificate is also available in the General Electrician Certification Program.

Students planning to transfer to a four-year institution and major in electronics should consult with a counselor regarding the transfer process and lower division requirements.

**Contact Information**

Division: Applied Technology, Transportation, and Culinary Arts (T - 108)

Division Phone Number: (909) 384-4451

Faculty Chair: Tarif (Terry) Halabi (thalabi@sbccd.edu), M.S.E.E.

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Students working for a degree or certificate in Electricity/Electronics must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select. The programs offered will prepare student with the fundamentals of electronics technology by offering courses common to electricity, communications and computers, and power technology. This preparation can be for transfer to the university or for further study in areas of communications, computers, electricity, and aircraft electronics. It can also prepare students for entry-level positions in electronics maintenance, installation, field service, networking, and apprenticeship in the field of electronics technology. Students should have normal color vision, and hand/eye coordination.

- Avionics Technology Associate of Science Degree (p. 176)
- Avionics Technology Certificate of Achievement (p. 176)
- Communication Engineering Technology Associate of Science Degree (p. 177)
- Communication Engineering Technology Certificate of Achievement (p. 177)
- Computer Engineering Technology Associate of Science Degree (p. 178)
- Computer Engineering Technology Certificate of Achievement (p. 178)
- Electric Power Technology Associate of Science Degree (p. 179)
- Electric Power Technology Certificate of Achievement (p. 179)
- Electronics Technology Associate of Science Degree (p. 180)
- Electronics Technology Certificate of Achievement (p. 180)
- General Electrician Certificate of Achievement (p. 181)
- Green Technician Certificate of Career Preparation (p. 181)
- Industrial Automation Certificate of Achievement (p. 182)
- Smart Systems Automation Technology Certificate of Completion (p. 182)
- Zero Net Energy Certificate of Achievement (p. 182)

**ELEC 021 3 Units**

**Blueprint Reading for Building Energy Systems**

**Lecture:** 54 contact hours

**Advisory:** TECALC 087

This course is a study of basic information for reading blueprints and construction drawings. It is designed for those who must assimilate information found in working drawings and specifications.

**Associate Degree Applicable**

**ELEC 050 4 Units**

**Zero Net Energy Building Science**

**Lecture:** 72 contact hours

Zero Net Energy (ZNE) Building Science includes an overview of many progressive measures that improve the energy performance of buildings. Studies focus on architectural design of building, construction methodology, green HVAC systems, renewable energy systems and the terminology used in the ZNE Industry. A survey of projects, policies and programs driving ZNE performance in residential and non-residential buildings will be studied.

**Associate Degree Applicable**

**ELEC 091 3 Units**

**Fundamentals of Solar Energy**

**Lecture:** 54 contact hours

This course is designed for students interested in a career in the solar industry. The fundamental principles and functions of photovoltaic industry will be introduced along with the planning, installation and maintenance of all necessary components for a photovoltaic system. The transmission and distribution of electric power will be reviewed and basic concepts of electricity, identification, functions and operations of components will be surveyed.

**Associate Degree Applicable**

**ELEC 101 3 Units**

**Supply Chain Technology**

**Lecture:** 36 contact hours

**Lab:** 54 contact hours

**Prerequisite:** ELECTR 110 and ELECTR 111

This course is an industrial technology overview covering the basic knowledge and skills needed for supply chain technicians to successfully work in automated factories, warehouses, and distribution centers. Introduction to the troubleshooting and maintenance of complex electromechanical systems is a major focus of this class.

**Associate Degree Applicable**

**Transfers to CSU only**
ELEC 215C 4 Units
Electrical Control of Hydraulic-Pneumatic Systems
Lecture: 54 contact hours
Lab: 54 contact hours
Prerequisite: ELECTR 115 and ELECTR 116
This course introduces hydraulic/pneumatic fundamentals, principle of electrical control of hydraulic/pneumatic systems, electrical concepts of ladder diagrams, functional systems of electrical/hydraulic/pneumatic sequencing of actuators, industrial applications, industrial-type hydroelectric and electro pneumatic circuits, and troubleshooting electrically controlled hydraulic/pneumatic systems.
Associate Degree Applicable
Transfers to CSU only

ELEC 216C 4 Units
Introduction to Industrial Electricity
Lecture: 54 contact hours
Lab: 54 contact hours
Prerequisite: ELECTR 110 and ELECTR 111
This course covers the study of electrical power transmission, the National Electrical Code, electrical blueprints, residential and commercial wiring.
Associate Degree Applicable
Transfers to CSU only

ELEC 217C 4 Units
Industrial Electricity
Lecture: 54 contact hours
Lab: 54 contact hours
Prerequisite: ELECTR 115 and ELECTR 116
This course covers the study of DC motors, single and polyphase AC motors, and the necessary controls and measuring equipment used for industrial circuit protection and switching equipment.
Associate Degree Applicable
Transfers to CSU only

ELEC 218C 4 Units
Controlling Industrial Electricity
Lecture: 54 contact hours
Lab: 54 contact hours
Prerequisite: ELECTR 115 and ELECTR 116
This course covers the study of DC, AC, and polyphase motor operation, mechanical and programmable machine controls, relays and programmable logic controllers (PLCs), ladder logic diagrams and the communication network linking the programmer, the controller, the laptop computer and the machine.
Associate Degree Applicable
Transfers to CSU only

ELEC 219C 4 Units
Industrial Electronic Systems Controls II
Lecture: 54 contact hours
Lab: 54 contact hours
Prerequisite: ELEC 218C
This course examines system application of industrial electronic systems (PLC) including industrial production and processes, automation, and programmable motor controllers. Emphasis is on programmable logic controllers.
Associate Degree Applicable
Transfers to CSU only

ELEC 206 Noncredit
Programmable Logic Controller (PLC)
Lecture: 54 contact hours
The purpose of this noncredit electronics technology course is to align with the growing portion of the electronic companies that can employ workers with specific skills/knowledge and specialize in the field of control systems.

ELEC 207 Noncredit
Preparation for Journeyman Electrician Exam
Lecture: 54 contact hours
The purpose of this noncredit electrical technology course is to allow a growing population of electrical workers understand specific sections of the National Electrical Code (NEC). The course includes the expected knowledge of the service, load calculations, grounding and overcurrent protection for conductors, motors, and transformers.

ELEC 208 Noncredit
Wireless Communications
Lecture: 54 contact hours
The purpose of this noncredit electronics technology course is to align with the growing portion of the electronic companies that can employ workers with specific skills, knowledge and specialize in the field of wireless communications.

ELEC 209 Noncredit
Antennas and Wave Propagation
Lecture: 27 contact hours
The purpose of this noncredit electronics technology course is to align with the growing portion of the electronic companies that can employ workers with specific skills, knowledge and specialize in the field of antennas and wave propagation.

ELEC 200 Noncredit
Zero Net Energy Building Science
Lecture: 72 contact hours
Zero Net Energy (ZNE) Building Science noncredit course includes an overview of many progressive measures that improve the energy performance of buildings. Studies focus on architectural design of building, construction methodology, green HVAC systems, renewable energy systems and the terminology used in the ZNE Industry. A survey of projects, policies and programs driving ZNE performance in residential and non-residential buildings will be studied.

ELECTR 098 1-4 Units
Electronics Work Experience
WRKEX: 300 contact hours
Supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.
Associate Degree Applicable
**ELECTR 110** 3 Units  
Direct Current Circuit Analysis  
**Lecture:** 54 contact hours  
**Corequisite:** ELECTR 111  
This is a comprehensive course in direct current circuit analysis including Ohm's law, series and parallel circuit analysis, voltage and current dividers, DC meters, Kirchhoff's laws, magnetic circuits, and network theorems.  
**Associate Degree Applicable**  
**Transfers to both UC/CSU**

**ELECTR 111** 1 Unit  
Direct Current Circuit Laboratory  
**Lab:** 54 contact hours  
**Corequisite:** ELECTR 110  
This course is the laboratory complement to ELECTR 110 including experiments reinforcing the theory of electricity and the necessary technical skills.  
**Associate Degree Applicable**  
**Transfers to both UC/CSU**

**ELECTR 115** 3 Units  
Alternating Current Circuit Analysis  
**Lecture:** 54 contact hours  
**Prerequisite:** ELECTR 110 and ELECTR 111  
**Corequisite:** ELECTR 116  
This course is an in-depth analysis of alternating current circuits to include AC generation and transformation, inductance and inductive circuits, capacitance and capacitive circuits, time constants, rectangular and polar notation, AC circuit analysis, resonance, and filters.  
**Associate Degree Applicable**  
**Transfers to both UC/CSU**

**ELECTR 116** 1 Unit  
Alternating Current Circuit Laboratory  
**Lab:** 54 contact hours  
**Prerequisite:** ELECTR 110 and ELECTR 111  
**Corequisite:** ELECTR 115  
This course is the laboratory complement to ELECTR 115 including skill training in reading and interpreting measurements on an oscilloscope, using QT boards, function generators, and other test equipment.  
**Associate Degree Applicable**  
**Transfers to both UC/CSU**

**ELECTR 155** 3 Units  
Electronic Drawing and Assembly  
**Lecture:** 36 contact hours  
**Lab:** 54 contact hours  
**Prerequisite:** ELECTR 110  
This course covers electronic schematic capture, simulation, export to printed circuit board design, layout, and auto-routing software. It includes basic Computer Aided Design (CAD) drafting, block diagrams, library component templates, and printed circuit board (PCB) design, fabrication, and assembly, using with through-hole and surface-mount technology and devices (SMT and SMD).  
**Associate Degree Applicable**  
**Transfers to CU/CSU only**

**ELECTR 220C** 3 Units  
F.C.C. Rules and Regulations  
**Lecture:** 54 contact hours  
This course is a review of the requirements and questions for the General Radiotelephone Operator's License offered by the Federal Communications Commission.  
**Associate Degree Applicable**  
**Transfers to CSU only**

**ELECTR 230** 3 Units  
Semiconductor Devices  
**Lecture:** 54 contact hours  
**Prerequisite:** ELECTR 110  
This course is a study of semiconductor devices including the chemistry and physics of the structure of the atom and the operation of semiconductor devices based on energy level analysis.  
**Associate Degree Applicable**  
**Transfers to CSU only**

**ELECTR 235** 4 Units  
Solid State Circuit Analysis  
**Lecture:** 54 contact hours  
**Lab:** 54 contact hours  
**Prerequisite:** ELECTR 230  
This course covers an analysis of discrete solid-state circuits and their design including diodes, circuit configurations, amplifiers and amplification, biasing techniques, feedback principles, FETs, photo devices, and evaluation of designed circuits.  
**Associate Degree Applicable**  
**Transfers to CU/CSU only**

**ELECTR 250C** 4 Units  
Radio Transmitters, Receivers and Antennas  
**Lecture:** 54 contact hours  
**Lab:** 54 contact hours  
**Prerequisite:** ELECTR 115 and ELECTR 116  
In this course, students explore topics of electronic communications, such as the electromagnetic frequency spectrum, frequency bands, analog and digital modulation, digital data, antennas, transmission lines and loads, government services and fiber optics. Exercises include diagramming modern transmitter and receiver components, plotting impedances, and making line and load conversions.  
**Associate Degree Applicable**  
**Transfers to CSU only**

**ELECTR 255C** 4 Units  
Telephone and Data Networking  
**Lecture:** 54 contact hours  
**Lab:** 54 contact hours  
**Prerequisite:** ELECTR 115 and ELECTR 116  
This course includes telephone topology with emphasis on the Open System Interconnection (OSI) model, telephony color code, tools, patch panels, phone wiring and installation, voice and data block wiring, installation, and programming/ troubleshooting a digital key system and network.  
**Associate Degree Applicable**  
**Transfers to CSU only**

**ELECTR 257C** 4 Units  
Navigation and Communication Systems  
**Lecture:** 54 contact hours  
**Lab:** 54 contact hours  
**Prerequisite:** ELECTR 115 and ELECTR 116  
This course covers the bench test, installation and ramp test of transmitter and receiver systems and their operating principles. Systems include Auto Direction Finder, Very High Frequency Omirange, LORAN-C, Omega, INS, DME, ILS, VHF communication, HF communication, FM transceivers and transponder.  
**Associate Degree Applicable**  
**Transfers to CSU only**
ELECTR 265 4 Units
Digital Logic Design
Lecture: 54 contact hours
Lab: 54 contact hours
This course covers combinational logic utilizing Boolean algebra and the binary numbering system. Topics include Karnaugh maps, truth tables, coding, switching circuits, converters, logic circuit elements, timers, digital-to-analog and analog-to-digital conversions, decoders, multiplexers, demultiplexers, and displays.
Associate Degree Applicable
Transfers to CSU only

ELECTR 266 4 Units
Microprocessor Technology With Assembly Language
Lecture: 54 contact hours
Lab: 54 contact hours
Prerequisite: ELECTR 265
This course covers the fundamental principles of microprocessors and microcontrollers. The architecture of the 8051 series microcontroller is highlighted along with its operation and applications in embedded systems. Students make use of assembly language and C language to interface with both analog and digital circuitry. Software simulation tools and microcontroller trainer boards are used in lab exercises and a final project.
Associate Degree Applicable
Transfers to CSU only

ELECTR 270 4 Units
Linear Integrated Circuit Analysis
Lecture: 54 contact hours
Lab: 54 contact hours
Prerequisite: ELECTR 115 and ELECTR 116
This course is a review of bipolar transistor fundamentals and differential amplifiers with emphasis on inner connections and circuit designs using integrated circuit operational amplifiers, phase-lock loops, and current differentiating amplifiers. Includes breadboarding and evaluation of various types of active linear and pulse circuits involving operational amplifiers and phase-lock loops.
Associate Degree Applicable
Transfers to CSU only

ELECTR 280C 4 Units
Computer Operation and Maintenance
Lecture: 54 contact hours
Lab: 54 contact hours
Prerequisite: ELECTR 266
This course provides a working knowledge of the principles and analysis techniques applicable to computer operations and maintenance. It includes the theory and experience necessary to understand and analyze computer circuitry as needed for entry-level work in the computer and electronics industry.
Associate Degree Applicable
Transfers to CSU only

ELECTR 290C 4 Units
Industrial Computers and Robotics Maintenance
Lecture: 54 contact hours
Lab: 54 contact hours
Prerequisite: ELECTR 266
This course is a comprehensive study of computers and robots used in industry. Including diagnostics and programming for controlling robots, machines and medical equipment.
Associate Degree Applicable
Transfers to CSU only

ELECTR 600 Noncredit
Preparation for DC Circuit Certification
Lecture: 54 contact hours
This noncredit electronics technology course prepares students with the specific skills and knowledge in the field of Direct Current (DC) processes and circuits. This course prepares students to take the DC Basics Certification Exam with the Electronics Technicians Association (ETA).

ELECTR 601 Noncredit
Preparation for AC Basics Certification
Lecture: 54 contact hours
This noncredit electronics technology course prepares students with the specific skills and knowledge in the field of AC circuits. This course prepares students to take the AC Basics Certification Exam with the Electronics Technicians Association (ETA).

ELECTR 602 Noncredit
Preparation for Analog Electronics Certification
Lecture: 108 contact hours
This noncredit electronics technology course prepares students with the specific skills and knowledge in the field of analog processes and circuits. This course prepares students to take the Analog Electronics Certification Exam with Electronics Technicians Association (ETA).

ELECTR 603 Noncredit
Preparation for Digital Basics Certification
Lecture: 54 contact hours
This noncredit electronics technology course prepares students with the specific skills and knowledge in the field of digital processes and circuits. This course prepares students to take the Digital Basics Certification Exam with the Electronics Technicians Association (ETA).

ELECTR 604 Noncredit
Preparation for Comprehensive Electronics Certification
Lecture: 54 contact hours
This noncredit electronics technology course prepares students with the specific skills and knowledge in the field of comprehensive knowledge of motors, generators, control circuits, circuit protection, and power distribution. This course prepares students to take the Comprehensive Electronics Certification with the Electronics Technicians Association (ETA).

ELECTR 620 Noncredit
Introduction to Computer Networking
Lecture: 54 contact hours
Lab: 54 contact hours
This noncredit electronics technology course prepares students to take the ETA (Electronics Technicians Association International) STS-CN industry certification. The course covers wire and wireless local area network basics, Internet/VoIP services and security, hardware and software installation, and cabling distribution.

ELECTR 621 Noncredit
Security, Alarm, and Surveillance Systems
Lecture: 54 contact hours
Lab: 54 contact hours
This noncredit electronics technology course prepares students to take the ETA (Electronics Technicians Association International) STS-SS industry certification. The course covers closed-circuit television (CCTV) system, security and fire alarm system, Voice-over-Internet Protocol (VoIP), security cameras, smart locks, and smart access control.
Avionics Technology Associate of Science Degree

To graduate with a specialization in Avionics Technology, students must complete all requirements for the certificate with a grade of C or better plus the general breadth requirements for the Associate Degree (minimum total = 60 units).

### Code | Title | Units
---|---|---
TECALC 087 | Technical Calculations | 4
ELECTR 110 | Direct Current Circuit Analysis | 3
ELECTR 111 | Direct Current Circuit Laboratory | 1
ELECTR 115 | Alternating Current Circuit Analysis | 3
ELECTR 116 | Alternating Current Circuit Laboratory | 1
ELECTR 155 | Electronic Drawing and Assembly | 3
ELECTR 230 | Semiconductor Devices | 3
ELECTR 235 | Solid State Circuit Analysis | 4
ELECTR 265 | Digital Logic Design | 4
ELECTR 266 | Microprocessor Technology With Assembly Language | 4
ELECTR 270 | Linear Integrated Circuit Analysis | 4
AERO 021 | Aviation Fundamentals | 3
AERO 040 | Instrument Ground School | 4
ELECTR 220C | F.C.C. Rules and Regulations | 3
ELECTR 250C | Radio Transmitters, Receivers and Antennas | 4

### Electives

ELECTR 257C Navigation and Communication Systems 4

**Total Units** 52

1. AERO 052 & AERO 053 can be substituted for AERO 021 & AERO 040

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

- SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)
- CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)
- IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Be prepared to transfer a core curriculum to an accredited, 4-year college or university with junior class standing in electronics technology or a related major
- Select and operate electronic test equipment during troubleshooting and repair operations, with an emphasis on safety in use and accuracy in results
- Analyze, interpret, and trace digital logic diagrams used in signal tracing of complex navigational and airborne communications circuits
- Effectively communicate with and advise customers and co-workers, both written and orally, regarding the progress of and decisions made concerning test and repair procedures
- Sit for industry/Federal-style examinations on the theory and procedures of avionics technology

**Avionics Technology Certificate of Achievement**

This certificate is designed to provide students with the fundamentals of electronics technology as it applies to avionics. The curriculum prepares students for entry-level positions in aircraft electricity, maintenance, installation, field service, networking, and apprenticeship in the field of avionics technology.

### Code | Title | Units
---|---|---
TECALC 087 | Technical Calculations | 4
ELECTR 110 | Direct Current Circuit Analysis | 3
ELECTR 111 | Direct Current Circuit Laboratory | 1
ELECTR 115 | Alternating Current Circuit Analysis | 3
ELECTR 116 | Alternating Current Circuit Laboratory | 1
ELECTR 155 | Electronic Drawing and Assembly | 3
ELECTR 230 | Semiconductor Devices | 3
ELECTR 235 | Solid State Circuit Analysis | 4
ELECTR 265 | Digital Logic Design | 4
ELECTR 266 | Microprocessor Technology With Assembly Language | 4
ELECTR 270 | Linear Integrated Circuit Analysis | 4
AERO 021 | Aviation Fundamentals | 3
AERO 040 | Instrument Ground School | 4
To earn an SBVC Associate Degree students must complete one of the Associate Degree (minimum total = 60 units). With a grade of C or better plus the general breadth requirements for the Technology, students must complete all requirements for the certificate. To graduate with a specialization in Communication Engineering Technology Associate of Science Degree, and apprenticeship in the field of communication engineering technology. This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Be prepared to transfer to a core curriculum to an accredited, 4-year college or university with junior class standing in electronics technology as it applies to communication engineering technology.
- Select and operate electronic test equipment during troubleshooting and repair operations, with an emphasis on safety in use and accuracy in results.
- Analyze, interpret, and trace digital logic diagrams used in signal tracing of complex navigational and airborne communications circuits.
- Effectively communicate with and advise customers and co-workers, both written and orally, regarding the progress of and decisions made concerning test and repair procedures.
- Sit for industry/Federal-style examinations on the theory and procedures of avionics technology.

Communication Engineering Technology Certificate of Achievement

This certificate is designed to provide students with the fundamentals of electronics technology as it applies to communication engineering. The curriculum prepares students for entry-level positions in electronics communication maintenance, installation, field service, networking, and apprenticeship in the field of communication engineering technology.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>TECALC 087</td>
<td>Technical Calculations</td>
<td>4</td>
</tr>
<tr>
<td>ELECTR 110</td>
<td>Direct Current Circuit Analysis</td>
<td>3</td>
</tr>
<tr>
<td>ELECTR 111</td>
<td>Direct Current Circuit Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>ELECTR 115</td>
<td>Alternating Current Circuit Analysis</td>
<td>3</td>
</tr>
<tr>
<td>ELECTR 116</td>
<td>Alternating Current Circuit Laboratory</td>
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</tr>
<tr>
<td>ELECTR 155</td>
<td>Electronic Drawing and Assembly</td>
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<td>Semiconductor Devices</td>
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<td>4</td>
</tr>
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<td>ELECTR 265</td>
<td>Digital Logic Design</td>
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<td>ELECTR 266</td>
<td>Microprocessor Technology With Assembly Language</td>
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<td>ELECTR 270</td>
<td>Linear Integrated Circuit Analysis</td>
<td>4</td>
</tr>
<tr>
<td>ELECTR 220C</td>
<td>F.C.C. Rules and Regulations</td>
<td>3</td>
</tr>
<tr>
<td>ELECTR 250C</td>
<td>Radio Transmitters, Receivers and Antennas</td>
<td>4</td>
</tr>
<tr>
<td>ELECTR 255C</td>
<td>Telephone and Data Networking</td>
<td>4</td>
</tr>
</tbody>
</table>

Total Units = 45

Communication Engineering Technology Certificate of Achievement

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Be prepared to transfer to an accredited, 4-year college or university with junior class standing in electronics technology or a related major.
- Select and operate electronic test equipment during troubleshooting and repair operations, with an emphasis on safety in use and accuracy in results.
- Analyze, interpret, and trace digital logic diagrams used in signal tracing of complex communications systems.
- Effectively communicate with and advise customers and co-workers, both written and orally, regarding the progress of and decisions made concerning test and repair procedures.
- Sit for industry/Federal-style examinations on the theory and procedures of electronic communications technology.

Communication Engineering Technology Certificate of Achievement

This certificate is designed to provide students with the fundamentals of electronics technology as it applies to communication engineering. The curriculum prepares students for entry-level positions in electronics communication maintenance, installation, field service, networking, and apprenticeship in the field of communication engineering technology.

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<td>ELECTR 116</td>
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<tr>
<td>ELECTR 220C</td>
<td>F.C.C. Rules and Regulations</td>
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</tr>
<tr>
<td>ELECTR 250C</td>
<td>Radio Transmitters, Receivers and Antennas</td>
<td>4</td>
</tr>
<tr>
<td>ELECTR 255C</td>
<td>Telephone and Data Networking</td>
<td>4</td>
</tr>
</tbody>
</table>

Total Units = 45

This is a Gainful Employment Program
Program Learning Outcomes
At the completion of this program, students will be able to:

- Be prepared to transfer to an accredited, 4-year college or university with junior class standing in electronics technology or a related major
- Select and operate electronic test equipment during troubleshooting and repair operations, with an emphasis on safety in use and accuracy in results
- Analyze, interpret, and trace digital logic diagrams used in signal tracing of complex communications systems
- Effectively communicate with and advise customers and co-workers, both written and orally, regarding the progress of and decisions made concerning test and repair procedures
- Sit for industry/Federal-style examinations on the theory and procedures of electronic communications technology

Computer Engineering Technology Associate of Science Degree

To graduate with a specialization in Computer Engineering Technology, students must complete all requirements for the certificate with a grade of C or better plus the general breadth requirements for the Associate Degree (minimum total = 60 units).

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<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>ELECTR 110</td>
<td>Direct Current Circuit Analysis</td>
<td>3</td>
</tr>
<tr>
<td>ELECTR 111</td>
<td>Direct Current Circuit Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>ELECTR 115</td>
<td>Alternating Current Circuit Analysis</td>
<td>3</td>
</tr>
<tr>
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<td>Alternating Current Circuit Laboratory</td>
<td>1</td>
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</tr>
<tr>
<td>ELECTR 270</td>
<td>Linear Integrated Circuit Analysis</td>
<td>4</td>
</tr>
<tr>
<td>ELECTR 280C</td>
<td>Computer Operation and Maintenance</td>
<td>4</td>
</tr>
<tr>
<td>TECALC 087</td>
<td>Technical Calculations</td>
<td>4</td>
</tr>
</tbody>
</table>

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes
At the completion of this program, students will be able to:

- Select and operate electronic test equipment during troubleshooting and repair operations, with an emphasis on safety in use and accuracy in results
- Analyze, interpret, and trace digital logic diagrams used in signal tracing of complex digital computer circuits
- Effectively communicate with and advise customers and co-workers, both written and orally, regarding the progress of and decisions made concerning test and repair procedures
- Sit for industry/Federal-style examinations on the theory and procedures of computer technology

Computer Engineering Technology Certificate of Achievement

This certificate is designed to provide students with the fundamentals of electronics technology as it applies to computer engineering. The curriculum prepares students for entry-level positions in computer maintenance, installation, field service, networking, and apprenticeship in the field of computer engineering technology. Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

<table>
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<td>TECALC 087</td>
<td>Technical Calculations</td>
<td>4</td>
</tr>
</tbody>
</table>

Total Units 38

This is a Gainful Employment Program

Program Learning Outcomes
At the completion of this program, students will be able to:

- Be prepared to transfer a core curriculum to an accredited, 4-year college or university with junior class standing in electronics technology or a related major
Electric Power Technology Associate of Science Degree

To graduate with a specialization in Electric Power Technology, students must complete all requirements for the certificate with a grade of C or better plus the general breadth requirements for the Associate Degree (minimum total = 60 units).

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>TECALC 087</td>
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<td>ELECTR 270</td>
<td>Linear Integrated Circuit Analysis</td>
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</tr>
<tr>
<td>ELEC 216C</td>
<td>Introduction to Industrial Electricity</td>
<td>4</td>
</tr>
<tr>
<td>ELEC 217C</td>
<td>Industrial Electricity</td>
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</tr>
<tr>
<td>ELEC 218C</td>
<td>Controlling Industrial Electricity</td>
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</tr>
<tr>
<td><strong>Total Units</strong></td>
<td></td>
<td><strong>46</strong></td>
</tr>
</tbody>
</table>

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes

At the completion of this program, students will be able to:

- Prepare to transfer to an accredited, 4-year college or university with junior class standing in electronics technology or a related major
- Select and operate electronic test equipment during troubleshooting and repair operations, with an emphasis on safety in use and accuracy in results
- Analyze, interpret, diagram the information in the correct sections of the National Electrical Code and install electrical wiring and components
- Effectively communicate with and advise customers and co-workers, both written and orally, regarding the progress of and decisions made concerning test and repair procedures
- Sit for industry/Federal-style examinations on the theory and procedures of electronic technology

Electric Power Technology Certificate of Achievement

This certificate is designed to provide students with the fundamentals of electronics technology as it applies to industrial electricity. The curriculum prepares students for entry-level positions in electrical maintenance, installation, field service, networking, and apprenticeship in the field of electric power technology.

<table>
<thead>
<tr>
<th>Code</th>
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<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>TECALC 087</td>
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<tr>
<td>ELECTR 110</td>
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<td>ELEC 217C</td>
<td>Industrial Electricity</td>
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<tr>
<td>ELEC 218C</td>
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<tr>
<td><strong>Total Units</strong></td>
<td></td>
<td><strong>46</strong></td>
</tr>
</tbody>
</table>

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Be prepared to transfer to an accredited, 4-year college or university with junior class standing in electronics technology or a related major
- Select and operate electronic test equipment during troubleshooting and repair operations, with an emphasis on safety in use and accuracy in results
- Analyze, interpret, diagram the information in the correct sections of the National Electrical Code and install electrical wiring and components
- Effectively communicate with and advise customers and co-workers, both written and orally, regarding the progress of and decisions made concerning test and repair procedures
- Sit for industry/Federal-style examinations on the theory and procedures of electronic technology
Electronics Technology Associate of Science Degree

To graduate with a specialization in Electronics Technology, students must complete all requirements for the certificate with a grade of C or better plus the general breadth requirements for the Associate Degree (minimum total = 60 units).

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<td>ELECTR 270</td>
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<tr>
<td>Total Units</td>
<td></td>
<td><strong>34</strong></td>
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</table>

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

- SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)
- CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)
- IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes

At the completion of this program, students will be able to:

- Be prepared to transfer to an accredited, 4-year college or university with junior class standing in electronics technology or a related major
- Select and operate electronic test equipment during troubleshooting and repair operations, with an emphasis on safety in use and accuracy in results
- Analyze, interpret, and trace digital logic diagrams used in signal tracing of complex digital circuits
- Effectively communicate with and advise customers and co-workers, both written and orally, regarding the progress of and decisions made concerning test and repair procedures
- Sit for industry/Federal-style examinations on the theory and procedures of electronic technology

Electronics Technology Certificate of Achievement

This certificate is designed to provide students with the fundamentals of electronics technology. It also prepares students for entry-level positions in electronics maintenance, installation, field service, networking, and apprenticeship in the field of electronics technology.

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</tr>
<tr>
<td>Total Units</td>
<td></td>
<td><strong>34</strong></td>
</tr>
</tbody>
</table>

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Be prepared to transfer to an accredited, 4-year college or university with junior class standing in electronics technology or a related major
- Select and operate electronic test equipment during troubleshooting and repair operations, with an emphasis on safety in use and accuracy in results
- Analyze, interpret, and trace digital logic diagrams used in signal tracing of complex digital circuits
- Effectively communicate with and advise customers and co-workers, both written and orally, regarding the progress of and decisions made concerning test and repair procedures
- Sit for industry/Federal-style examinations on the theory and procedures of electronic technology
General Electrician Certificate of Achievement

This certificate will allow an "Electrician Trainee" to sit for the California State General Electrician Certification examination. These courses also satisfy the continuing education requirement every three years for certified electricians.

Required Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>OSHA 030</td>
<td>Federal OSHA Outreach: Construction Industry Safety</td>
<td>2</td>
</tr>
<tr>
<td>ELEC 216C</td>
<td>Introduction to Industrial Electricity</td>
<td>4</td>
</tr>
<tr>
<td>ELEC 217C</td>
<td>Industrial Electricity</td>
<td>4</td>
</tr>
<tr>
<td>ELEC 218C</td>
<td>Controlling Industrial Electricity</td>
<td>4</td>
</tr>
<tr>
<td>ELECTR 110</td>
<td>Direct Current Circuit Analysis</td>
<td>3</td>
</tr>
<tr>
<td>ELECTR 111</td>
<td>Direct Current Circuit Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>ELECTR 115</td>
<td>Alternating Current Circuit Analysis</td>
<td>3</td>
</tr>
<tr>
<td>ELECTR 116</td>
<td>Alternating Current Circuit Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>ELECTR 230</td>
<td>Semiconductor Devices</td>
<td>3</td>
</tr>
<tr>
<td>ELECTR 235</td>
<td>Solid State Circuit Analysis</td>
<td>4</td>
</tr>
<tr>
<td>ELECTR 265</td>
<td>Digital Logic Design</td>
<td>4</td>
</tr>
<tr>
<td>INSPEC 014</td>
<td>Advanced Construction Inspection: National Electrical Code (NEC)</td>
<td>3</td>
</tr>
<tr>
<td>KIN 231</td>
<td>First Aid and CPR</td>
<td>3</td>
</tr>
<tr>
<td>TECALC 087</td>
<td>Technical Calculations</td>
<td>4</td>
</tr>
<tr>
<td>INSPEC 029</td>
<td>Community Relations for Building Personnel</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total Units</strong></td>
<td></td>
<td><strong>46</strong></td>
</tr>
</tbody>
</table>

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Be eligible to sit for California State General Electrician Certification examination on the theory and procedures of electrical technology
- Select and operate electronic test equipment during troubleshooting and repair operations, with an emphasis on safety in use and accuracy in results
- Select the proper section of the National Electrical Code and electrical blueprints, to properly inspect, and estimate the costs associated with for residential and commercial wiring
- Analyze, interpret, and trace digital logic diagrams used in signal tracing of complex digital circuits
- Effectively communicate with and advise customers and co-workers, both written and orally regarding the progress of and decisions made concerning test and repair procedures

Green Technician Certificate of Career Preparation

This program is designed to provide students with fundamentals of renewable energy systems and related sustainability concepts that will prepare them for entry level jobs. DC and AC electrical theory, solar power systems design, installation and maintenance issues, along with OSHA construction safety are covered. Entry-Level certification into the Solar Photovoltaic Industry.

Required Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELECTR 110</td>
<td>Direct Current Circuit Analysis</td>
<td>3</td>
</tr>
<tr>
<td>ELECTR 111</td>
<td>Direct Current Circuit Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>ELECTR 115</td>
<td>Alternating Current Circuit Analysis</td>
<td>3</td>
</tr>
<tr>
<td>ELECTR 116</td>
<td>Alternating Current Circuit Laboratory</td>
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<tr>
<td>ELECTR 230</td>
<td>Semiconductor Devices</td>
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<tr>
<td>ELECTR 235</td>
<td>Solid State Circuit Analysis</td>
<td>4</td>
</tr>
<tr>
<td>ELECTR 265</td>
<td>Digital Logic Design</td>
<td>4</td>
</tr>
<tr>
<td>OSHA 030</td>
<td>Federal OSHA Outreach: Construction Industry Safety</td>
<td>2</td>
</tr>
<tr>
<td><strong>Total Units</strong></td>
<td></td>
<td><strong>13</strong></td>
</tr>
</tbody>
</table>

Program Learning Outcomes

At the completion of this program, students will be able to:

- Sit for industry/Federal-style examinations on the theory and procedures of Solar Technology, such as NABCEP
- Use quantitative measurement of electrical circuit parameters utilized in Solar photovoltaic systems design and implementation; assemble and test, both direct current (DC), and alternating current (AC), series, parallel, and combination series parallel circuits
- Effectively communicate with and advise customers and co-workers, both written and orally, regarding the design and installation of Solar systems based on field parameters
- Select and operate electronic test equipment during troubleshooting and repair operations, with an emphasis on safety in use and accuracy in results
- Analyze, interpret, and blueprints and diagrams used in the Solar system installation field
Industrial Automation Certificate of Achievement

Students will be prepared for high paying careers in the many existing and future automated manufacturing plants, smart warehouses, and high technology distribution and material handling centers, usually located near major railroad hubs, airports, and interstate freeways. Nearly every product in the supply chain is processed through a complex network of automated material handling, transportation, and logistics centers. This certificate program focuses on the electronic technology responsible for monitoring, controlling, and actuating automated processes involved with all phases of material processing, packaging, and handling systems. Students will be equipped with technical information on mechanical, electrical, analog and digital electronics, Programmable Logic Controllers (PLCs), Programmable Automation Controllers (PACs), Supervisory Control and Data Acquisition (SCADA) systems, fluid power systems, computer hardware and software, networking, interfacing, robotics, sensors and actuators typically used in automated equipment.

Code | Title | Units
--- | --- | ---
OSHA 035 | Federal OSHA Outreach: General Industry Safety | 2
ELECTR 110 | Direct Current Circuit Analysis | 3
ELECTR 111 | Direct Current Circuit Laboratory | 1
ELECTR 115 | Alternating Current Circuit Analysis | 3
ELECTR 116 | Alternating Current Circuit Laboratory | 1
ELEC 101 | Supply Chain Technology | 3
ELEC 215C | Electrical Control of Hydraulic-Pneumatic Systems | 4
ELEC 217C | Industrial Electricity | 4
ELEC 218C | Controlling Industrial Electricity | 4
ELEC 219C | Industrial Electronic Systems Controls II | 4
ELECTR 265 | Digital Logic Design | 4
Total Units | 33

This is a Gainful Employment Program

Program Learning Outcomes
At the completion of this program, students will be able to:

• Create Radio Frequency identification (RFID) and optical bar-code reading and communication systems
• Use PLCs, VFDs, and HMIs in the design, configuration and control of conveyor belt systems for the supply chain industry
• Compose written documents on occupation safety and health in general industry, demonstrating a high level of competency
• Use quantitative measurement of electrical circuit parameters; assemble and test, both direct current (DC), and alternating current (AC), series, parallel, and combination series parallel circuits
• Deliver formal presentations as required by technicians working the field of supply chain technology, on a variety of subjects, to a wide range of audiences

Smart Systems Automation Technology Certificate of Completion

This noncredit certificate is designed to provide students with the fundamentals of smart devices as they apply to smart systems automation technology. The curriculum prepares students for entry-level positions in computer networking, security and surveillance, audio-video entertainment systems, and environmental controls.

Code | Title | Units
--- | --- | ---
ELECTR 620 | Introduction to Computer Networking | 0
ELECTR 621 | Security, Alarm, and Surveillance Systems | 0
ELECTR 622 | Smart Environmental Controls | 0
ELECTR 623 | Audio-Visual Entertainment Systems | 0
Total Hours | 384-432

Program Learning Outcomes
At the completion of this program, students will be able to:

• Select and operate electronic test equipment during troubleshooting and repair operations, with emphasis on safety in use and accuracy in results
• Analyze, interpret, and trace wiring or schematic diagrams used in installing and troubleshooting smart devices connected to the Internet of Things (IoT)
• Effectively communicate with and advise customers and co-workers, both written and orally, regarding the progress of and decisions made concerning test and repair procedures
• Sit for industry/federal-style examinations on the theory and procedures of smart systems automation technology

Zero Net Energy Certificate of Achievement

The Zero Net Energy (ZNE) Certificate is designed to offer the students a broad overview into the energy conservation industry and includes cross-disciplinary courses in Energy Systems, Heating Ventilation and Air Conditioning, Architecture, Computer Information Systems, and Building Inspection Technology. Completion of the ZNE Certificate is especially beneficial for support staff currently working in the energy sector, such as an Energy Auditor, Energy Consultant, ZNE Technician, Green HVAC Technician, Facility Management, Construction Management and Solar Residential Technician.

Code | Title | Units
--- | --- | ---
CIT 101 | Introduction to Computer Literacy | 3
ELEC 050 | Zero Net Energy Building Science | 4
ELEC 021 | Blueprint Reading for Building Energy Systems | 3
INSPEC 017 | California State Energy Regulations for Residential Buildings | 3
TECALC 087 | Technical Calculations | 4
WKEXP 099 | General Work Experience | 1-4
Total Units | 18-21

This is a Gainful Employment Program
Program Learning Outcomes
At the completion of this program, students will be able to:

- Apply critical thinking skills to execute daily duties in their area of employment
- Display the skills and aptitude necessary to pass (Industry Recognized Credentials) certification exams in their field
- Exhibit effective written, oral communication and interpersonal skills

Engineering

Engineers are employed in research, development, design, construction, manufacturing and operations of technical projects related to almost all aspects of modern life, including the environment, communications, transportation, food production, medicine and health, space exploration, housing and energy. Students planning to transfer to a four-year university and major in Engineering should consult with a counselor regarding the transfer process and lower division requirements.

Contact Information
Division: Science (PS - 148)
Division Phone Number: (909) 384-8645
Faculty Chair: Anna Tolstova (atolstov@sbccd.edu), M.S.

ENGR 100 1 Unit
Engineering Career Exploration
Lecture: 18 contact hours
Advisory: Eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.
This course introduces students to the major fields of specialization within engineering and engineering technology professions. This course gives students a broad understanding of various career opportunities and the specialized demands and rewards of each field.
Associate Degree Applicable
Transfers to both UC/CSU

ENGR 265 3 Units
Engineering Mechanics - Statics
Lecture: 54 contact hours
Prerequisite: PHYSIC 202
This is a foundation course in many branches of engineering. Some of the topics covered are two and three dimensional equilibrium of particles and rigid bodies, analysis of frames, machines, trusses, non-coplanar force systems, and the principles of friction.
Associate Degree Applicable
Transfers to both UC/CSU
English

The English Department offers courses in composition, literature, journalism, creative writing, and English as a second language. These courses are designed to help students develop skills in reading perceptively, thinking critically, and writing effectively. The Writing Center, located in Liberal Arts (LA) 201, offers supplemental support to assist students in developing these skills. In order to be placed into the proper level of composition class, all new students are required to complete a guided self-placement and meet with a counselor prior to enrollment. The guided self-placement assists students by helping them to identify their skill level in English, develop an educational plan, and choose appropriate classes. Students planning to transfer to a four-year institution and major in English should consult with a counselor regarding the transfer process and lower division requirements.

Recommended Placement for English

<table>
<thead>
<tr>
<th>High School Performance Metric for English</th>
<th>Recommended Placement for English</th>
</tr>
</thead>
<tbody>
<tr>
<td>H.S. G.P.A. ≥ 2.6 Self-reported high school G.P.A.</td>
<td>Transfer-Level English Composition No additional academic or concurrent support required.</td>
</tr>
<tr>
<td>H.S. G.P.A. 1.9 - 2.6 Self-reported high school G.P.A.</td>
<td>Transfer-Level English Composition Additional academic concurrent support ENGL 086 is REQUIRED.</td>
</tr>
<tr>
<td>H.S. G.P.A. &lt; 1.9 Self-reported high school G.P.A.</td>
<td>Transfer-Level English Composition Additional academic concurrent support ENGL 087 is REQUIRED</td>
</tr>
</tbody>
</table>

Advanced English Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 101</td>
<td>English Literature: Middle Ages to 18th Century</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 102</td>
<td>English Literature: Middle Ages to 18th Century - Honors</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 161</td>
<td>Women Writers</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 162</td>
<td>African-American Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 165</td>
<td>Creative Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 232</td>
<td>American Literature From 1865 to Present</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 270</td>
<td>English Literature: Middle Ages to 18th Century</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 270H</td>
<td>English Literature: Middle Ages to 18th Century - Honors</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 271</td>
<td>English Literature: 18th Century to Present</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 271H</td>
<td>English Literature: 18th Century to Present - Honors</td>
<td>3</td>
</tr>
</tbody>
</table>

Advanced English courses: Journalism, Creative Writing, and Literature Courses ENGL 122 through ENGL 271H have a prerequisite of ENGL 101 or ENGL 101H.

Contact Information

Division: Arts and Humanities (NH - 223)
Division Phone Number: (909) 384-8633
Faculty Chair: Paula Ferri-Milligan (pferri@sbccd.edu), Ed.D.

- English Associate of Arts Transfer Degree (p. 188)

ENGL 015 4 Units
Preparation for College Writing
Lecture: 72 contact hours
This is a writing course designed to prepare students for writing at the college level. The primary focus is on the development of the paragraph and short essay. The course includes a review of grammar, sentence structure, and punctuation.

ENGL 032 3 Units
Creative Writing
Lecture: 54 contact hours
This is an introductory course in creative writing, with an emphasis on poetry and fiction. Students will learn and practice creative writing by producing their own work in the genres studied, reading and learning from the work of established and peer writers, and participating in the workshop method. ENGL 032 is the non-transfer equivalent of ENGL 232. A student taking ENGL 032 may not earn credit for ENGL 232.

ENGL 061 3 Units
Women Writers
Lecture: 54 contact hours
This course is a survey of poetry and prose by prominent women writers that explores historical and contemporary issues in women’s lives. ENGL 061 is the non-transfer equivalent of ENGL 161. A student taking ENGL 061 may not earn credit for ENGL 161.

Associate Degree Applicable

ENGL 070 3 Units
English Literature: Middle Ages to 18th Century
Lecture: 54 contact hours
This course surveys English literature to the last quarter of the 18th century including coverage of all significant literary types in the development of English literature from the Middle Ages to the late 18th century. ENGL 070 is the non-transfer equivalent of ENGL 270. A student taking ENGL 070 may not earn credit for ENGL 270.

Associate Degree Applicable

ENGL 071 3 Units
English Literature: 18th Century to Present
Lecture: 54 contact hours
This course surveys English literature to the last quarter of the 18th Century including coverage of all significant literary types in the development of English literature from the Middle Ages to the late 18th century. ENGL 071 is the non-transfer equivalent of ENGL 271. A student taking ENGL 071 may not earn credit for ENGL 271.

Associate Degree Applicable
ENGL 075  3 Units  
Literature and Religion of the Bible  
Lecture: 54 contact hours  
This course covers The English Bible as literature and as religion including an examination of the types of literature found in the Bible, the historical and religious context in which the literature was developed and an extensive reading of the two testaments. ENGL 075 is the non-transfer equivalent of ENGL 175. A student taking ENGL 075 may not earn credit for ENGL 175.  
Associate Degree Applicable

ENGL 086  1 Unit  
Strategies for College Composition  
Lecture: 18 contact hours  
Prerequisite: Please refer to your Assessment printout for the correct course.  
Corequisite: ENGL 101  
This course provides support for English 101, including strategies for college level reading, writing and critical thinking. This course is taken as pass/no pass only.  
Associate Degree Applicable

ENGL 087  2 Units  
Fundamentals for College Composition  
Lecture: 36 contact hours  
Corequisite: ENGL 101  
This course provides intensive support for English 101, including fundamentals for successful college level reading, writing and critical thinking. This course is offered as pass/no pass only.  
Associate Degree Applicable

ENGL 101  4 Units  
Freshman Composition  
Lecture: 72 contact hours  
Prerequisite: Eligibility for ENGL 101 or ENGL 101H as determined through the SBVC assessment process.  
Corequisite: Students who require supplemental support to succeed in ENGL 101 may be required to take ENGL 086 or ENGL 087 depending on assessment.  
This is a writing course emphasizing expository and argumentative essays, which helps students develop writing skills necessary for other degree applicable courses. It includes reading and analysis of various forms of writing, instruction in library research and preparation of documented research papers.  
Associate Degree Applicable
 Transfers to both UC/CSU  
C-ID: ENGL 100

ENGL 101H  4 Units  
Freshman Composition-Honors  
Lecture: 72 contact hours  
Prerequisite: Eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.  
This is a writing course which emphasizes expository and argumentative essays, which helps students develop writing skills necessary for other degree applicable courses. It includes reading and analysis of various forms of writing, instruction in library research and preparation of documented research papers. This course is intended for students in the Honors Program, but is open to all students who desire more challenging course work.  
Associate Degree Applicable
 Transfers to both UC/CSU  
C-ID: ENGL 100

ENGL 102  4 Units  
Intermediate Composition and Critical Thinking  
Lecture: 72 contact hours  
Prerequisite: ENGL 101 or ENGL 101H  
This course provides further work in argumentative and critical writing, critical thinking, analysis of non-fiction texts (and a work of literature), research and documentation.  
Associate Degree Applicable
 Transfers to both UC/CSU  
C-ID: ENGL 105

ENGL 102H  4 Units  
Intermediate Composition and Critical Thinking - Honors  
Lecture: 72 contact hours  
Prerequisite: ENGL 101 or ENGL 101H  
This course provides further work in argumentative and critical writing, critical thinking, analysis of non-fiction texts (and at least 2 works of literature), research and documentation. This course is intended for students in the Honors Program but is open to all students who desire more challenging course work.  
Associate Degree Applicable
 Transfers to both UC/CSU  
C-ID: ENGL 105

ENGL 122  3 Units  
Journalism Production: Introduction  
Lecture: 54 contact hours  
Prerequisite: ENGL 101 or ENGL 101H  
This course provides an introduction to gathering, synthesizing/organizing and writing news in journalistic style across multiple platforms resulting in the production of the campus student newsmagazine. Topics include the role of the journalist and related legal and ethical issues. Students will report and write based on their original interviews and research to produce news content. Experiences may include covering speeches, meetings and other campus events, writing under deadline, and use of AP Style.  
Associate Degree Applicable
 Transfers to CSU only  
C-ID: JOUR 130

ENGL 123  3 Units  
Journalism Production: Intermediate  
Lecture: 54 contact hours  
Prerequisite: ENGL 122  
This course provides further instruction on gathering, synthesizing/organizing and writing news in journalistic style across multiple platforms resulting in the production of the campus newspaper as well as development of editorial leadership skills. Topics include the role of the journalist and related legal and ethical issues. Students will report and write based on their original interviews and research to produce news content. Experiences may include covering speeches, meetings and other campus events, writing under deadline, and use of AP Style.  
Associate Degree Applicable
 Transfers to CSU only

ENGL 125  3 Units  
Literary Magazine Production  
Lecture: 54 contact hours  
Prerequisite: ENGL 101 or ENGL 101H  
This course covers the theory and practice of producing a literary magazine including instruction on all relevant aspects of editing, design and layout. Students in this class are responsible for production of the college literary magazine.  
Associate Degree Applicable
 Transfers to CSU only
ENGL 140 3 Units
Exploring the World of Science Fiction
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This course is a survey of science fiction genre from the late 19th Century to the present. Students read, analyze, and discuss major themes, genres (short story, novels, drama, and poetry), media (radio, film, tv, internet), and the function of science fiction as a literary form that reflects human concern for solving or escaping problems in an increasingly technological culture and age.

Associate Degree Applicable
Transfers to both UC/CSU

ENGL 141 3 Units
Mystery and Detective Fiction
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This course will introduce the student to mystery and detective fiction as a literary genre and as popular literature, exploring literary elements such as plot, sub-plot, suspense, setting, back story, procedural clues, hook, twist, ethical concerns of investigative methods, and civic life. Discussions of various styles and themes will engage students in critical thinking applied to historical era, multicultural contexts, and gender roles in mystery writing.

Associate Degree Applicable
Transfers to both UC/CSU

ENGL 151 3 Units
Freshman Composition and Literature
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This course includes the study of representative works of fiction, poetry, and drama, including an understanding of their cultural, historical and aesthetic contexts, as well as an emphasis on the fundamental principles of literacy criticism and interpretation, including student writing based on critical reading.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: ENGL 120

ENGL 151H 3 Units
Freshman Composition and Literature - Honors
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This course includes the study of representative works of fiction, poetry, and drama, including an understanding of their cultural, historical and aesthetic contexts, as well as an emphasis on the fundamental principles of literacy criticism and interpretation, including student writing based on critical reading. This course is intended for students in the Honors Program but is open to all students who desire more challenging course work.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: ENGL 120

ENGL 153 3 Units
Literature and Film
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This course studies literature that has been adapted into film. Students will read short stories, novels, and plays; view the film(s) adapted from each literary work; and write critical and analytic essays about the literature, the films, and their interplay.

Associate Degree Applicable
Transfers to both UC/CSU

ENGL 161 3 Units
Women Writers
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This course is a survey of poetry and prose written by prominent women writers that explores historical and contemporary issues in women's lives. ENGL 161 is the transferable equivalent of ENGL 061. A student taking ENGL 161 may not earn credit for ENGL 061.

Associate Degree Applicable
Transfers to both UC/CSU

ENGL 163 3 Units
Chicana/o Literature
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This course is a survey of Chicana/o literature, including novels, drama, poetry, and essays. The course explores concepts of Chicana/o identity, race and racism, and how these themes characterize Chicana/o culture and literary expression. It also examines important social, cultural, and political movements that have influenced and continue to shape the Chicana/o community. (This course is also offered as ETHS 163)

Associate Degree Applicable
Transfers to both UC/CSU

ENGL 165 3 Units
African-American Literature
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This course is a comprehensive examination of African American literature, including prose, poetry, and fiction, from the early oral tradition to present. The course also explores concepts of race, racism, and ethnicity that are manifest in African American literature, and will examine identity as it relates to finding national identity, losing a given, forced identity and acceptance of identity that is foreign to personal history. (This course is also offered as ETHS 165)

Associate Degree Applicable
Transfers to both UC/CSU

ENGL 175 3 Units
The Literature and Religion of the Bible
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This course covers The English Bible as literature and as religion including extensive reading of the two testaments. This course is also offered as RELIG 175. ENGL 175 is the transferable equivalent of ENGL 075. A student taking ENGL 175 may not earn credit for ENGL 075.

Associate Degree Applicable
Transfers to both UC/CSU
ENGL 224 1 Unit
Independent Study in English: Production
DIR: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
Students with previous coursework in English may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of the production of work in print or other text-based media. This independent study would be appropriate for students wanting further work and practice in print publication (print newspaper, magazine or journal production, etc.) or publication for the web (web-based magazine, newspaper, or journal). Prior to registration, a written contract must be prepared jointly by the instructor and the student.
Associate Degree Applicable
Transfers to CU/CSU only

ENGL 232 3 Units
Creative Writing
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This is an introductory course in creative writing, with an emphasis in poetry and fiction. Students will learn and practice creative writing by producing their own work in the genres studied, studying and analyzing the work of established and peer writers, and participating in the workshop method. ENGL 232 is the transferable equivalent of ENGL 032. A student taking ENGL 232 may not earn credit for ENGL 032.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: ENGL 200

ENGL 260 3 Units
American Literature to Mid 19th Century
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This course introduces students to American Literary traditions. The course traces the beginnings of the earliest American literary voices up through 1865.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: ENGL 130

ENGL 261 3 Units
American Literature From 1865 to Present
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This course introduces students to American Literary traditions. The course traces American authors from 1865 to present.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: ENGL 135

ENGL 270 3 Units
English Literature: Middle Ages to 18th Century
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This course surveys English literature to the last quarter of the 18th Century including coverage of all significant literary types in the development of English literature from the Middle Ages to the late 18th century. ENGL 270 is the transferable equivalent of ENGL 070. A student taking ENGL 270 may not earn credit for ENGL 070.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: ENGL 160

ENGL 270H 3 Units
English Literature: Middle Ages to 18th Century - Honors
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This course surveys English literature to the last quarter of the 18th Century including coverage of all significant literary types in the development of English literature from the Middle Ages to the late 18th century. This course is intended for students in the Honors Program but is open to all students who desire more challenging course work.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: ENGL 160

ENGL 271 3 Units
English Literature: 18th Century to Present
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This course surveys English literature from the late 18th Century to the present including coverage of all significant literary types. ENGL 271 is the transferable equivalent of ENGL 071. A student taking ENGL 271 may not earn credit for ENGL 071.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: ENGL 165

ENGL 271H 3 Units
English Literature: 18th Century to Present - Honors
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This course surveys English literature from the late 18th Century to the present including coverage of all significant literary types. This course is intended for students in the Honors Program but is open to all students who desire more challenging course work.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: ENGL 165

ENGL 271H 3 Units
English Literature: 18th Century to Present - Honors
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This course surveys English literature from the late 18th Century to the present including coverage of all significant literary types. ENGL 271 is the transferable equivalent of ENGL 071. A student taking ENGL 271 may not earn credit for ENGL 071.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: ENGL 165

ENGL 611 Noncredit
Basic Grammar and Usage Review
Lecture: 18 contact hours
This noncredit course covers a review of basic English grammar and common errors in grammar and usage. (Formerly ENGL 911)

ENGL 615 Noncredit
Preparation and Remediation for English 015
Lecture: 18 contact hours
This noncredit course is designed to equip students with skills that they can use to be better prepared for the English 015 course and the common final. The primary areas of focus are on the development of reading and test taking skills and strategies, in addition to strategies to effectively address the components of the English 015 common final. This course is a supplement to English 015 and does not serve as a prerequisite for English 101.
English Associate of Arts Transfer Degree

English is the study and production of writing in English, especially literature. The elements and structures of fiction, poetry, drama and the essay are studied. The ethnic, cultural, social, economic and historical foundations of literary works are analyzed as well as their influences on the creation and reception of those works. Finally, there is a strong emphasis in writing for a variety of purposes, audiences, and effects. The study of English prepares a student for further study in Literature, Creative Writing, Journalism and other closely related fields. In addition, the skills and abilities cultivated by the study of English are excellent preparation for any field which requires wide literacy and solid writing ability, including teaching/education, advertising, law, public relations, and work in the media.

Students planning to transfer to a four-year institution and major in English (or associated disciplines such as Comparative Literature, Journalism or Creative Writing) should consult with a counselor regarding the transfer process and lower division requirements because additional courses may be required at some institutions or they may require you to take specific courses. In addition, the department recommends that students take at least 2 semesters of a foreign language as many 4-year institutions have foreign language requirements for their BA in English.

Completion of CSU GE-Breadth or IGETC for CSU is required in addition to the major requirements listed below.

To earn this AA-T degree, students must meet the following requirements:

• completion of the following major requirements with a minimum grade of "C" (or "P")
• completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
• certified completion of the CSU General Education Breadth requirements (CSU GE), which requires a minimum of 39 units. Completing courses prior to transfer that satisfy the U.S. History, Constitution and American Ideals requirement as part of CSU GE is highly recommended.

Students planning to transfer to a four-year institution and major in English should consult with a counselor regarding the transfer process and lower division requirements.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 102</td>
<td>Intermediate Composition and Critical Thinking</td>
<td>4</td>
</tr>
<tr>
<td>or ENGL 102H</td>
<td>Intermediate Composition and Critical Thinking - Honors</td>
<td></td>
</tr>
<tr>
<td>ENGL 151</td>
<td>Freshman Composition and Literature</td>
<td>3</td>
</tr>
<tr>
<td>or ENGL 151H</td>
<td>Freshman Composition and Literature - Honors</td>
<td></td>
</tr>
</tbody>
</table>

List A - Select two of the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 260</td>
<td>American Literature to Mid 19th Century</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 261</td>
<td>American Literature From 1865 to Present</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 270</td>
<td>English Literature: Middle Ages to 18th Century</td>
<td>3</td>
</tr>
<tr>
<td>or ENGL 270H</td>
<td>English Literature: Middle Ages to 18th Century - Honors</td>
<td></td>
</tr>
<tr>
<td>ENGL 271</td>
<td>English Literature: 18th Century to Present</td>
<td>3</td>
</tr>
<tr>
<td>or ENGL 271H</td>
<td>English Literature: 18th Century to Present - Honors</td>
<td></td>
</tr>
</tbody>
</table>

List B - Select one of the following or any course from Lists A or B not used above:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 163</td>
<td>Chicana/o Literature</td>
<td>3</td>
</tr>
<tr>
<td>or ETHS 163</td>
<td>Chicana/o Literature</td>
<td></td>
</tr>
<tr>
<td>ENGL 165</td>
<td>African-American Literature</td>
<td>3</td>
</tr>
<tr>
<td>or ETHS 165</td>
<td>African-American Literature</td>
<td></td>
</tr>
<tr>
<td>ENGL 232</td>
<td>Creative Writing</td>
<td>3</td>
</tr>
</tbody>
</table>

List C - Select one of the following or any course not used from Lists A or B:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTHRO 125</td>
<td>Language and Culture</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 122</td>
<td>Journalism Production: Introduction</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 123</td>
<td>Journalism Production: Intermediate</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 125</td>
<td>Literary Magazine Production</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 140</td>
<td>Exploring the World of Science Fiction</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 141</td>
<td>Mystery and Detective Fiction</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 153</td>
<td>Literature and Film</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 161</td>
<td>Women Writers</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 175</td>
<td>The Literature and Religion of the Bible</td>
<td>3</td>
</tr>
<tr>
<td>or RELIG 175</td>
<td>The Literature and Religion of the Bible</td>
<td></td>
</tr>
</tbody>
</table>

1 The ENGL 270/ENGL 271 sequence is required by CSU San Bernardino for those transferring as English majors.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Major Total</td>
<td>19</td>
</tr>
<tr>
<td></td>
<td>Total Units that may be Double-Counted</td>
<td>6-9</td>
</tr>
<tr>
<td></td>
<td>General Education (CSU-GE or IGETC) Units</td>
<td>37-39</td>
</tr>
<tr>
<td></td>
<td>Elective (CSU Transferable) Units</td>
<td>8-13</td>
</tr>
<tr>
<td></td>
<td>Total Units</td>
<td>60</td>
</tr>
</tbody>
</table>

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes

At the completion of this program, students will be able to:

• Write clear, organized, well-supported prose for a number of purposes and audiences, including research essays that demonstrate mastery of the conventions of MLA citation format
• Identify the elements of fiction, poetry, drama and the essay analyze and evaluate their employment in a wide range of literary works
• Appreciate the ethnic, cultural, social economic and historical foundation of literary works and understand and evaluate their influences on the writing and reception of those works
English as a Second Language (ESL)

Courses in English as a second language are designed for individuals learning English as a foreign language. The various courses cover writing, conversation, spelling and vocabulary in the English language.

Sequence of ESL Courses at SBVC

Both San Bernardino Valley College and San Bernardino Adult School use CASAS to assess programs approximately every 70 instructional hours. Students move through the noncredit curriculum based on assessment and instructor recommendation. Please contact a counselor for additional information.

ESL Sequence Chart (http://catalog.valleycollege.edu/degree-certificate-program-index/english-second-language-esl/ESL_Sequence_Chart_22-23.pdf)

Contact Information

Division: Arts and Humanities (NH - 223)

Division Phone Number: (909) 384-8633

Faculty Chair: Paula Ferri-Milligan (pferri@sbccd.edu), Ed.D.

- ESL Integrated Skills - Beginning Certificate of Competency (p. 191)

ESL 601 Noncredit
ESL Beginning Level 1 - Introduction to Basic English Literacy
Lecture: 72 contact hours
This noncredit course is designed to introduce low-beginning English language learners to basic English letter-sound correspondence, vocabulary, and sentence patterns. Students will start using English to speak about themselves, their families, and their community. In addition, students will learn to read and complete simple forms.

ESL 602 Noncredit
ESL Beginning Level 2 - English at Home and School
Lecture: 72 contact hours
Advisory: ESL 601 or eligibility as determined by the SBVC assessment process or by advisement.
This noncredit course is designed to prepare low-beginning English language learners with vocabulary and sentence structure to communicate in social and academic settings. Students will learn to give and respond to directions, as well as to speak about home, classroom routines, and community life by using a variety of sentence patterns. In addition, students will learn basic note-taking skills.

ESL 603 Noncredit
ESL Beginning Level 3 - English for Work and Leisure
Lecture: 72 contact hours
Advisory: ESL 602 or eligibility as determined by the SBVC assessment process or by advisement.
This noncredit course is designed to prepare intermediate-beginning English language learners to use a variety of English structures and vocabulary for work and leisure. Students will learn appropriate linguistic behaviors with regards to the setting and time of the occasion being discussed.

ESL 604 Noncredit
ESL Beginning Level 4 - English for Work and Education
Lecture: 72 contact hours
Advisory: ESL 603 or eligibility as determined by the SBVC assessment process or by advisement.
This noncredit course is designed to prepare high-beginning English language learners to use Standard English for job interviews, and in conversations at work and in educational settings. Students will begin learning aspects of composition. In addition, students will learn effective note-taking skills. This course is taught through total English immersion while acknowledging students’ cultural experiences.

ESL 607 Noncredit
Basic Conversational English
Lecture: 54 contact hours
This noncredit course is designed to increase the skills of English language learners in basic conversation, listening and pronunciation of the English language. This course is taught through total English immersion while acknowledging students’ cultural experiences. (Formerly ESL 907)

ESL 610 Noncredit
Workforce Preparation for English Language Learners - Language and Customs of the American Workplace
Lecture: 54 contact hours
This noncredit course is designed to introduce English language learners to the customs and practices of the American workplace through workplace vocabulary and the development of communication skills. In addition, students will be introduced to specific workplace challenges and learn specific ways to understand and respond to directions, understand employee/employer expectations, and develop conversation skills within those contexts. This course is taught through total English immersion while acknowledging students’ cultural experiences.

ESL 611 Noncredit
Workforce Preparation for English Language Learners - Applying for Employment
Lecture: 54 contact hours
Advisory: ESL 931
This noncredit course is designed to provide English language learners with the interpretive skills they will need to seek out and apply for employment. Students will learn to how to interpret language posted on job announcements, resumes and cover letters, and the job application. In addition, students will strengthen oral communication skills needed for the job interview. This course is taught through total English immersion while acknowledging students’ cultural experiences.

ESL 612 Noncredit
Workforce Language Preparation for Entry Level Positions in the Food Service Industry
Lecture: 54 contact hours
Advisory: ESL 931
This noncredit course is designed to help English language learners to gain the English language skills that they will use in entry level positions in the food service industry. Students will learn how to communicate in speaking, and they will learn skills to improve their listening comprehension, reading abilities, and basic writing skills for the food service workplace. Students will also become familiar with the American customs and professional expectations, types of language, and expressions to be able to converse with others in a variety of situations in the food service industry. This course is taught through total English immersion while acknowledging students’ cultural experiences.
ESL 613 Noncredit
Workforce Language Preparation for Entry Level Positions in the Retail Industry
Lecture: 54 contact hours
Advisory: ESL 931
This noncredit course is designed to help English language learners gain the English language skills that they will use in entry level positions in the retail industry. Students will learn how to communicate in speaking, and they will learn skills to improve their listening comprehension, reading abilities, and basic writing skills for the retail workplace. Students will also become familiar with the American customs and professional expectations, types of language, and expressions to be able to converse with others in a variety of situations in the retail industry. This course is taught through total English immersion while acknowledging students' cultural experiences.

ESL 620 Noncredit
English Pronunciation
Lecture: 54 contact hours
This noncredit course is designed to help English language learners to improve their pronunciation skills in English. The class will focus on Standard English pronunciation, word stress, intonation differentiation, and vocabulary building.

ESL 630 Noncredit
Composition Based ESL Level 1 - Beginning
Lecture: 72 contact hours
Advisory: ESL 604 or eligibility as determined by the SBVC assessment process.
This noncredit course is the first of a four-course sequence designed to give English language learners a comprehensive understanding of English composition. The focus of this course is on creating effective sentences and paragraphs, including a study of grammar, punctuation and usage. The grammatical emphasis of this course will be on simple present and past tenses. It also has some emphasis on pronunciation, listening and speaking. This course is taught through total English immersion. This course may also be offered for credit as ESL 930.

ESL 631 Noncredit
Composition Based ESL Level 2 - Beginning
Lecture: 72 contact hours
Prerequisite: ESL 630 or eligibility as determined by the SBVC assessment process.
This noncredit course is the second of a four-course sequence designed to give English language learners a comprehensive understanding of English composition. The focus of this course is on creating effective sentences and paragraphs, including a study of grammar, punctuation and usage. The grammatical emphasis of this course will be on present and past progressive tenses, and modal usage. It also has some emphasis on pronunciation, listening and speaking. This course is taught through total English immersion while acknowledging students' cultural experiences. This course may also be offered for credit as ESL 931.

ESL 640 Noncredit
Composition Based ESL Level 3 - Intermediate
Lecture: 72 contact hours
Prerequisite: ESL 631 or eligibility as determined by the SBVC assessment process.
This noncredit course is the third of a four-course sequence designed to give English language learners a comprehensive understanding of English composition. The focus of this course is on creating effective sentences and paragraphs, including a review of grammar, punctuation and usage. The grammatical emphasis of this course will be on the present perfect, past perfect, and present perfect progressive tenses. This course is taught through total English immersion while acknowledging students' cultural experiences. This course may also be offered for credit as ESL 940.

ESL 641 Noncredit
Composition Based ESL Level 4 - Advanced
Lecture: 72 contact hours
Prerequisite: ESL 640 or eligibility as determined by the SBVC assessment process.
This noncredit course is the last of a four-course sequence designed to give English language learners a comprehensive understanding of English composition. The focus of this course is on creating effective sentences, paragraphs and essays, including a review of grammar, punctuation and usage. This course is taught through total English immersion. This course may also be offered for credit as ESL 941.

ESL 650 Noncredit
Citizenship Preparation - Part 1: Basic English Listening, Speaking, Reading, and Writing
Lecture: 72 contact hours
Advisory: ESL 604 or eligibility as determined by the SBVC assessment process or by advisement.
This noncredit course is designed to prepare prospective candidates for the English portion of the U.S. citizenship process. Students will learn skills to improve their basic listening, speaking, reading, and writing abilities through practice and drills.

ESL 651 Noncredit
Citizenship Preparation - Part 2: Civic Principles and Fundamentals of U.S. History
Lecture: 72 contact hours
Advisory: ESL 940 or eligibility as determined by the SBVC assessment process or by advisement.
This noncredit course is designed to prepare prospective candidates for the civics portion of the U.S. citizenship process. Students will learn the rights and responsibilities of being a U.S. citizen, in addition to learning how to complete all required immigration forms and practicing the USCIS Citizenship Test by becoming familiar with U.S. history.

ESL 930 4 Units
Composition Based ESL Level 1 - Beginning
Lecture: 72 contact hours
Advisory: ESL 604 or eligibility as determined by the SBVC assessment process.
This is the first of a four-course sequence designed to give English language learners a comprehensive understanding of English composition. The focus of this course is on creating effective sentences and paragraphs, including a study of grammar, punctuation and usage. The grammatical emphasis of this course will be on simple present and past tenses. It also has some emphasis on pronunciation, listening and speaking. This course is taught through total English immersion while acknowledging students' cultural experiences.
ESL 931  4 Units  
Composition Based ESL Level 2 - Beginning  
**Lecture:** 72 contact hours  
**Prerequisite:** ESL 930 or eligibility as determined by the SBVC assessment process.  
This is the second of a four-course sequence designed to give English language learners a comprehensive understanding of English composition. The focus of this course is on creating effective sentences and paragraphs, including a review of grammar, punctuation and usage. The grammatical emphasis of this course will be on present and past progressive tenses, and modal usage. It also has some emphasis on pronunciation, listening and speaking. This course is taught through total English immersion while acknowledging students’ cultural experiences.

ESL 940  4 Units  
Composition Based ESL Level 3 - Intermediate  
**Lecture:** 72 contact hours  
**Prerequisite:** ESL 931 or eligibility as determined by the SBVC assessment process.  
This is the third of a four-course sequence designed to give English language learners a comprehensive understanding of English composition. The focus of this course is on creating effective sentences and paragraphs, including a review of grammar, punctuation and usage. The grammatical emphasis of this course will be on the present perfect, past perfect, and present perfect progressive tenses. This course is taught through total English immersion while acknowledging students’ cultural experiences.

ESL 941  4 Units  
Composition Based ESL Level 4 - Advanced  
**Lecture:** 72 contact hours  
**Prerequisite:** ESL 940 or eligibility as determined by the SBVC assessment process.  
This is the last of a four-course sequence designed to give English language learners a comprehensive understanding of English composition. The focus of this course is on creating effective sentences, paragraphs and essays, including a review of grammar, punctuation and usage. This course is taught through total English immersion.

**ESL Integrated Skills - Beginning Certificate of Competency**

This noncredit program is designed to prepare beginning English language learners with the fundamental speaking, listening, reading and writing skills of the English language. This program will also prepare students with the necessary skills to be successful in the credit-based ESL (English as a second language) courses.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESL 601</td>
<td>ESL Beginning Level 1 - Introduction to Basic English Literacy</td>
<td>0</td>
</tr>
<tr>
<td>ESL 602</td>
<td>ESL Beginning Level 2 - English at Home and School</td>
<td>0</td>
</tr>
<tr>
<td>ESL 603</td>
<td>ESL Beginning Level 3 - English for Work and Leisure</td>
<td>0</td>
</tr>
<tr>
<td>ESL 604</td>
<td>ESL Beginning Level 4 - English for Work and Education</td>
<td>0</td>
</tr>
</tbody>
</table>

*Total Hours: 256-288*

**Program Learning Outcome**

At the completion of this program, students will be able to:

- Gain the English language skills necessary to move successfully through the credit ESL sequence of courses.

**Environmental Science**

**Contact Information**

Division: Science (PS - 148)  
Division Phone Number: (909) 384-8645  
Faculty Chairs: Todd Heibel (theibel@sbccd.edu), Ph.D and Matthew Robles (mrobles@sbccd.edu), M.S.

- Environmental Science Associate of Science Degree (p. 191)
- Environmental Science Associate of Science Transfer Degree (p. 192)

**ENVSCI 100  3 Units**

**Introduction to Environmental Science**  
**Lecture:** 54 contact hours  
**Advisory:** ENGL 101 or ENGL 101H and MATH 095 or MATH 096  
This course is an introduction to environmental issues from a scientific perspective. It focuses on physical, chemical, and biological processes within the Earth system, the interaction between humans and these processes, environmental racism and environmental justice, and the role of science in finding sustainable, culturally appropriate solutions. (Formerly ENV 100)

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**Environmental Science Associate of Science Degree**

The goals of the Environmental Science program are to:

1. Meet the needs of students who are majoring in one of the diverse fields encompassed by environmental science, and
2. Provide options for students fulfilling general education science requirements.

Awareness of the issues of environmental quality is increasingly important in business, industry, and government. The growing human population and increasing consumption of resources are creating unprecedented pressures on our planetary life support systems. Environmental Science Majors need to complete an interdisciplinary set of core requirements that provide a basic understanding of the physical, biological, and social sciences and the relevance of these sciences to environmental processes and issues. In addition, the coursework will prepare students for related baccalaureate majors, including: biology, chemistry, engineering, geography (including emphasis in geographic information systems (GIS)), geology, mathematics, oceanography, and physics. For non-majors, the program's goal is to educate students to make better-informed choices about key environmental and health issues.

Students planning to transfer to a four-year institution and major in Environmental Science should consult with a counselor regarding the transfer process and institution-specific lower-division requirements. In upper division and graduate studies, students majoring in environmental science usually specialize in areas such as environmental toxicology,
To graduate with a specialization in Environmental Science, students must complete the following required courses plus the general breadth requirements for the Associate Degree (total = 60 units).

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENVSCI 100</td>
<td>Introduction to Environmental Science</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 205</td>
<td>Cell and Molecular Biology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 206</td>
<td>Organismic Biology</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 150</td>
<td>General Chemistry I</td>
<td>5</td>
</tr>
<tr>
<td>CHEM 151</td>
<td>General Chemistry II</td>
<td>5</td>
</tr>
<tr>
<td>ECON 201</td>
<td>Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>or ECON 201H</td>
<td>Principles of Microeconomics - Honors</td>
<td></td>
</tr>
<tr>
<td>or POLIT 100</td>
<td>American Politics</td>
<td></td>
</tr>
<tr>
<td>GEOG 110</td>
<td>Physical Geography</td>
<td>3</td>
</tr>
<tr>
<td>MATH 250</td>
<td>Single Variable Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>MATH 251</td>
<td>Single Variable Calculus II</td>
<td>4</td>
</tr>
<tr>
<td>Select one of the following:</td>
<td></td>
<td>4</td>
</tr>
<tr>
<td>GEOG 111</td>
<td>Physical Geography Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>or GEOG 111H</td>
<td>Physical Geography Laboratory - Honors</td>
<td></td>
</tr>
<tr>
<td>GEOL 101</td>
<td>Introduction to Physical Geology</td>
<td>3</td>
</tr>
<tr>
<td>GEOL 111</td>
<td>Introduction to Physical Geology Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>Select one of the following Physics course sequences:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHYSIC 151 &amp; PHYSIC 152</td>
<td>General Physics for the Life Sciences I and General Physics for the Life Sciences II</td>
<td>8</td>
</tr>
<tr>
<td>PHYSIC 202</td>
<td>Physics I</td>
<td>12</td>
</tr>
<tr>
<td>&amp; PHYSIC 203 &amp; PHYSIC 204</td>
<td>and Physics II and and Physics III</td>
<td></td>
</tr>
<tr>
<td>Select two of the following:</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>BIOL 104</td>
<td>Human Ecology</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 207</td>
<td>Evolutionary Ecology</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 205</td>
<td>Quantitative Chemical Analysis</td>
<td>5</td>
</tr>
<tr>
<td>CHEM 212</td>
<td>Organic Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 213</td>
<td>Organic Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>GEOG 130</td>
<td>Introduction to Geographic Information Systems (GIS)</td>
<td>3</td>
</tr>
<tr>
<td>or GIS 130</td>
<td>Introduction to Geographic Information Systems (GIS)</td>
<td></td>
</tr>
<tr>
<td>MATH 108</td>
<td>Introduction to Probability and Statistics</td>
<td>4</td>
</tr>
<tr>
<td>MATH 266</td>
<td>Ordinary Differential Equations</td>
<td>4</td>
</tr>
<tr>
<td>Total Units</td>
<td></td>
<td>50-59</td>
</tr>
</tbody>
</table>

To earn an SBVC Associate Degree students must complete one of the following education patterns:

- SBVC GE requirements [link]
- CSU GE requirements [link]
- IGETC requirements [link]

**Program Learning Outcomes**

At the completion of this program, students will be able to:

- Analyze the interaction between natural and social systems and subsequent impacts on sustainable development, environmental policies, environmental justice, and racial justice
- Synthesize the fundamentals of sociology, biology, chemistry, Earth sciences, mathematics, physics, and other social and natural sciences within a framework of human-environment interactions with an emphasis on racial equity and social justice
- Critically interpret and assess environmental news and trends, including green technologies and career opportunities, national and international environmental policies, resource exploitation and conservation, global climate change, sustainable development, and human health within the context of racial equity and social justice

**Environmental Science Associate of Science Transfer Degree**

The goals of the Environmental Science program are to:

1. Meet the needs of students who are majoring in one of the diverse fields encompassed by environmental science, and
2. Provide options for students fulfilling general education science requirements.

Environmental Science Majors need to complete an interdisciplinary set of core requirements that provide a basic understanding of the physical, biological, and social sciences and the relevance of these sciences to environmental processes and issues. In addition, the coursework will prepare students for related baccalaureate majors, including: biology, chemistry, engineering, geography (including emphasis in geographic information systems (GIS)), geology, mathematics, oceanography, and physics. For non-majors, the program’s goal is to educate students to make better-informed choices about key environmental and health issues.

Environmental Science Majors must complete an interdisciplinary set of core requirements that provide a basic understanding of the physical, biological, and social sciences and the relevance of these sciences to environmental processes and issues. In addition, the coursework will prepare students for related baccalaureate majors, including: biology, chemistry, engineering, geography (including emphasis in geographic information systems (GIS)), geology, mathematics, oceanography, and physics. For non-majors, the program’s goal is to educate students to make better-informed choices about key environmental and health issues.

The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor’s degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. To earn this Environmental Science AS-T degree, students must meet the following requirements:

- completion of the following major requirements with a minimum grade of "C" (or "P")
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) for STEM or Intersegmental General Education Transfer Curriculum (IGETC-CSU) for STEM, which requires a minimum of 31-33 units.
It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American ideals requirement as part of CSUGE or IGETC before transferring to a CSU.

Students planning to transfer to a four-year institution and major in Environmental Science should consult with a counselor regarding the transfer process and lower division requirements.

<table>
<thead>
<tr>
<th>Code</th>
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<th>Units</th>
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<tbody>
<tr>
<td>BIOL 205</td>
<td>Cell and Molecular Biology</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 150</td>
<td>General Chemistry I</td>
<td>5</td>
</tr>
<tr>
<td>CHEM 151</td>
<td>General Chemistry II</td>
<td>5</td>
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</table>

**List A:**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ENVSCI 100</td>
<td>Introduction to Environmental Science</td>
<td>3</td>
</tr>
<tr>
<td>MATH 108</td>
<td>Introduction to Probability and Statistics</td>
<td>4</td>
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<tr>
<td>or ECON 208</td>
<td>Business and Economic Statistics</td>
<td></td>
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<tr>
<td>or PSYCH 105</td>
<td>Statistics for the Behavioral Sciences</td>
<td></td>
</tr>
<tr>
<td>MATH 250</td>
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<tr>
<td>or MATH 141</td>
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</table>

- Select one sequence:

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<th>Units</th>
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<tr>
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<td>Introduction to Physical Geology and Introduction to Physical Geology Laboratory</td>
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<tr>
<td>GEOG 110 &amp; GEOG 111</td>
<td>Physical Geography and Physical Geography Laboratory</td>
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<tr>
<td>or GEOG 111H</td>
<td>Physical Geography Laboratory - Honors</td>
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</table>

**List B:** Select two to three courses:

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<td>ECON 201</td>
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<tr>
<td>or ECON 201H</td>
<td>Principles of Microeconomics - Honors</td>
<td></td>
</tr>
<tr>
<td>PHYSIC 202</td>
<td>Physics I</td>
<td>3</td>
</tr>
<tr>
<td>&amp; PHYSIC 203</td>
<td>and Physics II</td>
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</table>

<table>
<thead>
<tr>
<th>Code</th>
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<th>Units</th>
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</thead>
<tbody>
<tr>
<td>Major Total</td>
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<td>40</td>
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</table>

**Total Units That May Be Double Counted** 12

**General Education (GE-Breadth or IGETC-CSU for STEM) Units** 31-33

**Elective (CSU Transferable) Units** 0-1

**Total Units** 60

1 This AS-T presumes completion of CSU-GE for STEM or IGETC-CSU for STEM, allowing for a completion of 6 units of non-STEM GE work after transfer.

