

# CUESTA COLLEGE

2011-2012

## CATALOG

The college reserves the right to make changes, additions or deletions to this catalog as deemed necessary by action of the administration and the Board of Trustees. Consult a current class schedule for more information.

If requested, Cuesta College materials will be available in other formats. Please contact Disabled Student Programs and Services or the Vice President of Student Support for assistance.

*Copies of this catalog are available online at [www.cuesta.edu](http://www.cuesta.edu) or by contacting Cuesta College Marketing and Communications at (805) 546-3153.*

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#### SAN LUIS OBISPO CAMPUS

P.O. Box 8106  
San Luis Obispo, CA 93403-8106  
(805) 546-3100

#### NORTH COUNTY CAMPUS

2800 Buena Vista Dr.  
Paso Robles, CA 93446  
(805) 591-6210

#### SOUTH COUNTY CENTER at Arroyo Grande High School

Office in Room 913  
Corner of Orchard St. and W. Cherry Ave.  
Arroyo Grande, CA 93420  
(805) 474-3913

#### CUESTA COLLEGE on the campus of

Nipomo High School  
525 N. Thompson Rd.  
Nipomo, CA 93444  
(805) 474-3913



***SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT***

San Luis Obispo, CA 93403-8106  
(805) 546-3100

World Wide Web Address: <http://www.cuesta.edu>

Cuesta College is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges  
3402 Mendocino Avenue, Santa Rosa, CA 9 5403 (707) 569-9177,  
an institutional accrediting body recognized by the  
Commission on Recognition of Postsecondary Accreditation  
and the U.S. Department of Education.

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Gaye L. Galvan  
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John Cascamo, Dean of Instruction, Workforce & Economic Development

The Board of Trustees of the San Luis Obispo County Community College District affirms that no person shall, on the basis of race, color, religious beliefs, gender, national origin, ethnicity, age, mental or physical disabilities, veteran status, sexual orientation, or marital status, be unlawfully subject to discrimination under any program or activity of the San Luis Obispo County Community College District, and that the lack of English language skills shall not be a barrier to admission to, and participation in, vocational education programs and services of the San Luis Obispo County Community College District.

*El Patronato del Distrito de la Universidad Comunitaria del Condado de San Luis Obispo afirma que ninguna persona será ilegalmente sujeta a discriminación, en base a raza, color, creencia religiosa, género, nacionalidad, etnicidad, edad, incapacidad mental o física, posición de veterano, orientación sexual, o estado matrimonial, bajo cualquier programa o actividad del Distrito de la Universidad Comunitaria del Condado de San Luis Obispo, y que la falta de conocimiento del idioma inglés no será un obstáculo para ser admitido y para participar en los programas y servicios educativos vocacionales del Distrito de la Universidad del Condado de San Luis Obispo.*

## GENERAL INFORMATION

**ACADEMIC CALENDAR**

**MISSION STATEMENT**

**OVERVIEW**

## ACADEMIC CALENDAR 2011-2012

LEGEND: ● Holiday - No Classes □ Instruction Begins/Ends ⬡ Flex Day - No Classes ■ Final Examinations

## SUMMER SESSION 2011: JUNE 13 - JULY 21

June 13..... Instruction begins  
 July 4..... Independence Day Holiday  
 July 21..... Summer session ends (6-week classes)

Summer Session final exams are held on the last day of class.

## JUNE 2011

## JULY 2011

| Sun | M  | T  | W  | Th | F  | Sat | Sun | M  | T  | W  | Th | F  | Sat |
|-----|----|----|----|----|----|-----|-----|----|----|----|----|----|-----|
|     |    | 1  | 2  | 3  | 4  |     |     |    |    |    |    | 1  | 2   |
| 5   | 6  | 7  | 8  | 9  | 10 | 11  | 3   | 4  | 5  | 6  | 7  | 8  | 9   |
| 12  | 13 | 14 | 15 | 16 | 17 | 18  | 10  | 11 | 12 | 13 | 14 | 15 | 16  |
| 19  | 20 | 21 | 22 | 23 | 24 | 25  | 17  | 18 | 19 | 20 | 21 | 22 | 23  |
| 26  | 27 | 28 | 29 | 30 |    |     | 24  | 25 | 26 | 27 | 28 | 29 | 30  |
|     |    |    |    |    |    |     | 31  |    |    |    |    |    |     |

## FALL SEMESTER 2011: AUGUST 15 - DECEMBER 16

August 10-12 ..... Flex days  
 August 15..... Instruction begins  
 September 5 ..... Labor Day Holiday  
 October 6-7 ..... Flex days  
 November 11 ..... Veterans Day Holiday

November 23 ..... Flex day  
 November 24-26 ..... Thanksgiving Holiday  
 December 10-16 ..... Final exams  
 December 16..... Semester ends

## AUGUST 2011

## SEPTEMBER 2011

## OCTOBER 2011

## NOVEMBER 2011

## DECEMBER 2011

| Sun | M  | T  | W  | Th | F  | Sat | Sun | M  | T  | W  | Th | F  | Sat | Sun | M  | T  | W  | Th | F  | Sat |
|-----|----|----|----|----|----|-----|-----|----|----|----|----|----|-----|-----|----|----|----|----|----|-----|
|     |    |    |    |    |    |     |     |    |    |    |    |    |     |     |    |    |    |    |    |     |
|     |    |    |    |    |    |     |     |    |    |    |    |    |     |     |    |    |    |    |    |     |
| 1   | 2  | 3  | 4  | 5  | 6  |     | 4   | 5  | 6  | 7  | 8  | 9  | 10  | 2   | 3  | 4  | 5  | 6  | 7  | 8   |
| 7   | 8  | 9  | 10 | 11 | 12 |     | 11  | 12 | 13 | 14 | 15 | 16 | 17  | 9   | 10 | 11 | 12 | 13 | 14 | 15  |
| 14  | 15 | 16 | 17 | 18 | 19 | 20  | 18  | 19 | 20 | 21 | 22 | 23 | 24  | 16  | 17 | 18 | 19 | 20 | 21 | 22  |
| 21  | 22 | 23 | 24 | 25 | 26 | 27  | 25  | 26 | 27 | 28 | 29 | 30 |     | 23  | 24 | 25 | 26 | 27 | 28 | 29  |
| 28  | 29 | 30 | 31 |    |    |     | 28  | 29 | 30 | 31 |    |    |     | 27  | 28 | 29 | 30 |    |    |     |

## SPRING SEMESTER 2012: JANUARY 17 - MAY 18

January 12-13 ..... Flex days  
 January 16..... Martin Luther King, Jr. Holiday  
 January 17..... Instruction begins  
 February 17-18 ..... Lincoln's Birthday Holiday  
 February 20..... Washington's Birthday Holiday

April 9..... Board Holiday  
 April 10-14 ..... Spring break  
 May 12-18 ..... Final exams  
 May 28..... Memorial Day Holiday  
 May 18..... Semester ends

## JANUARY 2012

## FEBRUARY 2012

## MARCH 2012

## APRIL 2012

## MAY 2012

| Sun | M  | T  | W  | Th | F  | Sat | Sun | M  | T  | W  | Th | F  | Sat | Sun | M  | T  | W  | Th | F  | Sat |
|-----|----|----|----|----|----|-----|-----|----|----|----|----|----|-----|-----|----|----|----|----|----|-----|
| 1   | 2  | 3  | 4  | 5  | 6  | 7   |     |    |    |    |    |    |     |     |    |    |    |    |    |     |
| 8   | 9  | 10 | 11 | 12 | 13 |     | 5   | 6  | 7  | 8  | 9  | 10 | 11  | 1   | 2  | 3  | 4  | 5  |    |     |
| 15  | 16 | 17 | 18 | 19 | 20 | 21  | 12  | 13 | 14 | 15 | 16 | 17 | 18  | 8   | 9  | 10 | 11 | 12 | 13 | 14  |
| 22  | 23 | 24 | 25 | 26 | 27 | 28  | 19  | 20 | 21 | 22 | 23 | 24 | 25  | 15  | 16 | 17 | 18 | 19 | 20 | 21  |
| 29  | 30 |    |    |    |    |     | 26  | 27 | 28 | 29 |    |    |     | 22  | 23 | 24 | 25 | 26 | 27 | 28  |
|     |    |    |    |    |    |     |     |    |    |    |    |    |     | 29  | 30 |    |    |    |    |     |

## MISSION STATEMENT

### VISION

Cuesta College is a premier community college providing accessible, high-quality education that focuses on student success, lifelong learning, and community vitality.

*Vision: Cuesta College es un colegio universitario que provee educación de alta calidad para asegurar el éxito estudiantil, aprendizaje de toda la vida, y vitalidad comunitaria.*

### MISSION

Cuesta College makes lifelong learning happen. We enable students to achieve their academic, transfer, workforce preparation, career advancement, and personal goals. Building on our tradition of excellence, we serve our community by providing programs and services that produce students who can succeed in a diverse and rapidly changing society, participate effectively in their local communities, and live responsible and rewarding lives. As a learning college, we provide a supportive environment for students and employees, assess student and institutional outcomes, improve performance, forge strategic partnerships, and maximize opportunities for learning.

*Mision: La misión de Cuesta College es asistir a nuestros estudiantes a lograr sus metas académicas y personales, trasladarse a universidades de cuatro años, adquirir técnicas de trabajo, y avanzar en sus carreras. En base a nuestra tradición de excelencia, ofrecemos programas que preparan a nuestros estudiantes para triunfar en una sociedad diversa, tomar parte activa en sus comunidades, y conducir vidas responsables. Asimismo, proveemos un ambiente de apoyo a estudiantes y trabajadores, asesoramos a nuestros estudiantes y nuestros logros institucionales, mejoramos nuestro rendimiento, facilitamos la formación de asociaciones y oportunidades de aprendizaje.*

### VALUES

**Excellence** — We pride ourselves on providing high-quality faculty and staff who create relevant and innovative programs and services that result in desired student learning outcomes.

**Integrity** — We strive to maintain public trust by being responsible, honest, and trustworthy with our students, staff, and community.

**Diversity** — We embrace diversity by respecting the dignity of every individual, accepting differences, and striving to be inclusive.

**Responsiveness** — We respond to the changing needs of our students and communities through open access, flexible learning options, and adapting to change.

**Caring** — We provide a safe, supportive, and participative environment that treats everyone respectfully and fairly and allows students and employees to recognize their strengths, clarify their goals, achieve success, and enrich their lives.

**Collaboration** — We are committed to creating an internal environment that fosters a sense of community and to achieving success through collaboration with business, community, and educational partners.

### VALORES

*Excelencia* — Nuestro profesorado y trabajadores ofrecen servicios de alta calidad para asegurar el éxito estudiantil.

*Integridad* — Procuramos mantener la confianza del público siendo responsables y honrados en nuestras relaciones con los estudiantes, trabajadores, y la comunidad.

*Diversidad* — Respetamos la dignidad de cada individuo y aceptamos sus diferencias.

*Sensibilidad para Responder* — Respondemos a las necesidades de nuestros estudiantes y nuestras comunidades en forma abierta y flexible y adaptando a cambios.

*Dedicación* — Proveemos un ambiente de apoyo y tratamos a todos de manera respetuosa permitiendo a nuestros estudiantes que reconozcan sus habilidades, clarifiquen sus metas, y logren una vida exitosa.

*Colaboración* — Nos comprometemos a crear un ambiente interno que acoge un sentido de comunidad y lograr éxito a través de la colaboración de negocios, la comunidad y otras instituciones educativas.

### LOCATION

Cuesta College, the “home” college of San Luis Obispo County, operates two campuses within the San Luis Obispo County Community College District and offers an evening program of course work at off-campus centers in the district, including the Arroyo Grande Center at Arroyo Grande High School and the Nipomo Center at Nipomo High School.

The San Luis Obispo Campus is located in the Chorro Valley between the cities of San Luis Obispo and Morro Bay on California’s beautiful, coast-hugging Highway One. Here the college has a permanent campus on 150 district-owned acres, leased facilities on adjacent California National Guard property, and a 75-acre field campus.

The North County Campus sits on 105 acres among the rolling hills of Paso Robles on Buena Vista Drive near the junction of Highway 101 and Highway 46 East.

San Luis Obispo County is well known for its outstanding recreational features such as stream, lake, and ocean sports and an extensive park system.

## OVERVIEW

### HISTORY

The original junior or community college in San Luis Obispo County was initiated as a postgraduate division of San Luis Obispo High School in 1916 and remained in operation until the United States entered into World War I. In 1936, the San Luis Obispo High School District again formed a junior college, which remained in operation until June 1959.

On April 16, 1963, San Luis Obispo County voters approved the formation of a countywide junior college district, serving seven public high school districts. The newly-formed San Luis Obispo County Junior College District served the Arroyo Grande Union High School District, Atascadero Union High School District, Coast Joint Union High School District, Paso Robles Joint Union High School District, San Luis Obispo Union High School District, Shandon Joint Union School District and Templeton Union High School District.

During the 1964-65 college year, the San Luis Obispo County Junior College District offered a limited evening division program with 463

students registering for the fall semester and 696 enrolling for the spring semester. Temporary quarters were established at Camp San Luis Obispo, a California National Guard facility located halfway between San Luis Obispo and Morro Bay. Classes and offices were situated in refurbished barracks, recreation rooms, and mess halls.

Despite the District's modest beginnings, 917 day students and 991 evening students were enrolled in classes by the fall of 1965. Evening division classes also were conducted at three other locations in the county - Arroyo Grande, Atascadero, and Paso Robles. On October 4, 1965, the Board of Trustees of the San Luis Obispo County Junior College District named the new college "Cuesta College." In 1971, the "junior" college district was renamed to "community college."

In 1970, ground was broken for the college's first permanent buildings, located on a 150-acre campus west of Camp San Luis Obispo. During the following 35 years, classroom buildings, a library, observatory, student center, art and music lab building, art gallery, high tech learning center, children's center, and offices were constructed on the San Luis Obispo campus. The new performing arts building is under construction and is anticipated for completion in spring 2009. By spring 2008, the student population on the San Luis Obispo Campus grew to more than 8,500 students.

Cuesta College has a long history, which dates back to the late 1960s. It is a history of teaching at off-campus instructional sites. Through the years, Cuesta has taught in Cambria, Atascadero, Paso Robles, Templeton, Arroyo Grande, and Nipomo.

In fall 1998, the college opened the North County Campus on its 105-acre site in Paso Robles. The campus was, built almost exclusively with private gift support, has grown from 1,200 students the first semester to over 3,000 day and evening students in spring 2008. The site began with modular buildings to be used until permanent buildings were approved by the state. In the summer of 2005, the first permanent building opened to students: The Fox Family Building. This building houses Allied Health, Math, and Science. The college anticipates breaking ground for two additional permanent buildings in 2008-09: The North County Campus Learning Resource Center and the Trades and Technology Complex.

The South County Centers are off-campus evening instructional sites at Arroyo Grande High School and Nipomo High School, provided in cooperation with the Lucia Mar Unified School District. During the spring 2008 semester, more than 800 evening students were served at these sites.

Cuesta College now serves more than 13,000 students at all college locations. The college has become a center for community use by individuals, families, and community groups on an extended-day and year-round basis.

*Historia: La universidad comunitaria del Condado de San Luis Obispo se formó inicialmente como una extensión de la Escuela Secundaria de San Luis Obispo en 1916 y permaneció abierta hasta que los Estados Unidos entró en la Primera Guerra Mundial. En 1936, el Distrito de la Escuela Secundaria de San Luis Obispo formó otra vez el colegio universitario, el cual se mantuvo en operación hasta junio de 1959.*

*El 16 de abril de 1963, el Condado de San Luis Obispo aprobó la formación de una universidad comunitaria para servir a siete escuelas secundarias públicas del distrito. El Distrito del Colegio Universitario de San Luis Obispo sirvió los Distritos de la Escuela Secundaria de Arroyo Grande, de Atascadero, de Coast Joint Union, de Paso Robles, de San Luis Obispo, de Shandon y de Templeton.*

*Durante el año académico 1964-65, el Distrito del Colegio Universitario de San Luis Obispo ofreció un programa nocturno con 463 estudiantes inscritos en el semestre del otoño y 696 en el de la primavera. La sede temporaria fue establecida en el Campamento de San Luis Obispo, la Guardia Nacional de California, localizada entre San Luis Obispo y Morro Bay. Esta sede modesta sirvió a 917 estudiantes diurnos y 991 estudiantes nocturnos durante el semestre del otoño de 1965. Además, se ofrecieron clases nocturnas en Arroyo Grande, Atascadero y Paso Robles. El 4 de octubre de 1965, el Patronato del Distrito del Colegio Universitario nombró a la universidad nueva "Cuesta College." En 1971, el colegio universitario fue renombrado "universidad comunitaria."*

*En 1970, se inició la construcción de los edificios permanentes, sobre un area de 150 acres, al oeste del Campamento de San Luis Obispo. Durante el transcurso de 30 años, se construyeron aulas, una biblioteca, un observatorio, un centro estudiantil, un laboratorio de arte y música, una galería de arte, un centro de aprendizaje tecnológico, un centro de cuidado de niños, y oficinas en la ciudad universitaria de San Luis Obispo. Actualmente, el edificio de Bellas Artes está siendo construido; se anticipa que estará terminado en la primavera del 2009. En la primavera del 2008, el número de estudiantes aumentó a 8500 en San Luis Obispo.*

*La historia de Cuesta College se remonta a los finales del año de 1960. Es una historia de enseñanza en diferentes sitios educacionales. Durante muchos años, Cuesta ha provisto educación en Cambria, Atascadero, Paso Robles, Templeton, Arroyo Grande, y Nipomo.*

*En el otoño de 1998, se abrieron las puertas del Condado Norte, en un terreno de 105 acres en Paso Robles. La universidad, construida casi exclusivamente con fondos de donaciones privadas, empezó con 1200 estudiantes el primer semestre. En la primavera del 2008, el número de estudiantes aumentó a 3000 estudiantes diurnos y nocturnos. La localidad inició con edificios modulares, en espera de que edificios permanentes fuesen aprobados y patrocinados por el estado. En el verano del 2005, el primer edificio permanente fue inaugurado: el edificio Fox, el cual sirve como centro de Matemáticas, Ciencias, y Salud. La universidad comunitaria anticipa dar comienzo a la construcción de dos edificios permanentes durante el año 2008-2009: el Centro de Recursos de Aprendizaje del Condado Norte y el Complejo de Comercio y Tecnología.*

*Los Centros del Condado Sur proveen educación nocturna en la Escuela Secundaria de Arroyo Grande y Nipomo, en colaboración con el Distrito Escolar de Lucia Mar. Durante la primavera del 2008, mas de 800 estudiantes nocturnos recibieron educación en estas localidades.*

*Actualmente, Cuesta College sirve como centro educacional universitario para mas de 13000 estudiantes. La universidad se ha convertido en un centro de servicio para la comunidad, personas particulares, familias, y grupos comunitarios. Los servicios ofrecidos están disponibles todo el año.*

## ACCREDITATION

Cuesta College is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges [10 Commercial Blvd., Suite S04, Novato, CA 94949 (415) 506-0234]. All courses and curricula have been approved by the Board of Governors of the California Community Colleges. Cuesta College is fully authorized to offer courses which parallel the first two years of the California State University and the University of California curricula and which qualify a student for transfer to these and other accredited colleges and universities throughout the United States.

The Licensed Vocational Nursing Program is fully accredited by the Board of Vocational Nursing and Psychiatric Technicians. LVN courses are offered at the North County Campus.



The Associate Degree Registered Nursing program at Cuesta College has been approved by the California Board of Registered Nursing.

The Psychiatric Technician program has been approved by the California Board of Vocational Nurse and Psychiatric Technician Examiners.

The Paramedic Program is pending accreditation from the Committee on Accreditation of Education Programs for the Emergency Medical Services Professional.

### ***EVENING CLASSES***

A varied schedule of college credit and non-credit classes is provided in the evening. In addition to classes housed in the regular facilities on the San Luis Obispo and North County campuses, evening classes are offered at Arroyo Grande High School, Nipomo High School, Paso Robles High School and other common locations. These classes parallel all other Cuesta College classes in college credit value, prerequisites, standards, content, time devoted to preparation of assignment, and examination. Attendance and withdrawal rules, scholarship standards, and requirements for graduation with an Associate in Arts or Associate in Science degree are the same as for a regular semester but deadlines are based on the evening class schedule.

### ***WEEKEND COLLEGE***

College credit and non-credit courses are offered on weekends (Friday evenings and/or Saturdays) during the regular semester. Students who attend Weekend College can complete certificate and degree requirements in addition to general education courses for transfer.

### ***SUMMER SESSION***

The summer session offers a varied schedule of classes. Attendance and withdrawal rules, scholarship standards, and requirements for graduation with an Associate in Arts or Associate in Science degree are the same as for a regular semester but deadlines are based on the shorter summer schedule.

### ***NON-CREDIT***

Cuesta College offers a growing variety of non-credit classes in five areas:

1. Short-term vocational classes designed for upgrading job skills;
2. Wellness classes designed to enhance an individual's physical fitness;
3. English as a Second Language classes designed for community members whose native language is not English;
4. Citizenship classes designed for community members seeking to become U.S. citizens.

### ***LIBRARIES***

The Cuesta College Libraries on the San Luis Obispo Campus and the North County Campus support the educational program of the college. Books, periodical subscriptions and audiovisual materials are closely coordinated with curriculum offerings. Holdings include general education and vocational education materials, and other resources for updating and increasing skills and knowledge.

Through an electronic information system, students can search the Cuesta College library catalog to determine what is owned and whether it is checked out. In addition, students can search indexes of periodicals, some of which include full text of the articles, and use the Internet to connect to catalogs of other libraries and other sources of information wherever they may be located. Remote searches of the Cuesta College Library catalog and databases can be performed over the Internet at <http://library.cuesta.edu>.

To assist students and community residents with their informational and research needs, librarians are available at the Reference desk on the San Luis Obispo Campus whenever the library is open and designated hours at the North County Campus. College librarians hold advanced degrees and as part of the college faculty teach research skills and help students locate the best resources for their educational needs.

Library facilities include areas for studying, photocopying, computer use, viewing audio/visual materials and library instruction. Comfortable surroundings invite leisurely browsing, reading and viewing, and provide a quiet place for contemplation and learning.

To borrow library materials, students must show photo identification. Community residents must show a current I.D. with local street address to use a courtesy library card.

Open computer labs on the San Luis Obispo and the North County campuses are provided for academic use only. Workstations are equipped with most software taught at Cuesta so that students can work on class projects outside scheduled lecture and lab times for their courses. One lab on each campus is adjacent to or in the Library. Smaller and more specialized labs are also available on the San Luis Campus on a more limited basis.

## SERVICES

**ADMISSIONS**

**RECORDS AND GRADING**

**REGISTRATION**

**DISTRICT POLICIES AND REGULATIONS**

**STUDENT PROGRAMS AND SERVICES**



## ADMISSIONS

Cuesta College and a student who enrolls, enter into an agreement for the purpose of realizing the student's educational goal through the college's established programs, policies, and requirements.

The admission application is the form each prospective student must complete to establish an identity with Cuesta College, to determine the student's eligibility to attend, and to determine California residency to establish the fees the student will pay per credit for their courses.

Students may have just one true identity with Cuesta College. It is recommended that applicants apply using their social security number so that multiple records are not created. Financial aid, employment, education tax credit, state licensing (RN, paramedic, engineering) student loans, and application for transfer, all require the use of the social security number. Cuesta College protects student's identity within the student records system by providing student ID numbers. Likewise, access to myCuesta requires a unique password and questions. Students should not share their Cuesta College identification number or password with others.

Pursuant to the requirements of the Seymour-Campbell Matriculation Act of 1986, the San Luis Obispo County Community College District reaffirms its commitment to serve all students who may profit from its instructional programs to ensure them equal educational opportunity, to provide them the necessary services for optimizing their opportunities for success, and to help students obtain the appropriate information/assistance for achieving their educational goals.

### CONTRACT WITH CUESTA COLLEGE

The responsibilities of Cuesta College under this agreement will entail providing matriculation services which shall include:

- The processing of applications for admission in a timely manner;
- Pre-orientation and orientation services designed to provide, on a timely basis, needed information about instructional programs, course prerequisites, student services, college regulations, and student rights and responsibilities;
- Assessment of students with California Community College Chancellor-approved tests to determine student competency in computational and language skills; to assist where possible in identification of aptitudes, interests, educational objectives; and evaluate study and learning skills;
- Counseling and advising to assist students in interpreting test results and in developing and updating their educational plans through the Student Educational Plan (SEP) process;
- A follow-up system to detect and inform students of early signs of academic difficulty and to monitor the academic progress of each student;
- Referral of students to: (a) support services which may be available, including but not limited to, counseling/advising, financial aid, campus employment/placement services and Extended Opportunity Programs and Services (EOPS); and (b) specialized curriculum offerings including, but not limited to, pre-collegiate basic skills courses and programs in English as a Second Language (ESL);
- Ensuring that all prerequisite courses are valid and necessary for student success [California Education Code Title 5, Section 58106(e)] and ensuring the right of each student to enroll in courses for which he or she can meet necessary and valid prerequisite courses [California Education Code Title 5, Section 55530(a)].

The student's responsibilities under this agreement include:

- The expression of at least a broad educational intent upon enrollment;

- The declaration of a specific educational objective after completion of 15 semester credits of degree-applicable credit course work;
- Diligence in class attendance and completion of assigned course work;
- The completion of course(s) and maintenance of progress toward an educational goal, according to standards established by the district and the state.
- Adherence to the policies and regulations of the college.

### FALSIFICATION OF ADMISSION INFORMATION

A student who falsifies any information required on the Cuesta College admission application or other college documents may be dismissed from the college.

El estudiante que falsifica información en los documentos o formas de admisión de Cuesta College, será expulsado de sus clases.

Failure of a student to abide by the responsibilities outlined above may result in the district suspending or terminating any or all of the college services outlined above [California Education Code Title 5, Section 55530(d)].

To initiate a challenge of a regulatory provision of matriculation, the student must contact the Vice President, Student Services, San Luis Obispo Campus Building 3100, Room 3175, or call (805) 546-3116 to initiate the process.

### ADMISSION

Cuesta College admission information is available:

- at the Cuesta College website: [www.cuesta.edu](http://www.cuesta.edu)
- by calling the college's Registration Hotline, (805) 546-3126
- in the Cuesta College Class Schedule

### WHO MAY ATTEND (OPEN ENROLLMENT POLICY)

Cuesta College offers "open door" admission for:

- any person with a high school diploma;
- any person 18 years of age or over who does not hold a high school diploma or a high school equivalent diploma;
- students who have passed the California State Proficiency Exam or equivalent. A copy of the certification is required if under 18;
- transfer students from colleges, universities, and other post-secondary programs;
- any person who has served in the Armed Forces of the United States;
- students interested in completing postsecondary coursework for personal development, vocational training, and/or transfer to a four-year educational institution;
- minors currently enrolled in grades 9-12, who in the opinion of their school principal, would benefit from concurrent enrollment in "advanced scholastic" or "vocational" coursework at Cuesta College. A Cuesta College Permit to Enroll with specific courses identified and approved by the school principal, along with parents' signature is required prior to registration.

### RESIDENCY REQUIREMENTS

Any person enrolling at Cuesta College in credit or non-credit courses is subject to residency requirements determined by the California Education Code, classified as follows:

#### Resident Student:

A resident of California is assessed California resident tuition. A resident

student is one who has established both physical presence in the State of California for more than one year immediately preceding the first day of instruction each semester and who has demonstrated an intent to make California his/her state of legal residence. Demonstration of intent is attained by filing California State Income Tax forms, obtaining a California drivers license, or other reasonable evidence of permanent stay in California.

- Persons who are 19 years of age or older may establish residency in accordance with the above statement. Year of residency must begin after the eighteenth birthday.
- Persons who are under 19 years of age may establish residency in accordance with the above "resident" definition and the following:
  - Married minors may establish their own residence.
  - The residence of the supporting parent is the student's residence. In the event of death of both parents, minors may determine their own residence.
  - Residence of an unmarried minor who has a parent living cannot be changed by his/her own act, by appointment of a legal guardian, or by relinquishment of a parent's right of control (EC S68000).
- Students who have a "permanent residence visa" may establish residency in accordance with the preceding "resident" definition. Foreign students attending Cuesta College on an F-1 Visa are considered non-residents.
- All foreign students must present a copy of their Visa at the time of application.
- Students with a permanent residency card must provide their Alien Registration number.
- Los estudiantes que tienen tarjeta de residencia permanente, necesitan someter su número de registro de residente permanente empezando con la letra A.
- Refugees and asylees may establish residency in accordance with the preceding "resident" definition.

#### Non-Resident Student:

Non-resident tuition is charged to those applicants outside the state of California. A non-resident student is one who has not been physically present in California for more than one year immediately preceding the first official day of instruction each semester and has not demonstrated intent to make California their state of legal residence. Such students are required to pay the non-resident tuition, in addition to the resident enrollment fee, per credit per semester at the time of registration. This fee is subject to semester or annual change. Non-resident fees are refundable in accordance with the college's refund policy.

Exemption to non-resident tuition exists when the applicant is physically present in California and presents documentation for any of the following:

- Attended a California high school, or high school equivalent, for a minimum of three years (AB 540) and earned a California high school diploma, or equivalent;
- 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 full-time employee of any of the following college/universities: California Community Colleges, California State University, University of California, or Maritime Academy.

additional information.

### INGLES COMO SEGUNDO IDIOMA

*Cuesta College ofrece cursos que le prepararán para cursar diversos campos de estudios. También, para aquellas personas que necesitan aprender el inglés, se ofrecen clases de inglés en las que se le da énfasis a la fonética, a la conversación, al vocabulario, a la lectura y a la gramática. Asimismo, se ofrecen exámenes de asesoramiento para determinar el nivel de conocimiento del idioma a las personas interesadas en tomar cursos de inglés como segundo idioma. Vea la sección "Inglés como Segundo Idioma" para una descripción de las clases en el catálogo de clases. Además de estos cursos se le ofrece asistencia voluntaria en el Laboratorio de Idiomas y en el Learning Skills Center, donde pueden adquirir conocimientos básicos del idioma y de la cultura de los Estados Unidos, valiéndose de algunos de los métodos más modernos en la enseñanza. Para más información sobre estas clases puede comunicarse con el profesorado de Inglés como Segundo Idioma al teléfono (805) 546-3941 o al 546-3123.*

#### Residencia

*Un estudiante es residente si ha vivido por más de un año en California y considera el estado de California su estado legal. El estudiante que no ha vivido en California por más de un año se clasifica como no-residente y será responsable por pagar la cuota de no-residentes al matricularse.*

*Ciertos estudiantes califican para una exención de la cuota de no residentes:*

- Los empleados de tiempo completo de una escuela pública de California que necesitan complementar sus credenciales.
- Los trabajadores que se dedican a labores agrícolas estacionales por un mínimo de dos meses durante dos años consecutivos.
- Los empleados de tiempo completo, sus cónyuges, o los dependientes del empleado de tiempo completo de una universidad comunitaria de California, Universidad del Estado de California, Universidad de California, o Academia Marítima.
- Aquellos estudiantes que han completado por lo menos 3 años de escuela secundaria en California y que se han graduado de una escuela secundaria en California.

*La matrícula para el semestre del otoño se abre a finales de junio, y la del semestre de la primavera se lleva a cabo entre semestres (véa el calendario en la primera parte de este catálogo). Usted necesita completar la solicitud de admisión si va a asistir a Cuesta College por primera vez o si ha faltado dos semestres o más. La solicitud de admisión se encuentra disponible en el internet al [www.cccapply.org](http://www.cccapply.org), o en la forma impresa en las Oficinas de Admisiones de todos los centros de Cuesta College.*

*Favor comunicarse con la Oficina de Admisiones de Cuesta College para más información.*

### WHO NEEDS TO APPLY?

#### New first-time college students:

Students who have never attended Cuesta College must submit an admission application. Students wishing to enroll in special programs may have additional admission requirements to be completed prior to registering.

#### Former students:

Students who have attended Cuesta College in the past and have been absent two or more semesters must submit an application for admission.

### **Minors As Special Part-time Students (High School Enrichment Students):**

Cuesta College may admit a high school student enrolled in grades 9-12, as a special part-time student, who in the opinion of their school principal, would benefit from concurrent enrollment in "advanced scholastic" or "vocational" college coursework. Students enrolled in grades 6-8, who are confirmed as "highly gifted" by their District, may petition to be admitted as a special part-time student. Special part-time students are referred to as "Enrichment Students".

Students must complete both the high school approval process and Cuesta's Enrichment admission process to qualify to register in certificate and degree applicable courses at Cuesta.

The High School Enrichment student is expected to follow regulations and procedures established for all college students.

High School Enrichment students are not required to pay the enrollment fee, but are responsible for all other applicable fees. Residents of other states are subject to non-resident tuition. High School Enrichment students will receive college credits and grades that will appear on their Cuesta College academic record.

A student applying as a high school enrichment student must submit an admission application and meet all of the following requirements each semester until the student has graduated from high school, achieved high school graduation equivalency, or become 18 years of age:

- Demonstrate the ability to benefit from advanced scholastic or vocational work as determined by their school principal;
- Receive a written, positive recommendation for specific coursework from the principal of the school of attendance on a Permit to Enroll form;
- Receive written parental consent to attend Cuesta College on the Permit to Enroll form;
- Meet all course prerequisites;
- Meet course minimum age requirements;
- Enroll in 9 or fewer credits for fall and spring;
- Enroll in 5 or fewer credits for summer;
- Enrichment students may not enroll in Physical Education Activity courses;
- Enrichment students may not Audit Cuesta College courses;
- Enrichment students may not attend Cuesta College as a full-time student;
- Enrichment students may not have priority in registration.

Special admission of minors is authorized by the following: Title 5 Sections 54000-54072, 54200, 54300; California Education Code Sections: 48800-48802, 76000-76002; Labor Code Section 3077; and Cuesta College Board Policies 5010 and 5055.

### **International Students**

Cuesta College is approved by the United States Department of Justice as an institution of higher learning for non-immigrant F-1 & M-1 Visa students.

In addition to completing an application for admission to Cuesta

College, F-1 & M-1 Visa students must comply with the following to be admitted to Cuesta College:

- Completion of an International Student Application, which includes a financial certificate, health and insurance certification, transcript requirement, and a test of English as a foreign language (as noted in the "Test of English as a Foreign Language" section).

Deadline for submitting the International Student Application is May 15 for the summer session, July 15 for fall semester, and December 15 for the spring semester. A \$100.00 processing fee must accompany the International Student Application.

### **Certificate of Financial Responsibility**

Students must show evidence of ability to pay non-resident fees and must maintain a minimum of 12 credits a semester. Completion of a financial certificate is required to verify that the student has sufficient financial resources for physical maintenance, housing, and educational costs for the duration of their studies at Cuesta College.

### **Test of English as a Foreign Language (TOEFL)**

Classes are conducted in English; therefore, it is necessary to be proficient in reading, writing, and speaking the English language. For this reason, Cuesta College requires all international (F-1) students applying for admission to submit proof of passing the Test of English as a Foreign Language (TOEFL) with a score of 500 or better.

### **Transcripts of International Student Academic Records**

Students must provide certified transcripts of academic records achieved during all prior high school and college attendance. Transcripts must be translated into English and must bear the school seal and be signed by the registrar or other appropriate official. For credits from accredited international colleges or universities to be used toward an associate degree or transfer general education certification, the records must be evaluated by a recognized credential evaluation service. Transcripts must be evaluated prior to admission.

### **Health Certification and Insurance**

The prospective applicant must provide a certificate of a negative skin test or a chest X-ray for tuberculosis.

Certification of current health insurance coverage which covers accident or illness while in the U.S. will be required.

### **I-20**

Cuesta College will issue the I-20 to the student after all admission requirements have been met.

### **General**

International students concurrently enrolled at any California State University, University of California, or another community college may enroll for not more than six credits and must have the written consent of their advisor from the college where the I-20 is on file.

Prospective Visa students must apply for admission while residing in their homeland unless they are transfer students. Transfer students must contact the Admissions Office for direction on applying and transferring their I-20 to Cuesta College.

## PROGRAMS WITH ADDITIONAL ADMISSION REQUIREMENTS

Additional admission requirements are in place for the following programs:

- Psychiatric Technician
- Registered Nursing
- Licensed Vocational Nursing
- Paramedic

### Psychiatric Technician

Students interested in applying to the Psychiatric Technician Program are encouraged to attend a Psychiatric Technician information workshop and are strongly urged to consult with a counselor before they register for course work in the prerequisite class, Introduction to Psychiatric Technician.

All deadlines must be met for admission to the program.

Prerequisite coursework must be complete at the time of application.

The following are requirements for consideration for admission to the Psychiatric Technician program:

- A current Psychiatric Technician Application on file in the Psychiatric Training Program Office at Atascadero State Hospital. To submit an application, call (805) 468-3175 or 468-2376.
- Application for Admission to Cuesta College.
- A copy of the applicant's high school diploma, high school transcripts showing graduation or official college transcripts showing degree completion must be submitted to the Psychiatric Training Program office by the filing deadline.
- Completed physical examination, background check and drug screening is required for final acceptance.

The following is required::

- Completion of the orientation course, Psych Tech 110, Introduction to Psychiatric Technician, with a passing grade.

Fulfilling the preceding criteria does not guarantee admission to the next beginning class. Completion of the above makes the applicant eligible for consideration, via a random selection from a pool of qualified applicants.

### Registered Nursing

Students interested in applying to the Registered Nursing Program are strongly urged to consult with a counselor before they register for course work in prerequisite classes.

All persons who have met general college admission requirements and the additional Registered Nursing Program admission criteria will be eligible for admission to the Registered Nursing Program.

Prerequisite coursework must be complete at time of application.

Students who submit a complete RN program application and meet all RN admission criteria are eligible to be admitted into the Registered Nursing Program by the multi criteria selection process. Students are admitted once a year in the fall.

Completed physical examination, background check, and drug screening are requirements for final acceptance into the program.

Entrance requirements and deadlines are subject to change. Please refer to [cuestanursing.org](http://cuestanursing.org) for the most current information. For additional

questions, please contact the Nursing and Allied Health Division Office at (805) 546-3119.

Students can achieve eligibility for the National Council Licensure Examination in Registered Nursing in three ways:

- Complete all required courses for the Associate in Science degree in Registered Nursing.
- Complete all Board of Registered Nursing required content without a degree.
- Complete the 30-credit optional program (only V.N.s are eligible).

### Registered Nursing Program 30-Credit Option for Students (only available to V.N.s)

Licensed Vocational Nurses interested in applying to the Registered Nursing program must obtain an application from the Division of Nursing and Allied Health. V.N.s are accepted in this program on a space-available basis each fall. To be eligible the V.N. must have the following on file in the Nursing Office:

- Application for the 30-Credit Option;
- A current California V.N. license;
- Transcripts showing completion of Biology 212 (Human Biology) or college equivalent, and Biology 204 (General Bacteriology) or college equivalent with a "C" or better.
- Completed physical examination, background check, and drug screening are requirements for final acceptance into the program.

