

Building Our Future



ADDENDUM

2015-16

Catalog

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CUESTA COLLEGE 2015-2016 CATALOG ADDENDUM

The Cuesta College Catalog Addendum represents course and program revisions made since the last publication of the catalog, updates important for students planning on transferring to a UC campus, and corrections to the 2015-2016 Catalog.

This content of this catalog addendum, along with the remainder of the existing 2015-2016 catalog, should now be used by students, faculty, and staff. The addendum notes whether programs are new or modified, if they replace an existing program, and the page number in the 2015-2016 Catalog a change would refer to.

Students are strongly encouraged to seek advice from the Counseling Department and department chairs regarding program requirements in the development of their academic plan. While every effort has been made to ensure the accuracy of the information provided in the catalog and the addendum, Cuesta College reserves the right to make changes as necessary, and to change, without notice, any of the information, requirements, and regulations as required for compliance with State regulations.

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2015-2016 CATALOG CORRECTIONS & ADDITIONS



CORRECTION TO PRE/COREQUISITE CLEARANCE COURSE TABLE

Prior Pre/Corequisite Clearance Required Before Enrolling in:

Course Discipline/Subject	
Biological Science Courses	BIO 201A, 201B, 202, 204, 206, 209C, 209D, 209S, 212L, 220L, 222L
Early Childhood Education Courses	ECE 209, 210
English Courses (Reading/Writing)	ENGL 099, 156, 201A, 201B, 201C
English Courses (Literature)	ENGL 205, 206, 207, 212A, 212B, 213, 215, 216, 217, 231, 242H, 244A, 244B , 245A, 245B, 246A, 246B
Library/Information Technology Courses	LIBT 201, 204, 205, 208, 209, 210, 214, 220
Licensed Vocational Nursing Courses	LVN 101, 101A, 101AL, 101B, 102, 102A, 102AL, 102B, 103, 103A, 103AL, 103B
Math Courses (non-transferable)	MATH 007, 021, 122, 123, 126A, 126B, 127, 128
Math Courses (transferable)	MATH 229, 230, 231, 232, 236, 242, 247, 255, 265A, 265B, 283, 287
Medical Assistant Courses	MAST 111, 111L
Paramedic Courses	EMS 107A, 107B, 107C, 210, 211, 211L, 212, 213A, 213B
Physical Science Courses	ASTR 210, 210L CHEM 201A, 201B, 210FL, 211, 212A, 212B GEOL 229A, 229B METE 212 OCEN 210, 210L PHYS 205A, 205B, 208A, 208B, 208C
Psychiatric Technician Courses	PSYT 110, 207, 208, 209
Registered Nursing [RN] Courses	NRAD 103G, 120, 201A, 201B, 201D, 202A, 202B, 202D, 203, 203A, 203B, 203D, 204, 204A, 204B, 204D, 219

ADDITION TO RESIDENCY REQUIREMENTS - NON-RESIDENT STUDENT

Residency Requirements

Admission of each student includes the determination of California State residency based on California Education Code 68017 and Title 5, Sections 54000-54072. A student who believes that their residency status is incorrect may challenge the non-resident status by completing the Statement of Legal Residence form and submitting it to the Admissions Office for review.

Resident Student: A resident student is one who has been a legal resident in California for more than one year and a day immediately preceding the beginning of the term in which the student plans to enroll, and who demonstrates the intent to remain a permanent California resident.

Students determined to be California residents are charged the California State Enrollment fee as set by the California Community College Chancellor's office. (Education Code 68017)

Non-Resident Student: A non-resident student is one who has not had a legal residence in California for more than one year and a day immediately preceding the beginning of the term in which the student plans to enroll. Students determined to be non-residents are charged the non-resident tuition in addition to the resident enrollment fee.

A non-resident student may be eligible for an approved non-resident tuition exemption when the appropriate documentation is presented to the Admissions staff. Exemption to non-resident tuition exists when documentation is presented for any one of the following:

- Attended a California high school, or high school equivalent, for a minimum of three years or more and earned a California high school diploma, or equivalent; or attained credits earned in California from a California high school equivalent to three or more years of full-time high school coursework and a total of three years or more years of attendance in California elementary schools, California secondary schools, or a combination of those schools;
- Full-time credentialed employee of a California public school enrolling in college for purposes of fulfilling credential-related requirements;
- Seasonal agricultural worker for at least a total of two months of each of the past two years;
- Full-time employee, or spouse, or dependent of a fulltime employee of any of the following college/ universities: California Community Colleges, California State University, University of California, or Maritime Academy.
- Applicants, under the age of 19, who have lived under the direct care and control of an adult, other than a parent for two years immediately preceding the resident determination date; and such adult has for the year

immediately preceding the residence determination date, had California residence.

- A student who is covered by the federal Veterans Access, Choice, and Accountability Act (Section 702 of the VACA Act [38 U.S.C. 3679(c)]) shall be fully exempt from non-resident fees, including nonresident tuition and the capital outlay surcharge charged of nonresident students. The requirements on the VACA Act are listed on page 10 of the catalog addendum under the Veterans category.

CORRECTION TO SPECIAL PART-TIME STUDENTS (ENRICHMENT)

Special Part-Time Students (Enrichment)

An eligible special part-time student must possess an approved Permit to Enroll to enroll in specified advanced scholastic or vocational courses. Cuesta College has defined advanced scholastic or vocational coursework as work that is transferable to a four-year institution and/or meets vocational degree or certificate requirements. The Permit to Enroll must be completed by the student's current school Principal, or approved designee, identifying the specific course, or courses. The Permit to Enroll is approved by the student's parent, or legal guardian, and by the student. The Permit to Enroll is then submitted to the Cuesta Registration Office for processing. Special Part-time Students, grades 9-12, may enroll in Cuesta College courses on a space available basis and will be required to meet all of the following enrollment requirements:

- Demonstrate the ability to benefit from advanced scholastic or vocational coursework as determined by the student's principal, or designee;
- Satisfactorily meet all course prerequisites;
- Meet the age requirement of any age-restricted courses, posted on the Cuesta web site, for which the student seeks to enroll, or successfully petition for authorization to enroll;
- May enroll in up to a maximum of nine (9.0) approved semester credits during the fall and spring semesters and a maximum of five (5.0) approved semester credits during summer session;
- Special Part-time students are prohibited from auditing courses;
- Special Part-time students are prohibited from enrolling in Kinesiology activity courses.

Special part-time students, ~~who are determined to be California residents,~~ are eligible for an enrollment fee waiver. Students classified as "non-residents" of California ~~are required to pay the non-resident tuition fee, but the California resident enrollment fee is still waived. All other fees will be assessed.~~ other than a nonimmigrant alien, who meets all requirements of Administrative Procedures 5011, shall be exempt from paying nonresident tuition including the California resident enrollment fee. All other fees will be assessed. This exception does not apply to F1/M1 Student Visas. Students receiving this exemption do not receive resident status for the purpose of tuition or financial aid. Students should finalize their residency status in California.

CORRECTION TO COOPERATIVE AGENCIES AND RESOURCES FOR EDUCATION (CARE)

COOPERATIVE AGENCIES AND RESOURCES FOR EDUCATION (CARE)

Location: SLO campus, Library Building, Room 3134, (805) 546-3144; North County campus, Building N3000, Room N3024, (805) 591-6214.

Resources available online, for the convenience of our students including those attending via distance education:

- EOPS Checklist: http://www.cuesta.edu/student/documents/eops_docs/EOPS_checklist_final.pdf
- EOPS Application: http://www.cuesta.edu/student/documents/eops_docs/EOPS_APP_2014_2015_FINAL.pdf
- EOPS Application: http://www.cuesta.edu/student/documents/eops_docs/EOPS_APP_2015_2016.pdf

Cooperative Agencies Resources for Education (CARE) is a state-funded program to assist students 18 years or older who are single head of households with child care expenses. You must be accepted into the EOPS program, receive cash aid from the Department of Social Services, and have a child under the age of 14. Once accepted into the program you will be eligible for grant monies to help cover child care and transportation costs.

CARE Eligibility:

- Apply for financial aid and be accepted in the EOPS program
- Must be currently receiving TANF (Temporary Aid to Needy Families)
- Must be at least 18 years old and a single head of household
- Must have at least one child under 14 years old

CARE Services:

- Academic and personal counseling to develop coping strategies to meet the added demands of school and home
- Invitations to workshops which address the specific concern and issues that affect single parents
- Grant aid monies to help cover childcare and transportation costs

Cooperative Agencies and Resources for Education (CARE), administered by EOPS, helps single CalWORKs/Temporary Assistance for Needy Families (TANF) parents by providing support activities related to parenting and student success. Services include referrals to support services, a child care/transportation grant, and workshops for single parents.

CORRECTION TO EXTENDED OPPORTUNITY PROGRAMS AND SERVICES (EOPS)

EXTENDED OPPORTUNITY PROGRAMS AND SERVICES (EOPS)

Location: SLO campus, Library Building, Room 3134, (805) 546-3144; North County campus, Building N3000, Room N3024, (805) 591-6214.

Resources available online, for the convenience of our students including those attending via distance education:

- EOPS Checklist: http://www.cuesta.edu/student/documents/eops_docs/EOPS_checklist_final.pdf
- EOPS Application: http://www.cuesta.edu/student/documents/eops_docs/EOPS_APP_2014_2015_FINAL.pdf
- EOPS Application: http://www.cuesta.edu/student/documents/eops_docs/EOPS_APP_2015_2016.pdf

Extended Opportunity Program and Services (EOPS) is a California state-funded program that provides an accessible and rewarding college experience to low-income students facing social, economic, and educational disadvantages. The program was established in 1969 by the California Legislature with the goal to provide access and educational equity for community college students.

To qualify, a student must:

- Be a California resident or Dream Act Student;
- Qualify for the Board of Governors' Fee Waiver (BOGW) A or B;
- Be enrolled as full-time student at Cuesta;
- Have completed less than 70 units of college work;
- Be educationally disadvantaged, as determined by the EOPS criteria.

Services available for eligible students:

- Career, academic and personal counseling
- A book voucher to help with the cost of textbooks
- EOPS/CARE lending library
- Priority registration
- Registration assistance
- Assistance with completing financial aid applications
- Workshops
- Referrals to tutorial services and community resources
- Network with four-year institutions
- Annual social activities

CORRECTION TO FINANCIAL AID

FINANCIAL AID

Under “The William D. Ford Federal Direct Loan Program” on p. 36, original version reads:

~~To apply for their first loan at Cuesta, students are required to attend a Student Loan Workshop as part of their entrance counseling. Students who have already taken out more than \$20,000 in loan will be required to complete a financial review process before obtaining additional student loans while attending Cuesta College.~~

Corrected version:

First-time borrowers are required to attend a Student Loan Workshop as part of their entrance counseling. Workshop dates will be advertised on the financial aid portion of the Cuesta website. Students who have previously taken out a Direct Loan may obtain another student loan if they meet eligibility requirements. Contact the financial aid office for more details.