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

- CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)
- IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

**Program Learning Outcomes**

At the completion of this program, students will be able to:

- Analyze the interaction between natural and social systems and subsequent impacts on sustainable development, environmental policies, environmental justice, and racial justice
- Synthesize the fundamentals of sociology, biology, chemistry, Earth sciences, mathematics, physics, and other social and natural sciences within a framework of human-environment interactions with an emphasis on racial equity and social justice
- Critically interpret and assess environmental news and trends, including green technologies and career opportunities, national and international environmental policies, resource exploitation and conservation, global climate change, sustainable development, and human health within the context of racial equity and social justice
**Ethnic Studies**

Ethnic Studies is an interdisciplinary and comparative study of race and ethnicity from the perspective of four historically defined racialized core groups: Native Americans, African Americans, Asian Americans, and Latina and Latino Americans. Ethnic Studies includes the following disciplines: African American Studies, Native American Studies, Chicano and Latinx Studies, and Asian American Studies.

**Contact Information**

Division: Social Sciences, Human Development, and Physical Education (NH - 345)

Division Phone Number: (909) 384-8603

Faculty Chair: Anthony Blacksher (ablacksher@sbccd.edu), Ph.D.

- Social Justice: Ethnic Studies Associate of Arts Transfer Degree (p. 196)

**ETHS 100 3 Units**

Introduction to Ethnic Studies

**Lecture:** 54 contact hours

**Advisory:** ENGL 101 or ENGL 101H

This inter-disciplinary course explores the ways that ethnicity, race, and racism shape the experiences of people of color in the United States. Introduces students to both historical and current inequalities founded upon the social construction of race, class, and gender. Addresses how different means of resistance and social movements by various groups worked in the hopes of achieving social justice.

**Associate Degree Applicable**

Transfers to both UC/CSU

**ETHS 103 3 Units**

Ethnicity and Identity in Media

**Lecture:** 54 contact hours

**Advisory:** ENGL 101 or ENGL 101H

This course explores the impact of identity on film as an art form and cultural artifact by confronting ideologies of race, class, gender, and sexual orientation as they are reflected in cinematic representation. American film is used as the primary lens through which to view how social, political, and cultural values have been formulated over the last century. Students analyze major films, figures, character types, and narrative strategies to evaluate the relationship between film and identity. (This course is also offered as FTVM 103)

**Associate Degree Applicable**

Transfers to both UC/CSU

**ETHS 107 3 Units**

Native American Experiences in U.S. History

**Lecture:** 54 contact hours

**Advisory:** ENGL 101 or ENGL 101H

This course is a history of Native Americans in the region of the current day United States from the time preceding European colonialism to the present. The course content will be presented from a Native American perspective, emphasizing colonization, removal, assimilation, termination, and self determination. (This course is also offered as HIST 107)

**Associate Degree Applicable**

Transfers to both UC/CSU

**ETHS 107H 3 Units**

Native American Experiences in U.S. History - Honors

**Lecture:** 54 contact hours

**Prerequisite:** ENGL 101 or ENGL 101H

This course is a history of Native Americans in the region of the current day United States from the time preceding European colonialism to the present. The course content will be presented from a Native American perspective, emphasizing colonialism, removal, assimilation, termination, and self determination. This course is intended for students in the Honors Program, but is open to all students who desire more challenging work. (This course is also offered as ANTHRO 108)

**Associate Degree Applicable**

Transfers to both UC/CSU

**ETHS 108 3 Units**

Introduction to Native American Studies

**Lecture:** 54 contact hours

This course provides an introduction to the field of Native American Studies. It emphasizes the agency, struggles, and social justice efforts of Native Americans in the United States. Topics covered include Native cultural and intellectual traditions; racialization and intersectionality; antiracism and decolonization; and the relationship between Western scientific practices and Native American experiences. (This course is also offered as ANTHRO 108)

**Associate Degree Applicable**

Transfers to both UC/CSU

**ETHS 120 3 Units**

Health and Social Justice

**Lecture:** 54 contact hours

This course is a multidisciplinary introduction to the health inequities faced mainly by the four historically racialized groups and stemming from unequal living conditions. Included is an examination of the intersectionality between race and ethnicity, and gender, sexual orientation, location, and socioeconomic status as they relate to disproportionate health outcomes, epidemics, and policy development. Medical systems, public health issues, health care access, and public health policies will be studied. Advocacy for health and social justice will be practiced. This course is recommended for students preparing for healthcare and mental health careers. (This course is also offered as SOC 120)

**Associate Degree Applicable**

Transfers to both UC/CSU

**C-ID:** PHS 102

**ETHS 137 3 Units**

Experiences of Racial and Ethnic Groups in U.S. History

**Lecture:** 54 contact hours

**Advisory:** ENGL 101 or ENGL 101H

This course is an introduction to United States history focusing on the experiences of racial and ethnic groups that spans from the early colonial period to present times. This course presents a comparative approach to understanding various racial and ethnic groups and their experiences through major social, political, economic, and cultural events in United States history. (This course is also offered as HIST 137)

**Associate Degree Applicable**

Transfers to both UC/CSU
ETHS 138 3 Units  
The African American Experience in U.S. History to 1877  
Lecture: 54 contact hours  
Advisory: ENGL 101 or ENGL 101H  
As a general survey of the African-American experience in United States history to 1877, this course will analyze and detail the creation and development of African-American culture. This course examines key historical events and movements, such as the Atlantic slave trade, colonial and antebellum slavery, slave resistance, and the socio-economic conditions of free Blacks in the United States. (This course is also offered as HIST 138)  
Associate Degree Applicable  
Transfers to both UC/CSU

ETHS 139 3 Units  
The African American Experience in U.S. History From 1877  
Lecture: 54 contact hours  
Advisory: ENGL 101 or ENGL 101H  
This course will emphasize the various social, political, and economic forces that have shaped the African American experience from Reconstruction to the current time period. Topics include the post Reconstruction South, the Great Migration, the Harlem Renaissance, the Civil Rights Movement, the conservative backlash, and the trials and triumphs of the 21st century. (This course is also offered as HIST 139)  
Associate Degree Applicable  
Transfers to both UC/CSU

ETHS 140 3 Units  
Chicano Experiences in U.S. History  
Lecture: 54 contact hours  
Advisory: ENGL 101 or ENGL 101H  
This course is a history of Chicanos in the region of the current day United States from the time preceding European colonialism to the present. The course content will be presented from a Chicano perspective, emphasizing colonialism, assimilation, discrimination, patterns of racist policies, cultural affirmation and resistance. (This course is also offered as HIST 140)  
Associate Degree Applicable  
Transfers to both UC/CSU

ETHS 140H 3 Units  
Chicano Experiences in U.S. History - Honors  
Lecture: 54 contact hours  
Prerequisite: ENGL 101 or ENGL 101H  
This course is a history of Chicanos in the region of the current day United States from the time preceding European colonialism to the present. The course content will be presented from a Chicano perspective, emphasizing colonialism, assimilation, discrimination, patterns of racist policies, cultural affirmation and resistance. This course is intended for students working in the Honors Program, but is open to all students who desire more challenging work. (This course is also offered as HIST 140H)  
Associate Degree Applicable  
Transfers to both UC/CSU

ETHS 141 3 Units  
Race and Ethnic Relations  
Lecture: 54 contact hours  
This course is a sociological and interdisciplinary examination of racial and ethnic groups in American society. Topics include historical and contemporary events and practices that have institutionalized racism including the social struggles of the four racialized core groups, with a focus on introductory concepts of ethnic studies, intersectionality, and anti-racist approaches toward social justice and equity. (This course is also offered as SOC 141)  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: SOCI 150

ETHS 141H 3 Units  
Race and Ethnic Relations - Honors  
Lecture: 54 contact hours  
Prerequisite: ENGL 101 or ENGL 101H  
This course is a sociological and interdisciplinary examination of racial and ethnic groups in American society. Topics include historical and contemporary events and practices that have institutionalized racism including the social struggles of the four racialized core groups, with a focus on introductory concepts of ethnic studies, intersectionality, and anti-racist approaches toward social justice and equity. This course is intended for students in the Honors Program but is open to all students who desire more challenging course work. (This course is also offered as SOC 141H)  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: SOCI 150

ETHS 142 3 Units  
Experiences of Asian Americans in U.S. History  
Lecture: 54 contact hours  
Advisory: ENGL 101 or ENGL 101H  
This course provides a survey of United States history from the Asian American perspective, with an emphasis on the 1840s to the 21st century. The course content will be presented from an Asian American perspective, emphasizing the various waves of Asian migration, labor exploitation, anti-immigrant movements, racist governmental policies, and the Model Minority status. (This course is also offered as HIST 142)  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: SOCI 150

ETHS 163 3 Units  
Chicana/o Literature  
Lecture: 54 contact hours  
Prerequisite: ENGL 101 or ENGL 101H  
This course is a survey of Chicana/o literature, including novels, drama, poetry, and essays. The course explores concepts of Chicana/o identity, race and racism, and how these themes characterize Chicana/o culture and literary expression. It also examines important social, cultural, and political movements that have influenced and continue to shape the Chicana/o community. (This course is also offered as ENGL 163)  
Associate Degree Applicable  
Transfers to both UC/CSU
**ETHS 165  3 Units**  
*Ethnic Studies: African-American Literature*  
*Lecture: 54 contact hours*  
**Prerequisite:** ENGL 101 or ENGL 101H  

This course is a comprehensive examination of African American literature, including prose, poetry, and fiction, from the early oral tradition to present. The course also explores concepts of race, racism, and ethnicity that are manifest in African American literature, and will examine identity as it relates to finding national identity, losing a given, forced identity and acceptance of identity that is foreign to personal history. (This course is also offered as ENGL 165)

**Associate Degree Applicable**  
**Transfers to both UC/CSU**

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**Social Justice: Ethnic Studies Associate of Arts Transfer Degree**

The Associate in Arts for Transfer in Social Justice Studies: Ethnic Studies is a transfer degree that prepares students who are interested in pursuing a Bachelor’s degree in Ethnic Studies. Students could move on to study majors that may include the following: African American Studies, American Indian Studies, Asian American Studies, Chicano/Chicana Studies, Ethnic Studies, and/or Latin American Studies. Ethnic Studies is an inter-disciplinary study that explores the ways that ethnicity, race, and racism shape the experiences of Black, Indigenous, and people of color in the United States. This discipline draws from the perspectives of other fields, such as Sociology, Anthropology, History, Education, Music, Art, and Literature to offer courses that present a diversity of topics.

This discipline celebrates the uniqueness of each experience, as well as addresses the larger power dynamic which has been maintained as a barrier to social change. These courses identify the “place” where various peoples have come from and the challenges they have faced when told to stay “in their place.” By engaging in topics such as racism and racialization, heteronormativity, ethno-centrism, and white supremacy, students will develop critical thinking skills to challenge these issues in a diverse world. This degree is designed to inspire students to take an active role in bettering our community with the goal of social, economic, legal, and political equality.

Students with a degree in Ethnic Studies move on to become teachers, social workers, professors, lawyers, politicians, community organizers and activists, union organizers, public policy and health officials, and to become critical workers for non-profit and profit organizations.

The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor’s degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. In order to earn this Social Justice: Ethnic Studies AA-T degree, students must:

- completion of the following major requirements with a minimum grade of “C” (or “P”);
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSU-GE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSU GE or IGETC before transferring to a CSU. Students planning to transfer to a four-year institution and major in Social Justice Studies should consult with a counselor regarding the transfer process and lower division requirements.

**Required Courses (9 units)**

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<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tr>
<td>ETHS 137</td>
<td>Experiences of Racial and Ethnic Groups in U.S.</td>
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<tr>
<td>or HIST 137</td>
<td>Experiences of Racial and Ethnic Groups in U.S.</td>
<td></td>
</tr>
<tr>
<td>or ETHS 141</td>
<td>Race and Ethnic Relations</td>
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<td>or ETHS 141H</td>
<td>Race and Ethnic Relations - Honors</td>
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<td>or SOC 141</td>
<td>Race and Ethnic Relations</td>
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<td>or SOC 141H</td>
<td>Race and Ethnic Relations - Honors</td>
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<td>HIST 185</td>
<td>Women in United States History</td>
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<tr>
<td>or SOC 145</td>
<td>Sociology of Gender</td>
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**List A: Select three courses from at least two of the following areas (9 units)**

**Note:** only once course from Area 4 may be used

**Area 1: History or Government**

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<td>ETHS 107</td>
<td>Native American Experiences in U.S. History</td>
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<tr>
<td>or ETHS 107H</td>
<td>Native American Experiences in U.S. History - Honors</td>
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<tr>
<td>or HIST 107</td>
<td>Native American Experiences in U.S. History</td>
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<tr>
<td>or HIST 107H</td>
<td>Native American Experiences in U.S. History - Honors</td>
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</tr>
<tr>
<td>ETHS 138</td>
<td>The African American Experience to 1877</td>
<td>3</td>
</tr>
<tr>
<td>or HIST 138</td>
<td>The African American Experience to 1877</td>
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<td>ETHS 139</td>
<td>The African American Experience in U.S. History From 1877</td>
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<tr>
<td>or HIST 139</td>
<td>The African American Experience in U.S. History From 1877</td>
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<td>ETHS 140</td>
<td>Chicano Experiences in U.S. History</td>
<td>3</td>
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<td>or HIST 140</td>
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<td>or ETHS 140H</td>
<td>Chicano Experiences in U.S. History - Honors</td>
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<td>or HIST 140H</td>
<td>Chicano Experiences in U.S. History - Honors</td>
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<tr>
<td>HIST 150</td>
<td>Introduction to Latin American History</td>
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**Area 2: Arts and Humanities**

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<td>ANTHRO 108</td>
<td>Introduction to Native American Studies</td>
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<td>or ETHS 108</td>
<td>Introduction to Native American Studies</td>
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<tr>
<td>ENGL 161</td>
<td>Women Writers</td>
<td>3</td>
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<tr>
<td>ENGL 163</td>
<td>Chicana/o Literature</td>
<td>3</td>
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<td>or ETHS 163</td>
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<td>ENGL 165</td>
<td>African-American Literature</td>
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<td>or ETHS 165</td>
<td>African-American Literature</td>
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<tr>
<td>MUS 108</td>
<td>History of Hip Hop Music</td>
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**Area 3: Social Sciences**

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<td>Cultural Anthropology</td>
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<tr>
<td>ANTHRO 125</td>
<td>Language and Culture</td>
<td>3</td>
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</tbody>
</table>

**Area 4: Quantitative Reasoning and Research Methods**
The Institute of Media Arts (IMA) is affiliated with San Bernardino Valley College's Film, TV, Media (FTVM) program. The institute provides students further paths to achieve their goals in cinema, television, and all multimedia platforms. This includes feature film, television series, and radio/podcast productions. IMA coordinates advanced level projects for media arts students at SBVC through collaboration with a variety of academic departments within the San Bernardino Community College District. Some of these partnerships include, but not limited to Art, Theatre, and Music. The IMA also hosts and runs the annual SBVC International Student Film Festival and Media Arts Conference (The Wolverine Con). Lastly, the institute provides funding for paid internships and student projects, which supports greater access of our community to the economics of cinema and media production.

The Institute of Media Arts includes FTVM courses as well as partner departments at the campus of San Bernardino Valley College.

**Contact Information**

Division: Arts and Humanities (NH · 223)

Division Phone Number: (909) 384-8633

Faculty Chair: Lucas Cuny (lcuny@sbcdd.edu), M.F.A.

Department Website (https://www.valleycollege.edu/academic-career-programs/degrees-certificates/film-television-media/)

- Audio Broadcasting Certificate of Achievement (p. 201)
- Film Associate of Arts Degree (p. 201)
- Film, Television, and Electronic Media Associate of Science Transfer Degree (p. 201)
- Media Development Certificate of Achievement (p. 202)
- Media Production Associate of Arts Degree (p. 202)
- Post-Production Certificate of Achievement (p. 203)
- Production Certificate of Achievement (p. 203)
- Social Media Field Production Certificate of Achievement (p. 204)
- Social Media Narrative Production Certificate of Achievement (p. 204)
- Social Media Studio Production Certificate of Achievement (p. 204)
- Television Associate of Arts Degree (p. 205)
- Video Broadcasting Certificate of Achievement (p. 205)

**Film, Television, and Media**

The Film, Television, and Media department offers a comprehensive instructional program in all forms of cinema and broadcast media production. This includes filming on film, digital videography, broadcast TV and Radio, and podcasts. The department provides a two-year curriculum for students majoring in the field resulting in the Associate of Arts Degree and/or transfer to a four-year institution and provides elective courses for students interested in related fields such as marketing, journalism, theater arts, video game and web design, and streaming. The program offers students the ability to learn and develop content in a professional TV and Radio Station through a public television station KVCR-TV, which is licensed to the San Bernardino Community College District and is located on the campus.

**The Institute of Media Arts**

Website (http://www.valleycollege.edu/ima/)
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Units</th>
<th>Course Title</th>
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<td>FTVM 101</td>
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<td>Introduction to Electronic Media</td>
<td>54</td>
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<tr>
<td>FTVM 102</td>
<td>3</td>
<td>Introduction to Media Aesthetics and Cinematic Arts</td>
<td>54</td>
<td></td>
</tr>
<tr>
<td>FTVM 103</td>
<td>3</td>
<td>Ethnicity and Identity in Media</td>
<td>54</td>
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</tr>
<tr>
<td>FTVM 110</td>
<td>3</td>
<td>Audio Performance</td>
<td>36</td>
<td>54</td>
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<tr>
<td>FTVM 111</td>
<td>3</td>
<td>Studio Audio Production</td>
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</tr>
<tr>
<td>FTVM 112</td>
<td>3</td>
<td>Field Audio Production</td>
<td>36</td>
<td>54</td>
</tr>
<tr>
<td>FTVM 114</td>
<td>3</td>
<td>Editing I</td>
<td>36</td>
<td>54</td>
</tr>
<tr>
<td>FTVM 120</td>
<td>3</td>
<td>Introduction to Screen and Broadcast Writing</td>
<td>54</td>
<td></td>
</tr>
<tr>
<td>FTVM 121</td>
<td>3</td>
<td>Intermediate Screen and Broadcast Writing</td>
<td>54</td>
<td></td>
</tr>
</tbody>
</table>

**Advisory:** ENGL 101 or ENGL 101H

**FTVM 101:** This course introduces the history, structure, function, economics, content, and evolution of radio, television, film, the internet, and new media, including traditional and mature formats. The social, political, regulatory, ethical, and occupational impact of electronic media are also studied. (FORMERLY RTVF 100)

**FTVM 102:** This course introduces the close analysis of film and television and examines the broad questions of form and content, aesthetics and meaning, and history and culture. The course also explores the diverse possibilities presented by the cinematic art form through an examination of a wide variety of productions, national cinemas, and film movements. The topics include modes of production, narrative and non-narrative forms, visual design, editing, sound, genre, ideology and critical analysis. (FORMERLY RTVF 101)

**FTVM 103:** This course explores the impact of identity on film as an art form and cultural artifact by confronting ideologies of race, class, gender, and sexual orientation as they are reflected in cinematic representation. American film is used as the primary lens through which to view how social, political, and cultural values have been formulated over the last century. Students analyze major films, figures, character types, and narrative strategies to evaluate the relationship between film and identity. (This course is also offered as ETHS 103)

**FTVM 110:** This course will give instruction and practice in performing and announcing. Topics include interpretation of copy, news casting, music continuity, interviewing, and the operation of audio equipment while performing. Students will practice commercial material and improvisational announcing. (FORMERLY RTVF 102)

**FTVM 111:** This course serves as an introduction to the theory and practice of audio production for podcasting, television, film, digital recording applications, and radio. Students will learn the fundamentals of sound design and aesthetics, microphone use, and digital recording equipment. Students gain hands on experience recording, editing, mixing and mastering audio. Upon completion, students will have basic knowledge of applied audio concepts, production workflow, equipment functions, and audio editing software. (FORMERLY RTVF 120)

**FTVM 112:** This audio production course provides specialized training in digital audio work as it pertains to field audio production. This includes recording live events, field audio dialogue, and sound effects for use in all forms of media content. Topics include the use of audio post-production techniques and the skills necessary to compete in the entertainment, communications, and multimedia industries. (FORMERLY RTVF 121)

**FTVM 114:** This course focuses on the fundamental techniques, skills, and theories of editing as well as the technical requirements for assembling a digital video project. Through a series of hands-on projects, students will put traditional theories of picture and sound editing into practice. The course will also cover the history of nonlinear editing and provide an overview of the post-production process.

**FTVM 120:** This course is designed to teach the student the basic tools of scriptwriting for film, television, broadcast, and new media, focusing on the aesthetic and commercial demands of each. (FORMERLY RTVF 104)

**FTVM 121:** This course is designed to teach the student the basic tools of scriptwriting for film, television, broadcast, and new media, focusing on the aesthetic and commercial demands of each. (FORMERLY RTVF 104)

**FTVM 122:** This course is designed to teach the student the basic tools of scriptwriting for film, television, broadcast, and new media, focusing on the aesthetic and commercial demands of each. (FORMERLY RTVF 104)
FTVM 122  3 Units
Acting and Directing for Television and Film
Lecture: 36 contact hours
Lab: 54 contact hours
This course provides instruction and practice in acting and directing for television and film, including voice, character development, and creating a visual style. (Formerly RTVF 134)
Associate Degree Applicable
Transfers to both UC/CSU

FTVM 130  3 Units
Survey of TV Studio and Film Production
Lecture: 36 contact hours
Lab: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course is designed for students who are interested in transforming a narrative concept into a practical production. By viewing, discussing, planning, and developing stories, film, television, and media students will learn skills necessary to produce a film or video in a TV Studio and location environment. Topics include studio signal flow, directing, theory and operation of camera and audio equipment, switcher operation, fundamentals of lighting, graphics, video control and video recording and real-time video production. (Formerly RTVF 130)
Associate Degree Applicable
Transfers to CU only

FTVM 131  3 Units
Cinematography
Lecture: 36 contact hours
Lab: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
In this hands-on course, students will delve into the art and craft of cinematography: the methods and techniques by which motion picture photography and lighting help give a film meaning and aesthetic purpose. Through lectures, demonstrations and exercises in a supervised classroom environment, students will learn to operate state-of-the-art digital and electronic equipment while applying the fundamental principles of lighting, composition, exposure, focus, lens selection, and camera dynamics into purposeful visual storytelling. (Formerly RTVF 132)
Associate Degree Applicable
Transfers to both UC/CSU

FTVM 132  3 Units
Commercial Video Production
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: FTVM 130 or RTVF 131
Advisory: ENGL 101 or ENGL 101H
This is an introductory course in the theory, terminology, and operation of commercial video production. The topics include composition, camera operation, portable lighting, video recorder, audio control, and editing. The aesthetics and fundamentals of scripting, producing, and directing for broadcast commercial or video to be used in other multimedia platforms. (Formerly RTVF 133)
Associate Degree Applicable
Transfers to CSU only

FTVM 133  3 Units
Broadcast News
Lecture: 36 contact hours
Lab: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
In this course students will report, write, and produce video stories ranging from the four-minute BBC-style story to the 90-second US broadcast news variety to 30-second social media spots. Students will apply reporting techniques to the audio-visual medium, to tell news, feature, and investigative stories effectively. The combined stories will become a weekly news show to be broadcast on KVCR. Students will explore ethical issues applicable to video journalism and learn to interview for video, shoot sequences and write for the short news format. Students will pitch and be assigned news, feature, and deep dive/investigative stories. In addition, students will receive additional support in camera skills, voice tracking, graphics production. Students will produce a newscast, each taking on a different role as producers and reporters.
Associate Degree Applicable
Transfers to CSU only

FTVM 134  3 Units
Sports Broadcasting
Lecture: 36 contact hours
Lab: 54 contact hours
This course teaches the fundamentals of Sports Broadcasting. Students will take the lead on writing and preparing broadcasts and building presentation/ performance skills in the broadcast of local sports on for broadcast on both TV and radio on the campus broadcast station KVCR. The sports to be broadcast include local college, high school sports and specialized events known for the region. Students will also perform as sportscasters on news programs on KVCR. Students will interview local athletes, write and produce feature material for broadcast. The contributions of minorities and women in sports will be highlighted.
Associate Degree Applicable
Transfers to CSU only

FTVM 198  3 Units
Media Practicum
Lecture: 18 contact hours
Lab: 108 contact hours
Prerequisite: FTVM 130
This course includes practical experience in design/layout, visual, online, multimedia journalism, emerging technologies, and leadership/ management. This intermediate student media practicum includes lab hours that regularly produce news, feature non-fiction product, or documentary with a journalism emphasis by and for students and distributed to a campus or community audience. Some assignments may include a variety of student media across multiple platforms, including print, broadcast, and online. Content must be student produced with student leadership emphasis.
Associate Degree Applicable
Transfers to CSU only
FTVM 213 3 Units
Audio Studio Operations
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: FTVM 111 or FTVM 112
This course offers an emphasis on individual and group production of short and long-form broadcasts for a variety of audio projects. Projects include podcasts, promotional spots, features, music programming, and news; as well as project development, management and implementation. All student projects are eligible to air on KVCR, YouTube, and program managed podcast station. (Formerly RTVF 220)
Associate Degree Applicable
Transfers to CSU only

FTVM 215 3 Units
Editing II
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: FTVM 114
This intermediate level course provides students with the skills and technologies to edit both fiction and documentary films as well as other forms of visual media. (Formerly RTVF 232)
Associate Degree Applicable
Transfers to CSU only

FTVM 216 3 Units
Color Correction for Film and Media
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: FTVM 114
This hands-on course will familiarize students with color grading and finishing software. This course will begin with the basics of color balancing and correction. Students will move on to the fine points of secondary grading, including scene matching, using vignettes to isolate and track regions, creating advanced color effects and looks, skin tone adjustments, adjusting the composition and framing of a shot.
Associate Degree Applicable
Transfers to both UC/CSU

FTVM 222 1-3 Units
Independent Study in Film, Television, and Media
DIR: 54 contact hours
Students with previous course work in FTVM may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of FTVM. Prior to registration, a written contract must be prepared. See instructor for details. (Formerly RTVF 222)
Associate Degree Applicable
Transfers to CSU only

FTVM 234 3 Units
Short Film Production
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: FTVM 130 or FTVM 131 and FTVM 122
In this course students plan, produce, write, shoot, and edit programs that can use either studio production or single camera video production with editing equipment. The course includes hands-on experience using HD and 4K video cameras, location sound, and nonlinear editing equipment. Students will create their own video productions, individually and in teams. (Formerly RTVF 231)
Associate Degree Applicable
Transfers to CSU only

FTVM 235 3 Units
Cinema Production
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: FTVM 130 and FTVM 122
This in-depth course covers producing for motion pictures and television. It includes script development, preproduction planning, production concepts, and postproduction editing concepts. (Formerly RTVF 240)
Associate Degree Applicable
Transfers to CSU only

FTVM Department Website
www.valleycollege.edu/ftvm

The Institute of Media Arts
www.valleycollege.edu/ima
Audio Broadcasting Certificate of Achievement

The Audio Broadcasting certificate program will enable students to gain valuable skills and creative techniques in the highly competitive and challenging world of audio broadcasting forms of over the air signals, podcasting stations, and other forms of over the top distribution channels. The course offerings are designed to provide a general overview of the broadcasting industries and their inter-relationships, while also concentrating on specific job skills.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>FTVM 110</td>
<td>Audio Performance</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 111</td>
<td>Studio Audio Production</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 112</td>
<td>Field Audio Production</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 198</td>
<td>Media Practicum</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 213</td>
<td>Audio Studio Operations</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total Units</strong></td>
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<td><strong>15</strong></td>
</tr>
</tbody>
</table>

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

Program Learning Outcomes

At the completion of this program, students will be able to:

- Create a portfolio of work to demonstrate entry-level skills
- Write a resume for entry-level employment in film
- Modify and edit film and media content for distribution
- Produce content to be streamed for podcasts or broadcast radio

Film Associate of Arts Degree

The Associates of Art degree in Film is designed to prepare students for entry-level jobs in the Film industry in a variety of areas including narrative, documentary production, writing, preproduction, and editing.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>FTVM 101</td>
<td>Introduction to Electronic Media</td>
<td>3</td>
</tr>
<tr>
<td>or COMMST 13</td>
<td>Mass Media and Society</td>
<td></td>
</tr>
<tr>
<td>FTVM 102</td>
<td>Introduction to Media Aesthetics and Cinematic Arts</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 114</td>
<td>Editing I</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 121</td>
<td>Intermediate Screen and Broadcast Writing</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 235</td>
<td>Cinema Production</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total Units</strong></td>
<td></td>
<td><strong>21</strong></td>
</tr>
</tbody>
</table>

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

Film, Television, and Electronic Media Associate of Science Transfer Degree

The Film, Television and Media department provides a comprehensive instructional program in radio and television broadcasting, digital film production, and digital audio and video production for use in broadcasting, cablecasting, multimedia, film production, and Internet applications. The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor’s degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major.

To earn a Film, Television, and Electronic Media AS-T degree, students must complete the following Associate Degree for Transfer requirements:

- completion of the following major requirements with a minimum grade of “C” (or “P”);
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

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

Students planning to transfer to a baccalaureate institution and major in Film, Television, and Electronic Media should consult with a counselor regarding the transfer process and lower division requirements.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMMST 135</td>
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<td>3</td>
</tr>
<tr>
<td>or FTVM 101</td>
<td>Introduction to Electronic Media</td>
<td></td>
</tr>
<tr>
<td>FTVM 102</td>
<td>Introduction to Media Aesthetics and Cinematic Arts</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 121</td>
<td>Intermediate Screen and Broadcast Writing</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 111</td>
<td>Studio Audio Production</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 213</td>
<td>Audio Studio Operations</td>
<td>3</td>
</tr>
<tr>
<td><strong>List A: Select one course from each area (6 units total)</strong></td>
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<td></td>
</tr>
</tbody>
</table>

Audio

Video or Film Production
### Media Development Certificate of Achievement

This certificate is designed to prepare students for career paths in story development and production planning for film, TV, and media. The emphasis is in writing and production planning.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>FTVM 102</td>
<td>Introduction to Media Aesthetics and Cinematic Arts</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 120</td>
<td>Introduction to Screen and Broadcast Writing</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 121</td>
<td>Intermediate Screen and Broadcast Writing</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 122</td>
<td>Acting and Directing for Television and Film</td>
<td>3</td>
</tr>
<tr>
<td>or FTVM 130</td>
<td>Survey of TV Studio and Film Production</td>
<td></td>
</tr>
</tbody>
</table>

**Total Units**: 12

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

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Qualify for entry-level work in media, television, or film development
- Create an online portfolio of work to demonstrate entry-level skills
- Write a resume for entry level employment in media, television, or film development
- Write scripts for all forms of media content
- Produce a concept pitch for a media project

### Media Production Associate of Arts Degree

The Associate of Art degree in Media Production is designed to prepare students for entry-level jobs in audio production and recording and online media platforms. These areas include public relations, internal communications, podcasts, remote and studio production, writing, preproduction, and editing.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>FTVM 101</td>
<td>Introduction to Electronic Media</td>
<td>3</td>
</tr>
<tr>
<td>or COMMST 13</td>
<td>Mass Media and Society</td>
<td></td>
</tr>
<tr>
<td>FTVM 110</td>
<td>Audio Performance</td>
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<td>FTVM 111</td>
<td>Studio Audio Production</td>
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<td>FTVM 112</td>
<td>Field Audio Production</td>
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</tr>
<tr>
<td>FTVM 120</td>
<td>Introduction to Screen and Broadcast Writing</td>
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</tr>
<tr>
<td>FTVM 133</td>
<td>Broadcast News</td>
<td>3</td>
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<td>FTVM 134</td>
<td>Sports Broadcasting</td>
<td>3</td>
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<tr>
<td>FTVM 213</td>
<td>Audio Studio Operations</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 233</td>
<td>TV Studio Production</td>
<td>3</td>
</tr>
</tbody>
</table>

**Select one of the following:**

- FTVM 130 | Survey of TV Studio and Film Production                | 3     |
- FTVM 132 | Commercial Video Production                            | 3     |
- FTVM 198 | Media Practicum                                       | 3     |
FTVM 234  Short Film Production  3

Total Units  30

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes
At the completion of this program, students will be able to:

• Create a portfolio of work to demonstrate entry-level production skills
• Write a resume for entry-level employment in radio
• Write short news or information scripts for broadcast
• Produce, engineer, and edit short radio programs

Post-Production Certificate of Achievement

The Post-Production certificate is designed to prepare students for career paths in the post-production of film, TV, and electronic media. This certificate covers areas of audio engineering, audio recording, video editing, effects, and color correction.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>FTVM 101</td>
<td>Introduction to Electronic Media</td>
<td>3</td>
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<tr>
<td>FTVM 112</td>
<td>Field Audio Production</td>
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<tr>
<td>FTVM 114</td>
<td>Editing I</td>
<td>3</td>
</tr>
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<td>FTVM 213</td>
<td>Audio Studio Operations</td>
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<td>FTVM 215</td>
<td>Editing II</td>
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<tr>
<td>FTVM 216</td>
<td>Color Correction for Film and Media</td>
<td>3</td>
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</tbody>
</table>

Total Units 18

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

This is a Gainful Employment Program

Program Learning Outcomes
At the completion of this program, students will be able to:

• Create a portfolio of work to demonstrate entry-level skills
• Write a resume and complete an online portfolio for entry level employment in media, television, or film production
• Produce film and media projects for a variety of distribution platforms
• Develop content utilizing professional level post-production applications
• Describe how to fix and correct footage film for television and media projects

Production Certificate of Achievement

The production certificate is designed to prepare students for career paths in film, TV, and media production. It emphasizes production of short narrative, documentary, and long form media content. Note: Students who wish to pursue the Associates in Media Production the department advises students to take FTVM 102.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>FTVM 111</td>
<td>Studio Audio Production</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 130</td>
<td>Survey of TV Studio and Film Production</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 131</td>
<td>Cinematography</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 132</td>
<td>Commercial Video Production</td>
<td>3</td>
</tr>
<tr>
<td>or FTVM 110</td>
<td>Audio Performance</td>
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</tr>
<tr>
<td>FTVM 234</td>
<td>Short Film Production</td>
<td>3</td>
</tr>
<tr>
<td>or FTVM 235</td>
<td>Cinema Production</td>
<td></td>
</tr>
</tbody>
</table>

Total Units 15
Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

Program Learning Outcomes
At the completion of this program, students will be able to:

- Qualify for entry-level work in media, television, or film production
- Have an online portfolio of work to demonstrate entry-level skills
- Write a resume for entry level employment in media, television, or film production
- Modify and edit film and media content for distribution
- Qualify for transfer to a four-year institution

Social Media Field Production Certificate of Achievement

The Social Media Video Field Production is designed to better understand how field video production will enhance social media outreach. Utilizing field production basics such as interviews, livestreaming, and commercial production; students will gain an understanding for the appropriate tools. Students will learn engaging video strategies to expand social media audiences.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>FTVM 102</td>
<td>Introduction to Media Aesthetics and Cinematic Arts</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 121</td>
<td>Intermediate Screen and Broadcast Writing</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 132</td>
<td>Commercial Video Production</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 215</td>
<td>Editing II</td>
<td>3</td>
</tr>
<tr>
<td>Total Units</td>
<td></td>
<td>12</td>
</tr>
</tbody>
</table>

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

Program Learning Outcomes
At the completion of this program, students will be able to:

- Qualify for entry-level work in public relations and internal communications where video is required
- Create an online portfolio of work to demonstrate entry-level skills
- Write a resume for entry-level employment in media, television, or film production
- Produce short video content that meets the standards of broadcast and social media outlets
- Design multiple packages of video and audio content for social media and broadcast platforms

Social Media Narrative Production Certificate of Achievement

The Social Media Narrative Production Certificate is an in-depth look at how to harness audio and video story telling for social media platforms. Some of these strategies consist of short form documentary and narrative content creation. This certificate helps you to define video production for social media marketing, including defining your audience, finding your voice, content creation, and tracking.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>FTVM 111</td>
<td>Studio Audio Production</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 112</td>
<td>Field Audio Production</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 215</td>
<td>Editing II</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 233</td>
<td>TV Studio Production</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 198</td>
<td>Media Practicum</td>
<td>3</td>
</tr>
<tr>
<td>Total Units</td>
<td></td>
<td>15</td>
</tr>
</tbody>
</table>

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

Program Learning Outcomes
At the completion of this program, students will be able to:

- Create a portfolio of work to demonstrate entry-level skills
- Write a resume for entry level employment in media, television, or film production
- Produce short video content that meets the standards of broadcast and social media outlets
- Design multiple packages of video and audio content for social media and broadcast platforms

Social Media Studio Production Certificate of Achievement

The Social Media Studio Production Certification will help students shape the conversation around brand, utilizing basic video studio production skills. Students in this program will learn the fundamentals of video production. These fundamentals are essential in social media video production.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>FTVM 101</td>
<td>Introduction to Electronic Media</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 114</td>
<td>Editing I</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 120</td>
<td>Introduction to Screen and Broadcast Writing</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 130</td>
<td>Survey of TV Studio and Film Production</td>
<td>3</td>
</tr>
<tr>
<td>Total Units</td>
<td></td>
<td>12</td>
</tr>
</tbody>
</table>

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

Program Learning Outcomes
At the completion of this program, students will be able to:

- Qualify for entry-level work in public relations and internal communications where video is required
• Have an online portfolio of work to demonstrate entry-level skills
• Write a resume for entry-level employment in media, television, or film development
• Produce short video content that meets the standards of broadcast and social media outlets
• Produce a package of video content for at least one project
• Qualify for transfer to a four-year institution

Television Associate of Arts Degree

The Associate in Art degree in TV is designed to prepare students for entry-level jobs in the television and new media industries in a variety of areas including serialized narrative and documentary, remote and studio production, writing, preproduction, and editing.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>FTVM 101</td>
<td>Introduction to Electronic Media</td>
<td>3</td>
</tr>
<tr>
<td>or COMMST 13</td>
<td>Mass Media and Society</td>
<td></td>
</tr>
<tr>
<td>FTVM 114</td>
<td>Editing I</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 130</td>
<td>Survey of TV Studio and Film Production</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 132</td>
<td>Commercial Video Production</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 120</td>
<td>Introduction to Screen and Broadcast Writing</td>
<td>3</td>
</tr>
<tr>
<td>or FTVM 121</td>
<td>Intermediate Screen and Broadcast Writing</td>
<td></td>
</tr>
<tr>
<td>FTVM 131</td>
<td>Cinematography</td>
<td>3</td>
</tr>
<tr>
<td>or FTVM 133</td>
<td>Broadcast News</td>
<td></td>
</tr>
<tr>
<td>or FTVM 233</td>
<td>TV Studio Production</td>
<td></td>
</tr>
<tr>
<td>FTVM 122</td>
<td>Acting and Directing for Television and Film</td>
<td>3</td>
</tr>
<tr>
<td>or FTVM 134</td>
<td>Sports Broadcasting</td>
<td></td>
</tr>
<tr>
<td>or FTVM 233</td>
<td>TV Studio Production</td>
<td></td>
</tr>
<tr>
<td>Total Units</td>
<td>21</td>
<td></td>
</tr>
</tbody>
</table>

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes

At the completion of this program, students will be able to:

• Create a portfolio of work to demonstrate entry-level production skills
• Write a resume for entry-level employment in television
• Write short news or information scripts for broadcast
• Produce, direct, and edit a short video production

Video Broadcasting Certificate of Achievement

The Video Broadcasting certificate program will enable students to gain valuable skills and creative techniques in the highly competitive and challenging world of Television broadcasting forms of over the air signals, streaming platforms, and other forms of over the top distribution channels. The course offerings are designed to provide a general overview of the broadcasting industries and their inter-relationships, while also concentrating on specific job skills.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>FTVM 114</td>
<td>Editing I</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 130</td>
<td>Survey of TV Studio and Film Production</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 133</td>
<td>Broadcast News</td>
<td>3</td>
</tr>
<tr>
<td>FTVM 134</td>
<td>Sports Broadcasting</td>
<td>3</td>
</tr>
<tr>
<td>Total Units</td>
<td>12</td>
<td></td>
</tr>
</tbody>
</table>

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

Program Learning Outcomes

At the completion of this program, students will be able to:

• Create a portfolio of work to demonstrate entry-level skills
• Write a resume for entry-level employment in media, television, or film production
• Modify and edit film and media content for distribution
Foods and Nutrition

The Food and Nutrition curriculum prepares students for careers in the following areas but is not limited to the Food Service industry, Hospitals, Retirement Homes, Spas, Rehabilitation Centers, and Schools. Students planning to transfer to a four-year institution and major in Hospitality should consult with a counselor regarding the transfer process and lower-division requirements. Please see Culinary Arts for more courses in this major.

Contact Information
Division: Applied Technology, Transportation, and Culinary Arts (T - 108)
Division Phone Number: (909) 384-4451
Faculty Chair: Stacy Meyer (smeyer@sbccd.edu), M.A.

• Dietetic Aide Certificate of Achievement (p. 206)
• Dietetic Service Supervisor Certificate of Achievement (p. 207)
• Nutrition and Dietetics Associate of Science Transfer Degree (p. 207)

FN 060  3 Units
Modified Diets
Lecture: 54 contact hours
Prerequisite: FN 162
This course concentrates on the principles of nutrition in order to provide modified diets for individuals with a variety of health care conditions. The focus is on the rationale for the diet and how the modifications improve a person’s overall well being.
Associate Degree Applicable

FN 064  3 Units
Nutrition Management
Lecture: 54 contact hours
The focus of this course is on the food service and nutrition management in a health care facility. It includes the development of policies, protocols and procedures for organizing, staffing and training, as well as the promotion of sound financial planning and a cost control system.
Associate Degree Applicable

FN 066  2 Units
Nutrition Care
Lecture: 36 contact hours
Prerequisite: FN 060
This course integrates the academic content and principles of nutrition, diet and menu development with the application of nutrition care, diet evaluation, diet education and dietetic practice.
Associate Degree Applicable

FN 098  1-4 Units
Food and Nutrition Work Experience
WRKEX: 300 contact hours
This course involves supervised training, in the form of on-the-job employment that will enhance the student’s knowledge in the selected field of study. The student’s major and job must match. Students work 5-20 hours per week to earn units using the following formula: For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.
Associate Degree Applicable

FN 162  3 Units
Introduction to Food and Nutrition
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course introduces the scientific concepts of nutrition related to the function of nutrients in the basic life processes. Emphasis is on individual needs, food sources of nutrients, current nutritional issues and diet analysis.
Associate Degree Applicable
Transfers to both UC/CSU

Dietetic Aide Certificate of Achievement

This program is designed to prepare students for entry level employment in a designated unit or department in health care, community care, school food service, or health and community directed programs of nutrition services. These services are often provided for the elderly and infants or children.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CULART 225</td>
<td>Sanitation and Safety</td>
<td>3</td>
</tr>
<tr>
<td>CULART 240</td>
<td>Procurement, Purchasing and Selection</td>
<td>3</td>
</tr>
<tr>
<td>FN 060</td>
<td>Modified Diets</td>
<td>3</td>
</tr>
<tr>
<td>FN 064</td>
<td>Nutrition Management</td>
<td>3</td>
</tr>
<tr>
<td>FN 162</td>
<td>Introduction to Food and Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>FN 098</td>
<td>Food and Nutrition Work Experience</td>
<td>1-4</td>
</tr>
<tr>
<td>HOSP 160</td>
<td>Culinary Production and Kitchen Operations</td>
<td>3</td>
</tr>
<tr>
<td>Total Units</td>
<td></td>
<td>19-22</td>
</tr>
</tbody>
</table>

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

This is a Gainful Employment Program

Program Learning Outcomes
At the completion of this program, students will be able to:

• Create and design a menu for modified diets
• Prepare and serve food for modified diets
• Interpret and implement directions from dietitians in the provision of food service and nutritional programs
Dietetic Service Supervisor
Certificate of Achievement

Students receive education and training for entry level management positions in a food service department within a health care facility, community care or school food service organizations. Supervisors write menus, design diets, teach classes to food service personnel and give instruction on individual diets.

**Required Courses**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CULART 050</td>
<td>Healthy Cooking and Special Diets</td>
<td>3</td>
</tr>
<tr>
<td>CULART 225</td>
<td>Sanitation and Safety</td>
<td>3</td>
</tr>
<tr>
<td>CULART 201</td>
<td>Management of Human Resources in Hospitality</td>
<td>3</td>
</tr>
<tr>
<td>CULART 161</td>
<td>Quantity Food Preparation</td>
<td>3</td>
</tr>
<tr>
<td>FN 162</td>
<td>Introduction to Food and Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>FN 060</td>
<td>Modified Diets</td>
<td>3</td>
</tr>
<tr>
<td>FN 064</td>
<td>Nutrition Management</td>
<td>3</td>
</tr>
<tr>
<td>FN 098</td>
<td>Food and Nutrition Work Experience</td>
<td>1-4</td>
</tr>
<tr>
<td>HOSP 160</td>
<td>Culinary Production and Kitchen Operations</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Units: 25-28

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

**Program Learning Outcomes**

At the completion of this program, students will be able to:

- Explain hiring practices as it applies to the kitchen area
- Provide nutrition services for schools, training camps, food-service companies, sports/fitness centers and restaurants
- Supervise the production, prepare menus, and conduct training for food service personnel
- Meet the California Department of Health Licensing Requirements for Dietetic Service Supervisor (DSS)

**Nutrition and Dietetics Associate of Science Transfer Degree**

Nutrition and Dietetics is an interdisciplinary science that studies factors that affect our food choices, the chemical and physiological processes involved in processing and delivering the chemical components of those foods to the body. Students will focus their studies in nutritional science including chemistry and physiology as well as institutional nutrition, community nutrition, food production, management of foodservice operations. The courses within this program are designed to provide students with applicable skills useful in a vast range of occupations.

The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor’s degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. To earn this Nutrition and Dietetics AS-T degree, students must meet the following requirements:

- completion of the minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSU-GE or IGETC before transferring to a CSU. Students planning to transfer to a four-year institution and major in Nutrition and Dietetics should consult with a counselor regarding the transfer process and lower division requirements.

**Required Courses**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>FN 162</td>
<td>Introduction to Food and Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 100</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>or PSYCH 100H General Psychology - Honors</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CHEM 150</td>
<td>General Chemistry I</td>
<td>5</td>
</tr>
<tr>
<td>BIOL 270</td>
<td>Microbiology</td>
<td>5</td>
</tr>
</tbody>
</table>

**List A: Select two courses**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 151</td>
<td>General Chemistry II</td>
<td>5</td>
</tr>
<tr>
<td>CHEM 212</td>
<td>Organic Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 250</td>
<td>Human Anatomy and Physiology I</td>
<td>4-8</td>
</tr>
<tr>
<td>&amp; BIOL 251</td>
<td>Human Anatomy and Physiology II 1</td>
<td></td>
</tr>
<tr>
<td>or BIOL 260</td>
<td>Human Anatomy</td>
<td></td>
</tr>
<tr>
<td>or BIOL 261</td>
<td>Human Physiology</td>
<td></td>
</tr>
<tr>
<td>MATH 108</td>
<td>Introduction to Probability and Statistics</td>
<td>4</td>
</tr>
<tr>
<td>or PSYCH 105</td>
<td>Statistics for the Behavioral Sciences</td>
<td></td>
</tr>
<tr>
<td>or ECON 208</td>
<td>Business and Economic Statistics</td>
<td></td>
</tr>
</tbody>
</table>

**List B: Select one course**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HOSP 160</td>
<td>Culinary Production and Kitchen Operations</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 104</td>
<td>Introduction to Organic Chemistry and Biochemistry</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 105</td>
<td>Introduction to General, Organic And Biochemistry</td>
<td>5</td>
</tr>
<tr>
<td>CHEM 213</td>
<td>Organic Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>MATH 102</td>
<td>College Algebra</td>
<td>4</td>
</tr>
<tr>
<td>MATH 103</td>
<td>Plane Trigonometry</td>
<td>4</td>
</tr>
<tr>
<td>MATH 151</td>
<td>Precalculus</td>
<td>4</td>
</tr>
</tbody>
</table>

**Total Units That May Be Double Counted**: 7-10

**Elective (CSU Transferable) Units**: 0-4

**Total Units**: 60

1 Credit will only be awarded for one of the following courses/sequence: BIOL 250 and BIOL 251 OR BIOL 260 OR BIOL 261.

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:
CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes
At the completion of this program, students will be able to:

- Outline the overall nutritional needs of children and adults and develop comprehensive food plans to ensure nutritional needs are being met
- Know the sources and functions of macro-nutrients and micro-nutrients
- Compare canned/packaged food products using the information on the Nutrition Facts Panel, ingredient list, and Daily Values
- Analyze a three day dietary intake by food groups and/or by nutrients (RDA) and write recommendations based on the data gleaned from the analysis

French (FRENCH) Courses

FRENCH 101  5 Units
College French I
Lecture: 90 contact hours
In this course students develop the ability to converse, read and write in French. The course includes the study of essentials of pronunciation, vocabulary, idioms and grammatical structures along with an introduction to the culture of French-speaking peoples. This course corresponds to two years of high school study.
Associate Degree Applicable
Transfers to both UC/CSU

FRENCH 102  5 Units
College French II
Lecture: 90 contact hours
Prerequisite: FRENCH 101
This course provides students the opportunity to continue to develop conversational, reading and writing skills in French with special emphasis on past tense verbs, grammar, vocabulary expansion and cultural applications of the French language.
Associate Degree Applicable
Transfers to both UC/CSU

Geographic Information Systems (GIS)

Contact Information
Division: Science (PS - 148)
Division Phone Number: (909) 384-8645
Faculty Chairs: Todd Heibel (theibel@sbc.edu), Ph.D. and Matthew Robles (mrobles@sbc.edu), M.S.

GIS 039  1 Unit
Global Positioning Systems (GPS) Field Techniques
Lab: 54 contact hours
Advisory: GIS 135
The Global positioning system (GPS) is a satellite-based navigation system comprised of a network of 24 satellites placed into orbit by the US Department of Defense. The aim of this course is to introduce students to the principles of the GPS and to demonstrate its application to GIS. GPS basic components are covered, including satellites, ground control stations, antennae, and receivers. GIS background or work experience in the field are recommended to succeed in this course.
Associate Degree Applicable

GIS 098  1-4 Units
GIS Work Experience
WRKEX: 300 contact hours
Prerequisite/Corequisite: GIS 135
This course involves supervised training, in the form of on the job employment that will enhance the student’s knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.
Associate Degree Applicable

GIS 100  3 Units
Map Interpretation and Geospatial Analysis
Lecture: 36 contact hours
Lab: 54 contact hours
Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.
This class is an introduction to maps, images and geospatial techniques and technologies. The technologies covered in this course include map and aerial photograph interpretation, tabular data, spatial statistics, cartography, Global Positioning Systems (GPS), Internet mapping, remote sensing and Geographic Information Systems (GIS), all of which aid in data collection, analysis and presentation. (This course is also offered as GEOG 100)
Associate Degree Applicable
Transfers to CSU only
C-ID: GEOG 150
GIS 130  3 Units
Introduction to Geographic Information Systems (GIS)
Lecture: 36 contact hours
Lab: 54 contact hours
Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and MATH 942.
This course provides an introduction to the fundamentals of Geographic Information Systems (GIS), including the history of automated mapping. The course includes a brief introduction to basic cartographic principles, including map scales, coordinate systems and map projections. GIS hardware and software are explored, as are various applications of GIS technology used in environmental science, business and government. (This course is also offered as GEOG 130)

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: GEOG 155

GIS 133  3 Units
GIS Cartography and Base Map Development
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: GIS 130 or GEOG 130
This course introduces the nature of cartography, standard cartographic conventions, and graphic symbology. Map projections, scale, types of thematic maps, and map accuracy are reviewed. Current industry standard techniques used in GIS base map development are employed, including production and presentation techniques of professional quality maps.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: GEOG 155

GIS 134  3 Units
Data Acquisition and Management
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: GIS 130
This course addresses the interpretation and understanding of a variety of data formats available in GIS. It introduces the fundamental concepts of primary GIS data creation and discusses quantitative techniques for collection, classification, and management of geographical data.

Associate Degree Applicable
Transfers to CSU only

GIS 135  3 Units
Spatial Analysis with GIS
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: GIS 130
This course is an introduction to spatial analysis with fundamental concepts and analytical procedures used to simplify complex spatial modeling. Specific methods covered include spatial queries, buffering, overlay, interpolation, network analysis, surface analysis, and spatial autocorrelation.

Associate Degree Applicable
Transfers to CSU only

GIS 136  3 Units
GIS for Science, Government, and Business
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: GIS 135
This course introduces students to the various GIS techniques deployed to help government, businesses, and consulting firms to operate in a constantly changing social, physical, economic, and political environment. Government agencies and businesses today face challenges that force them to think beyond traditional, non-geographic approaches to problem solving. Students are introduced to data integration, maps, and GIS outputs.

Associate Degree Applicable
Transfers to CSU only

GIS 137  3 Units
GIS Advanced Applications
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: GIS 135
This course provides hands-on training in advanced applications of GIS using ArcView and ArcInfo, and a review of Visual Basic for Applications (VBA) for customizing ArcGIS. It includes introduction to ArcGIS Server, ArcIMS, and building maps and models for publishing to the web. Students will learn to build web applications with GIS capabilities using Application Service Provider (ASP).

Associate Degree Applicable
Transfers to CSU only

GIS 222  1-3 Units
Independent Study in Geographic Information Systems
DIR: 54 contact hours
Prerequisite: GIS 130 or GIS 131
Students with previous course work in GIS may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of GIS. Prior to registration, a written contract must be prepared jointly by the instructor and the student.

Associate Degree Applicable
Transfers to CSU only
Geographic Information Systems Certificate of Achievement

This certificate is designed to prepare students for entry-level employment in Geographic Information Systems (GIS) and automated mapping technology, utilizing Earth resources data satellites, aerial photography, and computerized data banks of spatial data.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>GIS 130</td>
<td>Introduction to Geographic Information Systems (GIS)</td>
<td>3</td>
</tr>
<tr>
<td>or GEOG 130</td>
<td>Introduction to Geographic Information Systems (GIS)</td>
<td>3</td>
</tr>
<tr>
<td>GIS 133</td>
<td>GIS Cartography and Base Map Development</td>
<td>3</td>
</tr>
<tr>
<td>GIS 134</td>
<td>Data Acquisition and Management</td>
<td>3</td>
</tr>
<tr>
<td>GIS 135</td>
<td>Spatial Analysis with GIS</td>
<td>3</td>
</tr>
<tr>
<td>GIS 136</td>
<td>GIS for Science, Government, and Business</td>
<td>3</td>
</tr>
<tr>
<td>or GIS 137</td>
<td>GIS Advanced Applications</td>
<td>3</td>
</tr>
</tbody>
</table>

Elective Courses - Select a minimum of four units from the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEOG 100</td>
<td>Map Interpretation and Geospatial Analysis</td>
<td>3</td>
</tr>
<tr>
<td>or GIS 100</td>
<td>Map Interpretation and Geospatial Analysis</td>
<td>3</td>
</tr>
<tr>
<td>GIS 039</td>
<td>Global Positioning Systems (GPS) Field Techniques</td>
<td>1</td>
</tr>
<tr>
<td>GIS 098</td>
<td>GIS Work Experience</td>
<td>1-4</td>
</tr>
<tr>
<td>GIS 222</td>
<td>Independent Study in Geographic Information Systems</td>
<td>1-3</td>
</tr>
</tbody>
</table>

Total Units: 19

Program Learning Outcomes

- Entry-level technician in the field of GIS, automated cartography (geoinformatics/geo-visualization), and remote sensing for science, government, and business applications
- Scanning, hand-digitizing, and collecting global positioning systems (GPS) cartographic data as a means to create a base map
- Entering textual and numerical information as a means to create a tabular database
- Integration of raster data layers, including remotely sensed imagery, and vector data layers, including points, lines, and polygons
- Basic GIS map analysis, including descriptive spatial statistics, inferential spatial statistics, and spatial autocorrelation

This is a Gainful Employment Program

Geography

The environmental and spatial science of geography examines both physical and cultural landscapes across the Earth. As a spatial science, physical and cultural location and patterns on Earth’s surface are central to the study of geography. It includes the study of all forces of nature and the consequences of those forces, with an emphasis on human-environment interactions.

Specifically, geography integrates multiple natural and social sciences and includes: the nature and interactions of the atmosphere and the land, plants and animals, the Earth's waters, weather, climate, the Earth's dynamic surface, landforms and soil, and the way people have inhabited and altered the Earth by creating various forms of agriculture, language, religion, and cities.

Courses in geography fulfill the science and social sciences requirement for the associate degree, prepare the students for majoring in geography at a four-year institution, and supplement other studies for students interested in careers in environmental studies, education, engineering, urban planning, and architecture. Students planning to transfer to a four-year institution as a geography major should consult with a counselor regarding the transfer process and lower division requirements.

Contact Information

Division: Science (PS - 148)
Division Phone Number: (909) 384-8645
Faculty Chairs: Todd Heibel (theibel@sbcdd.edu), Ph.D. and Matthew Robles (mrobles@sbcdd.edu), M.S.

- Geography Associate of Arts Transfer Degree (p. 212)
- Geography Associate of Science Degree (p. 213)

GEOG 100 3 Units
Map Interpretation and Geospatial Analysis
Lecture: 36 contact hours
Lab: 54 contact hours

Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This class is an introduction to maps, images and geospatial techniques and technologies. The technologies covered in this course include map and aerial photograph interpretation, tabular data, spatial statistics, cartography, Global Positioning Systems (GPS), Internet mapping, remote sensing and Geographic Information Systems (GIS), all of which aid in data collection, analysis and presentation. (This course is also offered as GIS 100)

Associate Degree Applicable
Transfers to CSU only
C-ID: GEOG 150
GEOG 102  3 Units
Cultural Geography
Lecture: 54 contact hours
Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and MATH 952 or MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.
This course provides an introductory study of the latest geographic perspectives of critical environmental issues occurring within and across local, regional, national, and global scales. It creates an awareness of the geography of human-environment relationships, in particular how nature and natural resources are defined, contested, distributed, and consumed. Emphasis is on social, political, cultural, psychological, and economic evaluation of natural resources and associated resource management.

GEOG 106  3 Units
Geographic Perspectives on the Environment
Lecture: 54 contact hours
Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and MATH 952 or MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.
This course provides an introductory study of the latest geographic perspectives of critical environmental issues occurring within and across local, regional, national, and global scales. It creates an awareness of the geography of human-environment relationships, in particular how nature and natural resources are defined, contested, distributed, and consumed. Emphasis is on social, political, cultural, psychological, and economic evaluation of natural resources and associated resource management.

GEOG 108  3 Units
California Geography
Lecture: 54 contact hours
Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and MATH 952 or MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.
This course provides a thematic approach to the state's issues, processes and topics relevant to geography including climate, landforms, natural vegetation, water resources, cultural landscape, ethnic diversity, urban and agricultural regions, and the economy. This course explores the physical and human landscapes that have evolved as a result of the human-environment interface.

GEOG 110  3 Units
Physical Geography
Lecture: 54 contact hours
Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and MATH 952 or MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.
Within a human-environment framework, students will review basic physical elements of geography, with emphasis on weather, climate, water, soil, landforms, native animal life and natural vegetation, and their interrelationships and patterns of distribution on a worldwide basis. GEOG 111/GEOG 111H is strongly recommended for students who desire to transfer to CSU/UC. It is recommended that students complete GEOG 111/GEOG 111H within three years of completing GEOG 110.

GEOG 111  1 Unit
Physical Geography Laboratory - Honors
Lab: 54 contact hours
Prerequisite/Corequisite: GEOG 110
This is the laboratory companion for the GEOG 110 physical geography lecture course. This course is recommended for students concurrently enrolled in GEOG 110 or who have successfully completed the course within last three years. Students will apply lecture principles to in-class, hands-on, and field exercises. Students should be prepared to participate in one or more off-campus field exercises.

GEOG 111H  1 Unit
Physical Geography Laboratory - Honors
Lab: 54 contact hours
Prerequisite/Corequisite: GEOG 110
This is the laboratory companion for the GEOG 110 physical geography lecture course. This course is recommended for students concurrently enrolled in GEOG 110 or who have successfully completed the course within last three years. Students will apply lecture principles to in-class, hands-on, and field exercises. Students should be prepared to participate in one or more off-campus field exercises.

GEOG 114  4 Units
Weather and Climate
Lecture: 54 contact hours
Lab: 54 contact hours
Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and MATH 952 or MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.
This course covers Earth's atmospheric phenomena, with special reference to causes and regional distribution of weather and climate, both past and present. Topics include atmospheric structure and composition, solar radiation and energy balances, temperature, seasonal changes, atmospheric moisture, clouds and fog, precipitation, air pressure, winds, air masses and fronts, cyclones, weather forecasting, climate, and climate change. Emphasis will be given to current environmental topics, including natural and anthropogenic global climate change, air pollution, and global dimming.

GEOG 120  3 Units
Geographic Perspectives on the Environment
Lecture: 54 contact hours
Prerequisite/Corequisite: MATH 952 or MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.
This course provides an introductory study of the latest geographic perspectives of critical environmental issues occurring within and across local, regional, national, and global scales. It creates an awareness of the geography of human-environment relationships, in particular how nature and natural resources are defined, contested, distributed, and consumed. Emphasis is on social, political, cultural, psychological, and economic evaluation of natural resources and associated resource management.

GEOG 130  3 Units
California Geography
Lecture: 54 contact hours
Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and MATH 952 or MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.
This course provides a thematic approach to the state's issues, processes and topics relevant to geography including climate, landforms, natural vegetation, water resources, cultural landscape, ethnic diversity, urban and agricultural regions, and the economy. This course explores the physical and human landscapes that have evolved as a result of the human-environment interface.

GEOG 140  1 Unit
Cultural Geography
Lecture: 54 contact hours
Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and MATH 952 or MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.
This course provides an introductory study of the latest geographic perspectives of critical environmental issues occurring within and across local, regional, national, and global scales. It creates an awareness of the geography of human-environment relationships, in particular how nature and natural resources are defined, contested, distributed, and consumed. Emphasis is on social, political, cultural, psychological, and economic evaluation of natural resources and associated resource management.

GEOG 180  3 Units
Geographic Perspectives on the Environment
Lecture: 54 contact hours
Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and MATH 952 or MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.
This course provides an introductory study of the latest geographic perspectives of critical environmental issues occurring within and across local, regional, national, and global scales. It creates an awareness of the geography of human-environment relationships, in particular how nature and natural resources are defined, contested, distributed, and consumed. Emphasis is on social, political, cultural, psychological, and economic evaluation of natural resources and associated resource management.
GEOG 120  3 Units  
World Regional Geography
Lecture: 54 contact hours
Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process. MATH 952 or MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process. This course provides an introduction to world regional geography, emphasizing the nature of major cultural regions of the world. Through a comprehensive regional analysis, students will learn social structures, religions, languages, political systems, economics, environmental relationships, transportation networks, population dynamics, and urban development across the globe.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: GEOG 125

GEOG 130  3 Units  
Introduction to Geographic Information Systems (GIS)
Lecture: 36 contact hours
Lab: 54 contact hours
Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and MATH 942. This course provides an introduction to the fundamentals of Geographic Information Systems (GIS), including the history of automated mapping. The course includes a brief introduction to basic cartographic principles, including map scales, coordinate systems and map projections. GIS hardware and software are explored, as are various applications of GIS technology used in environmental science, business and government. (This course is also offered as GIS 130)
Associate Degree Applicable
Transfers to both UC/CSU

GEOG 222  1-3 Units  
Independent Study in Geography
DIR: 54 contact hours
Students with previous course work in Geography may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of Geography. Prior to registration, a written contract must be prepared jointly by the instructor and the student.
Associate Degree Applicable
Transfers to CSU only

### Geography Associate of Arts Transfer Degree

This Associate in Arts degree in Geography for Transfer (A.A.-T) provides a path to students who wish to transfer to a CSU campus in Geography and serves the diverse needs of students who wish to obtain a broad and an in-depth understanding of the field. Additionally, this degree allows students to examine the environmental and spatial science of geography including both physical and cultural landscapes across the Earth. Courses in Geography also prepare students interested in careers in environmental studies, education, engineering, urban planning, and architecture.

The Student Transfer Achievement Reform Act (Senate Bill 1440, now codified in California Education Code sections 66746-66749) guarantees admission to a California State University (CSU) campus for any community college student who completes an "associate degree for transfer", a newly established variation of the associate degrees traditionally offered at a California community college. The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor’s degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. In order to earn one of these degrees, students must complete a minimum of 60 required semester units of CSU-transferable coursework with a minimum GPA of 2.0. Students transferring to a CSU campus that does accept the AA-T or AS-T will be required to complete no more than 60 units after transfer to earn a bachelor’s degree (unless the major is a designated “high unit” major). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

To earn this AA-T degree, students must meet the following requirements:

- completion of the following major requirements with grades of C or better;
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSU-GE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 39 units.

It is highly recommend that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU. Students planning to transfer to a four-year institution and major in Geography should consult with a counselor regarding the transfer process and lower division requirements.

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<td>Cultural Geography</td>
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<td>GEOG 110</td>
<td>Physical Geography</td>
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<td>GEOG 111</td>
<td>Physical Geography Laboratory</td>
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<tr>
<td>GEOG 100</td>
<td>Map Interpretation and Geospatial Analysis</td>
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<td>GEOG 114</td>
<td>Weather and Climate</td>
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<td>GEOG 118</td>
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### Geography Associate of Science Degree

The environmental and spatial science of geography examines both physical and cultural landscapes across the Earth. As a spatial science, physical and cultural location and patterns on Earth's surface are central to the study of geography. It includes the study of all forces of nature and the consequences of those forces, with an emphasis on human-environment interactions.

Specifically, geography integrates multiple natural and social sciences and includes: the nature and interactions of the atmosphere and the land, plants and animals, the Earth's waters, weather, climate, the Earth's dynamic surface, landforms and soil, and the way people have inhabited and altered the Earth by creating various forms of agriculture, language, religion, and cities.

Courses in geography fulfill the science and social sciences requirement for the associate degree, prepare the students for majoring in geography at a four-year institution, and supplement other studies for students interested in careers in environmental studies, education, engineering, urban planning, and architecture. Students planning to transfer to a four-year institution as a geography major should consult with a counselor regarding the transfer process and lower division requirements.

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

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<td>Physical Geography Laboratory</td>
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<td>or GEOG 111H</td>
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<td>GEOG 106</td>
<td>Geographic Perspectives on the Environment</td>
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<td>Weather and Climate</td>
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<td>GIS 130</td>
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<tr>
<td>GIS 133</td>
<td>GIS Cartography and Base Map Development</td>
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<td>ECON 208</td>
<td>Business and Economic Statistics</td>
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<tr>
<td>or MATH 108</td>
<td>Introduction to Probability and Statistics</td>
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### Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate expertise in basic cartographic principles, including map location, scale, and distortion
- Integrate fundamentals of sociology, biology, chemistry, physics, geology, and other social and natural sciences within a spatial network of human-environment interactions
- Interpret spatial patterns, as indicated on maps, and utilize tabular and textual information as a means to produce basic maps
To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes
At the completion of this program, students will be able to:

• Demonstrate expertise in basic cartographic principles, including map location, scale, and distortion
• Integrate fundamentals of sociology, biology, chemistry, physics, geology, and other social and natural sciences within a spatial network of human-environment interactions
• Interpret spatial patterns, as indicated on maps, and utilize tabular and textual information as a means to produce basic maps

Geology
The Geology Department offers courses, which examine the earth's history, structure, and economic resources. These courses meet the student's need for:

1. Planning to transfer to a four-year institution and prepare for a career in geology or related fields,
2. Fulfilling the undergraduate general education science requirement, and
3. Better understanding the planet on which we live.

Students planning to transfer to a four-year institution and major in geology should consult with a counselor regarding the transfer process and lower division requirements.

Contact Information
Division: Science (PS - 148)
Division Phone Number: (909) 384-8645

Faculty Chairs: Todd Heibel (theibel@sbccd.edu), Ph.D. and Matthew Robles (mrobles@sbccd.edu), M.S.

• Geology Associate of Science Degree (p. 215)
• Geology Associate of Science Transfer Degree (p. 216)

GEOL 101 3 Units
Introduction to Physical Geology
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H and MATH 095 or MATH 096
Corequisite: ENGL 101 or ENGL 101H
Advisory: GEOL 111
This course is an introduction to the study of the Earth, with emphasis on the materials that make up the Earth. It emphasizes Plate Tectonics, the processes that created the continents and the ocean basins, and the internal and external processes that change the landscape.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: GEOL 100

GEOL 111 1 Unit
Introduction to Physical Geology Laboratory
Lab: 54 contact hours
Prerequisite/Corequisite: GEOL 101
This course is a hands-on introduction to the study of the Earth, with an emphasis on the materials that make up the Earth. Students will participate in one or more field trips. This course is recommended for students concurrently enrolled in GEOL 101 or who have successfully completed GEOL 101 within the last two years.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: GEOL 100L

GEOL 112 4 Units
Historical Geology
Lecture: 54 contact hours
Lab: 54 contact hours
Prerequisite: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC process and MATH 952 or MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.
Advisory: GEOL 101 and GEOL 111
This course reviews the geologic history of the Earth. Specific topics include the planet's origin and chronological processes that produce major continental and oceanic features, plate tectonics, stratigraphy, interpretation of Earth history from rock and fossil records, and the evolutionary development of plant and animal life. Students should anticipate participating in one or more field trips.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: GEOL 101

GEOL 122 3 Units
Environmental Geology
Lecture: 54 contact hours
Prerequisite: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC process. PREREQUISITE: MATH 952 or MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.
Advisory: GEOL 101 or GEOG 110
This course introduces the relationships among geologic processes, natural resources, and the needs of society. Topics include natural hazards such as earthquakes, landslides, and mudflows; mineral and energy resources; and the particular problems associated with urbanization, resource use, and pollution. Students should anticipate participating in one or more field trips.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: GEOL 130
GEOL 170  1 Unit
Geologic History of the Great Basin Province
Lecture: 9 contact hours
Lab: 27 contact hours
Prerequisite: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and MATH 952 or MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.
Advisory: GEOL 101 or GEOG 110 and GEOL 112
Students will discuss and observe the physical and historical geology of the Great Basin Province of the United States, with special emphasis on the geology of Death Valley National Park. Coursework will involve a series of lectures leading to a three to four-day field trip through the Great Basin in and around Death Valley. Students must attend the field trip for the successful completion of the course. The field trips will emphasize the geological features and anthropological history of the Great Basin Province.
Associate Degree Applicable
Transfers to CSU only

GEOL 201  4 Units
Mineralogy
Lecture: 54 contact hours
Lab: 54 contact hours
Prerequisite: GEOL 101 and GEOL 111 and CHEM 101 or CHEM 150 or CHEM 150H.
This course emphasizes the classification and origin of minerals through chemical and physical tests, as well as spectroscopic, optical, and X-ray diffraction analyses. There is an ancillary study of crystal structures with models, natural crystals, and stereographic projections. Students should anticipate participating in one or more field trips.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: GEOL 280

GEOL 222  1-3 Units
Independent Study in Geology
DIR: 54 contact hours
Prerequisite: GEOL 101
Students with previous course work in Geology may work on assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of Geology. Prior to registration, a written contract must be prepared jointly by the instructor and the student.
Associate Degree Applicable
Transfers to CSU only

GEOL 250  3 Units
Geology of California
Lecture: 54 contact hours
Prerequisite: ENGL 015 and or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC process. MATH 952 or MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.
Advisory: GEOL 101 or GEOG 110
This course introduces students to the physical and historical geology of California, emphasizing the distinctive geologic features of each of California’s twelve geomorphic provinces. Students should anticipate participating in one or more field trips.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: GEOL 200

GEOL 251  3 Units
Geology of the National Parks and Monuments
Lecture: 54 contact hours
Prerequisite: ENGL 015 and or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC process. MATH 952 or MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.
Advisory: GEOL 101 or GEOG 110 and GEOL 111 or GEOG 111
This course comprises a study of the geology of selected national parks, monuments, seashores, recreational areas, and other public sites of geologic interest within the United States and its territories. There is an emphasis on the geologic processes that formed these notable sites. Students should anticipate participating in one or more field trips.
Associate Degree Applicable
Transfers to both UC/CSU

GEOL 260  3 Units
Introduction to Field Geology
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: GEOL 101 or GEOL 112
Advisory: GIS 130 or GEOG 130
This course emphasizes demonstration, discussion, and practice of field investigations of geologic environments. Activities include describing, mapping, and identifying geologic phenomena using traditional and cutting-edge field survey methods. As this is a hands-on course, students will spend time in the field.
Associate Degree Applicable
Transfers to both UC/CSU

GEOL 270  1 Unit
Geology of the Eastern Sierra Nevada
Lecture: 9 contact hours
Lab: 27 contact hours
Prerequisite: ENGL 015 and or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC process. MATH 952 or MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.
Advisory: GEOL 101 or GEOG 110 or GEOL 112
This course provides a lecture discussion and field observation of the physical and historical geology of the Eastern Sierra Nevada Province. It includes a three to four-day field trip along the boundary between the Sierra Nevada and Basin and Range Provinces. A three to four-day field trip demonstrates volcanic, glacial, and other geologic or economic processes. This field trip is required for the successful completion of the course.
Associate Degree Applicable
Transfers to CSU only

Geology Associate of Science Degree

The Geology Associate of Science Degree equips students with a comprehensive understanding of the Earth’s history, structure, economic resources, climate, and environment. This degree program meets student needs for: (1) transfer into a geological, environmental, or Earth sciences program at a four-year institution, (2) preparing for a career within the geological sciences or related fields, including energy exploration and development, environmental protection and remediation, hydrology, meteorology, hazard analysis and mitigation, and secondary and higher education, (3) fulfilling the undergraduate general education science requirement, and (4) a better understanding of the integration of natural systems with human-environment interactions within and upon the Earth.

Students who wish to pursue a degree in geology should take GEOL 101 and 111 before enrolling in additional geology courses. GEOL 101 is a prerequisite for most geology courses offered at San Bernardino Valley...
College and GEOL 111 will give students a more hands-on, in-depth exposure to the geological and Earth sciences. To graduate with a specialization in geology, students must complete the following required courses plus the general breadth requirements for the Associate Degree (total = 60 units)

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Total Units 28-33

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<td>CS 110</td>
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<td>General Physics for the Life Sciences I and General Physics for the Life Sciences II</td>
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<td>PHYSIC 202 &amp; PHYSIC 203 &amp; PHYSIC 204</td>
<td>Physics I and Physics II and Physics III</td>
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</table>

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

- SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)
- CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)
- IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes

At the completion of this program, students will be able to:

- Have an understanding of the significance of Plate Tectonics in the overall picture of geologic processes

- Appreciate the magnitude of geologic time in explaining how the earth has changed over the course of geologic history
- Recognize important rock-forming minerals, both as mineral samples and as they appear in common rocks
- Identify the 3 major rock types (Igneous, Sedimentary, and Metamorphic) in field exposures
- Recognize major land form features and explain what geologic processes were involved in their formation
- Be prepared to transfer to an accredited 4-year degree granting institution and compete effectively against ‘native’ students in the same field of study

Geology Associate of Science Transfer Degree

The Associate of Geology for Transfer (AS-T) in Geology is intended for students who plan to complete a bachelor’s degree in a similar major at a CSU campus.

The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor’s degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. In order to earn this Geology AS-T degree students must meet the following requirements:

- completion of the following major requirements with grades of C or better;
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSU-GE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 39 units.

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

Students planning to transfer to a four-year institution and major in Geology should consult with a counselor regarding the transfer process and lower division requirements.

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<thead>
<tr>
<th>Code</th>
<th>Title</th>
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<td>GEOL 101</td>
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<td>GEOL 111</td>
<td>Introduction to Physical Geology Laboratory</td>
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<td>GEOL 112</td>
<td>Historical Geology</td>
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<td>CHEM 150</td>
<td>General Chemistry I</td>
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<td>MATH 250</td>
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</tr>
<tr>
<td>General Education (CSU-GE or IGETC) Units</td>
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</tr>
<tr>
<td>Elective (CSU Transferable) Units</td>
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<td></td>
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<tr>
<td>Total Units</td>
<td>60</td>
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</tr>
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</table>
Global Studies Associate of Arts Transfer Degree

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes
At the completion of this program, students will be able to:

• Have an understanding of the significance of Plate Tectonics in the overall picture of geologic processes
• Appreciate the magnitude of geologic time in explaining how the earth has changed over the course of geologic history
• Recognize important rock-forming minerals; both as mineral samples and as they appear in common rocks
• Identify the 3 major rock types (igneous, sedimentary, and metamorphic) in field exposures
• Recognize major land form features and explain what geologic processes were involved in their formation
• Be prepared to transfer to an accredited 4-year degree granting institution and compete effectively against 'native' students in the same field of study

Global Studies

In the Global Studies program, students engage a critical, interdisciplinary approach to examine large-scale and interconnected issues facing our world. Drawing on the fields of geography, history, anthropology, economics, and politics, this program helps students develop understanding about global-local relations, the development of global ideas and actors, international challenges, global inequality, and global responsibility. The AA-T in Global Studies is designed for students planning to transfer into majors such as Global Studies, Global Politics, International Relations, International Studies, and Comparative Government. Majoring in Global Studies prepares students to work in the areas of international business, international law, government, sustainability, public health, development for social justice, education, and research, although Global Studies majors may apply their knowledge and skills in a vast range of fields.

Contact Information
Division: Social Sciences, Human Development, and Physical Education
Division Phone Number: (909) 384-8603
Faculty Chair: Melissa King (mking@sbccd.edu), Ph.D.

Global Studies Associate of Arts Transfer Degree (p. 217)

GLST 101 3 Units
Introduction to Global Studies
Lecture: 54 contact hours
This course is an introduction to the interdisciplinary field of Global Studies, examining the history of globalization, and economic, political, social, cultural, and ecological processes related to globalization.

Associate Degree Applicable
Transfers to both UC/CSU

GLST 102 3 Units
Global Issues
Lecture: 54 contact hours
Advisory: GLST 101
This course examines the origins, current status, and future trends of major transnational issues confronting the global community. Topics may include population trends, economic development and inequality, basic human needs and human rights, international conflict and security, competition over resources, movements for independence and social justice, environmental issues, and violence. This course focuses on global governance and collective global responsibility.

Associate Degree Applicable
Transfers to both UC/CSU

Global Studies Associate of Arts Transfer Degree

In the Global Studies program, students engage a critical, interdisciplinary approach to examine large-scale and interconnected issues facing our world. Drawing on the fields of geography, history, anthropology, economics, and politics, this program helps students develop understanding about global-local relations, the development of global ideas and actors, international challenges, global inequality, and global responsibility. The AA-T in Global Studies is designed for students planning to transfer into majors such as Global Studies, Global Politics, International Relations, International Studies, and Comparative Government. Majoring in Global Studies prepares students to work in the areas of international business, international law, government, sustainability, public health, development for social justice, education, and research, although Global Studies majors may apply their knowledge and skills in a vast range of fields.

The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. To earn this Global Studies AA-T degree, students must meet the following requirements:

• completion of the following major requirements with a minimum grade of "C" (or "P");
• completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
• certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.
Students planning to transfer to a four-year institution and major in Global Studies should consult with a counselor regarding the transfer process and lower division requirements.