### Licensed Vocational Nursing Program

All persons who have met general college admission requirements and the additional Vocational Nursing Program admission criteria will be eligible for admission to the LVN Program.

Prerequisite course work must be complete at the time of application.

Students who submit a complete application and meet all LVN admission criteria are eligible for admission by random selection to the Licensed Vocational Nursing Program. Students are admitted once a year in the summer. LVN courses are offered at the North County Campus in Paso Robles, CA.

Entrance requirements and deadlines are subject to change. Please refer to [cuestanursing.org](http://cuestanursing.org) for the most current information. For additional questions, please contact the Nursing and Allied Health Division Office at (805) 546-3119.

### Paramedic Program

All persons who have met general college admission requirements and the additional Paramedic Program admission criteria will be eligible for admission to the Paramedic Program. Prerequisite course work must be complete at the time of application. Students are admitted once a year to the program that begins in the fall.

Entrance requirements and deadlines are subject to change. Please refer to [cuestanursing.org](http://cuestanursing.org) for the most current information. For additional questions, please contact the Nursing and Allied Health Division Office at (805) 546-3119.

### TRANSCRIPTS

Prior to registration, all students must submit official (sealed) copies of all high school and college transcripts to the Cuesta College Records Office, P.O. Box 8106, San Luis Obispo CA 93403-8106. Final transcripts should be submitted once all coursework is completed and grades are posted.



Official transcripts are required to satisfy course prerequisites, Student Education Plans, GE Certifications, and all program evaluations at Cuesta College. Transcripts submitted to Cuesta College will not be released to students, other colleges or agencies.

### **ASSESSMENT TESTING**

In keeping with Cuesta College's commitment to assure each student equal opportunity to demonstrate competency or knowledge, the district shall monitor assessment test results to determine if a disproportionate impact may exist for particular groups of students. If such an impact is detected, a plan shall be developed (in consultation with the California State Chancellor's Office) to correct the disproportionate impact [California Education Code Title 5, Section 55512(a)].

After a student takes the Cuesta assessment test in Math or English, she/he receives their scores. If a student's assessment results place him/her in English 099 or below and/or Math 007 or below, then the student MUST call the Counseling Office at (805) 546-3138 (or North County Campus at (805) 691-6241) to schedule an appointment PRIOR to registration. After the counselor meets with the student, a hold will be lifted allowing the student to register for the semester. ONLY a counselor can lift a hold and allow the full registration to take place.

#### **Mathematics Assessment**

New students, or those who have not completed prerequisite coursework at a high school, college, or university, are expected to take a mathematics assessment test prior to enrolling in any non-transferable mathematics course (Math 003, 007, 119, 021, 123, 123SI, 124A, 125, 126A, 126B, 127 and 127SI). Students not wishing to take a mathematics assessment test, may enroll in Mathematics 003 (Arithmetic). Transferable mathematics courses (those numbered 229 and above) have academic prerequisites that must be verified prior to registration.

#### **English Assessment**

New students or those who have not completed prerequisite coursework at a college or university are expected to take an English assessment test prior to enrolling in English 201A, 156 or 099.

Assessment results and other multiple measures will be used by the student and a Cuesta College counselor in a pre-registration workshop to select the most appropriate classes, based on demonstrated ability.

Students transferring from other California community colleges are encouraged to submit their recent assessment test scores with recommended course placement to avoid additional assessment testing at Cuesta College [Title 5, Section 55530(c)]. However, if placement from another community college is into English 201A (transferable English) and the student's prior English assessment did not include an essay, the student must also take Cuesta College's essay-only exam.

New students in the English as a Second Language (ESL) program must take the ESL evaluation. Students will receive their evaluation results and class recommendations within a week after taking the test. For additional information, call the English as a Second Language Division Office at (805) 546-3100, extension 2127.

Estudiantes nuevos al programa de Ingles como Segunda Lengua deben tomar la evaluación de ESL. Los estudiantes recibirán los resultados de la evaluación y las sugerencias de nivel de clase después de una semana. Para mas información, comuníquese con la oficina de Ingles como Segunda Lengua al teléfono (805) 546-3100, extensión 2127.

### **Who Should Take Assessment Tests?**

Placement testing for Cuesta College is available to students when they are in their senior year of high school or when they are ready to begin the matriculation process for entrance. Students who have not completed prerequisite courses at another college and want to enroll in English 099 or higher, or any math higher than Math 003 are expected to take an assessment test. Testing may also be required for other courses that have academic prerequisites which students must meet to enroll in those courses.

Assessment Appeal forms for both English and mathematics are available at the Matriculation Services Office, San Luis Obispo Campus, Building 3400, or call (805) 546-3951.

### **Why Is Assessment Testing Important?**

The college considers assessment testing to be one of the most valuable services it offers. Students find it gives them an important window to their basic abilities and interests. Assessment testing is diagnostic and can guide students in directions that may save them valuable time (sometimes more than a semester), grief (from a poor grade point average due to course failure), and effort in achieving their educational and career goals.

Para información acerca de exámenes de asesoramiento para aprender inglés, vea la sección "Información Para Las Personas Que Hablan Español," o por favor de llamar (805) 546-3140.

### **Assessment Testing for Students with Disabilities**

The college has a commitment to assure each student an equal opportunity to demonstrate competency or knowledge in a subject area. Therefore, students with verified disabilities (according to California Education Code Title 5 regulations) are expected to demonstrate the same competency or knowledge as their non-disabled peers. Accommodations will be made on an individual basis in the method or format of examinations. These accommodations may be requested by a faculty member, Disabled Student Programs and Services (DSPS) faculty or the student with a disability. The request for accommodation shall be made in advance through the Director of Academic Support/Disabled Students Programs and Services at the San Luis Obispo Campus, (805) 546-3148. For the North County Campus call (805) 591-6215. Verification of disability is required.

### **Exemptions to Assessment Testing**

Assessment is mandatory if results are required to meet a course prerequisite. Students may be exempt from assessment testing if they meet one of the exemption criteria listed below.

- Enrolling in six credits or less (except for credits required to meet a course prerequisite)
- Earned an Associate or higher degree
- Are a non-matriculating K-12 grade student
- Are concurrently enrolled in another college or university and are receiving matriculation services at that college or university
- Are taking courses for personal interest only
- Are taking courses for advancement in current job/career
- Are taking courses to maintain a certificate or license

### **COUNSELING SERVICES**

The primary goal of Counseling Services is to provide the necessary educational, vocational, and personal support to enable students to succeed at Cuesta College. Students should come for counseling when they need

help with any kind of problem that might affect their academic performance. Because course selection is important and four-year college requirements change frequently, students should consult with a counselor on a regular basis before registering for classes.

Counselors are available by appointment and on a walk-in-basis. Appointments may be scheduled one week in advance, either in person or by phone, and may be made with a specific counselor. Walk-in is best for short-term academic planning, quick questions, referral to college and community services, or emergency problem-solving. Walk-in is on a first-come, first-served basis with the counselor available at that time; it is generally no longer than 15 minutes per student.

## SERVICES

Due to the large number of students, there are certain times of the academic year when counseling is available by walk-in only—July, August, December and early January. To avoid the lengthy waits and rushed atmosphere associated with walk-in only, students should plan ahead. To plan for fall semester, make an appointment during spring before the end of April. To plan for spring semester, make an appointment in September or early October.

### Appointments

Counseling Services at the San Luis Obispo Campus are located at the Student Services Center in the Library Building. It is staffed both day and evening. Appointments may be made one week in advance beginning the first working day of the week. To schedule an appointment, call (805) 546-3138 between 9:00 a.m. and 5:00 p.m.

### Other Campuses/Centers

During the academic year, counseling assistance is provided for students who enroll in classes at one of the college's other sites.

#### Arroyo Grande Center (Arroyo Grande High School):

For appointments, call Counseling Services at the San Luis Obispo Campus at (805) 546-3138 or the Arroyo Grande, South County Center at (805) 474-3913 or (805) 546-3955.

#### North County Campus (Paso Robles):

Counseling Services at the North County Campus are located in Building 3000. Appointments may be scheduled at Student Services, Room N3013 and N3019.

For appointments, call Student Services at (805) 591-6241.

### Academic and Personal Counseling

Academic and personal counseling support is provided for continuing students through individual and small group sessions. For personal counseling contact the Student Health Center at (805) 546-3171.

#### Counselors provide the following services:

##### Orientation/Advisement:

Orientation provides basic information regarding Cuesta College services and programs, as well as student rights and responsibilities. During advisement, a student and a counselor use a student's assessment scores and previous academic history to plan a program of study appropriate to the skill level and educational goal of the student. Orientation/advisement is conducted in group settings.

The Cuesta College new student orientation is designed to help students get off to a good start, learn about the requirements for a certificate,

Associate Degree and transfer, as well as policies and procedures of the college. Students may participate in a new student orientation by attending a group orientation at the Cuesta College campus or by completing an online orientation.

#### myCuesta Orientation:

Scheduled group orientation sessions on the Cuesta College campus are offered immediately after the English and math assessment session and are approximately two hours long. Students must submit an admission application prior to signing up for a workshop at [www.cccapply.org](http://www.cccapply.org). Students may sign up for the Great Start orientation online through the Assessment Test site or by contacting the Assessment Office at (805) 546-3951.

#### Online Orientation:

Once an application for admission has been submitted and confirmation has been received, the online orientation is available to all Cuesta College students by logging into [my.cuesta.edu](http://my.cuesta.edu). The online orientation allows students to choose their goal (AA, CSU, or UC) and proceed on the appropriate path to accomplish their goal.

#### Exemptions to Orientation:

Students may be exempt from participation in orientation if they meet one of the exemption criteria listed below:

- Enrolling in six credits or less;
- Earned an Associate or higher degree;
- Are a non-matriculating K-12 grade student;
- Are concurrently enrolled in another college or university and are receiving matriculation services at that college or university;
- Are taking courses for personal interest only;
- Are taking courses for advancement in current job/career (updating job skills);
- Are taking courses to maintain a certificate or license.

Financial Aid students will have completed their required first term Student Education Plan (SEP) by completing either the group orientation at a Cuesta College campus or the online orientation.

#### Student Educational Plan (SEP):

After the term begins, students are encouraged to see a counselor in order to develop a personalized Student Educational Plan (SEP) which charts the student's future through college.

#### Local High School Outreach:

Liasons to local high schools are provided to support the enrollment of local students at Cuesta College.

#### Specialized and Targeted Counseling:

Counselors also provide specialized and targeted counseling for the following groups of students:

- CalWORKS: Academic and personal counseling for qualified students.
- Career Technical Education: Academic and personal counseling for qualified students.
- Extended Opportunity Programs and Services (EOPS): Academic and personal counseling for qualified students.
- Disabled Student Programs and Services (DSPS): Academic and personal counseling for qualified students.
- International Students: Cuesta College enthusiastically welcomes international students from around the world. The international

student counselor provides academic counseling and assists the student with the paperwork required for change of status, practical training, extension of stay, reinstatement to student status, and transfer to other institutions of learning.

- **Reentry Students:** The Reentry Program is designed to be a support system for students 25 and older, returning to school after an absence of five or more years. The services include:
  - Assessment and Orientation (prospective students)
  - Academic Counseling by appointment or walk-in
  - Priority Registration (limited number of semesters)
  - Information postcards and newsletters
  - Activities and social events
  - Reentry Center (San Luis Obispo campus)
  - Reentry course offerings (San Luis Obispo campus)

## FEES

### REGISTRATION FEES

The college reserves the right to make changes, additions and/or deletions to the list of fees and charges during the academic year when deemed necessary by action of the State of California, the administration and/or the Board of Trustees.

In the case of a fee increase or decrease, students enrolled in the affected term will be subject to the fee increase or decrease for that term. The student's account will reflect the changes that occur and the fee payment policy will govern the credit or collection of these fees.

Students should be prepared for the following expenses. Other expenses will vary with individual student needs.

|                            |   |
|----------------------------|---|
| Enrollment Fee*            | \$36 per credit   |
| Material Fee               | Varies per class (if applicable, see the current class schedule)  |
| Student Center Fee*        | \$1 per credit at the San Luis Obispo Campus for a maximum of \$10 per academic year (no fee charged during summer session) |
| Health Center Fee          | \$17 per semester<br>\$14 per summer session  |
| ASCC Student ID Card       | \$10 per semester<br>\$5 per summer session   |
| Student Representation Fee | \$1 per semester  |
| Textbooks and Supplies     | \$50-\$85 average per course  |

*\* These fees may not apply to students who, at the time of enrollment, are recipients of benefits under the TANF (CalWORKs) the SSI/SSP or the General Assistance programs.*

|  |   |
|--|---|
| Non-Resident Tuition (in addition to preceding fees) |   |
| Out-of-State Students                                | \$189 per credit for all credits attempted per semester plus enrollment fee |
| International Students                               | \$189 per credit for all credits attempted per semester plus enrollment fee |

Audit Fee - See Auditing section of Catalog.

### Parking Permit Fees (Day or Evening)

|   |  |
|---|--|
| San Luis Obispo and North County Campuses |  |
| Automobiles, vans, trucks                 | \$30 per semester<br>\$7.50 per summer session |
| Motorcycles, mopeds                       | \$5 per semester                               |
| Each additional vehicle                   | \$30 per semester<br>\$7.50 per summer session |

A daily permit is available at Park-Ur-Self machines located in the parking lots.

Parking citations will be issued for violations of campus parking and traffic regulations. A copy of these regulations is given to students when they purchase parking permits or may be obtained from the Public Safety Office.

The fine for parking violations is set by the Cuesta College Board of Trustees. Most violations are \$20 to \$54. The fine for unauthorized parking in handicapped spaces is \$275. For a complete list of parking fines, contact the Public Safety Office.

### Enrollment Fee (Education Code Section 76300)

The enrollment fee is set by the State of California. This fee is subject to change and is currently set at \$36 per credit.

### Non-Resident Tuition (Education Code Section 76140)

The cost of tuition for out-of-state and international students is in addition to the enrollment fee. Non-resident status is based on admission application information. Students are notified within two weeks of their status and may view their residency status in myCuesta. Non-resident tuition is subject to change on a semester or yearly basis. If you have questions about your residency status, please contact the Admissions and Records Office for assistance.

### Health Fee (Education Code Section 76355)

In accordance with the California Education Code and District policy, Cuesta College has a mandatory health fee. Students, excluding those with the exceptions listed, are required to pay the \$17 fee each semester regardless of the number of credits they are taking. This fee is nonrefundable once the semester begins and is subject to change per local Board action. The health fee is not an eligible tax credit fee.

### Health Fee Exemptions (Education Code Section 76355)

- Students enrolled in non-credit courses
- Students taking classes only at the South County Centers (Arroyo Grande and Nipomo High Schools) and off-campus sites.
- Students who depend exclusively upon prayer for healing in accordance with the teachings of a bona fide religious sect, denomination, or organization, provided that the student presents documentary evidence of an affiliation with such a bona fide religious sect, denomination, or organization.
- Students attending Cuesta College under an approved Apprenticeship Program.

### ASCC Student ID Card Fee

The Associated Students of Cuesta College (ASCC) Student ID Card fee provides a college picture ID and helps fund student jobs, activities and services, as well as college programs. This optional fee provides support to the following programs:

- Emergency book loans
- Reserve books subsidy for library



Student jobs  
Library services  
Bus Pass subsidy  
Tutoring services  
Free legal counseling clinic  
ASCC Social Club \*\*  
Intercollegiate sports\*\*  
Student art shows and intercollegiate music festivals  
Activities  
Student Center and Cultural Center Support  
Clubs and organizations

\*\*San Luis Obispo Campus only

## SERVICES

If the ASCC Student ID card is lost, stolen, mutilated or destroyed, the student is provided, free of charge, one replacement during the student's Cuesta career. There is a \$2 replacement fee for additional cards. The ASCC Student ID Card may be purchased/renewed each semester, even if the student has already had her or his picture taken. This fee is non-refundable/non-reversible once the semester begins.

### Student Center Fee (Education Code Section 76375)

The Student Center Fee is designated for the sole purpose of supporting the Student Center and is charged to all students taking classes at the San Luis Obispo Campus. The fee, which is not to exceed \$10 per academic year, is based on the number of credits taken during this period at the rate of \$1 per credit. An academic year consists of fall and spring semesters. It does not include the summer session.

### Student Center Fee Exemptions

The Student Center Fee shall not apply to:

- Students enrolled in non-credit courses.
- Students who are recipients of the benefits under the Aid to Families with Dependent Children program, the Supplemental Security Income/State Supplementary Program, or the General Assistance program. To have the fee waived, a student must provide documentation of participation in these programs through the Financial Aid Office prior to registration.
- Students enrolled in courses at North County Campus or South County Centers only.

### Student Representation Fee (Education Code Section 76060.5)

A vote of the students authorized the collection of a mandatory \$1 Student Representation fee from every credit student each semester. Monies collected will be used by the student government to advocate and lobby for student legislative issues such as eliminating fee hikes, advocating for adequate childcare for student parents, and increasing state funding for community colleges. Other uses include leadership training, meeting with other student leaders and elected officials, and necessary supplies to support students in their advocacy and lobbying efforts.

The fee is charged during the registration process. A student may refuse to pay the fee for religious, political, financial, or moral reasons. Students must sign a waiver prior to registration. The fee is nonrefundable once the semester begins. Forms are available in the Admissions and Records Office and the Cashier's Office at all campus locations. The form is also available on the Web at [academic.cuesta.edu/admrreg/polforms.htm](http://academic.cuesta.edu/admrreg/polforms.htm) for students to print and complete. The form may be submitted to the Cashier's Office or faxed to (805) 546-3169.

This per-semester fee may be utilized by the ASCC to fund only those

purposes listed above.

**NOTE: The Student Representation fee cannot be used to support individual candidates or campaigns.**

For further information, please contact your ASCC Representative at the San Luis Obispo campus Student Center, Building 5300.

### Fee Payment Policy

All fees associated with registration may be paid by check, cash, money order or credit card (VISA, Discover, American Express or MasterCard). Students will have the option of paying online by credit card or by submitting payment of check, cash or money order to the Cuesta College cashier. Credit card payments must be made online. The Cashier's Office cannot accept credit card payments. A \$25 service fee will be charged for checks returned due to insufficient funds.

Students who register but are unable to attend, must drop their classes and request a fee refund if eligible. Students who drop classes are responsible for paying fees incurred based on the drop date, according to the Refund Policy. Refer to the fee schedule for refund dates. Cuesta College does not drop students from their classes for non-payment of fees; however, a delinquent-debt hold is placed on the student's records, which blocks class registration and access to student records and official transcripts.

Students enrolled in non-credit courses will not receive credits of credit or grades and are not charged enrollment, non-resident tuition, health, Student Representation, or Student Center fees. Some courses may have material fees that are due at registration. Parking and refund policies apply to students enrolled in non-credit courses.

### REFUNDS

Students are responsible for dropping courses and initiating a written request for a refund. Requests for refunds will be considered according to the date the student submits the request and according to the refund policy. Request forms may be obtained from the Student Services Cashier and from the Cuesta College Website. A refund check will be mailed to the student within six to eight weeks from the date submitted.

A full refund includes enrollment, non-resident tuition (if applicable), health, ASCC Student ID Card, Student Center and Student Representation fee, material and parking fees (parking permit must be returned in usable condition). A partial refund includes enrollment and non-resident tuition.

There are no refunds for parking fees, material fees, Student Center fee, Student Representation fee, ASCC fee, or health fee after the official first day of instruction each semester and summer session.

Refer to the current class schedule for specific deadlines.

### Refund Policy

- Students will receive a full refund for any classes cancelled by the college or from which they are administratively dropped. Students must apply for these refunds.
- Students must apply for all eligible refunds
- Students will receive a refund for enrollment fees, less a \$10 service fee for processing the refund.
- Non-resident students who withdraw during the second week of instruction will be refunded 100 percent of their non-resident fees.
- Requests for refunds will not be processed after the fourth week of instruction for 18-week courses. Courses must be dropped during the first two weeks of the semester for students to be eligible for a refund.

- If a student is erroneously determined to be a non-resident and pays non-resident fees, such fees will be refunded provided acceptable proof of California residence is presented within the period for which the fee was paid.
- For short-term courses (less than 18 weeks), no refunds are given after 10 percent of the class has been completed.
- Deadlines relate to fall and spring semesters only. See the summer session class schedule for specific summer session deadlines.

### Refunds for Registration Fee Overpayment

In the event that a student overpays registration fees, the amount of the overpayment will be credited to the student's account. The credit will be applied to any additional registration fees incurred in the event that the student adds classes or incur other charges.

If no additional fees are incurred, overpayment refunds will be automatically processed within six to eight weeks. Refunds will be mailed to the student's address on file in the Admissions and Records Office.

## RECORDS AND GRADING POLICIES

### *MAINTENANCE ALLOWANCE FOR STUDENTS FROM MODOC AND MONO COUNTIES*

Students attending Cuesta College from Modoc and specific areas of Mono counties are eligible for a maintenance allowance if they maintain a permanent address in either county and all requirements are met.

For information about eligibility requirements, contact the Cuesta College Registration Office at (805) 546-3100, Ext. 2325.

### *RESTRICTING STUDENT SERVICE - HOLDS*

Cuesta College will block student access to service by placing holds when the student has not met their obligations for the following:

- Neglected to pay registration fees;
- Neglected to return library books or pay fines;
- Neglected to return equipment, uniforms or materials.
- Neglected to pay debt to the Student Health Center and/or Bookstore.

In most cases once the student returns the materials or pays the delinquent debt the hold will be released. Students may check their hold status through myCuesta.

### Library Fines

Under authority of Section 72237 of the California Education Code, Cuesta College may withhold grades, transcripts, diplomas, and registration privileges from any student who fails to return books or materials to the library when due or have lost or damaged any books or materials.

Students shall have their records released when they:

- Return books or materials
- Pay charges for books or library materials.

### *FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA) — RELEASE OF INFORMATION*

#### Student Rights under FERPA

The Family Education Rights and Privacy Act (FERPA) affords students

certain rights with respect to their education records. These rights include:

- The right to inspect and review their own educational record.
- The right to seek to amend their own educational record. The student must make a written request to the Director of Admissions and Records at the San Luis Obispo campus and provide the names of the records they wish to review or amend. The administrator will respond with the timeframe and location for the materials to be reviewed.
- The right to have some control over the disclosure of information from their educational records. One exception permitting disclosure without 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 or research, or support staff position (including law enforcement credit personnel and health staff); a person or company with whom the College has contracted as its agent to provide service instead of using College employees or officials (such as an attorney, auditor, or collection agent); a person serving on 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 his or her professional responsibilities for the College.
- The right to file a claim with the U.S. Department of Education concerning alleged failures by the College to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, D.C. 20202-5920

### Electronic Files

The Family Educational Rights and Privacy Act does not differentiate between the medium of storage or the method of transmission. There is no legal difference between the level of protection afforded to physical files over those that are stored or transmitted electronically or in any other form.

### Directory Information

At its discretion, Cuesta College may provide "directory information" in accordance with the provisions of the Family Education Rights and Privacy Act of 1974 (FERPA). Directory information is defined as that information that would not generally be considered harmful or an invasion of privacy if disclosed. Personal identifiers, such as student identification numbers or social security numbers, race/ethnicity, gender, religious preference grades, and GPA may never be designated as directory information. Cuesta College has identified the following elements as directory information:

- Name
- Field of Study
- Degrees and Certificates earned
- Dates of attendance
- Level of enrollment (number of credits)
- Participation in officially-recognized activities and sports

**TRANSCRIPTS****Cuesta College Transcripts**

A written or electronic request by the student is required to release transcripts. Official transcripts of Cuesta College records are available upon written request by the student to the Records Office.

Transcripts ordered electronically will be mailed within 2-4 working days from the date of request in most cases. An electronic notification will inform the student of the status of their transcript order and notify them of any holds. The fee for the electronic transcript request is \$5.25 per copy. Transcripts ordered in-person and by mail will be mailed within 2-3 weeks and cost \$3 per copy after the first two free copies. Unofficial transcripts are available for viewing and printing through myCuesta on the Cuesta College website. Access to myCuesta requires the student identification number and password. Transcripts will not be produced for students who have a hold on their records.

**Non-Native Transcript Evaluation**

Official transcripts from all other institutions must be submitted to Cuesta College Records Office prior to enrollment. Lower division (freshman/sophomore level) coursework from regionally-accredited colleges and universities will be evaluated and may be transferred to Cuesta College to meet certificate requirements, degree requirements, and requirements for transfer certification. If non-native credits are from a college or university on the quarter system, these credits will be converted to semester credits (quarter credits/1.5=semester credits).

Non-native coursework will be evaluated based on regional accreditation standards using the grades received at that institution. Cuesta College considers a grade of C- as substandard and eligible for repetition.

Upon application for the associate degree or transfer certification (Certificate of Achievement), non-native coursework credits will be included and reviewed with the Cuesta College student record. Applications for the associate degree and transfer certification are available in the Admissions and Records Office.

**GRADING POLICIES****GRADES**

Courses shall be graded using the grading symbols established by Title 5. Effective fall 2008, faculty may use the following evaluative letter-grading symbols:

| Symbol | Definition             | Grade Point (4-Point Scale)  |
|--------|------------------------|--|
| A      | Excellent              | 4.0  |
| A-     |                        | 3.7  |
| B+     |                        | 3.3  |
| B      |                        | 3.0  |
| B-     | Good                   | 2.7  |
| C+     |                        | 2.3  |
| C      |                        | 2.0  |
| D+     |                        | 1.3  |
| D      | Less than satisfactory | 1.0  |
| D-     |                        | 0.7  |
| F      |                        | 0.0  |
| P      |                        | Passing (At least satisfactory C/2.0) – units awarded are not counted in GPA. “P” has the same meaning as “CR,” as that symbol was defined prior to fall 2008. |

|    |  |
|----|--|
| NP | No Pass (Less than satisfactory C/2.0) – units awarded are not counted in GPA. “NP” has the same meaning as “NC,” as that symbol was defined prior to fall 2008.   |
| I  | Incomplete – Incomplete academic work for unforeseeable, emergency, and justifiable reasons. Condition for removal of the “I” shall be stated by the instructor in a written record with a copy to the student. The “I” must be made up before the end of the following regular semester or it will be considered as an “F” grade. The “I” symbol shall not be used in calculating credits attempted nor for grade points.   |
| IP | In Progress – The “IP” symbol shall be used to denote that the class extends beyond the normal end of an academic term. “IP” shall not be used in calculating grade point average.   |
| RD | Report Delayed – This symbol is assigned by the Director of Admissions and Records only. It is used when there is a delay in reporting grades by the instructor. This is a temporary notation and is not used in calculating GPA.  |
| W  | Withdrawal – The “W” symbol is assigned when a student officially withdraws between the beginning of the fourth and end of the twelfth week of instruction for full semester courses. For courses that are less than 18 weeks in length, withdrawal must be made during the first 20 percent of the course. (During summer sessions the withdrawal period extends through the fourth week of instruction.) Students who withdraw prior to the fourth week of instruction for full semester courses, or prior to the completion of the first 20 percent of the course for short courses, shall have no notation (“W” or any other) on their record. The academic record of a student who remains in a class beyond the twelfth week must reflect a symbol other than a “W.” |
| MW | Military Withdrawal – The “MW” symbol is assigned when a student who is a member of an active or reserve United States military service receives orders compelling a withdrawal from courses. Upon verification of such orders, an “MW” may be assigned at any time after the twelfth week deadline for dropping classes. Military withdrawals shall not be counted in progress probation and dismissal calculations.  |

**Grade Changes**

After a grade has been issued, only the instructor has the authority to change the grade per California Education Code Section 76224. A student wishing to have a posted grade changed must submit appropriate documentation to the instructor who issued the grade and must request that the grade be changed. Based on an evaluation of the student's progress in the course and the documentation, the instructor may or may not change the grade. Grade changes must be delivered to the Office of the Director of Admissions and Records by the instructor.

There is a deadline of six months from the date that the grade is posted to initiate a grade change.

## Course Grades

Grades are available for viewing within Cuesta College's student portal, myCuesta, four weeks after the last day of the term. Grades are not sent to students, but an unofficial grade report may be requested by presenting a photo identification card to an Admissions & Records service center staff member at any campus location.

### Pass/No Pass

- A student may select "pass/no pass" (formerly credit/no credit) through the fourth week of instruction for 18-week courses or, if the course is less than 18 weeks in duration, within the first 20 percent of the course. Students may change back to a letter grade prior to the fourth week or 20 percent deadline. After the fourth week or 20 percent deadline, students may not reverse their pass/no pass grading decision.
- Some general education, degree and certificate course work must be taken for a grade. Consult a counselor or program description. No more than 12 credits of "pass/no pass" may be applied toward the Associate in Arts or Associate in Science degree.
- Courses listed in the schedule as "pass/no pass" grading option may be taken only once for "pass/no pass." The student may, however, repeat the course for a letter grade.
- Students shall receive a "P" (pass) if, at the end of the semester, a grade of "C" (2.0) or better is earned. The "P" shall, when recorded, add credits completed but shall have no effect on the grade point average.
- Students performing unsatisfactorily (at less than C/2.0) shall receive a "NP" (no pass) which, when recorded, will not increase credits completed and will not be used to calculate the grade point average. However, credits attempted for which an "NP" is recorded shall be considered in academic progress calculations to determine probation and dismissal status.
- Students may only select one course per semester on the "pass/no pass" option. Some courses are graded only on a "pass/no pass" basis. Enrollment in these courses will not affect the student's right to select one additional class within the guidelines listed above.
- Students repeating a course in which a substandard grade was earned may not request a repeat discount if the pass/no pass grading option was selected for the second attempt.

## ACADEMIC RENEWAL REGULATIONS

Cuesta College recognizes that a student may have completed academic coursework at an institution of higher learning that is not reflective of the student's present scholastic ability. The college also believes that there is merit in allowing students a chance for "academic renewal" so they are not unduly penalized in their educational pursuits for past substandard performance. Cuesta College provides the opportunity for academic renewal as follows:

### Course Repetition: Substandard Work (California Education Code Title 5, section 55040):

- Students who have received a grade of "D" or "F" (less than grade of "C"), may repeat the course and receive a new grade and the credits attempted.
- Courses listed on the schedule with a "pass/no pass" grading option may be taken only once for "pass/no pass." The student may, however, repeat the course for a letter grade.
- In any course repetition, the last grade recorded will be used in calculating the grade point average. When course repetition occurs, the permanent record shall be annotated in such a manner that all work remains legible, thus ensuring a true and complete academic history.

- Students who receive a substandard grade (less than C/2.0) in a course at Cuesta College may repeat the equivalent course at another accredited college or university. Once the course is complete, an official copy of that institution's transcript, with the repeated grade, must be submitted to Cuesta College's Records Office. A petition for course repetition must be submitted with that information as well. The Cuesta College course with the substandard grade will be discounted from the student's Cuesta College grade point average. The student's permanent academic record will be annotated in such manner that all work remains legible and the repetition information is clear. Cuesta College honors the repetition actions of other accredited colleges and universities as notated on their official transcripts when determining the transfer of a student's credits.

### Restriction on Course Repetition for which Substandard Work Has Been Recorded

Students may not register for a course in which they received an unsatisfactory course grade (D, F, W, or NP) more than three times. Students will be barred from registering in the course until the student:

- obtains a "Petition to Repeat Substandard Grade - 3 or more attempts";
- meets with a counselor to develop a remediation plan noted on the form;
- receives approval on the form from a counselor or an instructor; and
- receives approval on the form from the Director of Admissions and Records at the San Luis Obispo Campus or the Executive Dean of the North County Campus.

### Repetition of Courses for which Substandard Work Has NOT Been Recorded (California Education Code Title 5, Section 55041)

- Students who have previously received a grade of "C" or better may repeat the course if special circumstances exist that justify such repetitions. The grade awarded for courses repeated under this section may not be counted in calculating a student's grade point average and credits.
- When course repetition under this section occurs, the student's permanent academic record shall be annotated in such a manner that all work remains legible.

To exercise this option students must file a Request to Repeat a Course with a Grade of 'C' or Better form with the Admissions and Records Office after it has been approved by an instructor or counselor. The petition must be approved prior to enrollment.

### Academic Renewal Through Alleviation of Courses without Course Repetition (California Education Code Title 5, Section 55044)

- Past coursework in which substandard grades (less than C/2.0) were received may be alleviated (disregarded) from the student's grade point average if the work is not reflective of the student's present level of scholastic performance.
- A minimum of two years must have lapsed since the completion of the term to be alleviated. The policy may apply to no more than two semesters of substandard coursework, and the student may receive academic renewal only one time.
- To alleviate course work, the student must have completed a minimum of:
  - 15 semester credits with at least a 3.0 GPA, or
  - 30 semester credits with at least a 2.5 GPA, or
  - 45 semester credits with at least a 2.0 GPA.
- The student must file a Course Alleviation form with the Admissions and Records Office. If the course alleviation is



approved by a counselor and the Director of Counseling Services, the alleviated course work will be noted as such on the student's permanent record by the Admissions and Records Office.

- Courses taken at another accredited college or university, indicating substandard performance, are eligible for course alleviation as mentioned above. Course work alleviated from transfer institutions will apply only to graduation requirements from Cuesta College. Cuesta College is unable to alleviate work from any other institution's records for the purpose of transferring to another college or university.

### **ACADEMIC PROBATION AND DISMISSAL**

## **SERVICES**

Students who earn unsatisfactory grades may jeopardize their enrollment at Cuesta College. Academic achievement is monitored during the fall and spring semesters excluding summer session. A student is placed on academic probation at the end of a semester if the student's semester grade point average is less than 2.0, or "C-average," on a four-point scale.

A student who earns less than a 2.0 GPA for two consecutive semesters is subject to dismissal from the college. For the purpose of this section, semesters are considered consecutive on the basis of the student's pattern of enrollment. For example, a student earning less than a 2.0 in fall 2009 and fall 2010 would be subject to dismissal if the student did not attend Cuesta during Spring 2010.

Dismissed students are not allowed to attend the subsequent semester. They must "sit out" for one full semester before regaining eligibility for enrollment.

Students are notified of their academic progress/dismissal status through their myCuesta e-mail account at the end of grade processing each semester. Students on academic dismissal may attend a Reinstatement Workshop and agree to their Reinstatement Contract to enroll or remain enrolled in their courses for the subsequent term.

Students, who do not attend a reinstatement workshop will be blocked from enrolling and must "sit out" the following term. Dismissed students who are enrolled in the subsequent term, will be administratively dropped from their courses. Students who choose to "sit-out" one or more terms will need to contact the Admissions & Records Office to be reinstated for their next term.

Reinstatement or "sitting out" a semester, does not change the student's academic standing. Once a student's semester gpa is 2.0 (C) or higher the student will be removed from Academic Dismissal.

### **PROGRESS PROBATION AND DISMISSAL**

Students who fail to complete courses in which they enroll may jeopardize their ability to enroll at Cuesta College. Academic progress is monitored during the fall and spring semesters excluding summer session. A student enrolled in a total of 12 credits at Cuesta College is placed on progress probation at the end of a semester if the percentage of all Cuesta College credits in which a student has enrolled, for which entries of "W," "I," and "NP" are recorded, reaches or exceeds 50 percent.

A student placed on progress probation for the third consecutive semester is subject to dismissal from the college.

Students are notified of their progress probation/dismissal status through their myCuesta e-mail account at the end of grade processing each semester. Students on progress dismissal may attend a Reinstatement Workshop and agree to their Reinstatement Contract to enroll or remain enrolled in their courses for the subsequent term.

Students who do not attend a reinstatement workshop will be blocked from enrolling and must "sit out" the following term. Dismissed students who are enrolled in the subsequent term, will be administratively dropped from their courses. Students who choose to "sit-out" one or more terms will need to contact the Admissions & Records Office to be reinstated for their next term.

Reinstatement or "sitting out" a semester, does not change the student's academic standing. A student on progress dismissal shall be removed from probation/dismissal when the percentage of entries of "W," "I," and "NP" recorded drops below 50 percent.

Contact the Office of the Director of Admissions and Records or Director of Counseling for additional information.

### **SCHOLASTIC ACKNOWLEDGMENTS**

#### **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. 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. Students receiving high 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 transcripts. Students with AGS membership are recognized at commencement with a gold cord.

## STUDENT COMPLETION AND TRANSFER RATES

In four decades of service to the community, Cuesta College has helped thousands of students reach a wide variety of educational goals, including completion of associate degrees, completion of certificate programs, and successful transfer to four-year institutions.

In compliance with the Student-Right-to-Know (SRTK) and Campus Security Act of 1990 (Public Law 101-542), it is the policy of the San Luis Obispo County Community College District and Cuesta College to make available its completion and transfer rates to all current and prospective students. Beginning in Fall 2004, a cohort of all certificate-, degree-, and transfer-seeking first-time, full-time students were tracked over a three-year period. Their completion and transfer rates are listed below. These rates do not represent the success rates of the entire student population at Cuesta College, nor do they account for student outcomes occurring after this three-year tracking period.

Based upon the cohort defined above, 31.28% percent attained a certificate or degree or became 'transfer-prepared' during a three-year period, from Fall 2004 to Spring 2007. Students who are 'transfer-prepared' have completed 60 transferable credits with a GPA of 2.0 or better.

Based on the cohort defined above, 30.04% percent transferred to another postsecondary institution, prior to attaining a degree, certificate, or becoming 'transfer-prepared' during a five-semester period, from

Spring 2005 to Spring 2007.

## REGISTRATION

### OPEN CLASSES

It is the policy of Cuesta College to offer classes to any person who has been admitted and who meets course prerequisites and restrictions as officially approved by the State of California, the local Board of Trustees, or the California Education Code Title 5.

### CLASSIFICATION OF STUDENTS

|                     |  |
|---------------------|--|
| Freshman:           | A student with less than 30 semester credits of college credit   |
| Sophomore:          | A student who has completed 30 or more semester credits of college credit  |
| Full-time:          | A student enrolled for 12 or more credits (Fall, Spring semester)<br>A student enrolled for four or more credits summer session      |
| Part-time:          | A student enrolled in less than 12 credits (Fall, Spring semester)<br>A student enrolled in less than four credits in summer session |
| Enrichment Student: | A non-high school graduate under 18 years of age who is concurrently attending grades 9-12 and Cuesta College.                       |

### PRIORITY REGISTRATION POLICY

Registration into Cuesta College courses begins in June for the fall semester, November for spring semester, and April for summer session. Cuesta College registration is available primarily over the web through

myCuesta. Walk-in registration dates are scheduled the week prior to the start of each new term.

First-time college students are encouraged to attend an assessment of English and math skills and an orientation prior to registering in Cuesta College courses.