Under “APPEAL PROCESS” on p. 39, original version reads:

~~All appeals must contain:~~

- ~~1. A complete SAP appeal form for the correct academic year and term;~~
- ~~2. Personal statement that explains the reasons for the student’s inability to meet SAP standards and how that situation has been resolved;~~
- ~~3. Official documentation of any circumstances mentioned in the personal statement, if requested;~~
- ~~4. Unopened official transcripts from all colleges attended, unless such transcripts are already on file with Cuesta College’s Admission and Records department;~~
- ~~5. A comprehensive student education plan, unless student is requesting a “reset” under the SAP reset policy (see below for details); AND~~
- ~~6. A student attendance and progress report, if appeal is submitted after certain point in the term (see appeal form for details).~~

Corrected version:

All appeals must contain:

1. A complete SAP appeal form for the correct academic year and term;
2. Personal statement that explains the reasons for the student’s inability to meet SAP standards and how that situation has been resolved;
3. Official documentation of any circumstances mentioned in the personal statement, if requested; AND
4. A student attendance and progress report, if appeal is submitted after certain point in the term (see appeal form for details).

ADDITION TO VETERANS' SERVICES - VETERANS ACCESS, CHOICE, AND ACCOUNTABILITY ACT OF 2014 (CHOICE ACT)

VETERANS' SERVICES

Location: Veterans Resource Center, Building 3100, Room 3174, SLO campus; (805) 546-3142. North County Campus, Building N3200/3100, Room 3121.

Montgomery G.I. Bill Education Benefits

Cuesta College is approved by the Veterans Administration to offer eligible veterans and their dependents military service connected benefit programs leading to an associate degree or transfer to a four-year institution. The Department of Veterans Affairs (DVA) administers several educational assistance programs for which basic eligibility may vary. Generally, only the DVA can determine an applicant's eligibility for educational assistance.

All persons receiving educational benefits must personally contact the Veterans Coordinator after enrollment every semester to continue benefits. In addition, a Student Educational plan (SEP) must be on file by the end of the first semester. This plan must be developed and reviewed by an academic counselor.

Priority Registration

As our way of saying thanks for serving our country, Veterans receive priority registration. New students to Cuesta College must meet the requirements of a new matriculated student as defined in the enrollment priority section. Any member or former member of the Armed Forces of the United States, and who is a resident of California, who has received an honorable discharge, a general discharge, or an other than honorable discharge, and to any member or former member of the State Military Reserved, for any academic term attended at one of the California State University, California Community College, or University of California for four academic years after he/she has left state or federal active duty, which he/she shall use within 15 years of leaving state or federal active duty, as established by Education Code 66025.8.

Military Credit

Veterans can receive credit up to 12 credits for education experience in the Armed Services. For more information please refer to this website: www.militaryguides.acenet.edu or see the Veterans' Resource Center.

Disabled Veterans

Veterans who qualify for educational benefits as disabled veterans may be entitled to special educational benefits. Veterans should visit the DVA Regional office, 8810 Rio San Diego, CA 92108 to determine their eligibility for disabled status. Veterans with disabilities are encouraged to investigate services offered through Cuesta College Disabled Students Programs and Services.

Veterans' Dependents – War Orphans – Missing In Action – Prisoners Of War

Students who are children or widows of veterans who died as a result of military service or are dependents of veterans who were totally disabled as a result of war service (or peacetime military service since September 16, 1940) may be eligible for assistance from the Veterans Administration or the State of California. Inquiries regarding these benefits should be made through the DVA Regional Office.

Student Liability

The veteran/dependent student assumes full liability for any overpayment of veterans education allowance benefits. **The final responsibility for monitoring the process of qualifying for educational benefits rests with the individual applicant. FAILURE TO TAKE THE PROPER CLASSES CAN RESULT IN THE REDUCTION OR TERMINATION OF BENEFITS.**

Veteran/Dependent Student Academic Standing

Students will not be certified for enrollment if placed on Academic or Progress Dismissal status. If you have previously been placed on Academic Probation and have a grade point average of less than 2.0 in the last two consecutive semesters of enrollment and are eligible for certification of Veteran Benefits, you will be dismissed at the end of each semester as a veteran student (lose veteran certification and priority registration) as required under Veterans Administration approval criteria regulations.

Students who have previously been placed on Progress Probation and have 50% or more enrollment grades of "W", "I", or "NP" recorded in the last two consecutive semesters of enrollment will be dismissed at the end of each semester as a veteran student (lose veteran certification and priority registration) as required under Veterans Administration approval criteria regulations.

Tutorial Services

Tutorial services are available to all veterans who meet established VA criteria.

Transcripts

All official transcripts of prior college work and military schools must be on file in the Records Office before registering for classes. Certification for benefits for the second semester will be withheld if transcripts are not received. See the Veterans' Resource Center for necessary forms.

Credits Required for Entitlement of Benefits

The following number of credits is required each semester to certify students for educational and training allowances. Short-term courses are computed proportionately for payment purposes. Please see the Veterans' Resource Center for more information.

Veterans' Services - Veterans Access, Choice, and Accountability Act of 2014 (Choice Act) addition: see also (pg. 45-46) in the 2015-2016 Cuesta Catalog

ADDITION TO VETERANS' SERVICES - VETERANS ACCESS, CHOICE, AND ACCOUNTABILITY ACT OF 2014 (CHOICE ACT)

Withdrawal/Change of Classes

Veterans are required to notify the campus Veterans' Resource Center when they stop attending class, withdraw from the college or add or drop a class. Such changes should be reported immediately after filing an official withdrawal. Failure to comply with this regulation will be grounds for decertification and will be considered a fraud with the Department of Veterans Affairs.

Veterans Access, Choice, and Accountability Act of 2014 (Choice Act)

A student who is covered by the federal Veterans Access, Choice, and Accountability Act (Section 702 of the VACA Act [38 U.S.C. 3679(c)] as stated in parts 1-4 of this bulleted item shall be fully exempt from non-resident fees, including nonresident tuition and the capital outlay surcharge charged of nonresident students.

1. A Veteran who lives in California (regardless of his/her formal state of residence) and enrolls in Cuesta College within three years of discharge from a period of active duty service of 90 days or more.
2. A spouse or child entitled to transferred education benefits who lives in the state in which the institution of higher learning is located (regardless of his/her formal state of residence) and enrolls in the school within 3 years of the transferor's discharge from a period of active duty service of 90 days or more.
3. A spouse or child using benefits under the Marine Gunnery Sergeant John David Fry Scholarship (provides Post-9/11 GI Bill benefits to the children and surviving spouses of service members who died in the line of duty while on active duty) who lives in the state in which the institution of higher learning is located (regardless of his/her formal state of residence) and enrolls in the school within three years of the Service member's death in the line of duty following a period of active duty service of 90 days or more.
4. After expiration of the three year period following discharge or death as described in 38 U.S.C. 3679(c), a student who initially qualifies under the applicable requirements above will maintain "covered individual" status as long as he or she remains continuously enrolled (other than during regularly scheduled breaks between courses, semesters or terms) at the institution, even if they enroll in multiple programs and shall

continue to be exempt from paying nonresident tuition and other fees, as provided by California EC §68075.5(c) requiring that the District grant a full exemption from the nonresident fee for all students verified to be "covered individuals" per the criteria above within this bulleted item and that qualify to use Montgomery GI Bill-Active Duty or Post 9/11 GI Bill education benefits (Chapters 30 and 33, respectively, of Title 38, U.S. Code while living in California. Eligibility determination is subject to the "Certificate of Eligibility" (COE) of the veteran or eligible dependent (who is made eligible through the Transfer of Entitlement [TOE] to basic educational assistance under Chapters 30 and 33 of Title 38, U.S.C.). The DD214, Certificate of Release or Discharge from Active Duty, of the qualifying individual may also be of assistance in confirming "covered individual" status as it shows the effective date of the veteran's discharge from active service.

CORRECTION TO ACADEMIC HONORS & SERVICE RECOGNITION (PREVIOUSLY SCHOLASTIC HONORS)

Scholastic Honors Academic Honors & Service Recognition

Academic Honor List

Students who enroll and complete 12 or more credits and earn a 3.25 grade point average with no grade lower than a “C” will be placed on the Academic Honor List. The student’s academic record at Cuesta College will be annotated to reflect this achievement. The achievement is posted under the qualifying semester on the student’s academic transcript.

Students in the Registered Nursing Program may make the Academic Honor List using the criteria listed above; however, due to the number of contact hours in this program, an R.N. student will be considered when enrolled in 11 or more credits.

Graduating With Honors

Students who meet the requirements for graduation with a cumulative grade point average of 3.5 to 3.74 qualify for honors recognition.

The graduation grade point average is based on all degree applicable coursework completed at all postsecondary institutions through the term degree requirements are completed. This acknowledgement is posted on the student’s diploma and on the academic transcript.

The GPA calculation for honors designation *for commencement purposes only* is based on all coursework taken at Cuesta College through fall. The Cuesta College Residency requirement must be satisfied in order to be considered for honors recognition (12.0 credits completed in residence at Cuesta College). Students receiving honors are recognized at commencement with a green cord.

Graduating With High Honors

Students who meet the requirements for graduation with a cumulative grade point average of 3.75 to 4.0 qualify for high honors recognition. The graduation grade point average is based on all degree applicable coursework completed at all postsecondary institutions through the term degree requirements are completed. This acknowledgement is posted on the student’s diploma and on the academic transcript.

The GPA calculation for honors designation *for commencement purpose only* is based on all coursework taken at Cuesta College through fall. The Cuesta College Residency requirement must be satisfied in order to be considered for honors recognition (12.0 credits completed in residence at Cuesta College). Students receiving honors are recognized at commencement with a white cord.

Alpha Gamma Sigma (AGS) Honor Society

Alpha Gamma Sigma (AGS) is a state-wide community college student honor society with the purpose of fostering, promoting, maintaining, and recognizing scholarship. In addition, AGS members develop character and civic responsibility through service to AGS, the college, and the community. The Gamma chapter at Cuesta College provides its membership scholarship opportunities, social activities, and leadership- building skills. Membership is based on grade point average. More information may be obtained from the Student Life and Leadership Office. Recognition of AGS membership is posted on ~~Cuesta~~ the academic transcripts. Students with AGS membership are recognized at commencement with a gold cord.