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<th>Title</th>
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<tr>
<td>GLST 101</td>
<td>Introduction to Global Studies</td>
<td>3</td>
</tr>
<tr>
<td>GLST 102</td>
<td>Global Issues</td>
<td>3</td>
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</table>

**List A: Select five courses from at least four areas below (15 units)**

**Area 1: Culture and Society**
- ANTHRO 102 Cultural Anthropology 3
- or ANTHRO 102H Cultural Anthropology - Honors 3
- HIST 170 World History to 1500 3
- HIST 171 World History Since 1500 3

**Area 2: Geography**
- GEOG 102 Cultural Geography 3
- GEOG 110 Physical Geography 3
- GEOG 120 World Regional Geography 3
- GEOG 130 Introduction to Geographic Information Systems (GIS) 3
- or GIS 130 Introduction to Geographic Information Systems (GIS) 3

**Area 3: Economics**
- ECON 200 Principles of Macroeconomics 3
- or ECON 200H Principles of Macroeconomics - Honors 3
- ECON 201 Principles of Microeconomics 3
- or ECON 201H Principles of Microeconomics - Honors 3

**Area 4: Politics**
- POLIT 140 Introduction to Comparative Politics 3
- POLIT 141 Introduction to World Politics 3
- or POLIT 141H Introduction to World Politics - Honors 3

**Area 5: Humanities**
- RELIG 101 Introduction to World Religions 3
- SPAN 103 College Spanish III 4
- or SPAN 103H College Spanish III - Honors 4
- SPAN 104 College Spanish IV 4
- SPAN 157 Spanish for Heritage Speakers I 4
- SPAN 158 Spanish for Heritage Speakers II 4

Program Learning Outcomes
At the completion of this program, students will be able to:

- Develop an understanding of key concepts in the field of Global Studies and of key processes of globalization related to culture, economics, geography, politics, and history
- Analyze the interconnectedness of issues facing humans around the world and evaluate global responses

**Heating, Ventilation, Air Conditioning and Refrigeration (HVAC/R)**

The Heating, Ventilation, Air Conditioning and Refrigeration Department prepares students for employment in the field of heating, ventilation, air conditioning and refrigeration. The employment opportunities in this field are expected to increase during the next decade due to the need to increase energy efficiencies of this equipment and incorporating building automation network and programming. Air conditioning in offices, stores, hospitals, schools and other non-residential buildings has become commonplace. Refrigeration is also necessary for the production, storage, and marketing of food and other perishables.

**Contact Information**
Division: Applied Technology, Transportation, and Culinary Arts (T - 108)
Division Phone Number: (909) 384-4451
Faculty Chair: Tarif (Terry) Halabi (thalabi@sbccd.edu), M.S.E.E.

- Heating, Ventilation, Air Conditioning and Refrigeration Associate of Science Degree (p. 220)
- Heating, Ventilation, Air Conditioning and Refrigeration Certificate of Achievement (p. 221)
- Refrigeration Service Engineer Society (HVAC) Certificate of Achievement (p. 221)

**HVAC/R 001 4 Units**
**HVAC/R Fundamentals**
- Lecture: 54 contact hours
- Lab: 54 contact hours
This course covers basic principles of refrigeration, refrigerants, refrigeration components and tools; repair and testing of refrigeration units; and basic brazing and soldering.

**Associate Degree Applicable**

**HVAC/R 002 4 Units**
**Domestic Mechanical Refrigeration**
- Lecture: 54 contact hours
- Lab: 54 contact hours
This course covers principles of refrigeration compression systems, operations and controls, refrigeration and freezer construction, piping and parts layout. Included in the lab work is troubleshooting and servicing domestic refrigeration units.

**Associate Degree Applicable**

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**See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.**

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)
HVAC/R 003  4 Units
Commercial Mechanical Refrigeration
Lecture: 54 contact hours
Lab: 54 contact hours
Prerequisite: HVAC/R 001 and HVAC/R 004
This course covers theory of compressor construction and operation, principles of all types of refrigerant controls and multi-stage control devices pertaining to commercial and industrial refrigeration including practical lab work.

Associate Degree Applicable

HVAC/R 004  4 Units
Electrical Fundamentals for HVAC/R
Lecture: 54 contact hours
Lab: 54 contact hours
This course covers fundamentals of direct and alternating current circuits, test equipment, most common electric motors, wiring and control devices used in modern refrigeration equipment including practical lab work with electrical refrigeration trainers and projects.

Associate Degree Applicable

HVAC/R 005  4 Units
Commercial Electric for HVAC/R
Lecture: 54 contact hours
Lab: 54 contact hours
Prerequisite: HVAC/R 001 and HVAC/R 004
This course covers solid state control systems with emphasis on schematic reading and electrical troubleshooting pertaining to refrigeration equipment including practical lab work with electrical refrigeration trainers and projects.

Associate Degree Applicable

HVAC/R 006  4 Units
HVAC/R Air Distribution Systems
Lecture: 54 contact hours
Lab: 54 contact hours
Prerequisite: HVAC/R 001
This course covers theory of multiple-stage systems and multiple-control devices with emphasis on condensing and evaporation equipment, heavy duty piping layout, forced-air heating, ventilation, and air conditioning including lab work with refrigeration trainers and projects.

Associate Degree Applicable

HVAC/R 007  3 Units
Welding for HVAC/R
Lecture: 18 contact hours
Lab: 108 contact hours
This course covers intensive training in soldering, brazing and welding techniques on copper tubing, steel and dissimilar metals using oxyacetylene and special gas torches as practiced in the refrigeration, HVAC industry including blueprint reading and fabrication.

Associate Degree Applicable

HVAC/R 050C  3 Units
Compressors, Condensers and Cooling Towers
Lecture: 54 contact hours
This course provides comprehensive instruction on three major components of refrigeration and air conditioning systems, compressors, condensers, and cooling towers. Students gain knowledge of reciprocating, rotary, screw, centrifugal, and scroll compressors, as well as classifications of compressors (open, semi-hermetic, and hermetic). Air condensers, water-cooled condensers, evaporative condensers and cooling towers, and water treatment are also covered.

Associate Degree Applicable

HVAC/R 051C  3 Units
Heating Fundamentals
Lecture: 54 contact hours
This is one of three courses of a three-semester national training course offered by the Refrigeration Service Engineers Society (RSES) and the North American Technician Excellence (NATE) and is a comprehensive study of compressors, condensers, and accessories. This course is designed to help certify journeymen-level refrigeration technicians and keep their knowledge current.

Associate Degree Applicable

HVAC/R 052C  3 Units
Heating Transfer & Distribution
Lecture: 54 contact hours
This course introduces the basic principles of heat transfer, radiation, conduction, and convection are explained in detail, along with estimating heat loads for residential structures and the principles of air distribution. Included are lessons related to fans and blowers and instruction on fan laws, fan classifications, centrifugal fans, and fan efficiency.

Associate Degree Applicable

HVAC/R 055C  3 Units
Gas Heating
Lecture: 54 contact hours
This course explores the concepts of heating with gas. Included in the course are lessons related to combustion chemistry, heating fuels, burners and accessories, burners and components (including natural gas-burning and LP gas-equipment), start-up and combustion efficiency testing, gas burner controls, ignition systems for infrared heaters, gas heating equipment maintenance, troubleshooting, and condensing furnaces.

Associate Degree Applicable

HVAC/R 056C  3 Units
Hot Water Heating
Lecture: 54 contact hours
This course offers instruction in the principles and theories of hot water heating. Students will learn about hot water boilers and controls, heat transfer units, centrifugal pumps, air controls, hot water specialties, piping methods, pressure drop calculations, zoning, primary/secondary pumping, radiant heating systems, temperature controls, troubleshooting system components, and analysis of system problems.

Associate Degree Applicable

HVAC/R 057C  3 Units
Tools, Controls, and Troubleshooting
Lecture: 54 contact hours
This course is one of three courses of a three-semester national training course offered by the Refrigeration Service Engineers Society (RSES) and the North American Technician Excellence (NATE). It is a comprehensive study of the tools of the trade and control diagnostics with testing instruments. This course is designed to help students seeking journeymen-level certification as refrigeration technicians and keep abreast of current technology.

Associate Degree Applicable

HVAC/R 060C  3 Units
Troubleshooting Refrigeration and A/C Electricity 4
Lecture: 54 contact hours
This is a one semester course that includes the first of a three-term course offered by the Refrigeration Service Engineers Society (RSES) and is a comprehensive study of troubleshooting HVAC/R electrical circuits. This course is designed to help certify journeymen-level refrigeration technicians and keep their knowledge current.

Associate Degree Applicable
HVAC/R 061C  3 Units
Troubleshooting Refrigeration and A/C Electricity 5
Lecture: 54 contact hours
This is a one semester course that includes the second of a three-term course offered by the Refrigeration Service Engineers Society (RSES) and is a comprehensive study of troubleshooting HVAC/R electrical circuits. This course is designed to help certify journeymen-level refrigeration technicians and keep their knowledge current.

Associate Degree Applicable

HVAC/R 062C  4 Units
RSES Electricity and Electricity Lab for HVAC/R Technicians
Lecture: 54 contact hours
Lab: 54 contact hours
Prerequisite: HVAC/R 060C and HVAC/R 061C
This is a one semester course offered by the Refrigeration Service Engineers Society that includes a hands on lab with emphasis on electrical safety, the fundamentals of electricity, series and parallel circuits, A/C current, magnetism and transformers, relays, contactors, starters, motors and capacitors, compressors, circuit protection devices, and thermostats. Also included are lessons on reading schematics and troubleshooting gas furnaces and split-systems. This course is designed to help certify journeymen-level refrigeration technicians and keep their knowledge current.

Associate Degree Applicable

HVAC/R 065C  3 Units
RSES Technical Institute Heat Pump Training Course Volume I
Lecture: 54 contact hours
This is a one semester course that includes the first of two heat pump classes offered by the Refrigeration Service Engineers Society and is a comprehensive introduction to heat pump theory, fundamentals, and includes water-source heat pumps. Students will also study heat pump compressors, flow controls and accessories; heat pump electrical systems and components, thermostats; air-to-air heat pump defrost; supplemental electric heat; fossil fuel backup heat and heat pump piping. Additional subjects include heat pump performance criteria; checks; and procedures. This course is designed to help certify journeymen-level refrigeration technicians and keep their knowledge current.

Associate Degree Applicable

HVAC/R 066C  3 Units
RSES Technical Institute Heat Pump Training Course Volume II
Lecture: 54 contact hours
This is a one-semester course that includes the second of two heat pump classes offered by the Refrigeration Service Engineers Society, and is an advanced class for heat pump troubleshooting, and includes water-source heat pumps, and water source heat pumps for special applications. Students will study both standard and high-efficiency air-to-air heat pump electrical and refrigerant-side troubleshooting, (both heating, and cooling). Students will also do heat pump load calculations, indoor air distribution, duct design with emphasis on diagnosing airflow problems. Customer relations will also be addressed. This course is designed to help certify journeymen-level refrigeration technicians, and keep their knowledge current.

Associate Degree Applicable

HVAC/R 067C  3 Units
RSES Technical Institute Training Manual 3 Volume I
Lecture: 54 contact hours
This is the first term class of the two-term Training Manual 3 classes offered by the Refrigeration Service Engineers Society and is a comprehensive introduction to heat pump theory, including water-source heat pumps. Students will also study fans and blowers, economizers, computer room environmental controls, air filtration and distribution, cooling towers, and water treatment. Additional subjects include evaporative condensers, heat transfer coils, and closed-circuit water coolers. These courses are designed to help certify journeymen-level refrigeration technicians and keep their knowledge current.

Associate Degree Applicable

HVAC/R 068C  3 Units
RSES Technical Institute Training Manual 3 Volume II
Lecture: 54 contact hours
This is the second term class of the two-term Training Manual 3 classes offered by the Refrigeration Service Engineers Society and is a comprehensive introduction to heat pump theory, including water-source heat pumps. Students will also study fans and blowers, economizers, computer room environmental controls, air filtration and distribution, cooling towers, and water treatment. Additional subjects include, evaporative condensers, heat transfer coils, and closed-circuit water coolers. These courses are designed to help certify journeymen-level refrigeration technicians and keep their knowledge current.

Associate Degree Applicable

HVAC/R 069C  3 Units
RSES Technical Institute Refrigeration Work Experience
WRKEX: 300 contact hours
Supervised training, in the form of on the job employment that will enhance the student’s knowledge in the selected field of study. The student’s major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

Associate Degree Applicable

HVAC/R 060 Noncredit
HVAC/R Fundamentals
Lecture: 54 contact hours
Lab: 54 contact hours
This noncredit course covers basic principles of refrigeration, refrigerants, refrigeration components and tools; repair and testing of refrigeration units; and basic brazing and soldering.

Heating, Ventilation, Air Conditioning and Refrigeration Associate of Science Degree

To graduate with a specialization in Heating, Ventilation, Air Conditioning and Refrigeration, students must complete all requirements for the certificate with a grade of C or better plus the general breadth requirements for the Associate of Science Degree (minimum total = 60 units).

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<th>Title</th>
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<tr>
<td>HVAC/R 002</td>
<td>Domestic Mechanical Refrigeration</td>
<td>4</td>
</tr>
<tr>
<td>HVAC/R 003</td>
<td>Commercial Mechanical Refrigeration</td>
<td>4</td>
</tr>
<tr>
<td>HVAC/R 004</td>
<td>Electrical Fundamentals for HVAC/R</td>
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</tbody>
</table>
HVAC/R 005 Commercial Electric for HVAC/R 4
HVAC/R 006 HVAC/R Air Distribution Systems 4
HVAC/R 007 Welding for HVAC/R 3

Environmental Protection Agency (EPA) Universal Certification (608)

Students must be eligible for MATH 102 or higher as determined by the SBVC assessment process, if not, select one course below:

- MATH 095 Intermediate Algebra 4
- MATH 096 Elementary and Intermediate Algebra 5
- TECALC 087 Technical Calculations 4

Total Units 27-32

Code Title Units

Recommended Course

Students are encouraged to take this course to augment their knowledge of air conditioning and heating:

- AUTO 056 Automotive Heating and Air Conditioning 4

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

- SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)
- CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)
- IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes

At the completion of this program, students will be able to:

- Select and operate the required test equipment and during troubleshooting and repair operations, with an emphasis on safety in use and accuracy in results
- Analyze, interpret, and trace signal flow diagrams used in signal tracing of complex wiring circuits
- Effectively communicate with and advise customers and co-workers, both written and orally, regarding the progress of and decisions made concerning test and repair procedures
- Pass the practice RSES and NATE exam on the theory and procedures of the HVAC/R technology

Refrigeration Service Engineer Society (HVAC) Certificate of Achievement

This certificate is designed to prepare students for advanced level of employment. These training courses are aligned with the North American Technician Excellence (NATE) industry organization. Technicians who successfully complete one or more of these courses may receive credit toward renewing their NATE certification.

Code Title Units

Required Courses

HVAC/R 005 Commercial Electric for HVAC/R 4
HVAC/R 006 HVAC/R Air Distribution Systems 4
HVAC/R 007 Welding for HVAC/R 3

Environmental Protection Agency (EPA) Universal Certification (608)

Students must be eligible for MATH 102 or higher as determined by the SBVC assessment process, if not, select one course below:

- MATH 095 Intermediate Algebra 4
- MATH 096 Elementary and Intermediate Algebra 5
- TECALC 087 Technical Calculations 4

Total Units 27-32

Code Title Units

Recommended Course

Students are encouraged to take this course to augment their knowledge of air conditioning and heating:

- AUTO 056 Automotive Heating and Air Conditioning 4

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Select and operate the required test equipment and during troubleshooting and repair operations, with an emphasis on safety in use and accuracy in results
- Analyze, interpret, and trace signal flow diagrams used in signal tracing of complex wiring circuits
- Effectively communicate with and advise customers and co-workers, both written and orally, regarding the progress of and decisions made concerning test and repair procedures
- Pass the practice RSES and NATE exam on the theory and procedures of the HVAC/R technology

Heating, Ventilation, Air Conditioning and Refrigeration Certificate of Achievement

This certificate is designed to prepare students with the necessary knowledge and skills to obtain entry-level employment in the field of heating, ventilation, air conditioning and refrigeration, installing, maintaining, and repairing such systems.

Code Title Units

Required Courses

HVAC/R 001 HVAC/R Fundamentals 4
HVAC/R 002 Domestic Mechanical Refrigeration 4
HVAC/R 003 Commercial Mechanical Refrigeration 4
HVAC/R 004 Electrical Fundamentals for HVAC/R 4

HVAC/R 050C Compressors, Condensers and Cooling Towers 3
HVAC/R 051C Heating Fundamentals 3
HVAC/R 052C Heating Transfer & Distribution 3
HVAC/R 055C Gas Heating 3
HVAC/R 056C Hot Water Heating 3
HVAC/R 057C Tools, Controls, and Troubleshooting 3
HVAC/R 060C Troubleshooting Refrigeration and A/C Electricity 4
HVAC/R 061C Troubleshooting Refrigeration and A/C Electricity 5
Heavy/Medium Duty Truck Technology

The Heavy/Medium Duty Truck Technology program offers students high technology training and skills that may be utilized for immediate employment after certificate completion. Students will receive training in various subjects including brake and suspension, computer-controlled engines, emphasis in electrical and heavy-duty maintenance. Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

Contact Information
Division: Applied Technology, Transportation, and Culinary Arts (T - 108)
Division Phone Number: (909) 384-4451

Faculty Chair: Kenny Melancon (bmelancon@sbcccd.edu), A.S.

- Commercial Driver's License (CDL) Orientation and Training Certificate of Achievement (p. 224)
- Heavy/Medium Duty Clean Vehicle Technology Certificate of Achievement (p. 225)
- Heavy/Medium Duty Truck Engine and Fuel Injection Technology Certificate of Achievement (p. 225)
- Heavy/Medium Duty Truck Engine and Fuel Injection Technology Certificate of Completion (p. 226)
- Heavy/Medium Duty Truck Technology Associate of Science Degree (p. 226)
- Heavy/Medium Duty Truck Technology Certificate of Achievement (p. 225)

HMDT 021 4 Units
Heavy-Duty Truck Engines
Lecture: 54 contact hours
Lab: 54 contact hours
This course covers theory and practical shop work in the repair, operation, and maintenance of heavy-duty industrial truck engines and fuel injection systems including general troubleshooting and diagnostic testing. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.
Associate Degree Applicable

HMDT 022 4 Units
Heavy-Duty Truck Brakes
Lecture: 54 contact hours
Lab: 54 contact hours
This course covers theory and practical shop work in the construction, operation, and repair of heavy-duty truck brake systems and components including principles of hydraulic and pneumatic brake systems, anti-lock, and computer controlled braking systems used in today's modern heavy-duty trucks and busses.
Associate Degree Applicable

HMDT 023 4 Units
Heavy-Duty Truck Suspension and Steering
Lecture: 54 contact hours
Lab: 54 contact hours
This course covers theory and practical shop work in the construction, operation, and repair of heavy-duty truck suspension and steering components including principles of hydraulic and pneumatic steering and suspension systems.
Associate Degree Applicable

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

This is a Gainful Employment Program

Program Learning Outcomes
At the completion of this program, students will be able to:

- Distinguish between electrical systems, components and circuits by successful interpretation of schematics and diagrams
- Compare and categorize operation and components of typical refrigeration, heating and humidifying system
- Distinguish between and demonstrate the ability to correctly use different HVAC/R trade tools and meters
- Demonstrate safe work practices and use required personal protective equipment
- Design, build, troubleshoot and service HVAC/R equipment
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Units</th>
<th>Course Title</th>
<th>Description</th>
<th>Prerequisites/Corequisites</th>
<th>Lecture</th>
<th>Lab</th>
<th>Contact Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HMDT 024</td>
<td>4</td>
<td>Advanced Heavy-Duty Truck Engines</td>
<td>This course is an advanced engine rebuilds class that covers theory and practical shop work in the repair, operation, and maintenance of various heavy-duty truck engines. Topics include general troubleshooting and diagnostic testing of engine components and systems found in most engines from a variety of engine manufacturers. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.</td>
<td>Associate Degree Applicable</td>
<td>54 contact hours</td>
<td>54 contact hours</td>
<td>54 contact hours</td>
</tr>
<tr>
<td>HMDT 026</td>
<td>4</td>
<td>Computer Controlled Truck Engines</td>
<td>This course covers theory and practical shop work in the repair, operation, and maintenance of computer controlled truck engines. Topics include general troubleshooting and diagnostics using assorted electronic and computerized test equipment on operable computer controlled diesel engines.</td>
<td>Associate Degree Applicable</td>
<td>54 contact hours</td>
<td>54 contact hours</td>
<td>54 contact hours</td>
</tr>
<tr>
<td>HMDT 028</td>
<td>4</td>
<td>Heavy-Duty Truck Systems</td>
<td>This course covers theory and practical shop work in maintenance, air conditioning, Anti-lock Brake System (ABS), computers, and operations of the heavy-duty truck and bus systems. Course is designed to provide students the needed skills and knowledge to perform advanced level labor tasks in the heavy-duty truck and bus service industry.</td>
<td>Associate Degree Applicable</td>
<td>54 contact hours</td>
<td>54 contact hours</td>
<td>54 contact hours</td>
</tr>
<tr>
<td>HMDT 034</td>
<td>4</td>
<td>Diesel Alternative Fuels</td>
<td>This course provides theory and hands-on experience in the operation, service, inspection, and maintenance of compressed natural gas (CNG) vehicle systems. This course prepares students for the ASE Alternate Fuels Test (F-1).</td>
<td>Associate Degree Applicable</td>
<td>54 contact hours</td>
<td>54 contact hours</td>
<td>54 contact hours</td>
</tr>
<tr>
<td>HMDT 035</td>
<td>2</td>
<td>Heavy-Duty Vehicle Automatic Transmissions</td>
<td>This course provides theory and hands-on experience with heavy- and medium-duty automatic transmission operation, construction, service and overhaul procedures.</td>
<td>Associate Degree Applicable</td>
<td>27 contact hours</td>
<td>27 contact hours</td>
<td>54 contact hours</td>
</tr>
<tr>
<td>HMDT 040</td>
<td>3</td>
<td>Commercial Driver's License (CDL) DMV Exam Preparation</td>
<td>This class trains student on the fundamentals of driving a Class 8 trucks. Successful completion of this course prepares students to take the written portion of the Commercial Driver's License Class A or B Department of Motor Vehicles (DMV) exam. Topics include diversity and inclusion in trucking, required training on basic vehicle instruments and controls, basic operation of a vehicle, vehicle inspection, hours of service, handling cargo, fatigue awareness, vehicle maintenance and violations, and trip planning.</td>
<td>Associate Degree Applicable</td>
<td>54 contact hours</td>
<td>54 contact hours</td>
<td>54 contact hours</td>
</tr>
<tr>
<td>HMDT 042</td>
<td>2</td>
<td>Zero Emission Heavy Duty Truck</td>
<td>The Zero Emission Heavy-Duty Truck course is to provide students with docking, and road training needed to drive a Class 8 truck.</td>
<td>Associate Degree Applicable</td>
<td>18 contact hours</td>
<td>54 contact hours</td>
<td>18 contact hours</td>
</tr>
<tr>
<td>HMDT 044</td>
<td>4</td>
<td>Auto/Truck Electrical Systems</td>
<td>This course covers basic electrical theory, use of meters, test equipment, wiring diagrams, diagnosis and repair/replacement of major electrical components of automobiles and trucks. Emphasis is placed on diagnosis of starting systems, charging systems, and electrical circuits such as lights and batteries. (This course is also offered as AUTO 064)</td>
<td>Associate Degree Applicable</td>
<td>54 contact hours</td>
<td>54 contact hours</td>
<td>54 contact hours</td>
</tr>
<tr>
<td>HMDT 098</td>
<td>1-4</td>
<td>Heavy/Medium Duty Truck Work Experience</td>
<td>Supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.</td>
<td>Associate Degree Applicable</td>
<td>300 contact hours</td>
<td>300 contact hours</td>
<td>300 contact hours</td>
</tr>
<tr>
<td>HMDT 621</td>
<td>Noncredit</td>
<td>Heavy-Duty Truck Engines</td>
<td>This noncredit course covers theory and practical shop work in the repair, operation, and maintenance of heavy-duty industrial truck engines and fuel injection systems including general troubleshooting and diagnostic testing. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.</td>
<td>Associate Degree Applicable</td>
<td>54 contact hours</td>
<td>54 contact hours</td>
<td>54 contact hours</td>
</tr>
</tbody>
</table>
HMDT 622 Noncredit
Heavy-Duty Truck Brakes
Lecture: 54 contact hours
Lab: 54 contact hours
This noncredit course covers theory and practical shop work in the construction, operation, and repair of heavy-duty truck brake systems and components including principles of hydraulic and pneumatic brake systems, anti-lock, and computer controlled braking systems used in today's modern heavy-duty diesel trucks and busses.

HMDT 623 Noncredit
Heavy-Duty Truck Suspension and Steering
Lecture: 54 contact hours
Lab: 54 contact hours
This noncredit course covers theory and practical shop work in the construction, operation, and repair of heavy-duty truck suspension and steering components including principles of hydraulic and pneumatic steering and suspension systems.

HMDT 624 Noncredit
Advanced Heavy-Duty Truck Engines
Lecture: 54 contact hours
Lab: 54 contact hours
Prerequisite: HMDT 621
This noncredit course is an advanced engine rebuilds class that covers theory and practical shop work in the repair, operation, and maintenance of various heavy-duty truck engines. Topics include general troubleshooting and diagnostic testing of engine components and systems found in most engines from a variety of engine manufacturers. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.

HMDT 626 Noncredit
Computer Controlled Truck Engines
Lecture: 54 contact hours
Lab: 54 contact hours
Prerequisite: HMDT 624
This noncredit course covers theory and practical shop work in the construction, operation, and repair of computer controlled truck engines. Topics include general troubleshooting and diagnostics using assorted electronic and computerized test equipment on operable computer controlled diesel engines.

HMDT 628 Noncredit
Heavy-Duty Truck Systems
Lecture: 54 contact hours
Lab: 54 contact hours
Prerequisite: HMDT 626
This noncredit course covers theory and practical shop work in maintenance, air conditioning, Antilock Brake System (ABS), computers, and operations of the heavy-duty truck and bus systems. Course is designed to provide students the needed skills and knowledge to perform advanced level labor tasks in the heavy-duty truck and bus service industry.

HMDT 634 Noncredit
Heavy/Medium Duty Truck Alternative Fuels
Lecture: 54 contact hours
Lab: 54 contact hours
This noncredit course provides theory and hands-on experience in the operation, service, inspection, and maintenance of compressed natural gas (CNG) vehicle systems. This course prepares students for the ASE Alternate Fuels Test (F-1).

HMDT 635 Noncredit
Heavy-Duty Vehicle Automatic Transmissions
Lecture: 27 contact hours
Lab: 27 contact hours
This noncredit course provides theory and hands-on experience with heavy and medium duty automatic transmission operation, construction, service and overhaul procedures.

HMDT 664 Noncredit
Auto/Truck Electrical Systems
Lecture: 54 contact hours
Lab: 54 contact hours
This noncredit course covers basic electrical theory, use of meters, test equipment, wiring diagrams, diagnosis and repair/replacement of major electrical components of automobiles and trucks. Emphasis is placed on diagnosis of starting systems, charging systems, and electrical circuits such as lights and batteries.

Commercial Driver's License (CDL) Orientation and Training Certificate of Achievement

This certificate is designed to provide students with the fundamentals and responsibilities involved with a Class A license, as it applies to the industry. It prepares students for what is expected with the everyday maintenance, field service, and networking within the industry and covers intrastate and interstate requirements of truck driving. Students will be prepared to take the DMV written test and practice driving a Class A truck with the use of truck simulators.

Code | Title | Units
--- | --- | ---
HMDT 026 | Computer Controlled Truck Engines | 4
HMDT 028 | Heavy-Duty Truck Systems | 4
HMDT 035 | Heavy-Duty Vehicle Automatic Transmissions | 2
HMDT 040 | Commercial Driver's License (CDL) DMV Exam Preparation | 3
HMDT 041 | Commercial Driver's License (CDL) Training Lab | 1

Total Units | 14

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

Program Learning Outcomes
At the completion of this program, students will be able to:

- Complete maintenance service logs and service documents
- Read maps
- Explain the details that go into planning a trip
- Prepare a drivers inspection report detecting preventive maintenance problems
- Apply hooking and unhooking trailers practices
- Perform all necessary adjustments, demonstrate sequential steps taken in inspection and maintenance heavy-duty truck brake systems, fuel systems, transmission maintenance and inspection and log material in a manner consistent with industry standards
- Recognize the types of fuel and the fuel system and tune-up problems using various electronic test equipment
• Perform routine servicing of heavy-duty vehicles by evaluating equipment conditions and successfully and safely removing and replacing tires and other equipment in a manner consistent with industry practices and safety standards

Heavy/Medium Duty Truck Technology Certificate of Achievement

This certificate is designed to prepare students for entry-level positions for the repair and maintenance of heavy and medium duty engines in trucks, locomotives, heavy vehicles, and mobile heavy-duty equipment.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HMDT 021</td>
<td>Heavy-Duty Truck Engines</td>
<td>4</td>
</tr>
<tr>
<td>HMDT 022</td>
<td>Heavy-Duty Truck Brakes</td>
<td>4</td>
</tr>
<tr>
<td>HMDT 023</td>
<td>Heavy-Duty Truck Suspension and Steering</td>
<td>4</td>
</tr>
<tr>
<td>HMDT 024</td>
<td>Advanced Heavy-Duty Truck Engines</td>
<td>4</td>
</tr>
<tr>
<td>HMDT 026</td>
<td>Computer Controlled Truck Engines</td>
<td>4</td>
</tr>
<tr>
<td>HMDT 028</td>
<td>Heavy-Duty Truck Systems</td>
<td>4</td>
</tr>
<tr>
<td>HMDT 064</td>
<td>Auto/Truck Electrical Systems</td>
<td>4</td>
</tr>
<tr>
<td>or AUTO 064</td>
<td>Auto/Truck Electrical Systems</td>
<td></td>
</tr>
<tr>
<td>Total Units</td>
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<td>28</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HMDT 098</td>
<td>Heavy/Medium Duty Truck Work Experience</td>
<td>1-4</td>
</tr>
</tbody>
</table>

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

This is a Gainful Employment Program

Program Learning Outcomes
At the completion of this program, students will be able to:

• Diagnose and repair malfunctions in electrical systems and components
• Disassemble, inspect and repair parts, which are reusable in a manner consistent with accepted trade practices and assemble a diesel engine in accordance with manufacturer instructions and specifications
• Perform all necessary adjustments, demonstrate sequential steps taken in diagnosing heavy-duty truck brake systems and remove and replace components in a manner consistent with industry standards
• Diagnose heavy-duty truck suspension and steering systems and remove and replace components in a manner consistent with industry standards
• Diagnose the fuel system and tune-up problems using various electronic test equipment. Remove and replace components in a manner consistent with industry standards
• Perform routine servicing of heavy-duty vehicles by evaluating equipment conditions and successfully and safely removing and replacing tires and other equipment in a manner consistent with industry practices and safety standards
• Troubleshoot a truck electrical system failure, diagnose the cause and correctly repair that failure in accordance with accepted industry standards

Heavy/Medium Duty Clean Vehicle Technology Certificate of Achievement

This certificate is designed to provide students with the fundamentals of alternative fuel and electric vehicle technology as it applies to industrial. The curriculum prepares students for entry-level positions in Heavy-Duty Truck and electrical maintenance, field service, and networking, in the field of Hybrid/Alternative fuel to include electrical power technology.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUTO 010</td>
<td>Introduction to Hybrid and Electric Vehicle Technology</td>
<td>4</td>
</tr>
<tr>
<td>ELECTR 110</td>
<td>Direct Current Circuit Analysis</td>
<td>3</td>
</tr>
<tr>
<td>ELECTR 111</td>
<td>Direct Current Circuit Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>ELECTR 115</td>
<td>Alternating Current Circuit Analysis</td>
<td>3</td>
</tr>
<tr>
<td>ELECTR 116</td>
<td>Alternating Current Circuit Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>TE CALC 087</td>
<td>Technical Calculations</td>
<td>4</td>
</tr>
<tr>
<td>HMDT 042</td>
<td>Zero Emission Heavy Duty Truck</td>
<td>2</td>
</tr>
<tr>
<td>HMDT 034</td>
<td>Diesel Alternative Fuels</td>
<td>4</td>
</tr>
<tr>
<td>Total Units</td>
<td></td>
<td>22</td>
</tr>
</tbody>
</table>

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

This is a Gainful Employment Program

Program Learning Outcomes
At the completion of this program, students will be able to:

• Diagnose and repair malfunctions in electrical systems and components of alternative fuel systems
• Disassemble, inspect and repair parts, which are reusable in a manner consistent with accepted trade practices
• Assemble a diesel engine and/or a Direct Current (DC) or Alternating Current (AC) electric motor in accordance with manufacturer instructions and specifications
• Perform routine servicing of heavy-duty vehicles by evaluating equipment conditions successfully in a manner consistent with industry practices and safety standards
• Troubleshoot an electrical system failure, diagnose the cause and correctly repair that failure in accordance with accepted industry standards

Heavy/Medium Duty Truck Engine and Fuel Injection Technology Certificate of Achievement

The Heavy/Medium Duty Truck Engine and Fuel Injection Technology certificate offers students high technology training and skills that may be utilized for immediate employment after certification completion. Students will receive training in various subjects including repair, operation
and maintenance of heavy-duty industrial diesel engines and computer controlled diesel engines. The certificate will also cover basic electrical theory, use of meters, test equipment, and wiring diagrams. The certificate also covers general troubleshooting and diagnostic testing. The certificate may also be used in preparation for the Automotive Service Excellence (ASE) National Test.

<table>
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<tbody>
<tr>
<td>HMDT 021</td>
<td>Heavy-Duty Truck Engines</td>
<td>4</td>
</tr>
<tr>
<td>HMDT 024</td>
<td>Advanced Heavy-Duty Truck Engines</td>
<td>4</td>
</tr>
<tr>
<td>HMDT 028</td>
<td>Heavy-Duty Truck Systems</td>
<td>4</td>
</tr>
<tr>
<td>HMDT 034</td>
<td>Diesel Alternative Fuels</td>
<td>4</td>
</tr>
<tr>
<td>HMDT 064</td>
<td>Auto/Truck Electrical Systems</td>
<td>4</td>
</tr>
<tr>
<td><strong>Total Units</strong></td>
<td></td>
<td><strong>20</strong></td>
</tr>
</tbody>
</table>

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

*This is a Gainful Employment Program*

**Program Learning Outcomes**

At the completion of this program, students will be able to:

- Diagnose, repair, operation and maintenance of heavy-duty industrial diesel engines and computer controlled diesel engines and alternative fuel (CNG)
- Cover basic electrical theory, use of meters, test equipment, and wiring diagrams
- Take the the Automotive Service Excellence (ASE) National Test
- Perform routine servicing of heavy-duty vehicle engines by evaluating equipment conditions and successfully in a manner consistent with industry practices and safety standards

Heavy/Medium Duty Truck Technology Associate of Science Degree

The Heavy/Medium Duty Truck Technology degree prepares the students to seek employment in maintenance and repair of heavy/medium duty trucks at beginning level and can move to advanced level after some experience.

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>HMDT 021</td>
<td>Heavy-Duty Truck Engines</td>
<td>4</td>
</tr>
<tr>
<td>HMDT 022</td>
<td>Heavy-Duty Truck Brakes</td>
<td>4</td>
</tr>
<tr>
<td>HMDT 023</td>
<td>Heavy-Duty Truck Suspension and Steering</td>
<td>4</td>
</tr>
<tr>
<td>HMDT 024</td>
<td>Advanced Heavy-Duty Truck Engines</td>
<td>4</td>
</tr>
<tr>
<td>HMDT 026</td>
<td>Computer Controlled Truck Engines</td>
<td>4</td>
</tr>
<tr>
<td>HMDT 028</td>
<td>Heavy-Duty Truck Systems</td>
<td>4</td>
</tr>
<tr>
<td>HMDT 064</td>
<td>Auto/Truck Electrical Systems</td>
<td>4</td>
</tr>
<tr>
<td>or AUTO 064</td>
<td>Auto/Truck Electrical Systems</td>
<td>4</td>
</tr>
<tr>
<td><strong>Total Units</strong></td>
<td></td>
<td><strong>31</strong></td>
</tr>
</tbody>
</table>

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

- SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)
- CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)
- IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

**Program Learning Outcomes**

At the completion of this program, students will be able to:

- Diagnose and repair malfunctions in electrical systems and components
• Disassemble, inspect and repair parts, which are reusable in a manner consistent with accepted trade practices and assemble a diesel engine in accordance with manufacturer instructions and specifications
• Perform all necessary adjustments, demonstrate sequential steps taken in diagnosing heavy-duty truck brake systems and remove and replace components in a manner consistent with industry standards
• Diagnose heavy-duty truck suspension and steering systems and remove and replace components in a manner consistent with industry standards
• Diagnose the fuel system and tune-up problems using various electronic test equipment’s and remove and replace components in a manner consistent with industry standards
• Perform routine servicing of heavy-duty vehicles by evaluating tire and other equipment conditions and successfully and safely removing and replacing tires and other equipment in a manner consistent with industry practices and safety standards
• Troubleshoot a truck electrical system failure, diagnose the cause and correctly repair that failure in accordance with accepted industry standards
• Be prepared to transfer a core curriculum to an accredited, four-year college or university with junior class standing

History

Courses in the History Department explore the past in a variety of ways. Through a critical evaluation of the causes and significance of events in the past, students of history learn about the individuals, ideas, actions, and events that have shaped our present. History teaches students to think critically and to communicate their ideas in a more sophisticated fashion. It promotes an understanding of cultures and societies from the past while it helps students consider their own identities in the world of today. While the study of history is valuable in its own right, it also serves as a useful preparation for careers in law, public service, journalism, business, medicine, and education.

Students planning to transfer to a four-year institution and major in history should consult with a counselor regarding the transfer process and lower division requirements. History department courses may meet both Social Science and Humanities general education requirements at UC, CSU, and private colleges and universities.

Courses for CSU General Education Requirement: U.S. History and American Ideals

Students transferring to CSU institutions will need to meet the United States History and American Ideals requirement. While this is not part of CSU-GE Certification, students can be complete this requirement prior to transfer by completing one of the courses below. Contact a counselor for additional information.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 100 or HIST 100H</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HIST 101 or HIST 101H</td>
<td>United States History: 1865 to Present</td>
<td>3</td>
</tr>
<tr>
<td>HIST 137</td>
<td>Experiences of Racial and Ethnic Groups in U.S. History</td>
<td>3</td>
</tr>
<tr>
<td>HIST 139</td>
<td>The African American Experience in U.S. History From 1877</td>
<td>3</td>
</tr>
<tr>
<td>HIST 140</td>
<td>Chicano Experiences in U.S. History</td>
<td>3</td>
</tr>
</tbody>
</table>

Contact Information

Division: Social Sciences, Human Development, and Physical Education (NH - 345)

Division Phone Number: (909) 384-8603

Faculty Chair: Edward Gomez (egomez@sbccd.edu), M.A.

• History Associate of Arts Transfer Degree (p. 230)
HIST 100H 3 Units
United States History to 1877 - Honors
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This course provides a general survey of United States history, including the use of selected primary texts, with an emphasis on political, economic, social, and cultural developments from the pre-Colonial period through the Civil War and Reconstruction period. This course is intended for students in the Honors Program but is open to all students who desire more challenging work.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: HIST 130

HIST 101 3 Units
United States History: 1865 to Present
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course covers a general survey of United States history with an emphasis on social, political, cultural and economic developments from the Reconstruction period to present times. This course is intended for students in the Honors Program but is open to all students who desire more challenging work.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: HIST 140

HIST 101H 3 Units
United States History: 1865 to Present - Honors
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This course covers a general survey of United States history including the use of selected primary texts, with an emphasis on social, political, cultural and economic developments from the Reconstruction period to present times. This course is intended for students in the Honors Program but is open to all students who desire more challenging work.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: HIST 140

HIST 107 3 Units
Native American Experiences in U.S. History
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course is a history of Native Americans in the region of the current day United States from the time preceding European colonialism to the present. The course content will be presented from a Native American perspective, emphasizing colonialism, removal, assimilation, termination, and self-determination. (This course is also offered at ETHS 107)

Associate Degree Applicable
Transfers to both UC/CSU

HIST 107H 3 Units
Native American Experiences in U.S. History - Honors
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This course is a history of Native Americans in the region of the current day United States from the time preceding European colonialism to the present. The course content will be presented from a Native American perspective, emphasizing colonialism, removal, assimilation, termination, and self-determination. This course is intended for students in the Honors Program, but is open to all students who desire more challenging work. (This course is also offered as ETHS 107H)

Associate Degree Applicable
Transfers to both UC/CSU

HIST 137 3 Units
Experiences of Racial and Ethnic Groups in U.S. History
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course is an introduction to United States history focusing on the experiences of racial and ethnic groups that spans from the early colonial period to present times. This course presents a comparative approach to understanding various racial and ethnic groups and their experiences through major social, political, economic, and cultural events in United States history. (This course is also offered as ETHS 137)

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: SJS 110

HIST 138 3 Units
The African American Experience in U.S. History to 1877
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
As a general survey of the African-American experience in United States history to 1877, this course will analyze and detail the creation and development of African-American culture. This course examines key historical events and movements, such as the Atlantic slave trade, colonial and antebellum slavery, slave resistance, and the socio-economic conditions of free Blacks in the United States. (This course is also offered as ETHS 138)

Associate Degree Applicable
Transfers to both UC/CSU

HIST 139 3 Units
The African American Experience in U.S. History From 1877
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course will emphasize the various social, political, and economic forces that have shaped the African American experience from Reconstruction to the current time period. Topics include the post Reconstruction South, the Great Migration, the Harlem Renaissance, the Civil Rights Movement, the conservative backlash, and the trials and triumphs of the 21st century. (This course is also offered as ETHS 139)

Associate Degree Applicable
Transfers to both UC/CSU

HIST 140 3 Units
Chicano Experiences in U.S. History
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course is a history of Chicanos in the region of the current day United States from the time preceding European colonialism to the present. The course content will be presented from a Chicano perspective, emphasizing colonialism, assimilation, discrimination, patterns of racist policies, cultural affirmation, and resistance. (This course is also offered as ETHS 140)

Associate Degree Applicable
Transfers to both UC/CSU

HIST 140 3 Units
Experiences of Racial and Ethnic Groups in U.S. History
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course is an introduction to United States history focusing on the experiences of racial and ethnic groups that spans from the early colonial period to present times. This course presents a comparative approach to understanding various racial and ethnic groups and their experiences through major social, political, economic, and cultural events in United States history. (This course is also offered as ETHS 137)

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: SJS 110

HIST 138 3 Units
The African American Experience in U.S. History to 1877
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
As a general survey of the African-American experience in United States history to 1877, this course will analyze and detail the creation and development of African-American culture. This course examines key historical events and movements, such as the Atlantic slave trade, colonial and antebellum slavery, slave resistance, and the socio-economic conditions of free Blacks in the United States. (This course is also offered as ETHS 138)

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: SJS 110

HIST 139 3 Units
The African American Experience in U.S. History From 1877
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course will emphasize the various social, political, and economic forces that have shaped the African American experience from Reconstruction to the current time period. Topics include the post Reconstruction South, the Great Migration, the Harlem Renaissance, the Civil Rights Movement, the conservative backlash, and the trials and triumphs of the 21st century. (This course is also offered as ETHS 139)

Associate Degree Applicable
Transfers to both UC/CSU

HIST 140 3 Units
Chicano Experiences in U.S. History
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course is a history of Chicanos in the region of the current day United States from the time preceding European colonialism to the present. The course content will be presented from a Chicano perspective, emphasizing colonialism, assimilation, discrimination, patterns of racist policies, cultural affirmation, and resistance. (This course is also offered as ETHS 140)

Associate Degree Applicable
Transfers to both UC/CSU
HIST 140H 3 Units
Chicano Experiences in U.S. History - Honors
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This course is a history of Chicanos in the region of the current day United States from the time preceding European colonialism to the present. The course content will be presented from a Chicano perspective, emphasizing colonialism, assimilation, discrimination, patterns of racist policies, cultural affirmation, and resistance. This course is intended for students working in the Honors Program, but is open to all students who desire more challenging work. (This course is also offered as ETHS 140H)
Associate Degree Applicable
Transfers to both UC/CSU

HIST 142 3 Units
Experiences of Asian Americans in U.S. History
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course provides a survey of United States history from the Asian American perspective, with an emphasis on the 1840s to the 21st century. The course content will be presented from an Asian American perspective, emphasizing the various waves of Asian migration, labor exploitation, anti-immigrant movements, racist governmental policies, and the Model Minority status. (This course is also offered as ETHS 142)(Formerly HIST 141)
Associate Degree Applicable
Transfers to both UC/CSU

HIST 145 3 Units
History of California
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course surveys the rich heritage of California from its earliest inhabitants and Spanish/Mexican settlements to the present. An emphasis will be placed on the impact of the ethnic and cultural diversity of California along with the importance of geography and immigration. Other topics will include political, economic, and social development of the region from the early 19th century to the present.
Associate Degree Applicable
Transfers to both UC/CSU

HIST 145H 3 Units
History of California - Honors
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This course surveys the rich heritage of California from its earliest inhabitants and Spanish/Mexican settlements to the present. An emphasis will be placed on the impact of the ethnic and cultural diversity of California along with the importance of geography and immigration. Other topics will include political, economic, and social development of the region from the early 19th century to the present. This course is intended for students in the Honors Program, but is open to all students who desire more challenging work.
Associate Degree Applicable
Transfers to both UC/CSU

HIST 150 3 Units
Introduction to Latin American History
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This course teaches the comparative history of genocide and war crimes during the 20th and 21st centuries. Students will study the phenomenon in a cross-cultural framework and will learn about the various socio-cultural and political organizations that have combatted genocide and rendered it a criminal act under international law.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: HIST 150

HIST 170 3 Units
World History to 1500
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course covers the development of human societies from their origins to 1500. Particular emphasis placed on a comparative approach between the world's major civilizations, including an examination of social structure and daily life, evolution of complex political systems, cultural values and economic developments.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: HIST 170

HIST 171 3 Units
World History Since 1500
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course studies the historical heritage of Latin America from its Indian, European and African origins to present. Course material is presented in chronological order with themes ranging from social, political, and cultural developments, to poverty, international conflicts, and race relations.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: HIST 171

HIST 176 3 Units
Comparative History of Genocide and War Crimes
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This course teaches the comparative history of genocide and war crimes during the 20th and 21st centuries. Students will study the phenomenon in a cross-cultural framework and will learn about the various socio-cultural and political organizations that have combatted genocide and rendered it a criminal act under international law.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: HIST 176

HIST 185 3 Units
women in United States History
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This course studies the historical heritage of Latin America from its Indian, European and African origins to present. Course material is presented in chronological order with themes ranging from social, political, and cultural developments, to poverty, international conflicts, and race relations.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: SJS 120
History Associate of Arts Transfer Degree

Historians critically evaluate the causes and significance of events in the past to better understand the individuals, ideas, actions, and events that have shaped our present. The work of historians promotes a better understanding of cultures and societies from the past. While the study of history is valuable in its own right, it also serves as a useful preparation for careers in law, archival work, public service, education, journalism, and business.

This history degree includes foundational coursework in United States History and World History, with additional coursework in specialized history courses and/or introductory social science courses. Students will be prepared to successfully complete upper division coursework in history, and related disciplines, having completed this history degree. Students should consult with a counselor to determine whether this degree is the best option for their transfer goals.

The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. In order to earn this History AA-T degree, students must:

- completion of the following major requirements with a minimum grade of “C” (or “P”);
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 39 units.

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

Students planning to transfer to a four-year institution and major in History should consult with a counselor regarding the transfer process and lower division requirements.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 100</td>
<td>United States History to 1877</td>
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</tr>
<tr>
<td>or HIST 100H</td>
<td>United States History to 1877 - Honors</td>
<td></td>
</tr>
<tr>
<td>HIST 101</td>
<td>United States History: 1865 to Present</td>
<td>3</td>
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<tr>
<td>or HIST 101H</td>
<td>United States History: 1865 to Present - Honors</td>
<td></td>
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<td>List A: Select Two Courses (6 units)</td>
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<tr>
<td>HIST 170</td>
<td>World History to 1500</td>
<td>3</td>
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<tr>
<td>HIST 171</td>
<td>World History Since 1500</td>
<td>3</td>
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<td>List B: Select one course from Area 1 and Area 2 (6 units)</td>
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<td></td>
</tr>
<tr>
<td>Area 1: (3 units)</td>
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</tr>
<tr>
<td>HIST 107</td>
<td>Native American Experiences in U.S. History</td>
<td>3</td>
</tr>
<tr>
<td>or HIST 107H</td>
<td>Native American Experiences in U.S. History - Honors</td>
<td></td>
</tr>
<tr>
<td>or ETHS 107</td>
<td>Native American Experiences in U.S. History - Honors</td>
<td></td>
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<tr>
<td>or ETHS 107H</td>
<td>Native American Experiences in U.S. History - Honors</td>
<td></td>
</tr>
<tr>
<td>HIST 137</td>
<td>Experiences of Racial and Ethnic Groups in U.S. History</td>
<td>3</td>
</tr>
<tr>
<td>or ETHS 137</td>
<td>Experiences of Racial and Ethnic Groups in U.S. History</td>
<td></td>
</tr>
<tr>
<td>HIST 138</td>
<td>The African American Experience in U.S. History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>or ETHS 138</td>
<td>The African American Experience in U.S. History to 1877</td>
<td></td>
</tr>
<tr>
<td>HIST 139</td>
<td>The African American Experience in U.S. History From 1877</td>
<td>3</td>
</tr>
<tr>
<td>or ETHS 139</td>
<td>The African American Experience in U.S. History From 1877</td>
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<td>HIST 140</td>
<td>Chicano Experiences in U.S. History</td>
<td>3</td>
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<tr>
<td>or HIST 140H</td>
<td>Chicano Experiences in U.S. History - Honors</td>
<td></td>
</tr>
<tr>
<td>or ETHS 140</td>
<td>Chicano Experiences in U.S. History - Honors</td>
<td></td>
</tr>
<tr>
<td>or ETHS 140H</td>
<td>Chicano Experiences in U.S. History - Honors</td>
<td></td>
</tr>
<tr>
<td>HIST 142</td>
<td>Experiences of Asian Americans in U.S. History</td>
<td>3</td>
</tr>
<tr>
<td>or ETHS 142</td>
<td>Experiences of Asian Americans in U.S. History</td>
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<tr>
<td>HIST 150</td>
<td>Introduction to Latin American History</td>
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<tr>
<td>HIST 185</td>
<td>Women in United States History</td>
<td>3</td>
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<td>Area 2: (3 units)</td>
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<td>ANTHRO 102</td>
<td>Cultural Anthropology</td>
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<tr>
<td>GEOG 102</td>
<td>Cultural Geography</td>
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<tr>
<td>HIST 145</td>
<td>History of California</td>
<td>3</td>
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<tr>
<td>or HIST 145H</td>
<td>History of California - Honors</td>
<td></td>
</tr>
<tr>
<td>HIST 176</td>
<td>Comparative History of Genocide and War Crimes</td>
<td>3</td>
</tr>
<tr>
<td>SOC 100</td>
<td>Introduction to Sociology</td>
<td>3</td>
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<tr>
<td>or SOC 100H</td>
<td>Introduction to Sociology - Honors</td>
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<tr>
<td>SOC 110</td>
<td>Social Problems</td>
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<tr>
<td>or SOC 110H</td>
<td>Social Problems - Honors</td>
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</tr>
<tr>
<td>SOC 141</td>
<td>Race and Ethnic Relations</td>
<td>3</td>
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<tr>
<td>or SOC 141H</td>
<td>Race and Ethnic Relations - Honors</td>
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<tr>
<td>or ETHS 141</td>
<td>Race and Ethnic Relations</td>
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<tr>
<td>or ETHS 141H</td>
<td>Race and Ethnic Relations - Honors</td>
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<td>Units</td>
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<td>Major Total</td>
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<td>Total Units That May Be Double Counted</td>
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<tr>
<td>General Education (CSU-GE or IGETC) Units</td>
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<td>Elective (CSU Transferable) Units</td>
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<td>15-20</td>
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<td>Total Units</td>
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</tr>
</tbody>
</table>

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes

At the completion of this program, students will be able to:
• Identify and explain the historical significance of key events or movements
• Critically evaluate and interpret key themes in social, cultural, political, and/or economic movements
• Applying primary and secondary sources in research
• Analyze competing historical interpretations

### Hospitality

The Hospitality curriculum prepares students for careers in the Hospitality industry, including culinary arts, food services, and other hospitality career fields. Hospitality is the second largest employing industry in the state of California and the United States. Students planning to transfer to a four-year institution and major in Hospitality should consult with a counselor regarding the transfer process and lower division requirements. Please see Culinary Arts (p. 164) for more courses in this major.

### Contact Information

Division: Applied Technology, Transportation, and Culinary Arts (T - 108)
Division Phone Number: (909) 384-4451

Faculty Chair: Stacy Meyer (smeyer@sbcdd.edu), M.A.

- Hospitality Associate of Arts Degree (p. 232)
- Hospitality Certificate of Achievement (p. 231)
- Hospitality Management Associate of Science Transfer Degree (p. 232)

### HOSP 100 3 Units

**Introduction to Hospitality and Customer Service**

**Lecture:** 54 contact hours
This course is an overview of the structure and financial performances of the food service and hospitality industry. It focuses on orientation to customer service, cultural/economic trends, and career opportunities in food service, tourism, and hospitality. (Formerly CULART 101)

### Associate Degree Applicable

**Transfers to CSU only**

C-ID: HOSP 100

### HOSP 120 3 Units

**Hospitality Cost Control**

**Lecture:** 54 contact hours
This course delves into the management side of the hospitality industry and how to control the various costs involved in the industry such as labor, food, logistics, overhead, and how to keep the cost of doing business within the industry reasonable. (Formerly CULART 275)

### Associate Degree Applicable

**Transfers to CSU only**

C-ID: HOSP 120

### HOSP 130 3 Units

**Hospitality Food and Beverage Management Management**

**Lecture:** 54 contact hours
This course will immerse the student in food and beverage management. Techniques and procedures of management are explored and developed as they relate to commercial and institutional food and beverage facilities such as hotels, casinos, schools, and prisons. (Formerly CULART 280)

### Associate Degree Applicable

**Transfers to CSU only**

C-ID: HOSP 130

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**HOSP 160 3 Units**

**Culinary Production and Kitchen Operations**

**Lecture:** 18 contact hours
**Lab:** 108 contact hours
This course will expose the student to a variety of production methods within the hospitality industry, with an emphasis on kitchen production, soups, sauces, stocks, equipment in a commercial kitchen, menu development, and cooking techniques used in a commercial kitchen. (Formerly CULART 160)

### Associate Degree Applicable

**Transfers to CSU only**

C-ID: HOSP160/NUTR120

### Hospitality Certificate of Achievement

The Hospitality Certificate is designed for students interested in employment at commercial restaurants, institutions, health care facilities, school food services, and related food service industries at the middle management level.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CULART 225</td>
<td>Sanitation and Safety</td>
<td>3</td>
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<tr>
<td>CULART 010</td>
<td>Restaurant Service and Catering I</td>
<td>6</td>
</tr>
<tr>
<td>CULART 011</td>
<td>Restaurant Service and Catering II</td>
<td>6</td>
</tr>
<tr>
<td>CULART 012</td>
<td>Food Truck Restaurant and Catering Services</td>
<td>6</td>
</tr>
<tr>
<td>CULART 080</td>
<td>Small Business and Catering Management</td>
<td>6</td>
</tr>
<tr>
<td>CULART 161</td>
<td>Quantity Food Preparation</td>
<td>3</td>
</tr>
<tr>
<td>CULART 201</td>
<td>Management of Human Resources in Hospitality</td>
<td>3</td>
</tr>
<tr>
<td>CULART 240</td>
<td>Procurement, Purchasing and Selection</td>
<td>3</td>
</tr>
<tr>
<td>CULART 250</td>
<td>Food, Wine and Beverage Service Concepts</td>
<td>3</td>
</tr>
<tr>
<td>HOSP 100</td>
<td>Introduction to Hospitality and Customer Service</td>
<td>3</td>
</tr>
<tr>
<td>HOSP 130</td>
<td>Hospitality Food and Beverage Management Management</td>
<td>3</td>
</tr>
<tr>
<td>HOSP 160</td>
<td>Culinary Production and Kitchen Operations</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Units:** 48

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

**This is a Gainful Employment Program**

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate to the instructor during the final exam how to use a knife and the basic knife cuts
- Demonstrate how to calculate food costs as it applies to menus by pricing a menu as part of the final in this course
- Demonstrate that they understand optimal quantity, price and standard specifications of ordering by completing a class project that showcases each component of purchasing
- Demonstrate to the instructor by recalling the top five problems that the restaurant industry encounters on a final exam
- Recall on a written exam how to derive the 'Break-even Point' of a restaurant
At the completion of this program, students will be able to:

- Define and recall on a written exam the purchasing function
- Recall the seven areas of a HACCP plan

**Hospitality Associate of Arts Degree**

To graduate with a specialization in Hospitality, students must complete all requirements for the certificate plus the general breadth requirements for the Associate Degree (minimum total = 60 units)

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Required Courses</strong></td>
<td></td>
</tr>
<tr>
<td>CULART 010</td>
<td>Restaurant Service and Catering I</td>
<td>6</td>
</tr>
<tr>
<td>or CULART 012</td>
<td>Food Truck Restaurant and Catering Services</td>
<td>6</td>
</tr>
<tr>
<td>CULART 080</td>
<td>Small Business and Catering Management</td>
<td>6</td>
</tr>
<tr>
<td>CULART 161</td>
<td>Quantity Food Preparation</td>
<td>3</td>
</tr>
<tr>
<td>CULART 201</td>
<td>Management of Human Resources in Hospitality</td>
<td>3</td>
</tr>
<tr>
<td>CULART 225</td>
<td>Sanitation and Safety</td>
<td>3</td>
</tr>
<tr>
<td>CULART 240</td>
<td>Procurement, Purchasing and Selection</td>
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</tr>
<tr>
<td>CULART 250</td>
<td>Food, Wine and Beverage Service Concepts</td>
<td>3</td>
</tr>
<tr>
<td>HOSP 100</td>
<td>Introduction to Hospitality and Customer Service</td>
<td>3</td>
</tr>
<tr>
<td>HOSP 120</td>
<td>Hospitality Cost Control</td>
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<tr>
<td>HOSP 130</td>
<td>Hospitality Food and Beverage Management</td>
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</tr>
<tr>
<td>HOSP 160</td>
<td>Culinary Production and Kitchen Operations</td>
<td>3</td>
</tr>
</tbody>
</table>

**Hospitality Management Associate of Science Transfer Degree**

Hospitality is the study of servicing and satisfying guests within hotels, restaurants, private clubs, managed food service, event planning, tourism related businesses, and travel providers. The students will be trained in principles of supervision, marketing, purchasing, cost control, customer service, basic food service and catering, business and accounting in relationship to the hospitality and tourism industry. The courses within this program are designed to provide students with applicable skills useful in a vast range of occupations.

The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. To earn this Hospitality Management AS-T degree, students must meet the following requirements:

- completion of the following major requirements with a minimum grade of "C" (or "P"");
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

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

Students planning to transfer to a four-year institution and major in Hospitality Management should consult with a counselor regarding the transfer process and lower division requirements.

**List A: Select three courses (9 units)**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ECON 201</td>
<td>Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>or ECON 201H</td>
<td>Principles of Microeconomics - Honors</td>
<td>3</td>
</tr>
<tr>
<td>CULART 225</td>
<td>Sanitation and Safety</td>
<td>3</td>
</tr>
<tr>
<td>HOSP 120</td>
<td>Hospitality Cost Control</td>
<td>3</td>
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<tr>
<td>HOSP 130</td>
<td>Hospitality Food and Beverage Management</td>
<td>3</td>
</tr>
</tbody>
</table>

**List B: Select two courses or any courses from List A not already used (6-7 units)**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>ACCT 200</td>
<td>Financial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>BUSAD 210</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>CULART 161</td>
<td>Quantity Food Preparation</td>
<td>3</td>
</tr>
<tr>
<td>CULART 240</td>
<td>Procurement, Purchasing and Selection</td>
<td>3</td>
</tr>
<tr>
<td>ECON 208</td>
<td>Business and Economic Statistics</td>
<td>4</td>
</tr>
<tr>
<td>or MATH 108</td>
<td>Introduction to Probability and Statistics</td>
<td>3</td>
</tr>
<tr>
<td>or PSYCH 105</td>
<td>Statistics for the Behavioral Sciences</td>
<td>3</td>
</tr>
</tbody>
</table>

**Program Learning Outcomes**

At the completion of this program, students will be able to:

- Demonstrate how to use a knife and the basic knife cuts
- Calculate food costs as it applies to menus by pricing a menu as part of the final in this course
- Explain optimal quantity, and the price and standard specifications of ordering
- Recall the top five problems that the restaurant industry encounters
- Recall how to derive the "Break-even Point" of a restaurant
- Define and recall the purchasing function
- Recall the seven areas of a HACCP plan
- Be prepared to transfer a core curriculum to an accredited, four-year college or university with junior class standing in Culinary Arts or a related major

**Total Units That May Be Double Counted**

<table>
<thead>
<tr>
<th>Code</th>
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<th>Units</th>
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<tr>
<td></td>
<td><strong>Major Total</strong></td>
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<tr>
<td></td>
<td><strong>Total Units That May Be Double Counted</strong></td>
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</tbody>
</table>
General Education (CSU-GE or IGETC) Units 37-39
Elective (CSU Transferable) Units 7-11
Total Units 60

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes
At the completion of this program, students will be able to:

• Manage your own restaurant or manage a hospitality establishment for someone
• Identify local governance laws, rules and procedures regarding hospitality establishments
• Describe the relationship of human/social need for hospitality services
• Apply concepts learned in class to create a marketing concept for any hospitality establishment
• Create a HACCP plan for any food service establishment

Human Services
The department of Human Services offers several options for students wanting to enter the helping professions. The department is considered interdisciplinary, offering CTE certificates only for those who are entering the workforce in specific entry level positions, a Human Services AA degree for those who are preparing to transfer for careers requiring a BA or Masters level degree, or a combination of both a certificate and degree.

The Alcohol and Drug Certificate is accredited by California Alcohol and Drug Educators, CAADAE, an organization that accredits college program curriculum to align with state standards. This certificate is also recognized by the Department of Health Care Services, DHCS, as the first of 3 steps in acquiring state certification.

The 3 steps for Alcohol and Drug Certification in the state of California as outlined in title 9 of the counselor regulations by the DHCS are as follows:

1. Complete a certification program and receive certificate, this includes registering with one of the state approved certification bodies, CAADAE, CCAPP, or CADTP
2. Complete the state exam given by the certification body
3. Complete 2500-3000 hours of supervised, (by clinical counselor with an AOD certification, in a DHCS licensed facility

Upon enrolling in the certificate program, the department suggests meeting with the faculty chair or professional expert in the department of Human Services to understand the process of state certification and the jobs open for alcohol and drug counselors at every level of certification and / or degree.

Contact Information
Division: Social Sciences, Human Development, and Physical Education (NH - 345)
Division Phone Number: (909) 384-8603
Faculty Chair: Melinda Moneymaker (mmoneyma@sbccd.edu), B.A.

• Addiction Studies Certificate of Achievement (p. 237)
• Career Specialist Certificate of Achievement (p. 237)
• Case Management in the Public Sector Certificate of Achievement (p. 238)
• Human Services Associate of Arts Degree (p. 238)
• Human Services Certificate of Achievement (p. 239)

HUMSV 130  3 Units
Introduction to Addiction Studies
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H as determined by the SBVC assessment process and READ 100.

This course provides an exploration of the psychological, sociological, and physical causes and effects of substance use disorder. Also included, are overviews of the biopsychosocial nature of addiction; the impact of addiction on children, families and society; contemporary treatment and prevention approaches; and the addiction counseling profession. (FORMERLY HUMSV 181)

Associate Degree Applicable
Transfers to CSU only
**HUMSV 131 3 Units**  
Co-Occur Disorders  
**Lecture:** 54 contact hours  
**Advisory:** READ 100 and ENGL 101 or ENGL 101H as determined by the SBVC assessment process.  
This course reviews the major concepts, definitions, and features of co-occurring mental health disorders associated with addiction. Skills in recognizing co-occurring disorders, referral and case management of clients, and appropriate scope of practice are emphasized. Common types of mental health issues associated with addiction, including mood, anxiety, and adjustment disorders, post-traumatic stress disorder, and unresolved issues of childhood abuse, are covered as well as an overview of appropriate treatment and management approaches. (Formerly HUMSV 281B)

**Associate Degree Applicable  
Transfers to CSU only**

**HUMSV 132 3 Units**  
Diverse Populations  
**Lecture:** 54 contact hours  
**Advisory:** READ 100 and ENGL 101 or ENGL 101H as determined by the SBVC assessment process.  
This course explores the cultural impact of race, nationality, gender, sexual orientation, age, socio-economic status, and religion on substance use and access to treatment. The course will provide exposure to the fundamentals of cross-cultural counseling of individuals and families with substance use disorders, and common cultural barriers to traditional dependency counseling are examined.  

**Associate Degree Applicable  
Transfers to CSU only**

**HUMSV 133 3 Units**  
Pharmacology  
**Lecture:** 54 contact hours  
**Advisory:** HUMSV 130  
The biological impact of alcoholism and other drug dependencies, with an emphasis on the treatment and recovery processes, and the role of medical professionals as members of the recovery team are reviewed in this course. (Formerly HUMSV 188)

**Associate Degree Applicable  
Transfers to CSU only**

**HUMSV 134 3 Units**  
Family Dynamics of Addiction  
**Lecture:** 54 contact hours  
**Advisory:** READ 100 and ENGL 101 or ENGL 101H as determined by the SBVC assessment process.  
This course offers an overview of family dynamics associated with alcoholism and drug addiction; the impact of the diseases on family members; family oriented approaches to recovery; and the reintegration of the family into the community. (Formerly HUMSV 186)

**Associate Degree Applicable  
Transfers to CSU only**

**HUMSV 135 3 Units**  
Prevention, Intervention and Recovery  
**Lecture:** 54 contact hours  
**Advisory:** READ 100 and ENGL 101 or ENGL 101H as determined by the SBVC assessment process.  
This course provides a comprehensive overview of theories and strategies for the prevention of substance use disorders. Primary, secondary, and tertiary evidence-based prevention models will be introduced and assessed. Prevention programs and activities appropriate for the community, school, parents and family, and worksites will be covered. Strategies such as education, public policies, media/disinformation dissemination, ethnic, cultural, and gender-specific approaches, environmental risk reduction, and alternatives will be presented and assessed for their application to different target populations. (Formerly HUMSV 189)

**Associate Degree Applicable  
Transfers to CSU only**

**HUMSV 136 3 Units**  
Addiction Studies: Basic Counseling I  
**Lecture:** 54 contact hours  
**Prerequisite:** HUMSV 130 and HUMSV 179  
This course is designed for students seeking a certificate in Addiction Studies. Included topics are the dynamics of the helping relationship, analysis and implications of common characteristics of substance dependent individuals, demonstration and practice of assessment, interviewing and referral techniques; and review of counseling skills and case management. (Formerly HUMSV 183)

**Associate Degree Applicable  
Transfers to CSU only**

**HUMSV 137 3 Units**  
Addiction Studies: Group Counseling II  
**Lecture:** 54 contact hours  
**Prerequisite:** HUMSV 136 and HUMSV 230 and HUMSV 232  
This course is designed for students seeking a certificate in Addiction Studies, and includes practical implications and experience in various recovery and crisis intervention modalities; investigation of and experience in group dynamics; analysis and interpretation of critical aspects of counseling; analysis of the role of significant others in the recovery process; discussion of current treatment interventions; and the process of case management and record keeping. (Formerly HUMSV 184)

**Associate Degree Applicable  
Transfers to CSU only**

**HUMSV 140 3 Units**  
Case Management in Public Service  
**Lecture:** 54 contact hours  
**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.  
This course provides an overview of the history, theories, skills and knowledge of case management in public social service settings. Topics include organizational structure, funding streams, regulatory issues, job descriptions, skills, personal qualities, evaluation, assessment and referral, employment services, and career paths. It is designed for students entering into the field of case management in public service.  

**Associate Degree Applicable  
Transfers to CSU only**
HUMSV 147  3 Units
Career Specialist
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This course provides an introduction to the field of career counseling including interviewing techniques, assessment tools, job opportunities and models for developing occupational options.

Associate Degree Applicable
Transfers to CSU only

HUMSV 167  3 Units
Crisis Intervention
Lecture: 54 contact hours
Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.
The course examines the history and definitions of crisis intervention. Practical application of intervention theories and models, interviewing techniques, referral procedures, and assessment are explained and demonstrated. Analysis of types of crises such as suicide, substance abuse and violence in the workplace; common dangers; and coping methods will be presented. Professional issues including legal and ethical issues, confidentiality, cultural sensitivity and burn out are also covered.

Associate Degree Applicable
Transfers to CSU only

HUMSV 170  3 Units
Introduction to Human Services
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This course is an exploration of the historical and theoretical perspectives of human services in response to social problems. Examination of legal, ethical and problem-solving models are presented and implications of ethnic, gender, and cultural diversity issues are discussed.

Associate Degree Applicable
Transfers to CSU only

HUMSV 172  3 Units
Group and Family Dynamics
Lecture: 54 contact hours
Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.
This course offers a comprehensive study of the dynamics operating in groups and families including the identification of healthy versus dysfunctional groups/families; methods of intervention in dysfunctional groups/families; and the techniques of facilitating treatment groups.

Associate Degree Applicable
Transfers to CSU only

HUMSV 173  3 Units
Helping and Interpersonal Skills
Lecture: 54 contact hours
Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.
This course offers a practical study of helping strategies and interpersonal skills. The focus is on the use of techniques to improve communication, better evaluate relationships, and resolve conflicts.

Associate Degree Applicable
Transfers to CSU only

HUMSV 179  3 Units
Law and Ethics
Lecture: 54 contact hours
Advisory: READ 100 and ENGL 101 or ENGL 101H as determined by the SBVC assessment process.
This course explores the legal, ethical, professional and personal issues involved in the treatment of substance use disorder. Emphasis is placed on professional responsibility and patient rights as well as issues of the work place and professional growth.

Associate Degree Applicable
Transfers to CSU only

HUMSV 187  1 Unit
Adult Children of Alcoholics
Lecture: 18 contact hours
Overview of the problems experienced by adult children of alcoholics (ACA's) with particular emphasis on the various approaches in counseling ACA's.

Associate Degree Applicable
Transfers to CSU only

HUMSV 195A  1 Unit
Human Services: Intern Seminar I
Lecture: 18 contact hours
Corequisite: HUMSV 198C or HUMSV 198D or HUMSV 198E or HUMSV 198F
This course provides an introduction and the identification of applied strategies for crisis intervention, case analysis, and therapeutic interventions, and serves as a lecture-based foundation for student field work. STUDENTS MUST ALSO TAKE THE WORK EXPERIENCE CLASS THAT MATCHES THEIR CERTIFICATE GOAL (HUMSV 198 A-Z)

Associate Degree Applicable
Transfers to CSU only

HUMSV 195B  1 Unit
Human Services: Intern Seminar II
Lecture: 18 contact hours
Corequisite: HUMSV 198C or HUMSV 198D or HUMSV 198E or HUMSV 198F
This course provides an evaluation and application of applied strategies for crisis intervention, case analysis, and therapeutic interventions, and serves as a lecture-based foundation for student field work. STUDENTS MUST ALSO TAKE THE WORK EXPERIENCE CLASS THAT MATCHES THEIR CERTIFICATE GOAL (HUMSV 198-A-Z).

Associate Degree Applicable
Transfers to CSU only

HUMSV 195C  2 Units
Human Services Field Work I
WRKEX: 180 contact hours
Prerequisite: HUMSV 170 and HUMSV 172 and HUMSV 173 and HUMSV 179
Corequisite: HUMSV 195A or HUMSV 195B
This course provides supervised field work in the area of Human Services and beginning helping skills at specific agencies. Students work in their assigned agencies a minimum of 10 hours per week.

Associate Degree Applicable
Transfers to CSU only
HUMSV 198D  2 Units  
Human Services Field Work II  
WRKE: 180 contact hours  
Prerequisite: HUMSV 198C  
Corequisite: HUMSV 195A or HUMSV 195B  
This course provides supervised field work in the area of Human Services at specific agencies. Students work in their assigned agencies a minimum of 10 hours per week.  
Associate Degree Applicable  
Transfers to CSU only  

HUMSV 198E  2 Units  
Career Specialist Field Work  
WRKE: 180 contact hours  
Prerequisite: HUMSV 170 and HUMSV 172 and HUMSV 173 and HUMSV 147  
Corequisite: HUMSV 195A or HUMSV 195B  
This course provides supervised field work in the area of career specialist at specific agencies. Students work in their assigned agencies a minimum of 10 hours per week.  
Associate Degree Applicable  
Transfers to CSU only  

HUMSV 198F  2 Units  
Case Management Field Work  
WRKE: 180 contact hours  
Prerequisite: HUMSV 140 and HUMSV 167 and HUMSV 170 or HUMSV 173  
Advisory: HUMSV 195A or HUMSV 195B  
Supervised field work in the area of case management at specific agencies is provided to students. Students work in their assigned agencies a minimum of 10 hours per week.  
Associate Degree Applicable  
Transfers to CSU only  

HUMSV 205  2 Units  
Aids: Practices, Processes and Policy  
Lecture: 36 contact hours  
An overview of Acquired Immune Deficiency Syndrome (AIDS) including its diagnosis, transmission, and prevention; the psychosocial and economic impact of the disease on patients and their families and friends; society's response to the disease; and effective approaches to assist individuals coping with AIDS.  
Associate Degree Applicable  
Transfers to CSU only  

HUMSV 231  1 Unit  
Addiction Studies: Internship Seminar II  
Lecture: 18 contact hours  
Corequisite: HUMSV 233  
This course reviews job skills such as case management, assessment, and counseling. These skills are monitored and enhanced through class discussion and demonstration in this lecture-based foundation to the student field work. (Formerly HUMSV 197B)  
Associate Degree Applicable  
Transfers to CSU only  

HUMSV 232  2 Units  
Addiction Studies: Field Work I  
Lecture: 36 contact hours  
Corequisite: HUMSV 230  
This course provides supervised field work in the areas of orientation, screening, goal setting and evaluation, and the beginning techniques of alcohol and drug counseling at specific agencies. Students work in their assigned agencies a minimum of 10 hours per week. (Formerly HUMSV 198A)  
Associate Degree Applicable  
Transfers to CSU only  

HUMSV 233  2 Units  
Addiction Studies: Field Work II  
Lecture: 36 contact hours  
Corequisite: HUMSV 231  
This course provides supervised field work in the areas of on the job skills such as treatment planning, intake and assessment and facilitation of groups in the field of alcohol and drug counseling at specific agencies. Students work in their assigned agencies a minimum of 10 hours per week. (Formerly 198B)  
Associate Degree Applicable  
Transfers to CSU only  

HUMSV 281AXZ  1-3 Units  
Selected Studies in Alcohol/Drug  
Lecture: 18 contact hours  
This experimental course explores addictions in the areas of Human Services, Alcohol/Drug Counseling, Mental Health, Human Development, and Corrections. Suggested subjects include codependency, driving under the influence, co-occurring disorders, tobacco addiction, and assessment instruments, etc.  
Associate Degree Applicable  
Transfers to CSU only

HUMSV 230  1 Unit  
Addiction Studies: Internship Seminar I  
Lecture: 18 contact hours  
Corequisite: HUMSV 232  
This course is an introduction to the duties and work objectives of counselors in addiction studies and related fields. Basic skills are developed through discussion and demonstration. This course serves as a lecture-based support for students in fieldwork. (Formerly HUMSV 197A)  
Associate Degree Applicable  
Transfers to CSU only
Addiction Studies Certificate of Achievement

This certificate is designed to provide students with career preparation at the vocational certificate level in the field of substance abuse intervention and counseling for those preparing for careers in substance use disorder counseling or other related human or social services fields.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>HUMSV 130</td>
<td>Introduction to Addiction Studies</td>
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<tr>
<td>HUMSV 131</td>
<td>Co-Occur Disorders</td>
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<td>HUMSV 132</td>
<td>Diverse Populations</td>
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<td>HUMSV 133</td>
<td>Pharmacology</td>
<td>3</td>
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<td>HUMSV 134</td>
<td>Family Dynamics of Addiction</td>
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<tr>
<td>HUMSV 135</td>
<td>Prevention, Intervention and Recovery</td>
<td>3</td>
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<tr>
<td>HUMSV 140</td>
<td>Case Management in Public Service</td>
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<tr>
<td>HUMSV 179</td>
<td>Law and Ethics</td>
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<td>HUMSV 170</td>
<td>Introduction to Human Services</td>
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<td>PSYCH 100</td>
<td>General Psychology</td>
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<tr>
<td>or PSYCH 100H</td>
<td>General Psychology - Honors</td>
<td>3</td>
</tr>
<tr>
<td>SOC 100</td>
<td>Introduction to Sociology</td>
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<tr>
<td>or SOC 100H</td>
<td>Introduction to Sociology - Honors</td>
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Required Field Work Courses:

Prior to field work courses, students must complete at a minimum:

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<tr>
<th>Code</th>
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</thead>
<tbody>
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<td>HUMSV 137</td>
<td>Addiction Studies: Group Counseling II</td>
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<td>Addiction Studies: Internship Seminar II</td>
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<td>HUMSV 232</td>
<td>Addiction Studies: Field Work I</td>
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<tr>
<td>HUMSV 233</td>
<td>Addiction Studies: Field Work II</td>
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</tbody>
</table>

Total Units 39

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate their understanding of the addiction field, theoretical models of treatment, evidenced based practices, clinical approaches, and ethical implications and professional responsibilities, evaluated by written or objective assessments
- Demonstrate the application of knowledge, skills, attitudes and competency in working with the diverse populations, those meeting the criteria for substance use disorders, families and community prevention and intervention efforts which make up the field of Addiction Counseling, and other critical skills and issues involved in becoming a state certified substance use disorder counselor, as assessed by written or objective assessments

Career Specialist Certificate of Achievement

This certificate is designed to provide students with career preparation at for entry-level employment in community agencies in counseling.

<table>
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<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>HUMSV 147</td>
<td>Career Specialist</td>
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<tr>
<td>HUMSV 167</td>
<td>Crisis Intervention</td>
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<tr>
<td>HUMSV 170</td>
<td>Introduction to Human Services</td>
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</tr>
<tr>
<td>HUMSV 172</td>
<td>Group and Family Dynamics</td>
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</tr>
<tr>
<td>HUMSV 173</td>
<td>Helping and Interpersonal Skills</td>
<td>3</td>
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</table>

Required Field Work Courses

A minimum of four Human Services courses required for the certificate including HUMSV 147 should be completed with a grade of C or better prior to field work courses.

<table>
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<tr>
<td>HUMSV 195A</td>
<td>Human Services: Intern Seminar I</td>
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<td>or HUMSV 195B</td>
<td>Human Services: Intern Seminar II</td>
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<td>HUMSV 198E</td>
<td>Career Specialist Field Work</td>
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Required General Education Courses

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<tr>
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<tbody>
<tr>
<td>COMMST 100</td>
<td>Elements of Public Speaking</td>
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<td>or COMMST 100H</td>
<td>Elements of Public Speaking - Honors</td>
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Select one of the following:

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<tbody>
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<td>ENGL 015</td>
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<td>ENGL 101</td>
<td>Freshman Composition</td>
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<tr>
<td>or ENGL 101H</td>
<td>Freshman Composition-Honors</td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 100</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>or PSYCH 100H</td>
<td>General Psychology - Honors</td>
<td>3</td>
</tr>
<tr>
<td>SOC 100</td>
<td>Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>or SOC 100H</td>
<td>Introduction to Sociology - Honors</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Units 31

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate the applicable skill set for Career Specialist
- Demonstrate their understanding of goals, functions and organizational contemporary human service fields, evaluated by written or objective assessments
- Apply the ethical decision making steps to practical problems and practice learned ethical responsibilities in regard to special populations, scope of practice and the helping of those in human service fields, evaluated by written or objective assessments
Case Management in the Public Sector Certificate of Achievement

This certificate is designed to prepare students for entry-level employment in case management in public social services setting, including the fundamentals of organizational structure, funding, evaluation, assessment and referral, employment services, and career paths. Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select. This is a Gainful Employment Program.