Access to registration is based on Cuesta College Board Policy 5055 shown below.

### Board Policy 5055 Priority Registration

To comply with legislative mandates, regulate the availability of limited class space, provide for fairness, and facilitate the registration process, procedures to provide priority registration for students on the basis of need are established.

- Annually, each program or group granting priority registration will establish and publish a process to review and evaluate their program participant's "level of need" that grants program eligibility for priority registration.
- Definition of student enrollment statuses referenced below:  
 A Continuing Student was enrolled after the fourth week of, or received a grade, in the previous term.  
 A New First-time Student never attended Cuesta College prior to the application term.  
 A Former Student attended Cuesta in the past, but was not enrolled in the term prior to the application term.  
 A Re-Entry Student is at least 25 years of age and had not attended a college or university within the past 5 years.  
 A New Transfer Student is enrolling at Cuesta for the first time after attending another post-secondary institution.  
 A Special Part-time Student (Enrichment Student) is under the age of 18 and currently enrolled in grades 9-12, and eligible to attend Cuesta College.

Registration Priority Groups are defined below. Students will continue to have access to register after their priority date.

- PRIORITY 1: Continuing students, who have completed, or are currently enrolled in a minimum of 12 semester credits for Cuesta College degree applicants and 3 semester credits for Cuesta College Certificate applicants; who will complete their remaining AA or AS degree requirements, and/or Certificate requirements within one semester (i.e. apply in fall and complete by end of spring), and have applied for their degree and/or Certificate by the application deadline. Students will receive priority in this classification one time.
- PRIORITY 2: Graduating seniors from local (San Luis Obispo County) high schools who complete the admission application by the deadline and complete one or more components of the matriculation process, which may include assessment, orientation, or the completion of the Student Education Plan (SEP) (Fall only).
- PRIORITY 3: Documented eligible new or continuing students participating in the Disabled Student Programs and Services (DSPS), Extended Opportunity Programs and Services (EOPS), all veterans, veterans' spouses and veterans' dependents receiving VA benefits to attend Cuesta College and who meet the criteria established by Education Code 66025.8, and individual groups identified as a requirement to meet legislative and/or grant compliance obligations.
- PRIORITY 4: New or continuing students who have met the specific eligibility criteria for each of the following: CalWORKs Program, Intercollegiate Athletics during the semester of active team participation, Re-entry Program, Pre-nursing Program, Facilitated Assisted Learning (FAL) facilitators, ASCC leaders, student employees, staff, faculty, retired faculty and staff having earned

emeritus distinction, and dependent children (with the exception of special part-time students), spouses, and domestic partners of faculty or staff.

- **PRIORITY 5:** Continuing Cuesta College students will receive priority registration based on the total number of credits completed at Cuesta College. Credit increments:
  - 5.1. Equal to or greater than 48.0 credits
  - 5.2. Equal to or greater than 24.0 units and less than 48.0 credits
  - 5.3. Equal to or greater than 12.0 units and less than 24.0 credits
  - 5.4. Less than 12.0 credits
- **PRIORITY 6:** First-time students and new re-entry students, will receive this registration priority when they apply and complete one or more components of the matriculation process, which may include assessment, orientation or the completion of the Student Education Plan (SEP).
- **PRIORITY 7:** First-time, former, and transfer students who apply for admission and are not eligible for any other priority, register during the open access registration period.
- **PRIORITY 8:** Special Part-time Students (Enrichment) concurrently enrolled in grades 9-12, who have completed the admission application, permit to enroll, and have met all course prerequisites, are eligible to enroll during this time.
- **CHALLENGE:** A student may challenge their registration priority by petition with the Vice President of Student Services or designee. To be considered, the challenge must include validation or special circumstances and need.

#### Enrollment Limitations

A student's ability to enroll in a course may be limited or restricted by the following:

- Enrollment in courses and programs may be limited to students meeting properly established prerequisites and co-requisites.
- Enrollment in courses may be restricted for specified student holds as listed in the college catalog.
- Enrollment in courses by F-1 International students will be restricted until they meet all of the requirements of their application and attend the International Student Orientation.
- Minimum age course requirements for special part-time students.

Enrollment in courses and programs may also be limited due to the following practical considerations:

- Health and safety considerations
- Facility limitations
- Faculty workload
- Availability of qualified instructors
- Funding limitations
- Regional planning
- Legal requirements
- Contractual requirements
- Classroom enrollment caps

### **ATTENDANCE**

Normal progress and successful completion of scholastic work depends upon regular attendance. Students are expected to attend all classes and laboratories for which they are registered. Instructors set an attendance policy for each class, and it is the student's responsibility to know and comply with each one. Instructors may drop a student from a class for infractions of the attendance policy. (To assure a seat in the class, students are advised to attend the first class session.)

It is the student's responsibility to officially withdraw from a course which the student is no longer attending. Failure to officially withdraw from a class may result in an "F" or failing grade.

### **STUDENT COURSE LOAD**

A full-time student is a student who is enrolled in a minimum of 12

credits per semester (four credits per summer session). Students enrolled in fewer than 12 credits are considered to be less than full-time. Students are limited to a maximum of 19 credits during the fall and spring semesters (nine credits during the summer session), including both day and evening classes. To take more than the maximum number of credits, a student must have an outstanding academic record and must obtain approval from a counselor before registering.

#### **Special Part-Time (Enrichment) Students**

Enrichment students are limited to a maximum of 9 credits in fall/spring semester and 5 credits in summer session and may not be approved for Physical Education courses. Enrichment students may not petition to enroll beyond these maximum credits.

### **ADDING COURSES**

Students must add classes by the end of the second week of instruction for regular 18-weeksemester courses or by the day prior to the census date for short courses and summer session courses. Once instruction begins, instructor approval is required. Necessary instructor-arranged course transfers will be allowed beyond the normal deadline for adding. In order to officially add a course, the student may add using web registration or submit appropriate forms to the Admissions and Records Office by the deadline, with instructor approval.

### **AUDITING**

Auditing is permitted in classes on a space-available basis only. Admission applications are not required. Enrichment students may not audit courses. Instructor approval is required. Students who audit earn no credits or grades. Audit Forms are available at any Cuesta campus in the Admissions and Records, Cashier, or Student Services offices.

Audit fees are \$15 per audit credit plus any course fee listed in the class schedule. Students enrolled in ten credits or more receive the first three audit credits free. Students wishing to audit must delay payment of fees to add a class. Audit payments may be submitted to the Cashier's Office at the San Luis Obispo or North County campuses.

### **WITHDRAWAL FROM COLLEGE AND DROPPING OF COURSES**

Any student leaving the college after registering must officially withdraw from the institution. To obtain a withdrawal from the college, a student must drop their courses on the web through myCuesta or complete the appropriate forms provided in the Admissions and Records Office, and submit them for processing.

A student may drop a class without receiving a "W" grade if the drop is processed by the fourth Saturday of the semester for regular 18-week semester courses or within the first 20 percent of the class for short courses and summer session courses.

A student may drop a class with a "W" grade before 60 percent of the semester or session has been completed.

| INSTRUCTIONAL PERIOD | DROP DEADLINE                            |
|----------------------|--|
| Fall/spring semester | End of twelfth week                      |
| Summer session       | End of fourth week                       |
| Short course         | 60 percent of the length of short course |

Thereafter, a grade other than a "W" must be awarded, and an "F" is



likely if the student has not arranged with the instructor to complete minimum course requirements. Drop forms are available in the Admissions and Records Office at any campus location and on the Cuesta College web site.

Withdrawal from classes after the end of the twelfth week may be made based on extenuating circumstances upon petition to the Admissions and Records office and with appropriate valid documentation. Extenuating circumstances are verified cases of accidents, illnesses, or other circumstances beyond the control of the student (California Code Title 5, Section 55758).

Course drop deadlines are posted in the Class Finder CRN and student's myCuesta class schedule.

### **Military Withdrawal**

Military withdrawal occurs when a student who is a member of an active or reserve United States military service receives orders compelling a withdrawal from courses. The student must verify such orders at the time of the withdrawal. Students withdrawing under this college policy will receive a grade of "MW" for each course from which they withdraw and shall be entitled to a full refund of all enrollment fees paid to the college unless academic credit has been awarded.

### **OFFICIAL TRANSCRIPTS**

All applicants pursuing degrees, certificates, Financial aid, or transfer must submit official transcripts of all prior high school and college work. Transcripts are to be forwarded to the Cuesta College Admissions and Records Office.

Transcripts submitted to the college are considered property of Cuesta College and will not be released to students or other colleges or agencies.

### **PREREQUISITES AND COREQUISITES**

Please visit the Prerequisite website for detailed information. Most of your prerequisite questions can be answered by going to:  
<http://academic.cuesta.edu/matric/prereqs/>

Prerequisites, corequisites, and advisories are intended to enhance a student's chance of success in a desired course. If a student has not met a prerequisite or corequisite requirement, as noted in the course schedule, the student may not be allowed to enroll or remain enrolled in the course which requires the prerequisite.

**Successful completion of a prerequisite or corequisite course is achieved by earning a final grade of "C" or better in the required prerequisite course.**

- **Prerequisite:** A course that a student must pass before enrolling in the more advanced course. With department approval, equivalent skills or prior experience a student possesses may also be accepted as a prerequisite for a course.
- **Corequisite:** A course a student must enroll in at the same time as, or complete prior to, enrolling in the desired course.
- **Advisory:** A course a student is encouraged, but not required, to complete prior to enrolling in a more advanced course.

- Some departments, such as music, performance, and intercollegiate athletics, limit enrollment in courses based on an audition or other screening.

### **NOTE:**

- Clearance of prerequisite coursework completed at Cuesta is automatic. Students do not need to submit a Prerequisite Clearance Request form for prerequisite coursework completed at Cuesta.
- In order to satisfy prerequisite requirements with coursework completed at an institution other than Cuesta, students must submit a Prerequisite Clearance Request Form A. Request forms should be submitted to the Prerequisite Office or the Counseling Department.
- In-progress coursework:

- Students enrolled in prerequisite courses at Cuesta, at the time of registration for the upcoming term, will be allowed to enroll in the next level course based on their in-progress work.

- With proof of enrollment, in-progress coursework from an institution other than Cuesta can be used to provisionally clear a prerequisite. Students must complete a Prerequisite Clearance Request Form A to allow registration access.

Students who believe they will not earn a grade of C or better or have been placed on Early Alert for a course that fulfills a prerequisite requirement should meet with a counselor to discuss their options and consider reenrolling in the prerequisite course in the following term.

Students who enroll in the next level course and do not earn a grade of C or better, in the prerequisite course, will be administratively dropped from the course once grades are final and posted.

### **Prerequisite Clearance Request Forms**

Prerequisite Clearance Request forms can be found at the Prerequisite Office, Counseling Department, or on the prerequisite website (<http://academic.cuesta.edu/matric/prereqs/>).

1. **FORM A – Prerequisite Clearance Request:** to be used to clear prerequisites with coursework completed at an institution other than Cuesta.
2. **FORM B – Prerequisite Challenge:** to be used to clear prerequisites that have been met through means other than course completion (previous knowledge, work experience, licensing). Student is responsible for providing evidence to support the claim and must get a signature from the appropriate department chair before prerequisite clearances can be processed.
3. **FORM C – Prerequisite Clearance Request for Physics:** to be used for Physics prerequisites completed at an institution other than Cuesta. Student is responsible for attaining the appropriate signature from the Physical Science department chairperson before prerequisite clearances can be processed.

**Specific, detailed processing information can be found on the second page of each prerequisite form.**

**Submit prerequisite clearance and challenge forms to the Prerequisite Office or the Counseling Department.**

### **Transcripts Needed To Clear Prerequisites**

In order to satisfy prerequisite requirements with coursework completed at an institution other than Cuesta, students must send official (sealed) transcripts to the Records office AND submit a Prerequisite Clearance Request Form A to the Prerequisite or Counseling Offices.

Note:

- Allow at least six weeks for official transcripts to be received and processed by Cuesta's Records office.
- **In order to expedite prerequisite clearance for registration purposes, you may attach a copy of your transcript to your Prerequisite Clearance Request Form A and submit it to the Prerequisites Office.** Additional documentation such as a catalog course description and/or a course outline may be required for coursework completed at out-of-state or private institutions.

Mail transcripts to: Cuesta College Records Office, P.O. Box 8106, San Luis Obispo CA 93403-8106. In addition to clearing prerequisites, official transcripts are also required for Student Education Plans, GE Certifications and all degree/certificate evaluations.

### **Courses Requiring Prerequisite Verification BEFORE Registering**

#### English and Literature Courses

Prerequisites will be checked for the English and literature courses listed below. A qualifying English assessment score will place students in English 099, 156, 165, or 201A. In lieu of an assessment score, a SAT writing score of 680 or higher, an EAP score of "ready for CSU college-level English course" or a college course will clear students for having met the prerequisite to enter English 201A. A high school Advanced Placement (AP) score of 3 or higher or college coursework will clear the student for having met the equivalent of completion of English 201A at Cuesta.

English Courses ENGL 099, 156, 165, 201A, 201B, 201C

Literature Courses ENGL 205, 206, 207, 212A, 212B, 213, 215, 216, 217, 231, 242H, 244A, 244B, 246A, 246B

#### Human Development Courses

Early Childhood Education Courses ECE 209, 210

#### Library/Information Technology Courses

LIBT 101, 104, 105, 108, 109, 110, 111 and 113

#### Math Courses

Prerequisites will be checked for Math 003 or higher. A qualifying math assessment score AND documentation of previously completed math coursework will be used to determine course placement. If a student is not exempt from mandatory math assessment testing, the highest math course a student will be cleared to enter without a transcript is Math 127 (Algebra II) which is a non-transferable course. Math assessment scores AND a high school or college transcript which includes successfully completed math coursework is mandatory to satisfy prerequisite requirements for Math courses higher than Math 127. In order to use qualifying high school or non-Cuesta college courses to satisfy prerequisites, students must submit Prerequisite Clearance Request Form A along with indicated documentation.

Note: Official high school transcripts will automatically be evaluated for math and chemistry prerequisite and corequisite clearance. Students do not need to submit prerequisite clearance forms for high school math and chemistry courses, completed with a grade of "C" or better, as long as official transcripts have been received by Cuesta's Records office BEFORE registering for the course requiring the prerequisite.

Students wishing to receive prerequisite or corequisite clearance with high school math and chemistry courses, without allowing for the six week processing period, are encouraged to submit a Prerequisite Clearance Request Form A with a copy of their high school transcript attached.

MATH 003, 007, 119, 021, 122, 123, 123SI, 126A, 126B, 127, 127SI, 229, 230, 231, 232, 236, 242, 247, 255, 265A, 265B, 283, 287

#### Nursing and Allied Health Courses

LVN 103, 103A, 103B

Medical Assistant Courses MAST 111

Nursing [RN] Courses NRAD 201A, 201D, 202A, 202B, 203A, 203B, 203D, 203H, 204, 204A, 204B, 204D

#### Science Courses

A qualifying math assessment score or high school coursework can be used to satisfy math prerequisites for the biological and physical science courses listed below. High School Chemistry can also be used to satisfy prerequisites for courses requiring CHEM 210FL.

Biological Science Courses BIO 212L, 201A, 201B, 202, 203, 204, 206, 208E, 208G, 209C, 220L, 222L

#### Physical Science Courses

ASTR 210, 210L

CHEM 201A, 201B, 210, 210FAL, 211, 212A, 212B

GEOL 210, 211, 229A, 229B

PHYSICI 201A, 201B

PHYSICS 205A, 205B, 208A, 208B, 208C, 210, 230

### **Prerequisites Challenge Procedures**

Students have the right to challenge college prerequisites. Students have the responsibility to complete and submit a Prerequisite Course Challenge Form B along with documentation to support the challenge and signatures from the appropriate department chairperson before prerequisite clearances can be processed. Documentation must include information that will verify the student's ability to succeed in the course (previous knowledge, work experience, licensing).

Prerequisite Course Challenge Forms can be obtained from the Counseling or Prerequisite offices or from Cuesta's Prerequisite website.

Reasons for challenging a prerequisite or corequisite may include one or more of the following:

- A prerequisite or corequisite course has not been reasonably available to a student with a Student Educational Plan (SEP). Reasonably available is defined as any open seat(s) in any scheduled course within the last two semesters.
- The student believes the prerequisite was established in violation of state regulations or in violation of the district approved prerequisite or corequisite process.
- The student believes the prerequisite or corequisite is discriminatory or is being applied in a discriminatory manner. Discriminatory is defined as a prerequisite or corequisites being arbitrarily enforced with some group(s) of students and not with other(s) or having a disproportionate

impact on a particular group of students.

- The student has the documented knowledge based upon a multiple measure assessment (certificate of proficiency, transcript, credit by exam, test scores, licensing) of ability to succeed in the course without meeting the listed prerequisites.

### Prerequisites Clearance Processing Time

Prerequisite clearance is NOT IMMEDIATE. Students will not be permitted to enroll in courses requiring prerequisites until their clearance has been approved. In order to ensure registration priority, it is essential to plan accordingly. See below for details.

- For coursework completed at a **California Public School/College/University: 5 day processing time**, upon submission of a Prerequisite Clearance Request Form A, **IF** required documentation is attached.
- For coursework completed at a **Private or Out-of-State institutions: 10 day processing time**, upon submission of a Prerequisite Clearance Request Form A, **IF** required documentation is attached (catalog description, course outline/syllabus may be required for final clearance).
- If an official transcript was submitted to Cuesta's Records office, at least 6 weeks prior to this request, it can be used to clear prerequisites. Please indicate the date it was submitted on the clearance form.
- Processing time is only guaranteed for requests that have required documents (transcript/report card/test scores/course description or outline) attached or if official transcripts have already been processed by Cuesta's Records office.
- The 5 day clock begins at 8:00 am on the morning following the submission of the clearance form, excluding posted school holidays and weekends (e.g. for a clearance request form submitted Tuesday at 4:30 pm, the 5 day clock will begin Wednesday at 8:00 am with status/outcome being posted by the close of business on the following Tuesday).
- **An approved clearance request does not guarantee a space in any course.**
- **Approval of a prerequisite or corequisite course will only be used for prerequisite clearance of Cuesta College courses and NOT for unit credit nor transfer purposes. Other institutions are not obligated to accept Cuesta College's evaluation of external coursework.**

DECISIONS WILL BE MAILED TO YOUR CUESTA COLLEGE EMAIL ACCOUNT

For additional information concerning the prerequisite, corequisite, advisory course process, please visit Cuesta's Prerequisite Webpage (<http://academic.cuesta.edu/matric/prereqs/>) or contact a prerequisite specialist at (805) 546-3100 ext. 2655 or make an appointment at the Counseling Department.

### REMEDIAL COURSE WORK LIMITATION

A student who has completed 30 credits of remedial course work, but who has not attained full eligibility for college-level work, shall be dismissed from the college and referred to non-credit education courses unless a waiver has been granted.

Remedial course work refers to pre-collegiate basic skills courses designated as non-degree credit courses, the purpose of which is to prepare students for successful completion of associate degrees, transfer, or certificate courses. These courses are specifically designed to meet the needs of underprepared students so that the quality and rigor of the

associate degree curriculum is protected.

A waiver of the limitation on remedial course work may be provided to any student who shows significant measurable progress toward the development of skills appropriate to the student's enrollment in college-level courses. Measurable progress is defined by transcripts, pre- and post-test measures, demonstrated progress toward an educational goal sustaining progress of education or social goals and objectives as documented in a Student Educational Plan (SEP). If a waiver is granted, its duration should not exceed one academic year and would normally be of one semester's duration.

Students enrolled in one or more courses of English as a Second Language (ESL) or students identified by the district as having a learning disability are exempt from the 30-semester-credit limitation (California Education Code Title 5, Section 55756.5).

### FINAL EXAMINATIONS

Final examinations will be given in all courses at the end of each semester, short course, or summer session. Dates and times are listed in the schedule of classes and on the Cuesta College website.

## DISTRICT POLICIES AND REGULATIONS

### STUDENT RESPONSIBILITY

Students are held individually responsible for the information contained in the Cuesta College Catalog and in the Student Code of Conduct. Failure to read and comply with college regulations will not exempt students from whatever penalties they may incur.

### NONDISCRIMINATION IN DISTRICT/ COLLEGE PROGRAMS

#### Unlawful Discrimination Procedures

The policy of the San Luis Obispo County Community College District is to provide an educational and employment environment in which no person shall be unlawfully denied full and equal access to the benefits of or be unlawfully subjected to discrimination on the basis of ethnic group identification, national origin, religion, age, sex, race, color, ancestry, sexual orientation, or physical or mental disability in any program or activity that is administered by, funded directly by, or that receives any financial assistance from the State Chancellor or Board of Governors of the California Community Colleges.

The policy of the San Luis Obispo County Community College District is to provide an educational and employment environment free from unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct or communications constituting sexual harassment.

Employees, students, or other persons acting on behalf of the District who engage in unlawful discrimination as defined in this policy or by state or federal law may be subject to discipline, up to and including discharge, expulsion, or termination of.

In so providing, the San Luis Obispo County Community College District hereby implements the provisions of California Government Code sections 11135 through 11139.5, the Sex Equity in Education Act (Ed. Code, § 66250 et seq.), Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d), Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), the Americans with Disabilities Act of 1990 (42 U.S.C. §

12100 et seq.) and the Age Discrimination Act (42 U.S.C. § 6101). 4

### **Retaliation**

It is unlawful for anyone to retaliate against someone who files an unlawful discrimination complaint, who refers a matter for investigation or complaint, who participates in an investigation of a complaint, who represents or serves as an advocate for an alleged victim or alleged offender, or who otherwise furthers the principles of this unlawful discrimination policy.

Authority: 20 U.S.C. § 1681 et seq.; 34 C.F.R. § 106; Cal. Code Regs., Title 5, § 59300 et seq.; Revised Sexual Harassment Guidance: Harassment of Students by School Employees, Other Students, or Third Parties, Title IX, Office of Civil Rights, January 19, 2001.

Authority: Cal. Code Regs., Title 5, § 59300; Gov. Code, §§ 11135-11139.5; Ed. Code, § 66250 et seq.; 42 U.S.C. § 2000d; 20 U.S.C. § 1681; 29 U.S.C. § 794; 42 U.S.C. § 12100 et seq.; 42 U.S.C. § 6101.

### **Academic Freedom**

The San Luis Obispo County Community College District Board of Trustees reaffirms its commitment to academic freedom, but recognizes that academic freedom does not allow any form of unlawful discrimination. It is recognized that an essential function of education is a probing of opinions and an exploration of ideas that may cause discomfort to some students. It is further recognized that academic freedom insures the faculty's right to teach and the student's right to learn. Finally, nothing in these policies and procedures shall be interpreted to prohibit bona fide academic requirements for a specific community college program, course or activity.

When investigating unlawful discrimination complaints containing issues of academic freedom, the San Luis Obispo County Community College District will consult with a faculty member appointed by the Academic Senate with respect to contemporary practices and standards for course content and delivery.

Reference: *Cohen v. San Bernardino Valley College* (1995) 883 F.Supp. 1407, 1412-1414, *affd.* in part and *revd.* in part on other grounds, (1996) 92 F.3d 968; Cal. Code Regs., Title 5, § 59302.

### **SEXUAL HARASSMENT 1575**

The policy of the San Luis Obispo County Community College District is to provide an educational and employment environment free from unwelcome sexual advances, requests for sexual favors, verbal or physical conduct or communications constituting sexual harassment. Employees, students, or other persons acting on behalf of the District who engage in sexual harassment as defined in this policy or by state or federal law shall be subject to discipline, up to and including discharge, expulsion, or termination of contract.

Authority: Cal. Code Regs., Title 5, § 59326; Ed. Code, § 66281.5; 20 U.S.C. § 1681 et seq.

### **Retaliation**

It is unlawful for anyone to retaliate against someone who files a sexual harassment or other unlawful discrimination complaint, who refers a matter for investigation or complaint, who participates in an investigation of a complaint, who represents or serves as an advocate for an alleged victim or alleged offender, or who otherwise furthers the principles of this unlawful discrimination policy.

Authority: 20 U.S.C. § 1681 et seq.; 34 C.F.R. § 106; Cal. Code

Regs., Title 5, § 59300 et seq.; Revised Sexual Harassment Guidance: Harassment of Students by School Employees, Other Students, or Third Parties, Title IX, Office of Civil Rights, January 19, 2001.

(Approved: 3/4/92)

(Revised: 12/6/00, 10/3/01, 3/5/03)

### **SEXUAL HARASSMENT R1575**

#### **DEFINITION**

"Sexual harassment" means unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the workplace or in the educational setting, and includes but is not limited to:

1. Making unsolicited written, verbal, physical, and/or visual contacts with sexual overtones. (Examples of sexual harassment which appear in a written form include, but are not limited to: suggestive or obscene letters, notes, invitations. Examples of verbal sexual harassment include, but are not limited to: leering, gestures, display of sexually aggressive objects or pictures, cartoons, or posters.)
2. Continuing to express sexual interest after being informed that the interest is unwelcomed.
3. Making reprisals, threats of reprisal, or implied threats of reprisal following a rebuff of harassing behavior. The following are examples of this type of sexual harassment within the work place: implying or actually withholding grades earned or deserved; suggesting that a poor performance evaluation will be written; or suggesting that a scholarship recommendation or college application will be denied.
4. Engaging in explicit or implicit coercive sexual behavior within the work environment which is used to control, influence, or affect the employee's career, salary, and/or work environment.
5. Engaging in explicit or implicit coercive sexual behavior within the educational environment that is used to control, influence, or affect the educational opportunities, grades, and/or learning environment of a student.
6. Offering favors or educational or employment benefits, such as grades or promotions, favorable performance evaluations, favorable assignments, favorable duties or shifts, recommendations, reclassifications in exchange for sexual favors.

#### **Procedures**

Procedures for investigating complaints shall be the same as those outlined in Board Policy 1565 Unlawful Discrimination Grievance Procedure.

Authority: Cal. Code Regs., Title 5, § 59311; Revised Sexual Harassment Guidance: Harassment of Students by School Employees, Other Students, or Third Parties, Title IX, Office of Civil Rights, January 19, 2001.

(Approved: 7/31/81)

(Revised: 10/6/87, 5/4/88, 11/20/91, 10/3/01)

### **SEXUAL ASSAULT 1580**

Cuesta College is committed to maintaining a safe campus, a campus free of violence and the threat of violence. All persons who come onto the campus or onto any facility maintained by the college are expected to treat others with respect and consideration.

Cuesta College will not tolerate any physical or sexual assault or threat



of assault, including acquaintance rape, on its campus or at facilities maintained by the college. Where there is probable cause to believe that the college's regulations prohibiting sexual assault have been violated, the college will pursue vigorous investigative action through its own channels. Disciplinary actions include the possibility of suspension or dismissal from the college.

A student or employee charged with sexual assault can be prosecuted under California penal code statutes and disciplined under the college's Code of Student Conduct and board policy. Even if the criminal justice authorities choose not to prosecute, the college can pursue disciplinary action.

Cuesta College is committed to doing everything within its power to prevent sexual assaults from occurring and disciplining assailants when rape or other assault occurs on campus property or at college-sponsored events, and to provide prompt and compassionate services to students, faculty and staff who are raped or otherwise sexually assaulted. The college is further committed to ensuring that students, faculty, and staff are not adversely affected for bringing forward a charge of rape or sexual assault.

In order to provide a safe environment for students, faculty, staff, and guests, the college has established a multifaceted program composed of response procedures, prevention and education guidelines, services for victims, and sanctions.

(Approved: 12/8/93)

### ***SUMMARY OF YOUR RIGHTS TO SEEK AN INFORMAL RESOLUTION OR FILE A FORMAL COMPLAINT OF DISCRIMINATION OR SEXUAL HARASSMENT***

(This is only a summary; please see Board Policy 1565 and 1575)

#### **INFORMAL RESOLUTION OR FORMAL COMPLAINT PROCEDURE:**

1. You have the right to request that the charges be resolved informally, at which time the District will undertake efforts to informally resolve the charges. To start the informal resolution process, please contact the Executive Director of Human Resources and Labor Relations in the administration building, room 8003, or by phone at (805) 546-3129.
2. You do not need to participate in informal resolution;
3. You have the right to file a formal complaint (see below for the procedure in doing so);
4. You will not be required to confront or work out problems with the person accused of unlawful discrimination;
5. You may file a non-employment-based complaint with the Office for Civil Rights of the U.S. Department of Education (OCR) where such a complaint is within that agency's jurisdiction.
6. If your complaint is employment-related, you may file a complaint with the U.S. Equal Employment Opportunity Commission (EEOC) and/or the California Department of Fair Employment and Housing (DFEH) where such a complaint is within that agency's jurisdiction.

#### **PURPOSE OF THE INFORMAL RESOLUTION PROCESS**

The purpose of the informal resolution process is to allow an individual who believes she/he has been unlawfully discriminated against to resolve the issue through a mediation process rather than the formal complaint process. Typically, the informal resolution process will be invoked when there is a simple misunderstanding or the complainant does not wish to file a formal complaint. An informal resolution may require nothing

more than a clarification of the misunderstanding or an apology from the respondent and an assurance that the offending behavior will cease. You will be notified of the proposed informal resolution proposed by the District.

If you pursue the informal resolution process, you should note the following important points:

1. You will need to sign a document which indicates that you have selected the informal resolution process.
2. The District will complete its investigation within the time required by Board Policy 1565 unless you voluntarily rescind your complaint prior to completion.
3. Selecting the informal resolution process does not prevent you from later deciding to file a formal complaint (subject to all of the rules for filing a formal complaint). For example, if you are not satisfied with the outcome of the informal resolution process (including the District's proposed resolution), you may elect to file a formal complaint.

#### **HOW TO FILE A FORMAL DISCRIMINATION COMPLAINT:**

1. A FORMAL COMPLAINT MUST BE INITIATED BY FILLING OUT THE ATTACHED FORM APPROVED BY THE STATE CHANCELLOR'S OFFICE. That form is attached as the last page of board policy 1565, and has the title heading of "Unlawful Discrimination Complaint Form." YOU MUST SEND THAT COMPLETED FORM TO EITHER:

- **San Luis Obispo County Community College District,**  
**Attn: Executive Director Of Human Resources And Labor**  
**Relations, Administration Building, Room 8003,**  
**San Luis Obispo, CA 93403-8106;**  
**Or**
- **Chancellor's Office, California Community Colleges,**  
**1102 Q Street, Sacramento, California 95814-6511,**  
**Attention: Legal Affairs Division**

2. The complaint must allege unlawful discrimination prohibited under Title 5, section 59300.
3. The complaint must be filed by one who alleges that he or she has personally suffered unlawful discrimination or by one who has learned of such unlawful discrimination in his or her official capacity as a faculty member or administrator.
4. In any complaint not involving employment, the complaint must be filed within one year of the date of the alleged unlawful discrimination or within one year of the date on which the complainant knew or should have known of the facts underlying the specific incident or incidents of alleged unlawful discrimination.
5. In any complaint alleging discrimination in employment, the complaint shall be filed within 180 days of the date the alleged unlawful discrimination occurred, except that this period will be extended by no more than 90 days following the expiration of that 180 days if the complainant first obtained knowledge of the facts of the alleged violation after the expiration of 180 days.

#### **WHAT HAPPENS WHEN A FORMAL DISCRIMINATION COMPLAINT IS FILED?**

The District will then complete an "Administrative Determination." Within 90 days of receiving an unlawful discrimination complaint filed under Title 5, sections 59300 et seq., the District will complete the investigation and forward a copy of the investigative report (containing the administrative determination) to the State Chancellor, a copy or summary of the report to the complainant, and written notice setting forth all the following to both the complainant and the State Chancellor:

1. The determination as to whether there is probable cause to believe discrimination occurred with respect to each allegation in the complaint;
2. A description of actions taken, if any, to prevent similar problems from occurring in the future;
3. The proposed resolution of the complaint; and
4. The complainant's right to appeal to the District Board of Trustees and the State Chancellor.

### ***SEXUAL ASSAULT (BOARD POLICY 1580)***

Cuesta College is committed to maintaining a safe campus, a campus free of violence and the threat of violence. All persons who come onto the campus or onto any facility maintained by the college are expected to treat others with respect and consideration.

Cuesta College will not tolerate any physical or sexual assault or threat of assault, including acquaintance rape, on its campus or at facilities maintained by the college. Where there is probable cause to believe that the college's regulations prohibiting sexual assault have been violated, the college will pursue vigorous investigative action through its own channels. Disciplinary actions include the possibility of suspension or dismissal from the college.

A student or employee charged with sexual assault can be prosecuted under California penal code statutes and disciplined under the college's Code of Student Conduct and board policy. Even if the criminal justice authorities choose not to prosecute, the college can pursue disciplinary action.

Cuesta College is committed to doing everything within its power to prevent sexual assaults from occurring and disciplining assailants when rape or other assault occurs on campus property or at college-sponsored events, and to provide prompt and compassionate services to students, faculty and staff who are raped or otherwise sexually assaulted. The college is further committed to ensuring that students, faculty, and staff are not adversely affected for bringing forward a charge of rape or sexual assault.

In order to provide a safe environment for students, faculty, staff, and guests, the college has established a multifaceted program composed of response procedures, prevention and education guidelines, services for victims, and sanctions.

### ***AUTHORITY OF INSTRUCTOR***

The Board of Trustees shall establish rules and regulations for student conduct while on campus and/or engaged in any college-sponsored activity.

The Vice President of Student Services or designee shall be responsible for enforcing rules and regulations for all activities of students at times and places when students are under college jurisdiction, except that individual teachers are given the power to suspend students for good cause for the remainder of the subject school day, plus up to one additional class meeting. The Vice President of Student Services or designee is responsible for administering disciplinary functions.

All students are expected to conduct themselves in an acceptable manner while on campus or at off-campus sites and when representing Cuesta College in any off-campus activity. Specific rules and regulations, and applicable penalties for violation of the Student Code of Conduct (California Education Code Title V, sections 66300, 76030, and 76033), are provided in this section. Each student has the responsibility to be aware of college regulations.

### **Scope of Application**

These rules apply to all actions of students of the college on District property and at all activities sponsored by the college or registered student organizations, whether occurring on or off the campuses or other instructional sites.

### **Standard of Conduct**

Students attending Cuesta College assume an obligation to conduct themselves in a manner compatible with the Student Code of Conduct and Academic Honesty Regulations, and the Student Computer Technology Access Agreement.

An instructor may remove a student for good cause from his or her class for the day of removal and the next class meeting (Educational Code 76032 and 76033). The instructor shall immediately report the removal to the Vice President of Student Services for appropriate action. During the period of removal, a student shall not be returned to the class from which her or she was removed without the concurrence of the instructor of the class.

An instructor may drop from class a student who is neglecting the work of the course.

### ***STANDARD OF CONDUCT (BOARD POLICY 6200)***

#### **Student Code of Conduct**

The following examples of conduct are considered unacceptable and shall constitute just cause for discipline including but not limited to removal, suspension or expulsion of a student.

1. Dishonesty, including, but not limited to, cheating, plagiarism, or knowingly furnishing false information to the college;
2. Forgery, alteration, or misuse of college documents, records, or identification;
3. Disrupting, obstructing, or interfering with instructional, administrative, disciplinary, or other functions or activities of the college;
4. Physical abuse, threat, or assault of any person on District-owned or controlled property or at college-sponsored or supervised functions; or conduct which threatens or endangers the health or safety of any such person;
5. Stealing, damaging, or attempting to steal, or to damage District property or private property on District facilities or knowingly receiving stolen District property or private property on campus.
6. Unauthorized entry into or occupancy of any buildings or other facilities owned, rented, leased by, or otherwise under the control of the college;
7. Unauthorized possession or use of any personal property or equipment of the college;
8. Violation of college policies or of campus regulations, including, but not limited to, campus regulations concerning student organizations, the use of college facilities, or the time, place, and manner of public expression;
9. Disorderly conduct or lewd, indecent, or obscene conduct or expression;
10. Failure to comply with directions of college officials acting in the performance of their duties;
11. Possession, the attempt to purchase, or use of illegal drugs, use of any alcoholic beverages, or other controlled substances.
12. Any act which is defined as a felony, misdemeanor or infraction under the laws of the State of California or which violates any duly-adopted rule or regulation of the college.

Non-students or persons not affiliated with the college who interfere, obstruct, interrupt, or detract from the operation of the college or the promotion of its educational or community objectives are subject to criminal action under the State of California Penal Code, Section 602.10.

### Academic Honesty

Academic Honesty is essential to the academic community. Students expect that Cuesta College faculty be fair, truthful, and trustworthy. The faculty expect that Cuesta College students share these same values. Students who violate these principles by cheating, plagiarizing, or acting in other academically dishonest ways are subject to disciplinary procedures. Below are some examples of academically dishonest behavior. If you are unclear about a specific situation, ask your instructor.

#### Examples of Academic Dishonesty:

- Copying from another student's exam
- Giving answers during a test to another student
- Using notes or electronic devices during an exam when prohibited
- Taking a test for someone else
- Submitting another student's work as your own, e.g. copying a computer file that contains another student's own work
- Knowingly allowing another student to copy/use your computer file(s) as his or her own work
- Completing an assignment for another student
- Plagiarizing or "kidnapping" other people's thoughts, words, speeches or artistic works by not acknowledging them through proper documentation

At the discretion of the instructor, students caught being academically dishonest may receive a failing grade on the assignments in question, be dropped from the class, or be failed in the course. Beyond this, the student may be subject to disciplinary action as determined by the Vice President of Student Services or designee. An appeals process is available to the student through the office of the Vice President of Student Services. It is recommended that the faculty member report any acts of academic dishonesty to the Vice President of Student Services or designee.

### Student Computer Technology Access Agreement

This is to communicate what other users, instructors, and the District expects of students when using college computer technology and facilities. Failure to conform to these stipulations can result in disciplinary action. Violations of regulations in the use of computer technology will be addressed in accordance with the college Academic Honesty and Student Code of Conduct Policies, available for reference in the college catalog or by requesting copies from Student Services.

Computer technology and facilities are provided for the purpose of completing academic requirements.

#### A. Students may use the technology and facilities to:

1. Complete course assignments;
2. Conduct academic research;
3. Communicate with faculty and students.

#### B. User Responsibilities

User responsibilities include, but are not limited to:

1. Using only their own designated ID, passwords/PIN, and accounts, and keeping IDs, passwords/PIN, and account information confidential. It is recommended that users change their passwords/PIN periodically;
2. Using software and electronic materials, including shareware, in

accordance with copyright, trademark, and licensing agreements and restrictions;

3. Accurately identifying and representing themselves in electronic messages, files, and transactions;
4. Saving all work on a floppy disk, zip disk or other removable storage media and not on the hard drive unless instructed to do so by the instructor;
5. Allowing lab technicians to scan disks before they are inserted into the disk drive as a precaution to insure the safety of the computers;
6. Asking appropriate Cuesta College personnel for assistance if unfamiliar with the operating system.