ASCC Student Leaders Recognition

The ASCC Student Leaders are recognized for the service they perform in fulfilling their duties, including regional and state student senate participation. The requirement for student leadership official recognition is that students must hold office a “full semester” (excluding summer session), which is monitored by the Faculty Advisor of ASCC. More information may be obtained from the Student Life and Leadership Office. Recognition of ASCC Student Leaders is posted on the academic transcripts.

Course corrections: see Courses of Instruction (pgs. 216-306) in the 2015-2016 Cuesta Catalog

COURSES NEWLY APPROVED AS UC TRANSFERABLE EFFECTIVE FALL 2015

COURSE ID	COURSE TITLE	PAGE NUMBER	FALL 2015 TRANSFER DATA	FALL 2015 CORRECTION TRANSFER DATA
ART 207	Survey of Mexican Art History I: Pre-Columbian	n/a	CSU	CSU; UC
ART 208	Survey of Mexican Art History II: Colonial to Contemporary	n/a	CSU	CSU; UC
BUS 245AG	Introduction to Agricultural Business	239	CSU	CSU; UC
CIS 210AG	Introduction to Agriculture Computer Applications	n/a	CSU	CSU; UC
COMM 280	Survey of Communication Studies	n/a	CSU	CSU; UC
ECON 201AG	Agriculture Economics	255	CSU	CSU; UC
ENGL 245A	Survey of World Literature 1	262	CSU	CSU; UC
ENGL 245B	Survey of World Literature 2	262	CSU	CSU; UC
MUS 257	Elementary Piano for Musicians	291	CSU	CSU; UC
MUS 271	Intermediate Guitar	292	CSU	CSU; UC

CORRECTION TO A.A., ART HISTORY AND PROFESSIONAL PRACTICES EFFECTIVE FALL 2015

ART

ASSOCIATE DEGREE PROGRAM [Click for Program Student Learning Outcomes](#)

ART HISTORY AND PROFESSIONAL PRACTICES — Associate in Arts

A total of 24 credits are required for the degree. A minimum of 9 credits in Art must be earned at Cuesta College.

Required Courses (18 credits):

ART 202	INTRODUCTION TO MUSEUM PRACTICES	3
ART 203	SURVEY OF WESTERN ART HISTORY: PREHISTORY THROUGH THE MIDDLE AGES	3
ART 204	SURVEY OF WESTERN ART HISTORY: RENAISSANCE TO CONTEMPORARY	3
ART 205	SURVEY OF ART HISTORY: MODERNISM THROUGH CONTEMPORARY	3
ART 206	SURVEY OF ART HISTORY: NON-WESTERN ART	3
ART 295	ART GALLERY	3

Plus 6 credits from the following:

ART 220	FUNDAMENTALS OF 2-D DESIGN	3
ART 221	DRAWING I	3
ART 249	DIGITAL PHOTOGRAPHY	3
ART 256	ADOBE PHOTOSHOP: ART, DESIGN, AND PHOTOGRAPHY	1-3
ART 259	ADOBE DREAMWEAVER: ART, DESIGN AND INTERACTIVITY	1-3
ART 268	TYPOGRAPHY	3
ART 270	FUNDAMENTALS OF 3-D DESIGN	3
Total Credits		24

Correction to A.A., Legal Studies: Business Emphasis and A.A., Legal Studies: Social Science Emphasis titles in Legal Studies: see also (pg. 159) in the 2015-2016 Cuesta Catalog

**CORRECTION TO A.A., LEGAL STUDIES BUSINESS EMPHASIS AND
A.A., LEGAL STUDIES: SOCIAL SCIENCE EMPHASIS TITLES EFFECTIVE FALL 2015**

LEGAL STUDIES

ASSOCIATE DEGREE PROGRAM [Click for Program Student Learning Outcomes](#)

LEGAL STUDIES: BUSINESS EMPHASIS OPTION — Associate in Arts

Required Courses (13 credits)

BUS 218	BUSINESS LAW	4
ECON 201A	PRINCIPLES OF MACROECONOMICS	3
LGL 217	INTRODUCTION TO LAW	3
POLS 202	GOVERNMENT AND POLITICS OF THE UNITED STATES	3

Plus 6-8 credits from the following:

BUS 201A	FINANCIAL ACCOUNTING	4
BUS 201B	MANAGERIAL ACCOUNTING	4
BUS 245	INTRODUCTION TO BUSINESS	3
ECON 201B	PRINCIPLES OF MICROECONOMICS	3
MATH 247	INTRODUCTION TO STATISTICS	4
MATH 255	CALCULUS FOR BUSINESS AND MANAGEMENT	3
PLGL 206	BUSINESS ORGANIZATIONS	3
PLGL 220	LEGAL RESEARCH AND WRITING	3

Total Credits **19-21**

ASSOCIATE DEGREE PROGRAM [Click for Program Student Learning Outcomes](#)

LEGAL STUDIES: SOCIAL SCIENCE EMPHASIS OPTION — Associate in Arts

Required Courses (13 credits)

BUS 218	BUSINESS LAW	4
LGL 217	INTRODUCTION TO LAW	3
POLS 202	GOVERNMENT AND POLITICS OF THE UNITED STATES	3
SOC 201A	INTRODUCTION TO SOCIOLOGY	3

Plus 6 credits from the following:

ANTH 203	CULTURAL ANTHROPOLOGY	3
ECON 201A	PRINCIPLES OF MACROECONOMICS	3
ECON 201B	PRINCIPLES OF MICROECONOMICS	3
HIST 203A	HISTORY OF WORLD CIVILIZATIONS	3
HIST 203B	HISTORY OF WORLD CIVILIZATIONS	3
HIST 204A	HISTORY OF WESTERN CIVILIZATION	3
HIST 204B	HISTORY OF WESTERN CIVILIZATION	3
HIST 207A	HISTORY OF THE UNITED STATES	3
HIST 207B	HISTORY OF THE UNITED STATES	3
PHIL 208	INTRODUCTION TO LOGIC	3
PHIL 213	PHILOSOPHICAL CLASSICS IN ETHICS AND SOCIAL PHILOSOPHY	3
PLGL 220	LEGAL RESEARCH AND WRITING	3
POLS 201	INTRODUCTION TO POLITICAL SCIENCE	3
POLS 206	COMPARATIVE GOVERNMENT	3
POLS 209	INTRODUCTION TO POLITICAL THEORY	3

Total Credits **19**

CORRECTION TO A.A., JAZZ STUDIES EFFECTIVE FALL 2015

MUSIC

ASSOCIATE DEGREE PROGRAM [Click for Program Student Learning Outcomes](#)

JAZZ STUDIES — Associate in Arts

Required Courses (22 credits)

MUS 204A	MUSIC THEORY II	3
MUS 205A	MUSICIANSHIP II	1
MUS 204B	MUSIC THEORY III	3
MUS 205B	MUSICIANSHIP III	1
MUS 204C	MUSIC THEORY IV	3
MUS 205C	MUSICIANSHIP IV	1
MUS 212*	APPLIED MUSIC (PRIVATE LESSONS)	8
MUS 233	JAZZ IMPROVISATION	2

Plus 8 credits from the following:

MUS 223	VOCAL JAZZ ENSEMBLE	2 - 3
MUS 231	JAZZ ENSEMBLE (BIG BAND)	1.5 - 3
MUS 245	JAZZ WORKSHOP	2

Plus 4 credits from the following:

MUS 238	MUSIC APPRECIATION: JAZZ HISTORY	3
MUS 258	ELEMENTARY PIANO	2
MUS 224	VOCAL JAZZ WORKSHOP	2
MUS 233 **	JAZZ IMPROVISATION	2

Total Credits **34**

* This is a 2 unit Course that must be repeated for a total of 8 units for credit in this area.

** Course must be repeated for credit in this area.

Faculty: Full-Time listing correction: see also (pg. 313) in the 2015-2016 Cuesta Catalog

CORRECTION TO FACULTY: FULL-TIME LISTING

Lorenzen, ~~Michael~~ Matthew (2014)

Counseling Services

B.A., University of California, Santa Barbara

~~B.A., M.A.,~~ M.S., California Polytechnic State University, San Luis Obispo

2015-2016 CATALOG REVISIONS



FALL 2015 GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATES DEGREE

5/5/2015



FALL 2015 General Education Requirements for the Associates Degree

Name _____ Student ID _____

Program/Degree _____ Date: _____

Complete at least one course from Areas A – E.	Course	College	Term	Credit
A. PHYSICAL AND LIFE SCIENCES: Complete one course				
Anthropology 201; Astronomy *210; Biology *201A, *204, 205, 211, 212, 213, 216, 220, 221, 222, 224; Chemistry *201A, *210FL, *211; Electronics Technology *213; Geology *210, *211, 212, 220; Nutrition 210, 211; Oceanography *210, Meteorology *212; Physics *205A, *208A; Psychology *202	A			
B. SOCIAL AND BEHAVIORAL STUDIES: Complete one course				
Anthropology 202, <203, 225; Comm 230, 280; Criminal Justice 202; Early Childhood Education *201; Economics *201A, 201AG, 201B; Family Studies 212, <213, 214, <215, <218, 270; Geography 201, 202; History 203A, 203B, 204A, 204B, 207A, 207B, 210, <212, <233, <237, <239, 260; Legal <217; Political Science 201, 202, 204, 205, 206, 209; Psychology 201, *200, <206, *233; Sociology 201A, 201B, <206, <208	B			
C. ARTS AND HUMANITIES: Complete one course				
American Sign Language 201, *202; Art 200, 203, 204, 205, 206, 207, 208, 220, 221, 240, *270, 271, 280; Drama 200 (form. 201A), 207; English *201B, *205, *206, *212A, *212B, <*213, *215, *216, <*217, *231, 237, *244A, *244B, *245A, *245B, *246A, *246B; French 201, *202, *203; German 201, *202, *203; Music 201 (form. 239), 235, 236, 237, 238; Philosophy 205, 206, 209, 212, 213; Spanish 201, *202, *203	C			
D. COMMUNICATION AND ANALYTICAL THINKING: Complete one course from D1 and one course from D2				
Students who have been in attendance at Cuesta or any regionally accredited institution prior to Fall 2009 should see a Cuesta counselor to establish catalog rights regarding competency requirements. Competency in reading, written expression, and mathematics must be demonstrated. The reading and written expression competency requirement is satisfied by completing English 201A, or an equivalent college level writing course with a grade of "C" or better. The mathematics competency requirement is satisfied in one of two ways: 1) Completing Math 126B, 127, 128, or a higher college level mathematics course, with a grade of "C" or better, or 2) Demonstrating proficiency in intermediate algebra by scoring at the appropriate level on the Mathematics Assessment (Accuplacer) Test				
D1: Communications in English. Complete English *201A	D1			
D2: Analytical Thinking. Complete one course from: Math *126B, *127, *128, *229, *230, *231, *232, *236, *242, *247, *255, *265A, *265B, *283, *287; CIS 201, 217, 231; EET *216; Phil 208 Note: Students who satisfy Area D2 with a course from outside of the Math department must also satisfy the Math competency requirement –see above.	D2			
E. AMERICAN INSTITUTIONS: Complete one course				
History 207A, 207B; Political Science 202 (cannot be double counted for Area B)	E			
Legend* Prerequisite required. < Course also meets the Diversity requirement (see back). <u>Underlined courses include a lab.</u>				
Previous Colleges	1	2	3	
Counselor				

Additional Requirements on Back Page

Graduation Requirements:

Health Education Requirement:

After successfully completing this requirement, students will be able to apply a breadth and depth of knowledge that is inclusive of all the dimensions of health, e.g., spiritual, environmental, social, mental and emotional, and physical. The scope and content of the health education course work this requirement provides the student with the knowledge and problem solving skills essential to evaluate health literature, analyze personal health risks and promote lifestyle choices. This preparation empowers the student to make relevant choices applicable to their genetic, environmental, and health risk factors that ultimately optimize mind/body/spirit health over a lifetime.