Required Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
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<tbody>
<tr>
<td>HUMSV 140</td>
<td>Case Management in Public Service</td>
<td>3</td>
</tr>
<tr>
<td>HUMSV 167</td>
<td>Crisis Intervention</td>
<td>3</td>
</tr>
<tr>
<td>HUMSV 170</td>
<td>Introduction to Human Services</td>
<td>3</td>
</tr>
<tr>
<td>HUMSV 173</td>
<td>Helping and Interpersonal Skills</td>
<td>3</td>
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</table>

Required Field Work Courses

HUMSV 170 must be completed prior to field work courses. Also, it is recommended that students complete two courses from:

- HUMSV 140, 167, and 173.

<table>
<thead>
<tr>
<th>Code</th>
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<tr>
<td>HUMSV 195A</td>
<td>Human Services: Intern Seminar I</td>
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</tr>
<tr>
<td>or HUMSV 195B</td>
<td>Human Services: Intern Seminar II</td>
<td></td>
</tr>
<tr>
<td>HUMSV 198F</td>
<td>Case Management Field Work</td>
<td>2</td>
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</tbody>
</table>

Required General Education Courses

<table>
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<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 100</td>
<td>Introduction to Personal Computers</td>
<td>3</td>
</tr>
<tr>
<td>COMMST 111</td>
<td>Interpersonal Communication</td>
<td>3</td>
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<tr>
<td>COMMST 174</td>
<td>Intercultural Communication</td>
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<td>ENGL 015</td>
<td>Preparation for College Writing</td>
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<td>or ENGL 101</td>
<td>Freshman Composition</td>
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<td>General Psychology - Honors</td>
<td></td>
</tr>
</tbody>
</table>

Total Units 31

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.

Human Services Associate of Arts Degree

To graduate with an Associate Degree with one of the following Human Services certificate specializations, (1) Addiction Studies (2) Career Specialist, (3) Case Management in the Public Sector (4) Eating Disorders Studies, or (5) Human Services, students must complete all of the requirements for the appropriate certificate with a grade of "C" or better plus the general breadth requirements for the Associate Degree (minimum total = 60 units).

Another option for students who want to graduate with an Associate Degree in Human Services, without one of the certificate specializations, is to complete 18 units from the following required courses for the Human Services major plus the general education breadth requirements for the Associate Degree (minimum total=60 units).

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HUMSV 170</td>
<td>Introduction to Human Services</td>
<td>3</td>
</tr>
<tr>
<td>HUMSV 172</td>
<td>Group and Family Dynamics</td>
<td>3</td>
</tr>
<tr>
<td>HUMSV 173</td>
<td>Helping and Interpersonal Skills</td>
<td>3</td>
</tr>
<tr>
<td>HUMSV 179</td>
<td>Law and Ethics</td>
<td>3</td>
</tr>
</tbody>
</table>

Select six units from the following:

- HUMSV 130 | Introduction to Addiction Studies           | 3     |
- HUMSV 131 | Co-Occur Disorders                           | 3     |
- HUMSV 132 | Diverse Populations                         | 3     |
- HUMSV 134 | Family Dynamics of Addiction                | 3     |
- HUMSV 135 | Prevention, Intervention and Recovery       | 3     |
- HUMSV 140 | Case Management in Public Service           | 3     |
- HUMSV 167 | Crisis Intervention                          | 3     |

Select one required Behavioral Foundation course:

- PSYCH 100 | General Psychology                          | 3     |
| or PSYCH 100H | General Psychology - Honors            |       |
- SOC 100 | Introduction to Sociology                   | 3     |
| or SOC 100H | Introduction to Sociology - Honors        |       |

Total Units 21

Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate the applicable skill set for Case Management
- Demonstrate their understanding of goals, functions and organizational contemporary human service fields, evaluated by written or objective assessments
- Apply the ethical decision making steps to practical problems and practice learned ethical responsibilities in regard to special populations, scope of practice and the helping of those in human service fields, evaluated by written or objective assessments
Demonstrate their understanding of goals, functions and organizational contemporary human service fields, evaluated by written or objective assessments

• Demonstrate the applicable skill set in Humans Services
• Apply the ethical decision-making steps to practical problems and practice learned ethical responsibilities in regard to special populations, scope of practice and the helping of those in human service fields

**Human Services Certificate of Achievement**

This certificate is designed to prepare students for entry-level employment in human services with a knowledge of intervention methodologies at the individual, group, and community levels.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HUMSV 167</td>
<td>Crisis Intervention</td>
<td>3</td>
</tr>
<tr>
<td>HUMSV 170</td>
<td>Introduction to Human Services</td>
<td>3</td>
</tr>
<tr>
<td>HUMSV 172</td>
<td>Group and Family Dynamics</td>
<td>3</td>
</tr>
<tr>
<td>HUMSV 173</td>
<td>Helping and Interpersonal Skills</td>
<td>3</td>
</tr>
<tr>
<td>HUMSV 179</td>
<td>Law and Ethics</td>
<td>3</td>
</tr>
<tr>
<td>SOC 110</td>
<td>Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>or SOC 141</td>
<td>Race and Ethnic Relations</td>
<td></td>
</tr>
<tr>
<td>Select two of the following:</td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>HUMSV 130</td>
<td>Introduction to Addiction Studies</td>
<td>3</td>
</tr>
<tr>
<td>HUMSV 131</td>
<td>Co-Occur Disorders</td>
<td>3</td>
</tr>
<tr>
<td>HUMSV 132</td>
<td>Diverse Populations</td>
<td>3</td>
</tr>
<tr>
<td>HUMSV 134</td>
<td>Family Dynamics of Addiction</td>
<td>3</td>
</tr>
<tr>
<td>HUMSV 135</td>
<td>Prevention, Intervention and Recovery</td>
<td>3</td>
</tr>
<tr>
<td>HUMSV 140</td>
<td>Case Management in Public Service</td>
<td>3</td>
</tr>
<tr>
<td>HUMSV 147</td>
<td>Career Specialist</td>
<td>3</td>
</tr>
<tr>
<td>Required Field Work Courses</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

A minimum of four Human Services courses are required from: HUMSV 167, 170, 172, 173, and 179. The following two courses are to be taken concurrently:

| HUMSV 195A | Human Services: Intern Seminar I           | 1     |
| HUMSV 198C | Human Services Field Work I                | 2     |

The following two course are to be taken concurrently:

| HUMSV 195B | Human Services: Intern Seminar II          | 1     |
| HUMSV 198D | Human Services Field Work II               | 2     |

Select One Course from the Following:

| ANTHRO 102 | Cultural Anthropology                      | 3     |
| or ANTHRO 102H | Cultural Anthropology - Honors          |       |
| PSYCH 100  | General Psychology                         | 3     |
| or PSYCH 100H | General Psychology - Honors              |       |
| SOC 100    | Introduction to Sociology                  | 3     |
| or SOC 100H | Introduction to Sociology - Honors        |       |

**Total Units** 33

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

**This is a Gainful Employment Program**

**Program Learning Outcomes**

At the completion of this program, students will be able to:

• Demonstrate the applicable skill set in Humans Services
• Demonstrate their understanding of goals, functions and organizational contemporary human service fields, evaluated by written or objective assessments
• Apply the ethical decision making steps to practical problems and practice learned ethical responsibilities in regard to special populations, scope of practice and the helping of those in human service fields, evaluated by written or objective assessments

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1 Courses must be completed with a grade of C or better prior to field work courses.
**Inspection Technology**

Construction and building inspectors ensure that new construction, changes, or repairs comply with local and national building codes and ordinances, zoning regulations, and contract specifications. Construction and building inspectors examine buildings, highways and streets, sewer and water systems, dams, bridges, and other structures. They also inspect electrical, heating, ventilation, air conditioning, and refrigeration (HVAC/R); and plumbing systems.

Although no two inspections are alike, inspectors do an initial check during the first phase of construction and follow-up inspections throughout the construction project. When the project is finished, they do a final, comprehensive inspection. Inspectors work alone or as part of a team. Some inspectors may have to climb ladders or crawl in tight spaces. Most work full time during regular business hours. Concern for public safety and a desire to improve the quality of construction are expected to spur employment growth in the field.

**Contact Information**

Division: Applied Technology, Transportation, and Culinary Arts (T - 108)

Division Phone Number: (909) 384-4451

Faculty Chairs: Bryce Cacho (bcacho@sbcdd.edu), M.A. and Joshua Milligan (jmilligan@sbcdd.edu), A.S.

- Inspection Technology Associate of Science Degree (p. 242)
- Inspection Technology Certificate of Achievement (p. 242)
- Inspection Technology Certificate of Completion (p. 243)

**INSPEC 011 3 Units**

**Fundamentals of Construction Inspection: Soils and Concrete**

Lecture: 54 contact hours

This course provides a basic study of soils engineering, soils construction methods, soils identification, soils terminology, concrete and asphalt including cements, aggregates, admixtures, job and batch control, properties of concrete, finishing, curing, reinforcing and nomenclature for inspectors.

**Associate Degree Applicable**

**INSPEC 012 3 Units**

**Fundamentals of Construction Inspection: Wood, Steel, Masonry**

Lecture: 54 contact hours

This course is a basic study of structures, including wood, steel, and masonry construction, building occupancies, construction and separations, acoustics and sound control (formerly INSPEC 012B).

**Associate Degree Applicable**

**INSPEC 013 3 Units**

**Advanced Construction Inspection: International Building Code (IBC)**

Lecture: 54 contact hours

This course provides for inspectors a study of the International Building Code (IBC) including application, interpretation, and use of the code (formerly INSPEC 013D).

**Associate Degree Applicable**

**INSPEC 014 3 Units**

**Advanced Construction Inspection: National Electrical Code (NEC)**

Lecture: 54 contact hours

This course provides an understanding of the National Electrical Code and a study of its applications (formerly INSPEC 014D).

**Associate Degree Applicable**

**INSPEC 015 3 Units**

**Advanced Construction Inspection: Uniform Plumbing Code (UPC)**

Lecture: 54 contact hours

This course is a study, interpretation and application of the CA Plumbing Code (CPC) (Formerly INSPEC 015D).

**Associate Degree Applicable**

**INSPEC 016 3 Units**

**Advanced Construction Inspection: Uniform Mechanical Code (UMC)**

Lecture: 54 contact hours

This course is a study of the requirements for the design, construction, installation and maintenance of heating, ventilating, cooling, refrigeration systems, incinerators and other heat-producing appliances required by the CA Mechanical Code (CMC) (formerly INSPEC 016D).

**Associate Degree Applicable**

**INSPEC 017 3 Units**

**California State Energy Regulations for Residential Buildings**

Lecture: 54 contact hours

This course is a study of the basic compliance requirements of the California Title 24 Energy Efficiency Standards for residential buildings and the 2016 CA Green Building Standards Code. It includes prescriptive and performance methods such as alternative packages and computer models (formerly INPSEC 017D).

**Associate Degree Applicable**

**INSPEC 018 3 Units**

**California State Energy Regulations for Non-Residential Buildings**

Lecture: 54 contact hours

This course studies basic compliance with California Title 24 Energy Efficiency Standards for non-residential buildings and the CA Green Building Standards Code. It includes prescriptive and performance methods such as alternative packages and computer models (formerly INPSEC 018D).

**Associate Degree Applicable**

**INSPEC 026 3 Units**

**Non-Structural Plan Review**

Lecture: 54 contact hours

This course provides training in the application of the CA Codes to construction drawings, including legal requirements for non-structural plan review, local, State, and Federal laws applicable to construction drawings, and the use of plan reviews as a first step in performing consistent and thorough inspections (formerly INSPEC 026D).

**Associate Degree Applicable**

**INSPEC 027 3 Units**

**Structural Plan Review**

Lecture: 54 contact hours

This is a basic study of simplified engineering that can be applied to both plan checking and field inspections.

**Associate Degree Applicable**

**INSPEC 028 3 Units**

**California Residential Code**

Lecture: 54 contact hours

This course provides building and safety personnel with a study of the California Residential Code (CRC) including application, interpretation, and use of the code.

**Associate Degree Applicable**
INSPEC 029  3 Units
Community Relations for Building Personnel
Lecture: 54 contact hours
This course covers the development of oral and written communication skills for code enforcement personnel and an introduction to community relations for civil service employees. Topics include the proper methods of dealing with different types of encounters that an inspector may have with do-it-yourself homeowners, contractors, developers, etc. and the legal aspects of code administration and enforcement.

Associate Degree Applicable

INSPEC 030  3 Units
Aspects of Building and Safety
Lecture: 54 contact hours
This course prepares students for the basic administrative functions of building and safety including: Title 25, Disabled access, staff roles, permit and plan checking, building inspection, and code enforcement.

Associate Degree Applicable

INSPEC 098  1-4 Units
Inspection Technology Work Experience
WRKEX: 300 contact hours
Supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

Associate Degree Applicable

INSPEC 611  Noncredit
Fundamentals of Construction Inspection: Soils and Concrete
Lecture: 54 contact hours
This noncredit course provides a basic study of soils engineering, soils construction methods, soils identification, soils terminology, concrete and asphalt including cements, aggregates, admixtures, job and batch control, properties of concrete, finishing, curing, reinforcing and nomenclature for inspectors.

INSPEC 612  Noncredit
Fundamentals of Construction Inspection: Wood, Steel, Masonry
Lecture: 54 contact hours
This noncredit course is a basic study of structures, including wood, steel, and masonry construction, building occupancies, construction and separations, acoustics and sound control.

INSPEC 613  Noncredit
Advanced Construction Inspection: International Building Code (IBC)
Lecture: 54 contact hours
This noncredit course provides for inspectors a study of the International Building Code (IBC) including application, interpretation, and use of the code.

INSPEC 614  Noncredit
Advanced Construction Inspection: National Electrical Code (NEC)
Lecture: 54 contact hours
This noncredit course provides an understanding of the National Electrical Code and a study of its applications.

INSPEC 615  Noncredit
Advanced Construction Inspection: Uniform Plumbing Code (UPC)
Lecture: 54 contact hours
This noncredit course is a study, interpretation and application of the CA Plumbing Code (CPC).

INSPEC 616  Noncredit
Advanced Construction Inspection: Uniform Mechanical Code (UMC)
Lecture: 54 contact hours
This noncredit course is a study of the requirements for the design, construction, installation and maintenance of heating, ventilating, cooling, refrigeration systems, incinerators and other heat-producing appliances required by the CA Mechanical Code (CMC).

INSPEC 617  Noncredit
California State Energy Regulations for Residential Buildings
Lecture: 54 contact hours
This noncredit course is a study of the basic compliance requirements of the California Title 24 Energy Efficiency Standards for residential buildings and the 2016 CA Green Building Standards Code. It includes prescriptive and performance methods such as alternative packages and computer models.

INSPEC 618  Noncredit
California State Energy Regulations For Non-Residential Buildings
Lecture: 54 contact hours
This noncredit course studies basic compliance with California Title 24 Energy Efficiency Standards for non-residential buildings and CA Green Building Standards Code. It includes prescriptive and performance methods such as alternative packages and computer models.

INSPEC 626  Noncredit
Non-Structural Plan Review
Lecture: 54 contact hours
This noncredit course provides training in the application of the CA Codes to construction drawings, including legal requirements for non-structural plan review, local, State, and Federal laws applicable to construction drawings, and the use of plan reviews as a first step in performing consistent and thorough inspections.

INSPEC 627  Noncredit
Structural Plan Review
Lecture: 54 contact hours
This is a noncredit basic study of simplified engineering that can be applied to both plan checking and field inspections.

INSPEC 628  Noncredit
California Residential Code
Lecture: 54 contact hours
This noncredit course provides building and safety personnel with a study of the California Residential Code (CRC) including application, interpretation, and use of the code.

INSPEC 629  Noncredit
Community Relations for Building Personnel
Lecture: 54 contact hours
This noncredit course covers the development of oral and written communication skills for code enforcement personnel and an introduction to community relations for civil service employees. Topics include the proper methods of dealing with different types of encounters that an inspector may have with do-it-yourself homeowners, contractors, developers, etc. and the legal aspects of code administration and enforcement.

INSPEC 630  Noncredit
Aspects of Building and Safety
Lecture: 54 contact hours
This noncredit course prepares students for the basic administrative functions of building and safety including: Title 25, Disabled access, staff roles, permit and plan checking, building inspection, and code enforcement.
Inspection Technology Associate of Science Degree

This degree is designed to prepare students for entry-level employment in construction inspection, International Code Council (ICC) certification examinations, and understanding of construction, alteration, or repair of buildings. Students will develop the skills to ensure compliance with building codes and ordinances, zoning regulations, and contract specifications. To graduate with a specialization in Inspection Technology, students must complete the following required courses for the certificate plus the general breadth requirements for the Associate of Science Degree (minimum total = 60 units).

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>INSPEC 011</td>
<td>Fundamentals of Construction Inspection: Soils and Concrete</td>
<td>3</td>
</tr>
<tr>
<td>INSPEC 012</td>
<td>Fundamentals of Construction Inspection: Wood, Steel, Masonry</td>
<td>3</td>
</tr>
<tr>
<td>INSPEC 013</td>
<td>Advanced Construction Inspection: International Building Code (IBC)</td>
<td>3</td>
</tr>
<tr>
<td>INSPEC 014</td>
<td>Advanced Construction Inspection: National Electrical Code (NEC)</td>
<td>3</td>
</tr>
<tr>
<td>INSPEC 015</td>
<td>Advanced Construction Inspection: Uniform Plumbing Code (UPC)</td>
<td>3</td>
</tr>
<tr>
<td>INSPEC 016</td>
<td>Advanced Construction Inspection: Uniform Mechanical Code (UMC)</td>
<td>3</td>
</tr>
<tr>
<td>INSPEC 017</td>
<td>California State Energy Regulations for Residential Buildings</td>
<td>3</td>
</tr>
<tr>
<td>INSPEC 018</td>
<td>California State Energy Regulations for Non-Residential Buildings</td>
<td>3</td>
</tr>
<tr>
<td>INSPEC 026</td>
<td>Non-Structural Plan Review</td>
<td>3</td>
</tr>
<tr>
<td>INSPEC 027</td>
<td>Structural Plan Review</td>
<td>3</td>
</tr>
<tr>
<td>INSPEC 028</td>
<td>California Residential Code</td>
<td>3</td>
</tr>
<tr>
<td>INSPEC 029</td>
<td>Community Relations for Building Personnel</td>
<td>3</td>
</tr>
<tr>
<td>INSPEC 030</td>
<td>Aspects of Building and Safety</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total Units</strong></td>
<td><strong>39</strong></td>
<td></td>
</tr>
</tbody>
</table>

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

- SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)
- CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)
- IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes

At the completion of this program, students will be able to:

- Examine construction methods to verify local and state requirements are met
- Verify that construction (new, alteration, or repair) meets applicable building codes
- Read and analyze construction plans to determine compliance with local and state requirements
- Effectively and clearly communicate
- Understand and apply the California and National Building Codes
Inspection Technology Certificate of Completion

This noncredit certificate is designed to prepare students for entry-level employment in construction inspection, International Code Council (ICC) certification examinations, and understanding of construction, alteration, or repair of buildings. Students will develop the skills to ensure compliance with building codes and ordinances, zoning regulations, and contract specifications. Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>INSPEC 611</td>
<td>Fundamentals of Construction Inspection: Soils and Concrete</td>
<td>0</td>
</tr>
<tr>
<td>INSPEC 612</td>
<td>Fundamentals of Construction Inspection: Wood, Steel, Masonry</td>
<td>0</td>
</tr>
<tr>
<td>INSPEC 613</td>
<td>Advanced Construction Inspection: International Building Code (IBC)</td>
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</tr>
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<tr>
<td>INSPEC 617</td>
<td>California State Energy Regulations for Residential Buildings</td>
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<td>Non-Structural Plan Review</td>
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<td>California Residential Code</td>
<td>0</td>
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<tr>
<td>INSPEC 629</td>
<td>Community Relations for Building Personnel</td>
<td>0</td>
</tr>
<tr>
<td>INSPEC 630</td>
<td>Aspects of Building and Safety</td>
<td>0</td>
</tr>
</tbody>
</table>

Total Hours: 624-702

Program Learning Outcomes

At the completion of this program, students will be able to:

- Examine construction methods to verify local and state requirements are met
- Verify that construction (new, alteration, or repair) meets applicable building codes
- Read and analyze construction plans to determine compliance with local and state requirements
- Effectively and clearly communicate
- Understand and apply the California and National Building Codes

Kinesiology and Health

Courses in the Kinesiology and Health Department are designed to increase students’ skills in activities that produce physiological results and promote lifelong habits of fitness. Within this department, courses are grouped in two areas: Health Education and Kinesiology. Four-year graduates in Health Education and Kinesiology qualify for employment in private industry and recreational agencies and are prepared to seek teaching credentials in elementary or secondary education. Students planning to transfer to a four-year institution and major in kinesiology or related fields should consult with a counselor regarding the transfer process and lower division requirements.

Contact Information

Division: Social Science, Human Development, and Physical Education (NH 345)
Division Phone Number: (909) 384-8603
Faculty Chair: Kenneth Lawler (klawler@sbcdd.edu), B.S.

• Kinesiology Associate of Arts Degree (p. 256)
• Kinesiology Associate of Arts Transfer Degree (p. 258)

HEALTH 101 3 Units
Health Education
Lecture: 54 contact hours
This course is an exploration of health topics and their impact on an individual’s health status. Awareness and assessment of current lifestyle behaviors and choices, identification of risk factors, and implementation of prevention strategies are emphasized.

Associate Degree Applicable
Transfers to both UC/CSU

HEALTH 103 3 Units
Introduction to Holistic Health
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course is an introduction to health and healing practices involving the integration of physical, mental, spiritual, and social resources. Students explore ancient disciplines of Ayurveda, Yoga, and Chinese Medicine, as well as modern Western health systems like Biofeedback, Swedish Massage, Reiki, Meditation, Guided Imagery, Herbalism, Humor and Music Therapy. Emphasis is placed on health promotion and prevention of disease, and how we become self-advocates in promoting our own well-being with the assistance of health care professionals.

Associate Degree Applicable
Transfers to both UC/CSU

KIN 098 1-4 Units
Kinesiology Work Experience
WRKEX: 300 contact hours
Supervised training, in the form of on the job employment that will enhance the student’s knowledge in the selected field of study. The student’s major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

Associate Degree Applicable
KIN 101 3 Units  
Sports Psychology  
Lecture: 54 contact hours  
Advisory: ENGL 101 or ENGL 101H  
This course is a study of the psychological effects on the motor performance of athletes across all levels of competition. This course includes such areas as goal setting, motivation, anxiety and stress, relaxation, sport imagery, relationships, eating disorders and drug abuse. (Formerly KIN 201)  
Associate Degree Applicable  
Transfers to both UC/CSU

KIN 104 3 Units  
Exercise Nutrition  
Lecture: 54 contact hours  
Advisory: ENGL 101 or ENGL 101H  
This course provides scientific information and the essential principles of a proper exercise and diet program needed to maintain healthy sports fitness and nutrition levels. Emphasis will be placed on athletic performance, exercise recovery, food quality, general health, energy transfer for exercise and the relationship between nutrition and exercise or athletic performance.  
Associate Degree Applicable  
Transfers to both UC/CSU

KIN 106 3 Units  
Athletic Administration  
Lecture: 54 contact hours  
Advisory: ENGL 101 or ENGL 101H  
This course will serve as an overview of the field of athletic administration. Time will be spent exploring the current state of sports participation, the responsibilities administrators have and challenges they encounter across all levels of sport.  
Associate Degree Applicable  
Transfers to both UC/CSU

KIN 200 3 Units  
Introduction to Physical Education and Kinesiology  
Lecture: 54 contact hours  
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.  
This introductory course provides an interdisciplinary approach to the study of human movement. An overview of the importance of the sub-disciplines in kinesiology will be discussed along with career opportunities in the areas of teaching, coaching, allied health, and fitness professions.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: KIN 100

KIN 202 3 Units  
History of Physical Education and Sport In the United States  
Lecture: 54 contact hours  
Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.  
This course is designed to explore the evolution of sport and physical activity. Topics include historical and philosophical influences from ancient societies through the present.  
Associate Degree Applicable  
Transfers to both UC/CSU

KIN 203 3 Units  
Theory of Coaching  
Lecture: 54 contact hours  
Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.  
This course explores the issues and problems facing the coach today. Topics include the philosophies, theories and principles of developing and maintaining an athletic program. This course is designed for coaches at various levels from youth to high school varsity.  
Associate Degree Applicable  
Transfers to both UC/CSU

KIN 205 3 Units  
Sports Management  
Lecture: 54 contact hours  
Advisory: ENGL 101 or ENGL 101H  
This course will serve as an overview of the field of sports management. Time will be spent exploring the development of the industry, current state and future trends in the discipline through the lenses of amateur, professional and international sports.  
Associate Degree Applicable  
Transfers to CSU only

KIN 210 2 Units  
Sports Officiating  
Lecture: 36 contact hours  
This course is designed to provide instruction on the rules, techniques, and mechanics of officiating the sports of soccer, football, basketball, and baseball.  
Associate Degree Applicable  
Transfers to both UC/CSU

KIN 222 1-3 Units  
Independent Study in Kinesiology  
DIR: 54 contact hours  
Students with previous course work in Kinesiology/Physical Education may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of Kinesiology/Physical Education. Prior to registration, a written contract must be prepared jointly by the instructor and the student. See instructor for details.  
Associate Degree Applicable  
Transfers to CSU only

KIN 231 3 Units  
First Aid and CPR  
Lecture: 54 contact hours  
This course provides instruction on emergency care and treatment of illnesses and injuries including training in cardiopulmonary resuscitation (CPR) and automated external defibrillation (AED). Students who successfully pass all CPR/AED and First Aid requirements will receive a CPR/AED and First Aid card.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: KIN 101
KIN 232 3 Units  
Prevention and Care of Athletic Injuries  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Advisory: KIN 231  
This is an introductory course in the recognition, assessment, management, care, and prevention of injuries occurring during physical activities. Basic taping techniques, as well as the proper selection and use of treatment modalities, are included.  
Associate Degree Applicable  
Transfers to both UC/CSU

KIN 236 3 Units  
Stress Management and Wellness  
Lecture: 54 contact hours  
This course covers stress with emphasis on the physiological, psychological, and sociological issues throughout the lifespan. Topics include: recognition and analysis of symptoms of stress, scientific studies, assessment tools, fitness programs, meditation, yoga, nutrition, weight control, and healthy habits that enhance health and well-being.  
Associate Degree Applicable  
Transfers to both UC/CSU

KIN 600 Noncredit  
Helmet-Free Tackle Safety and Performance  
Lecture: 18 contact hours  
Lab: 36 contact hours  
This noncredit course is designed to provide instruction on best practices, methods and techniques that identify and correct the physical mechanisms, antiquated tackling drills, and injurious terminology that lead to Crown first collisions in the act of making an American football tackle. This course develops a comprehensive understanding of the Helmet-Free-Tackle Training System, to eliminate helmet first collision and prevent potential self-inflicted concussion, head, neck, spinal cord, and catastrophic injury.

KIN 631 Noncredit  
First Aid and CPR  
Lecture: 14 contact hours  
Lab: 8 contact hours  
This noncredit course provides instruction on emergency care and treatment of illnesses and injuries, including training in cardiopulmonary resuscitation (CPR) and automated external defibrillation (AED). Students who successfully pass all CPR/AED and First Aid requirements will receive a CPR/AED and First Aid card.

KINA 186A 1 Unit  
Adapted: Beginning Stretching and Stress Reduction  
Lab: 54 contact hours  
This course is designed to teach students with disabilities how to improve range of motion for various muscles in the human body using beginning level stretching techniques. This course also teaches basic techniques for stress reduction. A completed adapted physical education participation form may be required prior to participation in this class.  
Associate Degree Applicable  
Transfers to both UC/CSU

KINA 186B 1 Unit  
Adapted: Intermediate Stretching and Stress Reduction  
Lab: 54 contact hours  
Advisory: KINA 186A  
This course is designed to teach students with disabilities how to improve range of motion for various muscles in the human body using intermediate level stretching techniques. This course also teaches intermediate level techniques for stress reduction. A completed adapted physical education participation form may be required prior to participation in this class.  
Associate Degree Applicable  
Transfers to both UC/CSU

KINA 186C 1 Unit  
Adapted: Advanced Stretching and Stress Reduction  
Lab: 54 contact hours  
Advisory: KINA 186B  
This course is designed to teach students with disabilities how to improve range of motion for various muscles in the human body using advanced stretching techniques. This course also teaches advanced techniques for stress reduction. A completed adapted physical education participation form may be required prior to participation in this class.  
Associate Degree Applicable  
Transfers to both UC/CSU

KINA 187A 1 Unit  
Adapted: Beginning Boxing for Fitness  
Lab: 54 contact hours  
This course is designed to teach students with disabilities beginning level boxing skills and techniques. Boxing movements and drills will be utilized to help students improve cardiovascular conditioning, muscular endurance, balance, flexibility, and coordination. A completed adapted physical education participation form may be required prior to participation in this class.  
Associate Degree Applicable  
Transfers to both UC/CSU

KINA 187B 1 Unit  
Adapted: Intermediate Boxing for Fitness  
Lab: 54 contact hours  
Advisory: KINA 187A  
This course is designed to teach students with disabilities intermediate level boxing skills and techniques. Boxing movements and drills will be utilized to help students improve cardiovascular conditioning, muscular endurance, balance, and coordination. A completed adapted physical education participation form may be required prior to participation in this class.  
Associate Degree Applicable  
Transfers to both UC/CSU

KINA 187C 1 Unit  
Adapted: Advanced Boxing for Fitness  
Lab: 54 contact hours  
Advisory: KINA 187B  
This course is designed to teach students with disabilities advanced level boxing skills and techniques. Boxing movements and drills will be utilized to help students improve cardiovascular conditioning, muscular endurance, balance, and coordination. A completed adapted physical education participation form may be required prior to participation in this class.  
Associate Degree Applicable  
Transfers to both UC/CSU
KINA 189A 1 Unit
Adapted: Beginning Fitness and Conditioning
Lab: 54 contact hours
This course is designed to teach students with disabilities beginner level exercises to improve functional range of motion, muscular strength and cardiovascular endurance. A completed adapted physical education participation form may be required prior to participation in this class.
Associate Degree Applicable
Transfers to both UC/CSU

KINA 188B 1 Unit
Adapted: Intermediate Fitness and Conditioning
Lab: 54 contact hours
Advisory: KINA 188A
This course is designed to teach students with disabilities intermediate level exercise techniques to improve range of motion, muscular strength and cardiovascular endurance. A completed adapted physical education participation form may be required prior to participation in this class.
Associate Degree Applicable
Transfers to both UC/CSU

KINA 188C 1 Unit
Adapted: Advanced Fitness and Conditioning
Lab: 54 contact hours
This course is designed to teach students with disabilities advanced level exercises for maximizing range of motion, muscular strength and cardiovascular endurance. Designing and leading an exercise program is also taught. A completed adapted physical education participation form may be required prior to participation in this class.
Associate Degree Applicable
Transfers to both UC/CSU

KINA 189A 1 Unit
Adapted: Beginning Resistance Training
Lab: 54 contact hours
This course is designed for students with disabilities. This course provides instruction in beginning level physical activities to improve muscular strength and endurance. A completed adapted physical education participation form may be required prior to participation in this class.
Associate Degree Applicable
Transfers to both UC/CSU

KINA 189B 1 Unit
Adapted: Intermediate Resistance Training
Lab: 54 contact hours
Advisory: KINA 189A
This course is designed for students with disabilities. This course provides instruction in intermediate level physical activities to improve muscular strength and endurance. A completed adapted physical education participation form may be required prior to participation in this class.
Associate Degree Applicable
Transfers to both UC/CSU

KINA 189C 1 Unit
Adapted: Advanced Resistance Training
Lab: 54 contact hours
Advisory: KINA 189B
This course is designed for students with disabilities. This course provides instruction in advanced level physical activities to improve muscular strength and endurance. A completed adapted physical education participation form may be required prior to participation in this class.
Associate Degree Applicable
Transfers to both UC/CSU

KINA 190A 1 Unit
Adapted: Beginning Level Self-Defense
Lab: 54 contact hours
This course is designed to teach students with disabilities beginning level Krav Maga self-defense to help maintain or improve physical fitness and awareness. A completed adapted physical education participation form may be required prior to participation in this class.
Associate Degree Applicable
Transfers to both UC/CSU

KINA 190B 1 Unit
Adapted: Intermediate Level Self-Defense
Lab: 54 contact hours
This course is designed to teach students with disabilities, an intermediate level Krav Maga self-defense. To help maintain or improve physical fitness and awareness. A completed adapted physical education participation form may be required prior to participation in this class.
Associate Degree Applicable
Transfers to both UC/CSU

KINA 190C 1 Unit
Adapted: Advanced Level Self-Defense
Lab: 54 contact hours
This course is designed to teach students with disabilities, an advanced level Krav Maga self-defense. To help maintain or improve physical fitness and awareness. A completed adapted physical education participation form may be required prior to participation in this class.
Associate Degree Applicable
Transfers to both UC/CSU

KINF 100A 1 Unit
Beginning Pilates Mat
Lab: 54 contact hours
This course provides beginning level Pilates technique instruction in alignment and correctives including mat work that emphasizes beginning level exercises for improved body alignment, strength, flexibility, control, coordination and breathing.
Associate Degree Applicable
Transfers to both UC/CSU

KINF 100B 1 Unit
Intermediate Pilates Mat
Lab: 54 contact hours
Prerequisite: KINF 100A
This course provides intermediate level Pilates technique instruction in alignment and correctives including mat work that emphasizes exercises for improved body alignment, strength, flexibility, control, coordination and breathing. In addition, breathing patterns and spinal alignment are taught to reduce injury and improve health.
Associate Degree Applicable
Transfers to both UC/CSU

KINF 100C 1 Unit
Advanced Pilates Mat
Lab: 54 contact hours
Prerequisite: KINF 100B
This course provides advanced Pilates technique instruction in alignment and correctives including mat work, advanced yoga and strength training. In addition, review of technique will focus on continued improvement of strength and flexibility with minimal stress to the body.
Associate Degree Applicable
Transfers to both UC/CSU
KINF 101A 1 Unit
Beginning Boxing for Fitness
Lab: 54 contact hours
This course is designed to teach beginning level boxing skills and techniques. Boxing movements and drills will be utilized to help students improve cardiovascular conditioning, muscular endurance, balance, and coordination.

Associate Degree Applicable
Transfers to both UC/CSU

KINF 101B 1 Unit
Intermediate Boxing for Fitness
Lab: 54 contact hours
Advisory: KINF 101A
This course is designed to teach intermediate level boxing skills and techniques. Boxing movements and drills will be utilized to help students improve cardiovascular conditioning, muscular endurance, balance, and coordination.

Associate Degree Applicable
Transfers to both UC/CSU

KINF 101C 1 Unit
Advanced Boxing for Fitness
Lab: 54 contact hours
Advisory: KINF 101B
This course is designed to teach advanced level boxing skills and techniques. Boxing movements and drills will be utilized to help students improve cardiovascular conditioning, muscular endurance, balance, and coordination.

Associate Degree Applicable
Transfers to both UC/CSU

KINF 102A 1 Unit
Beginning Spinning
Lab: 54 contact hours
Beginning spinning is an indoor, group stationary cycling program that integrates music, camaraderie, and visualization in a complete body-mind exercise routine. The philosophy of being mentally and physically fit is the basis of spinning. Spinning emphasizes everyone’s individual needs, regardless of athletic ability while being taught in a group atmosphere.

Associate Degree Applicable
Transfers to both UC/CSU

KINF 102B 1 Unit
Intermediate Spinning
Lab: 54 contact hours
Advisory: KINF 102A
Intermediate spinning is an indoor, group stationary cycling program that integrates music, camaraderie, and visualization in a complete body-mind exercise routine. New techniques will be introduced with an emphasis on building an aerobic base, increasing anaerobic thresholds and sustainability.

Associate Degree Applicable
Transfers to both UC/CSU

KINF 102C 1 Unit
Advanced Spinning
Lab: 54 contact hours
Advisory: KINF 102C
Advanced spinning is an indoor, group stationary cycling program that integrates music, camaraderie, and visualization in a complete body-mind exercise routine. Review of technique will focus on continued improvement of aerobic and anaerobic levels and increased sustainability. In addition, advanced core exercises and relaxation techniques will be utilized within the workouts.

Associate Degree Applicable
Transfers to both UC/CSU

KINF 105A 1 Unit
Beginning Low Impact Aerobics
Lab: 54 contact hours
This course is designed to teach basic fitness concepts and beginning level movement skills to enhance strength, flexibility, endurance, movement memory, balance, coordination, and cardiovascular fitness.

Associate Degree Applicable
Transfers to both UC/CSU

KINF 105B 1 Unit
Intermediate Low Impact Aerobics
Lab: 54 contact hours
Advisory: KINF 105A
This course is designed to teach intermediate level fitness concepts and movement skills to enhance strength, flexibility, endurance, movement memory, balance, coordination, and cardiovascular fitness. Students will also learn how to design a basic step aerobics program.

Associate Degree Applicable
Transfers to both UC/CSU

KINF 105C 1 Unit
Advanced Low Impact Aerobics
Lab: 54 contact hours
Advisory: KINF 105B
This course is designed to teach advanced level fitness concepts and movement skills to enhance strength, flexibility, endurance, movement memory, balance, coordination, and cardiovascular fitness. Students will also learn how to design an intermediate level step aerobics program.

Associate Degree Applicable
Transfers to both UC/CSU

KINF 108A 1 Unit
Beginning Weight Training
Lab: 54 contact hours
The course is designed to teach beginning level students safe and proper technique for resistance exercises. Students will use free weights and universal machines to develop muscle strength and endurance. Students of all ability levels will receive individual instruction and personally tailored programs.

Associate Degree Applicable
Transfers to both UC/CSU
KINF 108B  1 Unit
Intermediate Weight Training
Lab: 54 contact hours
Advisory: KINF 108A
The course is designed to teach safe and proper intermediate level techniques for resistance exercises, including multi-joint movements. Students will use free weights and universal machines to develop muscle strength and endurance. Students of all ability levels will receive individual instruction and create personally tailored programs.

Associate Degree Applicable
Transfers to both UC/CSU

KINF 108C  1 Unit
Advanced Weight Training
Lab: 54 contact hours
Advisory: KINF 108B
The course is designed to teach safe and proper advanced level technique for resistance exercises. Students will use free weights, Olympic platforms, and universal machines to develop muscle strength and endurance through multi-joint and Olympic lift exercises. Students of all ability levels will receive individual instruction and create personally tailored programs.

Associate Degree Applicable
Transfers to both UC/CSU

KINF 112A  1 Unit
Beginning Body Conditioning
Lab: 54 contact hours
This course is designed to teach beginner level fitness concepts and movement skills to improve overall cardiovascular fitness, as well as muscular strength and endurance. Instruction will be modified to accommodate students of all fitness and skill levels.

Associate Degree Applicable
Transfers to both UC/CSU

KINF 112B  1 Unit
Intermediate Body Conditioning
Lab: 54 contact hours
Advisory: KINF 112A
This course is designed to teach intermediate level fitness concepts and movement skills to improve overall cardiovascular fitness, as well as muscular strength and endurance.

Associate Degree Applicable
Transfers to both UC/CSU

KINF 112C  1 Unit
Advanced Body Conditioning
Lab: 54 contact hours
Advisory: KINF 112B
This course is designed to teach advanced level fitness concepts and movement skills to improve overall cardiovascular fitness, as well as muscular strength and endurance.

Associate Degree Applicable
Transfers to both UC/CSU

KINF 127A  1 Unit
Beginning Walking for Fitness
Lab: 54 contact hours
Advisory: KINF 127A
The course is designed to help improve cardiovascular endurance and overall fitness through walking. Intermediate level training principles, technique and program design will be taught to promote this lifelong activity.

Associate Degree Applicable
Transfers to both UC/CSU

KINF 127B  1 Unit
Intermediate Walking for Fitness
Lab: 54 contact hours
Advisory: KINF 127A
The course is designed to help improve cardiovascular endurance and overall fitness through walking. Intermediate level training principles, technique and program design will be taught to promote this lifelong activity.

Associate Degree Applicable
Transfers to both UC/CSU

KINF 127C  1 Unit
Advanced Walking for Fitness
Lab: 54 contact hours
Advisory: KINF 127B
The course is designed to help improve cardiovascular endurance and overall fitness through walking. Advanced level training principles, technique program design and injury prevention and care will be taught to promote this lifelong activity.

Associate Degree Applicable
Transfers to both UC/CSU

KINF 132A  1 Unit
Beginning Distance Running
Lab: 54 contact hours
In this course, students will learn beginner level skills, techniques, and strategies of distance running. Instruction will focus on improving the student’s running efficiency, cardiovascular fitness, and distance running knowledge.

Associate Degree Applicable
Transfers to both UC/CSU

KINF 132B  1 Unit
Intermediate Distance Running
Lab: 54 contact hours
Advisory: KINF 132A
In this course, students will learn intermediate level skills, techniques, and strategies of distance running. Instruction will focus on improving the student’s running efficiency, cardiovascular fitness, running biomechanics and strategy development.

Associate Degree Applicable
Transfers to both UC/CSU

KINF 132C  1 Unit
Advanced Distance Running
Lab: 54 contact hours
Advisory: KINF 132B
In this course, students will learn advanced level skills, techniques, and strategies of distance running. Instruction will focus on maximizing running efficiency, improving cardiovascular fitness, and practicing various race strategies.

Associate Degree Applicable
Transfers to both UC/CSU

KINF 138A  1 Unit
Beginning Physical Fitness
Lab: 54 contact hours
This course is a structured exercise class designed to help students participate in a beginning level exercise program including cardiovascular endurance, muscular strength and flexibility training. Instructor guided equipment orientation, fitness testing, and exercise technique are provided.

Associate Degree Applicable
Transfers to both UC/CSU
Transfers to both UC/CSU

Associate Degree Applicable

KINF 138B 1 Unit
Intermediate Physical Fitness
Lab: 54 contact hours
Advisory: KINF 138A
The course is a structured exercise class designed to help intermediate level students develop and participate in a balanced exercise program including cardiovascular endurance, muscular strength and flexibility training. Instructor guided equipment orientation, fitness testing, exercise technique, and individualized programming are provided.

KINF 138C 1 Unit
Advanced Physical Fitness
Lab: 54 contact hours
Advisory: KINF 138B
This course is a structured exercise class designed to help advanced level students develop a balanced exercise program including cardiovascular endurance, muscular strength and flexibility training. Instructor guided equipment orientation, fitness testing, exercise technique, and individualized programming are provided.

KINF 142A 1 Unit
Beginning Conditioning for Sports
Lab: 54 contact hours
This course is designed to teach beginning level students muscular strength and endurance exercises, flexibility and core training skills and cardiovascular fitness. It is geared toward improving skills for participation in sports.

KINF 142B 1 Unit
Intermediate Conditioning for Sports
Lab: 54 contact hours
Advisory: KINF 142A
This course is designed to teach intermediate level students muscular strength and endurance exercises, flexibility and core training skills and cardiovascular fitness. It is geared toward improving skills for participation in sports.

KINF 142C 1 Unit
Advanced Conditioning for Sports
Lab: 54 contact hours
Advisory: KINF 142B
This course is designed to teach advanced level students muscular strength and endurance exercises, flexibility and core training skills and cardiovascular fitness. It is geared toward improving skills for participation in sports.

KINF 150A 1 Unit
Beginning Table Tennis
Lab: 54 contact hours
Advisory: KINF 150A
This course is designed to teach beginning table tennis skills and techniques. Students will learn the fundamental instruction of basic strokes, rules, and scoring strategies.

KINF 150B 1 Unit
Intermediate Table Tennis
Lab: 54 contact hours
Advisory: KINF 150A
This course is designed to teach intermediate table tennis skills and techniques. Students will learn overhead shots, volleying techniques, singles strategies, and a variety of other shots.

KINF 150C 1 Unit
Advanced Table Tennis
Lab: 54 contact hours
Advisory: KINF 150B
This course is designed to teach advanced table tennis skills and techniques. Students will learn shot selection strategies, doubles strategies, opponent evaluation, and tournament play skills.

KINF 154A 1 Unit
Beginning Hiking for Fitness
Lab: 54 contact hours
This beginning level course explores hiking as a lifelong fitness activity to promote cardiovascular health and general well-being. Techniques are suitable for individuals of all ages and fitness levels and various hiking routes on an off campus will be utilized.

KINF 154B 1 Unit
Intermediate Hiking for Fitness
Lab: 54 contact hours
Advisory: KINF 154A
This course includes instruction in designing intermediate hiking programs for specific goals such as cardiovascular fitness, muscular endurance, core and leg strength. Using various hiking routes on and off campus, route planning, map reading, safety protocols, trail marking, and environmental considerations will be introduced.

KINF 154C 1 Unit
Advanced Hiking for Fitness
Lab: 54 contact hours
Advisory: KINF 154B
This course includes instruction in designing advanced, faster paced hiking programs for specific goals such as cardiovascular fitness, muscular endurance, core and leg strength. Various hikes on and off campus will be utilized. Progressive activities such as evening hikes, overnight hikes and backpacking will be introduced to further increase options for lifelong fitness activities.

KINF 168A 1 Unit
Beginning Yoga
Lab: 54 contact hours
This course is designed to introduce and practice beginning level Hatha Yoga. Improvement in balance, flexibility, muscle strength and endurance will be introduced. Meditation, breathing and relaxation techniques will be employed to assist in stress reduction.
KINF 168B 1 Unit
Intermediate Yoga
Lab: 54 contact hours
Advisory: KINF 168A
This activity course is designed to teach the practice of intermediate level Hatha Yoga. Improvement in balance, flexibility, muscle strength and endurance will be emphasized. Meditation, breathing and relaxation techniques will be employed to assist in stress reduction.
Associate Degree Applicable
Transfers to both UC/CSU

KINF 168C 1 Unit
Advanced Yoga
Lab: 54 contact hours
Advisory: KINF 168B
This activity course is designed to teach students advanced level Hatha Yoga as well as creating and leading a yoga flow sequence. Maximizing balance, flexibility, muscle strength and endurance will be emphasized. Meditation, breathing and relaxation techniques will be employed to assist in stress reduction.
Associate Degree Applicable
Transfers to both UC/CSU

KINF 190A 1 Unit
Beginning Tai Chi
Lab: 54 contact hours
This course is designed to study and practice Tai Chi at the beginning level. The history, research, and benefits of Tai Chi will be examined, and the basic 12 forms of Tai Chi will be explored. The course will include individual and group instruction and practice.
Associate Degree Applicable
Transfers to both UC/CSU

KINF 190B 1 Unit
Intermediate Tai Chi
Lab: 54 contact hours
Advisory: KINF 190A
This course is designed to study and practice Tai Chi at the intermediate level. The benefits of Tai Chi will be examined, and the basic 24 forms of Tai Chi will be explored. The course will include individual and group instruction and practice.
Associate Degree Applicable
Transfers to both UC/CSU

KINF 190C 1 Unit
Advanced Tai Chi
Lab: 54 contact hours
Advisory: KINF 190B
This course is designed to study and practice Tai Chi at the advanced level. The relationship between Tai Chi and well-being will be examined, and the basic 42 forms of Tai Chi will be explored. The course will include individual and group instruction and practice.
Associate Degree Applicable
Transfers to both UC/CSU

KINS 100A 1 Unit
Beginning Baseball
Lab: 54 contact hours
This course is designed to teach beginning level skills, techniques, strategies, etiquette and rules of baseball.
Associate Degree Applicable
Transfers to both UC/CSU

KINS 100B 1 Unit
Intermediate Baseball
Lab: 54 contact hours
Advisory: KINS 100A
This course is designed to teach intermediate level skills, techniques, strategies, etiquette, and rules of baseball.
Associate Degree Applicable
Transfers to both UC/CSU

KINS 100C 1 Unit
Advanced Baseball
Lab: 54 contact hours
Advisory: KINS 100B
This course is designed to teach advanced level skills, techniques, strategies, etiquette and rules of baseball.
Associate Degree Applicable
Transfers to both UC/CSU

KINS 103A 1 Unit
Beginning Badminton
Lab: 54 contact hours
This course will provide beginning level instruction in the skills, techniques, strategies, etiquette and rules of badminton. With the application of these techniques and practice, students will improve their overall fitness.
Associate Degree Applicable
Transfers to both UC/CSU

KINS 103B 1 Unit
Intermediate Badminton
Lab: 54 contact hours
Advisory: KINS 103A
This course will provide instruction in the skills, techniques and strategies of badminton at the intermediate level of performance. With the application of these techniques and practice, students will improve their overall fitness.
Associate Degree Applicable
Transfers to both UC/CSU

KINS 103C 1 Unit
Advanced Badminton
Lab: 54 contact hours
Advisory: KINS 103B
This course will provide instruction in the skills, techniques and strategies of badminton at an advanced level of performance. With the application of these techniques and practice, students will improve their overall fitness.
Associate Degree Applicable
Transfers to both UC/CSU

KINS 104A 1 Unit
Beginning Basketball
Lab: 54 contact hours
This course is designed to teach the skills, techniques, strategies, etiquette and rules of basketball at a beginning level of performance. Students may also improve their overall physical fitness.
Associate Degree Applicable
Transfers to both UC/CSU

KINS 104B 1 Unit
Intermediate Basketball
Lab: 54 contact hours
Advisory: KINS 104A
This course is designed to teach the skills, techniques, strategies, etiquette and rules of basketball at an intermediate level of performance. Students may also improve their overall physical fitness.
Associate Degree Applicable
Transfers to both UC/CSU
KINS 104C 1 Unit
Advanced Basketball
Lab: 54 contact hours
Advisory: KINS 104B
This course is designed to teach the skills, techniques, strategies, etiquette and rules of basketball at an advanced level of performance. Students may also improve their overall physical fitness.
Associate Degree Applicable
Transfers to both UC/CSU

KINS 107A 1 Unit
Beginning Ultimate Frisbee
Lab: 54 contact hours
This course is designed to teach beginning level skills, strategies, and rules of Ultimate Frisbee. The offensive and defensive skills and strategies needed for team play, as well as the importance of sportsmanship, will be emphasized. Students will be taught in a group atmosphere and may improve their overall fitness.
Associate Degree Applicable
Transfers to both UC/CSU

KINS 108A 1 Unit
Beginning Football
Lab: 54 contact hours
This activity course is designed to introduce students to the skills, techniques, strategy, rules as well as ethics of football at the beginner level.
Associate Degree Applicable
Transfers to both UC/CSU

KINS 108B 1 Unit
Intermediate Football
Lab: 54 contact hours
Corequisite: KINS 112A
This activity course is designed to introduce students to the skills, techniques, strategy, rules as well as ethics of football at the intermediate level.
Associate Degree Applicable
Transfers to both UC/CSU

KINS 108C 1 Unit
Advanced Football
Lab: 54 contact hours
Advisory: KINS 108B
This activity course is designed to introduce students to the skills, techniques, strategy, rules as well as ethics of football at the advanced level.
Associate Degree Applicable
Transfers to both UC/CSU

KINS 110A 1 Unit
Beginning Futsal
Lab: 54 contact hours
This course is designed to teach beginning level skills, strategies, and rules of futsal, as well as individual and team strategies for game play.
Associate Degree Applicable
Transfers to both UC/CSU

KINS 110B 1 Unit
Intermediate Futsal
Lab: 54 contact hours
Prerequisite: KINS 110A
This course is designed to teach intermediate level skills and strategies of futsal, as well as individual and team strategies for game play. This course also introduces tactical strategies for each position as well as formations and styles of play.
Associate Degree Applicable
Transfers to both UC/CSU

KINS 110C 1 Unit
Advanced Futsal
Lab: 54 contact hours
Prerequisite: KINS 110B
This course is designed to teach advanced level skills and strategies of futsal, as well as the mental skills needed for competitive play. Students will also analyze game tactics and evaluate strategies for strengthening personal and team performance.
Associate Degree Applicable
Transfers to both UC/CSU

KINS 112A 1 Unit
Beginning Indoor Soccer
Lab: 54 contact hours
This course is designed to teach beginning level rules, skills and techniques of indoor soccer, as well as individual and team strategies for game play.
Associate Degree Applicable
Transfers to both UC/CSU

KINS 112B 1 Unit
Intermediate Indoor Soccer
Lab: 54 contact hours
Corequisite: KINS 112A
This course is designed to teach intermediate level skills and techniques of indoor soccer, as well as individual and team strategies for game play.
Associate Degree Applicable
Transfers to both UC/CSU

KINS 112C 1 Unit
Advanced Indoor Soccer
Lab: 54 contact hours
Prerequisite: KINS 112B
This course is designed to teach advanced level skills and techniques of indoor soccer, as well as individual and team strategies for game play.
Associate Degree Applicable
Transfers to both UC/CSU
KINS 116A  1 Unit
Beginning Soccer
Lab: 54 contact hours
This course will provide beginning level instruction in the skills, techniques, strategies and rules of soccer. With the application of these techniques and practice, students may also improve their overall fitness.

Associate Degree Applicable
Transfers to both UC/CSU

KINS 116B  1 Unit
Intermediate Soccer
Lab: 54 contact hours
Advisory: KINS 116A
This course will provide instruction in the skills, techniques and strategies of soccer at the intermediate level of performance. With the application of these techniques and practice, students may also improve their overall fitness.

Associate Degree Applicable
Transfers to both UC/CSU

KINS 116C  1 Unit
Advanced Soccer
Lab: 54 contact hours
Advisory: KINS 116B
This course will provide instruction in the skills, techniques and strategies of soccer at the advanced level of performance. With the application of these techniques and practice, students may also improve their overall fitness.

Associate Degree Applicable
Transfers to both UC/CSU

KINS 120A  1 Unit
Beginning Softball
Lab: 54 contact hours
This course will provide instruction in the skills, techniques, strategies, etiquette and rules of softball at the beginner level of performance. With the application of these techniques and practice, students will improve their overall fitness.

Associate Degree Applicable
Transfers to both UC/CSU

KINS 120B  1 Unit
Intermediate Softball
Lab: 54 contact hours
Advisory: KINS 120A
This course will provide instruction in the skills, techniques, strategies, etiquette and rules of softball at the intermediate level of performance. With the application of these techniques and practice, students will improve their overall fitness.

Associate Degree Applicable
Transfers to both UC/CSU

KINS 120C  1 Unit
Advanced Softball
Lab: 54 contact hours
Advisory: KINS 120B
This course will provide instruction in the skills, techniques, strategies, etiquette and rules of softball at an advanced level of performance. With the application of these techniques and practice, students will improve their overall fitness.

Associate Degree Applicable
Transfers to both UC/CSU

KINS 124A  1 Unit
Beginning Volleyball
Lab: 54 contact hours
This course is designed to teach the skills, techniques, strategies, etiquette and rules of volleyball at the beginning level of performance. Students may also improve their overall physical fitness.

Associate Degree Applicable
Transfers to both UC/CSU

KINS 124B  1 Unit
Intermediate Volleyball
Lab: 54 contact hours
Advisory: KINS 124A
This course is designed to teach the skills, techniques, strategies, etiquette and rules of volleyball at an intermediate level of performance. Students may also improve their overall physical fitness.

Associate Degree Applicable
Transfers to both UC/CSU

KINS 124C  1 Unit
Advanced Volleyball
Lab: 54 contact hours
Advisory: KINS 124B
This course is designed to teach the skills, techniques, strategies, etiquette and rules of volleyball at an advanced level of performance. Students may also improve their overall physical fitness.

Associate Degree Applicable
Transfers to both UC/CSU

KINX 110AX3  3 Units
Intercollegiate Cross Country - Men
Lab: 162 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout. This course is intended for members of the Men's Intercollegiate Cross-Country team. The course will provide instruction and training in the skills, knowledge, techniques, strategies, conditioning and teamwork required for intercollegiate cross-country competition.

Associate Degree Applicable
Transfers to both UC/CSU

KINX 110BX3  1 Unit
Intercollegiate Cross Country - Men Pre-Season Athletics
Lab: 54 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout. This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition.

Associate Degree Applicable
Transfers to both UC/CSU

KINX 110CX3  2 Units
Intercollegiate Cross Country - Men Off-Season Athletics
Lab: 108 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout. This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses.

Associate Degree Applicable
Transfers to both UC/CSU
KINX 111AX3 3 Units
Intercollegiate Soccer - Men
Lab: 162 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout. This course is intended for members of the Intercollegiate Soccer team. The course will provide instruction and training in the skills, knowledge, techniques, strategies, conditioning, and teamwork required for intercollegiate soccer competition.
Associate Degree Applicable
Transfers to both UC/CSU

KINX 111BX3 1 Unit
Intercollegiate Cross Country Women Pre-Season Athletics
Lab: 54 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout. This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition.

KINX 111CX3 2 Units
Intercollegiate Cross Country - Women Off-Season Athletics
Lab: 108 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout. This course is designed for off-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition.

KINX 112AX3 3 Units
Intercollegiate Football - Offense
Lab: 162 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout. This course is intended for members of the Intercollegiate Football team. The course will provide instruction and training in the skills, knowledge, techniques, strategies, conditioning, and teamwork required for intercollegiate football competition.

KINX 112BX3 1 Unit
Intercollegiate Football - Offense Pre-Season Athletics
Lab: 54 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout. This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition.

KINX 112CX3 2 Units
Intercollegiate Football - Offense Off-Season Athletics
Lab: 108 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout. This course is designed for off-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition.

KINX 113AX3 3 Units
Intercollegiate Football - Defense
Lab: 162 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout. This course is intended for members of the Intercollegiate Football team. The course will provide instruction and training in the skills, knowledge, techniques, strategies, conditioning and teamwork required for intercollegiate football competition.

KINX 113BX3 1 Unit
Intercollegiate Football - Defense Pre-Season Athletics
Lab: 54 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout. This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition.

KINX 113CX3 2 Units
Intercollegiate Football - Defense Off-Season Athletics
Lab: 108 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout. This course is designed for off-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition.
KINX 115AX3 3 Units
Intercollegiate Soccer - Women
Lab: 162 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout.
This course is intended for members of the Women's Intercollegiate Soccer team. The course will provide instruction and training in skills, knowledge, techniques, strategies, conditioning and teamwork required for intercollegiate soccer competition.
Associate Degree Applicable
Transfers to both UC/CSU

KINX 115BX3 1 Unit
Intercollegiate Soccer - Women Pre-Season Athletics
Lab: 54 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout.
This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition.
Associate Degree Applicable
Transfers to both UC/CSU

KINX 115CX3 2 Units
Intercollegiate Soccer - Women Off-Season Athletics
Lab: 108 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout.
This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses.
Associate Degree Applicable
Transfers to both UC/CSU

KINX 116AX3 3 Units
Intercollegiate Volleyball - Women
Lab: 162 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout.
This course is intended for members of the Women's Intercollegiate Volleyball team. The course will provide instruction and training in the techniques, strategies, conditioning and teamwork required for intercollegiate volleyball competition.
Associate Degree Applicable
Transfers to both UC/CSU

KINX 116BX3 1 Unit
Intercollegiate Volleyball - Women Pre-Season Athletics
Lab: 54 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout.
This course is intended for members of the Women's Intercollegiate Volleyball team. The course will provide instruction and training in the skills, knowledge, techniques, strategies, conditioning and teamwork required for intercollegiate volleyball competition.
Associate Degree Applicable
Transfers to both UC/CSU

KINX 116CX3 2 Units
Intercollegiate Volleyball - Women Off-Season Athletics
Lab: 108 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout.
This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses.
Associate Degree Applicable
Transfers to both UC/CSU

KINX 120AX3 1.5 Units
Intercollegiate Basketball - Men, Fall
Lab: 81 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout.
This course is intended for members of the Men's Intercollegiate Basketball team. The course will provide instruction and training in the skills, knowledge, techniques, strategies, conditioning and teamwork required for intercollegiate basketball competition.
Associate Degree Applicable
Transfers to both UC/CSU

KINX 120BX3 1.5 Units
Intercollegiate Basketball - Men, Spring
Lab: 81 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout for KINX 120Ax3.
This course is intended for members of the Men's Intercollegiate Basketball team. The course is the second of the sequence that focuses on conference and postseason competition.
Associate Degree Applicable
Transfers to both UC/CSU

KINX 120CX3 1.5-2 Units
Intercollegiate Basketball - Men Pre-Season Athletics
Lab: 108 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout.
This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition.
Associate Degree Applicable
Transfers to both UC/CSU

KINX 120DX3 0.5-1 Units
Intercollegiate Basketball - Men Off-Season Athletics
Lab: 54 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout.
This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses.
Associate Degree Applicable
Transfers to both UC/CSU

KINX 121AX3 1.5 Units
Intercollegiate Basketball - Women, Fall
Lab: 81 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout.
This course is intended for members of the Women's Intercollegiate Basketball team. The course will provide instruction and training in the skills, knowledge, techniques, strategies, conditioning and teamwork required for intercollegiate basketball competition.
Associate Degree Applicable
Transfers to both UC/CSU

KINX 121BX3 1.5 Units
Intercollegiate Basketball - Women, Spring
Lab: 81 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout for KINX 121Ax3.
This course is intended for members of the Women's Intercollegiate Basketball team. The course is the second of the sequence that focuses on conference and postseason competition.
Associate Degree Applicable
Transfers to both UC/CSU
KINX 121CX3 1.5-2 Units
Intercollegiate Basketball - Women Pre-Season Athletics
Lab: 108 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout.
This course is designed for pre-season athletics basketball training, which includes strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition.
Associate Degree Applicable
Transfers to both UC/CSU

KINX 121DX4 0.5-1 Units
Intercollegiate Basketball - Women Off-Season Athletics
Lab: 54 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout.
This course is designed for off-season basketball skill development in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses.
Associate Degree Applicable
Transfers to both UC/CSU

KINX 130AX3 3 Units
Intercollegiate Baseball Pre-Season Athletics
Lab: 162 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout.
This course will provide instruction and training in the skills, knowledge, techniques, strategies, conditioning and teamwork required for intercollegiate baseball competition.
Associate Degree Applicable
Transfers to both UC/CSU

KINX 130BX3 2 Units
Intercollegiate Baseball Off-Season Athletics
Lab: 108 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout.
This course is designed for off-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition.
Associate Degree Applicable
Transfers to both UC/CSU

KINX 130CX3 1 Unit
Intercollegiate Baseball
Lab: 54 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout.
This course is intended for members of the Intercollegiate Baseball Team. The course will provide instruction and training in the skills, knowledge, techniques, strategies, conditioning and teamwork required for intercollegiate baseball competition.
Associate Degree Applicable
Transfers to both UC/CSU

KINX 131AX3 3 Units
Intercollegiate Softball Pre-Season Athletics
Lab: 162 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout.
This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition.
Associate Degree Applicable
Transfers to both UC/CSU

KINX 131BX3 2 Units
Intercollegiate Softball Off-Season Athletics
Lab: 108 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout.
This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses.
Associate Degree Applicable
Transfers to both UC/CSU

KINX 131CX3 1 Unit
Intercollegiate Softball Pre-Season Athletics
Lab: 54 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout.
This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition.
Associate Degree Applicable
Transfers to both UC/CSU

KINX 132AX3 3 Units
Intercollegiate Track and Field - Men
Lab: 162 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout.
This course is intended for members of the Men's Intercollegiate Track and Field team. The course will provide instruction and training in the skills, knowledge, techniques, strategies, conditioning and teamwork required for intercollegiate track and field competition.
Associate Degree Applicable
Transfers to both UC/CSU

KINX 132BX3 2 Units
Intercollegiate Track and Field - Men Pre-Season Athletics
Lab: 108 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout.
This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition.
Associate Degree Applicable
Transfers to both UC/CSU

KINX 132CX3 1 Unit
Intercollegiate Track and Field - Men Off-Season Athletics
Lab: 54 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout.
This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses.
Associate Degree Applicable
Transfers to both UC/CSU

KINX 133AX3 3 Units
Intercollegiate Track and Field - Women
Lab: 162 contact hours
Limitation on Enrollment: Enrollment is based on a successful tryout.
This course is intended for members of the Women's Intercollegiate Track and Field team. The course will provide instruction and training in the skills, knowledge, techniques, strategies, conditioning and teamwork required for intercollegiate competition.
Associate Degree Applicable
Transfers to both UC/CSU
Kinesiology Associate of Arts Degree

The A.A. in Kinesiology is designed to be used as a terminal A.A. Degree for those who wish to obtain their degree and immediately enter the workforce as a teacher, coach or another Kinesiology profession. In addition, this degree can be used to prepare students who wish to pursue a Bachelor’s Degree from a four-year institution. At the four-year institution, students may choose to specialize in one particular aspect of Kinesiology, such as Adapted Physical Education, Athletic Training, Coaching, Fitness, Exercise Science, Physical Therapy or Teaching. Students planning to transfer to a four-year institution and major in Kinesiology should consult with a counselor regarding the transfer process and lower division requirements because additional courses may be required at some institutions. Completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU is required in addition to the major requirements listed below.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HEALTH 101</td>
<td>Health Education</td>
<td>3</td>
</tr>
<tr>
<td>or HEALTH 103</td>
<td>Introduction to Holistic Health</td>
<td></td>
</tr>
<tr>
<td>KIN 200</td>
<td>Introduction to Physical Education and Kinesiology</td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 100</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>or PSYCH 100H</td>
<td>General Psychology - Honors</td>
<td></td>
</tr>
</tbody>
</table>

Select one of the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 250</td>
<td>Human Anatomy and Physiology I</td>
<td>8</td>
</tr>
<tr>
<td>&amp; BIOL 251</td>
<td>and Human Anatomy and Physiology II</td>
<td></td>
</tr>
<tr>
<td>BIOL 260</td>
<td>Human Anatomy</td>
<td>8</td>
</tr>
<tr>
<td>&amp; BIOL 261</td>
<td>and Human Physiology</td>
<td></td>
</tr>
</tbody>
</table>

Select one Kinesiology Fitness course from the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>KINF 100A</td>
<td>Beginning Pilates Mat</td>
<td>1</td>
</tr>
<tr>
<td>KINF 100B</td>
<td>Intermediate Pilates Mat</td>
<td>1</td>
</tr>
<tr>
<td>KINF 100C</td>
<td>Advanced Pilates Mat</td>
<td>1</td>
</tr>
<tr>
<td>KINF 101A</td>
<td>Beginning Boxing for Fitness</td>
<td>1</td>
</tr>
<tr>
<td>KINF 101B</td>
<td>Intermediate Boxing for Fitness</td>
<td>1</td>
</tr>
<tr>
<td>KINF 101C</td>
<td>Advanced Boxing for Fitness</td>
<td>1</td>
</tr>
<tr>
<td>KINF 102A</td>
<td>Beginning Spinning</td>
<td>1</td>
</tr>
<tr>
<td>KINF 102B</td>
<td>Intermediate Spinning</td>
<td>1</td>
</tr>
<tr>
<td>KINF 102C</td>
<td>Advanced Spinning</td>
<td>1</td>
</tr>
</tbody>
</table>

KINF 105A | Beginning Low Impact Aerobics          | 1     |
KINF 105B | Intermediate Low Impact Aerobics       | 1     |
KINF 105C | Advanced Low Impact Aerobics           | 1     |
KINF 108A | Beginning Weight Training              | 1     |
KINF 108B | Intermediate Weight Training           | 1     |
KINF 108C | Advanced Weight Training               | 1     |
KINF 112A | Beginning Body Conditioning            | 1     |
KINF 112B | Intermediate Body Conditioning         | 1     |
KINF 112C | Advanced Body Conditioning             | 1     |
KINF 127A | Beginning Walking for Fitness          | 1     |
KINF 127B | Intermediate Walking for Fitness       | 1     |
KINF 127C | Advanced Walking for Fitness           | 1     |
KINF 132A | Beginning Distance Running             | 1     |
KINF 132B | Intermediate Distance Running          | 1     |
KINF 132C | Advanced Distance Running              | 1     |
KINF 138A | Beginning Physical Fitness             | 1     |
KINF 138B | Intermediate Physical Fitness          | 1     |
KINF 138C | Advanced Physical Fitness              | 1     |
KINF 142A | Beginning Conditioning for Sports      | 1     |
KINF 142B | Intermediate Conditioning for Sports   | 1     |
KINF 142C | Advanced Conditioning for Sports       | 1     |
KINF 150A | Beginning Table Tennis                 | 1     |
KINF 150B | Intermediate Table Tennis              | 1     |
KINF 150C | Advanced Table Tennis                 | 1     |
KINF 154A | Beginning Hiking for Fitness           | 1     |
KINF 154B | Intermediate Hiking for Fitness        | 1     |
KINF 154C | Advanced Hiking for Fitness            | 1     |
KINF 168A | Beginning Yoga                        | 1     |
KINF 168B | Intermediate Yoga                     | 1     |
KINF 168C | Advanced Yoga                         | 1     |
KINF 190A | Beginning Tai Chi                   | 1     |
KINF 190B | Intermediate Tai Chi                 | 1     |
KINF 190C | Advanced Tai Chi                    | 1     |

Select one Kinesiology Sports or Athletic course from the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>KINS 100A</td>
<td>Beginning Baseball</td>
<td>1</td>
</tr>
<tr>
<td>KINS 100B</td>
<td>Intermediate Baseball</td>
<td>1</td>
</tr>
<tr>
<td>KINS 100C</td>
<td>Advanced Baseball</td>
<td>1</td>
</tr>
<tr>
<td>KINS 103A</td>
<td>Beginning Badminton</td>
<td>1</td>
</tr>
<tr>
<td>KINS 103B</td>
<td>Intermediate Badminton</td>
<td>1</td>
</tr>
<tr>
<td>KINS 103C</td>
<td>Advanced Badminton</td>
<td>1</td>
</tr>
<tr>
<td>KINS 104A</td>
<td>Beginning Basketball</td>
<td>1</td>
</tr>
<tr>
<td>KINS 104B</td>
<td>Intermediate Basketball</td>
<td>1</td>
</tr>
<tr>
<td>KINS 104C</td>
<td>Advanced Basketball</td>
<td>1</td>
</tr>
<tr>
<td>KINS 107A</td>
<td>Beginning Ultimate Frisbee</td>
<td>1</td>
</tr>
<tr>
<td>KINS 107B</td>
<td>Intermediate Ultimate Frisbee</td>
<td>1</td>
</tr>
<tr>
<td>KINS 107C</td>
<td>Advanced Ultimate Frisbee</td>
<td>1</td>
</tr>
<tr>
<td>KINS 108A</td>
<td>Beginning Football</td>
<td>1</td>
</tr>
<tr>
<td>KINS 108B</td>
<td>Intermediate Football</td>
<td>1</td>
</tr>
<tr>
<td>KINS 108C</td>
<td>Advanced Football</td>
<td>1</td>
</tr>
<tr>
<td>KINS 110A</td>
<td>Beginning Futsal</td>
<td>1</td>
</tr>
<tr>
<td>KINS 110B</td>
<td>Intermediate Futsal</td>
<td>1</td>
</tr>
<tr>
<td>KINS 110C</td>
<td>Advanced Futsal</td>
<td>1</td>
</tr>
</tbody>
</table>
At the completion of this program, students will be able to:

- Construct a personal philosophy and approach to integrating principles of Kinesiology
- Demonstrate interdisciplinary knowledge of how the body functions and performs
- Utilize the degree to begin working on the field or transfer to an accredited university as a junior with a major in Kinesiology

**Note:** CHEM 101 is a required prerequisite for BIOL 250, BIOL 251 and BIOL 261

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

- SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)
- CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)
- IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

**Program Learning Outcomes**

At the completion of this program, students will be able to:
Kinesiology Associate of Arts Transfer Degree

Kinesiology is the study of the principles of mechanics and anatomy in relation to human movement. The Kinesiology Associate in Arts Degree for Transfer (Kinesiology AA-T degree) provides students with an education in the core aspects of Kinesiology. The Kinesiology AA-T degree prepares students for transfer to CSU campuses that offer bachelor’s degrees in Kinesiology.

The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor’s degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major.

To earn a Kinesiology AA-T degree, students must complete the following Associate Degree for Transfer requirements:

- completion of the following major requirements with grades of C or better;
- completion of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSU-GE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

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

Students planning to transfer to a baccalaureate institution and major in Kinesiology should consult with a counselor regarding the transfer process and lower division requirements.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>KIN 200</td>
<td>Introduction to Physical Education and Kinesiology</td>
<td>3</td>
</tr>
</tbody>
</table>

Select one of the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 250 &amp; BIOL 251</td>
<td>Human Anatomy and Physiology I and Human Anatomy and Physiology II</td>
<td>8</td>
</tr>
<tr>
<td>BIOL 260 &amp; BIOL 261</td>
<td>Human Anatomy and Physiology</td>
<td>8</td>
</tr>
</tbody>
</table>

**Movement Based Courses**

Select one course maximum from any three of the following areas: (3 units minimum)

**Combative:**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>KINF 190A</td>
<td>Beginning Tai Chi</td>
<td>1</td>
</tr>
<tr>
<td>KINF 190B</td>
<td>Intermediate Tai Chi</td>
<td>1</td>
</tr>
<tr>
<td>KINF 190C</td>
<td>Advanced Tai Chi</td>
<td>1</td>
</tr>
</tbody>
</table>

**Dance:**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>DANCE 101A</td>
<td>Beginning Modern Dance</td>
<td>2</td>
</tr>
<tr>
<td>DANCE 101B</td>
<td>Beginning/Intermediate Modern Dance</td>
<td>2</td>
</tr>
<tr>
<td>DANCE 102A</td>
<td>Intermediate Modern Dance</td>
<td>2</td>
</tr>
<tr>
<td>DANCE 102B</td>
<td>Intermediate/Advanced Modern Dance</td>
<td>2</td>
</tr>
<tr>
<td>DANCE 103A</td>
<td>Beginning Ballet</td>
<td>2</td>
</tr>
<tr>
<td>DANCE 103B</td>
<td>Beginning/Intermediate Ballet</td>
<td>2</td>
</tr>
<tr>
<td>DANCE 105A</td>
<td>Beginning Jazz Dance</td>
<td>2</td>
</tr>
</tbody>
</table>

**List A**

Select two courses from the following: (6 units minimum)

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 108</td>
<td>Introduction to Probability and Statistics</td>
<td>4</td>
</tr>
<tr>
<td>or ECON 208 Business and Economic Statistics</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>or PSYCH 105 Statistics for the Behavioral Sciences</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>BIOL 100 General Biology</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>CHEM 150 General Chemistry I</td>
<td>5</td>
<td></td>
</tr>
</tbody>
</table>
Learning Skills and Tutoring

The Learning Skills and Tutoring Department facilitates enrollment and provides support for on campus tutoring services. Research has shown that students who use tutoring services experience greater success in their college coursework. The Learning Skills and Tutoring coursework includes the supervised tutoring environment and the training for the student tutors.

Contact Information

Division: Academic Success and Learning Services (LIB - 123)

Division Phone Number: (909) 384-8649

Faculty Chair: Ginny Evans-Perry (gperry@sbccd.edu), M.L.I.S.

Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate an understanding of the practical skills and knowledge base needed for employment, or other participation, in the field of Kinesiology and related fields.
- Develop an understanding of the potential employment opportunities within the field of Kinesiology and related fields.
- Qualify for transfer to a four-year institution within the CSU system.
The Associate Degree in Liberal Arts is designed for students who wish a broad knowledge of liberal arts and sciences plus additional coursework in an “Area of Emphasis”. An area of emphasis is ideal for students planning to transfer to the California State University (CSU) or University of California (UC). Students can satisfy required general education requirements, plus focus on transferable course work that relates to majors at CSU or UC. Students are advised to consult with a counselor for specific information regarding choice of major and transfer university. Students may obtain an Associate of Arts Degree in Liberal Arts by completing a minimum of 60 semester units as outlined below.

It is recommended that students complete either the IGETC or the CSU-GE for the general education pattern related to their educational goal. Students are also strongly advised to consult with a counselor relative to required courses for the selected option.

For either the IGETC or CSUGE option, 39-48 units of general education are required.

- Complete 18 units in one “Area of Emphasis” from those outlined below. For depth of study, a minimum of two courses in one discipline is required. (Note: Where appropriate, courses in the “Area of Emphasis” may also be counted for Associate Degree Option #1 or #2.)
- For all options, complete necessary SBVC graduation and proficiency requirements (Refer to page 36 in the SBVC catalog).
- All classes listed below transfer to CSU. Courses in BOLD are transferable to UC. Refer to www.assist.org (http://www.assist.org/) for transfer details.
- Courses that include a symbol X in the number such as MUS 141X2 indicate the course may be taken two times for credit. Students may apply each course with a symbol X only one time toward graduation requirements.
- For students pursuing multiple areas of emphasis, each course can be counted in one area only.

- Liberal Arts - Biological and Physical Sciences Associate of Arts Degree (p. 260)
- Liberal Arts - Humanities and Fine Arts Associate of Arts Degree (p. 261)
- Liberal Arts - Social and Behavioral Sciences Associate of Arts Degree (p. 263)

### Liberal Arts - Biological and Physical Sciences Associate of Arts Degree

#### Biological and Physical Sciences

These courses emphasize the natural sciences, which examine the physical universe, its life forms, and natural phenomena. Courses in mathematics emphasize the development of mathematical and quantitative reasoning skills beyond the level of intermediate algebra. Students will be able to demonstrate an understanding of the methodologies of science as investigative tools. Students will also examine the influence that the acquisition of scientific knowledge has on the development of world civilization. Students must choose a minimum of 18 units.

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<tr>
<th>Code</th>
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<tbody>
<tr>
<td>ANTHRO 106</td>
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<tr>
<td>ASTRON 120</td>
<td>Introduction to Astronomy</td>
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<tr>
<td>BIOL 100</td>
<td>General Biology</td>
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<td>Human Biology</td>
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<tr>
<td>BIOL 104</td>
<td>Human Ecology</td>
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<tr>
<td>BIOL 109</td>
<td>History of Life</td>
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<td>or BIOL 109H</td>
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<td>Genetics</td>
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<td>BIOL 205</td>
<td>Cell and Molecular Biology</td>
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<td>Organismal Biology</td>
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<td>BIOL 207</td>
<td>Evolutionary Ecology</td>
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<td>BIOL 250</td>
<td>Human Anatomy and Physiology I</td>
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<td>BIOL 251</td>
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<td>CHEM 104</td>
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<td>CHEM 105</td>
<td>Introduction to General, Organic And Biochemistry</td>
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<td>General Chemistry I</td>
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<td>CHEM 151</td>
<td>General Chemistry II</td>
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<td>CHEM 212</td>
<td>Organic Chemistry I</td>
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<td>CHEM 213</td>
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<td>ECON 208</td>
<td>Business and Economic Statistics</td>
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<tr>
<td>GEOG 110</td>
<td>Physical Geography</td>
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</table>
Program Learning Outcomes

At the completion of this program, students will be able to:

- Utilize the degree to begin working in the field or transfer to an accredited four-year university as a junior in a Biological and/or Physical Science major

Liberal Arts - Humanities and Fine Arts Associate of Arts Degree

Humanities and Fine Arts

These courses emphasize the study of cultural, literary, humanistic activities, and artistic expressions of human beings. Students will evaluate and interpret the ways in which people throughout the ages in different cultures have responded to themselves and the world around them in artistic and cultural creation. Students must also learn to value aesthetic understanding and incorporate these concepts when constructing value judgments. Students must complete a minimum of 18 units.