#### C. Prohibitions

Prohibitions include, but are not limited to:

1. Damaging equipment, data, software, software protection, encryption or restriction on applications and files; including, introducing invasive or destructive programs (such as viruses, worms, and Trojan horses);
2. Disrupting or unauthorized use of accounts, access codes, passwords, or identification numbers;
3. Impeding or disrupting the use of computer technology and communications resources by game playing, sending an excessive or unreasonable number of messages, sending messages of unreasonable size (with large attachments); making or printing excessive copies of documents, files, data, or programs;
4. Violating copyrights, trademarks, and/or license agreements;
5. Accessing, using or copying another user's account, ID number, password, electronic files, data, or e-mail without prior authorization; or allowing such use by others;
6. Using District computer technology and communications resources in any unlawful manner including fraudulent, threatening, libelous, obscene, or harassing communications; procuring, or distributing obscene or pornographic material;
7. Circumventing or attempting to circumvent local, network, or remote security measures;
8. Altering or attempting to alter system software;
9. Altering or attempting to alter system hardware without Computer Services approval
10. Modifying or attempting to crash or hack into computer technology or communications resources;
11. Accessing or attempting to access restricted portions of any operating system or security software unless authorized to do so;
12. Installing or removing software unless authorized to do so;
13. Using computer technology and/or communications resources for private commercial or other personal purposes;
14. Copying software that has not been placed in the public domain and distributed as freeware; inspecting, changing, altering, copying, or distributing proprietary data programs, files, disks, or software without authorization;
15. Falsely identifying and/or representing one's self in the use of computer technology and communications resources.

The District may access, review, copy and disclose information entered or retained in computer technology and communications resources.

### ***SPEECH: TIME, PLACE, AND MANNER (BOARD POLICY 6200.1)***

#### A. Speech and Advocacy

- General Principle: Students have the right of free expression, advocacy, and action except to the extent that it interferes with, obstructs, interrupts, or detracts from the operation of the college or the promotion of its educational or community objectives.



- Time, Place, and Manner Regulations: The time, place, and manner of exercising speech and advocacy within the limits described in the General Statement shall be subject to prior approval by the Vice President of Student Services or designee. To be approved, an activity will require orderly conduct, non-interference with college functions or activities, and identification of sponsoring groups or individuals, and shall provide for one or more open discussion areas. It is expected that "good taste" will be exercised by all students. The Vice President of Student Services or designee shall provide reasonable protection to persons on campus against practices that would make them involuntary audiences.
- Non-college Speakers: Registered student organizations may invite non-college speakers to address meetings on campus only upon prior notification and approval of the Superintendent/President or designee, who may deny the use of available college facilities if the meeting is deemed to be incompatible with the educational objectives and established policies of the college. Individual students or student groups which have not qualified as registered student organizations may not invite non-college speakers to address meetings on campus.
- Whenever the Vice President of Student Services or designee considers it appropriate in furtherance of educational objectives and established policies, the following may be required:
  - That the meeting be chaired by a person approved by the Vice President of Student Services or designee; and/or
  - That the speaker be subject to questions from the audience.
  - It shall be the intent of the Vice President of Student Services or designee to assure opportunity for the expression of a variety of viewpoints, except those specified prohibited in Board Policy 7850, Use of College Facilities.

#### B. Speakers and Political Events Not Sponsored by Student Organizations:

##### Free Speech Areas:

##### San Luis Obispo Campus:

1. The Cuesta College Patio - Behind the cafeteria;
2. The Flag Pole Area;
3. Grass-slope on north side of High Tech Center.

##### North County Campus:

1. Flagpole area of campus courtyard.
  - The entire area would be available for the discussion of all issues or philosophies, which are discussed in normal speaking voice.
  - Brochures may be handed out to individuals but may not be left in stacks or posted on school bulletin boards without appropriate approvals. All discarded brochures are to be picked up by those who distributed them.
  - No amplification equipment will be allowed without prior approval by the Vice President of Student Services or designee.
  - No speakers or brochures which advocate any illegal activity or the overthrow of the Government of the United States would be allowed to use the Free Speech Area.
  - Free speech areas will be under the supervision of the Vice President of Student Services or designee.
  - No speakers may interfere with the activities of students or others using the designated Free Speech Areas.

### **STUDENT ORGANIZATIONS (BOARD POLICY AP 5560)**

1. Registration of Student Organizations: An organization in which active membership is limited to students and academic and

administrative staff of the college may become a registered student organization by complying with the registration procedures established by the Associated Students of Cuesta College and the Vice President of Student Services, which shall include the name of the organization, can include the name of Cuesta College, its purposes, its officers, and such other information as may be specified in campus regulations.

2. Standard of Conduct and Discipline: Student organizations are required to comply with college policies and campus regulations and are subject to revocation of registration or other discipline for violation of such policies or regulations.

3. Use of College Name: A student organization may use the name of Cuesta College, or abbreviations thereof, as a part of its own name approved in accordance with 1 above. A registered student organization may state that its membership is composed of students or students and staff of Cuesta College but shall not indicate or imply that it is acting on behalf of the college.

4. Use of College Facilities by Student Organizations: Registered student organizations may use college facilities for meetings and activities in accordance with Board Policy 7850 Use of College Facilities. The Vice President of Student Services or designee may grant approval for fund raising, recruiting participants, posting and distributing literature. Registered student religious organizations shall be extended the same privileges as other registered organizations, except as limited by federal and state law.

5. Taking Positions on Issues: Registered student organizations may take and publish positions on issues, and shall make it clear in so doing that they are not representing the views of the college or of the student government or of the student association as a whole.

### **STUDENT DISCIPLINE (BOARD POLICY 6200.3)**

#### A. Types of Discipline

1. Warning: Notice to the student(s) that continuation or repetition of specified conduct may be cause for further disciplinary action.
2. Censure: Written reprimand for violation of specified regulation.
3. Disciplinary Probation: Exclusion from participation in privileges or extracurricular college activities as set forth in the notice of disciplinary probation for a specified period of time.
4. Reimbursement: Reimbursement for damage to or misappropriation of property. Reimbursement may take the form of appropriate service to repair, replace, or otherwise compensate for damages.
5. Interim Suspension: Exclusion from classes and other privileges or activities as set forth in the notice of interim suspension, pending final determination of an alleged violation.
6. Suspension: Exclusion from classes and other privileges or activities as set forth in the notice of suspension for a definite period of time.
7. Dismissal: Termination of student status for an indefinite period. The student(s) may be readmitted to Cuesta College with the specific approval of the Superintendent/President's or designee.
8. Expulsion: Permanent termination of student status without possibility of readmission.

#### B. Administration of Discipline:

1. A student(s) may be disciplined for improper conduct when such conduct is a part of any college activity.
2. The Vice President of Student Services or designee may appoint faculty, student, individual, or committee advisors, to consider potential disciplinary action, but the Vice President of Student Services has the final authority for administration of student discipline except that expulsion requires approval by the Superintendent/President of the college.
3. The Vice President of Student Services or designee may impose

any discipline provided herein when there is reason to believe that substantial grounds exist for such discipline.

4. During the term of any discipline which does not terminate student status, students continue to be subject to District policies, regulations, and procedures.
5. Pre-discipline conference/notice: Students charged with misconduct shall be provided with written notice to meet with the Vice President of Student Services or designee regarding the basis for possible disciplinary action. The notice must be given at least twenty-four (24) hours prior to the scheduled appointment.
6. The meeting with the Vice President of Student Services or designee should include:
  - A written statement of charges to the student(s);
  - A reasonable opportunity at the meeting for the student(s) to personally answer the charges;

Following the meeting, the student(s) shall either accept the disciplinary action, if any, or within forty-eight (48) hours (two school days) following receipt of the written notice of proposed disciplinary action, file at the office of the Vice President of Student Services or designee a written notice of intent to appeal to the Student Conduct Appeals Committee.

### C. Appeal

#### Level I

- The student(s) shall file with the Appeals Committee, within twenty-four (24) hours (one school day) following filing of a notice of intention to appeal, a specific written response to each of the charges. Any charge to which the student(s) does not respond shall be deemed to be true.
- The Appeals Committee shall include a hearing officer appointed by the Superintendent/President, administrator (Vice President of Student Services may not serve), faculty member appointed by the Academic Senate, and a student representative appointed by the Associated Students of Cuesta College.
- A meeting of the Appeals Committee shall be convened not earlier than twenty-four (24) hours after submission of the student's response to the charges, to hear the appeal and to make a decision in the case.
- The hearing before the Appeals Committee is not a judicial proceeding. The Appeals Committee recognizes the student's right to a fair opportunity to hear the charges and evidence in support thereof, the right to present oral and documentary evidence on his/her behalf, the right to present a written argument on conclusion of the hearing, and the right to have an accurate copy of the minutes of the hearing furnished to the student.
- The Appeals Committee shall submit its decision to the student within ten (10) working days of the hearing.

#### Level II

- Within twenty-four (24) hours (one school day) after receiving the decision of the Appeals Committee, the student(s) may appeal the decision in writing to the Superintendent/President. Such appeal may be based only on the grounds that:
  - Required procedures have not been followed and the student(s) has/have been demonstrably damaged;
  - There is insufficient evidence to support the decision of the Appeals Committee;
  - One or more members of the Appeals Committee have, prior to the hearing, formed an opinion as to whether the student(s) has/have or has/have not committed the acts with which charged; and must include all supportive evidence.
- The Superintendent/President will evaluate the evidence

and submit findings in writing to the student within fifteen (15) working days after receiving the appeal.

#### Level III

- Every student has the final right of appeal to the Board of Trustees when dismissal or expulsion has been imposed.
- A final written appeal may be made to the Board of Trustees within thirty (30) working days of the written response of the Superintendent/President. The Board will evaluate the evidence and render its decision within thirty (30) days of the initial meeting of the Board at which the matter is discussed.

### **CODE OF CONDUCT FOR STUDENTS IN THE ASSOCIATE DEGREE NURSING PROGRAM (BOARD POLICY 6202)**

The Board of Trustees determines that the following policies govern the participation of alcohol- or drug-impaired students in the Associate Degree Nursing Program.

1. The nursing program, in addition to offering an academic program, includes clinical course work. The safety of patients under the care of student nurses must be assured. The instructor and the Director of Nursing Programs may take immediate corrective action to remove a student impaired by alcoholism or drug abuse from the clinical program if the student demonstrates by his/her conduct and performance in the clinical setting that he/she is a danger to the health and safety of patients under his/her care.
2. After evaluation and due process, students considered by the Director of Nursing Programs to be impaired by drugs or alcohol will be allowed to continue their studies, including clinical course work, as long as they are adhering to the provisions of a contract between the college and the student for the student's retention.
3. Information on the student's condition is confidential and will not be disclosed except when necessary to protect the safety of patients under the care of student nurses.
4. An individual contract of retention will be developed by the student, rehabilitation therapist, and the Director of Nursing and shall specify:
  - That the student must participate in an approved drug or alcohol treatment and rehabilitation program for the duration of his/her nursing program studies.
  - That evidence of satisfactory attendance and progress will be provided to the college on a regularly scheduled basis.
  - That the student will consent to periodic random drug screening as part of the treatment and rehabilitation program.
  - That the impaired student will give all medications under direct supervision and that the student will not have access to keys to medications.
  - That if the student fails to adhere to the conditions of the contract for retention, the same procedure will be followed as with any other student on probation; the circumstances of the violation will be reviewed by the nursing faculty as a whole; and recommendations for the retention or dismissal will be made to the Director of Nursing Programs, who will then make the decision after advising the Vice President of Student Services.
5. Information on the student's dismissal from the nursing program will be reported to the Board of Registered Nursing when such information is requested by the Board of Registered Nursing.

## **STUDENT GRIEVANCE PROCEDURE (BOARD POLICY 6205)**

A grievance shall mean a complaint that is non-disciplinary and is other than one dealing with civil rights discrimination,\* which has been filed by a student or by a student's designee on his/her behalf. The primary purpose of the following procedure is to secure at the earliest level possible an equitable solution to a complaint.

### **LEVEL 1.**

The student should contact in person the Vice President of Student Services (or designee appointed by the Vice President of Student Services) and present his/her complaint. If the grievance is not resolved, the student can submit to the Vice President of Student Services (or designee) a written appeal for further consideration. (Time limit: ten calendar days from the date of appointment with the Vice President of Student Services, or designee.)

### **LEVEL 2.**

A Student Appeals Committee, made up of three faculty and three student members jointly appointed by the Vice President of Student Services (or designee), and the ASCC President, then will be convened within ten calendar days after receiving the appeal and will submit its finding to the student in writing within an additional ten days. If the complaint is not resolved, a written appeal can be filed by the student to the President/Superintendent within ten calendar days. When a grievance involves the Vice President of Student Services (or designee) (Level 1) and/or the Associated Students Cuesta College (ASCC) President and the Vice President of Student Services (or designee) (Level 2), those responsibilities listed above for these two positions at Levels 1 and 2 shall be assumed by the Superintendent/President (or designee appointed by the Superintendent/President) of the District.

### **LEVEL 3.**

The student will appeal in writing with all supportive evidence to the President/Superintendent (or designee) who will evaluate the evidence and submit his/her finding in writing to the student within ten calendar days after receiving the appeal.

### **LEVEL 4.**

A final written appeal may be made to the Board of Trustees within thirty calendar days of the written response of the President/Superintendent (or designee). The decision of the Board will be given within thirty calendar days of the initial meeting at which the complaint is discussed.

\*When a student has a complaint which involves (1) sexual harassment, (2) civil rights discrimination on the basis of ethnicity, race, national origin, religious beliefs, age, gender, color, physical or mental disabilities, veteran status, sexual orientation or sexual identity, or marital status, or (3) retaliation for filing a sexual harassment or other unlawful discrimination complaint, referring a matter for investigation, participating in an investigation of a complaint, serving as an advocate for an alleged victim or alleged offender, or who otherwise furthers the principles of the District's unlawful discrimination policy (Policy 1565), then the matter is to be referred to the Executive Director of Human Resources and Labor Relations as such matters are to be handled pursuant to Policy 1565 (unlawful discrimination) and not as a student grievance.

## **SERVICE ANIMALS (BOARD POLICY 7985)**

### **Purpose**

This policy is to provide regulations regarding the use of service animals on District property, to comply with ADA Regulations; and to ensure that an individual with a verifiable disability, visual or not, who needs a service animal may participate in and benefit from District and College services, programs, and activities.

## **SERVICE ANIMALS (BOARD POLICY R7985)**

### **Background**

1. Service animals are animals trained to assist individuals with disabilities in the activities of normal living. The Americans with Disabilities Act (ADA) definition of a service animal is "... any ... animal individually trained to do work or perform tasks and functions that a person who is disabled cannot perform for himself or herself, and for the benefit of an individual with a disability, including, but not limited to, guiding individuals with impaired vision, alerting individuals who are hearing impaired to intruders or sounds, providing minimal protection or rescue work, pulling a wheelchair, or fetching dropped items." If an animal meets this definition, it is considered a service animal regardless of whether it has been licensed or certified by a state or local government or a training program.

2. Regulations implementing Title II of the ADA (28 C.F.R. Section 35.130(b)(7)), California law (Civil Code Section 54 et seq. and Penal Code Section 365.5), and San Luis Obispo County Community College District policy (Board Policy 7965 § VIII) allows service animals to accompany persons with verifiable disabilities onto the Cuesta College campus.

3. This policy differentiates "service animals" from "pets", describes types of service animals, denotes campus locations that are off-limits to service animals based only on issues of safety, and sets behavioral guidelines for service animals.

### **Definitions**

1. Service Animal: Any animal individually trained to do work or perform tasks for the benefit of a person with a verifiable disability. Service animals are usually dogs. A service animal is sometimes called an assistance animal. If there is a question as to whether an animal is a service animal, contact one of the resources listed below:
  - Director of Disabled Student Programs and Services;
  - Director of Public Safety.
2. Partner/Handler: A person with a service or therapy animal. A person with a verifiable disability is called a partner; a person without a disability is called a handler.
3. Team: A person with a verifiable disability (or handler) and his or her service animal. The twosome works as a cohesive team in accomplishing the tasks of everyday living.
4. Trainee: An animal undergoing training to become a service animal. Trainees are permitted on District property, in accordance with regulations addressed above. A trainee will be housebroken and fully socialized. To be fully socialized means the animal will not, except under rare occasions, bark, yip, growl, howl, or make any type of disruptive noises; will have a good temperament and disposition; will not show fear; will not be upset or agitated when it sees another animal; and will not be aggressive. A trainee will be under the control of the handler at all times, who may or may not have a disability. If the trainee begins to show

improper behavior, the handler will act immediately to correct the animal or will remove the animal from District property.

5. **Therapy Animal:** An animal with good temperament and disposition, and who has reliable, predictable behavior, selected to visit people with disabilities or people who are experiencing the frailties of aging or confinement as a therapy tool. The animal may be incorporated as an integral part of a treatment process. A therapy animal does not assist an individual with a disability in the activities of daily living. The therapy animal does not accompany a person with a disability all the time. Thus, a therapy animal is not covered by laws protecting service animals and the rights given to service animals.

6. **Pet:** A domestic animal kept for pleasure or companionship. Pets are not permitted in College facilities. Permission may be granted only by the Director of Public Safety for a pet to be in a college facility for a specific reason at a specific time (e.g., a pet dog or cat is used as a demonstration tool in a zoology class, speech class, etc.).

### Types of Service Animals

1. **Service Dog:** A dog that has been specially trained as a "Guide Dog", "Hearing Dog", "Ssig Dog", "Seizure Dog", or "Assistance Dog".
2. **Guide Dog:** A dog carefully trained to serve as a travel tool by persons with severe visual impairments or who are blind.
3. **Hearing Dog:** A dog that has been trained to alert a person with significant hearing loss or who is deaf when a sound (e.g., a knock on the door) occurs.
4. **Ssig Dog:** A dog trained to assist a person with autism. The dog alerts the partner to distracting repetitive movements common among those with autism, allowing the person to stop the movement (e.g., hand flapping). A person with autism may have problems with sensory input and need the same support services from a dog that a dog might give to a person who is blind or deaf.
5. **Seizure Dog:** A dog trained to assist a person with various types of seizure disorders; how the dog serves the person depends on the person's needs. The dog may stand guard over the person during a seizure, or the dog may go for help. A very few dogs have somehow learned to predict a seizure and warn the person in advance.
6. **Assistance Dog:** A dog that has been specially trained to assist a person who has mobility or health impairment. Types of duties the dog may perform include carrying, fetching, opening doors, ringing doorbells, activating elevator buttons, steadying a person while walking, helping a person up after the person falls, pulling a wheelchair, etc.

### Requirements for Faculty, Staff, and Students

1. Allow the service animal to accompany the partner at all times on campus, except where service animals are specifically prohibited, (Section VIII).
2. Do not pet a service animal. Petting a service animal when the animal is working distracts the animal from the task at hand.
3. Do not feed a service animal. The service animal may have specific dietary requirements. Unusual food or food at an unexpected time may cause the animal to become ill.
4. Do not deliberately startle a service animal.
5. Do not separate or attempt to separate a partner/handler from his or her service animal.

### Requirements of Service Animals and Their Partner/Handler

1. **Vaccinations:** The animal must be immunized against diseases common to that type of animal. Dogs must have had the general maintenance vaccine series, including but not limited to vaccinations against rabies, distemper, and parvovirus. Other animals must have had the appropriate vaccination series specific for the type of animal, [County Code § 9.08.150, 9.08.170, 9.08.180, 9.08.190]. All vaccinations must be current. Though dogs in San Luis Obispo County are not required to wear or display a rabies vaccination tag, the owner must provide proof of a rabies vaccination upon request.
2. **Licensing:** The County of San Luis Obispo ordinance [§ 9.08.160], following state law requires all dogs be licensed by the time they reach 4 months of age. Guide dogs, hearing dogs, dogs serving mobility-impaired persons, and other service animals receive the license at no cost, [County Code Title IX, § 9.08.260].
3. **Health:** The animal must be in good health, displaying no skin, eye, ear, or nose irritation, infection, or discharge, unless the animal has a release from a veterinarian showing the animal free of any health risk to the public. The animal must be free of fleas and external parasites.
4. **Leash and Control:** The animal must be on a leash at all times. The partner/handler must be in control of the animal at all times. The care and supervision of a service animal is solely the responsibility of its partner/handler.
5. **Cleanup:** The partner/handler must follow District policy in cleaning up after the animal defecates. District policy requires the partner/handler to: always carry equipment sufficient to clean up the animal's feces whenever the animal and partner/handler are off the partner's property, or animal's home base.
6. **Registration:** A partner/handler who is a District disabled student who wishes to bring a service animal/trainee onto the campus must register his/her animal with the Disabled Student Programs and Services (DSPS) Department. Employees and other partners/handlers who wish to bring service animals onto the campus must register their animals with the Public Safety Office. Visitors with service animals must check in with the Public Safety Office. (See form attached.)<sup>1</sup>

<sup>1</sup> Due to formatting issues above noted form is not attached to this Board Policy but may be found at <http://academic.cuesta.org/president/BP/BP7000/7985.doc>

### When a Service Animal Can Be Asked to Leave

1. **Disruption:** The partner/handler of an animal that is unruly or disruptive (e.g., barking other than warning or protection, running around, bringing attention to itself) may be asked to remove the animal from District property. If the improper behavior happens repeatedly, the partner/handler may be told not to bring the animal onto District property until the partner/handler takes significant steps to mitigate the behavior. Mitigation can include, but is not limited to, muzzling a barking animal, refresher training for both the animal and the partner/handler, or providing proof of additional certified training from a state licensed facility.
2. **Health:** Service animals that are ill should not be taken into public areas. A partner/handler with an ill animal may be asked to leave the District property.
3. **Uncleanliness:** Partners/handlers with animals that are unclean, noisome and/or bedraggled may be asked to leave District property. An animal that becomes wet or muddy, but is otherwise clean, should be



considered a clean animal. Animals that shed in the spring sometimes may look bedraggled. If the animal in question is well groomed, consider the animal tidy even though its spring coat is uneven and messy-appearing or it has become wet from weather or weather-related incidents.

### Areas Off Limits to Service Animals

1. Mechanical Rooms/Custodial Closets: Mechanical rooms, such as boiler rooms, facility equipment rooms, electric closets, elevator control rooms, and custodial closets are off-limits to service animals. The machinery and/or chemicals in these rooms may be harmful.
2. Areas Where Protective Gear is Necessary: Any room where protective gear is worn is off-limits to service animals. Examples impacting students include the foundry, glass laboratory, wood and metal shops, photographic lab, and chemistry or biology labs.
3. Areas Where There is a Danger to the Service Animal: Any room, including a classroom, where there are sharp metal cuttings or other sharp objects on the floor or protruding from a surface; where there is hot material on the floor (e.g., molten metal or glass); where there is a high level of dust; or where there is moving machinery is off-limits to all service animals.

### Exceptions:

1. A Dean and Division Chair/Director, in consultation with an instructor, may authorize opening a laboratory to service animals.
2. A Dean and Division Chair/Director of a research laboratory or an instructor in a classroom or teaching laboratory with moving equipment may grant permission to an individual service animal and partner/handler team to enter the research laboratory, classroom, or teaching laboratory with moving machinery. Admission for each team will be granted or denied on a case-by-case basis. The final decision shall be made based on the nature of machinery and the best interest of the service animal. Example: The machinery in a classroom may have moving parts at a height such that the tail of a large dog could easily be caught in it; which is a valid reason for keeping large dogs out. However, a very small hearing dog may be shorter than any moving part and, therefore, considered for admission to the classroom.
3. Access to other designated off-limits areas may be granted on a case-by-case basis by the Director of Academic Support/Disabled Student Programs and Services.
4. To be granted an Exception: A student partner/handler who wants his or her service animal to be granted admission to an off-limits area should contact the Disabled Student Program and Services (DSPS) Department and any non-student partner/handler, including an employee, who wants his or her service animal to be granted admission to an off-limits area should contact the Public Safety Department. An employee of DSPS or Public Safety, respectively, should fill out the disability accommodation request form for the partner/handler and then the partner/handler should take the form to the appropriate Dean, Division Chair, or instructor for his/her signature. This form will remain in the student's file in DSPS or on file in Public Safety, as appropriate, for the current semester only.
5. The District will work with a partner/handler whose service animal has been excluded for an off-limits area to otherwise reasonably accommodate the partner/handler's needs.

### Evaluation Procedures

1. The District's Director of Academic Support/Disabled Students

Programs and Services or Director of Public Safety must determine whether the service animal meets the basic ADA definitions. This determination is based upon whether the service animal has been trained to provide the specific task or service required by the individual because of his/her disability (ies) and whether the animal can actually provide that task or service. If the animal cannot perform the identified task or service, the District may exclude the animal from its facilities and campuses.

2. The District must rigorously analyze whether the presence of the service animal would actually have a significant effect upon the service, program, or activity involved. If the District determines that the use of the service animal causes a fundamental alteration in District services, programs, or activities, the District may exclude the animal from its facilities and campuses. (28 C.F.R. § 130 (b)(7).)
3. The District must determine whether the presence of a particular service animal poses a significant risk to the health or safety of other persons that cannot be eliminated by a modification of policies, practices, or procedures, or by the provision of auxiliary aids or services. In doing so the District must make an individualized assessment based on reasonable judgment that relies on current medical knowledge or on the best available objective evidence to determine the probability that the potential injury will actually occur. If the District determines that the presence of the service animal does pose a direct threat to the health or safety of persons participating in District service, programs, or activities, the District may exclude the animal from its facilities and campuses. (28 C.F.R. § 36.208.)
4. If the District determines that the use of a particular service animal will not be permitted, the Director of Academic Support/Disabled Student Program Services will take the following steps to ensure that the individual with a disability is not discriminated against on the basis of that disability:
  - Determine whether alternative modifications to District policies, practices, or procedures can be made to permit the individual to participate in District services, programs, or activities.
  - Determine whether academic adjustments or auxiliary aids may be used by a student with a disability to permit his/her participation in District services, programs, or activities.
5. An individual with a disability who is denied the use of a service animal may appeal to the Vice President/Assistant Superintendent of Student Services.

### Complaints

Anyone dissatisfied with a decision made concerning a service animal should refer to the Unlawful Discrimination Grievance Procedures. (Board Policy 1565)

### **SMOKING/NON-SMOKING (BOARD POLICY 2773)**

The Board of Trustees of the San Luis Obispo County Community College District is committed to promoting a tobacco-free environment. Effective January 1, 2004, the following regulations are applicable to employees, students, and the public; and shall be implemented on District sites.

### **SMOKING/NON-SMOKING R2773**

1. Smoking any form of tobacco or non-tobacco products is permitted only in designated areas of District property.
2. Designated areas shall be identified by prominent signage.

3. Smoking is prohibited in District vehicles.
4. The District shall make available to employees and students through the District Health Services a referral list of treatment centers for smokers, and other information on smoking that may assist individuals who wish to stop using tobacco products.
5. Communication of this policy/regulation shall be by means of prominently displayed "No Smoking" signs, notices in the College schedule of classes, catalog, web site, and distribution of the policy/regulation to students and employees.
6. Enforcement of this policy/regulation shall be in accordance with established procedures for enforcement of other regulations.

### **CHANGE OF RULES AND REGULATIONS**

The college reserves the right to make changes, additions and/or deletions to the list of rules and regulations during the school year when deemed necessary by action of the administration and/or Board of Trustees.

## **STUDENT PROGRAMS AND SERVICES**

### **ACADEMIC SUPPORT**

It is the mission of Academic Support:

- to help all students achieve their personal, educational, and vocational goals by promoting the learning strategies and attitudes necessary for academic success;
- to encourage independent learning so that students can educate themselves continuously throughout their lifetimes;
- to promote student success by sharing knowledge of the learning process with students, faculty, administration, and staff in a collaborative partnership for the enhancement of learning;
- to help faculty infuse learning strategies and active learning experiences into their teaching methodologies; and
- to recognize and respect the diversity within our learning community by providing appropriate and effective academic support.

This mission is fulfilled by offering the following learning and teaching assistance to students and faculty:

### **SAN LUIS OBISPO ACADEMIC SUPPORT**

ACADEMIC SKILLS COURSES are offered in reading, grammar, spelling, math, test preparation, test and performance anxiety, word processing, study skills, and college success. These courses help students review, refresh, or refine academic skills and strategies needed for success in college and beyond. Refer to Class Finder on the web or to Academic Skills in the published class schedule for available classes each semester.

ACADEMIC SUCCESS WORKSHOPS are offered throughout the year. Sample workshops include test preparation, memory techniques, time management, textbook reading strategies, and critical thinking. Workshops are open to all students free-of-charge. Topics and dates are posted in the Academic Support Center, Building 3300, and around campus.

ACADEMIC SUPPORT LAB is available to any Cuesta College student who wishes to improve his/her academic and learning skills. Students may come in for a comprehensive assessment of their learning needs, use particular instructional modules to supplement coursework, and/or improve their basic skills by enrolling in an open-entry computer and audio/video

tutorial lab course. Students work independently on one or more of the following skills: grammar, writing, vocabulary, spelling, math, reading, critical thinking, study skills, mathematics, English as a Second Language, keyboarding, and word processing. The PLATO Integrated Learning System software is available in the lab. Students work on mastering individual skills, at the appropriate difficulty level, and at their own pace. Students may also earn .5 or 1.0 credit of credit by signing up for ACASK 005. Report to the lab, located in Building 3300, Monday through Thursday, 8:30 a.m. to 12:30 p.m., to arrange hours.

MATH LAB provides tutorial assistance on a drop-in basis to students needing help in Math 003 through Math 265B. Computer access is available for students to work on Mediated Math, Minitab, Geometer's Sketchpad, Derive, and other software. Hours are posted in Building 2601.

TUTORIAL SERVICES provides free individual and small group tutoring in most academic subjects. One hour of tutoring per week, per class is provided for each content area. Students may sign-up at the Tutorial Services Reception Desk in Building 3300. Peer tutors are faculty recommended, have received a "B" or better in the courses they tutor, are paid on an hourly wage, and complete a tutor-training class during their first semester as a tutor. Tutors are trained to help students develop long-term learning strategies that facilitate independent learning. Tutorial Services also offers Adjunct Study skills and Supplemental Instruction (SI) - learning assistance for POLSCI 202, PSYCH 201, BIO 204, and BIO 206. Special Academic Skills courses (ACASK 115 and ACASK 217) are available for certain sections of these high-risk, difficult courses. Students learn how to apply content-specific study strategies. For more information, go to [academic.cuesta.edu/acasupp/tutor/index.htm](http://academic.cuesta.edu/acasupp/tutor/index.htm)

WRITING CENTER provides writing assistance to students on a drop-in basis and is available to all students. Students meet with an English instructor to have specific questions answered regarding structure and content. Papers are NOT proofread. Hours are posted in Building 3300.

### **NORTH COUNTY CAMPUS ACADEMIC SUPPORT**

ACADEMIC SKILLS COURSES are offered in reading, writing, grammar, spelling, math, study skills, and college success. These courses help students review, refresh, or refine academic skills and strategies needed for success in college and beyond. Refer to Class Finder on the web or to Academic Skills in the published class schedule for available classes each semester.

ACADEMIC SUCCESS WORKSHOPS are offered throughout the year. Sample workshops include test preparation, memory techniques, time management, textbook reading strategies, and critical thinking. Workshops are open to all students free-of-charge. Flyers with topics and dates are posted around campus and on the Student Services' bulletin board <http://academic.cuesta.edu/acasupp/as/0workshop.htm>.

OPEN LAB provides drop-in assistance for writing, math, and ACASK 005 instruction. Writing students may meet with an English instructor to have specific questions answered regarding structure and content. Papers are NOT proofread. Math students needing help in Math 003 through Math 265B are provided with computer access to work on Mediated Math, Minitab, Geometer's Sketchpad, Derive, and other software. The PLATO Integrated Learning System software is available in the lab. Hours are posted in Room N5004 and around the campus.

TUTORIAL SERVICES provides free individual and small group tutoring in most academic subjects. One hour of tutoring per week,

per class is provided for each content area. Students may sign-up at the Tutorial Center in Building N4000 room N4002. Peer tutors are faculty recommended, have received a B or better in the courses they tutor, are paid and hourly wage, and complete a tutor training class during their first semester as a tutor. Tutors are trained to help students develop long-term learning strategies that facilitate independent learning.

For additional information, visit <http://academic.cuesta.edu/acasupp/tutor/index.htm>

### **BOOKSTORE**

Cuesta College operates a bookstore as a service to Cuesta College students and the community by making available books and instructional supplies required for course work. In addition, the store maintains a wide selection of college supplies, clothing, and other merchandise that contribute to the general educational experience of the student.

The Cuesta Bookstore is a self-service operation open Monday through Thursday at posted hours. Books for the upcoming term go on sale the first day of registration for the following term. Personal checks, VISA, Discover, or Mastercard are accepted for payment with photo identification. Books may be purchased on-line at <http://bookstore.cuesta.edu>.

Refunds and exchanges are limited to one week from the start of the fall and spring semester, and one week from the start of summer session. The store buys back used textbooks year round.

Other services include textbook rentals, school rings, nursing pins, graduation caps and gowns, and college insignia items.

### **BUSINESS & ENTREPRENEURSHIP CENTER (SERVICES TO BUSINESS AND INDUSTRY)**

The Business & Entrepreneurship Center (BEC) Program, an initiative of the Economic and Workforce Development Program through the California Community Colleges, is a network of community organizations to identify and meet California's economic development needs in the areas of business improvements and entrepreneurship training.

The Business & Entrepreneurship Center (BEC) Program works with private, public and nonprofit resources to build strong, sustainable and successful businesses. The result is wealth creation, job creation and retention and better economic health in California.

By partnering with local, well-respected business growth organizations and community colleges, the Business & Entrepreneurship Center (BEC) and the entrepreneurs they serve can tap into an abundance of resources and know-how already in place, thereby enhancing the long-term growth and viability of these companies.

The Business & Entrepreneurship Center (BEC) Program supports local economic development corporations, chambers of commerce, community-based business outreach centers and other community-based organizations whose primary mission is to assist small businesses. Centers are strategically placed throughout California to serve you.

The BEC will provide, on as needed basis, advanced business consulting services to established business, industry sectors, financial institutions, city and state agencies, and chambers of commerce the following core areas:

- Marketing Strategies
- Marketing Research
- Strategic Planning

- Growth and Investment Strategies
- Access to Capital
- Financial Analysis
- Operations Management & Improvement
- Customer Service
- E-Commerce
- Economic Research and Analysis
- Business and Contract Law
- International Trade

San Luis Obispo Campus, Building 2800  
Business & Entrepreneurship Center  
(805) 546-3188

Hours: Monday - Friday, 8:00 AM - 5:00 PM  
<http://academic.cuesta.edu/bec/>

### **CAREER CONNECTIONS (JOB PLACEMENT CENTER)**

Career Connections provides a centralized location where students can identify and receive information about available full and part-time jobs in the community as well as employment programs available at Cuesta College.

In collaboration with ASCC, Student Life and Leadership, Counseling, the Career Transfer Center, and others, Career Connections offers students access to practical workplace experience that relates to the educational goals and academic achievement of the Cuesta student.

Career Connections also provides a centralized location for local businesses to post job openings, conduct interviews, and meet with students on a formal or informal basis.

Career Connections is located in the Student Center, Room 5310.

### **CHILDREN'S CENTERS**

Cuesta College has two licensed children's centers, at the San Luis Obispo campus, and at the North County campus in Paso Robles. These programs are planned, facilitated, and created by ECE professionals, and serve children from 18 months to five years of age. Cuesta's children's centers are lab schools for Early Childhood Education students who attend Cuesta College. Students working on their ECE Associate of Arts degree complete their teacher training course through the center programs.

Our children's programs are open Monday - Friday, 7:30 am - 4:00 pm. We observe the campus academic calendar, closed for national holidays, campus holidays, and during semester breaks. Priority for enrollment is as follows, full-time student parents, part-time student parents, faculty, staff, and then community.

Each semester there is an enrollment fee, and parents choose a monthly fee plan that meets their needs. We do admit student parents using the child care subsidy program through CAPSLO Child Care Resource Connection. To find out about the subsidy program please call CCRC at (805) 541-2272.

Each semester we begin a new waiting list for the following semester, for instance we start waiting list for spring in August. In January we start the waiting list for fall semester. To inquire about the children's programs and waiting list for the San Luis Obispo campus, please call (805) 546-3285. For the North County campus, please call (805) 591-6292.



### **Community Action Partners of San Luis Obispo (CAPSLO) Head Start and Early Head Start Programs**

An Early Head Start program that serves infants, and a Head Start program that serves preschool aged children, are at the San Luis Obispo Cuesta College campus. To find out about hours of operation, eligibility and the waiting lists for these programs, please call CAPSLO at (805) 544-4355.

### **COMMUNITY PROGRAMS**

Cuesta College Community Programs provides a comprehensive source for lifelong learning, career education, recreation opportunities, and cultural development in a friendly, accessible environment for people of all ages. For more information call (805) 546-3132, FAX (805) 546-3107, or visit [www.communityprograms.net](http://www.communityprograms.net).

Cuesta's community education, special events, recreation programs, and aqua fitness classes serve four essential functions in the college district:

- To contribute to the cultural, intellectual, recreational, and social life of the residents of the District, and to offer training for workforce improvement.
- To develop leadership and provide educational services which utilize special skills, interests, and knowledge of college faculty and other professional community instructors.
- To be a center of community life by scheduling college facilities and services on an extended and year-round basis for individuals, families, and community groups.
- To collaborate with community groups, county organizations, and businesses in developing programs and educational services for comprehensive coverage of the district.

### **COOPERATIVE EDUCATION WORK EXPERIENCE PROGRAM**

Cooperative Work Experience is a collaborative program between students, community employers, and Cuesta College. This course provides the opportunity to earn credits for working, either in a general capacity or toward a major/career path. Staff advisors guide students in accomplishing specific, measurable, and attainable job objectives, with the purpose of leading to successful outcomes. Students learn practical methods for improving communication, teambuilding, and goal-setting skills. For more information about Work Experience and program requirements, call (805) 546-3100, ext. 2522.

### **DISABLED STUDENT PROGRAMS AND SERVICES (DSPS)**

Disabled Student Programs and Services (DSPS) helps to promote the full participation of students with disabilities. DSPS advocates and facilitates equal educational opportunities through appropriate support services, curricula, instruction, policies, and funding allocations. DSPS works to eliminate discrimination against students with disabilities and to promote their independence, growth, productivity, and equality.

Cuesta College provides support services and instruction to students with verified disabilities who can benefit from instruction. College facilities, courses, and programs are designed to accommodate the special needs of students with disabilities and to be in compliance with the Americans with Disabilities Act, Section 504 of the Rehabilitation Act of 1973, and California Education Code Title 5.