- Descriptive and discussion content of the major chronic diseases in the United States.
- Evaluation of individual risk factors for chronic diseases from a genetic, environmental, and lifestyle perspective.
- Descriptive and discussion content about communicable diseases/infections (e.g., STI's, Hepatitis C) including symptoms and prevention.
- Analyzing the influence of environmental and nutritional concepts on food choices.
- Relating diet, exercise, and stress management to prevention of diseases and psychological well being.
- Developing an appropriate physical fitness program that includes cardiovascular conditioning, muscle strength and endurance training, and flexibility.
- Examining the relationship between values and beliefs and mental health. Utilize this relationship to create effective interpersonal communication in relationships, coping, prevention of addictive behaviors and personal safety.
- Analyze and apply spiritual concepts to improve health and wellness.

Complete one course: Health Education 202 or 203 or 208 or 210

Note: Health Education 203 or 208 will satisfy both the Health Education and the Diversity Requirement.

The following degree or certificate will also satisfy the Health Education Requirement:

A.S., Nursing, Registered; C.A., Nursing, Registered; C.A., Nursing, Registered (30 Credit Option)

COURSE COMPLETED AT: _____ COURSE _____ TERM _____ CREDITS _____

Diversity Requirement:

After successfully completing the requirement, students will be able to identify, assess, and challenge biased assumptions and behaviors of individuals and societal institutions; analyze inter-group relations within categories of identity, such as race, ethnicity, gender, religion, sexual orientation, class, ability, nationality, or age; and examine struggles of non-dominant groups for power, justice, and access to resources. **Complete one course:**

Anthropology <203, 220; Business 260; Communication 212; Criminal Justice 224, Early Childhood Education 215; English <*213, <*217, Family Studies <213, <215, 218; Health Education 203, 208; History <212, <233, <237; Legal <217; Nutrition 222; Psychology <206; Sociology 202, <206, <208.

Note: Health Education 203 or 208 will satisfy both the Diversity and the Health Education requirement. The symbol "<" denotes that the course will also satisfy a general education requirement (See page 1).

The following degree or certificate will also satisfy the Diversity Requirement:

A.S., Nursing, Registered; CA., Nursing, Registered; C.A., Nursing, Registered (30 Credit Option)

COURSE COMPLETED AT: _____ COURSE _____ TERM _____ CREDITS _____

Are You Ready To Apply for Your Associates Degree?

	YES	NO
1. 60 Associate Degree applicable semester credits		
2. 18 credits of General Education, (see page 1), with an overall GPA of 2.0 in GE coursework		
3. A minimum of 12 credits completed in residence at Cuesta College		
4. A minimum cumulative grade point average of 2.0 in all degree applicable course work		
5. Math Competency (Area D2, page 1)		
6. English Competency (Area D1, page 1)		
7. Health Education Requirement (page 2)		
8. Diversity Requirement (page 2)		
9. Completion of a Designated Degree (A.A. or A.S.) pattern, with a "C" grade or better in each course required for the major.		
10. Official transcripts from all postsecondary institutions on file with the Evaluations Office		

FALL 2015 CSU GENERAL EDUCATION TRANSFER CURRICULUM

5/18/2015



FALL 2015 CSU GENERAL EDUCATION REQUIREMENTS

NAME _____ STUDENT ID. # _____

CSU CAMPUS _____ MAJOR _____

Courses in multiple areas may be used in one GE AREA only.		Course/AP Score	College	Term	Credit
Area A - ENGLISH LANGUAGE COMMUNICATION AND CRITICAL THINKING Must complete 9 units with a min. of 3 units in A1, A2 & A3. All Area A courses must be "C" or better grades.					
A1-Oral Communication: COMM 201 (formerly 201A), 210, 215		A1			
A2-Written Communication: ENGL 201A		A2			
A3-Critical Thinking: ENGL 201B, ENGL 201C, PHIL 208, COMM 215		A3			
Area B - SCIENTIFIC INQUIRY & QUANTITATIVE REASONING Must complete 9 units with a minimum of 3 units in B1, B2, & B4. One of the science courses must include a laboratory component. Lecture courses that include a lab are <u>underlined</u> .					
B1-Physical Science: ASTR 210; CHEM <u>201A/B</u> , <u>210FL</u> , <u>211</u> , <u>212A/B</u> ; GEOL <u>210</u> , <u>211</u> , 212, 220; METE 212(F07); OCEAN 210; PHYS <u>205A/B</u> , <u>208A/B</u>		B1			
B2-Life Science: ANTH 201(F08); BIOL <u>201A/B</u> , <u>202</u> , <u>204</u> , <u>205</u> , <u>206</u> , <u>211</u> , 212, 213, <u>216</u> , 220, <u>221</u> , 222, <u>224</u> ; PSYC 202(F07)		B2			
B3-Laboratory Activity: (must be taken with or after lecture course in B1/B2) ANTH 201L(F08); ASTR 210L; BIO 212L, 220L, 222L; OCEAN 210L		B3			
B4-Mathematics/Quantitative Reasoning: (must be "C" or better grade) CIS 241(F08); MATH 229, 230, 231, 232, 236, 242, 247, 255, 265A/B, 283, 287		B4			
Area C - ARTS & HUMANITIES Must complete 9 units. One course in C1 & C2, and a third course selected from either C1 or C2.					
C1-Arts: ART 200, 203, 204, 205, 206, 220, 221, 244, 245, 270, 271, 280, 281A; DRA 200, 207, 248; ENGL 237(F14); MUS 201, 235, 236(F14), 237, 238. (The following courses, <u>if completed prior to Fall 2015</u> , will fulfill Area C1: ART 222, 223, 230, 231,234, 241A, 266, 267, 274A, 282, 293, 295; DRA 211; MUS 220, 258.)		C1			
C2-Humanities: ASL 201, 202; ECE 234; ENGL 201B, 205, 206, 212A/B, 213, 215, 216, 217, 231, 244A/B, 245A/B, 246A/B; FR 201, 202, 203; GER 201, 202, 203, 204; HIST 203A/B, 204A/B, 207A/B, 210, 212, 233; PHIL 205, 206, 209, 212, 213; SPAN 201, 202, 203, 204		C2			
Required third course can be selected from C1 or C2.		C1/C2			
Area D - SOCIAL SCIENCES A minimum of 9 units is required from at least 2 disciplinary areas below.					
Anthropology 201 (F95-F09 only), 202, 203, 220, 221, 225; Communication Studies 212; 230 (F14); Criminal Justice 202 (F09), 224 (F14); 228 (F11); Economics 201A, 201B; Early Childhood Education 201, 202; Family Studies 202, 212 (S07), 213 (S07), 214, 215 (F08); Geography 201, 202; History 203A, 203B, 204A, 204B, 207A, 207B, 210, 212, 233, 237(F07), 260; Legal 217 (S05); Political Science 201, 202, 204, 205, 206, 209; Psychology 200, 201(S07), 233(F07); Sociology 201A, 201B, 202, 204 (F09), 206, 208(S06)		D			
		D			
		D			
Area E - LIFELONG LEARNING & SELF-DEVELOPMENT Complete 1 course.					
CSS 225; ECE 201(S06); FMST 212, 215, 216, 218, 220; HEED 202, 203, 206, 208, 210; NUTR 210; PSYC 201, 206; SOC 206(F08-SU13 only)		E			
U.S. HISTORY, CONSTITUTION & AMERICAN IDEALS This CSU graduation requirement may be met by completing 2 courses as part of coursework from Area C or D above.		<input type="checkbox"/> HIST 207A OR 207B <input type="checkbox"/> POLS 202			
Previous Colleges	1.	2.	3.		
Counselor				Date	

23 CSU CAMPUSES

Bakersfield	California Maritime Academy	Cal Poly SLO	Cal Poly Pomona
Channel Islands	Chico	Dominguez Hills	East Bay
Fresno	Fullerton	Humboldt	Long Beach
Los Angeles	Monterey Bay	Northridge	Sacramento
San Bernardino	San Diego	San Francisco	San Jose
San Marcos	Sonoma	Stanislaus	

CSU TRANSFER CREDITS REQUIRED

39 lower division **General Education**
+ 21 **program preparation** (required
by many campuses), or CSU
transferable **electives**
=60 transferable credits (minimum)

Please Note:

- You may transfer up to a total of 70 credits from a Community College.
- 9 credits of upper division General Education will be required at the CSU.
- Areas A1, A2, A3, and B4 are considered the “Golden Four” and must be completed with grades of “C” or higher. Note: High credit programs (e.g. Engineering) may not need Area A3 “Critical Thinking” prior to transfer.

Specific Campus Requirements

- Foreign Language:** Some campuses require foreign language for graduation. Certain programs may have a foreign language requirement. For specific requirements, consult university catalogs or a counselor.
- Multicultural/Ethnic Studies:** Many CSU campuses require this for graduation. Some campuses require that the course be upper division.
- Additional campus specific requirements:** See counselor.

GENERAL EDUCATION CERTIFICATION

Certification refers to official notification from a community college that a transfer student has completed courses fulfilling CSU lower-division general education requirements. Certification will ensure that a CSU campus accepts all your courses in the areas in which the coursework is certified.

Full Certification is given to students who have completed all sections of the CSU General Education Pattern. Students must satisfactorily complete at least 39 lower-division credits, distributed as follows:

AREA A: 9 CREDITS: One course from each group: A1, A2, A3

AREA B: 9 CREDITS: One course from B1, B2 and B4. One lab course required: B3 lab must be taken with or subsequent to corresponding course from B1 or B2

AREA C: 9 CREDITS: Three courses to include at least one course from Arts (C1) and one course from Humanities (C2)

AREA D: 9 CREDITS: Three courses must be selected from at least two different disciplines

AREA E: 3 CREDITS: One course **Subject Area (partial) Certification** can be granted for one or more completed area (A-E), as outlined above, if all sections of the CSU General Education Pattern have not been completed.