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<th>Code</th>
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<td>MATH 103</td>
<td>Plane Trigonometry</td>
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<td>MATH 108</td>
<td>Introduction to Probability and Statistics</td>
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<td>MATH 115</td>
<td>Ideas of Mathematics</td>
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<td>MATH 151</td>
<td>Pre-calculus</td>
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<tr>
<td>MATH 180</td>
<td>Introduction to Data Science</td>
<td>4</td>
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<tr>
<td>MATH 250</td>
<td>Single Variable Calculus I</td>
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<td>MATH 251</td>
<td>Single Variable Calculus II</td>
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<td>Linear Algebra</td>
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<td>MATH 266</td>
<td>Ordinary Differential Equations</td>
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Oceanography

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<td>OCEAN 111</td>
<td>Elements of Oceanography Laboratory</td>
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Physics

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<td>PHYSIC 101</td>
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<td>General Physics for the Life Sciences I</td>
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<td>PHYSIC 152</td>
<td>General Physics for the Life Sciences II</td>
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<td>PHYSIC 202</td>
<td>Physics I</td>
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<td>PHYSIC 203</td>
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<td>PHYSIC 204</td>
<td>Physics III</td>
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Psychology

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<td>Statistics for the Behavioral Sciences</td>
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<tr>
<td>PSYCH 141</td>
<td>Introduction to Biological Psychology</td>
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Total Units 18

1 Completed Fall 2009 or later

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes

At the completion of this program, students will be able to:
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<tr>
<th>Course Code</th>
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<tr>
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<td>Beginning 3D Computer Animation</td>
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<tr>
<td>ART 212A</td>
<td>Beginning Ceramics</td>
<td>3</td>
</tr>
<tr>
<td>ART 240A</td>
<td>Beginning Glassblowing</td>
<td>3</td>
</tr>
<tr>
<td>ART 270A</td>
<td>Beginning Design in Glass</td>
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</tr>
<tr>
<td>CHIN 101</td>
<td>College Mandarin Chinese I</td>
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<td>CHIN 102</td>
<td>College Mandarin Chinese II</td>
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<td>DANCE 100</td>
<td>Dance History and Appreciation</td>
<td>3</td>
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<tr>
<td>ENGL 151</td>
<td>Freshman Composition and Literature</td>
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<tr>
<td>ENGL 153</td>
<td>Literature and Film</td>
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<tr>
<td>ENGL 161</td>
<td>Women Writers</td>
<td>3</td>
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<tr>
<td>ENGL 163</td>
<td>Chicana/o Literature</td>
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<td>ENGL 165</td>
<td>African-American Literature</td>
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<td>ENGL 175</td>
<td>The Literature and Religion of the Bible</td>
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<td>ENGL 232</td>
<td>Creative Writing</td>
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<td>ENGL 260</td>
<td>American Literature to Mid 19th Century</td>
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<td>ENGL 261</td>
<td>American Literature From 1865 to Present</td>
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<td>ENGL 270</td>
<td>English Literature: Middle Ages to 18th Century</td>
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<td>ENGL 271</td>
<td>English Literature: 18th Century to Present</td>
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<td>FTVM 103</td>
<td>Ethnicity and Identity in Media</td>
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<tr>
<td>FTVM 122</td>
<td>Acting and Directing for Television and Film</td>
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<td>FRENCH 101</td>
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<td>FRENCH 102</td>
<td>College French II</td>
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<td>HIST 100</td>
<td>United States History to 1877</td>
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<td>HIST 101</td>
<td>United States History: 1865 to Present</td>
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<td>HIST 107</td>
<td>Native American Experiences in U.S. History</td>
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<tr>
<td>HIST 137</td>
<td>Experiences of Racial and Ethnic Groups in U.S.</td>
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<tr>
<td>HIST 138</td>
<td>The African American Experience in U.S. History</td>
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<td>HIST 139</td>
<td>The African American Experience in U.S. History</td>
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<td>Chicano Experiences in U.S. History</td>
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<td>HIST 145</td>
<td>History of California</td>
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<td>Introduction to Latin American History</td>
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<td>World History to 1500</td>
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<td>HIST 171</td>
<td>World History Since 1500</td>
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<td>HIST 176</td>
<td>Comparative History of Genocide and War Crimes</td>
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<td>HIST 185</td>
<td>Women in United States History</td>
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<td>MUS 100</td>
<td>Music Appreciation</td>
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<td>MUS 101</td>
<td>Music Theory I: Fundamentals</td>
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<tr>
<td>MUS 101L</td>
<td>Musicianship I</td>
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<tr>
<td>MUS 102</td>
<td>Music Theory II: Scales and Modes</td>
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<td>MUS 102L</td>
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<td>MUS 104</td>
<td>History of Rock and Roll</td>
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<td>MUS 105</td>
<td>American Popular Music</td>
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<tr>
<td>MUS 106</td>
<td>History of Jazz</td>
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<tr>
<td>MUS 107</td>
<td>Music Cultures of the World</td>
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<td>MUS 108</td>
<td>History of Hip Hop Music</td>
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<td>MUS 117A</td>
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<td>MUS 121</td>
<td>Music History and Literature - Middle Ages</td>
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<td>MUS 122</td>
<td>Music History and Literature - Classic through</td>
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<td>MUS 123</td>
<td>Electronic Music I</td>
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<td>MUS 124</td>
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<td>MUS 130</td>
<td>Elementary Voice</td>
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<td>MUS 131</td>
<td>Intermediate Voice</td>
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<td>Mixed Chorus</td>
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<td>MUS 152X4</td>
<td>Chamber Singers</td>
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<td>MUS 153X4</td>
<td>Chamber Chorale</td>
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<td>Music Theory IV: Harmony</td>
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<td>Introduction to Philosophy - Honors</td>
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</tbody>
</table>
At the completion of this program, students will be able to:

- Utilize the degree to begin working in the field or transfer to an accredited four-year university as a junior in a Humanities and/or Fine Arts major.

### Liberal Arts - Social and Behavioral Sciences Associate of Arts Degree

#### Social and Behavioral Sciences

These courses emphasize the perspective, concepts, theories, and methodologies of the disciplines typically found in the vast variety of disciplines that comprise study in the social and behavioral sciences. Topics and discussion to stimulate critical thinking about ways people have acted in response to their societies will allow students to evaluate how societies and social subgroups operate. Students must choose a minimum of 18 units.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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<td>ANTHRO 100</td>
<td>Introduction to Archaeology</td>
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<td>ANTHRO 102</td>
<td>Cultural Anthropology</td>
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<td>ANTHRO 103</td>
<td>Anthropology of Food</td>
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<td>Biological Anthropology</td>
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<td>Biological Anthropology - Honors</td>
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<tr>
<td>ANTHRO 108</td>
<td>Introduction to Native American Studies</td>
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<tr>
<td>ANTHRO 109</td>
<td>Visual Culture and Art</td>
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<td>ANTHRO 110</td>
<td>Magic, Witchcraft, and Religion</td>
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<td>Language and Culture</td>
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<td>Child, Family, and the Community</td>
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<td>Mass Media and Society</td>
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<td>Principles of Macroeconomics</td>
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<td>ECON 201</td>
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<td>ETHS 103</td>
<td>Ethnicity and Identity in Media</td>
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<td>ETHS 107</td>
<td>Native American Experiences in U.S. History</td>
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<tr>
<td>or ETHS 107H</td>
<td>Native American Experiences in U.S. History - Honors</td>
<td>3</td>
</tr>
<tr>
<td>ETHS 108</td>
<td>Introduction to Native American Studies</td>
<td>3</td>
</tr>
<tr>
<td>ETHS 120</td>
<td>Health and Social Justice</td>
<td>3</td>
</tr>
<tr>
<td>ETHS 137</td>
<td>Experiences of Racial and Ethnic Groups in U.S. History</td>
<td>3</td>
</tr>
<tr>
<td>ETHS 138</td>
<td>The African American Experience in U.S. History to 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Spanish Studies

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPAN 101</td>
<td>College Spanish I</td>
<td>5</td>
</tr>
<tr>
<td>SPAN 102</td>
<td>College Spanish II</td>
<td>5</td>
</tr>
<tr>
<td>or SPAN 102H</td>
<td>College Spanish II - Honors</td>
<td>5</td>
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<tr>
<td>SPAN 103</td>
<td>College Spanish III</td>
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<tr>
<td>or SPAN 103H</td>
<td>College Spanish III - Honors</td>
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<tr>
<td>SPAN 104</td>
<td>College Spanish IV</td>
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<tr>
<td>SPAN 157</td>
<td>Spanish for Heritage Speakers I</td>
<td>4</td>
</tr>
<tr>
<td>SPAN 158</td>
<td>Spanish for Heritage Speakers II</td>
<td>4</td>
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</table>

#### Theatre Arts

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>THART 100</td>
<td>Introduction to the Theatre</td>
<td>3</td>
</tr>
<tr>
<td>THART 105</td>
<td>Script Analysis</td>
<td>3</td>
</tr>
<tr>
<td>THART 110</td>
<td>Voice and Diction for Actors</td>
<td>3</td>
</tr>
<tr>
<td>THART 114X4</td>
<td>Rehearsal and Performance</td>
<td>4</td>
</tr>
<tr>
<td>THART 120</td>
<td>Acting Fundamentals I</td>
<td>3</td>
</tr>
<tr>
<td>THART 121</td>
<td>Acting Fundamentals II</td>
<td>3</td>
</tr>
<tr>
<td>THART 131</td>
<td>Sound for Stage and Screen</td>
<td>3</td>
</tr>
<tr>
<td>THART 132</td>
<td>Lighting Design Fundamentals</td>
<td>3</td>
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<tr>
<td>THART 135</td>
<td>Directing Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>THART 136</td>
<td>Introduction to Theatre Design</td>
<td>3</td>
</tr>
<tr>
<td>THART 139</td>
<td>Fundamentals of Costume Design</td>
<td>3</td>
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<tr>
<td>THART 147</td>
<td>Theatre Movement</td>
<td>3</td>
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<tr>
<td>THART 160X4</td>
<td>Technical Theatre in Production</td>
<td>3</td>
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<tr>
<td>THART 165</td>
<td>Stage Makeup</td>
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<tr>
<td>THART 166</td>
<td>Improvisational Acting</td>
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</table>

#### Total Units 18

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

### Program Learning Outcomes

At the completion of this program, students will be able to:
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<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ETHS 139</td>
<td>The African American Experience in U.S. History From 1877</td>
<td>3</td>
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<tr>
<td>ETHS 140</td>
<td>Chicano Experiences in U.S. History</td>
<td>3</td>
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<tr>
<td>or ETHS 140H</td>
<td>Chicano Experiences in U.S. History - Honors</td>
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<tr>
<td>ETHS 141</td>
<td>Race and Ethnic Relations</td>
<td>3</td>
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<tr>
<td>or ETHS 141H</td>
<td>Race and Ethnic Relations - Honors</td>
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</tr>
<tr>
<td>ETHS 142</td>
<td>Experiences of Asian Americans in U.S. History</td>
<td>3</td>
</tr>
<tr>
<td>ETHS 163</td>
<td>Chicana/o Literature</td>
<td>3</td>
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<tr>
<td>ETHS 165</td>
<td>African-American Literature</td>
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<tr>
<td>FTVM 101</td>
<td>Introduction to Electronic Media</td>
<td>3</td>
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<tr>
<td>GEOG 102</td>
<td>Cultural Geography</td>
<td>3</td>
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<tr>
<td>GEOG 106</td>
<td>Geographic Perspectives on the Environment</td>
<td>3</td>
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<tr>
<td>GEOG 118</td>
<td>California Geography</td>
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<tr>
<td>GEOG 120</td>
<td>World Regional Geography</td>
<td>3</td>
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<tr>
<td>GLST 101</td>
<td>Introduction to Global Studies</td>
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<td>GLST 102</td>
<td>Global Issues</td>
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<tr>
<td>HIST 100</td>
<td>United States History to 1877</td>
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<td>United States History to 1877 - Honors</td>
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<td>HIST 101</td>
<td>United States History: 1865 to Present</td>
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<td>United States History: 1865 to Present - Honors</td>
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<tr>
<td>HIST 107</td>
<td>Native American Experiences in U.S. History</td>
<td>3</td>
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<tr>
<td>or HIST 107H</td>
<td>Native American Experiences in U.S. History - Honors</td>
<td></td>
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<tr>
<td>HIST 137</td>
<td>Experiences of Racial and Ethnic Groups in U.S. History</td>
<td>3</td>
</tr>
<tr>
<td>HIST 138</td>
<td>The African American Experience in U.S. History From 1877</td>
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</tr>
<tr>
<td>HIST 139</td>
<td>The African American Experience in U.S. History From 1877</td>
<td>3</td>
</tr>
<tr>
<td>HIST 140</td>
<td>Chicano Experiences in U.S. History</td>
<td>3</td>
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<tr>
<td>or HIST 140H</td>
<td>Chicano Experiences in U.S. History - Honors</td>
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<tr>
<td>HIST 142</td>
<td>Experiences of Asian Americans in U.S. History</td>
<td>3</td>
</tr>
<tr>
<td>HIST 145</td>
<td>History of California</td>
<td>3</td>
</tr>
<tr>
<td>HIST 150</td>
<td>Introduction to Latin American History</td>
<td>3</td>
</tr>
<tr>
<td>HIST 170</td>
<td>World History to 1500</td>
<td>3</td>
</tr>
<tr>
<td>HIST 171</td>
<td>World History Since 1500</td>
<td>3</td>
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<tr>
<td>HIST 176</td>
<td>Comparative History of Genocide and War Crimes</td>
<td>3</td>
</tr>
<tr>
<td>HIST 185</td>
<td>Women in United States History</td>
<td>3</td>
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<tr>
<td>PHIL 180</td>
<td>Death and Dying</td>
<td>3</td>
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<tr>
<td>PSYCH 100</td>
<td>General Psychology</td>
<td>3</td>
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<tr>
<td>PSYCH 102</td>
<td>Personal and Social Adjustment</td>
<td>3</td>
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<tr>
<td>PSYCH 110</td>
<td>Abnormal Psychology</td>
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<tr>
<td>PSYCH 111</td>
<td>Developmental Psychology: Lifespan</td>
<td>3</td>
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<tr>
<td>PSYCH 112</td>
<td>Developmental Psychology: Child and Adolescent Psychology</td>
<td>3</td>
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<tr>
<td>PSYCH 118</td>
<td>Human Sexual Behavior</td>
<td>3</td>
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<td>PSYCH 201</td>
<td>Research Methods for the Behavioral Sciences</td>
<td>4</td>
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<tr>
<td>RELIG 110</td>
<td>Magic, Witchcraft, and Religion</td>
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<tr>
<td>RELIG 135</td>
<td>Religion in America</td>
<td>3</td>
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<tr>
<td>RELIG 180</td>
<td>Death and Dying</td>
<td>3</td>
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<tr>
<td>SOC 100</td>
<td>Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>or SOC 100H</td>
<td>Introduction to Sociology - Honors</td>
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<tr>
<td>SOC 110</td>
<td>Social Problems</td>
<td>3</td>
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<tr>
<td>or SOC 110H</td>
<td>Social Problems - Honors</td>
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<tr>
<td>SOC 120</td>
<td>Health and Social Justice</td>
<td>3</td>
</tr>
<tr>
<td>SOC 130</td>
<td>Family Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 135</td>
<td>Introduction to Crime</td>
<td>3</td>
</tr>
<tr>
<td>SOC 141</td>
<td>Race and Ethnic Relations</td>
<td>3</td>
</tr>
<tr>
<td>or SOC 141H</td>
<td>Race and Ethnic Relations - Honors</td>
<td></td>
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<tr>
<td>SOC 145</td>
<td>Sociology of Gender</td>
<td>3</td>
</tr>
<tr>
<td>SOC 150</td>
<td>Aging and the Life Course</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Units 18

This degree is also offered as a Zero Textbook Cost Degree (Z Degree) (p. 68).

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

- SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)
- CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)
- IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes

At the completion of this program, students will be able to:

- Utilize the degree to begin working in the field or transfer to an accredited four-year university as a junior in a Social and Behavioral Science major.
Library Technology

Library skills are fundamental to student success, especially in today’s information-laden society. The Library Technology Department offers one course (LIB 110) which is designed to teach students how to access both print and on-line information sources more efficiently and effectively. The remaining Library Technology courses are part of an associate of arts degree or a certificate program designed for students who are interested in working as paraprofessionals in the library field. Taken alone, each course provides entry-level exposure to a particular library department or function. Presently employed library workers can also take courses to increase their level and variety of training in the library field. Courses for the program are rotated over a two-semester sequence.

Contact Information
Division: Academic Success and Learning Services (LIB - 123)
Division Phone Number: (909) 384-8649
Faculty Chair: Ginny Evans-Perry (gperry@sbccd.edu), M.L.I.S.

• Library Technology Associate of Arts Degree (p. 266)
• Library Technology Certificate of Achievement (p. 267)

LIB 062 1 Unit
Care and Repair of Library Materials
Lecture: 9 contact hours
Lab: 27 contact hours
This course provides the basic, hands-on techniques used in the binding, repair, and care of printed library materials.
Associate Degree Applicable

LIB 063 3 Units
Survey of Literature for Library Technicians
Lecture: 54 contact hours
Prerequisite/Corequisite: LIB 064
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This course is an introductory study of Readers’ Advisory work as performed in public, academic, and school libraries. It offers a practical study of popular literature and literary genres, interpersonal skills, and interview techniques needed to become successful in recommending specific titles and/or authors to library patrons based on parameters such as reading interests, age groups, and reading levels.
Associate Degree Applicable

LIB 064 3 Units
Introduction to Library Services
Lecture: 54 contact hours
This course is an introduction to the philosophy of library services; the history and types of libraries; the relationship of a library to the community it serves; the organizational structure of libraries; the role of the Library Technician; and the development of a positive workplace attitude.
Associate Degree Applicable

LIB 065 3 Units
Public Services
Lecture: 54 contact hours
Prerequisite/Corequisite: LIB 064
Advisory: READ 015
This course is an introduction to the public services provided by the modern library. Topics include circulation systems and practices; library classification and catalogs; customer service; reference resources and services; government information resources; information literacy instruction; archives and special collections; library programming; censorship; and security issues in libraries.
Associate Degree Applicable

LIB 066 3 Units
Acquisitions
Lecture: 54 contact hours
Advisory: READ 015
This course is an introduction to acquisitions practices in the modern library. Topics include needs assessment; collection management; selection of print and online resources; acquisitions processes; weeding/deselection of materials; ethics; preservation; legal and safety issues in libraries; and intellectual freedom.
Associate Degree Applicable

LIB 067 3 Units
Cataloging and Classification
Lecture: 54 contact hours
Prerequisite/Corequisite: LIB 064
Advisory: READ 015
This course is an introduction to descriptive and subject cataloging, classification of materials using the Dewey Decimal and Library of Congress systems, preparation of MARC computer database records, and use of electronic bibliographic utilities.
Associate Degree Applicable

LIB 070 3 Units
Library Technology and Computer Services
Lecture: 54 contact hours
Advisory: READ 015 and LIB 064
This course is an introduction to the application and integration of automation systems and computer in libraries. Students will be exposed to a variety of computer applications, including online public access catalogs and automated circulation systems. This course provides an overview of a wide variety of computer services and issues within a library setting ranging from public access, social media, cyber security and emerging technologies.
Associate Degree Applicable

LIB 071 2 Units
Youth Services and Programs
Lecture: 36 contact hours
Prerequisite: READ 015
This course explores age appropriate library services and programming for youth in public and school libraries.
Associate Degree Applicable

LIB 073 2 Units
Library Digital Archives and Resources
Lecture: 36 contact hours
Advisory: READ 015 and LIB 064
This course introduces archival theory and methods with a focus on digital media storage and preservation, including born-digital and digitized materials.
Associate Degree Applicable
LIB 098 1-4 Units
Library Work Experience
WRKEX: 300 contact hours
Supervised training, in the form of on the job employment that will enhance the student’s knowledge in the selected field of study. The student’s major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

Associate Degree Applicable

LIB 110 3 Units
Information Literacy and Research
Lecture: 54 contact hours
Advisory: READ 015
This is an introductory course covering the skills needed to effectively access library and online information sources, to critically evaluate the information retrieved, and to practice ethical behavior in regard to information technology.

Associate Degree Applicable

Transfers to both UC/CSU

Library Technology Associate of Arts Degree
The Library Technology Degree trains students for careers in libraries or information management using print media as well as technology. The program is designed to prepare individuals for employment as a paraprofessional in a public, school, academic, or special library or an information center. To graduate with a Library Technology Associate of Arts degree, students must complete 22-23 units from the following list of courses plus the general breadth requirements for the Associate Degree (minimum 60 units).

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
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<tbody>
<tr>
<td>LIB 063</td>
<td>Survey of Literature for Library Technicians</td>
<td>3</td>
</tr>
<tr>
<td>LIB 064</td>
<td>Introduction to Library Services</td>
<td>3</td>
</tr>
<tr>
<td>LIB 065</td>
<td>Public Services</td>
<td>3</td>
</tr>
<tr>
<td>LIB 066</td>
<td>Acquisitions</td>
<td>3</td>
</tr>
<tr>
<td>LIB 067</td>
<td>Cataloging and Classification</td>
<td>3</td>
</tr>
<tr>
<td>LIB 070</td>
<td>Library Technology and Computer Services</td>
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</tr>
<tr>
<td>LIB 110</td>
<td>Information Literacy and Research</td>
<td>3</td>
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</tbody>
</table>

Select one of the following: 1-2
<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>LIB 062</td>
<td>Care and Repair of Library Materials</td>
<td>1</td>
</tr>
<tr>
<td>LIB 071</td>
<td>Youth Services and Programs</td>
<td>2</td>
</tr>
<tr>
<td>LIB 073</td>
<td>Library Digital Archives and Resources</td>
<td>2</td>
</tr>
</tbody>
</table>

Total Units 22-23

1 or any other college-level literature course

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes
At the completion of this program, students will be able to:

- Utilize the correct technology and media for library services
- Classify library materials in a variety of library environments such as schools, specialized, public and academic
- Demonstrate the fundamentals of working with the public, and materials management
- Describe the purposes, processes, and goals of the different departments within a library, including technical, public, and reference services
Library Technology Certificate of Achievement

The Library Technology certificate trains students for careers in libraries or information management using print media as well as technology. The program is designed to prepare individuals for entry level employment in a public, school, academic, or special library or an information center.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>LIB 064</td>
<td>Introduction to Library Services</td>
<td>3</td>
</tr>
<tr>
<td>LIB 065</td>
<td>Public Services</td>
<td>3</td>
</tr>
<tr>
<td>LIB 066</td>
<td>Acquisitions</td>
<td>3</td>
</tr>
<tr>
<td>LIB 067</td>
<td>Cataloging and Classification</td>
<td>3</td>
</tr>
<tr>
<td>LIB 070</td>
<td>Library Technology and Computer Services</td>
<td>3</td>
</tr>
<tr>
<td>LIB 098</td>
<td>Library Work Experience</td>
<td>1-4</td>
</tr>
<tr>
<td>LIB 110</td>
<td>Information Literacy and Research</td>
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Complete the course below - or any college-level literature course (3 units)

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<thead>
<tr>
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<th>Title</th>
<th>Units</th>
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<tr>
<td>LIB 063</td>
<td>Survey of Literature for Library Technicians</td>
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Select one of the following: (1-2 units)

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<th>Code</th>
<th>Title</th>
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<tr>
<td>LIB 062</td>
<td>Care and Repair of Library Materials</td>
<td>1</td>
</tr>
<tr>
<td>LIB 071</td>
<td>Youth Services and Programs</td>
<td>2</td>
</tr>
<tr>
<td>LIB 073</td>
<td>Library Digital Archives and Resources</td>
<td>2</td>
</tr>
</tbody>
</table>

Total Units 23-27

LIB 098 may be waived if the student has been employed in a library for at least one year at full-time (or equivalent). See Department Chair for additional information.

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Utilize the correct technology and media for library services
- Classify library materials in a variety of library environments such as schools, specialized, public and academic
- Demonstrate the fundamentals of working with the public, and materials management
- Describe the purposes, processes, and goals of the different departments within a library, including technical, public, and reference services

Machinist Technology

The Machine Technology program offers a broad training that prepares individuals for entry-level employment in the machining industry. Through a combination of classroom study and assigned lab activities, students develop trade skills and become familiar with production methods and standards common to the industry. Within the lab setting, emphasis is on the practical application of skills. Students will learn to operate a variety of conventional machine tools and computer numerical control (CNC) machines, interpret industrial drawings/blueprints, and use precision measuring and inspection instruments. Good math, problem-solving, and computer skills are important.

Contact Information

Division: Applied Technology, Transportation, and Culinary Arts (T - 108)
Division Phone Number: (909) 384-4451
Faculty Chairs: Bryce Cacho (bcacho@sbccd.edu), M.A. and Joshua Milligan (jmilligan@sbccd.edu), A.S.

- Basic Machine Operator Certificate of Career Preparation (p. 271)
- Basic Operation Computerized Numerical Control (CNC) Certificate of Achievement (p. 271)
- Computer Numerical Control - CAD & CAM Associate of Science Degree (p. 272)
- Computer Numerical Control - CAD & CAM Certificate of Achievement (p. 272)
- Industrial Maintenance Certificate of Achievement (p. 273)
- Machine Technology Certificate of Achievement (p. 273)
- Machinist Standard Associate of Science Degree (p. 273)
- Machinist Standard Certificate of Achievement (p. 274)
- Tool & Die Associate of Science Degree (p. 274)
- Tool & Die Certificate of Achievement (p. 275)

MACH 010 1 Unit
Fundamentals of Industrial Maintenance
Lecture: 18 contact hours
This course covers orientation to the trade and tools of the trade for industrial maintenance mechanics.

MACH 014 1 Unit
Craft Related Quantitative Skills
Lecture: 18 contact hours
This course is designed to give students the fundamental quantitative skills commonly used by industrial maintenance mechanics.

MACH 016 1 Unit
Construction Print Reading
Lecture: 18 contact hours
This course is designed to give students the fundamental skills to read commonly used prints in construction by industrial maintenance mechanics.
MACH 018  1.5 Units  
Gaskets, Pumps, and Valves  
Lecture: 27 contact hours  
This course is designed to give students the fundamental skills in gaskets, packing, pumps, drivers, valves and lubrication used for industrial maintenance mechanics.  
Associate Degree Applicable

MACH 020  1.5 Units  
Material Handling, and Support Equipment  
Lecture: 27 contact hours  
This course is designed to give students the fundamental skills in material handling, hand rigging, mobile and support equipment used for industrial maintenance mechanics.  
Associate Degree Applicable

MACH 021  4 Units  
Machine Shop I  
Lecture: 18 contact hours  
Lab: 162 contact hours  
Advisory: MACH 090 and MACH 120  
This course includes basic machine shop practices, with an emphasis on Occupational Safety and Health Act (OSHA), basic shop mathematics, measurements, the correct use of basic machine tools, mills, lathes, saws, drill presses, and provides an introduction to National Institute for Metalworking Skills (NIMS) Standards Level I, Bench and Layout.  
Associate Degree Applicable

MACH 022  4 Units  
Machine Shop II  
Lecture: 18 contact hours  
Lab: 162 contact hours  
Advisory: MACH 021  
This course includes machine shop practices for students with a machining background. Emphasis is placed on mathematical speeds and feed formulas, boring processes on mills and lathes, tool grinding, National Institute for Metalworking Skills (NIMS) Standards. At the completion of this course, students will have completed certain NIMS certification competencies.  
Associate Degree Applicable

MACH 024  1 Unit  
Introduction to Piping  
Lecture: 18 contact hours  
This course is designed to give students the fundamental skills necessary to work with various types of piping on the job site. The material covered in this course is copper and plastic piping and an introduction to ferrous metal piping practices.  
Associate Degree Applicable

MACH 025  3 Units  
General Machine Shop  
Lecture: 18 contact hours  
Lab: 108 contact hours  
This introductory course instructs students in the basic set up and operating of the lathe, mill, saw, drill press, and grinder. Students will also learn safety, blueprint reading, measurement, shop math, tool grinding, and speed and feed calculations needed in machine shops.  
Associate Degree Applicable

MACH 026  1 Unit  
Valve Maintenance and Testing  
Lecture: 18 contact hours  
This course is designed to give students the fundamental maintenance knowledge necessary to work with various types of valves and perform basic hydrostatic and pneumatic testing on the jobsite.  
Associate Degree Applicable

MACH 028  1 Unit  
Introduction to Bearings  
Lecture: 18 contact hours  
This course is designed to give students the fundamental knowledge necessary to work with various types of bearings on the jobsite.  
Associate Degree Applicable

MACH 029  1 Unit  
Basic Layout for Industrial Maintenance  
Lab: 54 contact hours  
This course is designed to give students the fundamental skills necessary to do basic on-the-job layout for machinery repair and installation.  
Associate Degree Applicable

MACH 030  2 Units  
Introduction to Steam Systems  
Lecture: 36 contact hours  
This course is designed to give students the fundamental knowledge necessary to work with various types of steam systems commonly found on the jobsite.  
Associate Degree Applicable

MACH 032  1 Unit  
Distillation Towers and Vessels  
Lecture: 18 contact hours  
This course is designed to give students the fundamental knowledge necessary to work with various types of distillation towers and vessels commonly found on the jobsite.  
Associate Degree Applicable

MACH 034  1 Unit  
Heaters and Cooling Towers  
Lecture: 18 contact hours  
This course is designed to give students the fundamental knowledge necessary to work with various types of heaters, furnaces, heat exchangers, cooling towers and fin fans commonly found on the jobsite.  
Associate Degree Applicable

MACH 040  3 Units  
Intermediate Three-Dimensional Computer Modeling  
Lecture: 18 contact hours  
Lab: 108 contact hours  
Prerequisite: MACH 075  
This course covers intermediate concepts and development of three-dimensional solid modeling and solid assembly modeling using a Computer Aided Drafting (CAD) solid modeling program.  
Associate Degree Applicable

MACH 041  4 Units  
Advanced Mechanical Design Applications  
Lecture: 36 contact hours  
Lab: 108 contact hours  
Prerequisite: ARCH 130 and MACH 075 and MACH 040  
This course covers advanced modeling of machine parts in the various stages of manufacturing with required back-up items such as jigs, fixtures, weldments, tooling, molds and dies.  
Associate Degree Applicable
MACH 042  3 Units
Mechanical Design and Drafting I
Lecture:  18 contact hours
Lab:  108 contact hours
Prerequisite:  ARCH 130 and MACH 075
This course covers the production of engineering drawings with primary orthographic views, section views, detail views and auxiliary views. Students will also become familiar with detailing of drawing views including dimensions, notes/labels and drawing formats.
Associate Degree Applicable

MACH 043  4 Units
Mechanical Design and Drafting II
Lecture:  36 contact hours
Lab:  108 contact hours
Prerequisite:  ARCH 130 and MACH 075 and MACH 042
This course covers advanced drawing techniques with a focus on mechanical applications. Advanced documentation/design practices including ASME Y14.5 tolerancing, symbol libraries, bills of material, and interface automation will be covered.
Associate Degree Applicable

MACH 050  1 Unit
Electrical Safety and Hand Bending
Lecture:  18 contact hours
This course covers safety rules as applied to handling and working with electrical systems and circuits including methods and procedures used in cutting, bending, and reaming conduit.
Associate Degree Applicable

MACH 052  1 Unit
Fasteners and Electrical Theory
Lecture:  18 contact hours
This course covers basic electrical theory and applications and installation procedures for various types of fasteners and anchors used in electrical systems and circuits.
Associate Degree Applicable

MACH 054  2 Units
National Electrical Code (NEC) and Electrical Test Equipment
Lecture:  36 contact hours
The course covers the application of electrical test equipment, the National Electrical Code (NEC), and raceway-fittings and accessories.
Associate Degree Applicable

MACH 058  1 Unit
Electrical Print Reading and Wiring
Lecture:  18 contact hours
This course covers the application of electrical print reading and the wiring of switches and receptacles used in residential, and commercial electricity.
Associate Degree Applicable

MACH 060  1 Unit
Electrical Performance Testing
Lab:  54 contact hours
Prerequisite:  MACH 050 and MACH 052 and MACH 054 and MACH 058
In this course students will have the opportunity to demonstrate the skills learned in the classroom under the guidance of journeyman and/or qualified personnel on the jobsite.
Associate Degree Applicable

MACH 061  4 Units
Jig and Fixture Machining
Lecture:  54 contact hours
Lab:  54 contact hours
Advisory:  MACH 021 and MACH 090
This course includes the study of jig and fixture, design, and machining. Techniques to support conventional and computer numerical control (CNC) machining processes to improve manufacturing efficiency and productivity are explored.
Associate Degree Applicable

MACH 062  3 Units
Computer Numerical Control Wire Electric Discharge Machine Set Up
Lecture:  18 contact hours
Lab:  108 contact hours
Prerequisite:  MACH 160
This course provides the student with instruction in the concepts and practices associated with the set up, operation, and programming of Computer Numerical Control (CNC) Wire Electrical Discharge Machines (EDM).
Associate Degree Applicable

MACH 070  3 Units
Computer Numerical Control Programming (CNC) I
Lecture:  18 contact hours
Lab:  108 contact hours
Advisory:  TECALC 087 and MACH 090
This course focuses on basic numerical control programming and emphasizes math used for toolpath geometry, and the use of a computer CNC Software simulator for verifying toolpath geometry calculations.
Associate Degree Applicable

MACH 071  3 Units
Computer Numerical Control Programming II
Lecture:  18 contact hours
Lab:  108 contact hours
Prerequisite:  MACH 070
This is an intermediate Computer Numerical Control (CNC) programming course which focuses on manual coding of various machine tool control languages. It includes programming concepts, and hands on manual programming to manufacture parts using Fanuc, Haas, and Mazak CNC machine tools.
Associate Degree Applicable

MACH 072  3 Units
Computer Aided Design and Manufacturing Programming I
Lecture:  18 contact hours
Lab:  108 contact hours
This course includes the study and use of Mastercam software with emphasis on drawing 2-D models, construction and part design basics related to 2-D models, and part programming for Computer Numerical Control (CNC) lathes and mills.
Associate Degree Applicable

MACH 073  3 Units
Computer Aided Design and Manufacturing Programming II
Lecture:  18 contact hours
Lab:  108 contact hours
Prerequisite:  MACH 072
This course includes the study and use of Mastercam software, 3-D mill, solids, and lathe programming. Speeds, feeds, and tool path programming for generating G-code of complex surfaces are explored.
Associate Degree Applicable
MACH 074 3 Units  
Computer Numerical Control (CNC) Machining Setup and Operation  
Lecture: 18 contact hours  
Lab: 108 contact hours  
This is an introductory course designed to teach the fundamental skills related to the setup and operation of Computer Numerically Controlled (CNC) machine tools. Safety, tool selection, speeds and feeds, machine and controller functions, and calculation and input of offsets, are also included.  
Associate Degree Applicable

MACH 075 3 Units  
Introduction to Three-Dimensional Computer-Aided Design (3D-CAD)  
Lecture: 18 contact hours  
Lab: 108 contact hours  
This course is an introduction to Computer Aided Design/SolidWorks (CAD) with emphasis on industry standards in preparation for certification in SolidWorks Associates (CSWA) Exam. Students will be introduced to 2-D drafting practices and techniques as well as 3-D solid modeling, using SolidWorks and its application in design and rapid prototyping.  
Associate Degree Applicable

MACH 076 3 Units  
Computer Numerical Control (CNC) Parts Programming and Machining  
Lecture: 18 contact hours  
Lab: 108 contact hours  
Prerequisite: MACH 074  
This course covers manual programming techniques, calculations, and program development for Computer Numerical Control (CNC) mills, machining centers, and lathes. Up to three axis of control will be discussed. Students will test part programs on Computer Numerical Control (CNC) machines during laboratory hours.  
Associate Degree Applicable

MACH 077 3 Units  
Advanced Computer Numerical Control (CNC) Machining  
Lecture: 18 contact hours  
Lab: 108 contact hours  
Prerequisite: MACH 076  
This course provides students with advanced instruction and practice in the concepts and practices associated with programming and set up of Computer Numerical Control (CNC) mills and lathes. Students will build upon prior experience with CNC machines to complete finished parts on Computer Numerical Control (CNC) mills and lathes having various control types. Students will run programs and practice set-up processes during lab time.  
Associate Degree Applicable

MACH 078 3 Units  
Multiple Axis Computer Numerical Control (CNC) Set-Up and Operation Machining  
Lecture: 18 contact hours  
Lab: 108 contact hours  
Prerequisite: MACH 077  
This course provides students with instruction associated with the programming and set up of Computer Numerical Control (CNC) mills with four and five axis of control. Students will build upon prior experience with Computer Numerical Control (CNC) machines to complete finished parts on Computer Numerical Control (CNC) mills with four and five axis of control. Students will run programs and practice set-up processes during the laboratory.  
Associate Degree Applicable

MACH 090 3 Units  
Mechanical Print Reading  
Lecture: 36 contact hours  
Lab: 54 contact hours  
This course is a study in print interpretation with an emphasis on terminology. It also includes sketching, precision metrology, and concepts related to mechanical drawing standards, language of the American Society of Mechanical Engineers (ASME) Y14 series 2014, and how these apply to the mechanical print inspection processes.  
Associate Degree Applicable

MACH 091 2 Units  
Geometric Dimensioning & Tolerancing  
Lecture: 36 contact hours  
Prerequisite: MACH 090  
This course covers Geometric Dimensioning and Tolerancing interpretation and use of ANSI Y14.5M standards applied to prints regarding industry and government standards.  
Associate Degree Applicable

MACH 098 1-4 Units  
Machinist Technology Work Experience  
WRKEX: 300 contact hours  
This course involves supervised training, in the form of on-the-job employment that will enhance the student’s knowledge in the selected field of study. The student’s major and job must match. Students work 5-20 hours per week to earn units using the following formula: For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. Students MUST be working for pay or volunteer before registering for a Work Experience class. NOTE: Only one section of Work Experience may be taken during a semester.  
Transfers to CSU only

MACH 120 2 Units  
Machine Shop Theory  
Lecture: 36 contact hours  
This is a lecture course with instruction in the fundamentals of industrial processes and machines that are required of the machinist. Shop safety practices, job planning, feeds and speeds, layout tools, hand tools, bench work, and metal-cutting machines are covered.  
Associate Degree Applicable  
Transfers to CSU only

MACH 123 4 Units  
Machine Shop III  
Lecture: 18 contact hours  
Lab: 162 contact hours  
Advisory: MACH 022  
This course includes intermediate machine shop practices. Emphasis is placed on set up of machine tool accessories: steady rests, vises, rotary tables, indexers, and precision grinding accessories: precision vice, punch former, surface grinder radius dresser. At the completion of the course, students may qualify for National Institute for Metalworking Skills (NIMS).  
Associate Degree Applicable  
Transfers to CSU only
MACH 124  4 Units
Machine Shop IV
Lecture: 18 contact hours
Lab: 162 contact hours
Advisory: MACH 123
This course includes advanced machine shop practices. Emphasis is placed on high precision with low tolerance manufacturing, advanced math applications, special tool grinding, part indexing, and carbide applications. At the completion of the course, students should have completed the National Institute for Metalworking Skills (NIMS) certification competency tests in Manual Milling and Grinding Skills I.

Associate Degree Applicable
Transfers to CSU only

MACH 129  3 Units
Manufacturing Processes
Lecture: 54 contact hours
The course is designed to provide a basic understanding of the manufacturing process: need, scope, advantages, limitation, economics, application, materials, and manufacturing. An overview of different methods for industrial materials manufacturing processes including casting, imaging and coating, molding, forming, machining, joining, and additive manufacturing will be covered.

Associate Degree Applicable
Transfers to CSU only

MACH 160  4 Units
Tool and Die
Lecture: 18 contact hours
Lab: 162 contact hours
Advisory: MACH 075 and MACH 120 and MACH 123
This course includes the study and design of tool and die making processes; die cutting and forming; power presses dies for stamping and forming metal parts; and standards as outlined in the National Institute for Metalworking Skills (NIMS) standards.

Associate Degree Applicable
Transfers to CSU only

MACH 600 Noncredit
Conventional Machine Lab
Lab: 54 contact hours
This noncredit laboratory course provides practice on machine shop equipment. Students will work on individual projects which they will retain for their use. Training received in this course develops an ability to visualize and perform various functions necessary in the machine trade.

MACH 601 Noncredit
Computer Numerical Control (CNC) Lab
Lab: 9 contact hours
This noncredit laboratory course provides practice on CNC machine shop equipment. Students will work on individual projects which they will retain for their use. Training received in this course develops an ability to visualize and perform various functions necessary in the machine trade.

### Basic Machine Operator Certificate of Career Preparation

This certificate is designed to prepare students with basic entry-level machine operator skills, safety knowledge, theory, and quality control skills in manufacturing processes. Students obtaining this certificate will qualify for the first level certification in National Industry Metal Skills (NIMS).

<table>
<thead>
<tr>
<th>Code</th>
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<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MACH 021</td>
<td>Machine Shop I</td>
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<tr>
<td>MACH 075</td>
<td>Introduction to Three-Dimensional Computer-Aided Design (3D-CAD)</td>
<td>3</td>
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<tr>
<td>MACH 090</td>
<td>Mechanical Print Reading</td>
<td>3</td>
</tr>
<tr>
<td>MACH 120</td>
<td>Machine Shop Theory</td>
<td>2</td>
</tr>
</tbody>
</table>

Total Units 12

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

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Prepare a part for NIMS bench and layout certification
- Properly use hand grind cutting tools in machine tool cutting operations
- Generate a 3-D assembly from a detailed illustration
- Apply the formula for calculating feeds and speeds
- Calibrate a micrometer

### Basic Operation Computerized Numerical Control (CNC) Certificate of Achievement

This certificate is designed to prepare students for entry-level employment in Computer Aided Manufacturing (CAM) programming, set up, and operation of Computer numerical control (CNC) machine tools.

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>MACH 090</td>
<td>Mechanical Print Reading</td>
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<tr>
<td>MACH 025</td>
<td>General Machine Shop</td>
<td>3</td>
</tr>
<tr>
<td>MACH 072</td>
<td>Computer Aided Design and Manufacturing Programming I</td>
<td>3</td>
</tr>
<tr>
<td>MACH 073</td>
<td>Computer Aided Design and Manufacturing Programming II</td>
<td>3</td>
</tr>
<tr>
<td>MACH 070</td>
<td>Computer Numerical Control Programming (CNC) I</td>
<td>3</td>
</tr>
<tr>
<td>MACH 074</td>
<td>Computer Numerical Control (CNC) Machining Setup and Operation</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Units 18

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

*This is a Gainful Employment Program*
Computer Numerical Control - CAD & CAM Associate of Science Degree

Program Learning Outcomes
At the completion of this program, students will be able to:

- Accurately hold tolerances to a given print within a 1/64th for fractions and within .001" for NIMS decimals
- Program a part print utilizing the Cartesian coordinate systems
- Download files from computer disks to machine control
- Generate a part model in SolidWorks from a detailed dimensioned illustration or a mechanical drawing
- Demonstrate the use of a gage 2000 Browne & Sharpe coordinate measuring machine

Computer Numerical Control - CAD & CAM Certificate of Achievement
This certificate is designed to prepare students for entry-level employment as production machinists working with complex Computer Numerical Control (CNC) cutting machines.

To graduate with a specialization in Computer Numerical Control: CAD/CAM, students must complete the following required courses for the certificate plus the general breadth requirements for the Associate of Science Degree (minimum total = 60 units).

<table>
<thead>
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</thead>
<tbody>
<tr>
<td>MACH 021</td>
<td>Machine Shop I</td>
<td>4</td>
</tr>
<tr>
<td>MACH 022</td>
<td>Machine Shop II</td>
<td>4</td>
</tr>
<tr>
<td>MACH 090</td>
<td>Mechanical Print Reading</td>
<td>3</td>
</tr>
<tr>
<td>MACH 120</td>
<td>Machine Shop Theory</td>
<td>2</td>
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<tr>
<td>MACH 123</td>
<td>Machine Shop III</td>
<td>4</td>
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<tr>
<td>MACH 124</td>
<td>Machine Shop IV</td>
<td>4</td>
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<tr>
<td>MACH 070</td>
<td>Computer Numerical Control Programming (CNC) I</td>
<td>3</td>
</tr>
<tr>
<td>MACH 071</td>
<td>Computer Numerical Control Programming II</td>
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<td>MACH 072</td>
<td>Computer Aided Design and Manufacturing Programming I</td>
<td>3</td>
</tr>
<tr>
<td>MACH 129</td>
<td>Manufacturing Processes</td>
<td>3</td>
</tr>
<tr>
<td>TECALC 087</td>
<td>Technical Calculations</td>
<td>4</td>
</tr>
</tbody>
</table>

Total Units: 43

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

This is a Gainful Employment Program

Program Learning Outcomes
At the completion of this program, students will be able to:

- Accurately hold tolerances to a given print within a 1/64th for fractions and within .001" for NIMS decimals
- Program a part print utilizing the Cartesian coordinate systems
- Download files from computer disks to machine control
- Generate a part model in SolidWorks from a detailed dimensioned illustration or a mechanical drawing
- Demonstrate the use of a gage 2000 Browne & Sharpe coordinate measuring machine
Industrial Maintenance Certificate of Achievement

Industrial Maintenance certified trainees are needed in every industry that uses machinery, from automotive assembly plants to crane manufacturers. Technicians who successfully complete these courses may receive industrial maintenance certificate. Certified technicians will be able to demonstrate specialized skills and will have more opportunities for career advancement. Technicians who successfully complete some of the NCCER (National Center of Construction Education and Research) modules will receive credit toward this certificate and vice versa.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>MACH 010</td>
<td>Fundamentals of Industrial Maintenance</td>
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<tr>
<td>MACH 014</td>
<td>Craft Related Quantitative Skills</td>
<td>1</td>
</tr>
<tr>
<td>MACH 016</td>
<td>Construction Print Reading</td>
<td>1</td>
</tr>
<tr>
<td>MACH 018</td>
<td>Gaskets, Pumps, and Valves</td>
<td>1.5</td>
</tr>
<tr>
<td>MACH 020</td>
<td>Material Handling, and Support Equipment</td>
<td>1.5</td>
</tr>
<tr>
<td>MACH 024</td>
<td>Introduction to Piping</td>
<td>1</td>
</tr>
<tr>
<td>MACH 026</td>
<td>Valve Maintenance and Testing</td>
<td>1</td>
</tr>
<tr>
<td>MACH 028</td>
<td>Introduction to Bearings</td>
<td>1</td>
</tr>
<tr>
<td>MACH 029</td>
<td>Basic Layout for Industrial Maintenance</td>
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<tr>
<td>MACH 030</td>
<td>Introduction to Steam Systems</td>
<td>2</td>
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<td>MACH 032</td>
<td>Distillation Towers and Vessels</td>
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<td>MACH 034</td>
<td>Heaters and Cooling Towers</td>
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<td>MACH 050</td>
<td>Electrical Safety and Hand Bending</td>
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<td>MACH 052</td>
<td>Fasteners and Electrical Theory</td>
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<td>MACH 054</td>
<td>National Electrical Code (NEC) and Electrical Test Equipment</td>
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<tr>
<td>MACH 058</td>
<td>Electrical Print Reading and Wiring</td>
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<td>MACH 060</td>
<td>Electrical Performance Testing</td>
<td>1</td>
</tr>
<tr>
<td>WELD 012</td>
<td>Oxy-Fuel Welding</td>
<td>2</td>
</tr>
</tbody>
</table>

Total Units: 22

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate the proper use and basic maintenance of selected industrial maintenance tools
- Use layout tools for repairing or modifying machinery and sheet metal
- Safely use test equipment to take measurements

Machine Technology Certificate of Achievement

This certificate is designed to prepare students for entry-level employment in manufacturing using machine tools such as lathes, milling machines, and spindles to produce precision metal parts.

<table>
<thead>
<tr>
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<tr>
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<td>Machine Shop I</td>
<td>4</td>
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<tr>
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<td>Machine Shop II</td>
<td>4</td>
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<tr>
<td>MACH 090</td>
<td>Mechanical Print Reading</td>
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<tr>
<td>MACH 120</td>
<td>Machine Shop Theory</td>
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</tr>
<tr>
<td>MACH 123</td>
<td>Machine Shop III</td>
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<tr>
<td>MACH 124</td>
<td>Machine Shop IV</td>
<td>4</td>
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<tr>
<td>TECALC 087</td>
<td>Technical Calculations</td>
<td>4</td>
</tr>
</tbody>
</table>

Total Units: 25

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Properly use hand grind cutting tools in machine tool cutting operations
- Set up a lathe to cut an external thread
- Demonstrate metrology utilizing precision measuring tools including steel rule, calipers, micrometer, surface plate, height gage, test indicators, etc.
- Calculate angles for work set-up
- Set up and operate a rapid indexing head
- Set part in surface grinder and grind a compound angle

Machinist Standard Associate of Science Degree

This degree is designed to prepare students for entry-level employment in manufacturing using advanced setup techniques on machine tools such as lathes, mills, and grinders to produce close tolerance precision parts.

<table>
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<td>Machine Shop II</td>
<td>4</td>
</tr>
<tr>
<td>MACH 090</td>
<td>Mechanical Print Reading</td>
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</tr>
<tr>
<td>MACH 091</td>
<td>Geometric Dimensioning &amp; Tolerancing</td>
<td>2</td>
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<tr>
<td>MACH 120</td>
<td>Machine Shop Theory</td>
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<tr>
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<td>MACH 124</td>
<td>Machine Shop IV</td>
<td>4</td>
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<tr>
<td>MACH 129</td>
<td>Manufacturing Processes</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Units: 26
To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes

At the completion of this program, students will be able to:

- Identify numerous hand tools
- Identify the different classifications and properties of ferrous and non-ferrous materials
- Demonstrate the process of indicating a machine head to the table with an accuracy of .0005"
- Identify features in orthographic multi-views

Machinist Standard Certificate of Achievement

This certificate is designed to prepare students for entry-level employment in manufacturing using advanced setup techniques on machine tools such as lathes, mills, and grinders to produce close tolerance precision parts.

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<td>4</td>
</tr>
<tr>
<td>MACH 124</td>
<td>Machine Shop IV</td>
<td>4</td>
</tr>
<tr>
<td>MACH 120</td>
<td>Machine Shop Theory</td>
<td>2</td>
</tr>
<tr>
<td>MACH 061</td>
<td>Jig and Fixture Machining</td>
<td>4</td>
</tr>
<tr>
<td>MACH 129</td>
<td>Manufacturing Processes</td>
<td>3</td>
</tr>
<tr>
<td>MACH 160</td>
<td>Tool and Die</td>
<td>4</td>
</tr>
</tbody>
</table>

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate safety by passing NIMS and OSHA safety
- Read and perform work according to blueprints or drawing sheets
- Operate machinery to complete a task with precision and accuracy
Tool & Die Certificate of Achievement

This certificate is designed to prepare students for entry-level employment in producing tools, dies, and special guiding and holding devices that enable machines to manufacture a variety of products used daily - from clothing to furniture to heavy equipment and parts for aircraft.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Courses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MACH 021</td>
<td>Machine Shop I</td>
<td>4</td>
</tr>
<tr>
<td>MACH 022</td>
<td>Machine Shop II</td>
<td>4</td>
</tr>
<tr>
<td>MACH 090</td>
<td>Mechanical Print Reading</td>
<td>3</td>
</tr>
<tr>
<td>MACH 120</td>
<td>Machine Shop Theory</td>
<td>2</td>
</tr>
<tr>
<td>MACH 123</td>
<td>Machine Shop III</td>
<td>4</td>
</tr>
<tr>
<td>MACH 124</td>
<td>Machine Shop IV</td>
<td>4</td>
</tr>
<tr>
<td>TECALC 087</td>
<td>Technical Calculations</td>
<td>4</td>
</tr>
<tr>
<td>Required Specialized Courses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MACH 061</td>
<td>Jig and Fixture Machining</td>
<td>4</td>
</tr>
<tr>
<td>MACH 129</td>
<td>Manufacturing Processes</td>
<td>3</td>
</tr>
<tr>
<td>MACH 160</td>
<td>Tool and Die</td>
<td>4</td>
</tr>
<tr>
<td>Total Units</td>
<td></td>
<td>36</td>
</tr>
</tbody>
</table>

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate safety by passing NIMS and OSHA safety
- Read and perform work according to blueprints or drawing sheets
- Operate machinery to complete a task with precision and accuracy

Mathematics

The Mathematics Department offers coursework in all levels of mathematics from arithmetic through differential equations and linear algebra. Students seeking improvement in their basic mathematical skills and those desiring development of advanced mathematical methods can all find meaningful activities in the mathematics program. While there are job opportunities in pure mathematics, there are even more in education, business, engineering, and other technical fields that rely on mathematics. Students planning to transfer to a four-year institution and major in mathematics or a related field should consult with a counselor regarding the transfer process and lower division requirements.

Sequence of Mathematics Courses at SBVC

Students pursuing an AS-T in Mathematics or a STEM major are recommended to follow the STEM track sequence. Non-STEM majors should take a course in the non-STEM track, if required. Please contact a counselor to see what course is appropriate for your educational goals. Eligibility to enroll in a mathematics course is subject to the SBVC Self-Guided Placement. Please contact a counselor for details.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>STEM Track</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MATH 102</td>
<td>College Algebra</td>
<td>4</td>
</tr>
<tr>
<td>MATH 103</td>
<td>Plane Trigonometry</td>
<td>4</td>
</tr>
<tr>
<td>MATH 151</td>
<td>Precalculus</td>
<td>4</td>
</tr>
<tr>
<td>MATH 250</td>
<td>Single Variable Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>MATH 251</td>
<td>Single Variable Calculus II</td>
<td>4</td>
</tr>
<tr>
<td>MATH 252</td>
<td>Multivariable Calculus</td>
<td>5</td>
</tr>
<tr>
<td>MATH 265</td>
<td>Linear Algebra</td>
<td>4</td>
</tr>
<tr>
<td>MATH 266</td>
<td>Ordinary Differential Equations</td>
<td>4</td>
</tr>
<tr>
<td>Note: MATH 102 and MATH 103 can be taken simultaneously.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-STEM Track</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MATH 108</td>
<td>Introduction to Probability and Statistics</td>
<td>4</td>
</tr>
<tr>
<td>MATH 115</td>
<td>Ideas of Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>MATH 141</td>
<td>Business Calculus</td>
<td>4</td>
</tr>
<tr>
<td>MATH 102</td>
<td>College Algebra</td>
<td>4</td>
</tr>
<tr>
<td>MATH 103</td>
<td>Plane Trigonometry</td>
<td>4</td>
</tr>
</tbody>
</table>

1 Be advised, this course assumes a student has completed Intermediate Algebra or Algebra 2, or an equivalent such as Math III.

2 Please contact a counselor to see if this course is appropriate to your educational goals.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Remedial Courses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MATH 601</td>
<td>Independent Lab for Fundamental Mathematical Skills</td>
<td>0</td>
</tr>
<tr>
<td>MATH 942</td>
<td>Arithmetic</td>
<td>3</td>
</tr>
<tr>
<td>MATH 952</td>
<td>Prealgebra</td>
<td>4</td>
</tr>
<tr>
<td>MATH 962</td>
<td>Arithmetic and Prealgebra</td>
<td>5</td>
</tr>
<tr>
<td>MATH 090</td>
<td>Elementary Algebra</td>
<td>4</td>
</tr>
<tr>
<td>MATH 095</td>
<td>Intermediate Algebra</td>
<td>4</td>
</tr>
<tr>
<td>MATH 096</td>
<td>Elementary and Intermediate Algebra</td>
<td>5</td>
</tr>
</tbody>
</table>
ALEKS Lab
This lab is located in PS - 131 and is for students enrolled in MATH 601, Independent Lab for Fundamental Mathematical Skills. Students interested in enrolling in this course must consult with a STEM counselor. http://www.sbvccstem.org/stem-counseling.php

The benefits from the ALEKS lab include:
- Support for non-tradition/traditional students
- Acknowledge the level of strength and weakness in mathematics
- One-on-one tutoring in Mathematics

Contact Information
Division: Mathematics, Business, and Computer Technology (B - 127)

Division Phone Number: (909) 384-8520
Faculty Chair: Anthony Castro (acastro@valleycollege.edu), M.S.

Mathematics Associate of Science Transfer Degree (p. 278)

MATH 090 4 Units
Elementary Algebra
Lecture: 72 contact hours
This course includes the basic concepts typically introduced in high school algebra, including operations on polynomials, exponents, solving linear and quadratic equations, linear inequalities, system linear of equations, word problems, factoring, rational expressions, and graphing linear equations.

Associate Degree Applicable

MATH 095 4 Units
Intermediate Algebra
Lecture: 72 contact hours
This course includes finding solutions to quadratic equations and inequalities, rational exponents and radicals, solving linear systems of equations and inequalities, functions, exponential and logarithm functions, and application problems.

Associate Degree Applicable

MATH 096 5 Units
Elementary and Intermediate Algebra
Lecture: 90 contact hours
This combined course in algebra includes the concepts typically introduced in Elementary and Intermediate Algebra. This course includes factoring, rules of exponents, operations on polynomials, rational expressions, and radical expressions. Topics also consist of finding solutions to equations, such as linear, quadratic, rational, radical, exponential and logarithmic. Additional topics include inequalities (linear, quadratic, and rational), solving linear systems of equations and inequalities, functions, and application problems.

Associate Degree Applicable

MATH 102 4 Units
College Algebra
Lecture: 72 contact hours
Prerequisite: MATH 095 or MATH 096 or eligibility for MATH 102 as determined through the SBVC assessment process.

This course is designed for students with a strong foundation in algebra. It includes the study of polynomial rational functions and inequalities, exponential and logarithmic functions, conics, systems of nonlinear equations and inequalities, and an introduction to sequences, series, and the Binomial Theorem.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: MATH 150/151

MATH 103 4 Units
Plane Trigonometry
Lecture: 72 contact hours
Prerequisite: MATH 095 or MATH 096 or eligibility for MATH 103 as determined through the SBVC assessment process.

This course provides a study of trigonometric functions, identities, trigonometric equations, periodicity, graphs of trigonometric functions, inverse trigonometric functions, solving right triangles, solving triangles using the Law of Cosines and Law of Sines, polar coordinates, and an introduction to vectors.

Associate Degree Applicable
Transfers to CSU only
C-ID: MATH 851

MATH 108 4 Units
Introduction to Probability and Statistics
Lecture: 72 contact hours
Prerequisite: MATH 095 or MATH 096 or eligibility for MATH 108 as determined through the SBVC assessment process.

This course is an introduction to probability, descriptive and inferential statistics, with applications to the natural sciences, life science, health science, education, business, economics, and the behavioral sciences.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: MATH 110

MATH 115 3 Units
Ideas of Mathematics
Lecture: 54 contact hours
Prerequisite: MATH 095 or MATH 096 or eligibility for MATH 115 as determined through the SBVC assessment process.

This course includes sets, propositional logic, inductive reasoning and applications, mathematical patterns, counting methods, and finite probability spaces.

Associate Degree Applicable
Transfers to both UC/CSU

MATH 141 4 Units
Business Calculus
Lecture: 72 contact hours
Prerequisite: MATH 095 or MATH 096 or eligibility for MATH 141 as determined through the SBVC assessment process.

Advisory: MATH 102
This course is a study of calculus techniques with emphasis placed on concepts related to business and management solutions. Additional applications of derivatives and integrals of functions including polynomials, rational, exponential and logarithmic functions are studied.

Associate Degree Applicable
Transfers to both UC/CSU
MATH 151  4 Units  
Precalculus  
Lecture: 72 contact hours  
Prerequisite: MATH 102 and MATH 103 or eligibility for MATH 151 as determined through the SBVC assessment process.  
This course provides foundational skills to facilitate success in calculus. Topics include polynomials and rational functions, exponential and logarithmic functions, systems of nonlinear equations and inequalities, parametric and polar equations, trigonometric functions, and limits.  
Associate Degree Applicable  
Transfers to both UC/CSU

MATH 180  4 Units  
Introduction to Data Science  
Lecture: 72 contact hours  
Prerequisite: MATH 108  
Introductory course on data collection and management, data manipulation, data modeling, statistical inference, and statistical modeling with data. Students will gain experience using a computer programming language (e.g. Python, R, etc.) to carry out statistical analysis.  
Associate Degree Applicable  
Transfers to both UC/CSU

MATH 222  1-3 Units  
Independent Study in Mathematics  
DIR: 54 contact hours  
Prerequisite: MATH 095 or MATH 096  
Students with previous course work in mathematics may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of mathematics. Prior to registration, a written contract must be jointly prepared by the instructor and the student.  
Associate Degree Applicable  
Transfers to CSU only

MATH 250  4 Units  
Single Variable Calculus I  
Lecture: 72 contact hours  
Prerequisite: MATH 151 or eligibility for MATH 250 as determined through the SBVC assessment process.  
This is a first course in calculus, including limits, continuity, derivatives of algebraic and transcendental functions, applications of derivatives, antiderivatives, the Fundamental Theorem of Calculus, definite integrals and their applications.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: MATH 211/900S

MATH 251  4 Units  
Single Variable Calculus II  
Lecture: 72 contact hours  
Prerequisite: MATH 250  
This second course in calculus provides further application of definite integrals, differentiation and integration of transcendental functions, techniques of integration, L'Hopital's rule and improper integrals, infinite sequences and series, Taylor and power series, polar and parametric equations.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: MATH 221/900S

MATH 252  5 Units  
Multivariable Calculus  
Lecture: 90 contact hours  
Prerequisite: MATH 251  
This third course in calculus includes vectors, lines, and simple surfaces in three-dimensional space, some linear algebra topics, vector-valued functions, partial derivatives, multiple integrals, line integrals and Green's Theorem, surface integrals and the theorems of Gauss and Stokes.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: MATH 230

MATH 255  4 Units  
Linear Algebra  
Lecture: 72 contact hours  
Prerequisite: MATH 250  
This course provides an introduction to linear algebra that complements advanced courses in calculus. Topics include systems of linear equations, matrix operations, determinants, vectors and vector spaces, eigenvalues and eigenvectors, and linear transformations.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: MATH 250/910S

MATH 266  4 Units  
Ordinary Differential Equations  
Lecture: 72 contact hours  
Prerequisite: MATH 251  
Advisory: MATH 252  
The course is an introduction to ordinary differential equations including both quantitative and qualitative methods as well as applications from a variety of disciplines. Introduces the theoretical aspects of differential equations, including establishing when solution(s) exist, and techniques for obtaining solutions, including, series solutions, and singular points, Laplace transforms and linear systems.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: MATH 240/910S

MATH 601 Noncredit  
Independent Lab for Fundamental Mathematical Skills  
Lab: 54 contact hours  
This noncredit course is offered as a study or review of the fundamental concepts of arithmetic, prealgebra, beginning algebra, and intermediate algebra as appropriate based on individual student needs. The course is intended for students who need to refresh their math skills prior to taking a college level math course.  
MATH 602 Noncredit  
Support for College Algebra  
Lab: 54 contact hours  
Corequisite: MATH 102  
This noncredit course is a review of the prerequisite skills essential for college algebra. This course includes a review of topics covered in elementary and intermediate algebra as appropriate, based on individual student needs. The course is intended for students who need to refresh their math skills while enrolled in a college algebra math course to be used for just in time remediation.
MATH 608 Noncredit
Support for Introductory Statistics
Lab: 54 contact hours
Corequisite: MATH 108
This noncredit course is a review of the prerequisite skills essential for statistics. This course includes a review of topics covered in arithmetic and algebra as appropriate, based on individual student needs. The course is intended for students who need to refresh their math skills while enrolled in an introductory statistics course to be used for just in time remediation.

MATH 651 Noncredit
Support for Precalculus
Lecture: 18 contact hours
Corequisite: MATH 151
This noncredit course is a review of the prerequisite skills essential for precalculus. This course includes a review of topics covered in elementary algebra, intermediate algebra, college algebra, and trigonometry as appropriate, based on individual student needs. The course is intended for students who need to refresh their math skills while enrolled in a precalculus math course to be used for just in time remediation.

MATH 942 3 Units
Arithmetic
Lecture: 54 contact hours
This course is a basic skills course in arithmetic including the fundamental operations of whole numbers, fractions, decimals, ratios, proportions, and percents.

MATH 952 4 Units
Prealgebra
Lecture: 72 contact hours
This course is an introduction to mathematical properties; exponential notation; linear equations in one variable; algebraic word problems; variables; polynomials; and the appropriate operation rules for rational numbers, whole numbers and integers; an emphasis on speaking, listening, reading, and writing in communicable mathematics terminology.

MATH 962 5 Units
Arithmetic and Prealgebra
Lecture: 90 contact hours
This course is an introduction to mathematical properties, including the fundamental operations of whole numbers, integers, fractions, decimals, ratios, proportions, and percent. Topics also include exponential notation, linear equations in one variable, algebraic word problems, variables, polynomials, and the appropriate operation rules for rational numbers, whole numbers and integers.

Mathematics Associate of Science Transfer Degree

Mathematics is one of the oldest sciences. Mathematicians usually work in two general areas of mathematics, theoretical or applied mathematics. Mathematicians expand mathematical knowledge, by discovering mathematical principles or expanding on known mathematical theory. Mathematicians develop models indirectly or directly to solve problems in other fields such as business, chemistry, biology, physics, engineering, statistics, computer science, and other sciences.

An AS-T degree in mathematics includes a general study of calculus, with additional study in linear algebra, differential equations, or computer science. The degree will prepare students to successfully complete additional study in mathematics at CSU.

The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor’s degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major.

To earn this Mathematics AS-T degree, students must meet the following requirements:

• completion of the following major requirements with grades of C or better;
• Completion of a minimum of 60 CSU transferrable semester units with a grade point average of at least 2.0; and
• certified completion of the CSU General Education-Breadth (CSU-GE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

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

Students planning on transferring to a four-year institution and major in Early Childhood Education should consult with a counselor regarding the transfer process and lower division requirements.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 250</td>
<td>Single Variable Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>MATH 251</td>
<td>Single Variable Calculus II</td>
<td>4</td>
</tr>
<tr>
<td>MATH 252</td>
<td>Multivariable Calculus</td>
<td>5</td>
</tr>
</tbody>
</table>

Select 8 units from Lists A and B, with at least 4 units from List A.

List A: Select one to two courses from the following

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 265</td>
<td>Linear Algebra</td>
<td>4</td>
</tr>
<tr>
<td>MATH 266</td>
<td>Ordinary Differential Equations</td>
<td>4</td>
</tr>
</tbody>
</table>

List B: Select one course from the following

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CS 190</td>
<td>Programming in C++</td>
<td>4</td>
</tr>
<tr>
<td>PHYSIC 202</td>
<td>Physics I</td>
<td>4</td>
</tr>
<tr>
<td>MATH 108</td>
<td>Introduction to Probability and Statistics</td>
<td>4</td>
</tr>
<tr>
<td>or ECON 208</td>
<td>Business and Economic Statistics</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Total</td>
<td></td>
<td>21</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Total Units That May Be Double Counted</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>3</td>
</tr>
</tbody>
</table>
General Education (CSU-GE or IGETC) Units 37-39
Elective (CSU Transferable) Units 3-5
Total Units 60

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)
IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes
At the completion of this program, students will be able to:

• Apply mathematical rules to manipulate mathematical expressions
• Differentiate between theoretical and applied mathematical concepts
• Integrate mathematical concepts and principles to other science disciplines
• Model a real world problem using a mathematical model

Modern Languages
The Modern Languages Department offers beginning, intermediate and advanced courses in Arabic, American Sign Language (ASL), Chinese (Mandarin), French and Spanish. Arabic, Chinese, French and Spanish are among the top ten most spoken languages in the U.S. and American Sign Language is the native language used by the Deaf community in the U.S. and parts of Canada. The primary objective of the Modern Languages Department is to teach language and culture at a level allowing one to communicate and interact with the community appropriately. Instruction emphasizes communication and cultural competency. The study of language may assist individuals seeking employment within, or in support of, various linguistic communities. Areas of employment benefitting from language and cultural competency may include Nursing, Human Services, Education, Business and Sales, and more. Students transferring for a Modern Language B.A. should consult a counselor regarding course requirements.

Contact Information
Division: Arts and Humanities (NH - 223)
Division Phone Number: (909) 384-8633
Faculty Chairs: Davena Burns-Peters (dburns@sbccd.edu), B.E. and Nori Sogomonian (nsogomon@sbccd.edu), Ed.D.

Spanish Associate of Arts Transfer Degree (p. 282)

Spanish Course Tracks

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPAN 157</td>
<td>Spanish for Heritage Speakers I 1</td>
<td>4</td>
</tr>
<tr>
<td>SPAN 158</td>
<td>Spanish for Heritage Speakers II 2</td>
<td>4</td>
</tr>
<tr>
<td>SPAN 101</td>
<td>College Spanish I</td>
<td>5</td>
</tr>
<tr>
<td>SPAN 102</td>
<td>College Spanish II</td>
<td>5</td>
</tr>
<tr>
<td>or SPAN 102H</td>
<td>College Spanish II - Honors</td>
<td></td>
</tr>
<tr>
<td>SPAN 103</td>
<td>College Spanish III</td>
<td>4</td>
</tr>
<tr>
<td>or SPAN 103H</td>
<td>College Spanish III - Honors</td>
<td></td>
</tr>
<tr>
<td>SPAN 104</td>
<td>College Spanish IV</td>
<td>4</td>
</tr>
</tbody>
</table>

1 SPAN 103 and SPAN 103H are equivalent to SPAN 157
2 SPAN 104 is equivalent to SPAN 158

American Sign Language (ASL)
American Sign Language is the natural language of the Deaf community and is the foundation of Deaf Culture. American Sign Language is used by an estimated 2,500,000 members of the Deaf community in North America. American Sign Language is identified as a legitimate language with its own linguistic properties and grammar. American Sign Language courses are designed to help students develop level-appropriate linguistic, communicative, and cultural competence. Comprehension and expressive practice of American Sign Language occurs within culturally relevant contexts. San Bernardino Valley College offers first, second, third and fourth semester of American Sign Language courses, which are degree, CSU and UC applicable. For those seeking a career as an ASL interpreter, this coursework is the first step in transferring to an interpreter education program.
Modern Languages

ASL 109  4 Units
American Sign Language I
Lecture: 72 contact hours
In this course students develop communication skills in American Sign Language including the alphabet, basic vocabulary and grammar of ASL. Both receptive and expressive abilities are emphasized. Students review the characteristics of the deaf community and culture.

Associate Degree Applicable
Transfers to both UC/CSU

ASL 110  4 Units
American Sign Language II
Lecture: 72 contact hours
Prerequisite: ASL 109
The course is second in a series of four ASL courses designed for the student to develop proficiency in ASL usage. Students continue to develop basic conversational skills with emphasis on expanding vocabulary and comprehension/production skills. There are four basic categories: cultural awareness, grammatical features, vocabulary development, and conversational skills.

Associate Degree Applicable
Transfers to both UC/CSU

ASL 111  4 Units
American Sign Language III
Lecture: 72 contact hours
Prerequisite: ASL 110
Students continue to develop conversational skills in American Sign Language and expand their vocabulary and grammar of ASL. Students review primary issues in deaf culture and strengthen their understanding of deaf awareness. Emphasis is on idiomatic constructions as well as comprehension and production skills.

Associate Degree Applicable
Transfers to both UC/CSU

ASL 112  4 Units
American Sign Language IV
Lecture: 72 contact hours
Prerequisite: ASL 111
This course is designed to help students acquire communicative competency in American Sign Language, both comprehension and production skills within the contexts of literature and storytelling. Emphasis is on cultural awareness, grammatical features, vocabulary development, and conversational skills.

Associate Degree Applicable
Transfers to both UC/CSU

ARAB 101  5 Units
College Arabic I
Lecture: 90 contact hours
This course includes the study of essentials of pronunciation including the Arabic alphabet, symbols and sounds, vocabulary, idioms, and grammatical structures along with an introduction to the key social issues and culture of Arabic-speaking people. This course corresponds to two years of high school study.

Associate Degree Applicable
Transfers to both UC/CSU

ARAB 102  5 Units
College Arabic II
Lecture: 90 contact hours
Prerequisite: ARAB 101
In this course students continue to develop the ability to converse, read and write in Arabic. The course includes the study of essentials of pronunciation, vocabulary, idioms, and grammatical structures along with an introduction to the key social issues and culture of Arabic speaking people.

Associate Degree Applicable
Transfers to both UC/CSU

Chinese

Mandarin is one of the most widely spoken languages in the world currently spoken by nearly one-fifth of the world's population. Because of its influence in diplomacy, Chinese has become one of the most requested languages after Spanish. Given its universality, Mandarin is a useful language in a global society and economy. SBVC offers a first and second semester of Mandarin Chinese language courses. Courses are designed to help students develop communicative and cultural competence. Students practice listening, speaking, reading, and writing Chinese in culturally relevant contexts. SBVC offers a first and second semester of Chinese Mandarin language courses, which are degree, CSU and UC applicable.

CHIN 101  5 Units
College Mandarin Chinese I
Lecture: 90 contact hours
In this course students develop four major linguistic skills: listening comprehension, speaking, reading and writing in Mandarin Chinese at the beginning level. The course includes the study of essentials of pronunciation, vocabulary and grammatical patterns along with an introduction to the Chinese history, culture, and the geography of the Chinese speaking world.

Associate Degree Applicable
Transfers to both UC/CSU

CHIN 102  5 Units
College Mandarin Chinese II
Lecture: 90 contact hours
Prerequisite: CHIN 101
In this course students will continue to develop four major linguistic skills: listening comprehension, speaking, reading and writing in Mandarin Chinese at the beginning/intermediate level. The course includes the study of essentials of pronunciation, vocabulary and grammatical patterns and expands upon the history, culture, and the geography of the Chinese speaking world.

Associate Degree Applicable
Transfers to both UC/CSU

Arabic

Modern Arabic is an official United Nations language that is used across 22 countries with over 300 million native speakers. From Tangier to Cairo, and Sudan to Syria, this sacred language is the key to understanding the cultural and historical diversity of the Arabic world. The objectives of Arabic courses are level-appropriate linguistic competence and increased awareness of Arabic culture. Courses in Arabic include the study of essentials of pronunciation including the Arabic alphabet, symbols and sounds, vocabulary, idioms, and grammatical structures along with an introduction to the key social issues and culture of Arabic-speaking people. SBVC offers a first and second semester of Arabic language courses, which are degree, CSU and UC applicable.

French

Modern French is spoken in 29 countries, covering five continents, an honor shared only with English. A language of philosophy, political revolution,
and romance, it is the source of considerable pride for over 275 million native speakers. Because of its political and economic strengths, French is the third most widely used language on the Internet. The objectives of French courses are level-appropriate linguistic competence and increased awareness of Francophone culture. SBVC offers a first and second semester of French language courses, which are degree, CSU and UC applicable.

FRENCH 101  5 Units  
College French I  
Lecture: 90 contact hours  
In this course students develop the ability to converse, read and write in French. The course includes the study of essentials of pronunciation, vocabulary, idioms and grammatical structures along with an introduction to the culture of French-speaking peoples. This course corresponds to the first two years of high school study.  
Associate Degree Applicable  
Transfers to both UC/CSU

FRENCH 102  5 Units  
College French II  
Lecture: 90 contact hours  
Prerequisite: FRENCH 101  
This course provides students the opportunity to continue to develop conversational, reading and writing skills in French with special emphasis on past tense verbs, grammar, vocabulary expansion and cultural applications of the French language.  
Associate Degree Applicable  
Transfers to both UC/CSU

Spanish
Spanish is the language of 560 million people around the world. It is a culturally rich and historically significant language, the use of which spans no less than 3 continents and 20+ countries. Spanish is the second most spoken language in the United States, and it is the dominant language in many neighboring countries in the Western Hemisphere. The objectives of Spanish courses are level-appropriate linguistic competence and increased awareness of Hispanic culture. Classroom methods incorporate critical thinking and the direct oral approach. Assignments are based on lectures, reading, presentations and individual research. Activities may include homework, workbooks, journals, documentaries, movies, compositions, presentations, interviews, cultural discussions, etc.

The Spanish AA-T is a great first, or second major because fluency is a valuable skill in most professional fields. Advanced Spanish courses are divided into Spanish for Learners and Spanish for Heritage Speakers. Language courses are taken for personal or professional reasons, and/or to meet foreign language degree requirements including the SBVC AA-T degree for Spanish. All courses are transfer level and articulated with CSU/UC systems.

SPAN 101  5 Units  
College Spanish I  
Lecture: 90 contact hours  
In this course, students will develop the ability to converse, read, and write in Spanish. The course includes the study of essentials of pronunciation, vocabulary, idioms and grammatical structures along with an introduction to the cultures of Spanish speaking countries. This course corresponds to the first two years of high school study.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: SPAN 100

SPAN 102  5 Units  
College Spanish II  
Lecture: 90 contact hours  
Prerequisite: SPAN 101  
In this course students continue to develop conversational, reading and writing skills in Spanish with emphasis on past tense verbs, grammar, vocabulary expansion and the culture of Spanish speaking countries.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: SPAN 110

SPAN 102H  5 Units  
College Spanish II - Honors  
Lecture: 90 contact hours  
Prerequisite: SPAN 101  
In this course students continue to develop conversational, reading and writing skills in Spanish with emphasis on past tense verbs, grammar, vocabulary expansion and the culture of Spanish speaking countries. This course is intended for students in the Honors Program but is open to all students who desire more challenging course work.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: SPAN 110

SPAN 103  4 Units  
College Spanish III  
Lecture: 72 contact hours  
Prerequisite: SPAN 102 or SPAN 102H  
In this intermediate level course students develop complex conversational, reading and writing skills, with emphasis on the subjunctive and hypothetical situations. This course expands vocabulary in the Spanish language and awareness of Hispanic culture.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: SPAN 200

SPAN 103H  4 Units  
College Spanish III - Honors  
Lecture: 72 contact hours  
Prerequisite: SPAN 102 or SPAN 102H  
In this intermediate level course students develop complex conversational, reading and writing skills, with emphasis on the subjunctive and hypothetical situations. This course expands vocabulary in the Spanish language and awareness of Hispanic culture. This course is intended for students in the Honors Program but is open to all students who desire more challenging coursework.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: SPAN 200

SPAN 104  4 Units  
College Spanish IV  
Lecture: 72 contact hours  
Prerequisite: SPAN 103 or SPAN 103H or SPAN 157  
This course develops language skills through reading, discussion, analysis, and writing about culturally representative works from Spain and Latin America. Emphasis is on composition and literature as an expression of culture.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: SPAN 210
It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU. Students planning to transfer to a four-year institution and major in Spanish should consult with a counselor regarding the transfer process and lower division requirements.

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Note: If a student places out of any core course(s) and is not awarded units for that course, the student will need to take additional units from List A to compensate.

Program Learning Outcomes
At the completion of this program, students will be able to:

- Demonstrate proficiency in the skills of speaking, reading, writing and comprehension of academic, standard Spanish
- Develop an appreciation and understanding of the diverse Spanish speaking regions and cultures around the world
- Prepare to take on advanced coursework in Spanish language and culture and/or transfer to an accredited university as a third-year student with a major in Spanish
- Produce accurate written and spoken standard Spanish as a means of communication in a professional setting where Spanish is spoken
- Seek opportunities to advance in their knowledge of language and culture such as Study Abroad offerings at the transfer institution

Music
The SBVC Music Department offers a comprehensive program of music study. The faculty and students in the department of music share a deep and abiding love for their art and a common desire to achieve excellence.
in it. The curriculum provides basic preparation for careers in music or further study and is designed to provide a balanced education in the many facets of musical experience. It is the goal of the music department to help students develop their own musical and intellectual potential to the highest possible level.

Students planning to transfer to a four-year institution and major or minor in Music should consult with a counselor regarding the transfer process and lower-division requirements, as well as reach out to the Faculty Chair.