Students with verified disabilities who wish to request special accommodations through DSPS must complete an application

for services and meet with a specialist to determine reasonable accommodations. A Student Educational Contract (SEC) is developed with each student, outlining the support services and/or instruction appropriate for the student.

Students with disabilities who plan to or do attend Cuesta College must meet the following levels of independence:

- The ability to negotiate campus facilities independently or with the assistance of one's own attendant; and
- The ability to take care of personal needs unassisted or to provide one's own attendant.

Disability categories served include:

- Learning Disability
- Physical Disability (visual or mobility)
- Psychological Disability
- Communication Disability (speech, language, or hearing/deafness)
- Acquired Brain Impairment
- Developmental Disability
- Other Disability that may require support services or instruction.

Support services are specialized services available to students with disabilities and are in addition to the regular services provided to all students. Such services enable students to participate in activities, programs, and classes offered by the college. Services include, but may not be limited to, alternative testing, sign language interpreters, notetakers, readers, scribes, tutors, registration assistance, academic support, disability related counseling, and evaluation of need for and access to adaptive equipment. If you have a verified disability and need college materials in an alternative format, contact DSPS or the Vice President of Student Services for assistance. Services for students with verified disabilities are available through DSPS or by contacting the Vice President of Student Services.

Special instruction in adapted physical education, adapted computer access skills, reading, writing, and mathematics is available to qualified students. Refer to the Academic Skills course descriptions in this catalog and in the current class schedule for a list of available classes and locations.

Students with personal attendants and/or service animals must register in the DSPS Office prior to attending classes. Materials will be made available in alternate format upon request. The DSPS Support Service Office will make every effort to provide services in a timely manner and to notify instructors of special needs.

Disabled Student Programs and Services (DSPS) is located on the first floor of the San Luis Obispo Campus High Tech Center Building 3300, phone (805) 546-3148 and in Room N3024 at the North County Campus phone (805) 591-6215. South County students should contact the San Luis Obispo DSPS Office.

For additional information, visit <http://academic.cuesta.edu/acasupp/dsps>.

### **EXTENDED OPPORTUNITY PROGRAMS AND SERVICES (EOPS)**

Extended Opportunity Programs and Services (EOPS) is a state-funded program that provides assistance, support, and encouragement to students who qualify economically as well as academically.

Cuesta College's EOPS targets two priority elements for student eligibility: financial need and need for academic support. The program offers an EOPS orientation; academic, career, and personal counseling; student success

workshops; leadership training; priority registration; EOPS book grants; tutorial referrals; an EOPS newsletter; field trips; and related academic and social activities.

A student must meet the following qualifications to receive services in the program:

- Be a California resident;
- Be enrolled full-time at Cuesta College (12 credits);
- Not have completed more than 70 degree-applicable credits;
- Complete the FAFSA with the Financial Aid office and be BOGW "A" or "B" eligible;
- Display a need for academic support, as reflected in mathematics and English assessment scores or prior academic history.

### COOPERATIVE AGENCIES AND RESOURCES FOR EDUCATION (CARE)

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, placement at the Cuesta College Children's Center, and coordination of workshops and conferences for single parents.

The EOPS/CARE office at the San Luis Obispo Campus is located in the Library Building, Room 3131. The EOPS/CARE Office at the North County Campus is located in Building N3000, Room N3017.

### FINANCIAL AID

*Asistencia Financiera: se habla español.*

*Teléfono: (805) 546-3100 ext. 2517 o (805) 591-6202.*

*Website <http://academic.cuesta.edu/finaid>*

Financial aid programs are available to help students who might otherwise be unable to complete their education. Students may apply for financial aid in the form of grants, scholarships, loans, and work study.

Financial aid funds are administered in accordance with a nationally established policy of financial assistance for education. The basis of this policy is the belief that students and their families have the primary responsibility for meeting educational costs. The amount of the contribution expected from students is determined by careful analysis of family financial strength, taking into consideration net income, number of dependents, allowable expenses, indebtedness, and assets. Dependent students will provide data for both themselves and their parents, while independent students will provide data for themselves and their spouse, if married. Congress has established procedures that are used in making an evaluation of how much families can be expected to contribute.

### Financial Aid Programs

Cuesta College participates in the following federal, state, and local financial aid programs:

- Board of Governor's Fee Waiver (BOGW): The California Community College Board of Governor's Enrollment Fee Waiver or BOGW, waives enrollment fees for California residents who meet one of the following criteria:
- are eligible for any type of need-based financial aid;
- receive CalWORKs, SSI or General Assistance payments or, if a dependent student, has a parent or Registered Domestic Partner (RDP) who receives this assistance; or
- Has certification from the California Department of Veterans

Affairs or the National Guard Adjutant General that the student is eligible for a dependent's fee waiver,

- Is eligible as a recipient of the Congressional Medal of Honor or as a child of a recipient, or a dependent of a victim of the September 11, 2001 terrorist attack
- Is eligible as a dependent of a deceased law enforcement/fire suppression personnel killed in the line of duty.
- have a total family income within the income standards listed below or, if a dependent student, a parent's total income falls within these standards:

#### Family Income Standards for 2011-2012:

| Number in household | Total family income 2010*<br>(including yourself)<br>(adjusted gross income and/<br>or untaxed income) |
|---------------------|--|
| 1                   | \$16,245 or less   |
| 2                   | \$21,855 or less   |
| 3                   | \$27,465 or less   |
| 4                   | \$33,075 or less   |

\* Add \$5,610 for each additional dependent.

- Federal Pell Grant: The Pell Grant is the largest federal grant program and is intended to serve as a foundation to all other forms of aid. Funds are disbursed directly to eligible students to cover educationally-related expenses.
- Federal Academic Competitiveness Grant: Freshman and sophomore students who are eligible for a Pell Grant and U.S. citizens may receive a new Federal Academic Competitiveness Grant (ACG) of up to \$750 for their first year and \$1,300 for the second year. To qualify, students must have successfully completed a rigorous high school program as recognized by the U.S. Secretary of Education. Second-year students must also have maintained at least a 3.0 grade point average, and all students must maintain full-time enrollment while receiving these grants.
- Federal Stafford Student Loan Program: This is a government loan commonly referred to as a guaranteed student loan. There are two types of Stafford loans: subsidized, for which the government pays the interest while students are in school, and during grace and deferment periods; and unsubsidized, for which students are responsible for paying all the interest on the loan, from the day the loan is first disbursed to when it is paid in full. Interest payments can be deferred while they are in school. If students choose to let this interest accrue, it will be capitalized at repayment. Students must attend college at least half time to receive Stafford loan funds. Generally, repayment begins six months after students graduate, withdraw from school or enroll less than half time. All students interested in applying for a Stafford Student Loan (both subsidized and/or unsubsidized) are required to attend an Entrance Loan Counseling session to initiate the loan process. Loan Workshop dates are scheduled periodically throughout each semester and are posted on the financial aid website: <http://academic.cuesta.edu/finaid>
- Students with an accumulated student loan debt of \$12,000 may not be approved for additional student loans at the community college level.
- Federal Supplemental Educational Opportunity Grant (SEOG): A federal grant (limited funding) is awarded to students with the highest need.
- Federal Work Study (FWS): Campus employment (limited funding) is awarded to students with the highest need. Students must maintain an overall Grade Point Average of 2.0 per Board of Trustees directives and be enrolled in a minimum of 6 credits.

- State Cal Grant B and Cal Grant C: These are two state programs administered by the California Student Aid Commission. Cal Grant B provides a living allowance (and sometimes tuition/fee assistance) for very low-income/disadvantaged students with high potential. Cal Grant C assists vocational students with tuition and training costs. Students must be enrolled in a community college vocational program from four to 24 months in length. Students can apply for these Cal Grants when completing the Free Application for Federal Student Aid (FAFSA) and GPA Verification Form. The initial Cal Grant deadline is March 2 each year.
- California Chafee Grant for Foster Youth: Youth who are or were in foster care may qualify for up to \$5,000 a year for college. To qualify, students must attend college at least half-time and their course of study must be at least one year long. Youth who have been in another state's foster care program and meet the Independent Living Program requirements are also eligible to apply. Students who were in foster care any time between their 16th and 18th birthdays but were later reunited with their parents still qualify for the California Chafee Grant. To apply, students must submit both the FAFSA and the California Chafee Grant Application, which is available online at [www.csac.ca.gov](http://www.csac.ca.gov).
- Campus Scholarships: In addition to government funding, Cuesta has a campus scholarship program. These funds, made available through private donors, are awarded annually by the Financial Aid Committee. Requirements include an overall GPA of 2.5, two letters of recommendation, and the official application. The application deadline is March 2 each year.

### Application

Financial aid funds come from appropriations made by the federal and state governments and through scholarship awards made by individuals and other public and private agencies and organizations. Hence, each of these funds **MUST** be administered according to different sets of policies, regulations and/or specific requirements.

Cuesta recommends use of the Free Application for Federal Student Aid (FAFSA). This application form is a tool for determining need for the BOGW, Federal Pell, Federal Academic Competitiveness grant, SEOG, FWS, and Stafford Loan, as well as the Cal Grants. FAFSA applications are available in the Financial Aid Office beginning the January preceding the academic year the student plans to attend. A student also can apply over the Internet at <http://www.fafsa.ed.gov> instead of using the paper form.

To apply for campus scholarships, it is necessary to complete a separate application. The scholarship applications are also available in the Financial Aid Office and at [academic.cuesta.edu/finaid](http://academic.cuesta.edu/finaid) beginning the December preceding the academic year the student plans to attend. The annual deadline is March 2.

### Student Eligibility

To receive federal financial aid, the Department of Education requires that you **MUST**:

- Be a citizen or eligible noncitizen of the United States;
  - Have a valid Social Security Number;
  - Have a high school diploma or a General Education Development (GED) certificate, pass an approved "ability to benefit" test or successfully completed 6 or more college credits that apply toward a degree or certificate;
  - Enroll in an eligible program as a regular student seeking a degree or certificate;
  - Register (or have registered) for Selective Service, if you are a male between the ages of 18-25;
  - Be making satisfactory academic progress;
  - Not owe a refund on a federal grant or be in default on a federal educational loan; and
  - Complete a drug rehabilitation program for individuals convicted of any offense under federal or state law involving the possession or sale of a controlled substance.
- To be eligible for California grants, you **MUST**:
- Be a resident of California;
  - Have "financial need" based on the criteria for the Board of Governor's Fee Waiver or Cal Grant Program.

### Ability to Benefit Testing for Non-High School Graduates

In order to qualify for financial aid, any person 18 years of age or older who has not earned a high school diploma, or has not received a satisfactory General Education Diploma (GED) test score, or has not passed a high school proficiency test will need to demonstrate evidence of the ability to benefit from college instruction by passing an exam designed for that purpose. Cuesta College administers an Ability To Benefit exam once each month during the school year. Sign-ups are conducted through the Assessment Office located in San Luis Obispo Campus Building 3400, Room 3414. Call (805) 546-3951 to sign up by telephone. To take the exam at the North County Campus, call (805) 546-6225 for an appointment.

### Student Educational Plan (SEP) / Orientation

If you are a **FIRST-TIME FRESHMAN** and have a GED or its equivalent, you should submit an Orientation Verification form obtained by attending an in-person orientation or complete the online orientation, which can be accessed through myCuesta. This will fill the Financial Aid requirement for an SEP/Orientation for your first semester as a first-time freshman ONLY. Once you enroll in Cuesta, schedule a counseling appointment to complete your matriculation planning process.

If you are a continuing Cuesta student and you have attended no other colleges, you must submit a current SEP. Contact the Counseling Office at (805) 546-3138 to make an appointment.

If you are a Transfer Student or you have attended other schools since high school, you will need a SEP.

To obtain a SEP:

1. Request that your official academic transcripts, plus a general education pattern, from ALL previous schools you have attended be forwarded to Cuesta.
2. Verify with the Admissions and Records Office that Cuesta College has received ALL your official academic transcript(s).
3. Make an appointment with an academic counselor at the Counseling Office. You will complete your SEP with the counselor at that time.
4. Submit a copy of your SEP to the Financial Aid Office.

### Selective Service Requirement

Federal law requires men, 18 through 25 years old, to be registered with the Selective Service System (SSS). Females are excluded from the requirement. The law applies to male citizens and immigrant aliens but not to foreign students who hold student visas. Men must be registered before they can receive federal or state financial aid for school, including loans and grants. Registration forms are available at any post office, at the Cuesta College Admissions and Records Office, and at the Financial Aid Office. Or, a man can register on-line by visiting the SSS home page at [www.sss.gov](http://www.sss.gov) on the World Wide Web.

## Standards For Satisfactory Progress For Financial Aid Eligibility

When a student accepts a financial aid award, he/she enters into a contract. The student agrees to successfully complete the number of credits for which he/she received payment and to make satisfactory progress toward his/her educational goal. Progress will be evaluated at the end of each semester by the standards listed below.

This policy has been developed for students receiving federal financial aid to assist in academic planning and success. Federal regulations require a student to move toward the completion of a degree or certificate when receiving financial aid. Federal regulations state that academic progress standards **MUST** include a review of periods of enrollment in which the student did not receive aid as well as the semesters they did receive aid. For the purpose of financial aid eligibility, Cuesta College students **MUST** meet the following minimum standards to be applied to credits attempted at all accredited post-secondary education institutions. These standards are applied to all previous college course work, whether or not the student received financial aid, and whether or not the previous college course work is relevant to the current course of study.

- Minimum Credit Requirements: Students are required to complete a minimum number of credits per semester according to their enrollment status:
  - Full time: 12 credits
  - Three-quarter time: 9 credits
  - Half time: 6 credits
  - Less than half time: all credits attempted
- Withdrawals (W), Repeats, Incompletes (I), No Credits (NC), Failing Grades (F), or credits achieved by challenging courses are not considered credits completed for financial aid purposes. All courses offered with credits of credit at Cuesta College will be considered valid credits, including basic skills courses.
- Students must maintain an overall cumulative GPA of 2.0 in all Cuesta College course work.
- Maximum number of credits attempted: The amount of financial aid a student receives is limited by the student's educational goal/objective. A student may continue to receive financial aid provided the student has not attempted more than 150 percent of the credits required for his or her educational goal. Attempted credits are defined as credits in which the student enrolls, whether or not the student completes those credits or withdraws from them. Once a student achieves his or her goal or exceeds the number of attempted credits, he or she is no longer eligible for financial aid. For example, if a student's educational objective is to earn an associate degree, the student is required to earn 60 credits to complete that goal. Therefore, a student may earn up to 90 credits (150 percent of the credits required for the goal) and still be eligible for financial aid. Once the student earns beyond 90 credits, he or she is no longer eligible for financial aid, with the exception of the BOGW.
- Note: Transfer credits from other institutions will be included in the maximum credit count if applicable toward the student's current objective.
- Students must identify a Cuesta College academic or vocational goal. Entering students are to attend a Cuesta College Orientation Workshop. All continuing students must annually complete a Student Educational Plan (SEP) with an academic counselor.
- First-time financial aid applicants with a cumulative GPA below 2.0 from course work at Cuesta College or another institution may apply for financial aid and, if eligible, will be awarded for one semester only. This initial semester will be considered a probationary

period.

- Remedial Credits: Funding is limited to a maximum of 30 remedial credits. Federal regulations define "remedial" as courses that do not apply to a degree, certificate or transfer program. For clarification, students can refer to the Remedial Course Work Limitation section of this college catalog or contact their academic advisor.

### Financial Aid Probation

Any student who does not maintain satisfactory academic progress in any semester shall be placed on probation for the following semester. While on probation, the student will continue to receive grants provided they agree to complete the minimum credits for which they received payment. However, loan eligibility may be affected. At the end of the probation period, the student's academic progress will be reviewed again. Probationary status will be removed if the student has met the Satisfactory Academic Progress standards. Students who do not make satisfactory academic progress during the probationary semester will be placed on financial aid suspension.

### Financial Aid Suspension

Students who are placed on financial aid suspension are ineligible to receive financial aid. Students may request reinstatement of financial aid upon proof of completion of at least half-time status with a cumulative 2.0 GPA.

Students who have had their financial aid eligibility suspended may file an appeal with the Financial Aid Advisory Committee, if they feel they had special circumstances that prevented them from making satisfactory progress. The committee will meet in person with the student filing the appeal. If the advisory committee grants mitigating circumstances for a semester of unsatisfactory progress, financial aid eligibility will be extended for one semester. This semester will be considered a probationary period. Students may receive an approved appeal only once while at Cuesta College.

### Return Of Title IV Funds

The U.S. Department of Education requires institutions and students to repay or refund unearned student aid funds. Student aid may be considered unearned if a student withdraws completely during a term in which federal Title IV money was received. Refund and repayment regulations specify, in a complex formula, exactly how much is due back to the federal programs from the institution and/or the student.

The Higher Education Act Amendments of 1998 adopted a new approach for the return of unearned federal funds. The new approach became law on October 7, 1998, and was implemented during the 2000/2001 year.

Schools have certain responsibilities if a student with Title IV funds:

- Officially withdraws,
- Drops out,
- Is expelled,
- Earns all F's or W's for the semester
- Takes an unapproved leave of absence, or
- Fails to return from an approved leave of absence.

When a student completely withdraws, the institution determines what percent of the term has not yet expired (determined on a day-to-day basis). That percentage becomes the amount of money that was not "earned" by the student or institution. When only 40 percent of the term remains, 100 percent of funds are considered to be earned.

The return of Title IV funds applies only to federal financial aid funds



received, excluding federal work-study earnings. There is no impact on state or institutional funds.

Cuesta College complies with all refund requirements established by the federal Title IV financial aid regulations. These regulations may differ from the college's regular refund policy. The college's current financial aid return to Title IV policy may be obtained from the Financial Aid Office.

### Financial Aid Office Locations

The Financial Aid Office locations are:

- San Luis Obispo Campus Library Building, Room 3125, San Luis Obispo, CA, 93403, (805) 546-3143
- North County Campus, Building N3000, Room N3015, 2800 Buena Vista Dr., Paso Robles, CA, (805) 591-6202
- Arroyo Grande Center, Arroyo Grande High School, 900 Wing, Orchard Ave., Arroyo Grande, CA, (805) 474-3913
- Nipomo Center, Nipomo High School, Room 176, 525 N. Thompson Rd, Nipomo, CA, (805) 546-3143
- Information can be accessed on the Cuesta College website at <http://academic.cuesta.edu/finaid>
- FAX (805) 546-3152

The Director of Financial Aid will make available the institutional accreditation documents and the Title IV participation agreement upon student request. The Title IV Code for Cuesta College is 001192.

### HEALTH SERVICES

The Student Health Center, in San Luis Obispo Campus Building 3100, Room 3150 is normally open during the day when classes are in session and is open for limited evening hours. In addition, the college operates a Student Health Center at the North County Campus in Building N3000, Room 3025 with limited hours. For specific information on hours, or to make an appointment, call the San Luis Obispo Campus center at (805) 546-3171, or the North County Campus center at (805) 591-6200, ext. 4207. Information can be accessed on the Cuesta College website at <http://www.cuesta.edu/campus/health>

The goals of the Student Health Center are to help students achieve and maintain optimum physical, mental and emotional health, and to educate students toward taking responsibility for their own health. Information on medical records is strictly confidential. All students who have paid the health fee are eligible to receive services\*, which include the following:

- First Aid Treatment and Illness Assessment
- Services and Referrals:
  - Medical Care
  - Family Planning/Sexual Health Information
  - Stress Reduction
  - Diet and Nutrition
  - Personal Counseling/Crisis Prevention and Intervention
  - Substance Abuse
  - Secondary Insurance Claim Processing for Campus/Accidents/Injuries
  - Voluntary Medical Insurance, Dental Plan (referral to outside carriers)
- Support Staff by Appointment:
  - Nurse Practitioner
  - Registered Nurse
  - Mental Health Professionals
- Screening and Testing by Appointment:
  - Primary Care Clinic
  - Blood Pressure/Height and Weight/Blood Sugar/Cholesterol

- Tuberculosis Skin Test
- Male/Female Sexual Health

*\*Not all services are available at the North County Campus at this time.*

### INSTITUTE FOR PROFESSIONAL DEVELOPMENT

The Institute for Professional Development (IPD) addresses the Cuesta College mission to support economic growth through assessment, training, coaching, consulting, and facilitation. Training and support services are offered either on or off campus, with flexible hours, no prerequisites and no grades. Business support is delivered through customized contract training for individual company needs, and one-on-one consulting. IPD a staff of professionals, certified trainers, Cuesta College faculty, and industry specialists. IPD is a fee-based program. Training costs are highly competitive. For more information, contact the Institute for Professional Development, Cuesta College at (805) 546-3180, fax (805)546-3107.

### INTERCOLLEGIATE ATHLETICS

Cuesta College is a member of the Western State Conference. Other community college conference members include Allan Hancock, Bakersfield, Citrus, College of the Canyons, Glendale, Los Angeles Pierce, Los Angeles Valley, Moorpark, Oxnard, Santa Barbara, Santa Monica, Ventura and West Los Angeles.

Intercollegiate activities include:

| SEASON      | MEN  | WOMEN  |
|-------------|--|--|
| Fall        | Cross Country<br>Water Polo<br>Wrestling                     | Cross Country<br>Water Polo<br>Volleyball<br>Soccer                    |
| SEASON      | MEN  | WOMEN  |
| Fall/Spring | Basketball<br>Baseball<br>Swimming & Diving<br>Track & Field | Basketball<br>Softball<br>Swimming & Diving<br>Track & Field<br>Tennis |

Eligibility rules for intercollegiate competition are prescribed by the Constitution of the Community College League of California and its Commission on Athletics. In order to participate in intercollegiate sports, the student:

- Must be registered for classes including athletic course no later than one month after the beginning of the semester;
- Must be enrolled in and regularly attending 12 credits or more;
- After the first season of competition, must complete 24 semester credits or 36 quarter credits before the second season of competition in any one sport, including credits earned during the first season of competition;
- Once a student becomes an athlete, he/she must maintain a 2.0 GPA to be eligible for additional seasons of sports;
- Must have a Student Educational Plan (SEP) on file.

These regulations are subject to change by conference officials and by the Community College League of California.

Athletic eligibility is determined in the Admissions and Records Office. Questions may be referred to the Director of Admissions and Records or the Vice President of Student Services (or designee).

Cuesta College Athletics offers a Program Assisting Student-Athlete Success (PASS), which provides confidential, professional, and voluntary assistance to support students in dealing with issues that may be adversely affecting their academic, athletic, or personal performance. Educational programs are provided to offer preventive information, to assist in identifying problems, and to promote the general well-being of student athletes. Appropriate referrals for assistance will be made to campus and community resources.

The PASS program consists of six components:

- Academic Advisement
- Academic Status
- Learning Assistance
- Student Athlete Success Class
- Scholarship Recognition
- Personal Development

Athletes who intend to transfer and compete at a four-year college or university should consult Counseling Services regarding eligibility, degree, and transfer requirements.

## STUDENT LIFE AND LEADERSHIP

### Student Life & Leadership

The purpose of the Student Life & Leadership program is to assist the student population in the development of programs that serve and actively involve a wide range of students. Opportunities for personal growth are extended to students through leadership and peer counseling courses and programs, community and elementary school internships\*, clubs and organizations, and campus events produced by the students themselves.

*\*Depending on course availability.*

### Leadership Studies Program

The Leadership Studies program provides a variety of opportunities for students to challenge their perceptions of leadership and to guide them to a new way of critically thinking about their own leadership potential. Courses offered can be used toward earning Certificates of Completion in either Leadership Studies or Service Leadership. Many of the courses offered in this division concentrate on learning how to develop the leader within; raising self-esteem; improving critical-thinking skills; experiencing greater self-awareness; increasing self-motivation; developing mutually supportive relationships; problem-solving/decision-making techniques; and helping others. Courses are interactive and experiential, offering many hands-on opportunities for field work and practicum experiences outside the classroom. Check the current class schedule for course offerings.

### Student Activities

Cuesta College's student government develops a broad spectrum of activities, programs, and services for the student body. Its goals are to provide social contact, entertainment, and leadership opportunities for the campus community. Extracurricular activities foster a sense of unity among individuals, as well as among student groups pursuing specialized interests.

The complete planning and production of various events provide excellent experience for student leaders and enjoyable activities for all. Lectures, film series, forums, bands, community awareness programs, and seasonal and special events are all within the scope of student government sponsorship.

The broad array of student activities involves the educational experience of all members of the Associated Students of Cuesta College. Students plan and develop them and, by taking an active role, experience a personal satisfaction and growth beyond their academic pursuits.

### Associated Students of Cuesta College

The Associated Students of Cuesta College (ASCC) operates under regulations authorized in the California Education Code and in the policies of the Cuesta College Board of Trustees. The ASCC is the college's official student government organization. Membership is open to all students who purchase an ASCC Student ID card.

The ASCC is established to promote the general welfare of Cuesta College students; to guarantee equality of opportunity among students; to offer an experience in practice of the American democratic government; and to encourage student participation in, planning for, and involvement in a comprehensive program of student activities. It offers students opportunities to participate in social and cultural events, to share in governance activities, to interact with professionals, and to create and administer their own organizations and programs.

### Student Organizations

The college and the ASCC grant recognition to campus organizations including honor societies, service and religious organizations, those with an ethnic/multicultural focus, and departmental and special interest groups. The varied types of clubs not only offer an opportunity for social life but also make a fine contribution to the development of student leadership. Membership and active participation in a reasonable number of these organizations are strongly recommended by the college.

### Student Center, Building 5300

The Student Center, located on the San Luis Obispo Campus only, provides a place for comprehensive student life opportunities and activities. Students can take advantage of the various experiences offered in the Student Center, including the ASCC Social Club, which offers games, a pool table, and live music events. Free legal counseling services are available here for ASCC Student ID cardholders. Club and student government offices also are located in the Student Center. The Student Center is a great place to take a break between classes or possibly get involved beyond the classroom experience. Campus tours for prospective students and their parents are facilitated by Student Life and Leadership staff. Call (805) 546-3289 for more information.

### Cultural Center, 5104 A&B (inside the cafeteria)

The Cultural Center, located at the San Luis Obispo campus, supports exploration and awareness of diversity through activities, films, literature, music, and human interaction for the purpose of exchanging, sharing, and understanding all cultures. The Cultural Center's Mission Statement reads: "The Cuesta College Cultural Center embraces and celebrates the diverse cultural heritage that all Cuesta College students, faculty, and staff bring to the campus community." Call (805) 546-3289, for further information.

## TRANSFER/CAREER SERVICES

The Transfer/Career Center is located in Room 3134, first floor of the San Luis Obispo Campus Library building. The phone number is (805) 546-3162.

### Transfer Services

The Transfer/Career Center has a wide variety of resources available to

university bound students including college and university catalogs and information, college search materials, major and career books, and study abroad brochures and catalogs. The center maintains information about university transfer requirements, the university application process, articulation agreements and transfer admission guarantee programs. In addition, the center provides internet access with links to assist students completing online admissions applications and researching colleges.

Transfer counselors are available to help students identify their educational goals, research colleges and programs, determine university admission requirements, evaluate transcripts and develop Student Educational Plans (SEPs). Appointments to meet with a counselor can be made one week in advance beginning the first working day of the week and are available from 8:30 a.m. to 4:00 p.m. Monday through Thursday and from 10:30 a.m. to 4:00 p.m. on Friday.

Transfer/Career Center staff serve as liaisons to colleges and universities and advocate for students in the admission process. Center staff also coordinate university representative visits in which university outreach staff come to campus to meet with Cuesta College students individually.

Transfer Admission Guarantee (TAG programs) are commitments that selected colleges and universities make to Cuesta College students who meet specific credit, GPA, and course requirements. A TAG serves as a contract between the student and college or university. Students who have completed a TAG with a counselor and have met contractual requirements are guaranteed admission.

#### CUESTA COLLEGE NOW HAS TRANSFER ADMISSION GUARANTEES WITH THE FOLLOWING UNIVERSITIES:

- UC Santa Cruz
- UC Riverside
- UC Santa Barbara
- UC Davis
- UC Irvine
- UC Merced
- UC San Diego
- CSU Monterey Bay
- CSU Northridge
- CSU San Francisco
- CSU San Jose
- CSU Fullerton
- Cal Poly Pomona
- Sonoma State University
- Columbia College
- Chapman University
- University of La Verne
- University of Maine (Library Information Technology)
- National University

#### Filing Dates for Transfer Students

Students should check with the Transfer/Career Center for information regarding application deadlines for transfer to UC, CSU or independent colleges and universities or see [www.csumentor.edu](http://www.csumentor.edu); [www.universityofcalifornia.edu/pathways](http://www.universityofcalifornia.edu/pathways); [www.aiccumentor.org](http://www.aiccumentor.org).

#### Career Services

Career services are available to assist students in exploring and clarifying their career goals, researching occupational fields, and making their educational plans accordingly. Students may make arrangements with a career counselor to complete online assessments of their interests and personality, use the Eureka Career Information System to obtain

information about specific occupations, and check out any of a large number of books related to career and educational planning.

Student wishing to do in-depth career assessment and planning are encouraged to take Couns 254, Career Exploration, and/or Couns 261, Career Readiness and Job Shadowing, nine-week career decision-making and planning courses taught by career counselors.

#### Transferring to California Polytechnic State University

California Polytechnic State University, San Luis Obispo (Cal Poly) is a part of the California State University (CSU) system. Because admission to Cal Poly is highly competitive, the university utilizes a comprehensive strategy to determine undergraduate admission selection. Candidates are screened and ranked by major. The competitive nature of each major is based on the number of applications received, compared to the number of openings available, and to each applicant's qualifications.

Applicants for a specific term are asked to submit, by a stated deadline, a Cal Poly application for admission (via the CSUMentor Internet site), which collects the necessary data to rank each applicant in the selection pool. Selection criteria include completion of specified coursework, grades in specified coursework and general education classes, and extracurricular activities and work experience.

The Cal Poly Admissions website provides comprehensive information on the admission selection process. Transfer students should pay special attention to the prerequisite coursework listed for their major on the Transfer Preparation Guide available on the Cal Poly Admissions website at [www.ess.calpoly.edu/\\_admiss/](http://www.ess.calpoly.edu/_admiss/).

Because of the special conditions of admission to Cal Poly, it is strongly recommended that students work closely with a Cuesta College counselor to prepare a Student Educational Plan. The course articulation (course equivalency) agreement between Cal Poly and Cuesta College maximizes the number of classes that will transfer for degree credit. In addition to major-specified prerequisite courses, Cal Poly will give preference for most majors to students who complete their General Education Breadth Certification or the Intersegmental General Education Transfer Curriculum (IGETC) prior to transfer. Students applying as upper-division transfer applicants to Cal Poly with all recommended prerequisite courses completed for their major traditionally have a higher rate of acceptance to the University.

#### Articulation Agreements

Students who wish to transfer need to become familiar with the articulation agreements Cuesta College has established with four-year universities and colleges in general education and in specific majors.

Articulation agreements are available to students through counselors/academic advisors and in the Transfer Center. Most articulation agreements also can be accessed through the Internet or ASSIST ([www.assist.org](http://www.assist.org)). Easy-to-follow instructions allow students access to specific course requirements for all colleges where Cuesta College has established agreements.

#### ASSIST

ASSIST (Articulation Subsystem Stimulating Inter-institutional Student Transfer) is a student-transfer information system available at [www.assist.org](http://www.assist.org). ASSIST displays reports describing how courses completed at a California community college will be applied to an undergraduate degree when they are transferred to a California State University or University of California campus. As the official repository of articulation for

California's public colleges and universities, ASSIST provides the most accurate and up-to-date information available about student transfer within the state of California. Students who are planning to transfer to a California State University or a University of California campus are encouraged to utilize ASSIST information (in consultation with a counselor) for important information about the transfer and articulation process.

### **VETERANS**

Cuesta College is approved for the training of veterans under the various public laws of the United States and the California Veterans Program.

Any student who plans to enroll under any federal or state program must contact the Cuesta College Veterans Resource Center, (805) 546-3142 which will supply all necessary forms and information.

Students who are children or widows of veterans who died as a result of military service, or who are dependents of veterans who are totally disabled as a result of such service or peace time military service since September 16, 1940, may be eligible for assistance from the Veterans Administration or the State of California. Satisfactory scholarship, attendance, and program progress are required for all students receiving benefits from any federal or state agency.

Rules and regulations pertaining to veterans' training are subject to change at any time. Veterans are advised to check with the Cuesta College Veterans Resource Center to receive a copy of the latest requirements, rules, and regulations. It is the veteran's responsibility to inform the Veterans Office of any changes to his or her schedule and program.

#### **Cuesta College Veterans Resource Center**

The Cuesta College Veterans Resource Center is located in Building 6900, room #6903, next to the Campus Police Station. Our phone number is (805) 546-3142 and our business hours are Monday - Thursday, 9:00 am to 4:00 pm. The center is dedicated to serving Cuesta College's veterans, reservists, and military dependents as well as prospective students with military experience. Our staff consists of Veterans who are currently attending Cuesta College and enjoying working with fellow Veterans in an atmosphere of empathy and respect borne of shared experiences. We provide one-on-one assistance in order to ensure that Cuesta's many Veterans have a positive experience at Cuesta as well as the feeling of being supported along each step of their educational journey at Cuesta. The Cuesta College Veterans Resource Center is the heart of the college's veteran community and serves as a gathering place for student veterans to connect and socialize. Veterans from all branches of the services are welcome and can expect to receive professional, courteous, and compassionate support as they pursue their educational or vocational goals at Cuesta College.

### **CalWORKs**

CalWORKs at Cuesta College is a comprehensive program designed to provide fast-track curriculum options, employment services, academic and career counseling, and supportive services for the welfare-to-work student. Welfare-to-work students are those who are enrolled at Cuesta College and receive cash assistance from the Department of Social Services for themselves and their children.

Services include:

- Networking with other established Cuesta programs to provide support services;
- Placement of CalWORKs students in work activities that enable them to meet work requirements, gain practical work experience, and meet educational goals, i.e., work study positions, internships, and job placement on/off campus;
- Academic counseling and student development plans that work with welfare to work plans.
- Life management and assessment with supportive counseling and crisis intervention.

In partnership with community agencies such as, the Department of Social Services, One Stop Career Centers, as well as local employers, the goal of CalWORKs is to assist the TANF student's transition from welfare to employment and financial self-sufficiency.

CalWORKs staff are located at Career Connections, Student Center, Room 5310, (805) 546-3204.



## INSTRUCTIONAL PROGRAMS

**INSTRUCTIONAL DIVISION CHAIRS AND DIRECTORS**

**ASSOCIATE DEGREE REQUIREMENTS**

**DEGREE AND CERTIFICATE GENERAL INFORMATION**

**LIST OF DEGREES AND CERTIFICATES**

**DEGREE AND CERTIFICATE REQUIREMENTS**

## INSTRUCTIONAL DIVISION CHAIRS AND DIRECTORS

**CREDIT PROGRAMS****ACADEMIC SUPPORT/  
DISABLED STUDENT  
PROGRAMS AND SERVICES**

Patrick Schwab, Director  
Academic Skills

**ATHLETICS**

Bob Mariucci, Director

**BIOLOGICAL SCIENCES**

Ron Ruppert, Chair  
Ann Maliszewski, North County Coordinator  
Biology

**BUSINESS EDUCATION**

Leila Chambers, Chair  
Gary Rubin, North County Coordinator  
Business Administration  
Computer Applications/Office Administration  
Computer Information Systems  
Customer Service Academy  
Economics  
Hospitality  
Legal  
Paralegal  
Real Estate

**COUNSELING**

Candelario Munoz, Director  
Counseling

**ENGLISH**

Dennis Baeyen, Chair  
Sean Boling, North County Coordinator  
English

**ENGLISH AS A SECOND  
LANGUAGE**

Madeline Medieros, Chair  
Regina McKeown, North County Coordinator  
English as a Second Language

**ENGINEERING AND  
TECHNOLOGY**

John Stokes, Chair  
Agricultural Technology  
Architecture  
Automotive Technology  
Computer and Networking Technology  
Construction Technology  
Criminal Justice  
Electronics and Electrical Technology  
Engineering  
Welding

**FINE ARTS**

Margaret Korisheli, Chair  
Art

**HUMAN DEVELOPMENT**

Don Norton, Chair  
Don Norton, Interim N. County Coordinator  
Culinary Arts  
Early Childhood Education  
Family Studies  
Fashion Design and Merchandising  
Interior Design  
Nutrition

**LANGUAGES AND  
COMMUNICATIONS**

Tony Rector-Cavagnaro, Chair  
Beth-Ann Dumas, North County Coordinator  
American Sign Language  
Broadcast Communications  
Communication Studies  
French  
German  
Journalism  
Spanish

**LIBRARY/LEARNING  
RESOURCES**

Mark Stengel, Director  
Library/Information Technology  
Online

**MATHEMATICS**

Marie Larsen, Chair  
Rich Taylor, North County Coordinator  
Mathematics

**NON-CREDIT PROGRAMS**

Matthew Green, Director  
Emeritus College  
English as a Second Language  
English as a Second Language, Vocational  
High School Diploma  
Work Experience

**NURSING AND ALLIED  
HEALTH**

Marcia Scott, Director of Nursing and Allied Health  
Lisa Wearda, Associate Director of Nursing and Allied Health  
Pam Peachey, Chair/Assistant Director  
Fay Johnson, North County Coordinator  
Emergency Medical Services  
Licensed Vocational Nursing  
Medical Assisting  
Nursing Assistant  
Nursing, Registered  
Psychiatric Technician

**PERFORMING ARTS**

Jennifer Martin, Chair  
Drama  
Music

**PHYSICAL EDUCATION**

Walt Rehm, Chair  
Dance  
Health Education  
Physical Education Adapted  
Physical Education Activity  
Physical Education Athletics  
Physical Education Theory  
Recreation Administration  
Wellness

**PHYSICAL SCIENCES**

Bret Clark, Chair  
Praveen Babu, North County Coordinator  
Astronomy  
Chemistry  
Geology  
Oceanography  
Physical Science  
Physics

**SOCIAL SCIENCES**

Jane Morgan, Chair  
Brent LaMon, North County Coordinator  
Anthropology  
Geography  
History  
Philosophy  
Political Science  
Psychology  
Sociology

**STUDENT LIFE AND  
LEADERSHIP**

Anthony Gutierrez, Coordinator  
Leadership

## ASSOCIATE DEGREES AND CERTIFICATES

Students wishing to receive an associate degree or certificate must complete the Cuesta College Associate Degree Application or Certificate Application in order for the Evaluations Office to perform an official final evaluation of the student's record for completion of requirements. Students must be within two terms of completing requirements before the application will be accepted, and should consult with a counselor for verification. The applications are available on the Office of Admissions and Records' website and in the Student Services Center at all campus locations. See "List of Degrees and Certificates".

Degrees and certificates are awarded two to three months after the completion of the term in which requirements were met. Posting dates reflect the final date of the traditional semester or session in which the requirements were completed (certain exceptions may apply).