US History, Constitution and American Ideals Certification- All campuses require students to complete college-level coursework in US History, American and California Government. This requirement is met by completing History 207A or 207B and Political Science 202.

You must request certification from Admissions and Records Office during your last term at Cuesta.

T.Labrenz

Fall 2015 Intersegmental General Education Transfer Curriculum: see also (pgs. 82-83) in the 2015-2016 Cuesta Catalog

FALL 2015 INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULUM (IGETC)



Fall 2015 Intersegmental General Education Transfer Curriculum (IGETC)

NAME _____ STUDENT ID. # _____

UC CAMPUS _____ MAJOR _____

Courses listed in more than one area may be counted in one area only.	COURSE	COLLEGE	TERM	CREDITS
AREA 1 – ENGLISH COMMUNICATION For CSU - 3 courses required; one each from Group A, B and C. For UC - 2 courses required; one from Group A and one from Group B.				
1A: English Composition , 1 course, 3 sem/4 qtr credits minimum - English *201A	1A			
1B: Critical Thinking - English Composition , 1 course, 3 sem/4 qtr credits minimum - English *201B (F10) or *201C	1B			
1C: Oral Communication , (CSU requirement only) 1 course, 3 sem/4 qtr credits minimum - Communication 201 (formerly 201A), 210 (F14)	1C			
AREA 2 – MATHEMATICAL CONCEPTS AND QUANTITATIVE REASONING: 1 course, 3 sem/4 qtr credits minimum. Note: UC allows credit for Math 232 or Math 242, not both.				
CIS *241 (F08); Math *230 (F08) ^*232, *236, ^*242, *247, *255, *265A, *265B, *283, *287 (F05).	2			
AREA 3 – ARTS AND HUMANITIES: Complete at least 3 courses, one course from Arts, one course from the Humanities and the third course from either area. 9 sem/12 qtr credits minimum				
3A: Arts: Art 200, 203, 204, 205, 206; Drama 207; English *237(F14); Music 235, 236 (F14), 237, 238	3A			
3B Humanities: English *201B, *205, *206, *212A, *212B, *213, *215, *216, *217, *244A, *244B, (*245A/245B –pending UC approval), *246A, *246B; French *203 (F08); German *203 (F08), *204 (F08); History 203A, 203B, 204A, 204B, 207A, 207B, 210, 212, 233, 235; Philosophy 205, 206, 209,212, 213; Spanish *203 (F08), *204 (F08)	3B			
One additional course from the 3A Arts or 3B Humanities:	3A/3B			
AREA 4 – SOCIAL AND BEHAVIORAL SCIENCES: Complete at least 3 courses from at least 2 different disciplines. 9 sem/12 qtr credits minimum.				
Anthropology 201 (S07-F09), 202, 203, 220, 221, 225; Comm Studies 212 (F14); 230 (F14); Criminal Justice 202 (F09), 224 (F14); Early Childhood Education 201(S06), Early Childhood Education/Family Studies 202 (F06); Economics *201A, 201B;Family Studies 212 (S07), 213 (S07); Geography 201 (F07), 202; History 203A, 203B, 204A, 204B, 207A, 207B, 210, 212, 233, 237, 260; Legal 217 (F05); Political Science 201, 202, 204, 205, 206, 209 ; Psychology 201, *200, 206, 233 (F07); Sociology 201A, 201B, 202, 204 (F09), 206, 208 (S06)	4			
	4			
	4			
AREA 5 – PHYSICAL AND BIOLOGICAL SCIENCES: Complete at least 2 courses, (a) one physical and (b) one biological science course. At least one course must include a laboratory. Lecture courses that include a lab are underlined. 7 sem/9 qtr credits minimum. (Your combined courses must total at least 7 semester credits.)				
5A Physical Sciences: Astronomy *210; Chemistry *201A, *201B, ^*210FL, ^*211, ^*212A,^*212B; Geology *210, *211, 212, 220; Oceanography *210 (F07), Meteorology *212; Physics ^*205A, ^*205B, ^*208A, ^*208B	5A			
5B Biological Sciences: Anthropology 201 (F08); Biology *201A, *201B, *202, *204, 205,*206, ^*211, 212, 213, 216, 220, 221, 222, 224; Psychology *202 (F07)	5B			
5C Science Laboratory: Anthropology *201L; Astronomy *210L; Biology *212L, *220L, ^222L; Oceanography *210L	5C			
AREA 6A LANGUAGES OTHER THAN ENGLISH (UC requirement only) Proficiency equivalent to two years of high school study in one language. There are various ways to satisfy this area, including completing two years of high school study in one language with "C-" grades or higher, or, completing one of the courses listed below. It is your responsibility to provide high school transcripts if you are validating this area through high school course work. See a counselor for additional details.				
French *202, German *202, Spanish *202, American Sign Language *202	6A			
CSU GRADUATION REQUIREMENT IN "U.S. HISTORY, CONSTITUTION AND AMERICAN IDEALS". This CSU graduation requirement may be met by completing the following two courses as part of your course work from Area 3 and/or 4 above:	<input type="checkbox"/> History 207A or 207B <input type="checkbox"/> Political Science 202			
Legend: * Prerequisite required. <u>Laboratory courses are underlined.</u> ^Indicates that UC transfer credit limits apply. Consult a counselor for details.				
Previous Colleges	1.	2.	3.	
Counselor				Date

4/20/2015

<p><u>General Education Requirements And IGETC (Intersegmental General Education Transfer Curriculum)</u></p> <p>General Education courses are part of the requirements for a university degree. These are courses which are designed to give you an exposure to all major academic disciplines—natural sciences, physical sciences, social sciences, humanities, and the fine arts. Together, general education coursework and major course work make up a baccalaureate degree. Each campus within the California State University (CSU) and the University of California (UC) has its own unique general education pattern. However, students preparing to transfer to a CSU or UC often do not know which system they will attend. In order to facilitate the transfer of students from the California Community Colleges to the CSU and UC system, the IGETC was developed in 1991.</p> <p>By completing the IGETC at a California Community College, you can transfer to a CSU or UC campus without the need, after transfer, to take additional lower-division, general education courses. The IGETC is most useful for students who know that they want to transfer to a CSU or UC, but who have not yet decided upon a particular system, campus, or major. It is also generally the most appropriate pattern for students who are choosing majors in the humanities, arts, or social sciences, as these majors generally have fewer lower division major requirements than majors in the sciences and engineering.</p> <p><u>Is the IGETC required to gain admission to a CSU or a UC?</u></p> <p>No, the IGETC is not an admissions requirement to either system. The IGETC is a way for you to complete a general education pattern that is accepted by the CSU and UC, prior to transfer. Completing the IGETC does not guarantee admission to a particular campus or major. However, for certain colleges and majors, completion of IGETC can improve your chances of admission as a transfer student. Your counselor can help you determine if completing the IGETC is a good idea for you.</p>	<p><u>The Importance of Major Preparation</u></p> <p>Major preparation requirements specify the courses you must take to prepare for advanced (upper division) study in your particular major. Completion of major preparation should generally take precedence over completion of general education. Because transfer applicants are evaluated for admission, in part, on the basis of their performance in major preparation coursework, it is important that you investigate the requirements for your intended major as soon as possible. If your major requires mathematics and science, it is especially important that you complete those prerequisites before you transfer.</p> <p>Your counselor can advise you about the specific major preparation requirements for the program you select, or you may research them in the General Catalog of the campus you plan to attend. You can visit the public articulation website at www.assist.org for information about major preparation.</p> <p>You should begin coursework in your major as soon as you have selected one. <u>Lack of pre-major work may affect your eligibility for your major, particularly, if there are many applicants and a limited number of spaces.</u></p> <p><u>When is IGETC not a good choice?</u></p> <p>Students who intend to transfer into a major that requires extensive lower division preparation, such as majors in the sciences or engineering may not be well served by completing IGETC.</p> <p><u>Do all CSU and UC campuses accept the IGETC?</u></p> <p>While all CSU's and most UC's do accept IGETC, there are some majors on certain UC campuses which do not accept IGETC. A list of those Colleges can be found at: http://admission.universityofcalifornia.edu/counselors/files/transfer-admission-matrix.pdf</p> <p><u>Is there a GPA requirement for IGETC coursework?</u></p> <p>All courses applied to IGETC must be completed with a grade of "C" or higher. A grade of "Credit" or "Pass" may also be used if the community college's policy states that it is equivalent to a grade of C or better.</p> <p><u>Can Advanced Placement Test Scores be applied to the IGETC?</u></p> <p>Yes, an acceptable score ("3" or higher) on the Advanced Placement (AP) test can be applied to the IGETC. See a counselor for details.</p>	<p><u>Must all IGETC coursework be completed at the same college?</u></p> <p>No, courses taken at more than one community college, or from an accredited college outside of the California Community College system, may be used on IGETC, as determined by a counselor.</p> <p><u>Can a course be used to satisfy more than one IGETC subject area?</u></p> <p>No, courses may only be used once even if they are listed in more than one subject area.</p> <p><u>Can a course be used both for IGETC and to satisfy a major prerequisite?</u></p> <p>Yes. The University will allow courses to count toward both the IGETC and to also satisfy a lower division major requirement.</p> <p><u>Does the IGETC have to be fully completed prior to transfer?</u></p> <p>It is strongly recommended that you complete IGETC in its entirety prior to transfer. Completion of IGETC (or a campus-specific general education pattern) may be a part of the transfer admission process for certain campuses and majors. However, a Partial Certification of the IGETC is allowed. Partial certification is defined as completing all but two (2) courses on the IGETC pattern. (Keep in mind that in general, the English and Math portions of IGETC must be completed to meet minimum admission requirements to the university so a student who is missing these courses may not be eligible to a CSU or UC). It is your responsibility to request a partial certification from your community college. Your community college will send the Partial IGETC Certification to the UC or CSU that you have decided to attend. The CSU or UC will then instruct you as to how you can complete the remaining courses on your IGETC.</p> <p><u>Who certifies that a student has completed the IGETC?</u></p> <p>It is your responsibility to request an IGETC certification from your community college. Students who have completed coursework at more than one California Community College should have their coursework certified by the last college attended for a regular term (fall or spring) prior to transfer. You can request certification from a community college that is not your last school of attendance, but it is up to the discretion of that community college to certify.</p>
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4/20/2015