Contact Information
Division: Arts and Humanities (NH - 223)
Division Phone Number: (909) 384-8633
Faculty Chairs: Melinda Fogle (mfogle@sbccd.edu), Ph.D. and Margaret Worsley (mworsley@sbccd.cc.ca.us), M.M.
Department Website (http://www.valleycollege.edu/music/)

• Music Associate of Arts Degree (p. 289)
• Music Associate of Arts Transfer Degree (p. 290)

MUS 100 3 Units
Music Appreciation
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.
This course introduces students to music in western civilization and methods of music listening. Included in this course are guidelines for thoughtful music selection, basic musical forms, cross-cultural studies in music, music periods and styles, a discussion of patrons and audiences, careful consideration of the role of women in creating music, history of art music, popular music, world music, and jazz.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: MUS 100

MUS 101 3 Units
Music Theory I: Fundamentals
Lecture: 54 contact hours
Corequisite: MUS 101L
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.
This course studies music terminology, elements of music (pitch, duration, intensity, and timbre), rhythmic analysis, major scales and their key signatures, chromatic scales, intervals, and solfeggio syllables. It is a course designed for the beginning student with a moderate interest in the structure of music. It is also designed for the music major and as such serves as the first in a four-part series of music theory courses.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: MUS 120

MUS 101L 1 Unit
Musicianship I
Lab: 54 contact hours
Corequisite: MUS 101
Specifically, this course applies the materials studied in Music Theory I through sight-singing (using solfeggio syllables), keyboard skills (the playing of scales and identification of pitches on the keyboard), recognition and performance of intervals, and some ear-training (melodic dictation). This course is the companion course to MUS 101.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: MUS 125

MUS 102 3 Units
Music Theory II: Scales and Modes
Lecture: 54 contact hours
Prerequisite: MUS 101 and MUS 101L
Corequisite: MUS 102L
This course is a foundational discussion of analytical and compositional techniques through a progressive study of the following: four-part chorale composition (in diatonic harmony) including secondary dominants and other applied chordal structures; basic introduction into contrapuntal writing (two part only), voice leading, additional non-harmonic tones and modulation to relative, parallel and distant keys. It is the second in a four-part series of music theory courses designed for the music major.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: MUS 130

MUS 102L 1 Unit
Musicianship II
Lab: 54 contact hours
Prerequisite: MUS 101 and MUS 101L
Corequisite: MUS 102
Advisory: MUS 134
This course continues to focus on the study of musicianship through its components. It explores dictation skills (the notation of aural impressions), the continued use of solfeggio syllables to discern pitches within a tonal framework, keyboard fundamentals, and is designed to elevate the student’s level of dictation and musical analysis. It is the companion course to MUS 102.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: MUS 135

MUS 104 3 Units
History of Rock and Roll
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.
This course is a chronological survey of rock music styles. Included in the course is a study of the origins and the development of Rock and Roll. The major performing artists, composers, lyricists, promoters and arrangers are all studied. A major aspect of the course is the emphasis on how Rock and Roll has impacted Western culture.

Associate Degree Applicable
Transfers to both UC/CSU
MUS 105 3 Units
American Popular Music
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course traces the social history of America through a study of the eras of popular American music. By examining the various styles, the outstanding musicians and the leading composers exemplary of those styles, this class illustrates how the historical era impacts the music and how the music reflects the historical era. The course begins with a discussion of popular music examining the popular songs of the colonies and the schools of singing that developed. The discussion continues through the music of the Civil War and tracks popular music across the great westward expansion. It concludes with studies of Gospel, Blues, Jazz and ultimately Rock and Roll.

Associate Degree Applicable
Transfers to both UC/CSU

MUS 106 3 Units
History of Jazz
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course is a chronological survey of Jazz forms, styles, and movements. Included in the course is a study of the origins and the development of Jazz. The major performing artists, composers, lyricists and arrangers are all studied. An emphasis is placed on the impact of Jazz on Rock and Roll and Pop Music. Another emphasis is placed on the impact of Classical Music on Jazz as well as the impact that Jazz has had in recent years on Classical Music.

Associate Degree Applicable
Transfers to both UC/CSU

MUS 107 3 Units
Music Cultures of the World
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course is a survey of traditional and folk music of global continents and cultures. The course includes live and filmed performances, as well as introductions to various significant indigenous musical instruments. Students are introduced to instrumental and vocal techniques, musical structures, and performance contexts within selected cultures of the world. The impact and influence of global musical cultures on western music is a main focus in this course.

Associate Degree Applicable
Transfers to both UC/CSU

MUS 108 3 Units
History of Hip Hop Music
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course presents the development of Hip hop as a musical style and cultural movement. Students will examine key figures in Hip hop, institutions, and social settings through readings, electronic media, videos, and live performance. Students will also investigate how Hip hop culture is not only a source of entertainment, but also a medium that analyzes and/or provides commentary regarding social, economic, political, and cultural issues dealing with identity, cultural genocide, misogyny, racism, classism, materialism, freedom of speech, and sexuality.

Associate Degree Applicable
Transfers to both UC/CSU

MUS 109 3 Units
Music History and Literature - Middle Ages Through Baroque
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course provides an overview of the historical development of music from the Middle Ages (1450) through the Baroque Period (1750). Emphasis is placed on appreciation of musical form, and the role of music in a multicultural society relative to historical events.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: MUS 105
MUS 121H  3 Units  
Music History and Literature - Middle Ages Through Baroque - Honors  
Lecture: 54 contact hours  
Prerequisite: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.  
This course provides an overview of the historical development of music from the Middle Ages (1450) through the Baroque Period (1750). Emphasis is placed on appreciation of musical form, and the role of music in a multicultural society relative to historical events. This course is intended for students in the Honors Program, but is open to all students who desire more challenging course work.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: MUS 105

MUS 122  3 Units  
Music History and Literature - Classic through Contemporary  
Lecture: 54 contact hours  
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.  
This course provides an overview of the historical development of music from Classicism (1750) to the present. Emphasis is placed on appreciation of musical form, and the role of music in a multicultural society relative to political and artistic events.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: MUS 106

MUS 122H  3 Units  
Music History and Literature - Classic Through Contemporary - Honors  
Lecture: 54 contact hours  
Prerequisite: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.  
This course provides an overview of the historical development of music from Classicism (1750) to the present. Emphasis is placed on appreciation of musical form, and the role of music in a multicultural society relative to political and artistic events. This course is intended for students in the Honors Program, but is open to all students who desire more challenging course work.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: MUS 106

MUS 123  3 Units  
Electronic Music I  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.  
This course is an introduction to computer-based music recording techniques using electronic and digital interfaces. Course topics include electronic sequencing software, notation software, basic digital audio, microphones, interfaces, and other hardware used in recording studios.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: MUS 170

MUS 124  3 Units  
Electronic Music II  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Prerequisite: MUS 123  
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.  
This course will cover advanced uses of sequencing software, notation software, digital audio, microphones, interfaces, and other hardware used in recording studios.  
Associate Degree Applicable  
Transfers to both UC/CSU

MUS 130  3 Units  
Elementary Voice  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.  
This course is an introduction and progressive study of vocal techniques including muscular aspects and sound of producing properties of the vocal mechanism with emphasis on singing and vocal projection used in speech, drama, and standard vocal literature.  
Associate Degree Applicable  
Transfers to both UC/CSU

MUS 131  3 Units  
Intermediate Voice  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Prerequisite: MUS 130  
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.  
This course is designed for the singer who has had formal vocal training and wishes to pursue additional training for a career in the vocal arts. Emphasis is on vocal technique, voice quality, expression, style, interpretation, stage presence, and multi-language diction.  
Associate Degree Applicable  
Transfers to both UC/CSU

MUS 133  1 Unit  
Elementary Piano  
Lab: 54 contact hours  
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.  
This course teaches practical keyboard facility that is applicable for the piano, organ, and electronic keyboard. It emphasizes sight reading, elementary improvisation, harmonization of folk and pop melodies, and leads to performance of simple piano selections.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: MUS 170
MUS 134 1 Unit
Intermediate Piano
Lab: 54 contact hours
Prerequisite: MUS 133
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.
This course focuses on the improvement of keyboard facility and sight reading abilities, utilizing improvisation and harmonization skills through simplified arrangements and original composition. This course will be useful for those desiring to strengthen keyboard skills.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: MUS 171

MUS 135 1 Unit
Advanced Piano
Lab: 54 contact hours
Prerequisite: MUS 134 and MUS 102 and MUS 102L or an audition with the instructor.
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.
This course focuses on the improvement of keyboard facility and sight-reading abilities. It advances improvisation and harmonization skills. It is primarily concerned with more advanced complex piano works by the master composers: Chopin, Beethoven, Mozart, Brahms and others.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: MUS 172

MUS 141X2 0.5 Units
Applied Music I
Lab: 27 contact hours
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.
Students receive credit for a minimum of one-half hour of weekly private instruction on a musical instrument or voice. Daily laboratory practice, concert and ensemble participation are required. The course is open to all students in the college, with
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: MUS 160

MUS 150X4 1 Unit
Mixed Chorus
Lab: 54 contact hours
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.
This course develops foundational techniques in such aspects of choral music as breathing, posture, tone production, enunciation and musicianship. This ensemble focuses on choral music from a variety of stylistic periods including classical, spiritual, folk and musical theatre. Neither experience nor an audition is necessary. This course may be taken four times.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: MUS 180

MUS 152X4 2 Units
Chamber Singers
Lab: 108 contact hours
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.
In this course, students will study and perform a wide variety of outstanding music literature from all periods suitable to a chamber group, including classical genres and contemporary art music as well as musical theater and opera excerpts. An audition with the director is mandatory. This course may be taken four times.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: MUS 180

MUS 153X4 2 Units
Chamber Chorale
Lab: 108 contact hours
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.
This is a small (20) ensemble of singers, each with considerable solo and choral classical music experience. Students will train as both classical vocal soloists and choral musicians. Students will study intonation, sectional balance and choral blending. Repertoire will be entirely classical in nature, in multiple languages and composed specifically with a small intimate sound in mind. An audition with the director is mandatory. This course may be taken four times.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: MUS 180

MUS 154X4 2 Units
College Singers
Lab: 108 contact hours
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.
In this course, students will study and perform a wide variety of outstanding music literature from all periods suitable to a large sized choral ensemble, including music from the Renaissance, Baroque, and Romantic eras. Neither experience nor an audition is necessary. This course may be taken four times.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: MUS 180

MUS 156X4 2 Units
Concert Choir
Lab: 108 contact hours
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.
In the course, students will study and perform a wide variety of outstanding music literature from all periods suitable to a medium to large size chorale, including music of a classical nature from the Renaissance Period to the Twentieth Century. Neither experience nor an audition is necessary. This course may be taken four times.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: MUS 180
C-ID: Transfers to both UC/CSU Associate Degree Applicable

MUS 158X4 1 Unit
Gospel Choir
Lab: 54 contact hours
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

Repertoire in the course focuses on the African-American gospel traditions. Historical analysis of the spirituals, as well as vocal and performing techniques are emphasized. An audition with the director is mandatory. This course may be taken four times.

Associate Degree Applicable

MUS 159X4 2 Units
Theatrical Music Workshop
Lab: 108 contact hours
Prerequisite: MUS 130 or MUS 152X4 or MUS 154X4 or MUS 156X4
In this course, students study the art of stage movement as it is paired with acoustical song (singing without amplification). Repertoire for this class consists of Opera, Oratorio, Operetta and Operatics excerpts. Students study characterization and stage movement in both principal and chorus parts. Students participate in costuming, makeup and stagecraft. Students are strongly advised to have some classical vocal training prior to

Associate Degree Applicable

MUS 162X4 1 Unit
Wind Ensemble
Lab: 54 contact hours
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course is for the study, rehearsal, and public performance of musical literature, with an emphasis on the development of skills needed to perform within an ensemble and be emulated by future teachers. This group is the premier classical instrumental ensemble featuring wind, brass, and percussion instruments. An audition with the director is mandatory for participation in this ensemble. Public performances are mandatory.

Associate Degree Applicable

MUS 165X4 1 Unit
Concert Band
Lab: 54 contact hours
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course is for the study, rehearsal, and public performance of musical literature, with an emphasis on the development of skills needed to both perform within an ensemble, and be emulated by future teachers. This group features wind, brass, and percussion instruments; and will rehearse and perform standard band literature. An audition with the director is mandatory for participation in this ensemble.

Associate Degree Applicable

MUS 170X2 1 Unit
Jazz Improvisation and Theory I
Lab: 54 contact hours
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course presents the beginning concepts of Jazz improvisation skills and Jazz theory. Emphasis is placed on swing, bebop, and blues. This course is open to instrumentalists and vocalists. An audition with the director is mandatory for participation in this ensemble. (Formerly MUS 170)

Associate Degree Applicable

MUS 171X2 1 Unit
Jazz Improvisation and Theory II
Lab: 54 contact hours
Prerequisite: MUS 170x2
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course presents the intermediate to advanced concepts of Jazz improvisation skills and Jazz theory. This is an ensemble with emphasis placed on modal and pentatonic scales, hard bop style, and modern jazz. An audition with the director is mandatory for participation in this ensemble. (Formerly MUS 171)

Associate Degree Applicable

MUS 180X4 1 Unit
Instrumental Chamber Music
Lab: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course covers the study and performance of instrumental chamber literature. Students will be organized into various chamber music ensembles to prepare, perform, and record assigned literature. An audition with the director is mandatory for participation in this ensemble. (Formerly MUS 180)

Associate Degree Applicable

MUS 201 3 Units
Music Theory III: Basic Harmony
Lecture: 54 contact hours
Prerequisite: MUS 102 and MUS 102L
Corequisite: MUS 201L
This course represents a complete study of the diatonic harmonies from the 17th, 18th and 19th centuries. It includes a review of triad formations and the principles of voice-leading. Included in the course is a review study of seventh chords, secondary dominants, non-harmonic tones, realization of figured bass lines and rudimentary formal analysis. It also includes an introduction of augmented-sixth chords, secondary/applied chords, modulation to more remote keys, Neapolitan sixth chords and some chromatic harmony. An important part of this class is the analysis of chorales by J.S. Bach. This course is the third of a four-part series of theory courses and is primarily designed for the music major.

Associate Degree Applicable

MUS 210 1 Unit
Choral Conducting
Lab: 54 contact hours
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course prepares the student as a choral conductor. This course is open to instrumentalists and vocalists. An audition with the director is mandatory for participation in this ensemble. (Formerly MUS 210)

Associate Degree Applicable

MUS 211 1 Unit
Jazz Improvisation and Theory III
Lab: 54 contact hours
Prerequisite: MUS 171x2
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course presents the advanced concepts of Jazz improvisation skills and Jazz theory. Emphasis is placed on modal and pentatonic scales, hard bop style, and modern jazz. An audition with the director is mandatory for participation in this ensemble. (Formerly MUS 211)

Associate Degree Applicable

MUS 212 1 Unit
Jazz Improvisation and Theory IV
Lab: 54 contact hours
Prerequisite: MUS 171x2
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course presents the advanced concepts of Jazz improvisation skills and Jazz theory. Emphasis is placed on modal and pentatonic scales, hard bop style, and modern jazz. An audition with the director is mandatory for participation in this ensemble. (Formerly MUS 212)

Associate Degree Applicable

MUS 220 1 Unit
Choral Literature
Lab: 54 contact hours
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course prepares the student as a choral conductor. This course is open to instrumentalists and vocalists. An audition with the director is mandatory for participation in this ensemble. (Formerly MUS 220)

Associate Degree Applicable

MUS 311 1 Unit
Jazz Improvisation and Theory V
Lab: 54 contact hours
Prerequisite: MUS 171x2
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course presents the advanced concepts of Jazz improvisation skills and Jazz theory. Emphasis is placed on modal and pentatonic scales, hard bop style, and modern jazz. An audition with the director is mandatory for participation in this ensemble. (Formerly MUS 211)

Associate Degree Applicable
MUS 201L 1 Unit
Musicianship III
Lab: 54 contact hours
Prerequisite: MUS 102 and MUS 102L
Corequisite: MUS 201
This course emphasizes the further development of skills in sight-singing melodies of simple and compound meter, sight singing of multiple part compositions in both major and minor modes, phrases with an anacrusis and intervals beyond the third. The course includes the study of modulating melodies, two-part melodic dictation, the dictation of triads (in all positions) as well as diatonic seventh chords and simple chord progressions. The course will include the study of all existent triads from the major and minor scales and all church modes as they are performed at the keyboard. It is the companion course to MUS 201.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: MUS 145

MUS 202 3 Units
Music Theory IV: Harmony
Lecture: 54 contact hours
Prerequisite: MUS 201 and MUS 201L
Corequisite: MUS 202L
The course is a conclusive study of diatonic harmonies, including further work with secondary dominant chord structures, and figured bass line realizations. It also includes an extensive study of ninth chords: complete, incomplete, and dominant ninth. A study of Neapolitan and augmented sixth chords, 9th, 11th, 13th chords as well as a study of 20th century techniques and Impressionism will be undertaken. The class will conclude its study of Bach chorales and other brief forms. This course is the fourth in a four-part series of theory courses designed for the music major and incorporates the concepts from MUS 201.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: MUS 150

MUS 202L 1 Unit
Musicianship IV
Lab: 54 contact hours
Prerequisite: MUS 201 and MUS 201L
Corequisite: MUS 202
This course emphasizes further development of skills in sight-singing by the singing of modal melodies, melodies with non-diatonic tones and melodies containing larger intervals. The course includes dictation of melodies with non-diatonic tones as well as modal melodies. Further, dictation of secondary dominants, augmented and Neapolitan sixth chords and modulations to distantly-related keys are included. Rhythmic dictation with changing meters and mini and maxi triplets are studied. This course is the companion course to MUS 202.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: MUS 155

MUS 210 3 Units
Conducting
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: MUS 102 or MUS 102L
This course is an introduction to basic conducting techniques including the practice of basic beat patterns, score reading, and rehearsal techniques. It offers an opportunity to learn and apply the techniques needed for group direction and leadership. Also included are sessions in problem solving and decision making with regard to tempo, dynamics, instrumentation, blend, balance, rhythmic and pitch accuracy.
Associate Degree Applicable
Transfers to both UC/CSU

MUS 222 1-3 Units
Independent Study in Music
DIR: 54 contact hours
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.
Students with previous course work in music may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of music. Prior to registration, a written contract must be prepared. See instructor for details.
Associate Degree Applicable
Transfers to CSU only

MUS 241X2 0.5 Units
Applied Music II
Lab: 27 contact hours
Prerequisite: MUS 141x2
Advisory: ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.
Students receive credit for a minimum of one-half hour of weekly private instruction on a musical instrument or voice. Daily laboratory practice, concert and ensemble participation are required. The course is open to all students in the college. with
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: MUS 160
Music Associate of Arts Degree

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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS 101</td>
<td>Music Theory I: Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>MUS 101L</td>
<td>Musicianship I</td>
<td>1</td>
</tr>
<tr>
<td>MUS 102</td>
<td>Music Theory II: Scales and Modes</td>
<td>3</td>
</tr>
<tr>
<td>MUS 102L</td>
<td>Musicianship II</td>
<td>1</td>
</tr>
<tr>
<td>MUS 201</td>
<td>Music Theory III: Basic Harmony</td>
<td>3</td>
</tr>
<tr>
<td>MUS 201L</td>
<td>Musicianship III</td>
<td>1</td>
</tr>
<tr>
<td>MUS 202</td>
<td>Music Theory IV: Harmony</td>
<td>3</td>
</tr>
<tr>
<td>MUS 202L</td>
<td>Musicianship IV</td>
<td>1</td>
</tr>
</tbody>
</table>

** Required Theory Courses **

4 semesters totaling 2 units

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS 141X2 &amp; MUS 241X2</td>
<td>Applied Music I and Applied Music II</td>
<td>1</td>
</tr>
</tbody>
</table>

** Required Applied Music Courses **

4 semesters with a minimum of 4 units selected from the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS 150X4</td>
<td>Mixed Chorus</td>
<td>1</td>
</tr>
<tr>
<td>MUS 152X4</td>
<td>Chamber Singers</td>
<td>2</td>
</tr>
<tr>
<td>MUS 154X4</td>
<td>College Singers</td>
<td>2</td>
</tr>
<tr>
<td>MUS 156X4</td>
<td>Concert Choir</td>
<td>2</td>
</tr>
<tr>
<td>MUS 158X4</td>
<td>Gospel Choir</td>
<td>1</td>
</tr>
<tr>
<td>MUS 162X4</td>
<td>Wind Ensemble</td>
<td>1</td>
</tr>
<tr>
<td>MUS 166X4</td>
<td>Concert Band</td>
<td>1</td>
</tr>
<tr>
<td>MUS 170X2</td>
<td>Jazz Improvisation and Theory I</td>
<td>1</td>
</tr>
<tr>
<td>MUS 171X2</td>
<td>Jazz Improvisation and Theory II</td>
<td>1</td>
</tr>
<tr>
<td>MUS 180X4</td>
<td>Instrumental Chamber Music</td>
<td>1</td>
</tr>
</tbody>
</table>

** Total Units **
22-26

** Recommended Courses **

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS 100</td>
<td>Music Appreciation</td>
<td>3</td>
</tr>
<tr>
<td>MUS 108</td>
<td>History of Hip Hop Music</td>
<td>3</td>
</tr>
<tr>
<td>MUS 121</td>
<td>Music History and Literature - Middle Ages Through Baroque</td>
<td>3</td>
</tr>
<tr>
<td>or MUS 121H</td>
<td>Music History and Literature - Middle Ages Through Baroque - Honors</td>
<td></td>
</tr>
<tr>
<td>MUS 122</td>
<td>Music History and Literature - Classic through Contemporary</td>
<td>3</td>
</tr>
<tr>
<td>or MUS 122H</td>
<td>Music History and Literature - Classic Through Contemporary - Honors</td>
<td></td>
</tr>
<tr>
<td>MUS 123</td>
<td>Electronic Music I</td>
<td>3</td>
</tr>
<tr>
<td>MUS 124</td>
<td>Electronic Music II</td>
<td>3</td>
</tr>
<tr>
<td>MUS 133</td>
<td>Elementary Piano</td>
<td>1</td>
</tr>
<tr>
<td>MUS 170X2</td>
<td>Jazz Improvisation and Theory I</td>
<td>1</td>
</tr>
<tr>
<td>MUS 171X2</td>
<td>Jazz Improvisation and Theory II</td>
<td>1</td>
</tr>
<tr>
<td>MUS 180X4</td>
<td>Instrumental Chamber Music</td>
<td>1</td>
</tr>
</tbody>
</table>

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

** SBVC GE requirements ** (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)

** CSU GE requirements ** (https://www.valleycollege.edu/student-services/counseling/csuge/)

** IGETC requirements ** (https://www.valleycollege.edu/student-services/counseling/igetc/)

** Program Learning Outcomes **

At the completion of this program, students will be able to:

- Compare musical styles by identifying musical differences of various forms and genres
- Interpret and formulate fundamentals of music theory
- Distinguish the social and cultural relevance of music by examining historical and cultural contributions
- Demonstrate basic technical proficiency through performance of playing a musical instrument or lyrical singing
Music Associate of Arts Transfer Degree

The Associate of Arts for Transfer (AA-T) in Music develops a well-rounded musician. Students who pursue this degree will have guaranteed admission to a California State University (CSU) campus upon successful completion of the specified program requirements. This degree provides students with transfer preparation and pre-professional training. Students should consult with a counselor to determine whether this degree is the best option for their transfer goals.

The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major.

To earn a music AA-T degree, students must complete the following Associate Degree for Transfer requirements:

- completion of the following major requirements with a minimum grade of "C" (or "P");
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

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

Students planning to transfer to a baccalaureate institution and major in Music should consult with a counselor regarding the transfer process and lower division requirements.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS 101</td>
<td>Music Theory I: Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>MUS 101L</td>
<td>Musicianship I</td>
<td>1</td>
</tr>
<tr>
<td>MUS 102</td>
<td>Music Theory II: Scales and Modes</td>
<td>3</td>
</tr>
<tr>
<td>MUS 102L</td>
<td>Musicianship II</td>
<td>1</td>
</tr>
<tr>
<td>MUS 201</td>
<td>Music Theory III: Basic Harmony</td>
<td>3</td>
</tr>
<tr>
<td>MUS 201L</td>
<td>Musicianship III</td>
<td>1</td>
</tr>
<tr>
<td>MUS 141X2</td>
<td>Applied Music I</td>
<td>1</td>
</tr>
<tr>
<td>&amp; MUS 241X2</td>
<td>and Applied Music II</td>
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List A: (3-4 units)

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<tr>
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</thead>
<tbody>
<tr>
<td>MUS 100</td>
<td>Music Appreciation</td>
<td>3</td>
</tr>
<tr>
<td>MUS 121</td>
<td>Music History and Literature - Middle Ages</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Through Baroque</td>
<td></td>
</tr>
<tr>
<td>or MUS 121H</td>
<td>Music History and Literature - Middle Ages</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Through Baroque - Honors</td>
<td></td>
</tr>
<tr>
<td>MUS 122</td>
<td>Music History and Literature - Classic</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>through Contemporary</td>
<td></td>
</tr>
<tr>
<td>or MUS 122H</td>
<td>Music History and Literature - Classic</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>through Contemporary - Honors</td>
<td></td>
</tr>
<tr>
<td>MUS 133</td>
<td>Elementary Piano</td>
<td>1</td>
</tr>
<tr>
<td>MUS 134</td>
<td>Intermediate Piano</td>
<td>1</td>
</tr>
<tr>
<td>MUS 135</td>
<td>Advanced Piano</td>
<td>1</td>
</tr>
<tr>
<td>MUS 202</td>
<td>Music Theory IV: Harmony</td>
<td>3</td>
</tr>
<tr>
<td>MUS 202L</td>
<td>Musicianship IV</td>
<td>1</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Major Total</td>
<td>21-26</td>
</tr>
<tr>
<td></td>
<td>Total Unit That May Be Double Counted</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>General Education (CSU-GE or IGETC) Units</td>
<td>37-39</td>
</tr>
<tr>
<td></td>
<td>Elective (CSU Transferable) Units</td>
<td>1-8</td>
</tr>
<tr>
<td></td>
<td>Total Units</td>
<td>60</td>
</tr>
</tbody>
</table>

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

Program Learning Outcomes

At the completion of this program, students will be able to:

- Compare musical styles by identifying musical differences of various forms and genres
- Interpret and formulate fundamentals of music theory
- Distinguish the social and cultural relevance of music by examining historical and cultural contributions
- Demonstrate basic technical proficiency through performance of playing a musical instrument or lyrical singing
Nursing

San Bernardino Valley College's Nursing Program, approved by the California Board of Registered Nursing, is a two-year program designed to prepare students to give direct nursing care to clients in various practice settings. The Associate of Science Degree in Nursing (ADN) prepares students as providers of care across the health/illness continuum and as members within the profession. SBVC's Nursing Program respects the individuality of the student and aims to provide a positive, innovative learning community that enables the development of critical thinking and problem solving skills so that students are equipped to deliver care to a culturally diverse population in a variety of healthcare settings. Upon successful completion the ADN, students are eligible to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN).

Contact Information

Department: Health and Life Science (HLS - 101)
Department Phone Number: (909) 384-4550
Department Chairs: Angela Vogel (avogel@sbccd.edu), M.S.N. - Ed. and Reshmi Kappittil (rkappattil@sbccd.edu), D.N.P.
Department Website (https://www.valleycollege.edu/academic-career-programs/degrees-certificates/nursing/)

Prerequisites for the Associate Degree in Nursing (ADN) Program

Accepted Students are admitted in the Fall and Spring semesters. Students must complete required prerequisites to apply. Students must also meet application requirements on the Application Page.

Prerequisite Courses: Required G.P.A.

General Education G.P.A.: 3.0
Science G.P.A.: 2.8

Prerequisites: Required General Education Courses

The GE courses below must be completed with grade of C or higher and a minimum of a 3.0 G.P.A:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 101</td>
<td>English Composition</td>
<td>4</td>
</tr>
<tr>
<td>or ENGL 101H</td>
<td>English Composition-Honors</td>
<td></td>
</tr>
<tr>
<td>COMMST 100</td>
<td>Elements of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>or COMMST 10</td>
<td>Elements of Public Speaking - Honors</td>
<td></td>
</tr>
<tr>
<td>or COMMST 11</td>
<td>Interpersonal Communication</td>
<td></td>
</tr>
<tr>
<td>MATH 108</td>
<td>Introduction to Probability and Statistics</td>
<td>4</td>
</tr>
<tr>
<td>or PSYCH 105</td>
<td>Statistics for the Behavioral Sciences</td>
<td></td>
</tr>
<tr>
<td>PSYCH 100</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>or PSYCH 100H</td>
<td>General Psychology - Honors</td>
<td></td>
</tr>
<tr>
<td>SOC 100</td>
<td>Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>or SOC 100H</td>
<td>Introduction to Sociology - Honors</td>
<td></td>
</tr>
<tr>
<td>or ANTHRO 102</td>
<td>Cultural Anthropology</td>
<td></td>
</tr>
<tr>
<td>or ANTHRO 102H</td>
<td>Cultural Anthropology - Honors</td>
<td></td>
</tr>
<tr>
<td>Humanities - Select six units from two disciplines (3 units maximum from Applied Area)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note: Students must complete the program prerequisites with the following G.P.A: (See Prerequisite Page for additional information)

Prerequisites: Required Science Courses:

Science courses listed below must be completed with a grade of C or higher and a minimum G.P.A. of 2.8 in the four courses:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 250</td>
<td>Human Anatomy and Physiology I</td>
<td>8</td>
</tr>
<tr>
<td>&amp; BIOL 251</td>
<td>Human Anatomy and Physiology II</td>
<td></td>
</tr>
<tr>
<td>BIOL 260</td>
<td>Human Anatomy</td>
<td>8</td>
</tr>
<tr>
<td>&amp; BIOL 261</td>
<td>Human Physiology</td>
<td></td>
</tr>
<tr>
<td>BIOL 270</td>
<td>Microbiology</td>
<td>5</td>
</tr>
</tbody>
</table>

Note: BIOL 261 (or BIOL 250 & BIOL 251) and BIOL 270 must be taken within 5 years of application to the program; Online sciences will not be accepted. BIOL 250 & BIOL 251 must be completed at the same regionally accredited institution.

Application to the Nursing Program

Applications to the nursing program may only be submitted when all program prerequisites have been completed and met GPA requirements. Admission to the program is based on a multi-criteria points system. Applications must be received when application period is open, please visit the SBVC Nursing website (https://www.valleycollege.edu/academic-career-programs/degrees-certificates/nursing/) for updated information on when application period is open. Applications are available online during the application periods. Incomplete applications will not be accepted. The Test of Essential Academic Skills (TEAS) is by invitation only.

Overview of the Application Process:

Step One: Submit the following to the College Admissions and Records Office

• Official Transcripts: Students must have completed high school or equivalent (transcripts, diploma, G.E.D., or the California State High School Proficiency Exam, or a BA/BS degree from a U.S. regionally accredited institution). International Students must show high school equivalent through third party. The documents below must be submitted to Admissions and Records.

• Evaluation of prior college credit - Official college transcripts from all colleges or universities attended except for SBVC Transcripts must be issued within the last 6 months and document that the program prerequisites have been completed.

• International transcripts must be evaluated for equivalency.

• High school completion or equivalent (transcript, G.E.D. or the California State High School Proficiency Exam or a degree from a U.S. accredited institution). International students need their high school equivalency evaluated by outside agency.

Step Two: Complete Program Prerequisite Courses and Meet G.P.A. Requirements

• Students must have completed the program prerequisites with the following G.P.A: (See Prerequisite Page for additional information)
Individuals who become licensed as Registered Nurses using this option must not be eligible for licensure in states other than California and may have difficulty applying to a college/university for an advanced degree. Applicants are admitted as space is available. A 30-unit completion option is available to Licensed Vocational Nurses per the California BRN Code of Regulations 1429. However, it is important to note that LVNs choosing to take the 30-unit option can never be qualified as graduates of the SBVC ADN program and will permanently be referred to as having attained a Nursing Non-Degree/Non-Graduate Status. This option is recognized only in the State of California.

**Challenge/Advanced Placement for Military Education and Experience**

Please refer to policy and procedures listed on the SBVC ADN Program webpage.

- Nursing Associate of Science Degree (p. 294)

**NURS 140 2 Units**

**Vocational to Professional Nurse**

**Lecture:** 18 contact hours

**Lab:** 54 contact hours

**Limitation on Enrollment:** Registration is limited to students who have completed program prerequisites and have been accepted into the Nursing Program.

This course prepares Licensed Vocational Nurses (LVN) to transition into the Registered Nursing (RN) program. This course is a first-year course that focuses on the nurse’s role in the collection of assessment data, identifying the relevance of the data collected, the analysis of patient priorities, the implementation of nursing interventions, and evaluation of patient care for diverse adult patients. This course includes role transition content, nursing process, standards of practice, and critical thinking in nursing. A challenge examination covering first semester medical-surgical nursing content will determine eligibility for placement within the first or second semester of the program. Application of KSAs will occur in the hospital, on-campus skills laboratory, and simulation settings.

**Associate Degree Applicable**

**Transfers to CSU only**

**NURS 150 4 Units**

**Foundations of Nursing**

**Lecture:** 36 contact hours

**Lab:** 108 contact hours

**Limitation on Enrollment:** Registration is limited to students who have completed program prerequisites and have been accepted into the Nursing Program.

This course focuses on the nurse’s role in the collection of assessment data, identifying the relevance of the data collected, the analysis of patient priorities, the implementation of nursing interventions, and the evaluation of patient care for diverse adults including older adults ages 65 and over by focusing on universal practices including physical assessment, safety, infection control, hygiene, body mechanics, activity/exercise, nutrition, pain management, cultural awareness, communication and documentation. Application of KSAs will occur in the hospital, on-campus skills laboratory, and simulation settings.

**Associate Degree Applicable**

**Transfers to CSU only**

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**Selection Process**

1. Round 1 selected applicants will be selected based on a multi-criteria selection process (point system).
2. Round 2 selected applicants will be invited back to take the TEAS exam that will determine entry into the nursing program.
3. Entrance to the nursing program is limited to students who have completed all prerequisites, met all G.P.A. requirements, taken the TEAS exam, completed a background check and drug screen.
4. For further information, go to: [www.rn.ca.gov](http://www.rn.ca.gov/).
5. Applicants must also pass a background check and drug screen. SBVC reserves the right to deny students entry based on background check and drug screen.

**LVN to RN Career Ladder**

The Nursing Program offers an LVN to RN Career Ladder allowing Licensed Vocational Nurses (LVN) to become Registered Nurses (RN) by completing the required prerequisites and nursing coursework.

The application, prerequisites, and scoring system are the same for the LVN to RN Career Ladder as SBVC’s ADN Program. Prerequisites must be completed at the time of application. LVNs must be licensed and have one-year full-time LVN work experience. Applicants to the LVN to RN Career Ladder Program will be invited to take the TEAS. Accepted students will be given a series of challenge exams and may be placed in either first or second semester depending on exam results. Students are welcome to reapply if their application is denied and it is recommended that they meet with a counselor prior to re-application. Students applying on the point system for the LVN to RN Career Ladder Program will not be competing with the SBVC’s ADN applicants. Instead, they will be considered for admission using a separate pool with LVN to RN students.

**Requirements for LVN to RN Career Ladder**

1. Complete all program prerequisites. (Same as the ADN Program)
2. One-year full-time work experience as an LVN
3. Current California LVN license
4. Employment verification with signature - letter verifying employment as an LVN
5. Detailed Résumé summarizing work experience as an LVN (employer, type of patient care unit, month/year starting and ending dates)
6. Completed the following LVN to RN courses upon acceptance to the ADN Program with a 78% or higher:
   a. NURS 140
   b. Take challenge exam to determine eligibility for placement into either NURS 150 or NURS 151.

**LVN 30-Unit Option**

The LVN 30-Unit Option prepares students to take the NCLEX-RN Examination, but does not award an Associate of Science (AS) degree. Individuals who become licensed as Registered Nurses using this option may not be eligible for licensure in states other than California and may have difficulty applying to a college/university for an advanced degree.
NURS 151 5 Units
Introduction to Medical Surgical Nursing
Lecture: 45 contact hours
Lab: 135 contact hours
Prerequisite: NURS 150

Limitation on Enrollment: Registration is limited to students who have completed program prerequisites and have been accepted into the Nursing Program.

This course is a first-year course that focuses on the nurse’s role in the collection of assessment data, identifying the relevance of the data collected, the analysis of patient priorities, the implementation of nursing interventions, and the evaluation of patient care for diverse adults including adults ages 65 and over, nursing care and administration of medication for patients with the basic healthcare needs in pulmonary, musculoskeletal, cardiovascular, neurological, immunological, gastrointestinal, genitourinary, and endocrine body systems, as well as patients undergoing general surgery and/or requiring wound care. Application of KSAs will occur in the hospital, on-campus skills laboratory, and simulation settings.

Associate Degree Applicable
Transfers to CSU only

NURS 160 4 Units
Nursing Care of the Childbearing Family And Newborn
Lecture: 36 contact hours
Lab: 108 contact hours
Prerequisite: NURS 150 and NURS 151
Corequisite: NURS 161

Limitation on Enrollment: Registration is limited to students who have completed program prerequisites and have been accepted into the Nursing Program.

This course is a first-year nursing course that focuses on the nurse’s role in the collection of assessment data, identifying the relevance of the data collected, the analysis of patient priorities, the implementation of nursing interventions, and evaluation of patient care for childbirthing families. Maternity nursing also focuses on the biophysical aspects of human reproduction, assessment and management of the antepartal, intrapartal, and postpartal periods, and newborn care. Application of KSAs will occur in the hospital, on-campus skills laboratory, and simulation settings.

Associate Degree Applicable
Transfers to CSU only

NURS 161 5 Units
Beginning Medical Surgical Nursing
Lecture: 45 contact hours
Lab: 135 contact hours
Prerequisite: NURS 150 and NURS 151
Corequisite: NURS 160

Limitation on Enrollment: Registration is limited to students who have completed program prerequisites and have been accepted into the Nursing Program.

This is first-year course that focuses on the nurse’s role in the collection of assessment data, identifying the relevance of the data collected, the analysis of patient priorities, the implementation of nursing interventions, and evaluation of patient care for diverse adult patients including adults ages 65 and over with selected healthcare needs in respiratory, cardiovascular, neurological, immunological, gastrointestinal, genitourinary, and endocrine body systems. Application of KSAs will occur in the hospital, on-campus skills laboratory, and simulation settings.

Associate Degree Applicable
Transfers to CSU only

NURS 250 4 Units
Nursing Care of Children and Their Families
Lecture: 36 contact hours
Lab: 108 contact hours
Prerequisite: NURS 160 and NURS 161
Corequisite: NURS 251

Limitation on Enrollment: Registration is limited to students who have completed program prerequisites and have been accepted into the Nursing Program.

This is a second-year course that focuses on the nurse’s role in the collection of assessment data, identifying the relevance of the data collected, the analysis of patient priorities, the implementation of nursing interventions, and evaluation of patient care for diverse pediatric populations and their families. Pediatric nursing also focuses on a family-centered approach to the nursing care of infants and children. Application of KSAs will occur in the hospital, on-campus skills laboratory, and simulation settings.

Associate Degree Applicable
Transfers to CSU only

NURS 251 5 Units
Intermediate Medical Surgical Nursing
Lecture: 45 contact hours
Lab: 135 contact hours
Prerequisite: NURS 160 and NURS 161
Corequisite: NURS 250

Limitation on Enrollment: Registration is limited to students who have completed program prerequisites and have been accepted into the Nursing Program.

This is a second-year course that focuses on the nurse’s role in the collection of assessment data, identifying the relevance of the data collected, the analysis of patient priorities, the implementation of nursing interventions, and evaluation of patient care for diverse adult patients including adults aged 65 and over with selected healthcare needs in neurological, gastrointestinal, respiratory, genitourinary, immunological, cardiovascular, and endocrine diseases. Application of KSAs will occur in the hospital, on-campus skills laboratory, and simulation settings.

Associate Degree Applicable
Transfers to CSU only

NURS 260 4 Units
Mental Health Nursing
Lecture: 36 contact hours
Lab: 108 contact hours
Prerequisite: NURS 250 and NURS 251
Corequisite: NURS 261

Limitation on Enrollment: Registration is limited to students who have completed program prerequisites and have been accepted into the Nursing Program.

This course focuses on the nurse’s role in the collection of assessment data, identifying the relevance of the data collected, the analysis of patient/client priorities, the implementation of nursing interventions, and evaluation of care for diverse adult including adults aged 65 and over with mental health disorders. Psychiatric nursing also focuses on neurobiological theories, risks and interventions for suicide, substance abuse, and other mental health disorders. Application of KSAs will occur in the hospital, on-campus skills laboratory, and simulation settings.

Associate Degree Applicable
Transfers to CSU only
NURS 261  5 Units  
Complex Care and Leadership  
Lecture:  45 contact hours  
Lab:  135 contact hours  
Corequisite:  NURS 260  

Limitation on Enrollment:  Registration is limited to students who have completed program prerequisites and have been accepted into the Nursing Program.  

This is a second-year nursing course that builds upon previously learned knowledge, skills and attitudes while focusing on the application of the nursing process, discrimination of data, and identification of care priorities in order to manage complex needs of adults including adults ages 65 and over, critically ill or injured adults with single or multisystem failure. Complex Care and Leadership provides learning opportunities for leadership, community outreach, and disaster nursing. Correlated clinical experiences provide the senior student opportunities to assume nursing responsibilities in complex care areas and to function as part of an interprofessional team. Application of knowledge, skills, and attitudes (K-S-A) will occur in the hospital, on-campus skills laboratory, and simulation settings. The course also reviews graduate responsibilities for the National Council Licensure Examination (NCLEX) application and professional employment/licensure responsibilities.

Associate Degree Applicable  
Transfers to CSU only  

Nursing Associate of Science Degree  

This degree program is designed to prepare students to become Registered Nurses who provide nursing care to assist patients in attaining their maximum level of wellness. Graduates are eligible to apply for their Associate Degree in Nursing (ADN) and take the National Counsel Licensure Examination – RN (NCLEX-RN). The program is accredited by the California State Board of Registered Nursing and the Accreditation Commission for Education in Nursing (ACEN).

To graduate with an Associate of Science degree with a major in nursing, complete each of the following courses with a 78% or higher along with the general education breadth requirements. (The Prerequisites that are required)

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
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<tr>
<td>NURS 150</td>
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<td>4</td>
</tr>
<tr>
<td>NURS 151</td>
<td>Introduction to Medical Surgical Nursing</td>
<td>5</td>
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<tr>
<td>NURS 160</td>
<td>Nursing Care of the Childbearing Family And Newborn</td>
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<td>NURS 161</td>
<td>Beginning Medical Surgical Nursing</td>
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</tr>
<tr>
<td>NURS 250</td>
<td>Nursing Care of Children and Their Families</td>
<td>4</td>
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<td>NURS 251</td>
<td>Intermediate Medical Surgical Nursing</td>
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</tr>
<tr>
<td>NURS 260</td>
<td>Mental Health Nursing</td>
<td>4</td>
</tr>
<tr>
<td>NURS 261</td>
<td>Complex Care and Leadership</td>
<td>5</td>
</tr>
<tr>
<td>Total Units</td>
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</tr>
</tbody>
</table>

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes  

At the completion of this program, students will be able to:

- Perform safe quality patient centered care
- Collaborate effectively with members of the inter-professional team, the patient, and the patient support persons
- Model evidence-based practice to optimize patient outcomes
- Implement clinical judgement in the plan of care
- Demonstrate ethical leadership for the health care needs of our diverse communities
- Integrate informatics and trends in technology to enhance team communication and the delivery of safe optimal care
Occupational Safety and Health Act (OSHA)

Contact Information
Division: Applied Technology, Transportation, and Culinary Arts (T - 108)
Division Phone Number: (909) 384-4451
Faculty Chair: Tarif (Terry) Halabi (thalabi@sbccd.edu), M.S.E.E.

OSHA 030  2 Units
Federal OSHA Outreach: Construction Industry Safety
Lecture: 18 contact hours
Lab: 54 contact hours
Advisory: Federal OSHA requires each student be 18 years of age in order to qualify for an OSHA card.
This course provides training required by the Occupational Safety and Health Administration (OSHA) for the Federal Outreach Construction Industry, minimum 30-Hour training card. Lessons emphasize hazard identification, avoidance, control and prevention of illness, injury, or death. 
Associate Degree Applicable

OSHA 035  2 Units
Federal OSHA Outreach: General Industry Safety
Lecture: 18 contact hours
Lab: 54 contact hours
Advisory: Federal OSHA requires each student be 18 years of age in order to qualify for an OSHA card.
This course provides outreach training and gives general industry workers information about rights, employer responsibilities, how to identify, abate, avoid and prevent job-related hazards on a job site. Lessons will emphasize hazard identification, avoidance, control and prevention of illness, injury, or death. Successful completion may qualify students for the Federal OSHA minimum 30-hour General Industry card. 
Associate Degree Applicable

Oceanography

Oceanography courses introduce the marine environment, which comprises 71% of the earth's surface. The courses are designed for both science and non-science majors and are fundamental for students planning to major in oceanography. Students planning to transfer to a four-year institution and major in oceanography should consult with a counselor regarding the transfer process and lower division requirements.

Contact Information
Division: Science (PS - 148)
Division Phone Number: (909) 384-8645
Faculty Chairs: Todd Heibel (theibel@sbccd.edu), Ph.D. and Matthew Robles (mrobles@sbccd.edu), M.S.

OCEAN 101  3 Units
Elements of Oceanography
Lecture: 54 contact hours
Prerequisite/Corequisite: ENGL 101 or ENGL 101H
Advisory: MATH 102 or higher
This course explores the geological processes that created the ocean basins, chemistry of sea water, physical motions of the oceans, and the interrelationships of biological communities with their physical environments. Oceanographers and related scientists from traditionally underrepresented groups are featured throughout this course. Environmental issues and environmental justice movements associated with the world's oceans fundamentally inform this course. Geospatial analysis of world oceans, including Geographic Information Systems (GIS) and remote sensing, is an integral component of this course. It is recommended that transfer students also enroll in the companion OCEAN 111, Elements of Oceanography Laboratory.
Associate Degree Applicable
Transfers to both UC/CSU

OCEAN 111  1 Unit
Elements of Oceanography Laboratory
Lab: 54 contact hours
Prerequisite/Corequisite: OCEAN 101
This hands-on course introduces students to techniques of oceanography, including bathymetry, charts, and methods of studying the physical ocean environment. Oceanographers and related scientists from traditionally underrepresented groups are featured throughout this course. Environmental issue and environmental justice movements associated with the world's oceans fundamentally inform this course. This course is recommended for students concurrently enrolled in OCEAN 101 or who have successfully completed the course within the last three years.
Associate Degree Applicable
Transfers to both UC/CSU
Pharmacy Technology

The Pharmacy Technology Program is designed to prepare students for entry-level employment as a pharmacy technician, providing medications and other healthcare products to patients and consumers. Under the supervision of a Pharmacist, students learn to fill prescriptions, establish and maintain patient profiles, prepare insurance claim forms, take inventory, and stock medications. A background check may be required for clinical experience. The California Board of Pharmacy may deny the Pharmacy Technician license based on convictions substantially related to Pharmacy Technician practice.

Prerequisites for the Pharmacy Technology Program

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 090</td>
<td>Elementary Algebra</td>
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<tr>
<td>BIOL 155</td>
<td>Introductory Anatomy and Physiology</td>
<td></td>
</tr>
<tr>
<td>BIOL 250</td>
<td>Human Anatomy and Physiology I</td>
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<tr>
<td>&amp; BIOL 251 &amp; Human Anatomy and Physiology II</td>
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<tr>
<td>BIOL 260</td>
<td>Human Anatomy</td>
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<tr>
<td>&amp; BIOL 261 &amp; Human Physiology</td>
<td></td>
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</tr>
</tbody>
</table>

Effective fall 2013, several changes have been made in regard to the prerequisites, course numbering and course sequencing for the Pharmacy Technology program. Please see the information following regarding these changes.

Special advisory notes for continuing Pharmacy Technology students:

For students who have already begun the Pharmacy Technology program prior to fall 2013, please review the following notes:

- Students who have completed PHT-020 with grade of C or higher and still need to complete the remaining first semester Pharmacy Technology courses, it is required that the newly enforced prerequisites are met.
- Students who have completed all of the first semester Pharmacy Technology courses with grades of C or higher will be permitted to register for the second semester of the Pharmacy Technology courses without having to complete the newly enforced prerequisites (effective fall 2013). Students will need to complete a Prerequisite/Corequisite Challenge prior to the enrollment in second semester courses.
- Students who have previously completed PHT-020 and PHT-030 with grades of C or higher but have not completed PHT-031 (Pharmacy Calculations) with grade of C or higher will now need to meet the math prerequisite for the new Pharmacy Calculation course. Students who have completed the first semester Pharmacy Technology courses with grades of C or higher but have not completed the second semester of Pharmacy Technology coursework with grades of C or higher are recommended but not required to take the newly enforced prerequisites.
- Please note that catalog rights have no bearing on newly enforced prerequisites.

Special advisory notes for new Pharmacy Technology students:

For students who are enrolling in the Pharmacy Technology courses for the first time as of fall 2013, please review the following notes:

- The successful completion of BIOL 155, or BIOL 250 AND BIOL 251, or BIOL 260 AND BIOL 261 with grades of C or higher is a prerequisite for the following entry level Pharmacy Technology courses: PHT 062 (Pharmacology) and PHT 060 (Pharmacy Systems I) [formerly called Introduction to Pharmacy Technology].

The successful completion of MATH 090 or higher with a grade of C or higher is a prerequisite for PHT 064 (Pharmacy Calculations) and PHT 060 (Pharmacy Systems I).

Contact Information

Department: Health and Life Sciences (HLS - 101)

Department Phone Number: (909) 384-4550

Faculty Chair: Robyn Seraj (rseraj@sbcccd.edu), M.Ed.

- Pharmacy Technology Associate of Science Degree (p. 297)
- Pharmacy Technology Certificate of Achievement (p. 298)

PHT 060  3 Units
Pharmacy System I
Lecture: 36 contact hours
Lab: 54 contact hours
This class introduces the student to the field of pharmacy, its history, environment, and processes. It emphasizes out-patient/community service pharmacy settings in issues of prescription processing, pharmacy business management, federal laws/regulation, protocol procedures, and pharmacy references/associations for assistance.

Associate Degree Applicable

PHT 062  3 Units
Pharmacology I
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: BIOL 100 or BIOL 155 or BIOL 250 or BIOL 260 or CHEM 101
This course introduces the basic pharmacology principles of pharmacokinetics and pharmacodynamics as it applies the therapeutic uses of medications being administered to the human body systems. The student will identify the medication’s classifications, emphasizing basic indications, drug dosages, dosage forms, routes of administration, side effects, special directions of use, and drug interactions with other medications, foods, and/or nutrient supplements.

Associate Degree Applicable

PHT 064  3 Units
Pharmacy Calculations
Lecture: 54 contact hours
In this course students apply mathematical skills to the calculation of medication dosages, intravenous solutions, and pharmacy operations.

Associate Degree Applicable

PHT 070  3 Units
Pharmacy Systems II
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: PHT 060 and PHT 062 and PHT 064
This course covers the application of advanced preparation, distribution and methods for dispensing medications within a institutional pharmacy setting. It emphasizes advanced concepts of medication order processing, non-sterile compounding, sterile compounding, pharmacy business management, data management, pharmacy safety, and pharmacy error prevention under the supervision of a pharmacist.

Associate Degree Applicable
PHT 071  3 Units
Pharmacology II
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: PHT 062
This course continues to apply the therapeutic uses of administered medications into the human anatomy and physiology by a drug’s pharmacokinetics and pharmacodynamics. Emphasis is placed on but not limited to a medication's brand/generic name, mechanisms of action, dosage forms, routes of administration, directions of use, standard dosage schedules, indications, basic side effects, adverse effects, contraindications, precautions, drug interactions, and any special black box warnings. Added topics to the course includes medication adjustments for special populations and use of common antidotes for medications.

Associate Degree Applicable

PHT 072  5 Units
Pharmacy Clinical Experience
Lab: 270 contact hours
Prerequisite: PHT 060 and PHT 062 and PHT 064
Corequisite: PHT 074
In this course, students study the application of prescription processing, inventory management and dispensing of medications in a pharmacy under the direct supervision of a pharmacist. It emphasizes use of a pharmacy database, customer service, communication and professional ethics. Students will complete a minimum of 240 experiential hours in a minimum of one site locations.

Associate Degree Applicable

PHT 074  2 Units
Pharmacy Seminar
Lecture: 36 contact hours
Prerequisite: PHT 060 and PHT 062 and PHT 064
Corequisite: PHT 074
This course reviews the duties of a pharmacy technician in the out-patient/community and the in-patient/institutional setting in the areas of pharmacy management/administration, pharmacy federal laws/regulation, and pharmacology.

Associate Degree Applicable

PHT 601 Noncredit
Pharmacy Technician Licensure Exam Preparation
Lecture: 18 contact hours
This noncredit course prepares students that have completed or are nearing completion of the Pharmacy Technology program for the state administered licensing examination for pharmacy technicians. This course is also recommended for students who desire refresher training. Topics include, but are not limited to: the duties of a pharmacy technician in the out-patient/community and the in-patient/institutional setting in the areas of pharmacy management/administration, pharmacy federal laws/regulation, and pharmacology. Also included are some basic test-taking techniques to increase proficiency on the state exam.

Pharmacy Technology Associate of Science Degree

To earn an Associate Degree with a specialization in Pharmacy Technology, students must complete the required courses plus the general breadth requirements (minimum total = 60 units).

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Courses</td>
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<tr>
<td>PHT 060       Pharmacy System I</td>
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<tr>
<td>PHT 062       Pharmacology I</td>
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<td></td>
</tr>
<tr>
<td>PHT 064       Pharmacy Calculations</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>PHT 070       Pharmacy Systems II</td>
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<td></td>
</tr>
<tr>
<td>PHT 071       Pharmacology II</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>PHT 072       Pharmacy Clinical Experience</td>
<td>5</td>
<td></td>
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<tr>
<td>PHT 074       Pharmacy Seminar</td>
<td>2</td>
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<td>BIOL 100     General Biology</td>
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<tr>
<td>BIOL 155     Introductory Anatomy and Physiology</td>
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<td>BIOL 250     Human Anatomy and Physiology I</td>
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<td>BIOL 260     Human Anatomy</td>
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<tr>
<td>CHEM 101     Introductory Chemistry</td>
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<tr>
<td>Total Units</td>
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To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes

At the completion of this program, students will be able to:

- Prepare and distribute medicines to patients while working closely with pharmacists in hospitals, drug stores, and other medical settings
- Examine prescription orders for accuracy and completeness
- Use technology to maintain accurate patient records, prepare and package medicine, and process orders
- Implement safety and cleanliness regulations, rules, and procedures
- Demonstrate ethical leadership for the health care needs of our diverse communities
- Solve sample questions aligning with the California State Board of Pharmacy licensure
Pharmacy Technology Certificate of Achievement

This certificate is designed to prepare the student for entry-level employment as a pharmacy technician, assisting pharmacists to provide medication and other healthcare products to patients; receiving and verifying written prescriptions, requests for prescription refills from patients, or electronic prescriptions sent from doctors’ offices; retrieving, counting, pouring, weighing, measuring, and sometimes mixing medications; and preparing containers and labels for medications. Technicians may also establish and maintain patient profiles, prepare insurance claim forms, and stock and take inventory of prescription and over-the-counter medications.

<table>
<thead>
<tr>
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<th>Title</th>
<th>Units</th>
</tr>
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<tbody>
<tr>
<td>PHT 060</td>
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<td>PHT 062</td>
<td>Pharmacology I</td>
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Select one of the following: 4

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<tr>
<td>BIOL 100</td>
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<tr>
<td>BIOL 155</td>
<td>Introductory Anatomy and Physiology</td>
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<td>BIOL 250</td>
<td>Human Anatomy and Physiology I</td>
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<td>BIOL 260</td>
<td>Human Anatomy</td>
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</tr>
<tr>
<td>CHEM 101</td>
<td>Introductory Chemistry</td>
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</tbody>
</table>

Total Units 26

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Prepare and distribute medicines to patients while working closely with pharmacists in hospitals, drug stores, and other medical settings.
- Examine prescription orders for accuracy and completeness.
- Use technology to maintain accurate patient records, prepare and package medicine, and process orders.
- Implement safety and cleanliness regulations, rules, and procedures.
- Demonstrate ethical leadership for the health care needs of our diverse communities.
- Solve sample questions aligning with the PTCB-Pharmacy Technician Certification Board Exam.

Philosophy/Religious Studies

Whatever the vocational goal, students benefit from completing courses in philosophy and religious studies. Nearly everyone is concerned with the kinds of questions and experiences studied in philosophy and religion. Both fields of study are concerned with the nature of reality, truth and value, the human response to death and suffering, and those perennial human questions: Who am I? Why am I here? Where am I going?

Philosophy and religious studies courses require critical analysis, clarity, and understanding. These skills are achieved through careful and close reading of texts, images, and symbols as well as through descriptive and analytic writing. These are invaluable skills transferable to most vocations. Philosophy and religion courses require the study of diverse and often competing belief systems. This challenging and exciting endeavor can help us make sense of the events taking place in the world around us.

Students planning to transfer to a baccalaureate institution and major in philosophy or religious studies should consult a counselor regarding the transfer process and lower division requirements.

Contact Information

Division: Social Sciences, Human Development, and Physical Education (NH - 345)

Division Phone Number: (909) 384-8603

Faculty Chair: Adam Pave (apave@sbccd.edu), Ph.D.

- Philosophy Associate of Arts Transfer Degree (p. 300)

PHIL 101 3 Units
Introduction to Philosophy
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course is a general introduction to the major problems and questions as pondered by philosophy’s great thinkers. Attention is directed to both classic and modern philosophy and will include various voices from the history of philosophy as a basis for discussion of issues such as epistemology, metaphysics, ethics, and aesthetics.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: PHIL 100

PHIL 101H 3 Units
Introduction to Philosophy - Honors
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course is a general introduction to the major problems and questions as pondered by philosophy’s great thinkers. Attention is directed to both classic and modern philosophy and will include various voices from the history of philosophy as a basis for discussion of issues such as epistemology, metaphysics, ethics, and aesthetics. This course is intended for students in the Honors Program but is open to all students who desire more challenging coursework.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: PHIL 100
PHIL 102  3 Units
Critical Thinking and Writing
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This course is an introduction to critical thinking focusing on argument and evidence and the ability to write coherent argumentative essays. Topics include recognition of the structures of reasoning in natural language, the evaluation of such reasoning (including informal fallacies), the uses and abuses of language, and an investigation of the rhetorical devices common in our culture. Students practice critical thinking by writing substantive arguments and essays.
Associate Degree Applicable
Transfers to both UC/CSU

PHIL 103  3 Units
Introduction to Logic: Argument and Evidence
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
Introduction to the techniques of critical thought, including language analysis, inductive and deductive logic, symbolic logic, and the development of the scientific method.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: PHIL 110

PHIL 105  3 Units
Introduction to Ethics
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course is an introduction to ethics focusing on the analysis of the basic ideas and principles underlying moral conduct. Theories such as utilitarianism, deontology, virtue ethics, and many others will form the basis of the course. Specific ethical problems arising in disciplines such as business, health care, administration of justice, and politics, as well as specific ethical problems confronting individuals, will also be addressed in this course.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: PHIL 120

PHIL 112  3 Units
Philosophy in Literature
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course addresses ethical and metaphysical themes as presented in literature from the classical to the modern period. Philosophical problems such as freedom and determinism, the nature of virtue, the meaning of death, and the individual's relationship to the state and the structure of reality are explored through the encounter with novels, plays, short stories, and film.
Associate Degree Applicable
Transfers to both UC/CSU

PHIL 180  3 Units
Death and Dying
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course is a study of dying, death, and bereavement. Medical, ethical, legal, philosophical, and religious considerations will be explored. (This is also offered as RELIG 180)
Associate Degree Applicable
Transfers to both UC/CSU

RELIG 100  3 Units
Introduction to Religious Studies
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course is an introductory study of religion, with emphasis on religious experience, the origins and function of religion, and the various modes of religious expression. Necessarily broad in scope, this course will draw on Eastern, Western, ancient, and modern religious phenomena to help students understand various religious components, such as myth, ritual, scripture, art, doctrine, and mysticism.
Associate Degree Applicable
Transfers to both UC/CSU

RELIG 100H  3 Units
Introduction to Religious Studies - Honors
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course is an introductory study of religion, with emphasis on religious experience, the origins and function of religion, and the various modes of religious expression. Necessarily broad in scope, this course will draw on Eastern, Western, ancient, and modern religious phenomena to help students understand various religious components, such as myth, ritual, scripture, art, doctrine, and mysticism. This course is intended for students in the Honors Program but is open to all students who desire more challenging coursework.
Associate Degree Applicable
Transfers to both UC/CSU

RELIG 101  3 Units
Introduction to World Religions
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course is an introduction to the major religious traditions of the world with an emphasis on the beliefs, practices, and histories of Buddhism, Christianity, Confucianism, Hinduism, Islam, Judaism, and Taoism.
Associate Degree Applicable
Transfers to both UC/CSU

RELIG 110  3 Units
Magic, Witchcraft, and Religion
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course introduces the study of beliefs and practices, past and present, associated with magic, witchcraft, and religion. Topics examined include ritual, symbolism, altered states of consciousness, and healing, as well as syncretism, change, and the social roles of these beliefs and practices. (This course is also offered as ANTHRO 110)
Associate Degree Applicable
Transfers to both UC/CSU
RELG 135 3 Units
Religion in America
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course is an introduction to the diverse expression of religion in the United States. Although limited by the history and geography of one country, the course necessarily draws from religions around the globe to help students understand how religion has grown and developed in the U.S. So, this course deals with a wide variety of expressions of religion, including the Puritans, slave religion, the religious reform movements, the Catholic, Protestant, Jewish, and Muslim communities, the African American religious experience, Eastern religions in America, and contemporary syncretic religious movements.

Associate Degree Applicable
Transfers to both UC/CSU

RELG 150 3 Units
Introduction to Mythology
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course is an introduction to myth and its function in culture through an examination of creation stories, end-of-the-world stories, hero stories, and trickster stories. Although focusing on the narrative expression of religion, this course necessarily draws from many traditions, including Native American, Greek, Roman, European, Islamic, Chinese, Hindu, and Japanese traditions of myth. In addition, this class will examine modern American myths.

Associate Degree Applicable
Transfers to both UC/CSU

RELG 175 3 Units
The Literature and Religion of the Bible
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This course covers The English Bible as literature and as religion including an examination of the types of literature found in the Bible, the historical and religious context in which the literature was developed and an extensive reading of the two testaments. This course is also offered as ENGL 075. RELIG 175 is the transferable equivalent of ENGL 075. A student taking RELIG 175 may not earn credit for ENGL 075.

Associate Degree Applicable
Transfers to both UC/CSU

RELG 176 3 Units
Jesus and His Interpreters
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course is a study of images and interpretations of Jesus with three principle divisions: Jesus and the gospels or biblical tradition; Jesus and the historians, including the quest of historians and theologians for the Jesus of history; and Jesus and the arts (Jesus in art, music, film, and the literary arts, such as novels, poems, and plays.)

Associate Degree Applicable
Transfers to both UC/CSU

RELG 180 3 Units
Death and Dying
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course is a study of dying, death, and bereavement. Medical, ethical, legal, philosophical, and religious considerations will be explored. (This course is also offered as PHIL 180)

Associate Degree Applicable
Transfers to both UC/CSU

Philosophy Associate of Arts Transfer Degree

The Associate of Arts for Transfer (AA-T) in Philosophy provides students with invaluable skills transferable to most vocations. The law states that students will have guaranteed admission to a California State University (CSU) campus upon successful completion of the specified program requirements. Whatever the vocational goal, students benefit from completing this AA-T in Philosophy. Nearly everyone is concerned with the kinds of questions and experiences studied in philosophy. This field of study is concerned with the nature of reality, truth and value, the human response to death and suffering, and those perennial human questions: Who am I? Why am I here? And where am I going. Philosophy courses require critical analysis, clarity, and understanding. These skills are achieved through careful and close reading of texts, images, and symbols as well as through descriptive and analytic writing. The AA-T in Philosophy requires the study of diverse and often competing belief systems. This is a challenging and exciting endeavor that can help us make sense of the events taking place in the world around us. Students should consult with a counselor to determine whether this degree is the best option for their transfer goals.

To earn this AA-T degree, students must complete the following Associate Degree for Transfer requirements:

- completion of the following major requirements with a minimum grade of "C" (or "P");
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU. Students planning to transfer to a baccalaureate institution and major in Philosophy should consult with a counselor regarding the transfer process and lower division requirements.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>PHIL 103</td>
<td>Introduction to Logic: Argument and Evidence</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 101</td>
<td>Introduction to Philosophy</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 101H</td>
<td>Introduction to Philosophy - Honors</td>
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<tr>
<td>PHIL 105</td>
<td>Introduction to Ethics</td>
<td></td>
</tr>
<tr>
<td>COMMST 125</td>
<td>Critical Thinking Through Argumentation and Debate</td>
<td>3</td>
</tr>
<tr>
<td>READ 102</td>
<td>Critical Reading As Critical Thinking</td>
<td>3</td>
</tr>
</tbody>
</table>

List A - Select one of the following (3 units) or any course not used in required courses:

- PHIL 102 | Critical Thinking and Writing | 3     |
- ENGL 102 | Intermediate Composition and Critical Thinking | 3     |
- or ENGL 102H | Intermediate Composition and Critical Thinking - Honors | 4     |
- COMMST 125 | Critical Thinking Through Argumentation and Debate | 3     |

List B - Select two courses (6 units minimum) or any course not used in List A:

- RELIG 101 | Introduction to World Religions     | 3     |
- ENGL 175 | The Literature and Religion of the Bible | 3     |
Physics

Physics is a fundamental science. It is concerned with finding and using the rules that govern everything—from the smallest pieces of the atom to the various collections of atoms—molecules, balls, planets, stars, and more—that compose the myriad contents of the universe. Students majoring in physics will be rewarded on a personal level with a deep understanding of the world around us. On a professional level, physicists find a variety of employment opportunities, which are relatively free of ethnic and gender bias, pay well, reward creativity, and are just plain fun.

Students planning to transfer to a four-year institution and major in physics should consult with a counselor regarding the transfer process and lower division requirements.
PHYSIC 152  4 Units
General Physics for the Life Sciences II
Lecture: 54 contact hours
Lab: 54 contact hours
Prerequisite: PHYSIC 151
This is the second course in a two-semester physics sequence designed primarily for students in biology, pharmacology, pre-medicine, physical therapy, and allied health programs. Topics include electricity, magnetism, optics, and modern physics. The needed concepts of calculus will be developed and used where appropriate. (Formerly PHYSIC 150B)

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: PHYS 110/100S

PHYSIC 202  4 Units
Physics I
Lecture: 54 contact hours
Lab: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H and MATH 250 and PHYSIC 101
Corequisite: MATH 250. The department highly recommends completing MATH 250 prior to enrollment in PHYSIC 202.
This is a calculus based physics course covering mechanics and oscillations. This course is designed to satisfy the lower division physics requirement for majors in physics, engineering, astronomy, chemistry, geology, computer science and mathematics.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: PHYS 205/200S

PHYSIC 203  4 Units
Physics II
Lecture: 54 contact hours
Lab: 54 contact hours
Prerequisite/Corequisite: MATH 251
Prerequisite: PHYSIC 202
This is a calculus based physics course covering electricity, magnetism, and waves. This course is designed to satisfy the lower division physics requirement for majors in physics, engineering, astronomy, chemistry, geology, computer science and mathematics.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: PHYS 210/200S

PHYSIC 204  4 Units
Physics III
Lecture: 54 contact hours
Lab: 54 contact hours
Prerequisite/Corequisite: MATH 251
Prerequisite: PHYSIC 202
Advisory: MATH 252
This is a calculus based physics course covering thermodynamics, fluids, optics, and modern physics. This course is designed to satisfy the lower division physics requirement for majors in physics, engineering, astronomy, chemistry, geology, computer science and mathematics.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: PHYS 215/200S

PHYSIC 210  4 Units
Modern Physics
Lecture: 54 contact hours
Lab: 54 contact hours
Prerequisite: PHYSIC 203 and PHYSIC 204 and PHYSIC 151 and PHYSIC 152 and MATH 251
This is a calculus-based physics course in modern physics. Topics include relativity, quantum mechanics, atoms, molecules, condensed matter, nuclear, and particle physics.

Associate Degree Applicable
Transfers to both UC/CSU

PHYSIC 222  1-3 Units
Independent Study in Physics
DIR: 54 contact hours
Prerequisite: PHYSIC 101
Advisory: ENGL 101 or ENGL 101H
Students with previous course work in Physics may do assigned projects involving research and analysis of selected topics. The independent study is for students who are interested in furthering their knowledge of Physics. Prior to registration, a written contract must be prepared jointly by the instructor and the student.

Associate Degree Applicable
Transfers to CSU only

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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>PHYSIC 202</td>
<td>Physics I</td>
<td>4</td>
</tr>
<tr>
<td>PHYSIC 203</td>
<td>Physics II</td>
<td>4</td>
</tr>
<tr>
<td>PHYSIC 204</td>
<td>Physics III</td>
<td>4</td>
</tr>
<tr>
<td>PHYSIC 210</td>
<td>Modern Physics</td>
<td>4</td>
</tr>
<tr>
<td>MATH 250</td>
<td>Single Variable Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>MATH 251</td>
<td>Single Variable Calculus II</td>
<td>4</td>
</tr>
<tr>
<td>MATH 252</td>
<td>Multivariable Calculus</td>
<td>5</td>
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<tr>
<td>Total Units</td>
<td></td>
<td>29</td>
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</tbody>
</table>

Program Learning Outcomes
At the completion of this program, students will be able to:
Transfer to an accredited university as a junior with a major in physics or a physics-related major

• Integrate physical concepts and principles to other science disciplines
• Develop a world view that incorporates the role of physics in modern society
• Solve work-related problems by employing physical concepts to formulate and solve representative physical models
• Apply physical knowledge and skills required in securing and maintaining employment
• Demonstrate a proficiency in standard physics laboratory techniques commonly acquired in lower-division coursework

Physics Associate of Science Transfer Degree

The Associate of Science for Transfer (AS-T) in Physics provides students with a deep understanding of the world around them. This degree provides students with transfer preparation and pre-professional training. The AS-T in Physics explores with finding and using the rules that govern everything—from the smallest pieces of the atom to the various collections of atoms—molecules, balls, planets, stars, and more—that compose the myriad contents of the universe. Students should consult with a counselor to determine whether this degree is the best option for their transfer goals.

The Associate in Art for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor’s degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. In order to earn one of these degrees, students must complete 60 required semester units of CSU-transferable coursework with a minimum GPA of 2.0. Students transferring to a CSU campus that does accept the AA-T or AS-T will be required to complete no more than 60 units after transfer to earn a bachelor’s degree (unless the major is a designated “high unit” major). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

To earn a Physics AS-T degree, students must complete the following Associate Degree for Transfer requirements:

- completion of the following major requirements with grades of C or better;
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSU-GE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

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

Students planning to transfer to a baccalaureate institution and major in Physics should consult with a counselor regarding the transfer process and lower division requirements.

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<tr>
<td>MATH 250</td>
<td>Single Variable Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>MATH 251</td>
<td>Single Variable Calculus II</td>
<td>4</td>
</tr>
<tr>
<td>MATH 252</td>
<td>Multivariable Calculus</td>
<td>5</td>
</tr>
<tr>
<td>PHYSIC 202</td>
<td>Physics I</td>
<td>4</td>
</tr>
<tr>
<td>PHYSIC 203</td>
<td>Physics II</td>
<td>4</td>
</tr>
<tr>
<td>PHYSIC 204</td>
<td>Physics III</td>
<td>4</td>
</tr>
</tbody>
</table>

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes

At the completion of this program, students will be able to:

- Transfer to an accredited university as a junior with a major in physics or a physics-related major
- Integrate physical concepts and principles to other science disciplines
- Develop a world view that incorporates the role of physics in modern society
- Solve work-related problems by employing physical concepts to formulate and solve representative physical models
- Apply physical knowledge and skills required in securing and maintaining employment
- Demonstrate a proficiency in standard physics laboratory techniques commonly acquired in lower-division coursework
Police Science
(also see Criminal Justice (p. 162))

One of modern government's most challenging tasks is the enforcement of laws and the protection of lives and property while respecting constitutional individual rights. Carefully selected, highly trained and motivated peace officers are central in this task. The Basic Law Enforcement Academy is presented in both an intensive and extended format for students interested in becoming peace officers.

The state screening requirements for admission into the Basic Law Enforcement Academy are: A person must have a physical examination, Department of Justice/Federal Bureau of Investigation fingerprint check and clearance, a valid California driver's license with no restrictions (one exception is corrective lenses), and never have been convicted of a felony. Police Science classes are certified by the California Commission on Peace Officer Standards and Training.

Contact Information
Division: Social Sciences, Human Development, and Physical Education (NH - 139)
Department Phone Number: (909) 384-4431
Program Director: Paul Dennis (pdennis@sbccd.edu), M.A.

• Basic Peace Officer Certificate of Achievement (p. 307)

POLICE 001 1.5 Units
Police Academy Preparation
Lecture: 36 contact hours
Lab: 8 contact hours
This course is designed to provide the student with the necessary information and guidance to meet the requirements for entry into and completion of the intensive or extended police academy. The course comprehensively covers personal leadership development skills as well as mental and physical preparation strategies fundamental to a successful police academy experience.

Associate Degree Applicable

POLICE 002 24.5 Units
Basic Law Enforcement Academy
Lecture: 312 contact hours
Lab: 392 contact hours
Corequisite: POLICE 100 and POLICE 101 and POLICE 102 and POLICE 103
Advisory: POLICE 001 and ENGL 101 or ENGL 101H
Limitation on Enrollment: Enrollment is limited to those students who meet state screening requirements as outlined in the Government Code California Penal Code and the Commission on Peace Officer Standards and Training Administrative Manual.
Basic training for new law enforcement officers. This course covers but is not limited to: leadership, professionalism and ethics, criminal justice system, juvenile law, patrol procedures, domestic violence, traffic enforcement, lifetime fitness, defensive tactics, first aid and CPR, and firearms.

Associate Degree Applicable

POLICE 050 0.5 Units
Bicycle Patrol
Lecture: 8 contact hours
Lab: 24 contact hours
Prerequisite: Completion of POLICE 002 and POLICE 100 and POLICE 101 and POLICE 102 and POLICE 103 (POST Regular Basic Course) or CRMJUS 059 and CRMJUS 060 and CRMJUS 061 (Modules I II and III).
This course is designed to give students basic knowledge of the use of the bicycle police patrol and to improve their bicycle riding skills. The course covers physical fitness, nutrition, bicycle-handling skills, range training with bicycle, bicycle maintenance and bicycle rides on and off road.

POLICE 051 1 Unit
Bicycle Patrol - Instructor
Lecture: 16 contact hours
Lab: 24 contact hours
Prerequisite: POLICE 050
Students will learn how to apply the fundamentals of police bicycle patrol for the purpose of training other bicycle patrol officers. The course covers physical fitness, nutrition, bicycle maintenance, instructor development, facilitation skills, and bicycle handling skills.

POLICE 060 1.5 Units
Traffic Collision Investigation - Basic
Lecture: 32 contact hours
Lab: 8 contact hours
Prerequisite: Completion of POLICE 002 and POLICE 100 and POLICE 101 and POLICE 102 and POLICE 103 (POST Regular Basic Course) or CRMJUS 059 and CRMJUS 060 and CRMJUS 061 (Modules I II and III).
This course offers a practical application of how to use report forms and accident investigation terminology together with the study of vehicle code law, court decisions and other traffic related subject matter.

POLICE 061 1.5 Units
Traffic Collision Investigation - Intermediate
Lecture: 32 contact hours
Lab: 8 contact hours
Prerequisite: POLICE 060
This course is designed for experienced traffic collision investigators. Emphasis is on the applications of mathematics and physics to collision analysis, skidmark analysis, scene documentation and evaluation.

POLICE 062 4 Units
Traffic Collision Investigation - Advanced
Lecture: 72 contact hours
Lab: 8 contact hours
Prerequisite: POLICE 060
This course is designed for experienced traffic collision investigators. Emphasis is on the applications of basic mathematics and physics to collision analysis, scene documentation and evaluation.

POLICE 063 4 Units
Traffic Collision Investigation - Reconstruction
Lecture: 72 contact hours
Lab: 8 contact hours
Prerequisite: POLICE 062
This course will investigate and describe various relationships in physics as they relate to traffic collision reconstruction. This course covers auto-pedestrian, bicycle collisions, articulated vehicles, reconstruction methodology, motion analysis, velocity reconstruction and step-by-step reconstruction process.
POLICE 064  1 Unit
Traffic Collision Investigation - Motor Vehicle Inspection
Lecture: 16 contact hours
Lab: 24 contact hours
Prerequisite: POLICE 060
This course is designed to enhance the investigative techniques of a traffic collision investigation. It will show students how to conduct a complete inspection of a motor vehicle from bumper to bumper in order to determine if any of the vehicle systems caused or contributed to the outcome of the collision.

POLICE 065  1 Unit
Driving Under the Influence (DUI)
Lecture: 24 contact hours
Lab: 8 contact hours
Prerequisite: Completion of POLICE 002 and POLICE 100 and POLICE 101 and POLICE 102 and POLICE 103 (POST Regular Basic Course) or CRMJUS 059 and CRMJUS 060 and CRMJUS 061 (Modules I II and III).
This course is designed to provide a student with a better understanding of driving under the influence (DUI) laws. The student will receive information on DUI laws, report writing, courtroom testimony, field sobriety tests and alcohol correlation studies.

POLICE 070  0.5 Units
Firearms
Lecture: 10 contact hours
Lab: 14 contact hours
Limitation on Enrollment: Enrollment is limited to those students who meet state screening requirements as outlined in the government code California Penal Code and the Commission of Peace Officer Standards and Training Administrative Manua.
This course satisfies the Commission of Peace Officer Standards and Training (POST) firearms certification for PC 832. Additionally, this course exceeds the State of California firearms safe handling and use certification required from any person purchasing a firearm in California.

POLICE 071  1.5 Units
Arrest and Control
Lecture: 30 contact hours
Lab: 10 contact hours
This course provides the student with the knowledge and skills necessary to qualify for limited peace officer powers as required by Penal Code Section 832. The course will emphasize laws of arrest, search and seizure, evidence, and the investigative process. This course meets the curriculum standards of the California Board of Corrections and the California Commission on Peace Officers Standards and Training.

POLICE 072  1 Unit
Crisis Intervention and Negotiation
Lecture: 24 contact hours
Prerequisite: Completion of POLICE 002 and POLICE 100 and POLICE 101 and POLICE 102 and POLICE 103 (POST Regular Basic Course) or CRMJUS 059 and CRMJUS 060 and CRMJUS 061 (Modules I II and III).
This course is designed to provide the student with a better understanding of crisis intervention and appropriate response. The student will receive information on the mental health systems, psychotic disorders, mood disorders, personality disorders, post-traumatic disorder, Alzheimer, and developmental disorders.

POLICE 073  2 Units
Child Abuse Investigation
Lab: 40 contact hours
Prerequisite: Completion of POLICE 002 and POLICE 100 and POLICE 101 and POLICE 102 and POLICE 103 (POST Regular Basic Course) or CRMJUS 059 and CRMJUS 060 and CRMJUS 061 (Modules I II and III).
This course is designed to provide the student with an overview of the child abuse investigative process. It will focus on child abuse law, psychological factors of the offender, interviewing techniques and responsibilities of the child abuse investigator.

POLICE 074  1 Unit
Gang Awareness
Lecture: 24 contact hours
Prerequisite: Completion of POLICE 002 and POLICE 100 and POLICE 101 and POLICE 102 and POLICE 103 (POST Regular Basic Course) or CRMJUS 059 and CRMJUS 060 and CRMJUS 061 (Modules I II and III).
This course is designed to provide the student with a better understanding of various gangs in the community. Topics will include: the history of gangs, gang dynamics, gang prosecution and officer safety considerations.

POLICE 075  5 Units
Special Weapons and Tactics (SWAT)
Lecture: 80 contact hours
Lab: 40 contact hours
Prerequisite: Completion of POLICE 002 and POLICE 100 and POLICE 101 and POLICE 102 and POLICE 103 (POST Regular Basic Course) or CRMJUS 059 and CRMJUS 060 and CRMJUS 061 (Modules I II and III).
Limitation on Enrollment: Students must be selected by their respective law enforcement agency and pass Special Weapons and Tactics Team departmental qualifications prior to registration.
This course is designed for new members of special weapons and tactics teams. It will cover concepts of planning, tactical operations, approach, entry, and search techniques, as well as the use of chemical agents, and weapons.

POLICE 076  3.5 Units
Homicide Investigation
Lecture: 64 contact hours
Lab: 16 contact hours
Prerequisite: Completion of POLICE 002 and POLICE 100 and POLICE 101 and POLICE 102 and POLICE 103 (POST Regular Basic Course) or CRMJUS 059 and CRMJUS 060 and CRMJUS 061 (Modules I II and III).
This advanced course will train investigators in the highly specialized field of homicide investigation. It will cover the legal aspects of death investigation, homicide crime scene procedures, autopsy, psychological profiling, criminal psychology, laboratory work, gunshot, asphyxia, drowning, burning, cutting, stabbing, and interviewing techniques.