Degree candidates are encouraged to participate in the Cuesta College Commencement Ceremony which takes place each May on the San Luis Obispo campus. Commencement information is available on the Evaluations Office website or in the Commencement Channel in myCuesta.

### CATALOG RIGHTS

A student who satisfies the following definition of attendance will follow the Cuesta College curriculum for degrees and certificates in effect:

- at the time the student began attendance at a California Community College, California State University, University of California, or other regionally accredited college or university; or
- as outlined in a subsequent Cuesta College catalog

"Attendance" means attendance in at least one semester or two quarters each academic year. A student who misses two consecutive semesters, or three quarters in an academic year, excluding summer school, will lose catalog rights. In that case, the student must follow (1) the Cuesta College catalog that coincides with the student's date of re-enrollment in a regionally accredited college or university or (2) a subsequent Cuesta College catalog. A total withdrawal in a semester does not constitute a one-semester break in enrollment when "Ws" are posted on the student record. Campus authorities may authorize or require substitutions for discontinued courses in certificate or degree programs.

### RESIDENCY REQUIREMENT

Residency requirements are met by completing coursework through Cuesta College. Credit-by-Exam, Advanced Placement credit and Military credit do not fulfill the requirement. Non-degree applicable coursework is acceptable.

- **DEGREES** - A minimum of 12 semester credits must be completed in residence at Cuesta College before a degree may be awarded.
- **ADVANCED PLACEMENT CREDIT** - A minimum of 12 semester credits must be completed in residence at Cuesta College before credit for AP exams will be applied.
- **CERTIFICATE OF ACHIEVEMENT** - A minimum of two of the required courses must be completed in residence at Cuesta College.
- **CERTIFICATE OF SPECIALIZATION** - A minimum of one of the required courses must be completed in residence at Cuesta College.
- **CSU GENERAL EDUCATION CERTIFICATION** - A minimum of 3 credits of general education coursework must be completed in residence at Cuesta College before certification may be granted.

- **HOSPITAL DIPLOMA CREDIT** - A minimum of 12 credits must be completed in residence at Cuesta College before credit can be awarded.
- **MILITARY CREDIT** - A minimum of 12 credits must be completed in residence at Cuesta College before military credit can be awarded.

### REQUIREMENTS FOR THE ASSOCIATE DEGREE

Graduates from Cuesta College have conferred upon them the degree of Associate in Arts or Associate in Science. Requirements for graduation are prescribed by the Board of Governors of the California Community Colleges and the District Board of Trustees.

#### Designated Degree

Requirements:

- 60 semester degree applicable credits overall
  - lower division coursework only (use of upper division credits is subject to appeal)
- 18 credits of Cuesta general education coursework with a minimum overall GPA of 2.00
- Prescribed coursework in a specific major with grades of "C" or better
- Residency Requirement
- Health Education
- Diversity
- English Competency
- Math Competency
- American Ideals/Institutions
- 2.00 GPA overall

#### A.A., Liberal Arts (Non-Transfer)

Requirements:

- 60 semester degree applicable credits overall
  - lower division coursework only (use of upper division credits is subject to appeal)
  - all credits must be transferable, with the exception of Cuesta general education credit
- 18 credits of Cuesta general education coursework with a minimum overall GPA of 2.00
- 18 semester credits of coursework in one of the following Areas of Emphasis with grades of "C" or better:
  - Arts and Humanities
  - Mathematics and Sciences
  - Social and Behavioral Sciences

For Depth, two courses must be from a single discipline

For Breadth, at least three disciplines must be selected

- Residency Requirement
- Health Education
- Diversity
- English Competency
- Math Competency
- American Ideals/Institutions
- 2.00 GPA overall

#### A.A., Liberal (Transfer)

Requirements:

- 60 semester transferable credits overall (CSU or UC)
  - lower division coursework only (use of upper division credits is subject to appeal)
- Completion of the CSU GE with an overall minimum GPA of 2.00, or

- Completion of IGETC (minimum grade of "C" required in all coursework"
- 18 semester credits of coursework in one of the following Areas of Emphasis with grades of "C" or better:
  - Arts and Humanities
  - Mathematics and Sciences
  - Social and Behavioral Sciences

### A.A., Transfer and A.S., Transfer

Students transferring to a CSU campus that does accept the AA-T or AS-T will be required to complete no more than 60 credits after transfer to earn a bachelor's degree (unless the major is a designated "high-unit" major). These particular degree programs 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 for more information on university admission and transfer requirements.

At the time of catalog publication, no majors for these degrees have been approved. Majors are under development. For more information, please see a counselor.

#### Requirements:

- Minimum of 60 CSU transferable semester credits
- Minimum overall grade point average (GPA) of at least 2.00
  - While a minimum of 2.00 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information
- Completion of a minimum of 18 semester credits in prescribed major coursework, with a grade of C or better or a "P" if the course is taken on a "pass-no pass" basis
- Certified completion of the California State University General Education-Breadth pattern (CSU GE Breath) OR the Intersegmental General Education Transfer Curriculum (IGETC)

Official transcripts from all colleges and universities attended, including Advanced Placement scores, are required and must be on file with the Evaluations Office in order to perform a final degree evaluation.

Advanced Placement scores may be ordered by calling the College Board at (888) 308-0013 ([http://www.collegeboard.com/student/testing/ap/exgrd\\_rep.html](http://www.collegeboard.com/student/testing/ap/exgrd_rep.html)).

Any foreign credentials must be independently evaluated and the official independent evaluation submitted to the Evaluations Office for use in the degree evaluation. Academic Credentials Evaluation Institute, Inc. (ACEI) is the preferred provider for independent evaluation of foreign credentials (<http://www.acei1.com>), and a "comprehensive" evaluation is required. Use of other agencies must be approved by the Cuesta College Director of Admissions and Records.

### CUESTA GENERAL EDUCATION

General education is a coherent pattern of courses intended to serve three purposes: Taken as a whole, the program is intended to strengthen students' essential intellectual skills; broadly introduce students to the core concepts and methods of the major disciplines; and prepare students to lead enriched lives in our multicultural society. General education courses are distinguished from those required for a major or allowed as freely chosen electives. Courses in the general education category are "general" in two senses: independently, they survey the core concepts and methods of the discipline in which they are included; and they point, where possible, to the influences and contributions of the discipline to

other disciplines, culture, human history and our quest to understand our universe.

Through this program, students will acquire the ability to think and communicate clearly and effectively both orally and in writing; to use mathematics and other symbolic systems; to understand the modes of inquiry of the major disciplines; to appreciate the structures and processes of the natural environment; to be aware of other cultures and times; to achieve insights by thinking about ethical and social problems; to understand and appreciate the history of US culture and its governing institutions.

Upon completion of the general education course pattern, in addition to the area-specific outcomes, students should be able to:

- identify, explain, and analyze the core concepts and methods of the major discipline in which the course is included;
- identify, explain, and analyze the influences and contributions of the specific discipline to other disciplines, cultures, human history, and our quest to understand the universe.
- organize, integrate, and critically analyze information within the course, using these skills to generate and evaluate alternative perspectives; and
- prepare students to live enriched lives in our multicultural society..

### AREA A: PHYSICAL AND LIFE SCIENCES

After successfully completing courses in this category, students will understand the scientific method and its role in research, analyze problems in a structured way, and develop and employ strategies for solutions using scientific principles. Students will understand the empirical bases for current scientific theories, how those theories develop and change, and how they explain the natural world. Students also will appreciate the influence of scientific knowledge on the development of civilization.

Select one course from the following:

#### Anthropology

201 Physical Anthropology (3)

#### Astronomy

210 Astronomy (3)

#### Biology

201A Biology (5)  
 204 Microbiology (5)  
 205 Human Anatomy (4)  
 211 Life Science (3)  
 212 Human Biology (3)  
 213 Genetics in Society (3)  
 216 Plants & People (4)  
 220 Environmental Biology (3)  
 221 General Ecology (4)  
 222 Marine Biology (3)  
 224 Principles of Natural History (3)

#### Chemistry

201A General College Chemistry (5)  
 210 Introduction to Chemistry (4)  
 210FL Introduction to Chemistry with Facilitator Assisted Learning (4)  
 211 Introductory Organic/Biochemistry (4)

#### Electronics and Electrical Technology

213 Electronics Fundamentals (6)



**Geology**

- 210 Physical Geology (4)
- 211 Historical Geology (4)
- 212 Geologic Hazards, Man, and the Environment (3)
- 220 Geology of California (3)

**Nutrition**

- 210 Nutrition (3)
- 211 Introduction to Nutrition for Health Professionals (3)

**Oceanography**

- 210 Oceanography (3)
- 212 Introduction to Meteorology (3)

**Physical Science**

- 201A Physical Science: Physics and Chemistry (3)
- 201B Physical Science: Astronomy and Geology (3)

**Physics**

- 205A General Physics (4)
- 208A Principles of Physics (5)
- 210 Introduction to Physics (3)
- 130 Technical Physics (3)

**Psychology**

- 202 Introduction to Biological Psychology (3)

**AREA B: SOCIAL AND BEHAVIORAL STUDIES**

After successfully completing courses in this category, students will understand the theories and be able to employ and evaluate the methods of social science inquiry. Students will be able to analyze and critically assess ideas about the individual, social groups, institutions and society, as well as their interrelationships, structure and function. Students will be able to use this knowledge to develop a capacity for self-understanding and to understand contemporary issues, conflicts, problems and their origins.

Select one course from the following:

**Anthropology**

- 202 Archaeology (3)
- 203 Cultural Anthropology (3)
- 225 Contemporary Culture of the World (3)

**Criminal Justice**

- 202 Introduction to Criminal Justice (3)

**Early Childhood Education**

- 201 Child Growth and Development (3)

**Economics**

- 201A Principles of Economics (3)
- 201B Principles of Economics (3)

**Family Studies**

- 212 Human Development Life Span (3)
- 213 Ethnic Identity and Developmental Patterns (3)
- 214 Marriage and Family Relations (3)
- 215 Developmental Patterns of Women (3)
- 270 Introduction to Addiction Studies: Addiction and the Community (3)

**Geography**

- 201 Physical Geography (3)
- 202 Cultural Geography (3)

**History**

- 203A History of World Civilization (3)
- 203B History of World Civilization (3)
- 204A History of Western Civilization (3)
- 204B History of Western Civilization (3)
- 207A History of the United States (3)
- 207B History of the United States (3)
- 208A History of Latin America (3)
- 208B History of Latin America (3)
- 210 History of California (3)
- 212 History of the Mexican-American (3)
- 219 History of the Far East (3)
- 233 Afro-American History (3)
- 235 The History of African Civilization (3)
- 237 History of American Women (3)
- 239 The History of the Role of Women (3)
- 260 History of the San Simeon Region (3)

**Legal**

- 217 Introduction to Law (3)

**Political Science**

- 201 Introduction to Political Science (3)
- 202 Government and Politics of the United States (3)
- 204 World Politics (3)
- 205 Law and Politics (3)
- 206 Comparative Government (3)
- 209 Introduction to Political Theory (3)

**Psychology**

- 201 Introductory Psychology (3)
- 206 Introduction to Social Psychology (3)
- 233 Personality and Adjustment (3)

**Sociology**

- 201A Introduction to Sociology (3)
- 201B Social Institutions (3)
- 206 Minority Group Relations (3)
- 208 Introduction to Women's Studies (3)

**AREA C: ARTS AND HUMANITIES**

After successfully completing courses in this category, students will recognize the value of the great works of the human imagination in a broad context and understand their contribution to human culture. They will be able to analyze and appraise cultural/artistic achievements in verbal and/or non-verbal forms. Since language acquisition is a door to understanding the arts and humanities of other cultures, students who acquire second language skills also fulfill the category C requirement.

Select one course from the following:

**American Sign Language**

- 215A Beginning American Sign Language (3)
- 215B American Sign Language II (3)
- 215C American Sign Language III (3)
- 215D American Sign Language IV (3)

**Art**

- 200 Art Appreciation (3)
- 203 Survey of Art History: Old Stone Age through Gothic (3)
- 204 Survey of Art History: Renaissance through 19th Century (3)
- 205 Survey of Art History: Modernism and Post-Modernism (3)
- 206 Survey of Art History: Non-Western Art (3)
- 220 Fundamentals of 2-D Design (2-3)

- 221 Beginning Drawing (2-3)
- 240 Introduction to Print Media (2-3)
- 270 3-Dimensional Design (2-3)
- 271 Beginning Sculpture (2-3)
- 280 Ceramics (2-3)

#### Communication Studies

- 202A Oral Interpretation of Literature (3)

#### Drama

- 201A Principles of Acting (3)
- 205 Introduction to Dramatic Literature (3)
- 206 Theater Appreciation (3)
- 207 Introduction to the Theatre (3)

#### English

- 201B English Composition: Introduction to Literature (3)
- 205 Introduction to Poetry (3)
- 206 Introduction to the Novel (3)
- 212A American Literature (3)
- 212B American Literature (3)
- 213 Multicultural Voices in American Literature (3)
- 215 Shakespeare (3)
- 216 Literature and Film (3)
- 217 Literature by Women (3)
- 231 Creative Writing (3)
- 244A European Literature (3)
- 244B European Literature (3)
- 246A Survey of British Literature (3)
- 246B Survey of British Literature (3)

#### French

- 201 Elementary French (4)
- 202 French (4)
- 203 French (4)

#### German

- 201 Elementary German (4)
- 202 German (4)
- 203 German (4)

#### Interior Design

- 282 History of Interior Design (4)

#### Music

- 230A Music History (3)
- 230B Music History (3)
- 235 Music Appreciation: Classical Music (3)
- 237 Music Appreciation: American Popular Music (3)
- 238 Music Appreciation: Jazz History (3)
- 239 Fundamentals of Music (3)

#### Philosophy

- 205 Introduction to the Bible (3)
- 206 Introduction to Philosophy (3)
- 209 World Religions (3)
- 212 Philosophical Classics in Theory of Reality (3)
- 213 Philosophical Classics in Ethics and Social Philosophy (3)

#### Spanish

- 201 Elementary Spanish (4)
- 202 Spanish (4)
- 203 Spanish (4)

### AREA D: ENGLISH AND MATH COMPETENCY REQUIREMENT

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 by completing Math 124, 126B, 127 or a higher college level mathematics course, with a grade of "C" or better. Equivalent college level mathematics courses completed at regionally accredited colleges and universities are also acceptable.

(Note: 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.)

### AREA D1: COMMUNICATIONS IN ENGLISH

After successfully completing this category, students will be able to read and write effective expository and argumentative prose with a focus on inquiry as well as persuasion. Students will be able to read critically in order to comprehend the central ideas and rhetorical techniques in the assigned texts. They also will be able to demonstrate an ethical use of various rhetorical techniques in their written work.

#### English

- 201A English Composition (4)

### AREA D2: ANALYTICAL THINKING

After successfully completing this category, students will be able to construct and analyze statements in a formal symbolic system, and understand the relationship between the symbolic system and its various applications in the real world. Students will also appreciate the strengths and limitations of the system, its logical structure, and its derivation.

Complete one course from the following:

#### Computer Information Systems

- 201 Introduction to Computer Science (3)
- 217 "C" Programming Language (3)
- 231 Fundamentals of Computer Science I (4)

#### Electronics and Electrical Technology

- 216 Digital Circuits (4)

#### Mathematics

- 124 Intermediate College Math (3)
- 126B Intermediate Algebra - Part 2 (5)
- 127 Intermediate Algebra (5)
- 229 Trigonometry (3)
- 230 College Mathematics for the Humanities (3)
- 231 Trigonometry with Geometric Foundations (5)
- 232 College Algebra (3)
- 236 Introduction to Applied Statistics (3)
- 242 Pre-calculus Algebra (5)
- 247 Introduction to Statistics (4)
- 255 Calculus for Business and Management (3)
- 265A Analytic Geometry and Calculus (5)
- 265B Analytic Geometry and Calculus (5)
- 283 Calculus (5)
- 287 Linear Analysis (5)

**Philosophy**

208 Introduction to Logic (3)

**AREA E: AMERICAN INSTITUTIONS**

After successfully completing courses in this category, students will understand the impact of social, political, and economic forces in the historical development of the US. Students will be able to employ interpretative skills to analyze historical causes and effects. Students will have an enhanced understanding of the interrelationship among the branches of our government over time. Students will also develop an understanding of US cultural and social diversity, and ethnic, gender, and class conflict.

Select one course from the following (cannot be double counted for AREA B):

**History**

207A History of the United States (3)

207B History of the United States (3)

**Political Science**

202 Government and Politics of the United States (3)

**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.

Select one course from the following approved courses for 2011-12:

**Anthropology**

203 Cultural Anthropology (3)

220 California Indians (3)

**Business Education**

260 International Business (3)

**Communication Studies**

212 Intercultural Communication (3)

**Criminal Justice**

224 Police-Community Relations (3)

**Early Childhood Education**

215 Teaching in a Diverse Society (3)

**English**

213 Multicultural Voices in American Literature (3)

217 Literature by Women (3)

**Family Studies**

213 Ethnic Identity and Developmental Patterns (3)

215 Developmental Patterns of Women (3)

**Health Education**

203 Women's Health Issues (3)

208 Multicultural Health (3)

**History**

237 History of American Women (3)

239 History of the Role of Women (3)

**Legal**

217 Introduction to Law (3)

**Nutrition**

222 Food Customs and Culture

**Psychology**

206 Introduction to Social Psychology (3)

**Sociology**

202 Social Problems (3)

206 Minority Group Relations (3)

208 Introduction to Women's Studies (3)

Completion of one of the following degree or certificate programs will also satisfy the Diversity requirement:

- A.S., Nursing, Registered
- C.A., Nursing, Registered
- C.A., Nursing, Registered (30 Unit Option)

**HEALTH REQUIREMENT**

After successfully completing this requirement, students will be able to apply a breadth & depth of knowledge that is inclusive of all the dimensions of health e.g., spiritual, environmental, social, mental & 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 wellbeing.
- 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.

Select one from the following:

**Health Education**

202 Health Education (3)

203 Women's Health Issues (3)

208 Multicultural Health (3)

210 Community Health (3)

Completion of one of the following degree or certificate programs will also satisfy the Health Education requirement:

- A.S., Nursing, Registered
- C.A., Nursing, Registered
- C.A., Nursing, Registered (30 Unit Option)

## CAREER AND VOCATIONAL PROGRAMS

Cuesta College offers two types of academic programs with career and vocational emphasis: Associate in Arts or Associate in Science degree and Certificate of Achievement and/or Certificate of Specialization. These programs provide instruction in the skills and knowledge needed to enter or to make progress in an occupation. The student who wants to pursue a career/vocational oriented program must be eligible to enroll at Cuesta College.

The Associate in Arts or Associate in Science degree programs require completion of 60 degree applicable credits, including general education, health education, diversity and American Institutions coursework, in addition to the prescribed coursework in a specific discipline. Refer to the "Associate Degrees and Certificates" section (pages 46-47).

Career and vocational programs are developed by the college in close cooperation with advisory committees composed of representatives from business, industry and the college. These advisory committees review course content to make certain that the instruction and curriculum provide current skills, and recommendations are made to update the curriculum. In this manner students in these programs receive the most current information and skills to prepare them for employment in their chosen field.

Frequently a student's educational goal will change. The college recognizes the mobility within our society and the necessity of changing education needs and goals. Therefore, students can switch between degree and certificate program; without loss of credit.

Certificate programs require completion of a course or a series of courses. Typically, students who seek a certificate wish to complete a career program as quickly as possible to obtain employment. Many students complete the requirements for the certificate, attain employment, and return to Cuesta College to complete the additional general education requirements for an associate degree or requirements for transfer.

Courses listed in this catalog may not be offered each semester. Consult with a counselor or refer to the a current class schedule to determine if a needed class is being offered.

### Certificate of Specialization

Cuesta College shall grant a Certificate of Specialization to those students who have completed the requirements with a minimum grade of "C" in each course in a specialized area of study, have met residency requirements and apply for the certificate.

### Certificate of Achievement

Cuesta College shall grant a Certificate of Achievement to those students who have completed the requirements with a minimum of grade of "C" in each course in a specialized area of study, have met residency requirements and apply for the certificate.

## EVALUATIONS, WAIVERS AND SUBSTITUTIONS

The Evaluations Office will determine progress toward a degree or certificate at the time an application is submitted. Students may initiate a waiver/substitution petition through Counseling Services for special circumstances or when requirements change.

## CREDIT FOR ALTERNATIVE EDUCATION

Cuesta College affirms that there is merit in awarding college credit for other than the traditional classroom experiences when those experiences represent learning that may be validated. Therefore, Cuesta College awards credit according to the policies stated below.

### Advanced Placement Examination

Cuesta College recognizes the completion of College Board Advanced Placement Exams (AP), authorized by the College Entrance Examination Board (CEEB). Credit is awarded based upon the criteria established by the college. Advanced placement scores may be ordered by calling the College Board at (888) 308-0013.

### Credit for Educational Training in the Military

For currently enrolled students, in good standing, who have completed at least 12 credits of "C" average work at Cuesta College, the college may grant up to 12 elective credits in accordance with the recommendations of the American Council on Education for educational training completed in the military service. Educational work completed through the United States Armed Forces Institute (USAFI) will also be accepted with no unit maximum. For more information contact the Admissions and Records Office.

### Credit by Examination (Challenge of Courses)

Credit by Examination enables students to use their acquired knowledge, abilities and competencies to challenge certain existing courses for credit.

Petitions for Credit by Examination must be submitted to the Admissions and Records Office no later than the Friday of the fourth week of the fall or spring semester or the Friday of the second week of summer session.

These requirements must be met in order to qualify for Credit by Examination:

- The course is listed in the catalog and appears on the list of classes that may be challenged for that semester or session.
- The student has completed all prerequisites for the course.
- The student is duly registered, in good standing, and has completed at least 12 credits of "C" average work at Cuesta College.

The following restrictions apply per Cuesta College Board Policy R6400:

- A course may be challenged for a letter grade or on a pass/no pass basis if the course has an either/or grade option code.
- A maximum of 15 semester credits may be challenged.
- A course may not be challenged more than once.
- Credits received through a challenge may not be used to satisfy eligibility requirements for athletics, financial aid or veterans benefits.
- For courses that involve a lab, the examination will include a lab portion, studio portfolio evaluation or a similar demonstration of ability.
- Credits received through challenge may not be used to satisfy residency requirements.

For more information, refer to the "Petition for Credit by Examination" form available in the Admissions and Records Office.

### Independent Studies

The option of Independent Study at Cuesta College provides an opportunity for an in-depth study or practicum experience by an individual student in a selected topic under the direction of an instructor.



In order to qualify, a student must not be on academic probation, must be enrolled in another class in addition to the independent study course, and must have completed the prerequisite and preparatory course work. A student may not earn more than two credits for an independent study course in any term. To initiate independent study, a student should confirm through the Admissions and Records Office eligibility to enroll in an independent study course and should contact the appropriate academic division.

### **Credit for Hospital Diploma**

A student who holds a current California R.N. license and who has earned at least 12 credits in residence at Cuesta College may receive up to 35 Cuesta College credits for work previously earned at a hospital diploma nursing school as follows:

- Up to 18 semester credits for specific diploma nursing school subject courses that have been evaluated by the Cuesta College director of nursing as equivalent to one or more of the courses required in the major for the current Cuesta College Registered Nursing designated degree; and
- Up to 12 semester credits of electives.

### **California Highway Patrol Academy and Approved Sheriff's Academies**

For currently enrolled students, in good standing, who have completed at least 12 credits of "C" average work at Cuesta College, up to 12 elective credits may be allowed upon completion of the California Highway Patrol Academy or any approved academy of an administration of justice unit. For more information contact the Criminal Justice department of the Business Education Division.

### **Tech Prep**

Local high school students may receive Cuesta College credit for approved technical and vocational courses, through the San Luis Obispo County Tech Prep Articulation Agreement process. A specialized "Credit by Examination process" allows high school students to challenge the content and/or skill proficiency of specific courses, provided a valid Tech Prep articulation agreement between the student's high school and Cuesta College is maintained. Enrollment fees are waived for students currently enrolled in high school who have been in residence in San Luis Obispo County for at least one year. Each student must fill out a Cuesta College admission application and a "Permit to Enroll" form, and submit a transcript to the Cuesta College Records Office.

For more information, contact the Tech Prep Office at 805-546-3100 ext 2533.

### ***CREDITS NOT ACCEPTED TOWARD DEGREES/ CERTIFICATES/CERTIFICATIONS***

#### **Continuing Education Units (CEU)**

Though earned at colleges and universities, continuing education courses are designed for personal enrichment or job advancement and may not be used.

#### **College Level Examination Program (CLEP)**

Cuesta College does not accept CLEP.

#### **Non-Degree Applicable Credits**

Non-degree applicable college courses are not used to meet degree curriculum or credit requirements. Degree applicability is determined

according to the catalog for the term in which course was taken.

### **Credits from Non-Accredited Institutions**

Cuesta College will only accept course work from institutions that are recognized by a regional accrediting agency.

The publication titled, "Accredited Institutions of Postsecondary Education," published by the American Council on Education, is used for verification of accreditation. The publication is available in Counseling Services and in the Evaluations Office.

### **Upper Division Course Work**

Course credit from colleges and universities at the upper division level is not used. A student must petition to have upper division course content reviewed to satisfy certain requirements. Contact Counseling Services.

A.A. – ASSOCIATE IN ARTS

A.S. – ASSOCIATE IN SCIENCE

C.A. – CERT. OF ACHIEVEMENT

C.S. – CERT. OF SPECIALIZATION

## LIST OF DEGREES AND CERTIFICATES

### Agricultural Technology

- C.S. Viticulture Practices
- C.S. Viticulture Practices and Maintenance

### Architectural Technology

- A.S. Architectural Technology
- C.A. Architectural Technology

### Art

- A.A. Art History and Professional Practices
- A.A. Art Studio
- C.S. Graphics

### Automotive Technology

- A.S. Advanced Engine Performance Technician
- A.S. Auto Body Technician
- C.A. Auto Body Technician
- A.S. Automotive Technician
- C.A. Automatic Transmission/Transaxle Specialist
- C.A. Brakes Specialist
- C.A. Chassis and Suspension Specialist
- C.A. Electrical Systems Specialist
- C.A. Engine Performance Specialist
- C.A. Engine Repair Specialist
- C.A. Heating and Air Conditioning Specialist
- C.A. Manual Drivetrains and Axles Specialist

### Basic Skills

- C.S. Basic Skills

### Biology

- A.S. Biological Sciences

### Broadcast Communications

- A.A. Broadcast Communications

### Business

- A.A. Business Administration - Transferable
- A.A. Business Administration - Career Path
- C.A. Business Administration
- A.A. International Business
- C.S. International Business
- A.A. Management
- C.S. Supervision
- C.S. Customer Service
- A.A. Marketing

### Chemistry

- A.S. Chemistry

### Computer Applications/Office Administration

- A.A. Computer Applications/Office Administration
- C.A. Administrative Assistant
- C.A. Computer Office Support and Maintenance Specialist
- C.A. Office Professional
- C.A. Word Processing
- C.A. Accounting Clerk/Bookkeeper
- C.A. Business Communications
- C.S. Desktop Publishing
- C.A. Computer Applications
- C.A. Document Processing

### Computer Information Systems

- A.S. Computer Information Systems, Programming
- C.S. Internet Applications Developer
- A.S. Computer Science
- A.S. Management Information Systems
- A.S. Visual Basic/Database Administration

### Computer and Networking Technology

- A.S. Computer and Networking Technology
- C.A. Computer and Network Maintenance
- A.S. Computer Network Administration
- C.A. Computer Networking Specialist
- C.S. Computer Repair

### Construction Technology

- A.S. Construction Technology
- C.A. Construction Technology
- C.S. Basic Water Treatment
- C.S. Block Masonry
- C.S. Brick Masonry
- C.S. National Electrical Code
- C.S. Uniform Building Code
- C.S. Uniform Plumbing and Mechanical Codes
- C.S. Water Distribution Systems
- C.S. Woodworking

### Criminal Justice

- A.A. Criminal Justice

### Culinary Arts

- A.S. Culinary Arts
- C.A. Culinary Arts
- C.S. Baking
- C.S. Savory Cuisine
- C.S. Whole Foods

### Dance

- A.A. Dance

### Drama

- A.A. Drama

### Early Childhood Education

- A.A. Early Childhood Education Teacher
- C.A. Early Childhood Education Teacher
- C.S. Early Childhood Education Associate Teacher
- C.S. Early Childhood Education Master Teacher: Curriculum
- C.S. Early Childhood Education Master Teacher: Diversity
- C.S. Working with School Age Children

### Electronics and Electrical Technology

- A.S. Electro Mechanical Technology
- C.A. Electro Mechanical Technician
- A.S. Electrical Technology
- C.A. Electrical Technology
- A.S. Electronics Technology
- C.A. Electronics Technology
- C.S. Electronics Automation Technology
- C.S. Power and Instrumentation Certificate

### Emergency Medical Services

- C.A. Paramedic
- C.S. Emergency Medical Services Hazardous Materials First Responder Operational

| A.A. – ASSOCIATE IN ARTS                     |  | A.S. – ASSOCIATE IN SCIENCE | C.A. – CERT. OF ACHIEVEMENT               | C.S. – CERT. OF SPECIALIZATION                                    |
|--|--|-----------------------------|---|---|
| C.S.   | Emergency Medical Responder - Initial                      |                             | <b>History</b>                            |   |
| C.S.   | Emergency Medical Responder - Refresher                    |                             | A.A.                                      | History   |
| C.S.   | Emergency Medical Services Technician Refresher            |                             | <b>Hospitality</b>                        |   |
| C.S.   | Emergency Medical Technician                               |                             | A.A.                                      | Hospitality   |
| C.S.   | Emergency Services   |                             | C.A.                                      | Hospitality   |
|  |  |                             | C.S.                                      | Hospitality Fundamentals  |
| <b>Emergency Medical Services - CAL FIRE</b> |  |                             | <b>Interior Design</b>                    |   |
| C.S.   | Basic 67 Hour Wildland Training                            |                             | A.A.                                      | Interior Design   |
| C.S.   | Basic Fire Ground Apparatus Pumping Operations             |                             | C.A.                                      | Interior Design   |
| C.S.   | Basic Wildland Bridge Training                             |                             |   |   |
| C.S.   | Confined Space Rescue Awareness                            |                             | <b>International Studies</b>              |   |
| C.S.   | Emergency Vehicle Operations - Fire Apparatus              |                             | A.A.                                      | International Studies   |
| C.S.   | Fire Command 1A: Command Principles for Company Officers   |                             | <b>Journalism</b>                         |   |
| C.S.   | Fire Command 1B: Incident Management for Company Officers  |                             | A.A.                                      | Journalism  |
| C.S.   | Fire Instructor 1A: Instructional Techniques               |                             | <b>Liberal Arts</b>                       |   |
| C.S.   | Fire Instructor 1B: Instructional Techniques               |                             | A.A.                                      | Liberal Arts (Non-Transfer): Arts, Humanities, and Communications |
| C.S.   | Fire Investigation 1A: Fire Origin and Cause Determination |                             | A.A.                                      | Liberal Arts (Non-Transfer): Mathematics and Sciences             |
| C.S.   | Fire Investigation 1B: Techniques of Fire Investigation    |                             | A.A.                                      | Liberal Arts (Non-Transfer): Social and Behavioral Sciences       |
| C.S.   | Hazardous Materials First Responder & Decontamination      |                             | A.A.                                      | Liberal Arts (Transfer): Arts, Humanities, and Communications     |
| C.S.   | Incident Command System Intermediate                       |                             | A.A.                                      | Liberal Arts (Transfer): Mathematics and Sciences                 |
| C.S.   | Introduction to Surf Rescue                                |                             | A.A.                                      | Liberal Arts (Transfer): Social and Behavioral Sciences           |
| C.S.   | Low Angle Rope Rescue Operational                          |                             | C.A.                                      | CSU General Education   |
| C.S.   | Paid Call Firefighter Training                             |                             | C.A.                                      | IGETC   |
| C.S.   | Principles of Vehicle Extrication                          |                             | <b>Leadership</b>                         |   |
| C.S.   | Rescue Systems 1: Basic Rescue Skills                      |                             | C.S.                                      | Leadership Studies  |
| C.S.   | River and Flood Water Rescue                               |                             | C.S.                                      | Service Leadership  |
| <b>Engineering</b>                           |  |                             | <b>Legal Studies</b>                      |   |
| A.S.   | Engineering  |                             | A.A.                                      | Legal Studies: Business Option                                    |
| C.A.   | Computer Aided Design/Drafting (CAD)                       |                             | A.A.                                      | Legal Studies: Social Science Option                              |
| C.S.   | AutoCAD – Level I  |                             | <b>Library/Information Technology</b>     |   |
| C.S.   | AutoCAD – Level I and Engineering Drawing                  |                             | A.S.                                      | Library/Information Technology                                    |
| C.S.   | AutoCAD – Level II/ Inventor                               |                             | C.A.                                      | Library/Information Technology                                    |
| <b>English</b>                               |  |                             | C.S.                                      | Essential Skills for Internet Research                            |
| A.A.   | English  |                             | C.S.                                      | Library Services to Children                                      |
| <b>English as a Second Language</b>          |  |                             | C.S.                                      | Web Page Coding   |
| C.S.   | English as a Second Language, Intermediate                 |                             | <b>Mathematics</b>                        |   |
| C.S.   | English as a Second Language, Advanced                     |                             | A.S.                                      | Mathematics   |
| <b>Facilities</b>                            |  |                             | <b>Medical Assisting</b>                  |   |
| A.S.   | Facilities Technology Management                           |                             | A.S.                                      | Medical Assisting   |
| C.A.   | Facilities Technology                                      |                             | C.A.                                      | Medical Assisting   |
| <b>Family Studies/Human Services</b>         |  |                             | C.S.                                      | Medical Assisting   |
| A.A.   | Family Studies/Human Services                              |                             | C.S.                                      | Phlebotomy  |
| C.S.   | Addiction Studies  |                             | <b>Music</b>                              |   |
| C.S.   | Addiction Studies Fieldwork                                |                             | A.A.                                      | Jazz Studies  |
| C.S.   | Cultural Competency  |                             | A.A.                                      | Music Performance   |
| C.S.   | Family Studies and Human Development                       |                             | C.S.                                      | Audio Technology  |
| C.S.   | Human Services   |                             | <b>Nursing Assistant</b>                  |   |
| <b>Fashion Design and Merchandising</b>      |  |                             | C.S.                                      | Nursing Assistant   |
| A.A.   | Fashion Design   |                             | C.S.                                      | Nursing Assistant, Acute Care Nurse Assistant                     |
| C.A.   | Fashion Design   |                             | C.S.                                      | Nursing Assistant, EKG Monitor Observer                           |
| A.A.   | Fashion Merchandising                                      |                             | <b>Nursing, Licensed Vocational Nurse</b> |   |
| C.A.   | Fashion Merchandising                                      |                             | C.A.                                      | Nursing, Licensed Vocational Nurse                                |
| <b>Geology</b>                               |  |                             |   |   |
| A.S.   | Geology  |                             |   |   |

## A.A. – ASSOCIATE IN ARTS

## A.S. – ASSOCIATE IN SCIENCE

## C.A. – CERT. OF ACHIEVEMENT

## C.S. - CERT. OF SPECIALIZATION

C.S. Licensed Vocational Nurse, Basic Intravenous Therapy, Blood Transfusion, and Phlebotomy

**Nursing, Registered**

A.S. Nursing, Registered

C.A. Nursing, Registered

C.A. Nursing, Registered (30 Unit Option)

**Nutrition**

C.S. Nutrition

**Paralegal**

A.A. Paralegal

C.A. Paralegal

**Paramedic**

*See Emergency Medical Services*

**Physical Education**

A.S. Fitness, Health and Nutrition

C.A. Fitness, Health and Nutrition

A.S. Kinesiology

C.S. Athletic Training

C.S. Personal Training

**Physics**

A.S. Physics

**Political Science**

A.A. Political Science

**Psychiatric Technician**

A.S. Psychiatric Technician

C.A. Psychiatric Technician

**Psychology**

A.S. Psychology

**Recreation**

A.A. Recreation Administration

**Sociology**

A.A. Sociology

C.S. Women's Studies

**Transfer Degrees**

Please see a counselor for the latest approved degrees for transfer.