NEW PROGRAMS APPROVED EFFECTIVE FALL 2015

BUSINESS

ASSOCIATE DEGREE FOR TRANSFER PROGRAM [Click for Program Student Learning Outcomes](#)

AGRICULTURE BUSINESS — Associate in Science for Transfer

Required Core: Four courses (13-15 credits)

ECON 201AG	AGRICULTURE ECONOMICS	3
ECON 201A	PRINCIPLES OF MACROECONOMICS	3
CHEM 210FL	INTRODUCTORY CHEMISTRY WITH FACILITATOR ASSISTED LEARNING	4
or CHEM 201A	GENERAL COLLEGE CHEMISTRY I	(5)
MATH 236	INTRODUCTION TO APPLIED STATISTICS	3
or MATH 247	INTRODUCTION TO STATISTICS	(4)

List A: Three courses (10 credits)

BUS 245AG	INTRODUCTION TO AGRICULTURAL BUSINESS	3
BUS 251	ELEMENTS OF ACCOUNTING FOR BUSINESS INCLUDING AGRICULTURAL BUSINESS	4
BUS 241AG	AGRICULTURAL SALES AND COMMUNICATION	3

List B: One course (3-4 credits)

BUS 218	BUSINESS LAW	4
MATH 255	CALCULUS FOR BUSINESS AND MANAGEMENT	3
NUTR 210	NUTRITION	3
CIS 210AG	INTRODUCTION TO AGRICULTURAL COMPUTER APPLICATIONS	4

Total Credits 26-29

CERTIFICATE PROGRAM [Click for Program Student Learning Outcomes](#)

MARKETING SPECIALIZATION — Certificate of Specialization

Required Courses (12 credits)

BUS 240	ADVERTISING	3
BUS 241	SALES	3
BUS 243	MARKETING	3
BUS 131	E-COMMERCE: SOCIAL MEDIA MARKETING	3

Total Credits 12

Modified program added to Business (previously in Computer Applications/Office Administration): see also (pgs. 113-114) in the 2015-2016 Cuesta Catalog

MODIFIED PROGRAM APPROVED EFFECTIVE FALL 2015

BUSINESS

ASSOCIATE DEGREE PROGRAM [Click for Program Student Learning Outcomes](#)

COMPUTER APPLICATIONS/OFFICE ADMINISTRATION — Associate in Arts

At least 8 units in Computer Applications/Office Administration must be earned at Cuesta College for a Computer Applications/Office Administration, A.A. Degree.

Required Courses (28-27-35 credits)

BUS 201B	MANAGERIAL ACCOUNTING	4
or BUS 252	COMPUTERIZED ACCOUNTING USING QUICKBOOKS PRO	(3)
BUS 251	ELEMENTS OF ACCOUNTING FOR BUSINESS INCLUDING AGRICULTURAL BUSINESS	4
or BUS 201A	FINANCIAL ACCOUNTING	(4)
or PLGL 101	INTRODUCTION TO LAW OFFICE PROCEDURES FOR PARALEGALS	(3)
CAOA 120B	INTERMEDIATE COMPUTER KEYBOARDING AND DOCUMENT PROCESSING	3
CIS 215	ADVANCED BUSINESS APPLICATIONS	4
BUS 227	BUSINESS COMMUNICATIONS	4
BUS 228	OFFICE TECHNOLOGY AND TELECOMMUNICATIONS	3
BUS 229	BUSINESS INTERNSHIP	1-3
CIS 210	INTRODUCTION TO COMPUTER APPLICATIONS	4
ART 258	ADOBE INDESIGN: ART, DESIGN, AND INTERACTIVITY	1-3
or ART 256	ADOBE PHOTOSHOP: ART, DESIGN, AND PHOTOGRAPHY	(1-3)
Total Credits		27-35

ASSOCIATE DEGREE PROGRAM [Click for Program Student Learning Outcomes](#)

BUSINESS ADMINISTRATIVE ASSISTANT — Associate in Arts

Required Courses (22.5-24.5 credits)

BUS 227	BUSINESS COMMUNICATIONS	4
BUS 228	OFFICE TECHNOLOGY AND TELECOMMUNICATIONS	3
BUS 229	BUSINESS INTERNSHIP	1-3
BUS 252	COMPUTERIZED ACCOUNTING USING QUICKBOOKS PRO	3
CIS 154	ESSENTIALS OF MS OUTLOOK	2
CIS 173	ADOBE ACROBAT	1.5
CIS 210	INTRODUCTION TO COMPUTER APPLICATIONS	4
CIS 215	ADVANCED BUSINESS APPLICATIONS	4
Total Credits		22.5-24.5

New program added to Kinesiology: see also (pgs. 155-157) in the 2015-2016 Cuesta Catalog

NEW PROGRAM APPROVED EFFECTIVE FALL 2015

KINESIOLOGY

CERTIFICATE PROGRAM [Click for Program Student Learning Outcomes](#)

EXERCISE SCIENCE — Certificate of Specialization

Required Courses (14-15 credits)

KINE 214	FOUNDATIONS FOR FITNESS	3
KINE 224	CERTIFIED PERSONAL TRAINER	3
or KINE 218	GROUP EXERCISE LEADERSHIP	(3)
BIO 205	HUMAN ANATOMY	4
or BIO 212	HUMAN BIOLOGY	(3)
NUTR 210	NUTRITION	3
or NUTR 230	NUTRITION FOR FITNESS AND SPORT	(3)

Also required: two credits of course work from any of the following activity disciplines: "KINA" (Kinesiology Activity), "PEAD" (Adapted PE), or "ATHL" (Athletics) 2

Total Credits 14-15

NEW PROGRAMS APPROVED EFFECTIVE FALL 2015

NONCREDIT

CERTIFICATE PROGRAM [Click for Program Student Learning Outcomes](#)

NON CREDIT ENGLISH AS A SECOND LANGUAGE - LEVEL I — Certificate of Competency

Required Courses (0.0 credits)

ESL 701	INTRODUCTION TO LITERACY	0
ESL 702	LITERACY	0
Total Credits		0

CERTIFICATE PROGRAM [Click for Program Student Learning Outcomes](#)

NON CREDIT ENGLISH AS A SECOND LANGUAGE - LEVEL II — Certificate of Competency

Required Courses (0.0 credits)

ESL 703	BEGINNING-LOW INTEGRATED SKILLS	0
ESL 704	BEGINNING-HIGH INTEGRATED SKILLS	0
Total Credits		0

MODIFIED PROGRAM APPROVED EFFECTIVE FALL 2015

NONCREDIT

CERTIFICATE PROGRAM [Click for Program Student Learning Outcomes](#)

NON CREDIT ENGLISH AS A SECOND LANGUAGE — Certificate of Completion

Required Courses (0.0 credits)

ESL 701	ESL-BEGINNING LITERACY - LEVEL 1	0
ESL 702	ESL-BEGINNING LITERACY - LEVEL 2	0
ESL 703	ESL-BEGINNING HIGH - LEVEL 3	0
ESL 704	ESL-INTERMEDIATE LOW - LEVEL 4	0
ESL 705	ESL-INTERMEDIATE HIGH - LEVEL 5	0
ESL 706	ESL-ADVANCED - LEVEL 6	0
Total Credits		0

CERTIFICATE PROGRAM [Click for Program Student Learning Outcomes](#)

NON CREDIT ENGLISH AS A SECOND LANGUAGE - LEVEL III — Certificate of Competency

Required Courses (0.0 credits)

ESL 705	ESL-INTERMEDIATE HIGH - LEVEL 5	0
ESL 706	ESL-ADVANCED - LEVEL 6	0
Total Credits		0

NEW PROGRAM APPROVED EFFECTIVE FALL 2015

NUTRITION

ASSOCIATE DEGREE FOR TRANSFER PROGRAM [Click for Program Student Learning Outcomes](#)

NUTRITION AND DIETETICS — Associate in Science for Transfer

Core Courses (16 credits)

NUTR 210	NUTRITION	3
PSYC 201	INTRODUCTORY PSYCHOLOGY	3
CHEM 201A	GENERAL COLLEGE CHEMISTRY I	5
BIO 204	MICROBIOLOGY	5

List A. Select 2 courses from the following (7-10 credits)

Only one Statistics class may be used towards the degree.

CHEM 201B	GENERAL COLLEGE CHEMISTRY II	5
CHEM 212A	ORGANIC CHEMISTRY I	5
BIO 206	GENERAL HUMAN PHYSIOLOGY	5
BIO 205	HUMAN ANATOMY	4
MATH 236	INTRODUCTION TO APPLIED STATISTICS	3
or MATH 247	INTRODUCTION TO STATISTICS	(4)

List B. Select 1 course from the following (3 credits)

NUTR 222	CULTURAL ASPECTS OF FOOD	3
NUTR 232	PRINCIPLES OF FOOD WITH LAB	3
Total Credits		26-29

NEW COURSES APPROVED EFFECTIVE FALL 2015

ART

ART 207 SURVEY OF MEXICAN ART HISTORY I: PRE-COLUMBIAN 3.00

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 201A

Surveys the arts, architecture, and archaeology of ancient Mesoamerica from 1200 BCE to the conquest/16th century.
Transfer: CSU; UC

ART 208 SURVEY OF MEXICAN ART HISTORY II: COLONIAL TO CONTEMPORARY 3.00

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 201A

Surveys the arts, architecture, and visual culture of Mexico from the colonial period/16th century to the present.
Transfer: CSU; UC

BUSINESS

BUS 241AG AGRICULTURAL SALES AND COMMUNICATION 3.00

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: ENGL 156

Examines principles and practices of the selling process including selling strategies and approaches, buyer behavior, prospecting, territory management, and customer service. Self- management, communication, leadership, teamwork and interpersonal skills necessary in developing managerial abilities within the agribusiness sector will be explored. Students will gain experience through role-play, formal sales presentations, and job shadowing. The course content is organized to give students an in-depth understanding of the factors and influences that affect the agribusiness industry on a day-to-day basis. Application of these concepts and methods will occur through hands-on projects developing solutions for agriculture business.
Transfer: CSU

COMMUNICATION STUDIES

COMM 280 SURVEY OF COMMUNICATION STUDIES 3.00

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 201A with a minimum grade of C or better

Introduces students to the symbolic process and history of human communication through the study of basic communication models, fundamental theory, and relevant research findings. Emphasis will be placed on achieving an understanding of the communication process, and the process through which researchers in the field of Human Communication Studies add to their existing body of knowledge.
Transfer: CSU; UC

COMPUTER INFORMATION SYSTEMS

CIS 210AG INTRODUCTION TO AGRICULTURAL COMPUTER APPLICATIONS 4.00

4.00 hours per week: (4.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Introduces the student to computer use in the workplace with an emphasis on agribusiness situations. Computer applications including word processing, spreadsheets, databases and presentation software will be covered. Also included will be a working knowledge of computer terminology; relationship between hardware and software; computer operating systems and World Wide Web. The course also covers the ethical issues surrounding technology in an agribusiness setting. Credit for one course allowed between CIS 210 and CIS 210AG.