POLICE 077  3.5 Units
Crime Scene Investigation
Lecture: 64 contact hours
Lab: 16 contact hours
Limitation on Enrollment: Students must be employed in a sworn or civilian position with a law enforcement agency performing duties related to crime scene investigation or be employed as a law enforcement officer.
This course reviews principles of evidence collection. Course topics will include crime scene examination, recording, gathering trace evidence, collecting and packaging of biological evidence and the use of camera in crime scene investigation.
POLICE 078 1.5 Units  
Crime Scene and Forensic Photography  
Lecture: 24 contact hours  
Lab: 16 contact hours  
Prerequisite: Completion of POLICE 002 and POLICE 100 and POLICE 101 and POLICE 102 and POLICE 103 (POST Regular Basic Course) or CRMJUS 059 and CRMJUS 060 and CRMJUS 061 (Modules I II and III).  
Limitation on Enrollment: Students must be employed in a sworn or civilian position with a law enforcement agency performing duties related to crime scene investigation or be employed as a law enforcement officer. This course provides a basic and fundamental knowledge in the field of bloodstain pattern interpretation and illustrates the scientific principles and practical application of bloods stain patterns.

POLICE 079 1.5 Units  
Blood Stain Pattern Analysis  
Lecture: 24 contact hours  
Lab: 16 contact hours  
Limitation on Enrollment: Students must be employed in a sworn or civilian position with a law enforcement agency performing duties related to crime scene investigation or be employed as a law enforcement officer. This course provides a basic and fundamental knowledge in the field of bloodstain pattern interpretation and illustrates the scientific principles and practical application of bloods stain patterns.

POLICE 090 1.5 Units  
Field Training Officer  
Lecture: 32 contact hours  
Lab: 8 contact hours  
Prerequisite: Completion of POLICE 002 and POLICE 100 and POLICE 101 and POLICE 102 and POLICE 103 (POST Regular Basic Course) or CRMJUS 059 and CRMJUS 060 and CRMJUS 061 (Modules I II and III).  
This course is designed to provide the student with an understanding of the purpose of the field-training program. This course will focus on the fundamentals of basic training in patrol concepts and procedures.

POLICE 091 1 Unit  
Field Training Officer - Update  
Lecture: 18 contact hours  
Lab: 8 contact hours  
Prerequisite: POLICE 090  
This course is designed to provide current Field Training Officers with an update on the fundamentals of basic training in patrol concepts and procedures. Students will be updated on the current practices of evaluations, legal aspects, vehicle pursuits, weapons, building searches, prisoner restraints, and the use of force.

POLICE 092 4 Units  
Police Supervision  
Lecture: 80 contact hours  
Prerequisite: Completion of POLICE 002 and POLICE 100 and POLICE 101 and POLICE 102 and POLICE 103 (POST Regular Basic Course) or CRMJUS 059 and CRMJUS 060 and CRMJUS 061 (Modules I II and III).  
Limitation on Enrollment: Registration is limited to students who have successfully completed program prerequisites. This course covers police supervision techniques including problems of leadership and responsibilities, performance evaluation, instructional and disciplinary methods, motivation, and psychological aspects of supervision.

POLICE 093 2 Units  
Civilian Supervision  
Lecture: 40 contact hours  
In this course, students will learn supervisory techniques of non-sworn law enforcement employees including clerical, maintenance, janitorial and auto mechanics. The class includes problems of leadership and responsibilities, performance evaluation, instructional and disciplinary methods, motivation, and psychological aspects of supervision.

POLICE 094 1.5 Units  
Academy Instructor Certificate Program (AICC)  
Lecture: 25 contact hours  
Lab: 15 contact hours  
Prerequisite: Completion of POLICE 002 and POLICE 100 and POLICE 101 and POLICE 102 and POLICE 103 (POST Regular Basic Course) or CRMJUS 059 and CRMJUS 060 and CRMJUS 061 (Modules I II and III).  
This course is designed to provide instruction for Peace Officer Standards and Training (POST) academy instructors in adult learning principles including instructional planning skills, presentation and facilitation techniques.

POLICE 095 1 Unit  
Force Option Simulator Instructor  
Lecture: 10 contact hours  
Lab: 30 contact hours  
Prerequisite: Completion of POLICE 002 and POLICE 100 and POLICE 101 and POLICE 102 and POLICE 103 (POST Regular Basic Course) or CRMJUS 059 and CRMJUS 060 and CRMJUS 061 (Modules I II and III).  
This course is designed as a train the trainer class and meets all requirements for Peace Officer Standards and Training (POST) force options simulator instructor certification. This class will provide the trainer with an in-depth understanding of scenario-based training, increase their knowledge of federal and state laws governing use of force, and increase their knowledge of case laws and department policies regarding use of force.

POLICE 096 1 Unit  
Firearms Instructor Course  
Lecture: 10 contact hours  
Lab: 30 contact hours  
Prerequisite: Completion of POLICE 002 and POLICE 100 and POLICE 101 and POLICE 102 and POLICE 103 (POST Regular Basic Course) or CRMJUS 059 and CRMJUS 060 and CRMJUS 061 (Modules I II and III).  
This course is designed to prepare the student with the fundamentals of teaching law enforcement firearms techniques to others and to create and administer a safe and quality firearms training program. Part of the training includes various shooting styles, updates, and instruction on the most effective contemporary techniques used in law enforcement today. How to diagnose shooting problems through target analysis, and how to properly correct the problems will be covered as well.
POLICE 100  3 Units
Criminal Law
Lecture: 54 contact hours
Corequisite: POLICE 002 and POLICE 101 and POLICE 102 and POLICE 103
Advisory: ENGL 101 or ENGL 101H
Limitation on Enrollment: This course is limited to students who have successfully met state screening requirements: possession of a California driver’s license without restrictions other than required eyeglasses or contact lenses and possession of a current letter of clearance issued by the California Department of Justice that certifies the right to be in possession of a firearm.
This course analyses property crimes, crimes against persons, crimes against children, child abuse reporting, sex crimes, crimes against the judicial system, weapons violations, relevant laws and court decisions and crimes against the public peace. This course will focus on the relationship between criminal law and the criminal justice system. Classification of crimes and their application to the criminal justice system will also be covered in the course.
Associate Degree Applicable
Transfers to CSU only

POLICE 101  3 Units
Procedure and Evidence
Lecture: 54 contact hours
Corequisite: POLICE 002 and POLICE 100 and POLICE 102 and POLICE 103
Advisory: ENGL 101 or ENGL 101H
Limitation on Enrollment: Enrollment is limited to those students who meet the screening requirements as outlined in the Government Code California Penal Code and the Commission on Peace Officer Standards and Training Administrative Manual.
This course will address a peace officer’s authority, liability and responsibility to make a lawful arrest, and current search and seizure laws. It includes the origin, development, philosophy, and constitutional basis of evidence; rules and procedures governing admissibility and judicial decisions interpreting individual rights.
Associate Degree Applicable
Transfers to CSU only

POLICE 102  3 Units
Community Policing
Lecture: 54 contact hours
Corequisite: POLICE 002 and POLICE 100 and POLICE 101 and POLICE 103
Advisory: ENGL 101 or ENGL 101H
Limitation on Enrollment: Enrollment is limited to those students who meet the screening requirements as outlined in the Government Code California Penal Code and the Commission on Peace Officer Standards and Training Administrative Manual.
This course addresses the origin, concepts and philosophy of community policing, and victim awareness and the development of positive relationships with the public. It includes cultural diversity and discrimination.
Associate Degree Applicable
Transfers to CSU only

POLICE 103  3 Units
Introduction to Criminal Investigation
Lecture: 54 contact hours
Corequisite: POLICE 002 and POLICE 100 and POLICE 101 and POLICE 102
Advisory: ENGL 101 or ENGL 101H
Limitation on Enrollment: Enrollment is limited to those students who meet screening requirements as outlined in the Government Code California Penal Code and the Commission on Peace Officer Standards and Training Administrative Manual.
This course will address the examination of crime, evidence and police procedures in investigating crime. This includes documenting, recording and preserving evidence found at crime scenes.
Associate Degree Applicable
Transfers to CSU only

Basic Peace Officer Certificate of Achievement

This certificate is designed for state certified entry-level positions in law enforcement agencies. Successful completion of this program and subsequent completion of the hiring agencies probationary period in a Peace Officers’ Standards and Training (POST) certified agency qualifies the student for a California POST certificate. This program meets Penal Code §832 requirement of training as a peace officer in the state of California. This program is offered in two formats: The Intensive Format (approximately 23 weeks) and the Extended Format (approximately 52 weeks).

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>POLICE 002</td>
<td>Basic Law Enforcement Academy</td>
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<td>POLICE 100</td>
<td>Criminal Law</td>
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<td>POLICE 101</td>
<td>Procedure and Evidence</td>
<td>3</td>
</tr>
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<td>POLICE 102</td>
<td>Community Policing</td>
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<td>POLICE 103</td>
<td>Introduction to Criminal Investigation</td>
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<tbody>
<tr>
<td>POLICE 001</td>
<td>Police Academy Preparation</td>
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</table>

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Apply to any law enforcement agency in the State of California as a peace officer
- Apply knowledge and skills required in completing a Field Training Program (FTO)
- Apply understanding and skills essential in patrol procedures, firearms, administration of justice, defensive tactics, physical training, First Aid, cardiopulmonary resuscitation, traffic investigation, water safety, and driver training
• Recognize the importance of community policing, cultural diversity, victim awareness, and the development of positive community relationships
• Identify and understand key crime prevention techniques; and to accurately read and recognize circumstances under which search and seizures can be conducted
• Analyze the relationships between law enforcement, corrections, and courts
• Understand criminal law and the criminal justice system; and the origin, philosophy, concepts, and procedure of evidence; the judicial decisions and theories, degrees of evidence, individual rights, and case studies
• Choose to further their education by completing the requirements for an Administration of Justice degree

Political Science

The Political Science Department offers courses satisfying general education requirements for an Associate Degree and transfer requirements for the majors offered at colleges and universities. Our department offers courses to meet the California State University graduation requirement of U.S. Constitution and California State and local government, and may be certified for CSU GE-Breadth (POLIT 100). We also offer courses that provide service-learning opportunities for students seeking development of leadership skills through involvement in on-and off-campus community service (POLIT 138, POLIT 138H, POLIT 139, and POLIT 139H). For students interested in global affairs, we offer Comparative Politics (POLIT 140) and World Politics (POLIT 141 and POLIT 141H). We offer POLIT 110 and POLIT 110H for students interested in the development of Western political thought and philosophy.

A major in Political Science provides useful preparation for students interested in careers in politics, government (including the foreign service, the military and intelligence); teaching; public administration; public relations; law enforcement; the legal professions, and related fields. Students planning to transfer to a four-year institution and major in political science should consult with a counselor regarding the transfer process and lower-division requirements.

Contact Information
Division: Social Science, Human Development, and Physical Education (NH - 345)
Division Phone Number: (909) 384-8603
Faculty Chair: Riase Jakpor (rjakpor@sbccd.edu), Ph.D.

• Political Science Associate of Arts Transfer Degree (p. 310)
POLIT 138H 3 Units
Service Learning: Student Leadership - Honors
Lecture: 18 contact hours
Lab: 108 contact hours
Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.
This course is a service-learning course designed for the development of leadership skills through participation in student government or other campus activities. The topics covered include community college governance, collaborative problem solving, student issues, methods of effective advocacy, parliamentary procedures, relevant laws, and the challenges and opportunities of social diversity. This course is intended for students in the Honors Program but is open to all students who desire more challenging course work.
Associate Degree Applicable
Transfers to CSU only

POLIT 139 3 Units
Service Learning: Community Leadership
Lecture: 18 contact hours
Lab: 108 contact hours
Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.
This course is a service-learning course designed for the development of leadership skills through participation in community affairs on the federal, state, and local levels. The topics covered include street-level politics, coalition-building, direct and indirect lobbying, mass media communications, multicultural relations, legal requirements, and other aspects of civic involvement.
Associate Degree Applicable
Transfers to both UC/CSU

POLIT 139H 3 Units
Service Learning: Community Leadership - Honors
Lecture: 18 contact hours
Lab: 108 contact hours
Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.
This course is a service-learning course designed for the development of leadership skills through participation in community affairs on the federal, state, and local levels. The topics covered include street-level politics, coalition-building, direct and indirect lobbying, mass media communications, multicultural relations, legal requirements, and other aspects of civic involvement. This course is intended for students in the Honors Program but is open to all students who desire more challenging course work.
Associate Degree Applicable
Transfers to both UC/CSU

POLIT 140 3 Units
Introduction to Comparative Politics
Lecture: 54 contact hours
Advisory: READ 100 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.
This introductory course compares different political systems to evaluate their similarities and dissimilarities with respect to their corresponding political institutions and processes. Themes covered include presidential versus parliamentary democratic governance; authoritarian versus democratic regimes; patterns of state involvement in the political economy; society and citizen participation through interest groups, political parties and elections.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: POLS 130

POLIT 141 3 Units
Introduction to World Politics
Lecture: 54 contact hours
Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.
This introductory course in world politics (international relations) surveys the principal actors, issues and processes involved in international relations. It includes paradigms and approaches in the study of world politics; foreign policy; issues of war and peace; international organizations; international law; globalization; international political economy, including global financial and trade institutions; human rights; and the global environment with respect to sustainable development.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: POLS 140

POLIT 141H 3 Units
Introduction to World Politics - Honors
Lecture: 54 contact hours
Advisory: ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.
This introductory course in world politics (international relations) surveys the principal actors, issues and processes involved in international relations. It includes paradigms and approaches in the study of world politics; foreign policy; issues of war and peace; international organizations; international law; globalization; international political economy, including global financial and trade institutions; human rights; and the global environment with respect to sustainable development. This course is intended for students in the Honors Program but is open to all students who desire more challenging course work.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: POLS 140
POLIT 150  3 Units
Introduction to Public Policy
Lecture: 54 contact hours
Advisory: ENGL 101 or ENGL 101H
This course is an introduction to public policy. It introduces the basic concepts and processes underlying policy analysis, including application of these concepts to economic and budgetary policy, health care policy, welfare and social security policy, education policy, and environmental and energy policy, and social and cultural policies. It covers the actors involved in the policy process such as institutions, congress, the executive branch, and groups. It also addresses the theories involved in the policy process as well as the environment in which policy is made in the United States.

Associate Degree Applicable
Transfers to both UC/CSU

POLIT 222  1-3 Units
Independent Study in Political Science
DIR: 162 contact hours
Students with previous course work in Political Science may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of Political Science and related fields. Student work may include but not be limited to readings, research, projects, intern assignments and conferences. Prior to registration, a contract must be prepared jointly by the instructor and the student.

Associate Degree Applicable
Transfers to CSU only

Political Science Associate of Arts Transfer Degree

Political Science is the academic discipline that investigates the institutions and processes by which human societies are ruled. Political scientists use the techniques of empirical research and historical analysis, along with normative consideration of the ends of political action, to explore the outcomes of various governmental arrangements and alternatives. The study of political science will prepare students for careers in law, politics, governmental service, social science teaching, and journalism, as well as for active participation in the political system of the United States.

The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major.

To earn a Political Science AA-T degree, students must meet the following requirements:

- completion of the following major requirements with a minimum grade of “C” (or “P”);
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

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

Students planning to transfer to a four-year institution and major in political science should consult with a counselor regarding the transfer process and lower division requirements.

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<thead>
<tr>
<th>Code</th>
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<tr>
<td></td>
<td>Required Core Courses</td>
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<td>POLIT 100</td>
<td>American Politics</td>
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<td>List A - Select three of the following:</td>
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<tr>
<td>POLIT 141</td>
<td>Introduction to World Politics</td>
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<tr>
<td>or POLIT 141H</td>
<td>Introduction to World Politics - Honors</td>
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<tr>
<td>POLIT 110</td>
<td>Introduction to Political Theory</td>
<td>3</td>
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<tr>
<td>or POLIT 110H</td>
<td>Introduction to Political Theory - Honors</td>
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<tr>
<td>POLIT 140</td>
<td>Introduction to Comparative Politics</td>
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<tr>
<td>ECON 208</td>
<td>Business and Economic Statistics</td>
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<td>or MATH 108</td>
<td>Introduction to Probability and Statistics</td>
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<tr>
<td>or PSYCH 105</td>
<td>Statistics for the Behavioral Sciences</td>
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<td>List B - Select two of the following:</td>
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<td>ANTHRO 102</td>
<td>Cultural Anthropology</td>
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<td>or ANTHRO 102H</td>
<td>Cultural Anthropology - Honors</td>
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<td>COMMST 135</td>
<td>Mass Media and Society</td>
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<tr>
<td>ECON 100</td>
<td>Introduction to Economics</td>
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<tr>
<td>ECON 200</td>
<td>Principles of Macroeconomics</td>
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<td>or ECON 200H</td>
<td>Principles of Macroeconomics - Honors</td>
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<td>ECON 201</td>
<td>Principles of Microeconomics</td>
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<td>or ECON 201H</td>
<td>Principles of Microeconomics - Honors</td>
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<tr>
<td>HIST 100</td>
<td>United States History to 1877</td>
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<td>or HIST 100H</td>
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<tr>
<td>HIST 101</td>
<td>United States History: 1865 to Present</td>
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<tr>
<td>or HIST 101H</td>
<td>United States History: 1865 to Present - Honors</td>
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<tr>
<td>HIST 137</td>
<td>Experiences of Racial and Ethnic Groups in U.S. History</td>
<td>3</td>
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<tr>
<td>or ETHS 137</td>
<td>Experiences of Racial and Ethnic Groups in U.S. History</td>
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<tr>
<td>HIST 150</td>
<td>Introduction to Latin American History</td>
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<td>HIST 170</td>
<td>World History to 1500</td>
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<td>HIST 171</td>
<td>World History Since 1500</td>
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<td>POLIT 138</td>
<td>Service Learning: Student Leadership</td>
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<td>or POLIT 138H</td>
<td>Service Learning: Student Leadership - Honors</td>
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<td>POLIT 139</td>
<td>Service Learning: Community Leadership</td>
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<td>or POLIT 139H</td>
<td>Service Learning: Community Leadership - Honors</td>
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<tr>
<td>POLIT 150</td>
<td>Introduction to Public Policy</td>
<td>3</td>
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<td>PSYCH 100</td>
<td>General Psychology</td>
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<td>or PSYCH 100H</td>
<td>General Psychology - Honors</td>
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<td>RELIG 135</td>
<td>Religion in America</td>
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<td>SOC 100</td>
<td>Introduction to Sociology</td>
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<td>or SOC 100H</td>
<td>Introduction to Sociology - Honors</td>
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<thead>
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<td>Major Total</td>
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<td></td>
<td>Total Units That May Be Double Counted</td>
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<td>General Education (CSU-GE or IGETC) Units</td>
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<td>Elective (CSU Transferable) Units</td>
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<td>Total Units</td>
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</table>
See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

**Program Learning Outcomes**

At the completion of this program, students will be able to:

- Demonstrate a comprehensive understanding of the domestic governmental institutions and political practices of the United States – at the national, state, and local levels – including their Constitutional bases; the special functions of the legislative, executive, and judicial branches and their associated bureaucratic and regulatory agencies; and the activities of leading participants in the political process including organized special interest groups, political parties, and grassroots activists.

- Demonstrate a keen awareness of the world beyond our national borders and know the principal players in world politics–state actors (countries) and non-state actors such as international governmental organizations (IGOs) and international non-governmental organizations (INGOs), and their respective role in creating world order; employ the principle of levels of analysis to explain a major development in world politics such as the outbreak of war or a complex foreign policy decision; understand the principal parameters around which to compare different political systems; have an understanding of how different historical and cultural forces end up creating different regimes–authoritarian regimes or democratic regimes; and have a general knowledge of the fundamental components of political economy—public goods, taxation, regulations, trade policies, employment, and money supply.

- Demonstrate an understanding of the practical skills needed for employment, or other participation, in governmental and political contexts.
Psychiatric Technology

This program is designed to prepare students to become Psychiatric Technicians who provide quality care to assist patients in attaining their maximum level of wellness. Graduates are eligible to take the state licensing examination. The program is accredited by:

California State Board of Vocational Nurses and Psychiatric Technicians
2535 Capitol Oaks Drive, Suite 205
Sacramento, CA 95833.

Students are admitted in the Fall and Spring semesters. Students must complete program prerequisites, support courses, required courses, and apply and be accepted to the program. To enroll in the program, students must pass a Livescan background check and meet the health requirements. California law allows for denial of the PT license based on any conviction or legal action related to PT practice. For further information: http://www.bvnpt.ca.gov/licensees/fingerprint_faq.shtml/ (http://www.bvnpt.ca.gov/licensees/fingerprint_faq.shtml/)

Contact Information
Department: Health and Life Sciences (HLS - 101)
Department Phone Number: (909) 384-4550
Faculty Chair: Maria Valdez (mvaldez@sbccd.edu), M.A.

Prerequisites for the Psychiatric Technology Program

1. High school completion (official transcript or Diploma or G.E.D., AA Degree, BS Degree, or foreign graduate that has been evaluated by AERC (American Educational Research Corporation), or IERF (International Education Research Foundation), or World Education Services.

2. Complete the following courses with a grade of C or higher:

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<tr>
<td>ENGL 101</td>
<td>Freshman Composition</td>
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<td>PSYCH 100</td>
<td>General Psychology</td>
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<td>or PSYCH 100H General Psychology - Honors</td>
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<td>MATH 108</td>
<td>Introduction to Probability and Statistics 1</td>
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<td>or PSYCH 105 Statistics for the Behavioral Sciences</td>
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<tr>
<td>Human Anatomy and Physiology - Select one series from the following:</td>
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<tr>
<td>BIOL 155</td>
<td>Introductory Anatomy and Physiology 2</td>
<td>4</td>
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<tr>
<td>BIOL 250</td>
<td>Human Anatomy and Physiology I</td>
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</tr>
<tr>
<td>&amp; BIOL 251</td>
<td>and Human Anatomy and Physiology II</td>
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<tr>
<td>BIOL 260</td>
<td>Human Anatomy</td>
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<tr>
<td>&amp; BIOL 261</td>
<td>and Human Physiology</td>
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3. Students have the option to enroll in PSYCH 110, PSYCH 111, or PSYCH 112 if PSYCH 100 or PSYCH 100H was completed more than 5 years ago.

4. BIOL 155 and PSYCH 100 must be completed within 5 years of starting the program. Foreign transcripts must be evaluated for equivalency by an approved agency. See program Director/Department Chair.

1 Or completion of MATH 095 or MATH 096 or higher can be used in lieu of the math requirement utilizing the challenge process. See program Director/Department Chair for additional information.

2 BIOL 155, BIOL 261 (https://catalog.valleycollege.edu/search/?P=BIOL%20261) (or BIOL 250 (https://catalog.valleycollege.edu/search/?P=BIOL%20250) & BIOL 251 (https://catalog.valleycollege.edu/search/?P=BIOL%20251)) must be taken within 5 years of application to the program; Fully online sciences will not be accepted. BIOL 250 (https://catalog.valleycollege.edu/search/?P=BIOL%20250) & BIOL 251 (https://catalog.valleycollege.edu/search/?P=BIOL%20251) must be completed at the same regionally accredited institution.

Application to the Psychiatric Technician

Applications to the Psychiatric Technician program may only be submitted when all program prerequisites have been completed. Applications must be submitted online via the link provided on the SBVC Psychiatric Technician webpage. The applications will be accepted March 1 – 15 for entry in the fall and October 1-15 for entry in the Spring. The application will not be accepted if falsification or inaccurate information is provided. Submit the following to Admission & Records prior to submitting the application:

1. Official college transcripts from all colleges or universities attended except for SBVC or Crafton Hills College. Transcripts must be issued within the last 6 months and document that the program prerequisites have been completed. If transcripts are from a foreign country, they must be evaluated for equivalency - see Admission Clerk.

2. High School completion document.

Acceptance Procedure

Effective Fall 2019 the Psychiatric Technology Program will select students through a point system. All prerequisites must be completed prior to applying, no exceptions. Once the application period has closed, the acceptance committee will review all completed applications. Students ranked with the highest points will then be selected for entry. Applicants will be notified via email and Canvas of their application status.

- Psychiatric Technology Associate of Science Degree (p. 313)
- Psychiatric Technology Certificate of Achievement (p. 314)

PSYCH 084 17 Units
Introduction to Psychiatric Technology
Lecture: 180 contact hours
Lab: 378 contact hours

Limitation on Enrollment: Registration is limited to students who have completed program prerequisites and have been accepted into the Psychiatric Technology program. This course is an introduction to psychiatric technology emphasizing basic therapeutic communication, pharmacology, growth and development, developmental disabilities, behavior modification, nutrition, and nursing care, including application of basic nursing skills to the care of clients with developmental disabilities.

Associate Degree Applicable
PSYCH 085 12 Units  
Psychiatric Technology: Nursing Science  
**Lecture:** 126 contact hours  
**Lab:** 270 contact hours  
**Prerequisite:** PSYCH 084  
**Limitation on Enrollment:** Registration is limited to students who have completed the program prerequisites and have been accepted into the Psychiatric Technology program.

This course is the study of basic nursing science concepts and skills with emphasis on nursing care for pediatric, adult and geriatric clients with medical and surgical disorders. Application of theory to the care of physically ill clients in acute and long-term care agencies.

**Associate Degree Applicable**

PSYCH 086 17 Units  
Introduction to Psychiatric Technology: Behavioral Science  
**Lecture:** 180 contact hours  
**Lab:** 378 contact hours  
**Prerequisite:** PSYCH 084  
**Limitation on Enrollment:** Registration is limited to students who have completed prerequisites and have been accepted into the Psychiatric Technology program.

This course is a study of psychiatric mental disorders with emphasis on causes, clinical manifestations, diagnosis, interventions and treatments. Included is the application of mental health theory to the basic nursing care of clients in acute, long-term care, and state mental health institutional settings.

**Associate Degree Applicable**

PSYCH 601 Noncredit  
Psychiatric Technology Licensure Exam Preparation  
**Lecture:** 18 contact hours  
This noncredit course prepares students that have completed or are nearing completion of the psychiatric technology program for the state administered licensing examination for psychiatric technicians. This course is also recommended for students who desire refresher training. Topics include, but are not limited to, nursing science – theory and techniques, basic nursing, developmental disabilities, medications, psychiatric mental health nursing. Also included are some basic test-taking techniques to increase proficiency on the state exam.

**Psychiatric Technology Associate of Science Degree**

This degree program is designed to prepare students to become Psychiatric Technicians who provide quality care and assist patients in attaining their maximum level of wellness. Graduates are eligible to take the state licensing examination. The program is accredited by the California State Board of Vocational Nurses and Psychiatric Technicians, 2535 Capitol Oaks Drive, Suite 205, Sacramento, CA 95833.

To graduate with a specialization in Psychiatric Technology, students must complete the following required courses plus the general breadth requirements for the Associate Degree (not included for entry into the Psychiatric Technology Program). This will exceed the minimum total of 60 applicable units. All Psychiatric Technology courses (PSYCH 084, PSYCH 085 and PSYCH 086) must be completed within a 5 year period.

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<tr>
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<td>or MATH 096</td>
<td>Elementary and Intermediate Algebra</td>
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<tr>
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<tr>
<td>or PSYCH 100H</td>
<td>General Psychology - Honors</td>
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</table>

**Required Courses**

PSYCH 084 Introduction to Psychiatric Technology  
PSYCH 085 Psychiatric Technology: Nursing Science  
PSYCH 086 Introduction to Psychiatric Technology: Behavioral Science

**Total Units** 61-66

1 or Completion of a Higher Level Math

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

- SBVC GE requirements ([www.valleycollege.edu/student-services/counseling/graduation-requirements/](https://www.valleycollege.edu/student-services/counseling/graduation-requirements/))
- CSU GE requirements ([www.valleycollege.edu/student-services/counseling/csuge/](https://www.valleycollege.edu/student-services/counseling/csuge/))
- IGETC requirements ([www.valleycollege.edu/student-services/counseling/igetc/](https://www.valleycollege.edu/student-services/counseling/igetc/))

**Program Learning Outcomes**

At the completion of this program, students will be able to:

- Pass an online simulated Psychiatric Technology State Board Certification examination (BVNPT)
- Pass the Psychiatric Technology State Board Certification examination (BVNPT)
Psychiatric Technology Certificate of Achievement

This certificate is designed to prepare students for employment as a Psychiatric Technician, providing care and participating in the treatment of mentally and developmentally disabled clients. Learning activities are conducted on the college campus and a variety of community agencies.

The curriculum prepares students to take the California Psychiatric Technician license examination. The Psychiatric Technology program is accredited by the California Board of Vocational Nursing and Psychiatric Technicians.

Students must complete program prerequisites, apply and be accepted into the Psychiatric Technology program. To enroll in the program, students must pass a background check and meet health requirements. The California Board of Vocational Nursing and Psychiatric Technicians may deny a license based on any conviction or action substantially related to Psychiatric Technician practice.

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<td>BIOL 250</td>
<td>Human Anatomy and Physiology I</td>
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<tr>
<td>&amp; BIOL 251</td>
<td>and Human Anatomy and Physiology II</td>
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</tr>
<tr>
<td>BIOL 260</td>
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<td>MATH 095</td>
<td>Intermediate Algebra</td>
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<td>or MATH 096</td>
<td>Elementary and Intermediate Algebra</td>
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<td>General Psychology</td>
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<td>or PSYCH 100H</td>
<td>General Psychology - Honors</td>
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<td>Required Courses</td>
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<tr>
<td>Total Units</td>
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</table>

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Pass an online simulated Psychiatric Technology State Board Certification examination (BVNPT)
- Pass the Psychiatric Technology State Board Certification examination (BVNPT)

Psychology

Psychology is both a natural and a social science concerned with the study of human behavior, thoughts, and emotions. As such, it is a broad discipline, which involves both pure science and practical application of science to matters of daily living. Students planning to transfer to a four-year institution and major in psychology should consult with a counselor regarding the transfer process and lower division requirements.

Contact Information

Division: Social Sciences, Human Development, and Physical Education (NH - 345)
Division Phone Number: (909) 384-8603
Faculty Chair: Sandra Moore (smoore@sbccd.edu), Ph.D
Department Website (https://www.valleycollege.edu/academic-career-programs/degrees-certificates/psychology/)

• Psychology Associate of Arts Transfer Degree (p. 316)

PSYCH 100 3 Units
General Psychology
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This course surveys the nature and scope of psychology as a science. The content focuses on the exploration of psychological theories, concepts, methods, and research findings in psychology. Topics include psychology research design, biological bases of behavior, perception, consciousness, cognition, learning, development, memory, personality, psychological disorders and therapeutic approaches, emotion, motivation, social psychology, and applied psychology.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: PSY 110

PSYCH 100H 3 Units
General Psychology - Honors
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process and ENGL 101 or ENGL 101H as determined by the SBVC assessment process.
This course surveys the nature and scope of psychology as a science. The content focuses on the exploration of psychological theories, concepts, methods, and research findings in psychology. Topics include psychology research design, biological bases of behavior, perception, consciousness, cognition, learning, development, memory, personality, psychological disorders and therapeutic approaches, emotion, motivation, social psychology, and applied psychology. This course is intended for students in the Honors Program but is open to all students who desire more challenging course work.
Associate Degree Applicable
Transfers to both UC/CSU
C-ID: PSY 110
This course provides students with an applied focus on how psychology is used in everyday life and is related to other social sciences. This course examines a variety of psychological and theoretical perspectives and how these ideas are applied across a person's life taking into account the influence of factors such as culture, gender, ethnicity, historical cohort, and socio-economic status. A broad understanding of how scientists, clinicians, and practitioners study and apply psychology is emphasized.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID**: PSY 115

**PSYCH 105 4 Units**

**Statistics for the Behavioral Sciences**

**Lecture**: 72 contact hours

**Prerequisite**: MATH 095 or MATH 096

**Advisory**: PSYCH 100 or PSYCH 100H

This class focuses on statistics as applied to the social sciences and includes such topics as measurement, frequency distributions, measures of central tendency, measures of variability, the normal distribution curve, correlation, sampling, statistical inference, hypothesis testing and an introduction to analysis of variance.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID**: MATH 110/SOC125

**PSYCH 110 3 Units**

**Abnormal Psychology**

**Lecture**: 54 contact hours

**Prerequisite**: PSYCH 100 or PSYCH 100H

**Advisory**: PSYCH 100 or PSYCH 100H

This course is an integrative survey of theory and research in abnormal behavior. The scientific study of psychopathology and atypical behaviors is explored. Abnormal behavior is investigated from a variety of perspectives including biological, psychological, and sociocultural approaches. Intervention and prevention strategies for psychological disorders are also introduced.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID**: PSY 120

**PSYCH 111 3 Units**

**Developmental Psychology: Lifespan**

**Lecture**: 54 contact hours

**Prerequisite**: PSYCH 100 or PSYCH 100H

**Advisory**: PSYCH 100 or PSYCH 100H

This course is a survey of lifespan developmental psychology from conception through death, including biological and environmental influences. Theories and research on physical, cognitive, personality, and social development are examined, as well as attention to developmental disturbances and problems.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID**: PSY 180
Psychology courses beyond complete
It is also highly recommended that students complete the U.S. History, Constitution, and American Ideals requirement as part of the CSUGE or IGETC before transferring to a CSU.

It is highly recommended that students complete courses that satisfy requirements:

- completion of the following major requirements with grades of C or better;
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSU-GE) or Intersegmental General Education Transfer Curriculum (IGETC), which requires a minimum of 37-39 units.

Program Learning Outcomes

At the completion of this program, students will be able to:

- Identify, compare, and critically evaluate theory- and research-based ideas in psychology as assessed by written or objective assessments
- Analyze and evaluate psychological concepts as assessed by written or objective assessments
- Apply psychological concepts to the analysis and evaluation of the consequences of personal behavioral choices as assessed by written or objective assessments
- Identify, analyze, and apply concepts related to statistical information and techniques as well as research methods as assessed by written or objective assessments
- Prepare to transfer a core curriculum to an accredited, four-year college or university with junior class standing in Psychology or a related major
Reading and Study Skills

The Reading and Study Skills Department at San Bernardino Valley College maintains a commitment to instructional innovations, and inter-divisional collaboration, that supports its mission to provide a diverse community of learners with a variety of effective instructional experiences, which strengthens reading comprehension, critical thinking, and study strategies. These skills are essential in the preparation of students who will transfer to four-year universities, enter the workforce by earning applied degrees and certificates, and to improve the quality of life in San Bernardino, the Inland Empire, and beyond.

Sequence of Reading Courses
Student placement within the sequence is dependent on the results of the SBVC Self-Guided Placement Results. Contact a counselor for details.

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<tr>
<td>READ 620</td>
<td>Reading Skills 1</td>
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<tr>
<td>READ 015</td>
<td>Preparation for College Reading 2</td>
<td>4</td>
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<tr>
<td>READ 100</td>
<td>College Academic Reading 3</td>
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</tr>
<tr>
<td>READ 102</td>
<td>Critical Reading As Critical Thinking 4</td>
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</table>

1 11th Grade High School English Grade > D
2 11th Grade High School English Grade > C
   (Recommended for students who want to continue developing proficiency in reading).
3 11th Grade High School English Grade > B
4 Course satisfies CSU, General Education-Breadth Requirements: A3, "Critical Thinking"

Contact Information
Division: Arts and Humanities (NH - 223)
Phone Number: (909) 387-1653
Faculty Chair: Kimberly D. Jefferson (kjeffers@sbc.edu), M.A.

READ 015 4 Units
Preparation for College Reading
Lecture: 72 contact hours
This course is designed to foster general reading improvement with an emphasis on reading comprehension and vocabulary. Assignments are based on diagnostic tests, which identify strengths and weaknesses in reading comprehension and vocabulary.

Associate Degree Applicable

READ 100 3 Units
College Academic Reading
Lecture: 54 contact hours
Prerequisite: READ 015 or eligibility for READ 100 as determined through the SBVC assessment process.
This course is designed to improve reading and learning processes, reading comprehension, and critical thinking strategies as applied to all stages of academic reading. Emphasis will be on the integration and synthesis of academic text.

Associate Degree Applicable

READ 102 3 Units
Critical Reading As Critical Thinking
Lecture: 54 contact hours
Advisory: READ 100
This course explores the relationship of critical reading and critical thinking with an emphasis on the development of critical thinking skills and the application in the interpretation, analysis, criticism, and advocacy of ideas encountered in academic reading.

Associate Degree Applicable
Transfers to CSU only

READ 615 Noncredit
Preparation for College Reading
Lecture: 72 contact hours
Have you seen the movies IT or Doctor Sleep? They are based on Stephen King novels. How about The Hate U Give, Crazy Rich Asians, or Jurassic Park? These movies were also book-to-movie adaptations. If you're a fan of movies, read the books that inspired them! This noncredit course is designed to foster improvement in reading comprehension and vocabulary. Coursework includes reading texts from various genres and other assignments, while preparing students for college reading success across the disciplines. This course may also be offered for credit, as READ 015.

READ 620 Noncredit
Reading Skills
Lab: 54 contact hours
This noncredit, self-paced course is designed for students requiring basic reading skills instruction, including, but not limited to, phonics, dictionary usage, vocabulary development, syllabication, and beginning reading comprehension skills.

Real Estate

There are various reasons why people study real estate. Some wish to become real estate agents, and some people study real estate to be better-informed consumers as they work with agents to buy or sell a personal residence. Still others study real estate as a way to acquire long-term investments that could generate rental income for their retirement years. Whatever the reason, this curriculum provides a strong basis for understanding the real estate market.

The Real Estate curriculum is designed to provide students with the preparation for pre-qualification for the real estate sales or brokers examinations.

Contact Information
Division: Mathematics, Business, and Computer Technology (B - 127)
Division Phone Number: (909) 384-8520
Faculty Chair: Michael Assumma (massumma@sbc.edu), M.B.A.

- Real Estate Associate of Arts Degree (p. 319)
- Real Estate Certificate of Achievement (p. 319)
REALST 062  3 Units
Real Estate Practice
Lecture: 54 contact hours
This course includes the day-to-day operations in real estate, overview of brokerage procedures and the various roles of the employee. The successful completion of this course meets qualifications for salesperson or broker licensing exam.

Associate Degree Applicable

REALST 063  3 Units
Real Estate Loan Processing Fundamentals
Lecture: 54 contact hours
Advisory: REALST 100
This course covers loan processing, specifically the mechanics of mortgage lending with emphasis on ethical practices.

Associate Degree Applicable

REALST 066  3 Units
Computerized Real Estate Loan Processing
Lecture: 54 contact hours
Prerequisite: REALST 100
Advisory: REALST 063
This course is an introduction to real estate computerized loan processing software. This course is intended to assist beginning and current real estate professionals in developing an understanding of the application of computer technology in real estate.

Associate Degree Applicable

REALST 068  3 Units
Real Estate Appraisal: Residential
Lecture: 54 contact hours
Advisory: REALST 100
This course addresses the purpose of appraisals, appraisal process, and the different methods, approaches, and techniques used to determine the value of various types of property. Successful completion of this course meets elective qualification for salesperson or broker licensing approval.

Associate Degree Applicable

REALST 070  3 Units
Real Estate Finance
Lecture: 54 contact hours
Advisory: REALST 100
This course addresses the analysis of real estate financing including lending policies and problems in financing transactions in residential, apartment, commercial and special purpose properties, emphasizing methods of financing. Successful completion of this course meets elective qualification for salesperson or broker licensing approval.

Associate Degree Applicable

REALST 074  3 Units
Legal Aspects of Real Estate
Lecture: 54 contact hours
Advisory: REALST 100
This course is the study of real estate law with emphasis on applications in real estate brokerage and related fields. Successful completion of this course meets elective qualification for salesperson or broker licensing approval.

Associate Degree Applicable

REALST 076  3 Units
Property Management
Lecture: 54 contact hours
Advisory: REALST 100
This course is a study of the history and role of the professional property manager. The topics covered include, leases, lease negotiations, tenant relations (both residential and commercial properties), liability issues, record keeping and thorough management operations.

Associate Degree Applicable

REALST 078  3 Units
Real Estate Economics
Lecture: 54 contact hours
Advisory: REALST 100
This course covers real estate economics as used to analyze national, regional, city and neighborhood trends in an effort to learn what has happened in the past to analyze future trends.

Associate Degree Applicable

REALST 080  3 Units
Escrow Procedures
Lecture: 54 contact hours
This course covers methods and techniques of escrow procedures emphasizing the legal and ethical responsibilities of professionals engaged in escrow and real estate work. (Formerly ESCROW 001)

Associate Degree Applicable

REALST 100  3 Units
Real Estate Principles
Lecture: 54 contact hours
Advisory: ENGL 015 or eligibility for ENGL 101 or 101H as determined by the SBVC assessment process and MATH 942 or eligibility for a higher level math class as determined by the SBVC assessment process.
This course includes the fundamentals of real estate including the basic laws and principles of California real estate. This includes the background and terminology necessary for advanced study of real estate. The successful completion of this course meets qualifications for salesperson or broker licensing exam.

Associate Degree Applicable

Transfers to CSU only

REALST 901  3 Units
Real Estate Pre-License
Lecture: 54 contact hours
Advisory: REALST 100
This course is a review for the California Department of Real Estate salespersons license examination. Topics cover California real estate law, property ownership, legal procedures, contract law, appraising, financing and taxation, and real estate practice.

REALST 902  3 Units
Broker's License Review
Lecture: 54 contact hours
Advisory: REALST 100
This course prepares students to take the California Department of Real Estate broker's license examinations. Topics cover California real estate law, property ownership, legal procedures, contract law, appraising, financing and taxation, and real estate practice.
Real Estate Associate of Arts Degree

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

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<tr>
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<td>REALST 062</td>
<td>Real Estate Practice</td>
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<tr>
<td>REALST 068</td>
<td>Real Estate Appraisal: Residential</td>
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<td>REALST 070</td>
<td>Real Estate Finance</td>
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<td>REALST 074</td>
<td>Legal Aspects of Real Estate</td>
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<td>Property Management</td>
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<td>Escrow Procedures</td>
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Total Units: 24

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<td>BUSAD 103</td>
<td>Marketing Principles</td>
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<td>BUSAD 106</td>
<td>Principles of Selling</td>
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<td>BUSAD 210</td>
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Total Units: 18-19

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

- SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)
- CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)
- IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes

At the completion of this program, students will be able to:

- Critically analyze how real estate is acquired, held, used, regulated, taxed and transferred
- Define the role and responsibilities of a real estate agent in California
- Demonstrate an understanding of and familiarity in the world of real estate and its related terminology
- Meet the requirements to sit for the California Real Estate License Exam

Real Estate Certificate of Achievement

This certificate qualifies students for entry-level employment in title and escrow companies, mortgage companies, financial institutions, and related firms.

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<td>REALST 074</td>
<td>Legal Aspects of Real Estate</td>
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<tr>
<td>REALST 100</td>
<td>Real Estate Principles</td>
<td>3</td>
</tr>
<tr>
<td>REALST 078</td>
<td>Real Estate Economics</td>
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<tr>
<td>or ECON 100</td>
<td>Introduction to Economics</td>
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</table>

Select one of the following: 3-4

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<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
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<tr>
<td>ACCT 200</td>
<td>Financial Accounting</td>
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<tr>
<td>BUSAD 103</td>
<td>Marketing Principles</td>
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<td>BUSAD 106</td>
<td>Principles of Selling</td>
<td>3</td>
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<tr>
<td>BUSAD 100</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>BUSAD 210</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>BUSAD 050</td>
<td>Business Math</td>
<td>3</td>
</tr>
<tr>
<td>REALST 063</td>
<td>Real Estate Loan Processing Fundamentals</td>
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<td>REALST 076</td>
<td>Property Management</td>
<td>3</td>
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<td>REALST 078</td>
<td>Real Estate Economics</td>
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<td>or ECON 100</td>
<td>Introduction to Economics</td>
<td></td>
</tr>
<tr>
<td>REALST 080</td>
<td>Escrow Procedures</td>
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</tbody>
</table>

Total Units: 18-19

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

- Be familiar with various Real Estate listing agreements, concepts, forms, terminology, procedures, contracts, National Association of Realtor’s Code of Professional Responsibility
- Read, interpret and discuss various principles of real estate
- Discuss and describe the methods of appraising real property and how to evaluate single-family residences, investment property and commercial property
- Discuss the effect of taxes on real estate including residential, income property, and investments, and understand telephone techniques, direct mail, and building clientele management of investment properties, methods for qualifying loans
- Be prepared to set up a real estate business by understanding the process of licensing and starting your own company, know the selling process including various types of sales. Be familiar with government agencies involved in real estate
- Analyze and know regulation, procedures of finance and economic factors such as understanding types of lenders, methods of qualifying loans, mortgage markets, Urban development, real estate cycles, and trends
- Understand basic real estate mathematics

To earn a real estate certificate students must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.
Sociology

Sociology is a social science involving the study of societies. Through analyses of society, its institutions, groups, processes, and social lives of people, sociologists attempt to understand and predict social interactions and change. Sociology prepares students for further study for careers in social work and counseling, social services, probation, corrections, law enforcement, research, public policy, law, education and other fields, which require an understanding of social life. The sociology program includes basic introductory courses in sociology, social problems, institutions, and social inequality. Students planning to transfer to a four-year institution and major in sociology should consult with a counselor regarding the transfer process and lower division requirements.

Contact Information

Division: Social Sciences, Human Development, and Physical Education (NH - 345)

Division Phone Number: (909) 384-8603

Faculty Chair: Anthony Blacksher (ablacksher@sbccd.edu), Ph.D.

- Sociology Associate of Arts Transfer Degree (p. 322)

SOC 100 3 Units
Introduction to Sociology
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process
This course is an introductory study of the basic concepts, theoretical approaches, and methods of sociology. Included in this examination are the social influences on human behavior, social structure, culture, socialization and the self, group dynamics, social stratification, and global patterns, with an emphasis on social institutions.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: SOCI 110

SOC 100H 3 Units
Introduction to Sociology - Honors
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This course is an introductory study of the basic concepts, theoretical approaches, and methods of sociology. Included in this examination are the social influences on human behavior, social structure, culture, socialization and the self, group dynamics, social stratification, and global patterns, with an emphasis on social institutions. This course is intended for students in the Honors Program, but is open to all students who desire more challenging course work.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: SOCI 110

SOC 110 3 Units
Social Problems
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This course is an examination of contemporary social issues in the United States including causes, consequences, interventions, and solutions, with an emphasis on social institutions and other topics such as crime, inequalities, substance abuse, and the role of power and ideology in the construction and definitions of social problems.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: SOCI 115

SOC 110H 3 Units
Social Problems - Honors
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H
This course is an examination of contemporary social issues in the United States including causes, consequences, interventions, and solutions, with an emphasis on social institutions and other topics such as crime, inequalities, substance abuse, and the role of power and ideology in the construction and definitions of social problems. This course is intended for students in the Honors Program, but is open to all students who desire more challenging work.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: SOCI 115

SOC 120 3 Units
Health and Social Justice
Lecture: 54 contact hours
This course is a multidisciplinary introduction to the health inequities faced mainly by the four historically racialized groups and stemming from unequal living conditions. Included is an examination of the intersectionality between race and ethnicity, and gender, sexual orientation, location, and socioeconomic status as they relate to disproportionate health outcomes, epidemics, and policy development. Medical systems, public health issues, health care access, and public health policies will be studied. Advocacy for health and social justice will be practiced. This course is recommended for students preparing for healthcare and mental health careers. (This course is also offered as ETHS 120)

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: PHS 102

SOC 130 3 Units
Family Sociology
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This course is an examination of the family as a social institution. Topics include historical and contemporary trends, social stratification, intimacy and relationships, and social forces that influence the family.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: SOCI 130
SOC 135  3 Units
Introduction to Crime
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course is a sociological examination of crime, criminality, and deviance in society with a focus on types of deviant and criminal behaviors, history, and patterns in the United States. Topics include sociological theories, definition and measurement of crime, cultural values and norms related to deviance, social inequality, criminal justice system, and the laws and methods used to control crime and deviance.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: SOCI 160

SOC 141  3 Units
Race and Ethnic Relations
Lecture: 54 contact hours

This course is a sociological and interdisciplinary examination of racial and ethnic groups in American society. Topics include historical and contemporary events and practices that have institutionalized racism including the social struggles of the four racialized core groups, with a focus on introductory concepts of ethnic studies, intersectionality, and anti-racist approaches toward social justice and equity. (This course is also offered as ETHS 141)

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: SOCI 150

SOC 141H  3 Units
Race and Ethnic Relations - Honors
Lecture: 54 contact hours
Prerequisite: ENGL 101 or ENGL 101H

This course is a sociological and interdisciplinary examination of racial and ethnic groups in American society. Topics include historical and contemporary events and practices that have institutionalized racism including the social struggles of the four racialized core groups, with a focus on introductory concepts of ethnic studies, intersectionality, and anti-racist approaches toward social justice and equity. This course is intended for students in the Honors Program but is open to all students who desire more challenging course work. (This course is also offered as ETHS 141H)

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: SOCI 150

SOC 145  3 Units
Sociology of Gender
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course is an examination of the social construction of gender, femininity, and masculinity in the United States. Topics include historical, cross-cultural, and societal forces and change that influence gender socialization, expectations, and practices with an emphasis on social institutions and some focus on global contemporary trends.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: SOCI 140

SOC 150  3 Units
Aging and the Life Course
Lecture: 54 contact hours
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course is a sociological examination of aging and the life course with an emphasis on aging as a social process. Topics include demographic trends, historical, cross-cultural, political, and economic forces that influence the experience of aging on individuals and families throughout the lifespan, communities, and societies, with some focus on global patterns.

Associate Degree Applicable
Transfers to both UC/CSU
Sociology Associate of Arts Transfer Degree

Sociology is both a scientific and humanistic discipline. Sociologists examine the systems of social action including single social acts, social relationships, organizations, institutions, communities, and societies. Through analyses of society, its groups, institutions, and processes, sociologists attempt to understand and predict human behavior. The study of sociology prepares students for further study of and careers in social work, probation, corrections, human services, law enforcement, research, public policy, and law and education.

The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor’s degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. To earn a Sociology this AA-T degree, students must meet the following requirements:

- completion of the following major requirements with a minimum grade of "C" (or "P");
- completion of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 39 units.

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

Students planning to transfer to a four-year institution and major in sociology should consult with a counselor regarding the transfer process and lower division requirements.

Completion of CSU GE-Breadth or IGETC for the UC or CSU is required in addition to the major requirements listed below.

### Required Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>SOC 100</td>
<td>Introduction to Sociology</td>
<td>3</td>
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<tr>
<td>or SOC 100H</td>
<td>Introduction to Sociology - Honors</td>
<td></td>
</tr>
<tr>
<td>SOC 110</td>
<td>Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>or SOC 110H</td>
<td>Social Problems - Honors</td>
<td></td>
</tr>
<tr>
<td>PSYCH 105</td>
<td>Statistics for the Behavioral Sciences</td>
<td>4</td>
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<tr>
<td>or ECON 208</td>
<td>Business and Economic Statistics</td>
<td></td>
</tr>
<tr>
<td>or MATH 108</td>
<td>Introduction to Probability and Statistics</td>
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**List A - Select two of the following or any required core course not already used:**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>SOC 130</td>
<td>Family Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 135</td>
<td>Introduction to Crime</td>
<td>3</td>
</tr>
<tr>
<td>SOC 141</td>
<td>Race and Ethnic Relations</td>
<td>3</td>
</tr>
<tr>
<td>or SOC 141H</td>
<td>Race and Ethnic Relations - Honors</td>
<td></td>
</tr>
<tr>
<td>or ETHS 141</td>
<td>Race and Ethnic Relations</td>
<td></td>
</tr>
<tr>
<td>or ETHS 141H</td>
<td>Race and Ethnic Relations - Honors</td>
<td></td>
</tr>
<tr>
<td>SOC 145</td>
<td>Sociology of Gender</td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 201</td>
<td>Research Methods for the Behavioral Sciences</td>
<td>4</td>
</tr>
</tbody>
</table>

**List B - Select one of the following or any course not used from List A:**

- ANTHRO 102 Cultural Anthropology 3
- or ANTHRO 102H Cultural Anthropology - Honors 3
- PSYCH 100 General Psychology 3
- or PSYCH 100H General Psychology - Honors 3
- SOC 120 Health and Social Justice 3
- or ETHS 120 Health and Social Justice 3
- SOC 150 Aging and the Life Course 3

### Total Units That May Be Double Counted

- 9-12

### General Education (CSU-GE or IGETC) Units

- 37-39

### Elective (CSU Transferable) Units

- 10-14

### Total Units

- 60

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

- CSU GE requirements ([https://www.valleycollege.edu/student-services/counseling/csuge/](https://www.valleycollege.edu/student-services/counseling/csuge/))
- IGETC requirements ([https://www.valleycollege.edu/student-services/counseling/igetc/](https://www.valleycollege.edu/student-services/counseling/igetc/))

**Program Learning Outcomes**

At the completion of this program, students will be able to:

- Demonstrate understanding of the sociological perspective through the analysis of social life evaluated by written or objective assessments
- Demonstrate understanding of the major sociological perspectives through the analysis of social institutions evaluated by written or objective assessments
Spanish (SPAN) Courses

SPAN 101 5 Units
College Spanish I
Lecture: 90 contact hours
In this course, students will develop the ability to converse, read, and write in Spanish. The course includes the study of essentials of pronunciation, vocabulary, idioms and grammatical structures along with an introduction to the cultures of Spanish speaking countries. This course corresponds to the first two years of high school study.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: SPAN 100

SPAN 102 5 Units
College Spanish II
Lecture: 90 contact hours
Prerequisite: SPAN 101
In this course students continue to develop conversational, reading and writing skills in Spanish with emphasis on past tense verbs, grammar, vocabulary expansion and the culture of Spanish speaking countries.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: SPAN 110

SPAN 102H 5 Units
College Spanish II - Honors
Lecture: 90 contact hours
Prerequisite: SPAN 101
In this course students continue to develop conversational, reading and writing skills in Spanish with emphasis on past tense verbs, grammar, vocabulary expansion and the culture of Spanish speaking countries. This course is intended for students in the Honors Program but is open to all students who desire more challenging course work.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: SPAN 110

SPAN 103 4 Units
College Spanish III
Lecture: 72 contact hours
Prerequisite: SPAN 102 or SPAN 102H
In this intermediate level course students develop complex conversational, reading and writing skills, with emphasis on the subjunctive and hypothetical situations. This course expands vocabulary in the Spanish language and awareness of Hispanic culture.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: SPAN 200

SPAN 103H 4 Units
College Spanish III - Honors
Lecture: 72 contact hours
Prerequisite: SPAN 102 or SPAN 102H
In this intermediate level course students develop complex conversational, reading and writing skills, with emphasis on the subjunctive and hypothetical situations. This course expands vocabulary in the Spanish language and awareness of Hispanic culture. This course is intended for students in the Honors Program but is open to all students who desire more challenging coursework.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: SPAN 200

SPAN 104 4 Units
College Spanish IV
Lecture: 72 contact hours
Prerequisite: SPAN 103 or SPAN 103H or SPAN 157
This course develops language skills through reading, discussion, analysis, and writing about culturally representative works from Spain and Latin America. Emphasis is on composition and literature as an expression of culture.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: SPAN 210

SPAN 157 4 Units
Spanish for Heritage Speakers I
Lecture: 72 contact hours
Advisory: SPAN 102 or SPAN 102H
This course is intended for students with native or near-native proficiency in spoken Spanish. Reading and writing standard literary Spanish is emphasized. Students will develop an increased understanding of academic vocabulary, grammar, orthography, and punctuation. Oral proficiency will also be strengthened. Analyzing and discussing topical, cultural and historically significant texts will allow students to increase cultural awareness of the Spanish-speaking world and to sharpen critical thinking skills. The course is conducted in Spanish.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: SPAN 220

SPAN 158 4 Units
Spanish for Heritage Speakers II
Lecture: 72 contact hours
Prerequisite: SPAN 157
This course is designed for students who already communicate in Spanish and who want to develop and strengthen reading and writing skills with special emphasis on vocabulary expansion, through reading, discussion, and analysis of culturally representative works from Spain and Latin America. Emphasis is on correct usage of standard Spanish. Course is conducted primarily in Spanish, producing skills equivalent to Spanish 104.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: SPAN 230

Student Development

The Student Development (SDEV) curriculum includes courses for students with disabilities, UC Puente Project, academic and career planning strategies, and information about academic strengths as well as support and success strategies. Courses are designed to help students succeed in college, develop good study habits, learn decision-making models and obtain in-depth information on the following - Associate and Associate-transfer degrees, certificates, transfer to universities, campus resources, and preparation for employment.

Contact Information
Division: Counseling and Matriculation (AD/SS - 103)
Division Phone Number: (909) 384-4404
Faculty Chairs: Michelle Tinoco (mtinoco@sbccd.edu), M.A. and Tahirah Simpson (tsimpan@sbccd.edu), M.S.
SDEV 001  1 Unit
Orientation to College
Lecture: 18 contact hours
This class introduces students to college culture, including academic policies and procedures. To assist in a smooth transition to college, students will identify college success strategies and campus resources that will support them in making a connection to the campus, a key component to success. (Formerly LST 001)
Associate Degree Applicable

SDEV 015  1 Unit
Puente: Strategies for College Success
Lecture: 18 contact hours
Corequisite: ENGL 101 and ENGL 087
This course assists students in identifying student support services in college, understand the college culture, and learn essential skills for first-generation Latinx student success. This course is paired with ENGL 101 Freshman Composition and ENGL 087 Fundamentals for College Composition.
Associate Degree Applicable

SDEV 102  3 Units
Pathways for College and Life Success
Lecture: 54 contact hours
Advisory: READ 015
This introductory course is designed for students seeking direction in setting academic and life goals. A bio-psycho-social perspective will be used to highlight the person-environment dynamics crucial to a well-rounded preparation for academic and life success. Major topics will include evaluation of personal interests, abilities and values, educational planning, goal setting, and academic success strategies.
Associate Degree Applicable
Transfers to both UC/CSU

SDEV 103  3 Units
Career Exploration and Life Planning
Lecture: 54 contact hours
Advisory: READ 015
This course is an in-depth study in career and life planning designed for students seeking direction in setting life, academic and career goals. A holistic perspective will be used to highlight the person-environment dynamics crucial to well-rounded preparation for a fulfilling career and life-span developmental achievements. Topics will include comprehensive career research, major choices, interviewing skills, cover letter and resume writing.
Associate Degree Applicable
Transfers to both UC/CSU

SDEV 103H  3 Units
Career Exploration and Life Planning - Honors
Lecture: 54 contact hours
Prerequisite/Corequisite: ENGL 101 or ENGL 101H
This course is an in-depth study in career and life planning designed for students seeking direction in setting life, academic and career goals. A holistic perspective will be used to highlight the person-environment dynamics crucial to well-rounded preparation for a fulfilling career and life-span developmental achievements. Topics will include comprehensive career research, extensive reading, major choices, interviewing skills, cover letter and resume writing. This course is intended for students in the Honors Program but is open to all students who desire more challenging work.
Associate Degree Applicable
Transfers to both UC/CSU

SDEV 900  0.5 Units
Assessment of Learning Disabilities
Lecture: 9 contact hours
This course provides instruction in the history, general characteristics and legal definition of learning disabilities. Students' learning strengths and weaknesses and the determination of their eligibility for learning disability services will be determined through a comprehensive assessment. This course is designed for students with known or suspected learning disabilities. Graded on a pass/no pass basis only.

SDEV 905  1 Unit
Supportive Learning in Mathematics
Lab: 54 contact hours
This course provides specialized instruction and tutoring in basic math skills to individuals and small groups. This course is primarily designed for students who have been certified with disabilities through diagnostic testing; however, all students are welcome to enroll. Support strategies to minimize the effects of the disability in the academic setting are presented to maximize students' effectiveness. Graded on a pass/no pass basis only.

SDEV 906  2 Units
Supportive Learning in Reading
Lab: 108 contact hours
This multi-sensory phonics course provides specialized instruction and tutoring in grading and spelling to individuals and small groups. Although this course is designed for students with disabilities as certified through diagnostic testing, all students are welcome to enroll. Support strategies to minimize the effects of the disability in the academic setting are presented to maximize students' effectiveness. Graded on a pass/no pass basis only.
Theatre Arts

Theatre Arts is the study of human expression, which culminates in live performance. The play is the medium used to tell a story performed by actors. Theatre Arts includes the study of the literature and related disciplines and technologies required for performances. The Theatre Arts Department coordinates several student performances each year. Courses offered by the Theatre Arts Department emphasize individual creativity, personal interaction, and communication skills. Courses are designed to meet the needs of students fulfilling general education requirements and the needs of students who are pursuing theatre as a major. Students planning to transfer to a four-year institution and major in Theatre Arts or a related field should consult with a counselor regarding the transfer process and lower division requirements.

Contact Information

Division: Arts and Humanities (NH - 223)

Division Phone Number: (909) 384-8633

Faculty Chairs: Melinda Fogle (mfogle@sbccd.edu), Ph.D. and Margaret Worsley (mworsley@sbccd.edu), M.M.

- Design and Technical Theatre Certificate of Achievement (p. 326)
- Theatre Arts Associate of Arts Transfer Degree (p. 327)

THART 100 3 Units
Introduction to the Theatre
Lecture: 54 contact hours
This course focuses on the relationship of theatre to various cultures throughout history, and on the contributions of significant individual artists. This course introduces students to elements of the production process including playwriting, acting, directing, design, and criticism. Students will also survey different periods, styles, and genres of theatre through play reading, discussion, films, and viewing and critiquing live theatre, including required attendance of theatre productions.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: THTR 111

THART 105 3 Units
Script Analysis
Lecture: 54 contact hours
This course covers the principles, theories, and techniques of play script analysis for theatre production. Various scripts are analyzed representing different historical and cultural perspectives.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: THTR 114

THART 110 3 Units
Voice and Diction for Actors
Lecture: 54 contact hours
This course provides techniques of voice production for the actor. Theory and practice in developing vocal skills for performance such as relaxation, breathing, pitch, rate, articulation, volume, quality, characterization, and the use of dialects are included.

Associate Degree Applicable
Transfers to both UC/CSU

THART 114X4 4 Units
Rehearsal and Performance
Lab: 216 contact hours
This course provides supervised rehearsal and performance of a college musical and/or play production. It focuses on all aspects of theatre presentation, acting, and production.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: THTR 191

THART 120 3 Units
Acting Fundamentals I
Lecture: 36 contact hours
Lab: 54 contact hours
This course provides an introduction to basic acting theory and technique. Students will develop performance skills, including relaxation, interpretation of text, memorization, stage movement, and vocal production.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: THTR 151

THART 121 3 Units
Acting Fundamentals II
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: THART 120
This course follows THART 120 and provides further exploration of acting theory and technique. Emphasis is placed on the development of character through script analysis and the performance of monologues and scenes.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: THTR 152

THART 131 3 Units
Sound for Stage and Screen
Lecture: 36 contact hours
Lab: 54 contact hours
This course is an introductory course in the equipment and techniques used in theatrical and studio sound design, utilizing hands-on and computer training methods.

Associate Degree Applicable
Transfers to both UC/CSU

THART 132 3 Units
Lighting Design Fundamentals
Lecture: 36 contact hours
Lab: 54 contact hours
This course involves the study and execution of stage lighting with emphasis on equipment, control, color and their relationship to design.

Associate Degree Applicable
Transfers to both UC/CSU
C-ID: THTR 173

THART 135 3 Units
Directing Fundamentals
Lecture: 36 contact hours
Lab: 54 contact hours
Advisory: THART 120
This course provides an introduction to the theory, process and development of directorial skills for the stage.

Associate Degree Applicable
Transfers to both UC/CSU
THART 136  3 Units  
Introduction to Theatre Design  
Lecture: 54 contact hours  
This course offers a survey of scenery, lighting, sound, costumes, makeup, properties, theatrical equipment, and construction techniques. Information is applicable to all theatrical applications.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: THTR 172

THART 139  3 Units  
Fundamentals of Costume Design  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Students will study costume history, design, and basic construction techniques as an introduction to basic theatrical costuming. Fabrics and their various uses will be investigated.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: THTR 174

THART 147  3 Units  
Theatre Movement  
Lecture: 36 contact hours  
Lab: 54 contact hours  
This course is an introduction to the theory and fundamentals of stage movement. Students will develop physical awareness, range, and clarity. The course guides student work on physical characterization for modern and period-style plays.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: THTR 192

THART 160X4  3 Units  
Technical Theatre in Production  
Lab: 162 contact hours  
Students will gain practical experience in the application of production responsibilities in any of the following: stage management, house management, construction, scenery, properties, costume, lighting, sound, and running crews.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: THTR 192

THART 165  3 Units  
Stage Makeup  
Lecture: 18 contact hours  
Lab: 108 contact hours  
This course is an introduction to the theory, design, and application of makeup for the stage.  
Associate Degree Applicable  
Transfers to both UC/CSU  
C-ID: THTR 175

THART 166  3 Units  
Improvisational Acting  
Lecture: 36 contact hours  
Lab: 54 contact hours  
This is a course of instruction in the art of improvisational acting to include theatrical presentation, history of the form, dramatic structure, elements of comedy, audition and rehearsal techniques, collaboration with other performers, and interaction with the audience.  
Associate Degree Applicable  
Transfers to both UC/CSU

THART 167  3 Units  
Advanced Improvisational Acting  
Lecture: 36 contact hours  
Lab: 54 contact hours  
Prerequisite: THART 166  
This course follows THART 166 and provides further exploration in the art of advanced improvisational acting. Emphasis is placed on characterization, audience interaction, and the performance of long form improvisation.  
Associate Degree Applicable  
Transfers to both UC/CSU  
THART 222  1-3 Units  
Independent Study in Theatre  
DIR: 54 contact hours  
Students with previous coursework in theatre may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of theatre. Prior to registration, a written contract must be prepared jointly by the instructor and the student. See instructor for details.  
Associate Degree Applicable  
Transfers to CSU only

THART 295AXZ  0.5-3 Units  
Special Topics in Theatre  
Lab: 162 contact hours  
This course will cover current and relevant topics in the field of Theatre Arts. Possible topics include Musical Theatre or New Plays Workshop, Experimental Theatre, Stage Combat, Children's Theatre, Playwriting, Puppetry, The Business of Acting, and Performance Studies.  
Associate Degree Applicable  
Transfers to CSU only

Design and Technical Theatre Certificate of Achievement

The Design and Technical Theatre Certificate is designed to prepare students for occupational competency as a theatre technician, designer, or manager in educational, community, and resident theatre venues, as well as theme parks, television, and motion picture studios. Theatre technicians may work on set construction, theatrical carpentry, scenery, sound, lighting, costumes, makeup, props, and special effects.

<table>
<thead>
<tr>
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<tr>
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<td>THART 120</td>
<td>Acting Fundamentals I</td>
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<td>THART 132</td>
<td>Lighting Design Fundamentals</td>
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<td>THART 136</td>
<td>Introduction to Theatre Design</td>
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<td>THART 139</td>
<td>Fundamentals of Costume Design</td>
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</tr>
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<td>THART 160X4</td>
<td>Technical Theatre in Production</td>
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<tr>
<td>THART 165</td>
<td>Stage Makeup</td>
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Total Units  21

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<tr>
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<td>Sound for Stage and Screen</td>
<td>3</td>
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<tr>
<td>THART 135</td>
<td>Directing Fundamentals</td>
<td>3</td>
</tr>
</tbody>
</table>
Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

This is a Gainful Employment Program

Program Learning Outcomes
At the completion of this program, students will be able to:

- Define and distinguish between commonly used theatrical terms applied to design and the technical elements of theatre production
- Demonstrate and use basic skills in creating and organizing a design project from concept to execution
- Demonstrate proficiency in the skills required for a technical theatre crew
- Analyze a play script to create a costume design concept
- Use makeup to interpret an author's characterization
- Identify, define, and describe terminology commonly associated with theatrical lighting design and execution

Theatre Arts Associate of Arts Transfer Degree
The Associate of Arts for Transfer (AA-T) in Theatre Arts develops a well-rounded theatre artist. This degree provides students with transfer preparation and pre-professional training. The AA-T in Theatre Arts emphasizes the hands-on, collaborative experience of theatrical production, building students' skills in performance and technical theatre. Students should consult with a counselor to determine whether this degree is the best option for their transfer goals.

To earn this AA-T degree, students must complete the following Associate Degree for Transfer requirements:

- completion of the following major requirements with a minimum grade of "C" (or "P");
- completion of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 39 units.

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

Students planning to transfer to a baccalaureate institution and major in Theatre should consult with a counselor regarding the transfer process and lower division requirements.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>THART 139</td>
<td>Fundamentals of Costume Design</td>
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<tr>
<td>THART 165</td>
<td>Stage Makeup</td>
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<tr>
<td>THART 114X4</td>
<td>Rehearsal and Performance</td>
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<tr>
<td>or THART 160X</td>
<td>Technical Theatre in Production</td>
<td></td>
</tr>
</tbody>
</table>

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes
At the completion of this program, students will be able to:

- Assess the historical, social, artistic, and philosophical relevance of theatre
- Evaluate and analyze a script for rehearsal and performance
- Demonstrate basic skills and apply a basic craft of acting in performance
- Analyze a script to create a design concept
- Create a design from a design concept
Vocational Education

These noncredit workforce readiness courses and certificates are designed to prepare students to be successful in the workforce. Additionally, they are intended as a pathway to credit courses and certificates for students who have not previously considered college an option. Students enrolling in SBVC's Vocational Education courses will develop skills needed to find and keep a job while gaining confidence in their ability to learn in a college environment.

Contact Information
Division: Academic Success and Learning Services (LIB - 123)
Division Phone Number: (909) 384-8649
Faculty Chair: Ginny Evans-Perry (gperry@sbccd.edu), M.L.I.S

• Job Readiness Skills Certificate of Completion (p. 328)
• Workforce Literacy Skills Certificate of Completion (p. 328)

VOCED 600 Noncredit
Introduction to the Workplace
Lecture: 18 contact hours
This noncredit course is designed to provide students with the skills to identify and develop tools for success in the workplace. The topics covered include, but are not limited to, career-discovery, job market analysis, workplace skills, workplace law, workplace and personal finances, and time management.

VOCED 601 Noncredit
Customer Service in the Workplace
Lecture: 18 contact hours
This noncredit course is designed to provide students with the customer service skills required to interact with customers or clients in the workplace. The topics covered include understanding customer needs, listening to customers, and telephone customer service.

VOCED 602 Noncredit
Job Search Strategies
Lecture: 9 contact hours
This noncredit course is designed to provide prospective employees with a support system that will assist them in preparation for the workforce. The topics covered include career-discovery, job market research, utilizing outside resources, the hidden job market, and job market research. After completing this course, the student has an option to continue their education or become gainfully employed.

VOCED 603 Noncredit
Positive Strategies for the New Employee
Lecture: 9 contact hours
This noncredit course is designed to provide students with the knowledge to increase their level of customer services and colleague relations. The topics covered will include new employee skills, workplace culture, continuing education, and work-life balance.

VOCED 631 Noncredit
Fundamentals of Business English
Lecture: 36 contact hours
This noncredit course is a review of effective business communication in the workplace. Emphasis is placed on basic grammar, punctuation, capitalization, vocabulary, and spelling in common business documents.

Job Readiness Skills Certificate of Completion
This noncredit Job Readiness Skills Certificate prepares students to enter the workforce through career exploration, resume development, and interview skills. The certificate includes training for the newly employed including time management, reading paychecks, office etiquette, and customer service skills.

<table>
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<tr>
<td>VOCED 601</td>
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<td>VOCED 602</td>
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<td>VOCED 603</td>
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Program Learning Outcomes
At the completion of this program, students will be able to:
• Use proper, effective communication with employers, co-workers, and customers
• Develop an effective resume that matches a job description
• Prepare for an employment interview, including developing responses, describing experience, and dressing for success
• Deliver excellent customer service

Workforce Literacy Skills Certificate of Completion
This noncredit certificate is designed to prepare students for entry into the workforce by researching careers, developing a resume and learning interview skills.

<table>
<thead>
<tr>
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<th>Title</th>
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<td>MATH 601</td>
<td>Independent Lab for Fundamental Mathematical Skills</td>
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<tr>
<td>VOCED 600</td>
<td>Introduction to the Workplace</td>
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<tr>
<td>VOCED 601</td>
<td>Customer Service in the Workplace</td>
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<tr>
<td>VOCED 602</td>
<td>Job Search Strategies</td>
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<td>VOCED 603</td>
<td>Positive Strategies for the New Employee</td>
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</tr>
<tr>
<td>VOCED 631</td>
<td>Fundamentals of Business English</td>
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<td>Total Hours</td>
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Program Learning Outcomes
At the completion of this program, students will be able to:
• Use proper, effective communication with employers, co-workers, and customers
• Develop an effective resume that matches a job description
• Prepare for an employment interview, including developing responses, describing experience, and dressing for success
• Deliver excellent customer service
Water Supply Technology

The Water Supply Technology Program is designed to serve students who are employed or interested in employment in water/wastewater occupations. The program provides technical classes in water distribution, water treatment, wastewater collection, and wastewater treatment. The courses prepare students to upgrade their skills and/or prepare them for licensing examinations and certifications from the California Department of Public Health, the California State Water Resource Control Board, the American Water Works Association, and the California Water Environment Association.

The certificate programs are designed to prepare students for entry-level jobs in water treatment, water distribution, and wastewater reclamation industries. The associate of science degree graduates often work in city, county, or state agencies in positions such as plant operator, engineering technician, surface water manager, environmental laboratory coordinator, and industrial pre-treatment coordinator.

Contact Information
Division: Applied Technology, Transportation, and Culinary Arts (T - 108)
Division Phone Number: (909) 384-4451
Faculty Chair: Melita Caldwell-Betties (mcaldwell@sbcct.edu), M.P.A.

- Basic Waterworks Certificate of Completion (p. 332)
- Wastewater Technology Certificate of Completion (p. 333)
- Water Supply Technology Certificate of Achievement (p. 333)
- Water Technology Associate of Science Degree (p. 334)
- Water Use Specialist Certificate of Completion (p. 334)

WST 031 3 Units
Water Use Efficiency Practitioner I
Lecture: 54 contact hours
This introductory water conservation course is designed for students interested in working as a water use efficiency practitioner. It includes the expected range of knowledge required for the American Water Works Association (AWWA) Water Use Efficiency Practitioner I Certificate.

Associate Degree Applicable

WST 034 3 Units
Introduction to Water Resource Management
Lecture: 54 contact hours
This course explores the history and development of California water resources. In addition, the course covers the impact of environmental and economic water usage as well as water quality, water pollution and water resource regulations affecting our public drinking water. The basics of watershed management, water supply availability, ground and surface water hydrology as well as alternative sources of water such as the use of water conservation methods will be covered.

Associate Degree Applicable

WST 036 3 Units
Water Utility Management
Lecture: 54 contact hours
Prerequisite/Corequisite: WST 092 or WST 062 or WST 072 or WST 082
Advisory: ENGL 101 or ENGL 101H
This course is designed for students interested in managing water and/or wastewater utilities. Topics will include personnel management, organizational management, financial management, training, problem-solving/decision-making, regulatory compliance, health and safety programs, community relations, personal and professional skills.

Associate Degree Applicable

WST 037 3 Units
Environmental Laws and Regulations
Lecture: 54 contact hours
This course is designed to provide a comprehensive overview of federal, state, and local laws and regulations relating to environmental protection and pollution prevention. The course explores the roles of politics, economics, science, and health, in setting regulatory policies that are designed to safeguard and protect water resources. As a part of this course environmental monitoring standards, regulatory agencies, inter-agency relationships and jurisdictions are explored.

Associate Degree Applicable

WST 038 3 Units
Geographic Information Systems (GIS) in Water Resources
Lecture: 54 contact hours
The introductory course will provide students with a deeper understanding of geography from a water utility perspective, instruction on the basics of Geographic Information Systems (GIS), and introduce them to the core principles of how the knowledge may be applied to water resource management. GIS is used to solve real world water problems including infrastructure placement and maintenance, the difficulties associated with sourcing water, moving water, and treating water as well as the impacts of these on human populations and the natural world.

Associate Degree Applicable

WST 045 3 Units
Backflow Prevention Devices
Lecture: 45 contact hours
Lab: 27 contact hours
This course provides instruction in theory, testing, and maintenance of backflow prevention assemblies. It prepares journeyman plumbers and utility operators to take the American Water Work Association Backflow Prevention Certification test.

Associate Degree Applicable

WST 048 3 Units
Cross-Connection Control
Lecture: 54 contact hours
Prerequisite/Corequisite: WST 045
This course is a study of the administrative and technical procedures required to establish a cross-connection control program, including a review of applicable local, state and federal regulations. The course includes the identification and study of backflow devices required to mitigate hazards of actual or potential connections between a potable water supply and any source of contamination. It also prepares students to become certified as cross-connection control program specialists.

Associate Degree Applicable
This vocational math course is recommended for students who are currently enrolled in water technology course(s). The course includes application of math to solve problems commonly encountered in water technology.

**Associate Degree Applicable**

**WST 052 3 Units**  
**Water Technology Math**  
**Lecture:** 54 contact hours  
This vocational math course is recommended for students who are currently enrolled in water technology course(s). The course includes application of math to solve problems commonly encountered in water technology.

**Associate Degree Applicable**

**WST 053 3 Units**  
**Wastewater Technology Math**  
**Lecture:** 54 contact hours  
This vocational math course is recommended for students who are currently enrolled in wastewater treatment course(s). The course includes math required to solve problems commonly encountered in the primary, secondary, and tertiary treatment of wastewater.

**Associate Degree Applicable**

**WST 061 3 Units**  
**Water Distribution I**  
**Lecture:** 54 contact hours  
**Advisory:** WST 052  
This introductory course is designed for students interested in the field of water distribution. It covers the configuration, operation and maintenance of a water distribution system, and includes the Expected Range of Knowledge (ERK) required for the State Water Resource Control Board (SWRCB) water distribution certification tests at D1 and D2 levels. Successful completion of this course fulfills the requirements for specialized training covering fundamentals of water supply principles required to apply for the SWRCB D2 certification test.

**Associate Degree Applicable**

**WST 062 3 Units**  
**Water Distribution II**  
**Lecture:** 54 contact hours  
**Prerequisite:** WST 061  
This advanced level course prepares students for journeyman level plant operations in the field of water treatment. The course covers the Expected Range of Knowledge (ERK) required to pass the State Water Resources Control Board (SWRCB) examination at Water Treatment Operator IV (D4) and Water Distribution Operator V (D5) levels. Successful completion of this course also fulfills the requirements for specialized training covering fundamentals of water supply principles required to apply for SWRCB Water Treatment Operator III (T3) and Water Distribution Operator III (D3) examinations.

**Associate Degree Applicable**

**WST 071 3 Units**  
**Water Treatment I**  
**Lecture:** 54 contact hours  
**Advisory:** WST 052  
This introductory course is designed for students interested in the field of water treatment. It includes processes required to treat source water into potable water and includes the Expected Range of Knowledge (ERK) required to pass the California State Water Resource Control Board (SWRCB) examination at the Water Treatment Operator I (T1) and Water Treatment Operator I (T2) level. Successful completion of this course fulfills the requirements for the specialized training covering drinking water treatment required to apply for SWRCB T2 certification test.

**Associate Degree Applicable**

**WST 072 3 Units**  
**Water Treatment II**  
**Lecture:** 54 contact hours  
**Prerequisite:** WST 071  
This advanced level course prepares students for journeyman level plant operations in the field of water treatment. The course covers the Expected Range of Knowledge (ERK) required to pass the State Water Resources Control Board (SWRCB) examination at Water Treatment Operator III (T3) and Water treatment Operator IV (T4) level. Successful completion of this course fulfills the requirements for specialized training covering fundamentals of water supply principles required to apply for SWRCB Water Treatment Operator III (T3) and Water Distribution Operator III (D3) examinations.