**Transfer Certificates**

C.A. CSU General Education

C.A. IGETC

**Web Development Technologies**

C.A. Web Development Technologies

**Welding**

A.S. Welding Technology

C.A. Welding Technology

C.S. Welding Technology Pipe

C.S. Welding Technology Structural Steel

**Non-Credit**

C.C. Income Tax Preparation

C.C. Non Credit English as a Second Language

C.C. Non Credit Vocational English as a Second Language

C.C. Secondary Education



**AGRICULTURAL TECHNOLOGY****C.S., VITICULTURE PRACTICES**

Required Courses (5 credits)

|          |   |    |
|----------|---|----|
| AGTC 105 | Vineyard Pruning  | .5 |
| AGTC 110 | Propagation Techniques                                  | .5 |
| AGTC 115 | Vineyard Irrigation and Fertilization                   | 1  |
| AGTC 120 | Vineyard Canopy Management                              | 1  |
| AGTC 130 | Basic Viticulture                                       | 1  |
| AGTC 135 | Pest Control Management Update                          | .5 |
| AGTC 140 | Soil Fertility and Quality in Central Coast Viticulture | .5 |

**C.S., VITICULTURE PRACTICES AND MAINTENANCE**

Required Courses (17 credits)

|           |   |    |
|-----------|---|----|
| AGTC 105  | Vineyard Pruning  | .5 |
| AGTC 110  | Propagation Techniques                                  | .5 |
| AGTC 115  | Vineyard Irrigation and Fertilization                   | 1  |
| AGTC 120  | Vineyard Canopy Management                              | 1  |
| AGTC 130  | Basic Viticulture                                       | 1  |
| AGTC 135  | Pest Control Management Update                          | .5 |
| AGTC 140  | Soil Fertility and Quality in Central Coast Viticulture | .5 |
| CTCH 250  | Introduction to Construction                            | 3  |
| CTCH 168  | Residential Plumbing                                    | 3  |
| CTCH 169  | Residential Wiring                                      | 3  |
| WELD 270A | Basic Welding   | 3  |

**ARCHITECTURAL TECHNOLOGY****A.S., ARCHITECTURAL TECHNOLOGY**

Required Courses (34.5 credits)

|                                  |   |     |
|----------------------------------|---|-----|
| ARCH 201                         | Survey of Architectural Education and Practice        | 1.5 |
| ARCH 232                         | Architectural Design & Presentation Computer Graphics | 3   |
| ARCH 221                         | Design and Visual Communication I                     | 4   |
| ARCH 222                         | Design and Visual Communication II                    | 4   |
| ARCH 244                         | Architectural Environment Control Systems             | 3   |
| ARCH 230                         | Architectural Computer Aided Drafting and Design      | 3   |
| ARCH 242                         | Introduction to Architectural Practice                | 3   |
| ARCH 251                         | Architectural Design Fundamentals I                   | 5   |
| ARCH 252                         | Architectural Design Fundamentals II                  | 5   |
| CTCH 250                         | Introduction to Construction                          | 3   |
| Plus 9 units from the following: |   |     |
| ARCH 202                         | Introduction to Architecture and Environmental Design | 1.5 |
| ARCH 205                         | Architectural Modelmaking                             | 2   |
| ARCH 245                         | Green Building with LEED Training                     | 1   |
| ARCH 254                         | Advanced Architectural Graphic Communication          | 2   |
| CTCH 180A                        | Building Code I, Architectural Design Provisions      | 3   |
| ENGR 125                         | AutoCAD   | 1   |
| or ENGR 226                      | Engineering Drawing I                                 | (4) |
| ENGR 227                         | Engineering Drawing II                                | 3   |
| ENGR 250                         | Engineering Statics                                   | 3   |
| ENGR 252A                        | Strength of Materials I                               | 2   |
| and ENGR 252B                    | Strength of Materials II                              | 2   |
| ENGR 260                         | Structural Systems for Architects                     | 3   |

**C.A., ARCHITECTURAL TECHNOLOGY**

Required Courses (21.5 credits)

|                                  |   |     |
|----------------------------------|---|-----|
| ARCH 201                         | Survey of Architectural Education and Practice        | 1.5 |
| ARCH 232                         | Architectural Design & Presentation Computer Graphics | 3   |
| ARCH 221                         | Design and Visual Communication I                     | 4   |
| ARCH 230                         | Architectural Computer Aided Drafting and Design      | 3   |
| ARCH 242                         | Introduction to Architectural Practice                | 3   |
| CTCH 250                         | Introduction to Construction                          | 3   |
| ENGR 226                         | Engineering Drawing I                                 | 4   |
| Plus 6 units from the following: |   |     |
| ARCH 202                         | Introduction to Architecture and Environmental Design | 1.5 |
| ARCH 222                         | Design and Visual Communication II                    | 4   |
| ARCH 213                         | Architecture Portfolio Presentation                   | 2   |
| ARCH 205                         | Architectural Modelmaking                             | 2   |
| ARCH 245                         | Green Building with LEED Training                     | 1   |
| ARCH 254                         | Advanced Architectural Graphic Communication          | 2   |
| ENGR 227                         | Engineering Drawing II                                | 3   |
| MATH 125                         | Plane Geometry  | 3   |
| MATH 126B                        | Intermediate Algebra-Part 2                           | 5   |
| MATH 127                         | Intermediate Algebra                                  | 5   |
| MATH 229                         | Trigonometry  | 3   |
| MATH 231                         | Trigonometry with Geometric Foundations               | 5   |
| MATH 242                         | Precalculus Algebra                                   | 5   |
| MATH 263                         | Precalculus Math                                      | 5   |
| MATH 265A                        | Analytic Geometry and Calculus                        | 5   |
| MATH 265B                        | Analytic Geometry and Calculus                        | 5   |

**ART****A.A., ART HISTORY AND PROFESSIONAL PRACTICES**

A total of 21-23 credits are required for the degree. A minimum of 8 credits in Art including the Art Gallery credits must be earned at Cuesta College for an Art History and Professional Practices, A.A. Degree.

Required Courses (12-14 credits)

|                                    |   |     |
|------------------------------------|---|-----|
| ART 202                            | Museum Studies  | 3   |
| ART 203                            | Survey of Art History: Old Stoneage Through Gothic      | 3   |
| or ART 204                         | Survey of Art History: Renaissance Through 19th Century | (3) |
| ART 205                            | Survey of Art History: Modernism and Post-Modernism     | 3   |
| ART 295                            | Art Gallery   | 3-5 |
| Plus 9 credits from the following: |   |     |
| ART 200                            | Art Appreciation  | 3   |
| ART 203                            | Survey of Art History: Old Stoneage Through Gothic      | 3   |
| ART 204                            | Survey of Art History: Renaissance Through 19th Century | 3   |
| ART 206                            | Survey of Art History: Non-Western Art                  | 3   |
| ART 220                            | Fundamentals of 2-Dimensional Design Color              | 3   |
| ART 229                            | Color   | 3   |
| ART 243                            | Book Arts   | 3   |
| ART 244                            | Photography   | 2-3 |
| ART 253                            | Digital Art   | 2-3 |
| ART 266                            | Graphic Design  | 2-3 |
| ART 268                            | Typography  | 3   |
| ART 270                            | Fundamentals of 3-Dimensional Design                    | 3   |
| ART 271                            | Beginning Sculpture                                     | 3   |

NOTE: Students who plan to use these courses to transfer into art programs in four year colleges are advised to take the 3 credit courses.

**A.A., ART STUDIO**

A total of 21 credits are required for the degree. A minimum of 12 credits in Art must be earned at Cuesta College for an Art Studio, A.A. Degree.

Required Courses (11 credits)

|                                     |   |     |
|-------------------------------------|---|-----|
| ART 203                             | Survey of Art History: Old Stoneage Through Gothic      | 3   |
| or ART 204                          | Survey of Art History: Renaissance Through 19th Century | (3) |
| or ART 205                          | Survey of Art History: Modernism and Post-Modernism     | (3) |
| or ART 206                          | Survey of Art History: Non-Western Art                  | (3) |
| ART 220                             | Fundamentals of 2-Dimensional Design                    | 3   |
| or ART 270                          | Fundamentals of 3-Dimensional Design                    | (3) |
| ART 221                             | Beginning Drawing                                       | 3   |
| ART 293                             | Portfolio Presentation                                  | 2   |
| Plus 10 credits from the following: |   |     |
| ART 220                             | Fundamentals of 2-Dimensional Design                    | 3   |
| ART 222                             | Intermediate Drawing                                    | 2-3 |
| ART 223                             | Life Drawing  | 2-3 |
| ART 224                             | Intermediate Life Drawing                               | 2-3 |
| ART 229                             | Color   | 3   |
| ART 230                             | Beginning Painting                                      | 2-3 |
| ART 231                             | Intermediate Painting                                   | 2-3 |
| ART 232                             | Watercolor Painting                                     | 2-3 |
| ART 233                             | Intermediate Watercolor Painting                        | 2-3 |
| ART 235                             | Mural Painting  | 3   |
| ART 234                             | Figure Painting   | 2-3 |
| ART 240                             | Introduction to Print Media                             | 2-3 |
| ART 241                             | Etching   | 2-3 |
| ART 243                             | Book Arts   | 2-3 |
| ART 244                             | Photography   | 2-3 |
| ART 245                             | Intermediate Photography                                | 2-3 |
| ART 247                             | Digital Video Editing                                   | 3   |
| ART 248                             | Digital Video Effects                                   | 3   |
| ART 249                             | Digital Photography                                     | 3   |
| ART 251                             | Alternative Photographic Processes                      | 3   |
| ART 252                             | Photographic Lighting                                   | 3   |
| ART 253                             | Digital Art   | 2-3 |
| ART 254                             | Intermediate Digital Art                                | 3   |
| ART 255                             | Adobe Illustrator: Art, Design, and Illustration        | 1-3 |
| ART 256                             | Adobe Photoshop: Art, Design, and Photography           | 1-3 |
| ART 257                             | Digital Painting  | 1-3 |
| ART 258                             | Adobe Indesign: Art, Design, and Photography            | 1-3 |
| ART 259                             | Adobe Dreamweaver: Art, Design, and Interactivity       | 1-3 |
| ART 260                             | Conceptual Blockbusting                                 | 3   |
| ART 265                             | Adobe Flash: Art, Design, and Animation                 | 3   |
| ART 266                             | Graphic Design  | 2-3 |
| ART 267                             | Intermediate Graphic Design                             | 2-3 |
| ART 268                             | Typography  | 3   |
| ART 270                             | Fundamentals of 3-Dimensional Design                    | 3   |
| ART 271                             | Beginning Sculpture                                     | 2-3 |
| ART 272                             | Intermediate Sculpture                                  | 2-3 |
| ART 273                             | Figure Sculpture  | 2-3 |
| ART 274                             | Sculpture Foundry                                       | 2-3 |
| ART 280                             | Ceramics  | 2-3 |
| ART 281                             | Ceramics  | 2-3 |
| ART 282                             | Intermediate Ceramics                                   | 2-3 |
| ART 283                             | Ceramic Sculpture                                       | 2-3 |
| ART 284                             | Alternative and Primitive Firing Techniques in Ceramics | 2-3 |

|  |                   |     |
|--|-------------------|-----|
| ART 285  | Advanced Ceramics | 3   |
| ART 295  | Art Gallery       | 3-5 |
| NOTE: Students who plan to use these courses to transfer into art programs in four year colleges are advised to take the 3 credit courses. |                   |     |

**C.S., GRAPHICS**

Required Courses (17 credits)

|            |   |     |
|------------|---|-----|
| ART 220    | Fundamentals of 2-Dimensional Design              | 3   |
| ART 221    | Beginning Drawing                                 | 2   |
| ART 229    | Color   | 3   |
| ART 253    | Digital Art                                       | 3   |
| ART 258    | Adobe Indesign: Art, Design, and Photography      | 3   |
| or ART 259 | Adobe Dreamweaver: Art, Design, and Interactivity | (3) |
| ART 266    | Graphic Design                                    | 3   |

**AUTOMOTIVE TECHNOLOGY****AUTOMOTIVE TECHNOLOGY A.S. DEGREES**

Students must pass a minimum of two certification tests for the National Institute of Automotive Service Excellence (ASE).

**AUTOMOTIVE TECHNOLOGY CERTIFICATES OF PROFICIENCY**

The program of study is designed to facilitate entry into a growing technology-oriented field or to upgrade those already working in the area of automotive mechanics. Nine specialized Certificates of Proficiency are offered in the area of Automotive Technology. In addition to the prescribed curriculum, a student must pass the certification test for The National Institute for Automotive Service Excellence (ASE) for that specialty area.

If the student has completed a high school automotive lab class, or has experience in the auto repair industry, the ATCH 166 Automotive Maintenance & Light Repair Course requirement has been satisfied; however, students may take the class if they wish.

**A.S., ADVANCED ENGINE PERFORMANCE TECHNICIAN**

Required Courses (36.5 credits)

|  |   |     |
|--|---|-----|
| ATCH 109                                   | Introduction to Automotive Computers        | 2.5 |
| ATCH 120                                   | Automotive Ignition Systems                 | 2   |
| ATCH 125                                   | Engine Performance                          | 4   |
| ATCH 127                                   | Advanced Emissions Diagnostics              | 1   |
| ATCH 152                                   | Internal Combustion Engine                  | 3   |
| ATCH 158                                   | Automotive Electricity and Electronics      | 4   |
| ATCH 160                                   | Automotive Electrical Accessories           | 4   |
| ATCH 164                                   | Basic Clean Air Car Course                  | 3   |
| ATCH 168                                   | Automotive Repair Business                  | 3   |
| ATCH 187                                   | Automotive Fuel Injection and Turbochargers | 3   |
| ATCH 188                                   | Automotive Heating and Air Conditioning     | 3   |
| ENGL 201A                                  | English Composition                         | 4   |
| Plus choose one course from the following: |   |     |
| MATH 124                                   | Intermediate College Mathematics            | 3   |
| MATH 127                                   | Intermediate Algebra                        | 5   |
| Plus choose one course from the following: |   |     |
| EET 213                                    | Electronics Fundamentals                    | 6   |
| PSCI 201A                                  | Physical Science: Physics and Chemistry     | 3   |

**A.S., AUTO BODY TECHNICIAN**

Required Courses (36.5-38.5 credits)

|             |                                   |     |
|-------------|-----------------------------------|-----|
| ATCH 160    | Automotive Electrical Accessories | 4   |
| ATCH 168    | Automotive Repair Business        | 3   |
| ATCH 170    | Auto Body Repair I                | 3   |
| ATCH 171    | Advanced Auto Body                | 3   |
| or ATCH 177 | Advanced Auto Painting            | (3) |
| ATCH 175    | Automotive Painting               | 5   |

|           |   |     |
|-----------|---|-----|
| ATCH 284  | Braking Systems                         | 4   |
| ATCH 186  | Chassis and Suspension Systems          | 3   |
| ATCH 188  | Automotive Heating and Air Conditioning | 3   |
| ATCH 109  | Introduction to Automotive Computers    | 2.5 |
| WELD 270A | Basic Welding                           | 3-4 |
| WELD 270C | Welding GMAW & GTAW                     | 3-4 |

**C.A., AUTO BODY TECHNICIAN**

Required Courses (18 credits)

|             |   |     |
|-------------|---|-----|
| ATCH 160    | Automotive Electrical Accessories       | 4   |
| or ATCH 158 | Automotive Electricity and Electronics  | (4) |
| ATCH 168    | Automotive Repair Business              | 3   |
| ATCH 170    | Auto Body Repair I                      | 3   |
| ATCH 175    | Automotive Painting                     | 5   |
| ATCH 186    | Chassis and Suspension Systems          | 3   |
| or ATCH 188 | Automotive Heating and Air Conditioning | (3) |

**A.S., AUTOMOTIVE TECHNICIAN**

Required Courses (39.5 credits)

|  |   |     |
|--|---|-----|
| ATCH 109                                   | Introduction to Automotive Computers    | 2.5 |
| ATCH 152                                   | Internal Combustion Engine              | 3   |
| ATCH 153                                   | Engine Overhaul Procedure               | 3   |
| ATCH 158                                   | Automotive Electricity and Electronics  | 4   |
| ATCH 168                                   | Auto Repair Business                    | 3   |
| ATCH 182                                   | Automatic Transmissions                 | 4   |
| ATCH 186                                   | Chassis and Suspension Systems          | 3   |
| ATCH 188                                   | Automotive Heating and Air Conditioning | 3   |
| ATCH 280                                   | Manual Drivetrains                      | 3   |
| ATCH 281                                   | Manual Transmissions                    | 3   |
| ATCH 284                                   | Braking Systems                         | 4   |
| ENGL 201A                                  | English Composition                     | 4   |
| Plus choose one course from the following: |   |     |
| MATH 124                                   | Intermediate College Mathematics        | 3   |
| MATH 127                                   | Intermediate Algebra                    | 5   |
| Plus choose one course from the following: |   |     |
| EET 213                                    | Electronics Fundamentals                | 6   |
| PSCI 201A                                  | Physical Science: Physics and Chemistry | 3   |

**C.A., AUTOMATIC TRANSMISSION/TRANSAXLE SPECIALIST**

Required Courses (17 credits)

|          |                                   |   |
|----------|-----------------------------------|---|
| ATCH 160 | Automotive Electrical Accessories | 4 |
| ATCH 168 | Automotive Repair Business        | 3 |
| ATCH 182 | Automatic Transmissions           | 4 |
| ATCH 280 | Manual Drivetrains                | 3 |
| ATCH 281 | Manual Transmissions              | 3 |

**C.A., BRAKES SPECIALIST**

Required Courses (13.5 credits)

|          |                                      |     |
|----------|--------------------------------------|-----|
| ATCH 109 | Introduction to Automotive Computers | 2.5 |
| ATCH 160 | Automotive Electrical Accessories    | 4   |
| ATCH 168 | Automotive Repair Business           | 3   |
| ATCH 284 | Braking Systems                      | 4   |

**C.A., CHASSIS AND SUSPENSION SPECIALIST**

Required Courses (14 credits)

|          |                                   |   |
|----------|-----------------------------------|---|
| ATCH 160 | Automotive Electrical Accessories | 4 |
| ATCH 168 | Automotive Repair Business        | 3 |
| ATCH 186 | Chassis and Suspension Systems    | 3 |
| ATCH 284 | Braking Systems                   | 4 |

**C.A., ELECTRICAL SYSTEMS SPECIALIST**

Required Courses (13.5 credits)

|          |  |     |
|----------|--|-----|
| ATCH 109 | Introduction to Automotive Computers   | 2.5 |
| ATCH 158 | Automotive Electricity and Electronics | 4   |
| ATCH 160 | Automotive Electrical Accessories      | 4   |
| ATCH 168 | Automotive Repair Business             | 3   |

**C.A., ENGINE PERFORMANCE SPECIALIST**

Required Courses (21.5 credits)

|          |   |     |
|----------|---|-----|
| ATCH 109 | Introduction to Automotive Computers        | 2.5 |
| ATCH 120 | Automotive Ignition Systems                 | 2   |
| ATCH 125 | Engine Performance                          | 4   |
| ATCH 152 | Internal Combustion Engines                 | 3   |
| ATCH 153 | Engine Overhaul Procedures                  | 3   |
| ATCH 158 | Automotive Electricity and Electronics      | 4   |
| ATCH 187 | Automotive Fuel Injection and Turbochargers | 3   |

**C.A., ENGINE REPAIR SPECIALIST**

Required Courses (17 credits)

|          |  |   |
|----------|--|---|
| ATCH 125 | Engine Performance                     | 4 |
| ATCH 152 | Internal Combustion Engines            | 3 |
| ATCH 153 | Engine Overhaul Procedures             | 3 |
| ATCH 158 | Automotive Electricity and Electronics | 4 |
| ATCH 168 | Automotive Repair Business             | 3 |

**C.A., HEATING AND AIR CONDITIONING SPECIALIST**

Required Course (15.5 credits)

|          |   |     |
|----------|---|-----|
| ATCH 109 | Introduction to Automotive Computers    | 2.5 |
| ATCH 152 | Internal Combustion Engines             | 3   |
| ATCH 160 | Automotive Electrical Accessories       | 4   |
| ATCH 168 | Automotive Repair Business              | 3   |
| ATCH 188 | Automotive Heating and Air Conditioning | 3   |

**C.A., MANUAL DRIVETRAINS AND AXLES SPECIALIST**

Required Course (13 credits)

|          |                                   |   |
|----------|-----------------------------------|---|
| ATCH 160 | Automotive Electrical Accessories | 4 |
| ATCH 168 | Automotive Repair Business        | 3 |
| ATCH 280 | Manual Drivetrains                | 3 |
| ATCH 281 | Manual Transmissions              | 3 |

**BASIC SKILLS****C.S., BASIC SKILLS**

Required Courses (8.5 credits)

|                                    |   |      |
|------------------------------------|---|------|
| ACSK 120                           | Learning Essentials for College Success | 1.5  |
| ENGL 099                           | Basic Reading and Writing               | 4    |
| MATH 007                           | Pre-Algebra                             | 3    |
| Plus 4.5 units from the following: |   |      |
| ACSK 005                           | Academic Support Lab                    | .5-1 |
| ACSK 030A                          | Introduction to Phonetic Foundations    | 3.5  |
| ACSK 030B                          | Advanced Phonetic Foundations           | 3.5  |
| ACSK 032                           | Reading Comprehension                   | 2    |
| ACSK 034                           | Building Reading Essentials             | 3    |
| ACSK 036                           | Reading Essentials                      | 3    |
| ACSK 050                           | Writing Fundamentals                    | 3    |
| ACSK 055                           | Spelling Essentials                     | 3    |
| ACSK 058                           | Grammar Essentials                      | 1.5  |
| ACSK 075                           | Arithmetic Fundamentals                 | 4    |
| ACSK 010                           | Keyboarding for Computer Access         | .5-1 |
| CAOA 120A                          | Beginning Computer Keyboarding          | 3    |

|          |                                 |   |
|----------|---------------------------------|---|
| COUN 156 | Student Success                 | 1 |
| COUN 261 | Career Skills and Job Shadowing | 1 |
| MATH 003 | Arithmetic                      | 3 |

## BIOLOGY

### A.S., BIOLOGICAL SCIENCE

Required Courses (15 credits)

|          |              |   |
|----------|--------------|---|
| BIO 201A | Biology      | 5 |
| BIO 201B | Biology      | 5 |
| BIO 204  | Microbiology | 5 |

Plus 23-27 credits from the following:

|               |                                    |   |
|---------------|------------------------------------|---|
| MATH 236      | Introduction to Applied Statistics | 3 |
| or MATH 247   | Introduction to Statistics         | 4 |
| CHEM 201A     | General College Chemistry          | 5 |
| and CHEM 201B | General College Chemistry          | 5 |
| or PHYS 205A  | General Physics                    | 4 |
| and PHYS 205B | General Physics                    | 4 |
| or PHYS 208A  | Principles of Physics              | 5 |
| and PHYS 208B | Principles of Physics              | 5 |
| and PHYS 208C | Modern Physics                     | 3 |

## BROADCAST COMMUNICATIONS

### A.A., BROADCAST COMMUNICATIONS

Required Courses (19 credits)

|           |                              |   |
|-----------|------------------------------|---|
| BCST 221  | Introduction to Broadcasting | 3 |
| BCST 223  | Video Operations             | 3 |
| BCST 224A | Basic Audio Production       | 3 |
| BCST 225A | Video Studio Production      | 3 |
| BCST 226  | Media Writing                | 3 |
| ENGL 201A | English Composition          | 4 |

Plus 3 credits from the following:

|           |                                    |   |
|-----------|------------------------------------|---|
| BCST 224B | Advanced Audio Production          | 3 |
| BCST 224C | Advanced Audio Production          | 3 |
| BCST 224D | Advanced Audio Production          | 3 |
| BCST 225B | Field Video Production and Editing | 3 |
| BCST 230A | Television Internship              | 3 |
| BCST 230B | Television Internship              | 3 |
| BCST 230C | Television Internship              | 3 |
| BCST 230D | Television Internship              | 3 |

## BUSINESS

### A.A., BUSINESS ADMINISTRATION - TRANSFERABLE

Required Courses (21 credits)

|            |                          |   |
|------------|--------------------------|---|
| BUS 201A   | Financial Accounting     | 4 |
| BUS 201B   | Managerial Accounting    | 4 |
| BUS 218    | Business Law             | 4 |
| BUS 245    | Introduction to Business | 3 |
| ECON 201A* | Principles of Economics  | 3 |
| ECON 201B  | Principles of Economics  | 3 |

Plus 6 credits from the following elective options:

|            |                                       |     |
|------------|---------------------------------------|-----|
| BUS 243    | Marketing                             | 3   |
| BUS 248    | Small Business Management             | 3   |
| or BUS 249 | Entrepreneurship                      | (4) |
| BUS 260    | International Business                | 3   |
| BUS 283    | Management and Supervision            | 3   |
| BUS 286    | Human Relations                       | 3   |
| CIS 210    | Introduction to Computer Applications | 4   |
| CAOA 261   | Introduction to Spreadsheets          | 3   |
| MATH 247** | Introduction to Statistics            | 4   |

|                |                                      |     |
|----------------|--------------------------------------|-----|
| or MATH 236**  | Introduction to Applied Statistics   | (3) |
| MATH 255**     | Calculus for Business and Management | 3   |
| or MATH 265A** | Analytic Geometry and Calculus       | (5) |

\*This class will double count towards meeting Gen. Ed. Social Science requirement for Cuesta's AA GE, for the CSU GE and for IGETC.

\*\*Most CSU's and UC's will require courses in Statistics and Business Calculus or Calculus as part of the BS degree in Business. See a counselor for specific details.

The lower division major requirements for transfer into a Business Administration major can vary at each university. To be best prepared for transfer see a counselor for specific details including information about how to satisfy admission, general education and major requirements at your intended transfer institution.

Lastly, remember that an AA degree requires a total of 60 lower division semester credits which include major coursework, general education and graduation requirements.

### A.A., BUSINESS ADMINISTRATION - CAREER PATH

Required Courses (3 credits)

|         |                          |   |
|---------|--------------------------|---|
| BUS 245 | Introduction to Business | 3 |
|---------|--------------------------|---|

Plus 12 or more credits from the following core courses:

|            |                            |   |
|------------|----------------------------|---|
| BUS 201A*  | Financial Accounting       | 4 |
| BUS 218*   | Business Law               | 4 |
| BUS 243*   | Marketing                  | 3 |
| BUS 248*   | Small Business Management  | 3 |
| BUS 260*   | International Business     | 3 |
| BUS 283*   | Management and Supervision | 3 |
| BUS 286*   | Human Relations            | 3 |
| ECON 201A* | Principles of Economics    | 3 |

Plus 9 or more credits from the following Business electives:

|            |                                       |   |
|------------|---------------------------------------|---|
| BUS 130    | Introduction to E-Commerce            | 3 |
| BUS 131    | E-Commerce: Social Media Marketing    | 3 |
| BUS 132    | E-Commerce: Information Products      | 3 |
| BUS 133    | E-Commerce: Physical Products         | 3 |
| BUS 134    | E-Commerce: Entrepreneurship          | 4 |
| BUS 135    | Everything eBay                       | 3 |
| BUS 201A*  | Financial Accounting                  | 4 |
| BUS 201B   | Managerial Accounting                 | 4 |
| BUS 218*   | Business Law                          | 4 |
| BUS 240    | Advertising                           | 3 |
| BUS 241    | Sales                                 | 3 |
| BUS 243*   | Marketing                             | 3 |
| BUS 246    | Retail Merchandising                  | 3 |
| BUS 248*   | Small Business Management             | 3 |
| BUS 249    | Entrepreneurship                      | 4 |
| BUS 260*   | International Business                | 3 |
| BUS 283*   | Management and Supervision            | 3 |
| BUS 286*   | Human Relations                       | 3 |
| CAOA 227   | Business Communications               | 4 |
| CAOA 261   | Introduction to Spreadsheets          | 3 |
| CAOA 264   | Introduction to Database Management   | 3 |
| CIS 210    | Introduction to Computer Applications | 4 |
| ECON 201A* | Principles of Economics               | 3 |
| ECON 201B  | Principles of Economics               | 3 |
| LGL 206    | Business Organizations                | 3 |
| RE 160     | Real Estate Principles                | 3 |
| RE 162     | Real Estate Practices                 | 3 |
| RE 168     | Real Estate Economics                 | 3 |



RE 169 Real Estate Property Management 3

\*Courses taken cannot be "double-counted" for credits. That is, completed courses can be counted only once, in either the core courses section or the Business electives section.

Students are encouraged to select courses based upon their personal preferences and vocational or career goals.

### **C.A., BUSINESS ADMINISTRATION**

Required Courses (14 credits)

|                                    |                            |     |
|------------------------------------|----------------------------|-----|
| BUS 201A                           | Principles of Accounting   | 4   |
| BUS 218                            | Business Law               | 4   |
| BUS 245                            | Introduction to Business   | 3   |
| ECON 201A                          | Principles of Economics    | 3   |
| Plus 6 credits from the following: |                            |     |
| BUS 130                            | Introduction to E-Commerce | 3   |
| BUS 243                            | Marketing                  | 3   |
| BUS 248                            | Small Business Management  | 3   |
| or BUS 249                         | Entrepreneurship           | (4) |
| BUS 260                            | International Business     | 3   |
| BUS 283                            | Management and Supervision | 3   |
| BUS 286                            | Human Relations            | 3   |

### **A.A., INTERNATIONAL BUSINESS**

Required Courses (43 credits)

|             |  |     |
|-------------|--|-----|
| BUS 201A    | Principles of Accounting                   | 4   |
| BUS 219     | International Business Law                 | 3   |
| BUS 245     | Introduction to Business                   | 3   |
| BUS 260     | Introduction to International Business     | 3   |
| BUS 162     | Geography for International Business       | 3   |
| BUS 164     | International Trade Relations              | 3   |
| BUS 165     | Basic of Exporting and Importing           | 2   |
| BUS 168     | International Marketing                    | 3   |
| BUS 283     | Management and Supervisor                  | 3   |
| or BUS 286  | Human Relations                            | (3) |
| CIS 210     | Introduction to Computer Application       | 4   |
| ECON 211    | Global Economics                           | 3   |
| 2 semesters | Foreign Language (French, German, Spanish) | 8   |
| PEAC 283    | Golf (2 semesters)                         | 2   |

### **C.S., INTERNATIONAL BUSINESS**

Required Courses (16 credits)

|                   |  |   |
|-------------------|--|---|
| BUS 219           | International Business Law             | 3 |
| BUS 260           | Introduction to International Business | 3 |
| BUS 164           | International Trade Relations          | 3 |
| BUS 168           | International Marketing                | 3 |
| Foreign Language: | French, German, or Spanish             | 4 |

### **A.A., MANAGEMENT**

Required Courses (12 credits)

|                                    |                                     |     |
|------------------------------------|-------------------------------------|-----|
| BUS 245                            | Introduction to Business            | 3   |
| BUS 260                            | International Business              | 3   |
| BUS 283                            | Management and Supervision          | 3   |
| BUS 286                            | Human Relations                     | 3   |
| Plus 6 credits from the following: |                                     |     |
| BUS 130                            | Introduction to E-Commerce          | 3   |
| BUS 131                            | E-Commerce: Social Media Management | 3   |
| BUS 201A                           | Principles of Accounting            | 4   |
| BUS 218                            | Business Law                        | 4   |
| BUS 240                            | Advertising                         | 3   |
| or BUS 241                         | Sales                               | (3) |
| BUS 243                            | Marketing                           | 3   |

|            |                                       |     |
|------------|---------------------------------------|-----|
| BUS 246    | Retail Merchandising                  | 3   |
| BUS 248    | Small Business Management             | 3   |
| or BUS 249 | Entrepreneurship                      | (4) |
| CAOA 227   | Business Communications               | 4   |
| CAOA 261   | Introduction to Spreadsheets          | 3   |
| CAOA 264   | Introduction to Database Management   | 3   |
| CIS 210    | Introduction to Computer Applications | 4   |
| ECON 201A  | Principles of Economics               | 3   |
| LGL 206    | Business Organizations                | 3   |
| RE 160     | Real Estate Principles                | 3   |
| RE 162     | Real Estate Practices                 | 3   |

### **C.S., SUPERVISION**

Required Courses (13-16 credits)

|               |                              |          |
|---------------|------------------------------|----------|
| BUS 283       | Management and Supervision   | 3        |
| BUS 286       | Human Relations              | 3        |
| or BUS 196    | Workplace Human Relations    | (2)      |
| CAOA 123      | Business English             | 3        |
| FMST 205      | Life Management              | 3        |
| WEXP 151      | Cooperative Work Experience  |          |
|               | Education - General          | .5       |
| and WEXP 151L | Cooperative Work Experience  |          |
|               | Education Lab - General      | .5-2.5   |
| or WEXP 252   | Cooperative Work Experience  |          |
|               | Education - Occupational     | (.5)     |
| and WEXP 252L | Cooperative Work Experience  |          |
|               | Education Lab - Occupational | (.5-3.5) |

### **C.S., CUSTOMER SERVICE**

Required Courses (5 Credits)

Choose 5 credits from the following:

|         |   |    |
|---------|---|----|
| BUS 170 | Dealing with Change                                     | .5 |
| BUS 171 | Team Building   | .5 |
| BUS 172 | Communicating With People                               | .5 |
| BUS 173 | Conflict Resolution                                     | .5 |
| BUS 174 | Customer Service  | .5 |
| BUS 175 | Values and Ethics                                       | .5 |
| BUS 176 | Attitude in the Workplace                               | .5 |
| BUS 177 | Stress Management                                       | .5 |
| BUS 178 | Decision Making & Problem Solving                       | .5 |
| BUS 179 | Time Management   | .5 |
| BUS 181 | Professional Image: Appearance, Etiquette, & Networking | .5 |
| BUS 182 | Goal Setting: Vision, Goals and Job Search Strategies   | .5 |
| BUS 183 | Using Technology to Communicate Effectively             | .5 |

### **A.A., MARKETING**

Required Courses (12 credits)

|                                     |                                  |    |
|-------------------------------------|----------------------------------|----|
| BUS 131                             | Social Media Marketing           | 3  |
| BUS 240                             | Advertising                      | 3  |
| BUS 241                             | Sales                            | 3  |
| BUS 243                             | Marketing                        | 3  |
| Plus 12 credits from the following: |                                  |    |
| BUS 130                             | Introduction to E-Commerce       | 3  |
| BUS 132                             | E-Commerce: Information Products | 3  |
| BUS 133                             | E-Commerce: Physical Products    | 3  |
| BUS 134                             | E-Commerce: Entrepreneurship     | 4  |
| BUS 135                             | Everything E-Bay                 | 3  |
| BUS 170                             | Dealing with Change              | .5 |
| BUS 171                             | Team Building                    | .5 |
| BUS 172                             | Communicating with People        | .5 |
| BUS 173                             | Conflict Resolution              | .5 |

|           |   |    |
|-----------|---|----|
| BUS 174   | Customer Service                            | .5 |
| BUS 175   | Values and Ethics                           | .5 |
| BUS 176   | Attitude in the Workplace                   | .5 |
| BUS 177   | Stress Management                           | .5 |
| BUS 178   | Decision Making                             | .5 |
| BUS 179   | Time Management                             | .5 |
| BUS 245   | Introduction to Business                    | 3  |
| BUS 248   | Small Business Management                   | 3  |
| BUS 249   | Entrepreneurship                            | 4  |
| CAOA 167  | PowerPoint                                  | 1  |
| CAOA 227  | Business Communications                     | 4  |
| CAOA 261  | Introduction to Spreadsheets                | 3  |
| CAOA 264  | Introduction to Database Management         | 3  |
| CAOA 265  | Adobe InDesign: Business Applications       | 3  |
| CAOA 269  | Introduction to Web Publishing: Dreamweaver | 3  |
| CIS 210   | Introduction to Computer Applications       | 4  |
| MATH 247  | Introduction to Statistics                  | 4  |
| JOUR 201A | News Writing & Reporting                    | 3  |
| JOUR 201B | Intro to Mass Communications                | 3  |
| SPCM 201A | Speech Communications                       | 3  |
| SPCM 212  | Intercultural Communications                | 3  |

## CHEMISTRY

### A.S., CHEMISTRY

Required Courses (25-28 credits)

|               |                           |     |
|---------------|---------------------------|-----|
| CHEM 201A     | General College Chemistry | 5   |
| CHEM 201B     | General College Chemistry | 5   |
| CHEM 212A     | Organic Chemistry         | 5   |
| CHEM 212B     | Organic Chemistry         | 5   |
| MATH 263*     | Pre-Calculus Mathematics  | 5   |
| or MATH 242*  | Precalculus Algebra       | (5) |
| and MATH 229* | Trigonometry              | (3) |

\* Any course for which Mathematics 263 is a prerequisite may be substituted.

## COMPUTER APPLICATIONS/OFFICE ADMINI.

### A.A., COMPUTER APPLICATIONS/OFFICE ADMINISTRATION

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 (40.5-42.5 credits)

|             |   |     |
|-------------|---|-----|
| BUS 201B    | Principles of Accounting                                  | 4   |
| or CAO 252  | Computerized Accounting Using QuickBooks Pro              | (3) |
| BUS 251     | Elements of Accounting                                    | 4   |
| or BUS 201A | Principles of Accounting                                  | (4) |
| or PLGL 101 | Introduction to Law Office Procedures for Paralegals      | (3) |
| CAOA 120B   | Intermediate Computer Keyboarding and Document Processing | 3   |
| CAOA 123    | Business English  | 3   |
| CAOA 225    | Business Calculations                                     | 3   |
| CAOA 126    | Voice Recognition Software with Document Applications     | 3   |
| or CAO 250  | Advanced Word Processing: Microsoft Word                  | (3) |
| CAOA 227    | Business Communications                                   | 4   |
| CAOA 128    | Office Technology and Telecommunications                  | 3   |
| CAOA 129    | Computer Applications/Office Administration Internship    | 3   |

|             |   |     |
|-------------|---|-----|
| CAOA 246    | Beginning Word Processing: Microsoft Word | 3   |
| CAOA 160    | Microcomputer Operations                  | 3   |
| CAOA 261    | Introduction to Spreadsheets              | 3   |
| CAOA 264    | Introduction to Database Management       | 3   |
| CAOA 265    | Adobe InDesign                            | 3   |
| or CAO 250  | Advanced Word Processing: Microsoft Word  | (3) |
| or CAO 167  | PowerPoint                                | (1) |
| and CAO 153 | Essentials of MS Publisher                | (2) |
| or CAO 268  | Introduction to Photoshop                 | (3) |

### C.A., ADMINISTRATIVE ASSISTANT

Required Courses (29.5-30.5 credits)

|                                    |   |     |
|------------------------------------|---|-----|
| BUS 251                            | Elements of Accounting  | 4   |
| or BUS 201A                        | Principles of Accounting                                      | (4) |
| CAOA 120B                          | Intermediate Computer Keyboarding and Document Processing     | 3   |
| CAOA 123                           | Business English  | 3   |
| CAOA 225                           | Business Calculations   | 3   |
| CAOA 126                           | Voice Recognition Software with Document Applications         | 3   |
| or CAO 250                         | Advanced Word Processing: Microsoft Word                      | (3) |
| CAOA 227                           | Business Communications                                       | 4   |
| CAOA 128                           | Office Technology and Telecommunications                      | 3   |
| CAOA 129                           | Computer Applications/Office Administration Internship        | .5  |
| CAOA 246                           | Beginning Word Processing: Microsoft Word                     | 3   |
| CAOA 252                           | Computerized Accounting Using QuickBooks Pro                  | 3   |
| or BUS 201B                        | Principles of Accounting                                      | (4) |
| Plus 9 credits from the following: |   |     |
| BUS 286                            | Human Relations   | 3   |
| CAOA 120A                          | Beginning Computer Keyboarding and Document Processing        | 3   |
| CAOA 250*                          | Advanced Word Processing: Microsoft Word                      | 3   |
| CAOA 153                           | Essentials of MS Publisher                                    | 2   |
| CAOA 154                           | Essentials of MS Outlook                                      | 2   |
| CAOA 156                           | Test Prep for Microsoft Office Specialist (MOS) Certification | .5  |
| CAOA 160                           | Microcomputer Operations                                      | 3   |
| CAOA 261                           | Introduction to Spreadsheets                                  | 3   |
| CAOA 162                           | Introduction to Beginning Computer Keyboarding                | 1   |
| CAOA 264                           | Introduction to Database Management                           | 3   |
| CAOA 265                           | Adobe InDesign  | 3   |
| CAOA 266                           | Introduction to Computer Basics                               | 1   |
| CAOA 167                           | PowerPoint  | 1   |
| CAOA 268                           | Introduction to Photoshop                                     | 3   |
| CAOA 268A                          | Photoshop-Level 2   | 1.5 |
| CAOA 269                           | Introduction to Web Publishing: Dreamweaver                   | 3   |
| CAOA 172                           | Photoshop Elements  | 1.5 |
| CAOA 173                           | Adobe Acrobat   | 1.5 |

\* If not used for required credits.