Transfer: CSU; UC (For UC, maximum credit of 4 credits between CIS 210 and 210AG)

ECONOMICS

ECON 220 PERSONAL FINANCIAL PLANNING 3.00

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Covers the management of personal incomes and expenditures using methodology and resources for effective financial planning. Topics include creating a budget, using credit wisely, making informed insurance decisions, and an overview of different financial assets used for personal investing.

Transfer: CSU

KINESIOLOGY ACTIVITIES

KINA 210 ADVANCED WEIGHT TRAINING 0.50 to 1.00

1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Develops advanced weight lifting techniques and conditioning for sports activity and competition. Power lifting on free weights, resistance machines, and use of additional equipment. Focus is on maximizing muscle development through advanced training principles.

Transfer: CSU; UC

METEOROLOGY

METE 193 INTRODUCTION TO METEOROLOGY 3.00

1.50-12.00 hours per week: (0.00 lecture hours/1.50-12.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Examines a special topic in the field of study related to the discipline offering this course.

PHYSICS

PHYS 208AX DIRECTED PROBLEM SOLVING METHODS FOR PHYS 208A 1.00

1.00 hours per week: (1.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

P/NP Only

Corequisites: PHYS 208A

Presents problem-solving and fundamental reasoning skills needed for success in PHYS 208A, Principles of Physics I. This course is designed for students who are currently enrolled in PHYS 208A and seek to improve their problem solving skills and mastery of concepts presented in PHYS 208A. Topics include specific techniques for solving kinematics, force, energy, momentum, torque, thermodynamics, fluid mechanics, and simple harmonic motion problems, analysis of word problems, and the development of solution maps.

Transfer: CSU; UC

WORK EXPERIENCE

WEXP 111 SURVEY OF AUTOMOTIVE BODY REPAIR 1.00

(Formerly WEXP193P)

2.00 hours per week: (0.50 lecture hours/1.50 lab hours)

Credit - Not Degree Applicable

P/NP Only

Presents a basic overview of the auto body repair industry in a hands-on learning environment, with an emphasis on the foundational knowledge and skills required for a basic entry level position.

WEXP 143 SURVEY OF OFFICE PROCEDURES 1.00

(Formerly WEXP193R)

2.00 hours per week: (0.50 lecture hours/1.50 lab hours)

Credit - Not Degree Applicable

P/NP Only

Presents a basic overview of professional office procedures in a hands-on learning environment, with an emphasis on the foundational knowledge and skills required for a basic entry level administrative office support position.

WEXP 144 SURVEY OF RESIDENTIAL CONSTRUCTION 1.00

(Formerly WEXP193S)

2.00 hours per week: (0.50 lecture hours/1.50 lab hours)

Credit - Not Degree Applicable

P/NP Only

Presents a basic overview of the residential construction industry in a hands-on environment, with an emphasis on the foundational knowledge and skills required for basic entry-level construction trades positions.

WEXP 145 SURVEY OF RETAIL PROCEDURES 1.00

(Formerly WEXP193T)

2.00 hours per week: (0.50 lecture hours/1.50 lab hours)

Credit - Not Degree Applicable

P/NP Only

Presents a basic overview of professional retail procedures in a hands-on environment, with an emphasis on the foundational knowledge and skills required for basic entry-level retail positions.

WEXP 146 SURVEY OF WEB DESIGN 1.00

2.00 hours per week: (0.50 lecture hours/1.50 lab hours)

Credit - Not Degree Applicable

P/NP Only

Presents a basic overview of web design in a hands-on environment, with an introduction to the knowledge and skills needed for positions in web design.

COURSE REVISIONS EFFECTIVE FALL 2015

ART

ART 232 WATERCOLOR I 3.00

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: ART 220 and ART 221

Introduces basic watercolor techniques, methods and materials, explores historical and cultural context and the creative use of aqueous media in painting on paper.

Transfer: CSU; UC

ART 233 WATERCOLOR II 3.00

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: ART 232

Continues ART 232 with an emphasis on problem-solving, composition, historical and cultural context and the development of personal style.

Transfer: CSU; UC

BUSINESS

BUS 227 BUSINESS COMMUNICATIONS 4.00

4.00 hours per week: (4.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: ENGL 201A

Presents a study of the principles and techniques designed to help students develop and refine written and oral skills for effective business communication. Covers general areas of grammar mechanics and sentence structure. The course emphasizes memos, e-mails, request and response letters, negative response correspondence, and persuasive communication. Includes reports, resumes and cover letters, and oral presentation.

Transfer: CSU

BIOLOGY

BIO 201A BIOLOGY 5.00

9.00 hours per week: (3.00 lecture hours/6.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: CHEM 210FL or higher and MATH 127 or higher

Advisories: ENGL 156

Presents the philosophy of science, methods of scientific inquiry, and experimental design. The course will also cover principles and applications of prokaryotic and eukaryotic cell structure and function, biological molecules, homeostasis, cell reproduction and its controls, cell metabolism including photosynthesis and respiration, protein synthesis, classical/Mendelian genetics, molecular genetics, cellular communication, and biotechnology.

Transfer: CSU; UC

BIO 205 HUMAN ANATOMY 4.00

8.00 hours per week: (2.00 lecture hours/6.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: ENGL 156

Introduces the structure and function of the human body. Introduces and integrates cytology, histology, embryology and pathology throughout each organ system. Includes gross and microscopic anatomy of the integumentary, skeletal, muscular, nervous, endocrine, sensory, circulatory, lymphatic, respiratory, digestive, urinary and reproductive organ systems. Lab includes study of preserved specimens, models and charts.

Transfer: CSU; UC

BIO 206 GENERAL HUMAN PHYSIOLOGY 5.00

7.00 hours per week: (4.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: CHEM 210FL with a minimum grade of C or better or equivalent and BIO 205 with a minimum grade of C or better

Advisories: BIO 201A

Presents physiological principles, function, integration, and homeostasis of the human body at the cellular, tissue, organ, organ system and organism levels. Study functions in normal healthy conditions and the mechanisms of disease.

Transfer: CSU; UC

CHEMISTRY

CHEM 211 INTRODUCTORY ORGANIC/BIOCHEMISTRY 4.00

6.00 hours per week: (3.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: CHEM 210FL or equivalent

Presents a survey of organic and biochemistry. Intended primarily for nursing, allied health, agriculture, and some biology majors. Topics include the classification, structure, and reactions of organic molecules as well as biological chemistry as it applies to living systems. Laboratory topics include separation techniques, characterization of organic molecules, reactions of organic and biological compounds.

Transfer: CSU; UC

COMPUTER INFORMATION SYSTEMS

CIS 210 INTRODUCTION TO COMPUTER APPLICATIONS 4.00

4.00 hours per week: (4.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Introduces the student to the role of computer information systems and concepts within business organizations. Focus is on computer hardware and software components, systems development, networking, e-commerce, ethics and security. Students use microcomputer applications such as word processing, spreadsheets, and database management to apply computer-based solutions to business problems. Credit for one course allowed between CIS 210 and CIS 210AG.

Transfer: CSU; UC

COLLEGE SUCCESS STUDIES

CSS 168 TUTOR TRAINING: SELECTED TOPICS 0.50 to 1.00

0.50 - 1.00 hours per week: (0.50 - 1.00 lecture hours/0.00 - 0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156 with a minimum grade of C or better

Provides specialized information and guided practice in designated topics or projects such as group dynamics, effective communication, tutoring techniques, effective study skills, problem solving techniques, and campus and online resources. Tutors gain expertise in subject areas not offered in other tutor training courses. An appointment with the Tutorial Services Coordinator prior to enrollment is strongly advised.

DRAMA

DRA 200 ACTING 1 3.00

5.00 hours per week: (2.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Explores basic acting theory to performance and develops the skills of interpretation of great dramatic works of the imagination through acting. Special attention is paid to skills for performance: memorization, stage movement, vocal production, and cultural interpretation of text.

Transfer: CSU; UC

DRA 248 REHEARSAL AND PERFORMANCE IN PRODUCTION 3.00

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: Instructor's consent through audition.

Collaborate as a successful actor in a theater production's rehearsal and performance of a great dramatic and cultural work of the human imagination.

Repeatable 3 time(s).

Transfer: CSU; UC

ENGLISH

ENGL 099 BASIC READING AND WRITING 4.00

4.00 hours per week: (4.00 lecture hours/0.00 lab hours)

Credit - Not Degree Applicable

Letter Grade or P/NP

Prerequisites: CSS 080 with a minimum grade of C or better and ACSI 050 or CSS 085 with a minimum grade of C or better or ESL 054 with a minimum grade of C or better or qualifying score on the ENGL placement test

Introduces students to reading, writing, and critical thinking. Provides a basic course in paragraph and essay composition with students reading and writing both in class and out of class. Provides limited introduction to employment of sentence variety and recognition of some essential grammar and punctuation errors and rules. Emphasizes the process approach to reading and writing.

ENGL 216 LITERATURE AND FILM 3.00

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: ENGL 201A with a minimum grade of C or better

Introduces students to formal methods for analyzing literature and film, providing them with a discipline-specific vocabulary, teaching them a variety of interpretive strategies and theories, and developing their skills in critical thinking during reading/viewing, class discussion, panel presentation, formal exam, and essay activities. Reading and film texts will represent a variety of genres, cultures, historical periods, and theoretical perspectives.

Transfer: CSU; UC

LIBRARY AND INFORMATION TECHNOLOGY

LIBT 201 INTRODUCTION TO LIBRARY SERVICES 3.00

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: DIST 101

Advisories: ENGL 156 with a minimum grade of C or better

Surveys the history, organization, services, personnel and functions of libraries and information centers. Provides beginning library/information technology students with an introduction and overview to the field and identifies job opportunities.

Transfer: CSU

LIBT 215 TECHNOLOGY IN THE WORKPLACE 3.00

4.00 hours per week: (2.50 lecture hours/1.50 lab hours)

Credit - Degree Applicable

Letter Grade Only

This course offers a practical look at proper approaches and techniques used to understand, utilize and troubleshoot workplace technology-- particularly computer and multimedia technology.

Transfer: CSU

MATHEMATICS

MATH 007 PREALGEBRA 4.00

4.00 hours per week: (4.00 lecture hours/0.00 lab hours)

Credit - Not Degree Applicable

Letter Grade or P/NP

Prerequisites: MATH 003 or higher

Presents the mathematical concepts and arithmetic skills necessary for success in elementary algebra and for further work in mathematics. The concepts are applied to numerous practical problems in order to demonstrate their applicability to real life situations. Not open to students with credit in MATH 123 or its equivalent or any course for which MATH 123 is the prerequisite.