**Associate Degree Applicable**

**WST 075 4 Units**  
**Water/Wastewater Chemistry and Analysis**  
**Lecture:** 54 contact hours  
**Lab:** 54 contact hours  
**Prerequisite/Corequisite:** WST 071 or WST 091  
This course introduces students to the physical and chemical properties of substances commonly used in the treatment of water/wastewater and the role of laboratory analysis in the treatment processes. The course includes procedures and techniques used by plant operators in physical, chemical, and bacteriological examination of water/wastewater.

**Associate Degree Applicable**

**WST 081 3 Units**  
**Wastewater Collection I**  
**Lecture:** 54 contact hours  
**Advisory:** WST 053  
This course is designed to provide an in-depth understanding of the operation and maintenance of wastewater collector systems. The course focuses on the knowledge, skills, and abilities required to perform the essential duties of an entry level collection system maintenance technologist and prepares students to take the California Water Environment Association (CWEA) Collection System Certification exam at the Grade I level.

**Associate Degree Applicable**

**WST 082 3 Units**  
**Wastewater Collection II**  
**Lecture:** 54 contact hours  
**Prerequisite:** WST 081  
This course is designed to provide an in-depth understanding of the operation and maintenance of wastewater collector systems. The course focuses on the knowledge, skills, and abilities required to perform the essential duties of a skilled or journey level collection system maintenance technologist and prepares students to take the California Water Environment Association (CWEA) Collection System Certification exam at Grade II.

**Associate Degree Applicable**
WST 086  3 Units
Electrical Instrumentation for Water and Wastewater Operations
Lecture: 54 contact hours
Advisory: WST 061 and WST 071 and WST 091
This is an introductory course in electrical instrumentation. The focus of this course will be on how electrical instrumentation is used in the water/wastewater industry. The course will cover basic electronic, electrical, and control systems used for pressure, temperature, level, and flow measurements needed for process control. Electrical safety, process and instrumentation diagrams, and other instrumentation for automation and process control will be discussed.
Associate Degree Applicable

WST 091  3 Units
Wastewater Treatment I
Lecture: 54 contact hours
Advisory: WST 053
An introduction to wastewater treatment, students will explore the scope, limits, and methods of wastewater treatment processes through readings, discussions, analysis, and laboratory study. This course is designed for individuals seeking employment or already employed in the wastewater field. It covers the wastewater operator’s job-related knowledge identified by the SWRCB examination developers as essential for a minimally competent Grade I or Grade II Wastewater Treatment Plant Operator.
Associate Degree Applicable

WST 092  3 Units
Wastewater Treatment II
Lecture: 54 contact hours
Prerequisite: WST 091
Advisory: WST 053
This is an advanced course in wastewater treatment. Students will explore the scope, limits, and methods of secondary and advanced treatment, solids handling, disinfection, and the reclamation of wastewater, through readings, discussions, analysis, and laboratory study. This course is designed for individuals seeking employment or already employed in the wastewater field. It covers the wastewater operator’s job-related knowledge identified by the California State Water Resources Control Board examination developers as essential for a minimally competent Wastewater Treatment Plant Operator Grade III or above.
Associate Degree Applicable

WST 098 1-4 Units
Water Supply Technology Work Experience
WRKEX: 300 contact hours
Prerequisite: WST 061 or WST 071 or WST 081 or WST 091
Supervised training, in the form of on the job employment that will enhance the student’s knowledge in the selected field of study. The student’s major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.
Associate Degree Applicable

WST 601 Noncredit
Test Review for Water Distribution D1
Lecture: 9 contact hours
This non-credit course is designed to familiarize students with the expected Range of Knowledge (ROK) required to pass the State Water Resources Control Board (SWRCB) Distribution Operator test at level D1. The review topics include distribution system operations, disinfection, related mathematics and safety. The course may also be used to earn continuing education units required to renew the certificate.

WST 602 Noncredit
Test Review for Water Distribution D2
Lecture: 9 contact hours
This non-credit course is designed to familiarize students with the expected Range of Knowledge (ROK) required to pass the State Water Resources Control Board (SWRCB) Distribution Operator test at level D2. The review topics include distribution system operations, disinfection, related mathematics and safety. The course may also be used to earn continuing education units required to renew the certificate.

WST 053 Noncredit
Test Review for Wastewater Treatment Plant Operations Grades Three, Four and Five
Lecture: 8 contact hours
This non-credit course is a review of the expected Range of Knowledge (ROK) required to obtain the State Water Resources Control Board (SWRCB) Water Treatment Operator License at level T1. The review topics include conventional treatment techniques, flocculation, sedimentation, filtration, system pressures, and related math.
WST 053 Noncredit
Test Review for Water Treatment T1
Lecture: 8 contact hours
This non-credit course is a review of the expected Range of Knowledge (ROK) required to obtain the California State Water Resources Control Board (SWRCB) Water Treatment Operator II certification. The review topics include conventional treatment techniques, source water supply and storage, water quality regulation and related math.

WST 053 Noncredit
Test Review for Water Treatment T2
Lecture: 8 contact hours
This non-credit course is a review of the expected Range of Knowledge (ROK) required to obtain the California State Water Resources Control Board (SWRCB) Water Treatment Plant Operator as determined by State Water Resources Control Board (SWRCB) treatment operator certification at the Grades I and II level. The review topics include wastewater treatment operations, disinfection, related mathematics, and safety.

WST 625 Noncredit
Test Review for Wastewater Treatment Plant Operations Grades One and Two
Lecture: 8 contact hours
This noncredit course is a review of the expected knowledge for a minimally competent Wastewater Treatment Plant Operator as determined by State Water Resources Control Board (SWRCB) treatment operator certification at the Grades I and II level. The review topics include wastewater treatment operations, disinfection, related mathematics, and safety.

WST 626 Noncredit
Test Review for Wastewater Treatment Plant Operations Grades Three, Four and Five
Lecture: 8 contact hours
This noncredit course is a review of the expected knowledge for a minimally competent Wastewater Treatment Plant Operator as determined by State Water Resources Control Board (SWRCB) treatment operator certification at the Grades III, IV and V level. The review topics include wastewater treatment operations, administration, process control, regulations, disinfection, related mathematics, and safety.
WST 629 Noncredit
Introduction to Water Supply Technology
Lecture: 8 contact hours
This noncredit course introduces students to entry-level training in water conservation, treatment, supply, delivery, and waste collection systems. The goal of this course is to offer students better defined opportunities for career selection in the field of water technology. Regulations-licensing and the certification process will be discussed as a part of this course.

WST 631 Noncredit
Introduction to Water Use Efficiency
Lecture: 36 contact hours
This noncredit water conservation course is designed for students interested in working as a water use efficiency practitioner. It includes the expected range of knowledge required for the American Water Works Association (AWWA) Water Use Efficiency Practitioner I Certificate.

WST 652 Noncredit
Basic Waterworks Math Test Preparation
Lecture: 16 contact hours
This noncredit course prepares students for the quantitative and algebraic questions typically encountered on water distribution and water treatment operations licensing examinations. This course is also recommended for students currently enrolled in water technology course(s) who desire refresher training in the applied math skills that are unique to water operations. Topics include, but are not limited to, unit conversion, volume, velocity, flow rates, chemical dosages, percent strength, and dilution calculations. Also included are some basic test-taking techniques to increase proficiency on the state exam.

WST 653 Noncredit
Wastewater Technology Math Test Preparation
Lecture: 16 contact hours
This noncredit course prepares students for the quantitative and algebraic questions typically encountered on wastewater collections and treatment operations licensing examinations. This course is also recommended for students currently enrolled in water technology course(s) who desire refresher training in the applied math skills that are unique to wastewater collections and treatment operations. Topics include, but are not limited to, unit conversion, volume, velocity, flow rates, chemical dosages, process control, and solids handling. Also included are some basic test-taking techniques to increase proficiency on the state exam.

WST 661 Noncredit
Introduction to Water Distribution
Lecture: 36 contact hours
This noncredit course is designed for students interested in the field of water distribution. It covers the configuration, operation and maintenance of a water distribution system, and includes the Expected Range of Knowledge (ERK) required for the State Water Resource Control Board (SWRCB) water distribution certification tests at D1 and D2 levels. Successful completion of this course fulfills the requirements for specialized training covering fundamentals of water supply principles required to apply for the SWRCB D2 certification test.

WST 671 Noncredit
Introduction to Water Treatment
Lecture: 36 contact hours
This noncredit course is designed for students interested in the field of water treatment. It includes processes required to treat source water into potable water and includes the Expected Range of Knowledge (ERK) required to pass the California State Water Resource Control Board (SWRCB) water treatment certification test at T1 level. Successful completion of this course fulfills the requirements for the specialized training covering drinking water treatment required to apply for SWRCB T2 certification test.

WST 681 Noncredit
Introduction to Wastewater Collections
Lecture: 36 contact hours
This noncredit course is designed to train operators in the practical aspects of operating and maintaining wastewater collector systems, emphasizing safe practices and procedures. The course focuses on the knowledge, skills, and abilities required to perform the essential duties of an entry level collection system maintenance technician and prepares students to take the California Water Environment Association (CWEA) Collection System Certification exam at Grade I.

WST 691 Noncredit
Introduction to Wastewater Treatment
Lecture: 36 contact hours
This is an introductory course in wastewater treatment. This noncredit course covers material included in the State Water Resources Control Board (SWRCB) grade I certification exam.

Basic Waterworks Certificate of Completion
This noncredit Basic Waterworks Certificate is designed to prepare students with the necessary knowledge and skills to obtain entry-level employment in the water supply, delivery, and treatment operations. Note: The Basic Waterworks Certificate is not equivalent to the “Certificate of Competency” issued by the California State Water Resources Control Board in Water Distribution or Water Treatment.

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<td>VOCED 631</td>
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<td>Test Review for Water Treatment T1</td>
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<td>WST 629</td>
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<td>WST 661</td>
<td>Introduction to Water Distribution</td>
<td>0</td>
</tr>
<tr>
<td>WST 671</td>
<td>Introduction to Water Treatment</td>
<td>0</td>
</tr>
<tr>
<td>Total Hours</td>
<td></td>
<td>140-212</td>
</tr>
</tbody>
</table>

Program Learning Outcomes
At the completion of this program, students will be able to:

- Have knowledge of fundamental aspects of water resource management, conservation, distribution, treatment, collection, recycle, and disposal operations
- Perform tasks in connection with the operation, control, and maintenance of water and sanitation systems
• Demonstrate effective oral and written communication skills and apply these tools in a regulatory context (i.e. the public health protection)

Wastewater Technology Certificate of Completion

The noncredit Wastewater Technology Certificate is designed to prepare students with the necessary knowledge and skills to obtain entry-level employment in wastewater collections, treatment, and recycle operations. Note: The Wastewater Technology Certificate is not equivalent to the “Certificate of Competency” issued by the California Water Environment Association (CWEA) in wastewater collection system operations or the “Certificate of Competency” issued by the State Water Resources Control Board (SWRCB) in Wastewater Treatment. The Cooperative Work Experience course, WST 098, is highly recommended for students not currently employed in the field.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 601</td>
<td>Introduction to Basic Computer Skills</td>
<td>0</td>
</tr>
<tr>
<td>VOCED 631</td>
<td>Fundamentals of Business English</td>
<td>0</td>
</tr>
<tr>
<td>WST 629</td>
<td>Introduction to Water Supply Technology</td>
<td>0</td>
</tr>
<tr>
<td>WST 625</td>
<td>Test Review for Wastewater Treatment Plant Operations Grades One and Two</td>
<td>0</td>
</tr>
<tr>
<td>WST 653</td>
<td>Wastewater Technology Math Test Preparation</td>
<td>0</td>
</tr>
<tr>
<td>WST 681</td>
<td>Introduction to Wastewater Collections</td>
<td>0</td>
</tr>
<tr>
<td>WST 691</td>
<td>Introduction to Wastewater Treatment</td>
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</tr>
<tr>
<td>Total Hours</td>
<td></td>
<td>148-191</td>
</tr>
</tbody>
</table>

Program Learning Outcomes

At the completion of this program, students will be able to:

• Have knowledge of fundamental aspects of water resource management, conservation, distribution, treatment, collection, recycle, and disposal operations
• Perform tasks in connection with the operation, control, and maintenance of water and sanitation systems
• Demonstrate effective oral and written communication skills and apply these tools in a regulatory context (i.e. the public health protection)

Water Supply Technology Certificate of Achievement

The Water Supply Technology Certificate is designed to prepare students with the necessary knowledge and skills to obtain entry-level employment in the water supply, delivery, and treatment operations. [The Water Supply Technology Certificate should not be confused with certification issued by the State Water Resources Control Board, California Water Environment Association (CWEA), or the American Water Works Association (AWWA). Certification by the State of California requires the qualified individual to: 1) pass an examination administered by the State Water Resources Control Board, California Water Environment Association (CWEA), or American Water Works Association (AWWA); 2) meet the experience and/or educational minimum requirements; 3) and, submit a certification application with the applicable fee.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 031</td>
<td>Business English</td>
<td>3</td>
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<tr>
<td>WST 075</td>
<td>Water/Wastewater Chemistry and Analysis</td>
<td>4</td>
</tr>
<tr>
<td>WST 052</td>
<td>Water Technology Math</td>
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<tr>
<td>or WST 053</td>
<td>Wastewater Technology Math</td>
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</table>

Select six courses from the list below:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>WST 031</td>
<td>Water Use Efficiency Practitioner I</td>
<td>3</td>
</tr>
<tr>
<td>WST 034</td>
<td>Introduction to Water Resource Management</td>
<td>3</td>
</tr>
<tr>
<td>WST 037</td>
<td>Environmental Laws and Regulations</td>
<td>3</td>
</tr>
<tr>
<td>WST 038</td>
<td>Geographic Information Systems (GIS) in Water Resources</td>
<td>3</td>
</tr>
<tr>
<td>WST 045</td>
<td>Backflow Prevention Devices</td>
<td>3</td>
</tr>
<tr>
<td>WST 048</td>
<td>Cross-Connection Control</td>
<td>3</td>
</tr>
<tr>
<td>WST 061</td>
<td>Water Distribution I</td>
<td>3</td>
</tr>
<tr>
<td>WST 062</td>
<td>Water Distribution II</td>
<td>3</td>
</tr>
<tr>
<td>WST 071</td>
<td>Water Treatment I</td>
<td>3</td>
</tr>
<tr>
<td>WST 072</td>
<td>Water Treatment II</td>
<td>3</td>
</tr>
<tr>
<td>WST 081</td>
<td>Wastewater Collection I</td>
<td>3</td>
</tr>
<tr>
<td>WST 082</td>
<td>Wastewater Collection II</td>
<td>3</td>
</tr>
<tr>
<td>WST 086</td>
<td>Electrical Instrumentation for Water and Wastewater Operations</td>
<td>3</td>
</tr>
<tr>
<td>WST 091</td>
<td>Wastewater Treatment I</td>
<td>3</td>
</tr>
<tr>
<td>WST 092</td>
<td>Wastewater Treatment II</td>
<td>3</td>
</tr>
<tr>
<td>Total Units</td>
<td></td>
<td>28</td>
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</tbody>
</table>

Program Learning Outcomes

At the completion of this program, students will be able to:

• Have knowledge of fundamental aspects of water resource management, conservation, distribution, treatment, collection, recycle, and disposal operations
• Perform tasks in connection with the operation, control, and maintenance of water and sanitation systems
• Demonstrate effective oral and written communication skills and apply these tools in a regulatory context (i.e. public health protection)
Water Technology Associate of Science Degree

The Water Supply Technology Program is designed to serve students who are employed or interested in employment in water/wastewater occupations. The program provides technical classes in water distribution, water treatment, wastewater collection, and wastewater treatment. The courses prepare students to upgrade their skills and/or prepare them for certification examinations from the California State Water Resource Control Board, the American Water Works Association, and the California Water Environment Association. The certificate program is designed to prepare students for entry level jobs in water treatment, water distribution, and wastewater reclamation industries. The associate of science degree graduates often work in city, county, or state agencies in positions such as plant operator, engineering technician, surface water manager, environmental laboratory coordinator, and industrial pre-treatment coordinator.

To graduate with a specialization in Water Technology, students must complete the following required courses in addition to the general breadth requirements for Associate of Science degree (total = 60 units).

<table>
<thead>
<tr>
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<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>WST 034</td>
<td>Introduction to Water Resource Management</td>
<td>3</td>
</tr>
<tr>
<td>WST 037</td>
<td>Environmental Laws and Regulations</td>
<td>3</td>
</tr>
<tr>
<td>WST 075</td>
<td>Water/Wastewater Chemistry and Analysis</td>
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</table>

Select five courses from the list below: 18

<table>
<thead>
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<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>WST 031</td>
<td>Water Use Efficiency Practitioner I</td>
<td>3</td>
</tr>
<tr>
<td>WST 036</td>
<td>Water Utility Management</td>
<td>3</td>
</tr>
<tr>
<td>WST 038</td>
<td>Geographic Information Systems (GIS) in Water Resources</td>
<td>3</td>
</tr>
<tr>
<td>WST 045</td>
<td>Backflow Prevention Devices</td>
<td>3</td>
</tr>
<tr>
<td>WST 048</td>
<td>Cross-Connection Control</td>
<td>3</td>
</tr>
<tr>
<td>WST 061</td>
<td>Water Distribution I</td>
<td>3</td>
</tr>
<tr>
<td>WST 062</td>
<td>Water Distribution II</td>
<td>3</td>
</tr>
<tr>
<td>WST 071</td>
<td>Water Treatment I</td>
<td>3</td>
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<tr>
<td>WST 072</td>
<td>Water Treatment II</td>
<td>3</td>
</tr>
<tr>
<td>WST 081</td>
<td>Wastewater Collection I</td>
<td>3</td>
</tr>
<tr>
<td>WST 082</td>
<td>Wastewater Collection II</td>
<td>3</td>
</tr>
<tr>
<td>WST 086</td>
<td>Electrical Instrumentation for Water and Wastewater Operations</td>
<td>3</td>
</tr>
<tr>
<td>WST 091</td>
<td>Wastewater Treatment I</td>
<td>3</td>
</tr>
<tr>
<td>WST 092</td>
<td>Wastewater Treatment II</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Units 25

Water Use Specialist Certificate of Completion

This noncredit Water Use Specialist Certificate is designed to prepare students with the necessary knowledge and skills to obtain entry-level employment as a water use efficiency practitioner. Note: The Water Use Specialist Certificate is not equivalent to the certification issued by the American Water Work Association (AWWA) in water use efficiency.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 601</td>
<td>Introduction to Basic Computer Skills</td>
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</tr>
<tr>
<td>VOCED 631</td>
<td>Fundamentals of Business English</td>
<td>0</td>
</tr>
<tr>
<td>WST 629</td>
<td>Introduction to Water Supply Technology</td>
<td>0</td>
</tr>
<tr>
<td>WST 631</td>
<td>Introduction to Water Use Efficiency</td>
<td>0</td>
</tr>
<tr>
<td>WST 652</td>
<td>Basic Waterworks Math Test Preparation</td>
<td>0</td>
</tr>
</tbody>
</table>

Total Hours 108-139

Program Learning Outcomes

At the completion of this program, students will be able to:

- Have knowledge of fundamental aspects of water resource management, conservation, distribution, treatment, collection, recycle, and disposal operations
- Perform tasks in connection with the operation, control, and maintenance of water and sanitation systems
- Utilize analytical skills as decision-making tools in the evaluation of unit water processes as well as overall utility performance
- Demonstrate effective oral and written communication skills and apply these tools in a regulatory context (i.e. public health protection)
- Have knowledge of relevant equipment, policies, procedures and strategies to promote effective local, state, or national security operations in water resource management

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)

Program Learning Outcomes

At the completion of this program, students will be able to:

- Have knowledge of fundamental aspects of water resource management, conservation, distribution, treatment, collection, recycle, and disposal operations
- Perform tasks in connection with the operation, control, and maintenance of water and sanitation systems
- Demonstrate effective oral and written communication skills and apply these tools in a regulatory context (i.e. the public health protection)
Welding Technology

The Welding Technology program prepares students for employment in welding occupations and occupations where welding is required. Our program provides students with an understanding of the welding industry's requirements for employment and helps them to acquire entry-level job skills. Hands-on experience is emphasized in addition to a strong background in theory. Courses are held in well-equipped welding labs. Upon successful completion of the program, students will be able to demonstrate industry accepted welding and fabrication skills including, but not limited to: SMAW, FCAW, GMAW, GTAW, OAW, and OFC in all positions with a variety of metals and alloys. Students are given opportunities to test and achieve certifications in welding that are included in the courses at no additional cost to enrolled students. The program also offers classes to prepare students to become Certified Welding Inspectors and L.A. City Certified Welders.

Contact Information
Division: Applied Technology, Transportation, and Culinary Arts (T - 108)
Division Phone Number: (909) 384-4451
Faculty Chairs: Bryce Cacho (bcacho@sbccd.edu), M.A. and Joshua Milligan (jmilligan@sbccd.edu), A.S.

- Flux Cored Arc Welding (FCAW) Certificate of Achievement (p. 338)
- Gas Metal Arc Welding (GMAW) Certificate of Achievement (p. 338)
- Gas Tungsten Arc Welding (GTAW) Certificate of Achievement (p. 339)
- Pipe Welding Certificate of Achievement (p. 339)
- Shielded Metal Arc Welding (SMAW) Certificate of Achievement (p. 339)
- Welding Inspection Technology Certificate of Achievement (p. 340)
- Welding Job Readiness Certificate of Completion (p. 340)
- Welding Technology Associate of Science Degree (p. 341)

WELD 010 2 Units
Introduction to Welding
Lecture: 18 contact hours
Lab: 54 contact hours
This is an introductory course for students in any field that utilizes welding processes. Emphasis will be on Welding Safety, Thermal cutting, Gas Metal Arc Welding, and Shielded Metal Arc Welding in flat and horizontal positions.

Associate Degree Applicable

WELD 012 2 Units
Oxy-Fuel Welding
Lecture: 18 contact hours
Lab: 54 contact hours
This course provides entry-level training in oxy-acetylene welding, oxy-fuel cutting and oxy-fuel brazing.

Associate Degree Applicable

WELD 015 3 Units
Gas Tungsten Arc Welding - Beginning
Lecture: 18 contact hours
Lab: 108 contact hours
Prerequisite: WELD 012
This is an introductory course in the Gas Tungsten Arc Welding (GTAW) or Tungsten Inert Gas (TIG) welding process. Welding safety, equipment, and joint construction on mild steel are stressed.

Associate Degree Applicable

WELD 016 4 Units
Gas Tungsten Arc Welding - Intermediate
Lecture: 18 contact hours
Lab: 162 contact hours
Prerequisite: WELD 015
This is an intermediate level course in the Gas Tungsten Arc Welding (GTAW) process that focuses on carbon steel, stainless steel, and aluminum. Welding safety, equipment, basic welding-joint design, expansion, contraction, and residual stress in welding of metals are also covered.

Associate Degree Applicable

WELD 017 3 Units
Gas Tungsten Arc Welding - Advanced
Lecture: 18 contact hours
Prerequisite: WELD 016
This is an advanced course in GTAW that introduces basic theory and application of pipe welding. Pipe weld-joint design, pre-weld fit up, basic metallurgy, weld symbols, and related codes and standards are emphasized. This course develops gas tungsten arc welding skills on pipe in 1G, 2G, 5G, and 6G as well as welding safety, equipment, basic welding-joint design, expansion, contraction, and residual stress in welding of metals.

Associate Degree Applicable

WELD 027 3 Units
Inspection of Welds: Destructive Testing
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: WELD 010 or WELD 012
Advisory: TE CALC 087 and READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This course covers basic metallurgy and destructive tests commonly used to determine the physical properties of a weld. Destructive tests include: bend tests, nick break tests, tensile tests, hardness tests, fatigue tests, and impact tests.

Associate Degree Applicable

WELD 028 3 Units
Inspection of Welds: Non-Destructive Examination
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: WELD 010 or WELD 012
Advisory: TE CALC 087 and READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This course covers non-destructive examination techniques used to determine the soundness of welds and their fitness for service. It includes visual examination, dye penetrant testing, magnetic particle testing, and ultrasonic testing.

Associate Degree Applicable
WELD 045 3 Units
Shielded Metal Arc Welding - Beginning
Lecture: 18 contact hours
Lab: 108 contact hours
Prerequisite/Corequisite: WELD 010
This is an introductory course in the Shielded Metal Arc Welding (SMAW) process often referred to as stick welding or arc welding. Welding safety, equipment and joint construction on mild steel are stressed.
Associate Degree Applicable

WELD 046 4 Units
Shielded Metal Arc Welding - Intermediate
Lecture: 18 contact hours
Lab: 162 contact hours
Prerequisite: WELD 045
This is an intermediate course in the Shielded Metal Arc Welding (SMAW) process. Vertical and overhead groove welds and the lab portion of the structural weld certification for the City of Los Angeles are stressed.
Associate Degree Applicable

WELD 047 3 Units
Preparation for Shielded Metal Arc Welding (SMAW) Pipe
Lecture: 18 contact hours
Lab: 108 contact hours
Prerequisite: WELD 046
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This is an advanced course in the Shielded Metal Arc Welding (SMAW) process that prepares students for pipe welding. Emphasis will be on open root groove welds in all positions. Root passes will be welded with E6010 and fill/covers with E7018.
Associate Degree Applicable

WELD 048 4 Units
Shielded Metal Arc Welding (SMAW) - Pipe
Lecture: 18 contact hours
Lab: 162 contact hours
Prerequisite: WELD 047
Advisory: TECALC 087
This is an advanced course covering Shielded Metal Arc Welding (SMAW) on pipe. American Welding Society (AWS) and American Petroleum Institute (API) standards will be covered. Focus will be on 5G and 6G welding positions.
Associate Degree Applicable

WELD 055 4 Units
Rigging
Lecture: 54 contact hours
Lab: 54 contact hours
The course is a comprehensive study of material handling and rigging.
Associate Degree Applicable

WELD 060 4 Units
Fabrication and Layout - Beginning
Lecture: 36 contact hours
Lab: 108 contact hours
Prerequisite: WELD 010
This course is designed to provide the training needed to read blueprints, create shop drawings, and fabricate and assemble parts.
Associate Degree Applicable

WELD 061 3 Units
Layout Fitter II
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: WELD 060
This course is designed to provide the intermediate to advanced welding student with the skills needed by craftsmen in the fabrication industry. Topics include properties of structural steel; fitting up; plate and pipe.
Associate Degree Applicable

WELD 065 4 Units
Welding Inspection Visual - AWS-CWI
Lecture: 72 contact hours
Advisory: WELD 028 and READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This course is designed to prepare students for the Certified Welding Inspector (CWI) examination offered by the American Welding Society (AWS). Focus is placed on visual inspection, terms and definitions, welding symbols, welding processes, welding procedures, code specifications, materials and their limitations, weld testing, record keeping, report preparations, certifications, and responsibilities of a CWI.
Associate Degree Applicable

WELD 066 3 Units
Preparation for Los Angeles City Welder Certification - Structural (AWS D1.1)
Lecture: 54 contact hours
Prerequisite: WELD 045
Corequisite: WELD 046
Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This course prepares students for the written Structural Steel examination offered by the City of Los Angeles Department of Building and Safety (LADBS) with a focus on the American Welding Society (AWS) D1.1 structural welding code.
Associate Degree Applicable

WELD 067 2 Units
Structural Steel Special Inspection (ICC)
Lecture: 36 contact hours
Advisory: WELD 060 and READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
This course is designed to prepare students for the structural steel special inspection examinations offered by the International Code Council (ICC). Topics include a review of the technical aspects on inspection and quality control in the area of structural steel, welding preparation, materials applications, plan reading, related codes, and report writing.
Associate Degree Applicable

WELD 068 3 Units
Preparation for Los Angeles City Welder Certification - Reinforced Steel and Light Gauge Steel
Lecture: 36 contact hours
Lab: 54 contact hours
Prerequisite: WELD 066
This class prepares students for the City of Los Angeles Department of Building and Safety (LADBS) Reinforced Steel and Light Gauge Steel written and performance qualification examinations with emphasis on the American Welding Society (AWS) D1.3 and AWS D1.4 Welding Codes.
Associate Degree Applicable
WELD 077  3 Units
Introduction to Continuous Wire Welding
Lecture: 18 contact hours
Lab: 108 contact hours
Prerequisite: WELD 010
This course covers techniques and methods of Gas Metal Arc Welding (GMAW) and Flux-cored Arc Welding (FCAW) in all positions and on various thicknesses of mild steel. Fulfills American Welding Society SENSE Level 1 – Entry Welder Certification Modules 5: Gas Metal Arc Welding (GMAW-S, GMAW Spray Transfer) and 6: Flux Cored Arc Welding (FCAW-G/GM, FCAW-S).
Associate Degree Applicable

WELD 080  3 Units
Gas Metal Arc Welding - Beginning
Lecture: 18 contact hours
Lab: 108 contact hours
Prerequisite: WELD 010
This course introduces techniques and methods of Gas Metal Arc Welding (GMAW-S, GMAW Spray Transfer) in all positions and on various thicknesses of mild steel.
Associate Degree Applicable

WELD 081  4 Units
Gas Metal Arc Welding - Intermediate
Lecture: 18 contact hours
Lab: 162 contact hours
Prerequisite: WELD 080
This is the study of intermediate techniques and methods of Gas Metal Arc Welding (GMAW) and Metal-Cored Arc Welding (MCAW) in all positions and on various thicknesses of mild steel and aluminum.
Associate Degree Applicable

WELD 082  3 Units
Gas Metal Arc Welding - Advanced
Lab: 162 contact hours
Prerequisite: WELD 081
This is an advanced course in Gas Metal Arc Welding (GMAW) that introduces basic theory and application of pipe welding. Pipe weld-joint design, pre-weld fit up, basic metallurgy, weld symbols, and related codes and standards are emphasized. The course develops Gas Metal Arc Welding (GMAW) skills on pipe in 1G, 2G, 5G, and 6G as well as welding safety, equipment, basic welding-joint design, expansion, contraction, and residual stress in welding of metals.
Associate Degree Applicable

WELD 089  4 Units
Flux Cored Arc Welding - Self Shielded
Lecture: 18 contact hours
Lab: 162 contact hours
Prerequisite: WELD 010
This course introduces techniques and methods of Flux Cored Arc Welding Self shielded (FCAW-S) in all positions and on various thicknesses of carbon steel.
Associate Degree Applicable

WELD 090  3 Units
Flux Cored Arc Welding - Advanced
Lab: 162 contact hours
Prerequisite: WELD 090 or WELD 091
This is an advanced course in Flux Cored Arc Welding (FCAW) that introduces basic theory and application of pipe welding. Pipe weld-joint design, pre-weld fit up, basic metallurgy, weld symbols, and related codes and standards are emphasized. The course develops Flux Cored Arc Welding skills on pipe in 1G, 2G, 5G, and 6G as well as welding safety, equipment, basic welding-joint design, expansion, contraction, and residual stress in welding of metals.
Associate Degree Applicable

WELD 098  1-4 Units
Welding Work Experience
WRKEX: 300 contact hours
Supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.
Associate Degree Applicable

WELD 099  1-3 Units
Independent Study in Welding Technology
DIR: 18 contact hours
Students with previous course work in Welding Technology may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of Welding Technology. Prior to registration, a written contract must be prepared jointly by the instructor and the student. See instructor for details.
Associate Degree Applicable

WELD 645 Noncredit
Shielded Metal Arc Welding - Beginning
Lecture: 18 contact hours
Lab: 108 contact hours
This is a noncredit introductory course in the Shielded Metal Arc Welding (SMAW) process often referred to as stick welding or arc welding. Welding safety, equipment and joint construction on mild steel are stressed.

WELD 646 Noncredit
Shielded Metal Arc Welding - Intermediate
Lecture: 18 contact hours
Lab: 162 contact hours
Prerequisite: WELD 645
This is an intermediate noncredit course in the Shielded Metal Arc Welding (SMAW) process. Vertical and overhead groove welds and the lab portion of the structural weld certification for the City of Los Angeles are stressed.
Flux Cored Arc Welding (FCAW) Certificate of Achievement

This certificate is designed to provide students with training in Flux Cored Arc Welding (FCAW-G and FCAW-S). This is the semi-automatic welding process often used to replace Shielded Metal Arc Welding (SMAW) in many industrial applications. Industry certifications are stressed.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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<tr>
<td>WELD 090</td>
<td>Flux Cored Arc Welding - Gas Shielded</td>
<td>4</td>
</tr>
<tr>
<td>WELD 091</td>
<td>Flux Cored Arc Welding - Self Shielded</td>
<td>4</td>
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</table>

Flux Cored Arc Welding (FCAW) Certificate of Achievement

This certificate is designed to provide students with training in Flux Cored Arc Welding (FCAW-G and FCAW-S). This is the semi-automatic welding process often used to replace Shielded Metal Arc Welding (SMAW) in many industrial applications. Industry certifications are stressed.

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<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>WELD 010</td>
<td>Introduction to Welding</td>
<td>2</td>
</tr>
<tr>
<td>WELD 090</td>
<td>Flux Cored Arc Welding - Gas Shielded</td>
<td>4</td>
</tr>
<tr>
<td>WELD 091</td>
<td>Flux Cored Arc Welding - Self Shielded</td>
<td>4</td>
</tr>
</tbody>
</table>

WELD 092  Flux Cored Arc Welding - Advanced  3

Total Units 13

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

Program Learning Outcomes

At the completion of this program, students will be able to:

- Show an understanding of the safety precautions for working in a welding lab and demonstrate an awareness of the importance of safety in welding
- Use tools related to the welding industries
- Read and interpret prints and shop drawings to produce quality welds
- Read and understand Welder Procedure Specification to produce quality welds
- Fabricate and layout parts that meet quality standard
- Pass a Welder Performance Qualification Test that meets the standard of acceptability to pass a National Standard
Gas Tungsten Arc Welding (GTAW) Certificate of Achievement

This certificate is designed to provide students with training in Gas Tungsten Arc Welding (GTAW). GTAW is commonly known as TIG (Tungsten Inert Gas Welding). Students will work with Steel, Stainless Steel and Aluminum in both plate and pipe applications. Industry Certifications are stressed.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>WELD 012</td>
<td>Oxy-Fuel Welding</td>
<td>2</td>
</tr>
<tr>
<td>WELD 015</td>
<td>Gas Tungsten Arc Welding - Beginning</td>
<td>3</td>
</tr>
<tr>
<td>WELD 016</td>
<td>Gas Tungsten Arc Welding - Intermediate</td>
<td>4</td>
</tr>
<tr>
<td>WELD 017</td>
<td>Gas Tungsten Arc Welding - Advanced</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td><strong>Total Units</strong></td>
<td><strong>12</strong></td>
</tr>
</tbody>
</table>

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

Program Learning Outcomes
At the completion of this program, students will be able to:

- Show an understanding of the safety precautions for working in a welding lab and demonstrate an awareness of the importance of safety in welding
- Use tools related to the welding industries
- Read and interpret prints and shop drawings to produce quality welds
- Read and understand Welder Procedure Specification to produce quality welds
- Fabricate and layout parts that meet quality standards
- Pass a Welder Performance Qualification Test that meets the standard of acceptability to a National Standard

Shielded Metal Arc Welding (SMAW) Certificate of Achievement

This certificate is designed to train students in the use of Shielded Metal Arc Welding (SMAW) often known as Arc or Stick Welding. Electrode identification, welding symbols, and joint design are stressed. Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

Students must complete all the required courses plus pass the SMAW Welding Certification either through the City of San Bernardino or Los Angeles. The practical welding certification test for both cities is administered by SBVC Welding Department.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>WELD 012</td>
<td>Oxy-Fuel Welding</td>
<td>2</td>
</tr>
<tr>
<td>WELD 045</td>
<td>Shielded Metal Arc Welding - Beginning</td>
<td>3</td>
</tr>
<tr>
<td>WELD 046</td>
<td>Shielded Metal Arc Welding - Intermediate</td>
<td>4</td>
</tr>
<tr>
<td>WELD 066</td>
<td>Preparation for Los Angeles City Welding</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Certification - Structural (AWS D1.1)</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Total Units</strong></td>
<td><strong>12</strong></td>
</tr>
</tbody>
</table>

Students completing all course work but not finishing the SMAW Certification may proceed to the next certificate. In order to be awarded the certificate, both course work and certification must be completed.

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

Program Learning Outcomes
At the completion of this program, students will be able to:

- Show an understanding of the safety precautions for working in a welding lab and demonstrate an awareness of the importance of safety in welding
- Read and understand Welding Procedure Specifications to produce quality welds
- Pass a Welder Performance Qualification Test with the SMAW process that meets the standard of acceptability for the City of Los Angeles Department of Building and Safety

Pipe Welding Certificate of Achievement

This certificate will give students an introduction into pipe welding with all of the four major welding processes used in the industry. These include SMAW, GMAW, FCAW-G, FCAW-S, and GTAW.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>WELD 017</td>
<td>Gas Tungsten Arc Welding - Advanced</td>
<td>3</td>
</tr>
<tr>
<td>WELD 047</td>
<td>Preparation for Shielded Metal Arc Welding (SMAW) Pipe</td>
<td>3</td>
</tr>
<tr>
<td>WELD 048</td>
<td>Shielded Metal Arc Welding (SMAW) - Pipe</td>
<td>4</td>
</tr>
<tr>
<td>WELD 082</td>
<td>Gas Metal Arc Welding - Advanced</td>
<td>3</td>
</tr>
<tr>
<td>WELD 092</td>
<td>Flux Cored Arc Welding - Advanced</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td><strong>Total Units</strong></td>
<td><strong>16</strong></td>
</tr>
</tbody>
</table>

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

This is a Gainful Employment Program
Welding Inspection Technology Certificate of Achievement

This certificate is designed to prepare students for the American Welding Society (AWS) and/or International Code Council (ICC) Welding Inspector examinations.

Program Learning Outcomes

At the completion of this program, students will be able to:

- Show an understanding of the safety precautions for working in a welding lab and demonstrate an awareness of the importance of safety in welding
- Use tools related to the welding industries
- Read and interpret prints and shop drawings to produce quality welds
- Read and understand Welding Procedure Specifications to produce quality welds
- Pass a Welder Performance Qualification Test that meets the standard of acceptability to a National Standard

Welding Technology Associate of Science Degree

This degree is designed to provide students with an understanding of the terminology, concepts, procedures and skills used in the welding field to equip them with the fundamental skills necessary for entry- and intermediate-level employment as a combination welder. To graduate with a specialization in Welding Technology, students must complete the following required courses for the certificate plus the general breadth requirements for the Associate of Science Degree (minimum total = 60 units).

Welding Job Readiness Certificate of Completion

This noncredit certificate is designed to complement the credit degree and certificates in the welding technology program by providing continuing education and practice for anyone in the welding industry. Focus is on Industry recognized welding certifications with the Shielded Metal Arc Welding (SMAW), Flux Cored Arc Welding (FCAW) and Gas Metal Arc Welding (GMAW) processes.

Required Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>WELD 010</td>
<td>Introduction to Welding</td>
<td>2</td>
</tr>
<tr>
<td>WELD 027</td>
<td>Inspection of Welds: Destructive Testing</td>
<td>3</td>
</tr>
<tr>
<td>WELD 028</td>
<td>Inspection of Welds: Non-Destructive Examination</td>
<td>3</td>
</tr>
<tr>
<td>WELD 045</td>
<td>Shielded Metal Arc Welding - Beginning</td>
<td>3</td>
</tr>
<tr>
<td>WELD 060</td>
<td>Fabrication and Layout - Beginning</td>
<td>4</td>
</tr>
<tr>
<td>WELD 065</td>
<td>Welding Inspection Visual - AWS-CWI</td>
<td>4</td>
</tr>
<tr>
<td>WELD 067</td>
<td>Structural Steel Special Inspection (ICC)</td>
<td>2</td>
</tr>
</tbody>
</table>

Total Units 21

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

This is a Gainful Employment Program

Required Courses

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<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>WELD 060</td>
<td>Fabrication and Layout - Beginning</td>
<td>4</td>
</tr>
<tr>
<td>WELD 065</td>
<td>Preparation for Los Angeles City Welding</td>
<td>3</td>
</tr>
<tr>
<td>or WELD 067</td>
<td>Inspection of Welds: Non-Destructive Examination</td>
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<td>Shielded Metal Arc Welding - Beginning</td>
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<td>Certification - Structural (AWS D1.1)</td>
<td></td>
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<tr>
<td>WELD 080</td>
<td>Gas Metal Arc Welding - Beginning</td>
<td>3</td>
</tr>
<tr>
<td>WELD 081</td>
<td>Gas Metal Arc Welding - Intermediate</td>
<td>4</td>
</tr>
<tr>
<td>WELD 090</td>
<td>Flux Cored Arc Welding - Gas Shielded</td>
<td>4</td>
</tr>
<tr>
<td>WELD 091</td>
<td>Flux Cored Arc Welding - Self Shielded</td>
<td>4</td>
</tr>
<tr>
<td>TECALC 087</td>
<td>Technical Calculations</td>
<td>4</td>
</tr>
</tbody>
</table>

Total Units 47

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (https://www.valleycollege.edu/student-services/counseling/graduation-requirements/)

CSU GE requirements (https://www.valleycollege.edu/student-services/counseling/csuge/)

IGETC requirements (https://www.valleycollege.edu/student-services/counseling/igetc/)
Program Learning Outcomes

At the completion of this program, students will be able to:

• Show an understanding of the safety precautions for working in a welding lab and demonstrate an awareness of the importance of safety in welding
• Use tools related to the welding industries
• Read and interpret prints and shop drawings to produce quality welds
• Read and understand Welding Procedure Specifications to produce quality welds
• Fabricate and layout parts that meet quality standards
• Determine the causes of a weld failure using the knowledge and skills developed in destructive testing and correctly develop a new welding procedure that meets AWS code requirements for structural steel
• Perform visual inspection on weld specimens along with dye penetrant, magnetic particle and ultrasonic examination. Students must also be able to write a clear and concise reports describing what type of weld discontinuity and reference it to a specific welding code
• Pass a Welder Performance Qualification Test that meets the standard of acceptability to a National Standard

Welding Technology Certificate of Achievement

This certificate is designed to provide students with an understanding of the terminology, concepts, procedures and skills used in the welding field to equip them with the fundamental skills necessary for entry- and intermediate-level employment as a combination welder.

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<td>Flux Cored Arc Welding - Self Shielded</td>
<td>4</td>
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<tr>
<td>TECALC 087</td>
<td>Technical Calculations</td>
<td>4</td>
</tr>
</tbody>
</table>

Total Units 47

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

This is a Gainful Employment Program

Program Learning Outcomes

At the completion of this program, students will be able to:

• Show an understanding of the safety precautions for working in a welding lab and demonstrate an awareness of the importance of safety in welding
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• Pass a Welder Performance Qualification Test that meets the standard of acceptability to a National Standard

Work Experience

Occupational Cooperative Work Experience

Work experience education credit can be earned in each of the occupational disciplines. (See appropriate program area under course number 098 or 198 for specific information.)

Cooperative Work Experience

The concept of issuing college credit for work experience is based on the premise that a student with well-defined job-oriented objectives will find his/her work an educational experience. To be effective it must be approached cooperatively and with enthusiasm by the student, the employer, and the college coordinator. The student will gain college credit, a new appreciation of the responsibilities he/she has to his/her employer, greater awareness and improved job skills.

There are two classifications of Cooperative Work Experience Education at San Bernardino Valley College.

• In Occupational Cooperative Work Experience, students may earn four units per semester for a maximum of sixteen units.
• In General Cooperative Work Experience students may earn three units per semester with a maximum of six allowable during their college career; and they need not be enrolled in a related course. Seventy-five hours of paid work experience (or 60 hours volunteer work) equal one unit of college credit.

San Bernardino Valley College offers two formats for Cooperative Work Experience:

• In Parallel Format, students take a Cooperative Work Experience class concurrently with other college courses.
• In Alternate Format students alternate between taking a Cooperative Work Experience class one semester and other college courses the previous and/or following semesters.

Units earned through Work Experience do not apply toward units in a major unless such courses are specifically required for a degree in that department. However, course credit earned through work experience can apply as elective units in any associate degree. Refer to the specific department section of this catalog for a list of specific courses required for
Work Experience

a major. For information on a specific discipline, contact the department or the division office.

Contact Information
Division: Academic Success and Learning Services (LIB - 123)
Division Phone Number: (909) 384-8649
Faculty Chair: Ginny Evans-Perry (gperry@sbccd.edu), M.L.I.S.

WKEXP 099 1-4 Units
General Work Experience
WRKEX: 300 contact hours
Supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.
Associate Degree Applicable
ADMINISTRATION AND FACULTY

- Administration (p. 343)
- Administrative Emeriti (p. 344)
- Faculty (p. 344)
- Faculty / Professor Emeriti (p. 353)

Administration

Bratulin, Paul
Campus Director - Marketing, Creative Services, and Public Affairs
B.A., University of North Florida

Brunson, Jr. Larry W.
Director - Disabled Student Programs and Services
M.S., National University
B.A., California State University, Long Beach

Camacho, Albert
Supervisor - Custodial

Carlos, Raymond
Director - Student Life
Ed.D., University of Southern California
M.A., Indiana State University
B.A., California State University, Fullerton

Cota, Marco
Dean - Counseling and Matriculation
M.A., California State University, San Bernardino
B.A., California State University, San Bernardino
A.A., College of the Desert

Dale, April
Director - Admissions and Records
M.B.A., University of La Verne
B.S., DeVry University, Long Beach

Dennis, Paul
Director - Police Academy
M.A., Azusa Pacific University
B.A., Azusa Pacific University

Diaz, Emma
Director - California Adult Education Program (Inland Adult Education Consortium)
Ed.D., University of Southern California
M.A., University of Phoenix
B.S., California State University, Northridge

Grishow, Kevin
Supervisor - Maintenance and Grounds

Hastings, Ron
Director - Library and Learning Support Services
M.L.S., University of Arizona
M.F.A., University of California, Irvine
B.A., University of California, Riverside

Hector, Leticia
Dean - Arts and Humanities

Administration (p. 343)

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- Administrative Emeriti (p. 344)
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B.A., University of California, Riverside

Hector, Leticia
Dean - Arts and Humanities

Hinojosa, Joanne
Director - EOPS/CARE Program
M.S.W., Azusa Pacific University
B.A., California State University, Chico
A.A., Citrus College

Hrdlicka, Rick
Director - Computer Technology Services
M.A., California State University San Bernardino
B.S., California State University San Bernardino
A.A., San Bernardino Valley College

Humble, Dina
Vice President - Instruction
Ed.D., Capella University
M.M.E., University of Northern Colorado
B.M., University of Minnesota

Jenkins, Robert
Director - Facilities, Maintenance and Operations
M.P.A., Brigham Young University
B.S., University of Utah
A.S., Southwestern Community College

Johnson, Wallace
Dean - Social Sciences, Human Development, and Physical Education
Ed.D., University of Texas, Austin
M.A., University of California, Riverside
B.A., California State University, San Bernardino
B.A., University of California, Riverside

Karge, Sandy
Interim Director - Child Development Center
M.S., University of La Verne
B.A., University of Redlands
A.A., San Bernardino Valley College
A.S., Philips Business School

Layne, Michael
Director - Foundation
M.A., University of Alaska Southeast
B.A., St. John's College

Lewis, Stephanie
Dean - Mathematics, Business, and Computer Technology
Ph.D., University of California, Riverside
Ed.S., Wayne State University
M.A., Alabama State University, Montgomery
B.A, Michigan State University, E. Lansing

Morden, Erik
Manager - Food Services
M.P.A., California State University, San Bernardino
B.A., California State University, Fullerton
A.A., San Bernardino Valley College

Norris, Tenille
Interim Vice President - Administrative Services
M.S., University of La Verne
M.B.A., University of La Verne
B.S., California State Polytechnic University, Pomona

Oxendine, Joanna

Dean - Research, Planning, Institutional Effectiveness with Grants Oversight
Ed.D., California State University, San Bernardino
M.Ed., University of North Carolina, Chapel Hill
B.A., University of North Carolina, Chapel Hill

Quach, Patty

Dean - Academic Success and Learning Services
Ed.D., Capella University
M.Ed., University of La Verne
B.A., California Polytechnic University, Pomona

Rodriguez, Maria Del Carmen

Dean - Student Equity and Success
M.A., California State University, San Bernardino
B.A., California State University, San Bernardino

Rubio, David

Director - Athletics
M.A., Azusa Pacific University
B.A., California State University, San Bernardino

Sifuentes, Aldo

Interim Director - Campus Technology Services
M.A., California State University, San Bernardino
B.A., University of California, Santa Barbara

Simental, Yolanda

Associate Dean - Health Sciences and Director of Nursing
M.S.N., California State University, San Bernardino
B.S.N., California State University, San Bernardino
A.A., San Bernardino Valley College

Stanskas, Peter-John

Dean - Science
Ph.D., University of Maryland
B.S., Mary Washington College

Thayer, Scott W.

Interim President
Ed.D., University of Southern California
M.A., Point Loma Nazarene University
B.A., Rollins College
A.A., Normandale Community College

Thomas, Vanessa

Dean - Applied Technology, Transportation, and Culinary Arts
M.B.A., University of Phoenix
B.A., University of Oregon

Tillman, Shalita

Manager - CalWORKS and Workforce Development
M.A., Pacific Oaks College
B.S., Azusa Pacific University

Trejo, Samuel

Director - Financial Aid
M.B.A., California State University, San Bernardino
B.A., California State University, San Bernardino
A.A., Chaffey Community College

Williams, Sharaf

Director - First Year Experience, Student Equity
M.Ed., University of Nevada, Las Vegas
B.S., St. Joseph's University

Administrative Emeriti

Bancroft, John Assistant Dean, Student Development
Jensen, Arthur M. President
Pszczola, Lorraine A. Administrative Dean, Student Affairs
Russell, Lionel H. Director of Counseling
Singer, Donald L. President

Faculty

The dates in parentheses indicate the year of appointment to the San Bernardino Community College District

Ababat, Anthony (2016)
Associate Professor - Electricity/Electronics
B.S., Cebu Institute of Technology University

Adams, Kathryn (1997)
Professor - Child Development
M.S., University of La Verne
B.S., California State University, Fullerton
A.A., Citrus College

Addington, Samuel (2022)
Assistant Professor - Computer Information Technology and Computer Science
M.S., Western Governors University
B.S., Colorado State University - Global Campus

Adler, Dawn (1997)
Associate Professor - Physical Education
M.S., University of Utah
B.S., University of Utah

Aguilar-Kitibutr, Ailsa (1989)
Counselor, Professor - General Counseling
Psy.D., University of La Verne
M.S., University of La Verne
M.A., Ateneo University
B.S., University of Santo Tomas

Coordinator, Professor - Student Health Services
D.N.P., Case Western Reserve University
M.S.N., San Jose State University
B.S.N., University of the State of New York
A.D.N., Mt. Hood Community College

Al-Husseini, Maha (2001)
Associate Professor - Computer Information Technology
M.A., Central Michigan University
B.A., Kuwait University

Algattas, Daniel (2017)
Associate Professor, Head Football Coach - Physical Education
M.A., New Mexico Highlands University
B.A., California State University, Los Angeles

Allen, Tammy (2015)
Associate Professor - Reading and Study Skills
Ed.D., University of Southern California
M.S., California State University, Fullerton
B.S., Azusa Pacific University

**Alvarez, Vicente (2009)**
**Associate Professor - Mathematics**
Ph.D., University of California, Riverside
M.S., University of California, Riverside
B.S., University of California, Riverside

**Andersen, Leif (2021)**
**Assistant Professor - Physics**
D.Phil, University of Oxford
M.S., California State University, Los Angeles
B.S., University of California, Santa Barbara

**Anemelu, Victoria (2006)**
**Professor - Mathematics**
Ph.D., University of Nigeria
M.Ed., University of Nigeria
B.Sc., University of Nigeria

**Arnold, Anita (2022)**
**Assistant Professor - Nursing**
M.S.N.-ED, Western Governors University
B.S.N., Western Governors University
A.D.N., Victor Valley College

**Assumma, Michael J. (2002)**
**Associate Professor - Business Administration**
M.B.A., California State University, San Bernardino
B.S., California Polytechnic University, Pomona

**Avelar, Amy (2009)**
**Associate Professor - Chemistry**
Ph.D., University of California, Riverside
M.S., University of California, Riverside
B.S., University of California, Riverside
A.A., San Bernardino Valley College

**Banola, Erwin (John) (2009)**
**Associate Professor - Kinesiology/Health**
M.S., California State University, Northridge
B.A., California State University, Northridge
A.S., Pierce College

**Banuelos, Elizabeth (2016)**
**Counselor, Associate Professor - Counseling Center**
Puente Co-Coordinator
M.S., University of Redlands
B.A., University of California, Riverside
A.A., San Bernardino Valley College

**Barnett, Kellie (2004)**
**Professor - Child Development**
M.S., University of La Verne
B.S., California State University, San Diego

**Bastedo, David (1992)**
**Professor - Biology**
M.S., Chapman University
M.A., University of Redlands

**Batalo, Mandi (2006)**
**Professor - Art**

**Beebe, Yvonne (1999)**
**Professor - Mathematics**
M.S., University of California, Riverside
B.S., University of California, Riverside

**Begg, Erica (2020)**
**Counselor, Assistant Professor - General Counseling**
M.S., University of La Verne
B.A., University of California, Riverside

**Berry II, Thomas W. (2021)**
**Assistant Professor - Communication Studies**
M.A., Regent University
M.S., California State University, Fullerton
M.A., California State University, San Bernardino
B.A., California State University, San Bernardino

**Bjerke, Jennifer (2016)**
**Associate Professor - Geography**
M.A., Rutgers, the State University of New Jersey
B.S., California State Polytechnic University, Pomona
A.A., College of the Sequoias

**Blacksheer, Anthony (2016)**
**Associate Professor - Sociology**
M.S., University of Redlands
B.S., University of California, Riverside

**Blecka, Lori Ann (1991)**
**Associate Professor - Mathematics**
M.S., University of California, Riverside
B.S., University of California, Riverside

**Brewer, Quincy (2007)**
**Associate Professor, Head Coach - Men's Basketball - Physical Education**
M.A., University of Phoenix
M.A., Azusa Pacific University
B.A., Arizona State University

**Brown, Robert D. (2006)**
**Professor - English**
Ed.D., Azusa Pacific University
M.A., Pepperdine University
B.A., University of Redlands

**Buffong, Keynasia (2016)**
**Career Counselor, Associate Professor - Transfer and Career Services**
M.S.W., California State University, San Bernardino
B.A., California State University, San Bernardino
B.A., California State University, San Bernardino
A.A., Riverside City College

**Burnham, Lorrie (2011)**
**Associate Professor - Biology**
M.S., California Polytechnic University, Pomona
B.S., California State University, San Bernardino
A.A., San Bernardino Valley College
Burns-Peters, Davena (2014)
Associate Professor - Modern Languages (American Sign Language)
B.V.E., California State University, San Bernardino
A.S., Riverside City College
A.A., Loma Linda University

Cacho, Bryce (2017)
Associate Professor - Welding Technology
M.A., California State University San Bernardino
B.S., California State University San Bernardino
A.S. Victor Valley Community College

Caldwell-Betties, Melita (2012)
Associate Professor - Water Supply Technology
M.P.A., California State University, San Bernardino
B.S., University of Redlands

Carter, Yancie (2015)
Matriculation Coordinator, Counselor, Associate Professor - General Counseling
Ed.D., La Sierra University
M.A., Argosy University
B.A., Roosevelt University
A.A., Southeastern Community College

Castro, Anthony (2015)
Associate Professor - Mathematics
M.S., University of California, Riverside

Che, Yon (2004)
Associate Professor - Modern Languages (Spanish)
M.A., University of California, Los Angeles
B.A., University of California, Los Angeles

Chou, Jesse (2019)
Assistant Professor - Computer Science
M.S., University of Massachusetts
B.A., University of Massachusetts

Cisneros, Maribel (2016)
Counselor, Associate Professor - EOPS/CARE
M.A., University of Redlands
B.A., University of California, Riverside
A.A., Riverside City College

Copeland, Mary (2007)
Professor - English
M.F.A., University of California, Riverside
B.A., California State University, San Bernardino
A.A., Riverside City College
A.S., Riverside City College

Croy, Jeremy (2019)
Assistant Professor - Administration of Justice
Ed.D., Concordia University - Chicago
M.S., Michigan State University
B.S., Western Illinois University
A.S., Lake Land College

Cruz, Alexander (2019)
Assistant Professor - Automotive Technology
B.A., Universidad del Sagrado Corazón

Cuny, Lucas (2018)
Associate Professor - Film, TV, and Media

Demsky, Jeffrey (2011)
Associate Professor - Political Science
Ph.D., University of Florida
M.A., American University
B.A., S.U.N.Y, Albany

Associate Professor - Psychiatric Technology
M.S.N., Loma Linda University, Loma Linda
C.N.S., Loma Linda University, Loma Linda
B.S.N, California State University, Dominguez Hills
B.S., University of Redlands
A.D.N., Saddleback College

Dunn, Frank (1999)
Counselor, Associate Professor - General Counseling
M.P.A., University of La Verne
M.A., University of Redlands

Estrada, Laura (2018)
College Nurse, Associate Professor - Student Health Services
M.P.H Still University
A.T., Still University
B.S.N., Azusa Pacific University
R.N., Mount St. Mary’s College
P.H.N., Azusa Pacific University

Evans-Perry, Ginny (2005)
Librarian, Associate Professor - Library and Learning Support Services
M.L.I.S., San Jose State University
B.A., Chapman University

Fehr, Jody (2019)
Tutoring Coordinator, Assistant Professor - Academic Success and Learning Services
M.A., California State Polytechnic University, Pomona
B.A., California State University, Los Angeles

Ferri-Milligan, Paula (1999)
Professor - English
Ed.D., California State University, Fullerton
M.A., California State University, San Bernardino
B.A., California State University, San Bernardino

Fogle, Melinda (2012)
Associate Professor - Theatre Arts
Ph.D., Bowling Green State University
M.A., University of Kentucky
B.F.A., Miami University

Foscolos, Espree (2021)
Assistant Professor - Nursing
M.S.N., Western Governors University
B.S.N., Western Governors University
A.D.N., San Bernardino Valley College

Fozouni, Daihim (2014)
Associate Professor - English
M.A., California State University, San Bernardino
B.A., California State University, San Bernardino

Garciá, Armando A. (2020)
Counselor, Assistant Professor - General Counseling
M.S.C., California State University, Long Beach
G.C.C.C., California State University, Long Beach
B.A., California State University, Domínguez Hills
B.A., California State University, Domínguez Hills
A.A., Long Beach City College

Garciá, Jamie (2022)
Assistant Professor - Communication Studies
M.A., California State University, Los Angeles

Ghazaleh, Rema (2021)
Counselor, Assistant Professor - International Student Program
M.A.Ed., P.P.S., Azusa Pacific University
B.A., California State University, San Bernardino
A.S., Chaffey College

Gibbons, Ann (1991)
Associate Professor - Mathematics
M.A., California State University, Fullerton
B.A., California State University, Fullerton

Gilbert, Jeremiah (2005)
Professor - Mathematics
Ph.D., Capella University
M.A., University of California, Riverside
B.A., California State University, San Bernardino

Giles, Keenan (2015)
Counselor, Associate Professor - EOPS/CARE
M.S., San Diego State University
B.S., San Diego State University

Gomez, Edward (1998)
Associate Professor - History
M.A., University of California, Riverside
B.A., California State University, Los Angeles
A.A., Los Angeles City College

Gomez, Fernando (2021)
Assistant Professor - Biology
Ph.D., University of California, Los Angeles

Gonzales, Pedro (2020)
Counselor, Assistant Professor - Adult Education Program
M.A., University of Redlands
B.A., California Polytechnic University, Pomona

Graham, Danielle (2019)
Assistant Professor - Psychology
Ph.D., University of Stirling, Scotland
M.S., University of Stirling, Scotland
B.A., University of California, Riverside

Counselor, Associate Professor - CalWORKS

G.A., Point Loma Nazarene University
B.A., California State University, San Bernardino

Halabi, Tarif H. (2013)
Associate Professor - Electricity/Electronics
M.S., California State University, Fullerton
B.S., California State University, Los Angeles

Hallex, Alicia (2016)
Learning Disabilities Specialist, Counselor, Associate Professor - Disabled Students Programs and Services
M.A., University of Redlands
B.A., California State University, San Bernardino
A.A., Crafton Hills College

Hamdy, Rania (2013)
Coordinator, Associate Professor - Professional and Organizational Development
M.A., California State University, San Bernardino
B.A., California State University, San Bernardino
A.A., San Bernardino Valley College

Hassanzadah, Ali (2019)
Assistant Professor - Mathematics
M.A., California State University, San Bernardino
B.A., California State University, San Bernardino

Hauge, Kristin (2008)
Associate Professor, Head Coach - Women's Soccer - Physical Education
M.A., Azusa Pacific University
B.S., California State Polytechnic University, Pomona
A.A., Pasadena City College

Hecht, Andrea (2016)
Counselor, Associate Professor - General Counseling
M.S., University of La Verne
B.A., California State University, San Bernardino

Heibel, Todd (2004)
Professor - Geography
Ph.D., Pennsylvania State University, University Park
M.A., University of Missouri, Columbia
B.S., Pennsylvania State University, University Park

Henkle, Lisa (2016)
Associate Professor - Political Science
D.P.A., University of La Verne
M.P.A., California Baptist University
B.S.A., California Baptist University

Herrera, Jamie (2013)
Counselor, Associate Professor - General Counseling
M.S., University of La Verne
B.S., California State University, San Bernardino
A.S., Chaffey College

Hill, June (1995)
Professor - Nursing
M.N., University of California, Los Angeles
M.S.G., University of La Verne

Hind, Brittany (2020)
Counselor, Assistant Professor - EOPS/CARE
M.A., San Diego State University
Hinrichs, Sr., Guy (2000)  
Associate Professor - Automotive Technology  
B.S., Southern Illinois University  
A.A., Crafton Hills College

Holder, Patricia (2008)  
Associate Professor, Head Coach - Women's Volleyball - Physical Education  
M.A., Azusa Pacific University  
B.S., San Diego Christian College  
Fitness Specialist, San Diego City College

Hunt, Diane (1998)  
Professor - English  
M.A., California Polytechnic University, Pomona  
B.A., California Polytechnic University, Pomona

Huston, Celia J. (1998)  
Librarian, Professor - Library and Learning Support Services  
Ph.D., Capella University  
M.L.S., California State University, San Jose  
B.A., California State Polytechnic University, Pomona

Israel, Abier (2005)  
Associate Professor - Mathematics  
Ph.D., Capella University  
M.A., California State University, San Bernardino  
B.A., California State University, San Bernardino

Jackson, Michelle (2021)  
Assistant Professor - Psychiatric Technology  
B.S., Grand Canyon University  
L.P.T., Mt. San Antonio College

Jakov, Riase (2013)  
Associate Professor - Political Science  
Ph.D., University of Michigan, Ann Arbor  
M.A., University of Michigan, Ann Arbor  
B.A., University of Michigan, Ann Arbor

Jaramillo, Richard (1999)  
Associate Professor - Automotive Technology  
A.A., Cerritos College

Associate Professor - Reading and Study Skills  
M.A., Pepperdine University  
M.A., California State University, San Bernardino  
B.A., University of Southern California  
A.A., Compton College

Jimenez, Nicole (2017)  
Counselor, Assistant Professor - First Year Experience (FYE)  
M.S., California State University, San Bernardino  
B.A., Whittier College

Johnson, Dominique (2019)  
Counselor, Assistant Professor - First Year Experience (FYE)  
M.A., P.P.S., University of Redlands  
B.A., Fisk University

Johnson, Heather (2016)  
Counselor, Assistant Professor - First Year Experience (FYE)  
M.A., University of Redlands  
B.A., California State University, San Bernardino

Johnson, Kimberly (2016)  
Counselor, Assistant Professor - Middle College Program  
M.A., University of Redlands  
B.A., University of La Verne

Jones, Carol (2016)  
Associate Professor - Chemistry  
Ph.D., University of California, Riverside  
M.S., University of California, Riverside  
B.S., University of California, Riverside

Jones, Patricia (2007)  
Counselor, Associate Professor - General Counseling  
M.A., California State University, San Bernardino  
B.A., California State University, San Bernardino

Joshua, Judy (2016)  
Associate Professor - English  
Ph.D., University of California, Irvine  
M.A., California State University, Los Angeles  
B.S., University of California, Berkeley

Kafela, Kathy (1999)  
Coordinator, Professor - Transfer and Career Services  
M.S., Iowa State University  
B.S., Iowa State University

Kanawati, Moustafa (2007)  
Associate Professor - Mathematics  
M.S., Southern Illinois University at Edwardsville  
B.A., Saint Louis University

Kappattil, Reshmi (2021)  
Assistant Professor - Nursing  
D.N.P., Grand Canyon University

Kelly-Silagy, Deana (2016)  
Veteran Counselor, Associate Professor - Counseling/Veteran Resource Center  
M.A., University of Redlands  
B.A., California State University, San Bernardino  
A.A., San Bernardino Valley College

King, Melissa (2013)  
Associate Professor - Anthropology and Global Studies  
Ph.D., University of California, Riverside  
M.A., University of California, Riverside  
M.A., Fuller Theological Seminary  
B.A., University of Alabama at Birmingham

Knight, Denise (1995)  
Associate Professor - Child Development  
M.A., Pacific Oaks College  
B.A., Pacific Oaks College  
A.A., Monterey Peninsula College

Lambrou, Nicole (2022)  
Assistant Professor - Architecture  
Ph.D., University of California, Los Angeles  
M.Arch., Yale University
B.A., Binghamton University

Lamore, Joel (1998)
Professor - English
M.F.A., M.A., Chapman University
B.A., Loyola Marymount University

Larivee, Elizabeth (Beth) (2019)
Counselor, Assistant Professor - Disabled Students Programs and Services
M.A., Wheaton College
B.A., Wheaton College

Lawler, Kenneth (2013)
Associate Professor - Physical Education
B.S., Excelsior College
A.A., Excelsior College

Lechuga, Thomas (2021)
Assistant Professor - Biology
Ph.D., University of California, Irvine
B.S., University of Redlands

Lee, Chongui Keith (1998)
Associate Professor - Mathematics
Ed.D., California State University, Fullerton
M.S., Claremont Graduate University
M.S., California State University, Long Beach
B.S., University of California, Los Angeles

Lee, Dirkson (2006)
Professor - English/ESL
Ed.D., California State University, Fullerton
M.A., California State University, San Bernardino
B.A., University of California, Riverside

Lee, Steven (2016)
Associate Professor - Accounting
M.B.A., California State University, San Bernardino

Lee, Yvette (1999)
Associate Professor - English
M.A., Andrews University
B.A., University of Colorado at Boulder

Lemieux, Jessy (2015)
Associate Professor - Chemistry
Ph.D., University of California, Riverside
M.S., University of California, Riverside
B.S., University of California, Riverside

Levine, Michael (2016)
Associate Professor - Economics
Ph.D., University of California, Riverside
M.A., University of California, Riverside
B.S., University of California, Santa Barbara

Lillard, Sheri (2007)
Professor - Chemistry
Ph.D., Iowa State University
B.S., San Diego State University

Loera, Manuel (1980)
Associate Professor - Automotive Technology
A.S., Crafton Hills College

López, Maria (2018)
Assistant Professor - Counseling/Adult Education Program
M.S., P.P.S., University of La Verne
B.S., University of California, Riverside
A.A., Rio Hondo College

Counselor, Associate Professor - First Year Experience (FYE)
Ph.D., Universidad Central De Nicaragua
Ph.D., Bethel Christian College, Riverside
M.A., California State University, San Bernardino
B.A., California State University, San Bernardino

Luna, Evelyn (2016)
Counselor, Assistant Professor - First Year Experience (FYE)
M.A., University of Redlands
B.S., California State University, Fullerton
A.A., Mt. San Antonio College

López, Alma Guadalupe (2012)
Associate Professor - English
M.A., University of California, Riverside
B.A., University of California, Santa Cruz
A.A., San Bernardino Valley College

López, Leonard (2001)
Associate Professor - Philosophy/Religious Studies
J.D., Stanford University
M.A., California State University, Los Angeles
B.A., University of California, Los Angeles

Martin, David (2018)
Associate Professor - Mathematics
Ph.D., University of California, Merced
M.A., California State University, Fresno
B.S., University of California, Davis

Martin, Micah (2016)
Associate Professor - Modern Languages
M.A., Indiana State University
B.A., University of California, Santa Barbara

Mattson, Susan (2011)
Associate Professor - Communication Studies
M.A., California State University, San Bernardino
B.A., California State University, San Bernardino

Mayne, Michael (2000)
Associate Professor - Mathematics
M.A., Ohio State University
B.A., Oakwood University

Melancon, Berchman K. (2013)
Associate Professor - Diesel Technology
A.S., Riverside City College

Metu, Reginald (2002)
Professor - Computer Information Technology
Ed.D., Alliant International University, San Diego
M.A., California State Polytechnic University, Pomona
B.S., California State Polytechnic University, Pomona

Meyer, Stacy (2005)
Associate Professor - Culinary Arts
M.A., University of Redlands
B.S., University of Redlands
A.O.S., Culinary Institute of America

Milligan, Joshua (2016)
Associate Professor - Welding Technology
A.S., San Bernardino Valley College

Mills, Amy (2022)
Assistant Professor - English
M.A., California State University, Fullerton
B.A., California State University, Fullerton

Moeung, Botra (2016)
Honors/Transfer Counselor, Associate Professor - Transfer and Career Services
Ed.D., La Sierra University
M.S., California Baptist University
B.S., University of California, Riverside
A.A., Riverside City College

Moneymaker, Melinda (2009)
Associate Professor - Human Services
B.A., California State University, San Bernardino
B.A., California State University, San Bernardino
A.A., San Bernardino Valley College

Moore, Sandra (1990)
Professor - Psychology
Ph.D., University of California, Santa Cruz
M.S., University of California, Santa Cruz
B.A., Northwestern University

Moreno, Dolores (1994)
Associate Professor - English
M.A., University of California, Riverside
B.A., University of California, Riverside

Murillo, Joan (2011)
Associate Professor - Biology
M.S., California State University, Fullerton
B.S., University of Wisconsin, Steven Point

Murphy, Joel (2015)
Associate Professor - English
Ed.D., Nova Southeastern University
M.A., Easter Michigan University
B.A., Reed College
B.A., Portland State University

Nelson, Brandy (2016)
Associate Professor - Human Services
M.B.A., University of Phoenix
B.A., California State University, San Bernardino

Notarangelo, Joseph (2006)
Professor - English
M.A., California State University, San Bernardino
B.A., University of California, Los Angeles

Notarangelo, Maria (2019)
Librarian, Assistant Professor - Library and Learning Support Services
M.L.I.S., California State University, San Jose
M.A., California State University, San Bernardino

B.A., University of California, Santa Cruz

Obra, Violeta (2004)

Associate Professor - Nursing
M.S.N., Loma Linda University
B.S.N., Loma Linda University
P.C.C.N.P., Makati Medical Center, Philippines

Orozco, Debbie (2015)
Counselor, Associate Professor - General Counseling
M.A., University of Redlands
B.A., California State University, San Bernardino
A.A., San Bernardino Valley College

Ortiz, Miguel (2016)
Associate Professor - Machinist Technology
A.S., San Bernardino Valley College

Parker, Garry (2022)
Assistant Professor - Water Supply Technology
M.B.A., Webster University
M.A.P.S., Azusa Pacific University
B.A., Webster University
B.S., Horizon College

Pave, Adam (2017)
Associate Professor - Philosophy/Religious Studies
Ph.D., Claremont Graduate University
M.A., Claremont Graduate University
M.A., University of Hawaii
M.A., West Chester University

Pires, Romana (2007)
Professor - Sociology
M.A., California State University, Fullerton
M.S., California State University, Fullerton
B.A., California State University, Long Beach

Powell, Michael (2005)
Associate Professor, Head Coach - Track and Field - Physical Education
M.S., Azusa Pacific University
B.S., University of Redlands

Rabon, Deanne (2007)
Coordinator, Counselor, Associate Professor - STAR Program
M.A., California State University, San Bernardino
B.A., University of California, Los Angeles

Rascon, Mary (2022)
Assistant Professor - Nursing
M.S., University of Phoenix

Recinos, Jose (2004)
Associate Professor - Modern Languages (Spanish)
Ph.D., University of California, Davis
B.A., University of California, Davis

Robles, Matthew (2016)
Associate Professor - Geology
M.S., University of California, Riverside
B.S., California State University, San Bernardino
A.A., College of the Desert

Rosales, David (2007)
Associate Professor - Art
M.F.A., Claremont Graduate University
B.F.A., The San Francisco Art Institute

Sacdalan, Alvin (2019)
Assistant Professor - Mathematics
M.A., California State University, San Bernardino
B.A., California State University, San Bernardino

Scully, Madeleine (2004)
Associate Professor - Music
M.M., University of Southern California
B.M., University of Southern California

Seraf, Robyn (2018)
Associate Professor - Pharmacy Technology
M.Ed., California State University, San Bernardino

Shea, Edward (2021)
Assistant Professor - English
M.F.A., California State University, Long Beach
B.A., California State University, San Bernardino

Simpson, Tahirah (2014)
Counselor, Associate Professor - General Counseling
M.S., National University
B.A., California State University, San Bernardino

Slusser, Michael (2002)
Associate Professor - English
M.A. University of Toronto
M.F.A., Eastern Washington University
B.A., University of California, Riverside

Smalls, Hayley (2022)
Assistant Professor - Biology
M.S., Washington State University
B.S., Washington State University

Smith, Daniele (2012)
Counselor, Associate Professor - STEM/Umoja-Tumaini
M.F.T., Hope International University
B.A., Hope International University

Smith, David (2009)
Associate Professor - Mathematics
M.A., Pacific Union College
B.A., Pacific Union College

Sobhanian, Soha (2016)
Associate Professor - Biology
Ph.D., Curtin University, Perth
M.S., California State University, Fullerton
B.S., California State University, Fullerton

Sogomonian, Nori (1994)
Professor - Modern Languages (Spanish)
Ed.D., California State University, San Bernardino
M.A., University of California, Los Angeles
B.A., University of California, Los Angeles

Stalbert, Malik (2016)
Associate Professor - Computer Information Technology and Computer Science

M.S., University of West Georgia
B.S., American InterContinental University
A.A., San Bernardino Valley College

Stewart, James M. (1991)
Associate Professor - Art
M.F.A., Claremont University
B.A., California State University, San Bernardino
A.A., San Bernardino Valley College

Strong, Teri (1994)
Professor - Mathematics
Ph.D., Capella University

Tasaka, Bethany (2017)
Associate Professor - Mathematics
M.A., California State University, San Bernardino
B.A., California State University, San Bernardino

Tinoco, Michelle (2017)
Counselor, Associate Professor - General Counseling
M.A., University of Redlands
B.A., California State University, San Bernardino
A.A., San Bernardino Valley College

Tolstova, Anna (2014)
Associate Professor - Physics
M.S., Byelorussian State University, Belarus

Torres, Christina (2016)
Associate Professor - Physical Education
M.A., Azusa Pacific University
B.A., California State University, Northridge

Torrez, Michael (2007)
Associate Professor - Chemistry
M.S., California Polytechnic University, Pomona
B.S., California Polytechnic University, Pomona

Underwood, Bruce (2016)
Associate Professor - Business Administration
M.B.A., California Coast University
B.S., California Coast University

Valdez, Maria (2016)
Associate Professor - Psychiatric Technology
M.A., National University
B.S., University of Phoenix
L.V.N., Beaumont Adult School
P.T., San Bernardino Valley College
A.A., San Bernardino Valley College

Vasquez, Tatiana (2009)
Associate Professor - Biology
M.S., University of North Carolina, Chapel Hill
B.S., University of California, Riverside

Vogel, Angela M. (2021)
Assistant Professor - Nursing
M.S.N.-ED., Colorado Technical University
B.S.N., Grand Canyon University
A.D.N., Riverside City College

Vu, Tammy (2020)
Counselor, Assistant Professor - First Year Experience (FYE)
Adjunct Faculty

In addition to the regular full-time contract faculty, San Bernardino Valley College has quality adjunct faculty in each division who come from industry, business and other educational institutions to provide a faculty with many talents to support diversified and exemplary programs demanded and expected of a community college.
Faculty / Professor Emeriti

Faculty/Professor Emeritus is a recognition bestowed by the Academic Senate to recognize our retiring academic colleagues for their service to the college, students, and peers; as well as an acknowledgment that their service will not be forgotten after they leave the college.

Alexander, Horace - English
Anderson, Diana J. - English
Anderson, Willard - Accounting
Andriese, Jacob (Jack) - Music
Ashton, Judith - English
Atzet, Raymond - Architecture
Avila, Diana - Mathematics
Battle, Eileen F. - Nursing
Berry, Anita - Nursing
Berry, John W. - Art
Bruno, Frank - Psychology
Burningham, Robert - Communications
Burson, Thurmon - Career Center
Busselle, Carlos (Buzz) - Electronics
Chamberlain, Thomas K. - English
Clarke, William - Machine Trades
Cook, Carol - Biology
Cunningham, William E. - Astronomy
Dahlgren, Ingrid - Physical Education
Diers, Cleon - Mathematics
Dusick, Diane - Radio, Television, and Film
Flanders, Jacqueline - Physical Education
Free, Sheela - English
Gamboa, Darlene - Biology
Gates, Dorothy L. - Sociology
Gomez, Laura - Counseling
Gordon, Esther H. - Child Development
Green, Jan - Health Services
Grutsis, Paul - Economics
Harmeyer, Arthur R. - Physics
Harvey, Robert A. - Biology/Botany
Hearn, Lily G. - English
Hunt, Sharon L. - Office Information Systems
Ikeda, Mark - Biology
Jacobsen, Patricia - Reading
James, Henry A. - Computer Science
Kondor, Albert - Anthropology/German
Korzilliis, Lillian L. - Family/Consumer Science
Lanto, Enid G. - Library
Lardy, Leonard A. - English
Lawrence, David - Humanities
Lewis, Bennett H. - Data Processing
Lewis, John E. - Microbiology
Lopez, Frank - Aeronautics
Lysak, Michael - Physics
Malottke, Erna - Secretarial
Marquis, Jeanne - Counseling
Martin, Julian - Child Development
Martin, Livio C. - Aeronautics
Mason, Dorothy M. - Nursing
Maul, Terry - Psychology
Mazzei, Gene - Physical Education
McKie, Bill - English
Mestas, Marie - Library and Learning Support Services
Michaelis, Kenneth - Biology
Mitchell, Jack - English
Neuhaus, Clemens - English
Newlee, Anne Georgie - Physical Education
Nunez, Ida - Nursing
Okamura, Judy - Chemistry
Olsen, John (Jack) - Anatomy/Physiology
Olson, John - Biology
Paszkiewicz, Robert - Psychiatric Technology
Perez, Edward - English
Peterson, Frank P. - Administration of Justice
Purkart, Susan A. - Reading/Study Skill
Rippy, Robert H. - English
Roberts, J. Lynn - Automotive
Runyon, Cynthia - Physical Education
Sandlin, Stephen - Geography
Scantlin, Dorothy - Nursing
Schall, Donald - Business Administration
Schmidt, Roger - Philosophy/Religious Studies
Scott, Tom - Physical Education
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Shimoff, Susan - Family/Consumer Science
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Smedley, Ron - Physical Education
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Smith, Princie D. - Psychiatric Technology
Stafford, Robert - Mathematics
Stanfill, Peg - Counselor
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Szumski, Edward J. - Electronics
Thrasher, Marvin E. - Psychology
Tilton, Julie - English
Whisler, Louise - Mathematics
Williams, Bruce G. - Automotive
Williams, Susan - Art
Wilson, Robert - Physics/Astronomy
Wright, Melvin L. - Business Administration/Business Math
Young, James E. - History/Religious Studies
Zaharopoulos, George - Political Science
Zepeda, Juan - Counseling
Zoumbos, Nickolas - Accounting
ACADEMIC CALENDAR

The 2022-2023 Academic Calendar (http://catalog.valleycollege.edu/academiccalendar/sbccd-academic-calendar-2223-final-board-approved.pdf) has information on start and end dates, holidays, and final exams.

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