MATH 232 COLLEGE ALGEBRA 3.00

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: Suggested - MATH 127 or MATH 126B or equivalent with a grade of C or better.

Presents a study of college algebra and analytic geometry with an emphasis on mathematical modeling. Covers such topics as algebraic equations and inequalities, functions and graphs, zeros of functions, rational functions, exponential and logarithmic functions, conic sections, and systems of equations.

Transfer: CSU; UC

MATH 247 INTRODUCTION TO STATISTICS 4.00

4.00 hours per week: (4.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: MATH 126B with a minimum grade of C or better or

MATH 127 with a minimum grade of C or better

Presents a study of basic descriptive and inferential statistics designed to prepare students for work in the fields of economics, business, psychology, education, mathematics and applied science.

Transfer: CSU; UC

PERSONAL DEVELOPMENT STUDIES

PEDS 110 CAREER PLANNING: COMPREHENSIVE 3.00

(Formerly WEXP110)

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Not Degree Applicable

P/NP Only

Advisories: ENGL 156 with a minimum grade of P or better

Introduces a decision-making process that will help students envision and plan for a future that is productive, achievable, and stimulating. The culmination of this process is the development of an online career and education 10-year plan that can be used for advisory and academic coaching purposes and updated as students grow, change, or face transitions. The personalized 10-year plan provides the focus and intrinsic motivation to succeed in college, at work, and in life.

PROFESSIONAL DEVELOPMENT STUDIES

PDS 170 DEALING WITH CHANGE 0.50

(Formerly BUS170)

0.50 hours per week: (0.50 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Provides students with an understanding of change and the influence it has on an organization and the individuals in that organization. Topics will include understanding organizational and individual change, theoretical models of change, and how to manage change.

PDS 171 TEAM BUILDING 0.50

(Formerly BUS171)

0.50 hours per week: (0.50 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Provides the student with an understanding of how teams work together, common problems teams encounter and how to solve them. Students will learn to recognize various team player styles. Students will be introduced to team building in the workplace.

PDS 172 COMMUNICATING WITH PEOPLE 0.50
(Formerly BUS172)
0.50 hours per week: (0.50 lecture hours/0.00 lab hours)
Credit - Degree Applicable
Letter Grade or P/NP

Introduces the student to key elements in communication within business organizations. Topics will include verbal and nonverbal communication, listening skills and specific supervisory communication skills.

PDS 173 CONFLICT RESOLUTION 0.50
(Formerly BUS173)
0.50 hours per week: (0.50 lecture hours/0.00 lab hours)
Credit - Degree Applicable
Letter Grade or P/NP

Provides the student with an analysis of attitudes and behavior which create conflict between individuals and groups within an organization.

PDS 174 CUSTOMER SERVICE 0.50
(Formerly BUS174)
0.50 hours per week: (0.50 lecture hours/0.00 lab hours)
Credit - Degree Applicable
Letter Grade or P/NP

Provides the student with certain key skills and attitudes in order to effectively meet the needs of customers. The student will be introduced to the concept of internal and external customers, customer satisfaction and customer retention.

PDS 175 VALUES & ETHICS 0.50
(Formerly BUS175)
0.50 hours per week: (0.50 lecture hours/0.00 lab hours)
Credit - Degree Applicable
Letter Grade or P/NP

Acquaints the student with the importance of values and ethics in the workplace. The importance of values and ethics involved in carrying out one's duties will be emphasized.

PDS 176 ATTITUDE IN THE WORKPLACE 0.50
(Formerly BUS176)
0.50 hours per week: (0.50 lecture hours/0.00 lab hours)
Credit - Degree Applicable
Letter Grade or P/NP

Provides the student with certain key skills in the area of attitude so that they may effectively maintain a positive attitude at the workplace and at home. Concepts of how attitudes are communicated, the three types of attitudes and how to adjust one's attitude will be presented.

PDS 177 STRESS MANAGEMENT 0.50
(Formerly BUS177)
0.50 hours per week: (0.50 lecture hours/0.00 lab hours)
Credit - Degree Applicable
Letter Grade or P/NP

Acquaints the student with various skills the supervisor needs to help employees. Included is the recognition of stress and how to manage it.

PDS 178 DECISION MAKING & PROBLEM SOLVING 0.50
(Formerly BUS178)
0.50 hours per week: (0.50 lecture hours/0.00 lab hours)
Credit - Degree Applicable
Letter Grade or P/NP

Introduces the student to decision making and problem solving for the workplace.

PDS 179 TIME MANAGEMENT 0.50
(Formerly BUS179)
0.50 hours per week: (0.50 lecture hours/0.00 lab hours)
Credit - Degree Applicable
Letter Grade or P/NP

Introduces the student to time management principles and specific tools that assist in making maximum use of time.

PDS 181 PROFESSIONAL IMAGE: APPEARANCE, ETIQUETTE & NETWORKING 0.50
(Formerly BUS181)
0.50 hours per week: (0.50 lecture hours/0.00 lab hours)
Credit - Degree Applicable
Letter Grade or P/NP

Engages the student in discussions and activities related to the significance of personal appearance, business appropriate behavior and etiquette, as well the process of networking to build professional relationships.

PDS 182 GOAL SETTING: VISION, GOALS AND JOB SEARCH STRATEGIES 0.50
(Formerly BUS182)
0.50 hours per week: (0.50 lecture hours/0.00 lab hours)
Credit - Degree Applicable
Letter Grade or P/NP

Engages the student in discussions and activities related to the significance of having a personal vision, setting attainable goals for the future, and employing useful job search strategies for pursuing a meaningful career and work life.

PDS 183 IMPACTS OF TECHNOLOGY ON COMMUNICATION 0.50
(Formerly BUS183)
0.50 hours per week: (0.50 lecture hours/0.00 lab hours)
Credit - Degree Applicable
Letter Grade or P/NP
Advisories: ENGL 156

Equips the student to communicate professionally and effectively when using various forms of electronic/technology communication tools. Includes telephone etiquette and techniques, e-mail, text messaging and other business-related technologies.

**PDS 190 SUPERVISION AND MANAGEMENT ACADEMY: 0.50
EXPAND YOUR MANAGEMENT PERSPECTIVE**

(Formerly BUS190)

0.50 hours per week: (0.50 lecture hours/0.00 lab hours)

Credit - Not Degree Applicable

Letter Grade or P/NP

Builds on the students' past and current experience as a manager supervising employees. This advanced class facilitates and expands students' understanding of the significant change in perspective that must be adopted by supervisors in order to be effective at managing employees, and adhering to company policies and labor law.

**PDS 191 SUPERVISION AND MANAGEMENT ACADEMY: 0.50
THE PERFORMANCE MANAGEMENT CYCLE**

(Formerly BUS191)

0.50 hours per week: (0.50 lecture hours/0.00 lab hours)

Credit - Not Degree Applicable

Letter Grade or P/NP

Enhances the students' current performance management practices from hiring to the formal appraisal by examining the performance management cycle. This is an advanced course designed for students who are currently employed with responsibility to formally manage employee performance.

**PDS 192 SUPERVISION AND MANAGEMENT ACADEMY: 0.50
THE ART OF REACHING MUTUAL UNDERSTANDING**

(Formerly BUS192)

0.50 hours per week: (0.50 lecture hours/0.00 lab hours)

Credit - Not Degree Applicable

Letter Grade or P/NP

Learn state of the art communication skills necessary to reach mutual understanding and manage inevitable conflicts that supervisors must handle. This is an advanced communication and conflict management course designed for students who are currently employed with responsibility to supervise others.

**PDS 194 SUPERVISION AND MANAGEMENT ACADEMY: 0.50
MAKING CONSCIOUS, STRATEGIC DECISIONS**

(Formerly BUS194)

0.50 hours per week: (0.50 lecture hours/0.00 lab hours)

Credit - Not Degree Applicable

Letter Grade or P/NP

Expounds on strategic methods for effective decision-making while exploring the implications of those decisions on the organizational and employees personal resistance to change. This is an advanced class that emphasizes the students' current ability to strategically and effectively lead the process of change as a working manager.

**PDS 195 SUPERVISION AND MANAGEMENT ACADEMY: 0.50
MOTIVATING PERFORMANCE THROUGH
FEEDBACK AND DELEGATION**

(Formerly BUS195)

0.50 hours per week: (0.50 lecture hours/0.00 lab hours)

Credit - Not Degree Applicable

Letter Grade or P/NP

Advance the students' success at using delegation as a motivational and time management tool. This course is specially designed for currently employed managers needing to effectively supervise employees.

**PDS 197 SUPERVISION AND MANAGEMENT ACADEMY: 0.50
LEADING A DIVERSE TEAM**

(Formerly BUS197)

0.50 hours per week: (0.50 lecture hours/0.00 lab hours)

Credit - Not Degree Applicable

Letter Grade or P/NP

Identifies the students' demonstrated strengths and areas of improvement for leading a diverse team. Improves the students' ability as a manager to value diversity and effectively use their legitimate and personal power to lead a highly effective team.

POLITICAL SCIENCE

POLS 204 WORLD POLITICS 3.00

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: Eligibility for ENGL 156

Examines the nature of relations among states. Analyzes the basic forces affecting the formulation and implementation of foreign policy, and the dynamics of international politics. Emphasizes contemporary problems affecting the United States of America in relation to other nations of the world, and the consequences of those contemporary problems.

Transfer: CSU; UC

POLS 206 COMPARATIVE GOVERNMENT 3.00

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Compares and analyzes different kinds of political systems; their history, political institutions, political processes, and the environments in which they occur and their consequences.

Transfer: CSU; UC

SOCIOLOGY

SOC 201B SOCIAL INSTITUTIONS 3.00

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: SOC 201A and ENGL 156

Studies the major social institutions, both the traditional ideas of social institutions (family, education, economic, religion, and government/political) and contemporary ideas of social institutions (science, mass media, medicine, sports, and the military). The structures and functions of social institutions will be covered. This course also considers major works and draws comparisons between our institutions and those of other societies.

Transfer: CSU; UC

WORK EXPERIENCE

WEXP 252L COOPERATIVE WORK EXPERIENCE 1.00 to 4.00
LAB - OCCUPATIONAL

3.33 -16.66 hours per week: (0.00 - 0.00 lecture hours/3.33 -16.66 lab hours)

Credit - Degree Applicable

Letter Grade Only

Provides opportunities for working students to acquire and demonstrate work habits, attitudes, and skills in the workplace. Employment is related to the students' educational goals.

Repeatable 3 time(s).

Transfer: CSU