### C.A., COMPUTER OFFICE SUPPORT AND MAINTENANCE SPECIALIST

Required Courses (25 credits)

|          |   |   |
|----------|---|---|
| CAOA 154 | Essentials of MS Outlook                    | 2 |
| CAOA 167 | PowerPoint                                  | 1 |
| CAOA 246 | Beginning Word Processing, Microsoft Word   | 3 |
| CAOA 250 | Advanced Word Processing, Microsoft Word    | 3 |
| CAOA 261 | Introduction to Spreadsheets                | 3 |
| CAOA 264 | Introduction to Database Management         | 3 |
| CAOA 266 | Introduction to Computer Basics             | 1 |
| CAOA 269 | Introduction to Web Publishing: Dreamweaver | 3 |

|            |  |     |
|------------|--|-----|
| CNET 221   | Operating Systems Concepts I               | 3   |
| or CIS 201 | Introduction to Computer Science           | (3) |
| CNET 253   | Microcomputer Fundamentals for Technicians | 3   |

**C.A., OFFICE PROFESSIONAL**

Required Courses (25.5 credits)

|                                     |   |       |
|-------------------------------------|---|-------|
| CAOA 120B                           | Intermediate Computer Keyboarding and Document Processing     | 3     |
| CAOA 123                            | Business English  | 3     |
| CAOA 126                            | Voice Recognition Software with Document Applications         | 3     |
| CAOA 227                            | Business Communications                                       | 4     |
| CAOA 128                            | Office Technology and Telecommunications                      | 3     |
| CAOA 129                            | Computer Applications/Office Administration Internship        | .5    |
| CAOA 246                            | Beginning Word Processing: Microsoft Word                     | 3     |
| CAOA 250                            | Advanced Word Processing: Microsoft Word                      | 3     |
| Plus 12 credits from the following: |   |       |
| BUS 251                             | Elements of Accounting  | 4     |
| BUS 286                             | Human Relations   | 3     |
| CAOA 120A                           | Beginning Computer Keyboarding and Document Processing        | 3     |
| CAOA 153                            | Essentials of MS Publisher                                    | 2     |
| CAOA 154                            | Essentials of MS Outlook                                      | 2     |
| CAOA 156                            | Test Prep for Microsoft Office Specialist (MOS) Certification | .5    |
| CAOA 160                            | Microcomputer Operations                                      | 3     |
| CAOA 261                            | Introduction to Spreadsheets                                  | 3     |
| CAOA 162                            | Introduction to Beginning Computer Keyboarding                | 1     |
| CAOA 264                            | Introduction to Database Management                           | 3     |
| CAOA 265                            | Adobe InDesign  | 3     |
| CAOA 266                            | Introduction to Computer Basics                               | 1     |
| CAOA 167                            | PowerPoint  | 1     |
| CAOA 268                            | Introduction to Photoshop                                     | 3     |
| CAOA 168A                           | Photoshop-Level 2   | 1.5   |
| CAOA 269                            | Introduction to Web Publishing: Dreamweaver                   | 3     |
| CAOA 271                            | Introduction to Flash: Business Applications                  | 1.5-3 |
| CAOA 172                            | Photoshop Elements  | 1.5   |
| CAOA 173                            | Adobe Acrobat   | 1.5   |

**C.A., WORD PROCESSING**

Required Courses (28 credits)

|                                     |   |   |
|-------------------------------------|---|---|
| CAOA 120B                           | Intermediate Computer Keyboarding and Document Processing | 3 |
| CAOA 123                            | Business English  | 3 |
| CAOA 126                            | Voice Recognition Software with Document Applications     | 3 |
| CAOA 227                            | Business Communications                                   | 4 |
| CAOA 128                            | Office Technology and Telecommunications                  | 3 |
| CAOA 129                            | Computer Applications/Office Administration Internship    | 3 |
| CAOA 246                            | Beginning Word Processing: Microsoft Word                 | 3 |
| CAOA 250                            | Advanced Word Processing: Microsoft Word                  | 3 |
| CAOA 160                            | Microcomputer Operations                                  | 3 |
| Plus 10 credits from the following: |   |   |
| BUS 251                             | Elements of Accounting                                    | 4 |
| BUS 286                             | Human Relations   | 3 |
| CAOA 120A                           | Beginning Computer Keyboarding and Document Processing    | 3 |
| CAOA 225                            | Business Calculation                                      | 3 |

|           |   |       |
|-----------|---|-------|
| CAOA 246* | Beginning Word Processing: Microsoft Word                     | 3     |
| CAOA 153  | Essentials of MS Publisher                                    | 2     |
| CAOA 154  | Essentials of MS Outlook                                      | 2     |
| CAOA 156  | Test Prep for Microsoft Office Specialist (MOS) Certification | .5    |
| CAOA 261  | Introduction to Spreadsheets                                  | 3     |
| CAOA 162  | Introduction to Beginning Computer Keyboarding                | 1     |
| CAOA 264  | Introduction to Database Management                           | 3     |
| CAOA 265  | Adobe InDesign  | 3     |
| CAOA 266  | Introduction to Computer Basics                               | 1     |
| CAOA 167  | PowerPoint  | 1     |
| CAOA 268  | Introduction to Photoshop                                     | 3     |
| CAOA 168A | Photoshop-Level 2   | 1.5   |
| CAOA 269  | Introduction to Web Publishing: Dreamweaver                   | 3     |
| CAOA 271  | Introduction to Flash: Business Applications                  | 1.5-3 |
| CAOA 172  | Photoshop Elements  | 1.5   |
| CAOA 173  | Adobe Acrobat   | 1.5   |

\* If not used for required credits.

**C.A., ACCOUNTING CLERK/BOOKKEEPER**

Required Courses (19.5 credits)

|                                    |   |    |
|------------------------------------|---|----|
| BUS 251                            | Elements of Accounting                                    | 4  |
| CAOA 123                           | Business English  | 3  |
| CAOA 225                           | Business Calculations                                     | 3  |
| CAOA 128                           | Office Technology and Telecommunications                  | 3  |
| CAOA 129                           | Computer Applications/Office Administration Internship    | .5 |
| CAOA 252                           | Computerized Accounting Using QuickBooks Pro              | 3  |
| CAOA 261                           | Introduction to Spreadsheets                              | 3  |
| Plus 3 credits from the following: |   |    |
| CAOA 120A                          | Beginning Computer Keyboarding and Document Processing    | 3  |
| CAOA 120B                          | Intermediate Computer Keyboarding and Document Processing | 3  |
| CAOA 160                           | Microcomputer Operations                                  | 3  |

**C.A., BUSINESS COMMUNICATIONS**

Required Courses (26.5 credits)

|           |   |    |
|-----------|---|----|
| CAOA 120B | Intermediate Computer Keyboarding and Document Processing | 3  |
| CAOA 123  | Business English  | 3  |
| CAOA 225  | Business Calculations                                     | 3  |
| CAOA 126  | Voice Recognition Software with Document Applications     | 3  |
| CAOA 227  | Business Communications                                   | 4  |
| CAOA 128  | Office Technology and Telecommunications                  | 3  |
| CAOA 129  | Computer Applications/Office Administration Internship    | .5 |
| CAOA 246  | Beginning Word Processing: Microsoft Word                 | 3  |
| CAOA 250  | Advanced Word Processing: Microsoft Word                  | 3  |
| CAOA 167  | PowerPoint  | 1  |

**C.S., DESKTOP PUBLISHING**

Required Courses (13.5 credits)

|                                    |   |     |
|------------------------------------|---|-----|
| ART 220                            | Fundamentals of 2-Dimensional Design        | 3   |
| CAOA 250                           | Advanced Word                               | 3   |
| CAOA 265                           | Adobe InDesign                              | 3   |
| CAOA 268                           | Introduction to Photoshop                   | 3   |
| or CAOA 269                        | Introduction to Web Publishing: Dreamweaver | (3) |
| CAOA 173                           | Adobe Acrobat                               | 1.5 |
| Plus 3 credits from the following: |   |     |
| CAOA 153                           | Essentials of MS Publisher                  | 2   |
| CAOA 168A                          | Photoshop-Level 2                           | 1.5 |

|          |  |     |
|----------|--|-----|
| CAOA 172 | Photoshop Elements                       | 1.5 |
| CAOA 270 | Intermediate Web Publishing: Dreamweaver | 3   |
| CAOA 271 | Using Flash for Business Applications    | 3   |

**C.A., COMPUTER APPLICATIONS**

Required Courses (16 credits)

|                                    |   |     |
|------------------------------------|---|-----|
| CAOA 246                           | Beginning Word Processing: Microsoft Word                 | 3   |
| CAOA 250                           | Advanced Word Processing: Microsoft Word                  | 3   |
| CAOA 261                           | Introduction to Spreadsheets                              | 3   |
| CAOA 264                           | Introduction to Database Management                       | 3   |
| CAOA 265                           | Adobe InDesign  | 3   |
| or CAO 167                         | PowerPoint  | (1) |
| and CAO 153                        | Essentials of MS Publisher                                | (2) |
| or CAO 268                         | Introduction to Photoshop                                 | (3) |
| or CAO 269                         | Introduction to Web Publishing: Dreamweaver               | (3) |
| CAOA 266                           | Introduction to Computer Basics                           | 1   |
| Plus 3 credits from the following: |   |     |
| CAOA 120A                          | Beginning Computer Keyboarding and Document Processing    | 3   |
| CAOA 120B                          | Intermediate Computer Keyboarding and Document Processing | 3   |
| CAOA 271                           | Using Flash for Business Applications                     | 3   |

**C.A., DOCUMENT PROCESSING**

Required Courses (16 credits)

|                                      |   |     |
|--------------------------------------|---|-----|
| CAOA 123                             | Business English  | 3   |
| CAOA 125                             | Business Calculations                                     | 1   |
| CAOA 128                             | Office Technology and Telecommunications                  | 3   |
| CAOA 129                             | Computer Applications/Office Administration Internship    | 3   |
| CAOA 246                             | Beginning Word Processing: Microsoft Word                 | 3   |
| CAOA 250                             | Advanced Word Processing: Microsoft Word                  | 3   |
| Plus 1-3 credits from the following: |   |     |
| CAOA 120A                            | Beginning Computer Keyboarding and Document Processing    | 3   |
| CAOA 120B                            | Intermediate Computer Keyboarding and Document Processing | 3   |
| CAOA 162                             | Introduction to Beginning Computer Keyboarding            | 1   |
| CAOA 173                             | Adobe Acrobat   | 1.5 |
| CAOA 266                             | Introduction to Computer Basics                           | 1   |

**COMPUTER INFORMATION SYSTEMS****A.S., COMPUTER INFORMATION SYSTEMS, PROGRAMMING**

Required Courses (44 credits)

|            |                                       |     |
|------------|---------------------------------------|-----|
| BUS 201A   | Principles of Accounting              | 4   |
| BUS 245    | Introduction to Business              | 3   |
| BUS 283    | Management and Supervision            | 3   |
| CIS 210    | Introduction to Computer Applications | 4   |
| CIS 212    | Beginning COBOL Programming           | 3   |
| CIS 217    | "C" Programming Language              | 3   |
| CIS 219    | Object Oriented Programming - C++     | 3   |
| or CIS 218 | C# .NET Programming                   | (3) |
| CIS 231    | Fundamentals of Computer Science I    | 4   |
| CIS 232    | Fundamentals of Computer Science II   | 2   |
| CIS 233    | Fundamentals of Computer Science III  | 2   |
| CIS 214    | Introduction to Visual Basic          | 3   |
| ECON 201A  | Principles of Economics               | 3   |

|          |                         |   |
|----------|-------------------------|---|
| ENGL 210 | Technical Communication | 4 |
| BUS 218  | Business Law            | 3 |

**C.S., INTERNET APPLICATIONS DEVELOPER**

Required Courses (17 credits)

|          |                                       |   |
|----------|---------------------------------------|---|
| CAOA 264 | Introduction to Database Management   | 3 |
| CIS 214  | Introduction to Visual Basic          | 3 |
| CIS 115  | Visual Basic for Internet Application | 3 |
| CIS 141  | Data Base Administration              | 4 |
| LIBT 106 | Introduction to the Internet          | 1 |
| LIBT 107 | Web Page Development with XHTML       | 3 |

**A.S., COMPUTER SCIENCE**

Required Courses (34 credits)

|                                    |   |     |
|------------------------------------|---|-----|
| CIS 201                            | Introduction to Computer Science            | 3   |
| CIS 231                            | Fundamentals of Computer Science I          | 4   |
| CIS 232                            | Fundamentals of Computer Science II         | 2   |
| CIS 233                            | Fundamentals of Computer Science III        | 2   |
| CIS 240                            | Microcomputer Architecture & Programming    | 3   |
| or CIS 241                         | Discrete Structures                         | (3) |
| CHEM 201A                          | General College Chemistry                   | 5   |
| and CHEM 201B                      | General College Chemistry                   | 5   |
| or PHYS 208A                       | Principles of Physics                       | (5) |
| and PHYS 208B                      | Principles of Physics                       | (5) |
| MATH 265A                          | Analytic Geometry and Calculus              | 5   |
| MATH 265B                          | Analytic Geometry and Calculus              | 5   |
| Plus 3 credits from the following: |   |     |
| CIS 217                            | "C" Programming Language                    | 3   |
| CIS 219                            | Object Oriented Programming - C++           | 3   |
| CIS 218                            | C# .NET Programming                         | 3   |
| CIS 222                            | Introduction to Unix/Linux                  | 3   |
| ENGR 217                           | Introduction to Electronic Circuit Analysis | 4   |
| ENGR 219                           | Logic and Switching Circuits                | 4   |
| ENGR 245                           | Materials Engineering                       | 3   |
| ENGR 250                           | Engineering Statics                         | 3   |

**A.S., MANAGEMENT INFORMATION SYSTEMS**

Required Courses (36 credits)

|                                    |  |   |
|------------------------------------|--|---|
| BUS 201A                           | Principles of Accounting                     | 4 |
| BUS 201B                           | Principles of Accounting                     | 4 |
| BUS 218                            | Business Law                                 | 4 |
| CAOA 261                           | Introduction to Spreadsheets                 | 3 |
| CAOA 264                           | Introduction to Database Management          | 3 |
| CIS 201                            | Introduction to Computer Science             | 3 |
| CIS 231                            | Fundamentals of Computer Science I           | 4 |
| CIS 232                            | Fundamentals of Computer Science II          | 2 |
| ECON 201A                          | Principles of Economics                      | 3 |
| ECON 201B                          | Principles of Economics                      | 3 |
| MATH 255                           | Calculus for Business and Management         | 3 |
| Plus 5 credits from the following: |  |   |
| CIS 103                            | Fundamentals of Programming for the Internet | 2 |
| CIS 217                            | "C" Programming Language                     | 3 |
| CIS 218                            | C# .NET Programming                          | 3 |
| CIS 219                            | Object Oriented Programming - C++            | 3 |
| CIS 222                            | Introduction to Unix/Linux                   | 3 |
| CIS 233                            | Fundamentals of Computer Science III         | 2 |
| CIS 240                            | Microcomputer Architecture & Programming     | 3 |



### ***A.S., VISUAL BASIC/DATABASE ADMINISTRATION***

#### **Required Courses (38 credits)**

|           |                                       |   |
|-----------|---------------------------------------|---|
| BUS 201A  | Principles of Accounting              | 4 |
| BUS 245   | Introduction to Business              | 3 |
| BUS 283   | Management and Supervision            | 3 |
| CAOA 261  | Introduction to Spreadsheets          | 3 |
| CAOA 264  | Introduction to Database              | 3 |
| CIS 231   | Fundamentals of Computer Science I    | 4 |
| CIS 232   | Fundamentals of Computer Science II   | 2 |
| CIS 214   | Introduction to Visual Basic          | 3 |
| CIS 115   | Visual Basic for Internet Application | 3 |
| ECON 201A | Principles of Economics               | 3 |
| ENGL 210  | Technical Communication               | 4 |
| BUS 218   | Business Law                          | 3 |

### **COMPUTER AND NETWORKING TECH**

### ***A.S., COMPUTER AND NETWORKING TECHNOLOGY***

#### **Required Courses (41 credits)**

|          |   |   |
|----------|---|---|
| BUS 286  | Human Relations                                   | 3 |
| CNET 218 | Wireless Network Communication and Administration | 4 |
| CNET 221 | Operating Systems Concepts I                      | 3 |
| CNET 253 | Microcomputers Fundamentals for Technicians       | 3 |
| CNET 254 | Server Maintenance and Administration             | 4 |
| CNET 255 | Network Cabling Certification                     | 3 |
| CNET 256 | Fiber Network Cabling Certification               | 2 |
| CNET 260 | Networking Fundamentals                           | 2 |
| CNET 261 | Router Theory and Technology                      | 2 |
| CNET 262 | Advanced Routing and Switching                    | 2 |
| CNET 263 | Wide Area Networking                              | 2 |
| EET 111  | Laboratory Techniques I                           | 1 |
| EET 213  | Electronics Fundamentals                          | 6 |
| EET 216  | Digital Circuits                                  | 4 |

### ***C.A., COMPUTER AND NETWORK MAINTENANCE***

#### **Required Courses (18 credits)**

|          |  |   |
|----------|--|---|
| CNET 221 | Operating Systems Concepts I               | 3 |
| CNET 260 | Networking Fundamentals                    | 2 |
| CNET 261 | Router Theory and Technology               | 2 |
| CNET 253 | Microcomputer Fundamentals for Technicians | 3 |
| CNET 254 | Server Maintenance and Administration      | 4 |
| CNET 255 | Network Cabling Certification              | 2 |
| CNET 256 | Fiber Network Cabling Certification        | 2 |

### ***A.S., COMPUTER NETWORK ADMINISTRATION***

#### **Required Courses (28 credits)**

|          |  |   |
|----------|--|---|
| BUS 286  | Human Relations                            | 3 |
| CNET 221 | Operating Systems Concepts I               | 3 |
| CNET 253 | Microcomputer Fundamentals for Technicians | 3 |
| CNET 254 | Server Maintenance and Administration      | 4 |
| CNET 260 | Networking Fundamentals                    | 2 |
| CNET 261 | Router Theory and Technology               | 2 |
| CNET 262 | Advanced Routing and Switching             | 2 |
| CNET 263 | Wide Area Networking                       | 2 |
| EET 111  | Laboratory Techniques I                    | 1 |
| EET 213  | Electronics Fundamentals                   | 6 |

#### **Plus 6-7 credits from the following:**

|          |                                     |   |
|----------|-------------------------------------|---|
| CAOA 261 | Introduction to Spreadsheets        | 3 |
| CAOA 264 | Introduction to Database Management | 3 |

|          |  |   |
|----------|--|---|
| CIS 141  | Database System Administration             | 4 |
| CIS 143  | Web Site Administration                    | 4 |
| CIS 213  | Beginning Basic Programming                | 3 |
| CIS 214  | Introduction to Visual Basic               | 3 |
| CIS 217  | "C" Programming Language                   | 3 |
| CIS 219  | Object Oriented Programming – C++          | 3 |
| CIS 231  | Fundamentals of Computer Science I         | 4 |
| CNET 122 | Introduction to Linux                      | 3 |
| CNET 220 | Microcomputer Architecture and Programming | 4 |
| LIBT 111 | Javascript Fundamentals                    | 1 |
| LIBT 207 | Web Page Development with XHTML            | 3 |

### ***C.A., COMPUTER NETWORKING SPECIALIST***

#### **Required Courses (24 credits)**

|          |  |   |
|----------|--|---|
| CNET 221 | Operating System Concepts I                | 3 |
| CNET 260 | Networking Fundamentals                    | 2 |
| CNET 261 | Router Theory and Technology               | 2 |
| CNET 262 | Advanced Routing and Switching             | 2 |
| CNET 263 | Wide Area Networking                       | 2 |
| CNET 253 | Microcomputer Fundamentals for Technicians | 3 |
| CNET 254 | Server Maintenance and Administration      | 4 |
| EET 213  | Electronics Fundamentals                   | 6 |

### ***C.S., COMPUTER REPAIR***

#### **Required Courses (10 credits)**

|          |  |   |
|----------|--|---|
| CNET 221 | Operating Systems Concepts I               | 3 |
| CNET 253 | Microcomputer Fundamentals for Technicians | 3 |
| CNET 254 | Server Maintenance and Administration      | 4 |

### **CONSTRUCTION TECHNOLOGY**

### ***A.S., CONSTRUCTION TECHNOLOGY***

#### **Required Courses (34 credits)**

|                                    |   |   |
|------------------------------------|---|---|
| CTCH 250                           | Introduction to Construction                                | 3 |
| CTCH 255                           | Basic Woodworking   | 3 |
| CTCH 163                           | Construction Management                                     | 3 |
| CTCH 164                           | Blueprint Reading   | 3 |
| CTCH 168                           | Residential Plumbing  | 4 |
| CTCH 169                           | Residential Wiring  | 3 |
| CTCH 171A                          | Homebuilding: Layout and Concrete I                         | 3 |
| CTCH 172A                          | Homebuilding: Floor & Wall Framing I                        | 3 |
| CTCH 173A                          | Homebuilding: Roof Framing I                                | 3 |
| CTCH 174A                          | Homebuilding: Finish Carpentry I                            | 3 |
| CTCH 180A                          | Building Code I, Architectural Design Provisions            | 3 |
| Plus 3 credits from the following: |   |   |
| BUS 283                            | Management and Supervision                                  | 3 |
| CTCH 156                           | Machine Woodworking/Furniture                               | 3 |
| CTCH 157                           | Cabinetmaking/32 mm European Construction                   | 3 |
| CTCH 158                           | Cabinetmaking/Face Frame Construction                       | 3 |
| CTCH 165                           | Block Masonry   | 3 |
| CTCH 166                           | Brick Masonry   | 3 |
| CTCH 171B                          | Homebuilding: Layout and Concrete II                        | 2 |
| CTCH 172B                          | Homebuilding: Floor & Wall Framing II                       | 2 |
| CTCH 173B                          | Homebuilding: Roof Framing II                               | 2 |
| CTCH 174B                          | Homebuilding: Finish Carpentry II                           | 2 |
| CTCH 175                           | Basic Heating, Refrigeration, and Air Conditioning          | 3 |
| CTCH 176                           | Basic Water Treatment                                       | 3 |
| CTCH 177                           | Water Distribution Systems                                  | 3 |
| CTCH 180B                          | Building Code II, Structural Design and Material Provisions | 3 |
| CTCH 181                           | National Electrical Code                                    | 3 |
| CTCH 182                           | Uniform Plumbing and Mechanical Codes                       | 3 |

|           |  |     |
|-----------|--|-----|
| CTCH 183A | Commercial Wiring and Electrical Systems | 4   |
| CTCH 183B | Industrial Wiring and Electrical Systems | 4   |
| CTCH 284  | Introduction to Solar Technology         | 3.5 |
| CTCH 285  | Solar Technology Design and Construction | 3.5 |
| CTCH 287  | Introduction to Green Technology         | 4   |
| WELD 270A | Basic Welding                            | 3-4 |

### **C.A., CONSTRUCTION TECHNOLOGY**

Required Courses (34 credits)

|           |  |   |
|-----------|--|---|
| CTCH 250  | Introduction to Construction                     | 3 |
| CTCH 255  | Basic Woodworking                                | 3 |
| CTCH 163  | Construction Management                          | 3 |
| CTCH 164  | Blueprint Reading                                | 3 |
| CTCH 168  | Residential Plumbing                             | 4 |
| CTCH 169  | Residential Wiring                               | 3 |
| CTCH 171A | Homebuilding: Layout and Concrete I              | 3 |
| CTCH 172A | Homebuilding: Floor and Wall Framing I           | 3 |
| CTCH 173A | Homebuilding: Roof Framing I                     | 3 |
| CTCH 174A | Homebuilding: Finish Carpentry I                 | 3 |
| CTCH 180A | Building Code I, Architectural Design Provisions | 3 |

Plus 3 credits from the following:

|           |   |   |
|-----------|---|---|
| CTCH 156  | Machine Woodworking/Furniture             | 3 |
| CTCH 157  | Cabinetmaking/32 mm European Construction | 3 |
| CTCH 158  | Cabinetmaking/Face Frame Construction     | 3 |
| CTCH 165  | Block Masonry                             | 3 |
| CTCH 166  | Brick Masonry                             | 3 |
| CTCH 171B | Homebuilding: Layout and Concrete II      | 2 |
| CTCH 172B | Homebuilding: Floor and Wall Framing II   | 2 |
| CTCH 173B | Homebuilding: Roof Framing II             | 2 |
| CTCH 174B | Homebuilding: Finish Carpentry II         | 2 |
| CTCH 175  | Basic Heating, Refrigeration, and         |   |

|           |                                     |   |
|-----------|-------------------------------------|---|
|           | Air Conditioning                    | 3 |
| CTCH 176  | Basic Water Treatment               | 3 |
| CTCH 177  | Water Distribution Systems          | 3 |
| CTCH 180B | Building Code II, Structural Design |   |

|           |  |     |
|-----------|--|-----|
|           | and Material Provisions                  | 3   |
| CTCH 181  | National Electrical Code                 | 3   |
| CTCH 182  | Uniform Plumbing and Mechanical Codes    | 3   |
| CTCH 183A | Commercial Wiring and Electrical Systems | 4   |
| CTCH 183B | Industrial Wiring and Electrical Systems | 4   |
| WELD 270A | Basic Welding                            | 3-4 |

### **C.S., BASIC WATER TREATMENT**

Required Courses (3 credits)

|          |                       |   |
|----------|-----------------------|---|
| CTCH 176 | Basic Water Treatment | 3 |
|----------|-----------------------|---|

### **C.S., BLOCK MASONRY**

Required Course (3 credits)

|          |               |   |
|----------|---------------|---|
| CTCH 165 | Block Masonry | 3 |
|----------|---------------|---|

### **C.S., BRICK MASONRY**

Required Course (3 credits)

|          |               |   |
|----------|---------------|---|
| CTCH 166 | Brick Masonry | 3 |
|----------|---------------|---|

### **C.S., NATIONAL ELECTRICAL CODE**

Required Course (3 credits)

|          |                          |   |
|----------|--------------------------|---|
| CTCH 181 | National Electrical Code | 3 |
|----------|--------------------------|---|

### **C.S., UNIFORM BUILDING CODE**

Required Course (6 credits)

|           |  |   |
|-----------|--|---|
| CTCH 180A | Building Code I, Architectural Design Provisions | 3 |
| CTCH 180B | Building Code II, Structural Design              |   |
|           | and Material Provisions                          | 3 |

### **C.S., UNIFORM PLUMBING AND MECHANICAL CODES**

Required Course (3 credits)

|          |                                       |   |
|----------|---------------------------------------|---|
| CTCH 182 | Uniform Plumbing and Mechanical Codes | 3 |
|----------|---------------------------------------|---|

### **C.S., WATER DISTRIBUTION SYSTEMS**

Required Courses (3 credits)

|          |                            |   |
|----------|----------------------------|---|
| CTCH 177 | Water Distribution Systems | 3 |
|----------|----------------------------|---|

### **C.S., WOODWORKING**

Required Courses (12 credits)

|          |   |   |
|----------|---|---|
| CTCH 255 | Basic Woodworking                         | 3 |
| CTCH 156 | Machine Woodworking/Furniture             | 3 |
| CTCH 157 | Cabinetmaking/32 mm European Construction | 3 |
| CTCH 158 | Cabinetmaking/Face Frame Construction     | 3 |

## **CRIMINAL JUSTICE**

### **A.A., CRIMINAL JUSTICE**

Students must pass all classes with a grade of "C" or better.

A minimum of 12 credits in Criminal Justice must be earned at Cuesta College.

Required Courses (28 credits)

|         |   |   |
|---------|---|---|
| CIS 210 | Introduction to Computer Applications           | 4 |
| CJ 202  | Introduction to Criminal Justice                | 3 |
| CJ 204  | Principles and Procedures of the Justice System | 3 |
| CJ 206  | Concepts of Criminal Law                        | 3 |
| CJ 208  | Legal Aspects of Evidence                       | 3 |
| CJ 210  | Principles of Investigation                     | 3 |
| CJ 212  | Juvenile Justice Procedures                     | 3 |
| CJ 213  | Concepts of Enforcement Service                 | 3 |
| CJ 224  | Police-Community Relations                      | 3 |
| CJ 226  | Investigative Report Writing                    | 2 |

## **CULINARY ARTS**

### **A.S., CULINARY ARTS**

Required Courses (29.5 credits)

|                                    |                                     |     |
|------------------------------------|-------------------------------------|-----|
| BUS 172                            | Communicating with People           | .5  |
| BUS 173                            | Conflict Resolution                 | .5  |
| BUS 175                            | Values & Ethics                     | .5  |
| COUN 261                           | Career Skills and Job Shadowing     | 1   |
| CUL 125                            | Baking and Baking Science I         | 1   |
| CUL 145                            | Advanced Pastry Arts                | 1   |
| CUL 149                            | Vegetarian Cuisine                  | 1   |
| CUL 210                            | Culinary Arts Fundamentals I        | 2.5 |
| CUL 213                            | Food Sanitation and Safety          | 3   |
| CUL 220                            | Culinary Arts Fundamentals II       | 1.5 |
| CUL 230                            | Meat, Poultry, and Seafood Analysis |     |
|                                    | and Production                      | 1.5 |
| CUL 235                            | Intermediate Baking                 | 1   |
| CUL 240                            | Garde Manger                        | 1   |
| CUL 243                            | International Cuisine               | .5  |
| HOPS 110                           | Hospitality Marketing and Sales     | 3   |
| HOSP 130                           | Food and Beverage Operations        | 3   |
| MATH 112                           | Converting Measurements             | 1   |
| NUTR 210                           | Nutrition                           | 3   |
| NUTR 222                           | Food Customs and Culture            | 3   |
| Plus .5 credit from the following: |                                     |     |
| BUS 170                            | Dealing with Change                 | .5  |
| BUS 171                            | Team Building                       | .5  |
| BUS 174                            | Customer Service                    | .5  |
| BUS 176                            | Attitude in the Workplace           | .5  |
| BUS 177                            | Stress Management                   | .5  |
| BUS 178                            | Decision Making & Problem Solving   | .5  |
| BUS 179                            | Time Management                     | .5  |

**C.A., CULINARY ARTS**

Required Courses (29.5 credits)

|                                    |  |     |
|------------------------------------|--|-----|
| BUS 172                            | Communicating with People                          | .5  |
| BUS 173                            | Conflict Resolution                                | .5  |
| BUS 175                            | Values & Ethics                                    | .5  |
| COUN 261                           | Career Skills and Job Shadowing                    | 1   |
| CUL 125                            | Baking and Baking Science I                        | 1   |
| CUL 145                            | Advanced Pastry Arts                               | 1   |
| CUL 149                            | Vegetarian Cuisine                                 | 1   |
| CUL 210                            | Culinary Arts Fundamentals I                       | 2.5 |
| CUL 213                            | Food Sanitation and Safety                         | 3   |
| CUL 220                            | Culinary Arts Fundamentals II                      | 1.5 |
| CUL 230                            | Meat, Poultry, and Seafood Analysis and Production | 1.5 |
| CUL 235                            | Intermediate Baking                                | 1   |
| CUL 240                            | Garde Manger                                       | 1   |
| CUL 243                            | International Cuisine                              | .5  |
| HOPS 110                           | Hospitality Marketing and Sales                    | 3   |
| HOSP 130                           | Food and Beverage Operations                       | 3   |
| MATH 112                           | Converting Measurements                            | 1   |
| NUTR 210                           | Nutrition  | 3   |
| NUTR 222                           | Food Customs and Culture                           | 3   |
| Plus .5 credit from the following: |  |     |
| BUS 170                            | Dealing with Change                                | .5  |
| BUS 171                            | Team Building                                      | .5  |
| BUS 174                            | Customer Service                                   | .5  |
| BUS 176                            | Attitude in the Workplace                          | .5  |
| BUS 177                            | Stress Management                                  | .5  |
| BUS 178                            | Decision Making & Problem Solving                  | .5  |
| BUS 179                            | Time Management                                    | .5  |

**C.S., BAKING**

Required Courses (3.5-5.5 credits)

|            |                              |       |
|------------|------------------------------|-------|
| CUL 100    | Culinary Kitchen Basics      | .5    |
| or CUL 210 | Culinary Arts Fundamentals I | (2.5) |
| CUL 125    | Baking and Baking Science I  | 1     |
| CUL 145    | Advanced Pastry Arts         | 1     |
| CUL 235    | Intermediate Baking          | 1     |

**C.S., SAVORY CUISINE**

Required Courses (8 credits)

|         |  |     |
|---------|--|-----|
| CUL 149 | Vegetarian Nutrition and Cuisine                   | 1   |
| CUL 210 | Culinary Arts Fundamentals I                       | 2.5 |
| CUL 220 | Culinary Arts Fundamentals II                      | 1.5 |
| CUL 230 | Meat, Poultry, and Seafood Analysis and Production | 1.5 |
| CUL 240 | Garde Manger                                       | 1   |
| CUL 243 | International Cuisine                              | .5  |

**C.S., WHOLE FOODS**

Required Courses (4.5 credits)

|         |  |    |
|---------|--|----|
| CUL 100 | Culinary Kitchen Basics                | .5 |
| CUL 101 | Whole Grains Cookery                   | .5 |
| CUL 102 | Seasonal Cuisine                       | .5 |
| CUL 103 | Healthful Ethnic Cuisine               | .5 |
| CUL 104 | Living and Raw Foods                   | .5 |
| CUL 105 | Alternative Baking and Dessert Methods | .5 |
| CUL 106 | Advanced Vegetarian Cuisine            | .5 |
| CUL 149 | Vegetarian Nutrition and Cuisine       | 1  |

**DANCE****A.A., DANCE**

Required Courses (26 credits)

|  |                                     |        |
|--|-------------------------------------|--------|
| DANC 228                                     | Social Dance Forms                  | 1      |
| DANC 225                                     | Dance Improvisation and Composition | 1      |
| DANC 250                                     | Dance History of the 20th Century   | 3      |
| DANC 252                                     | Dance Cultures of the World         | 3      |
| DANC 255                                     | Ballet                              | 1      |
| DANC 256                                     | Jazz                                | 1      |
| DANC 258                                     | Choreography and Performance        | 2      |
| DANC 260A                                    | Beginning Modern                    | 1      |
| DANC 260B                                    | Intermediate Modern                 | 1      |
| DANC 260C                                    | Advanced Modern                     | 1      |
| DRA 207                                      | Introduction to Theatre             | 3      |
| MUS 239                                      | Fundamentals of Music               | 3      |
| PEAC 206                                     | Pilates for Fitness and Health      | 1      |
| PETH 214                                     | Foundations for Fitness             | 3      |
| Plus 9 credits from the following: Electives |                                     |        |
| BIO 205                                      | Human Anatomy                       | 4      |
| BIO 212                                      | Human Biology                       | 3      |
| DANC 249                                     | Dance Ensemble                      | .5 - 3 |
| DANC 254                                     | Introduction to Dance               | 1      |
| MUS 220                                      | Elementary Voice                    | 2      |
| MUS 235                                      | Music Appreciation                  | 3      |
| MUS 240                                      | Recording Arts                      | 2      |
| MUS 250                                      | Musical Theatre Workshop            | 3      |
| MUS 251                                      | Musical Theatre Performance         | 3      |
| NUTR 230                                     | Nutrition for Fitness and Sport     | 3      |

**DRAMA****A.A., DRAMA**

Required Courses (21 credits)

|                                    |  |      |
|------------------------------------|--|------|
| DRA 201A                           | Principles of Acting                       | 3    |
| DRA 201B                           | Principles of Acting                       | 3    |
| DRA 207                            | Introduction to the Theatre                | 3    |
| DRA 211A                           | Basic Theatre Practice                     | 3    |
| DRA 211B                           | Basic Theatre Practice                     | 3    |
| DRA 215                            | Introduction to Stage Movement             | 3    |
| DRA 248                            | Play Production                            | 3    |
| Plus 6 credits from the following: |  |      |
| DRA 202                            | Applied Principles of Acting               | 3    |
| DRA 208                            | Voice for the Actor                        | 3    |
| DRA 247                            | Independent Studies - Drama                | .5-2 |
| DRA 250                            | Musical Theatre Workshop                   | 3    |
| DRA 251                            | Musical Theatre Performance                | 3    |
| DRA 252                            | Writing, Directing, and Acting for Theatre | 3    |

**EARLY CHILDHOOD EDUCATION****A.A., EARLY CHILDHOOD EDUCATION  
TEACHER**

Required Courses (29 credits)

|         |   |   |
|---------|---|---|
| ECE 201 | Child Growth and Development  | 3 |
| ECE 202 | Child, Family and Community   | 3 |
| ECE 203 | Curriculum for Young Children                                       | 3 |
| ECE 204 | Child Health Safety and Nutrition                                   | 3 |
| ECE 205 | Introduction to Early Childhood Education: Principles and Practices | 3 |
| ECE 206 | Observation, Recording Techniques and Assessment                    | 3 |
| ECE 209 | Guidance, Curriculum and Environments                               | 3 |

|  |   |   |
|--|---|---|
| ECE 210  | Practicum: Guidance, Curriculum and Environment           | 3 |
| ECE 215  | Teaching in a Diverse Society                             | 3 |
| HEED 204*  | Standard First Aid and CPR                                | 2 |
| Plus 3 credits from the following:   |   |   |
| ECE 211  | Music And Movement Activities for Young Children          | 3 |
| ECE 220  | Art for Children  | 3 |
| ECE 234  | Children's Literature                                     | 3 |
| Plus 3 credits from the following:   |   |   |
| ECE 244  | Supervision and Administration of Parent Programs         | 3 |
| ECE 245  | Adult Supervision, Evaluations and Staff Relations in ECE | 3 |
| ECE 246  | Administration and Supervision of Early Childhood Schools | 3 |
| Plus 3 credits from the following:   |   |   |
| ECE 135  | Strategies for Challenging Behaviors in the ECE Classroom | 3 |
| ECE 236  | Understanding the Child with Special Needs                | 3 |
| ECE 242  | Infant-Toddler Caregiving                                 | 3 |
| * Current certification in Standard First Aid and CPR may be substituted for HEED 204. |   |   |

### **C.A., EARLY CHILDHOOD EDUCATION TEACHER**

|  |   |   |
|--|---|---|
| Required Courses (29 credits)  |   |   |
| ECE 201  | Child Growth and Development  | 3 |
| ECE 202  | Child, Family and Community   | 3 |
| ECE 203  | Curriculum for Young Children                                       | 3 |
| ECE 204  | Child Health Safety and Nutrition                                   | 3 |
| ECE 205  | Introduction to Early Childhood Education: Principles and Practices | 3 |
| ECE 206  | Observation, Recording Techniques and Assessment                    | 3 |
| ECE 209  | Guidance, Curriculum and Environments                               | 3 |
| ECE 210  | Practicum: Guidance, Curriculum and Environment                     | 3 |
| ECE 215  | Teaching in a Diverse Society                                       | 3 |
| HEED 204*  | Standard First Aid and CPR  | 2 |
| Plus 3 credits from the following:   |   |   |
| ECE 211  | Music And Movement Activities for Young Children                    | 3 |
| ECE 220  | Art for Children  | 3 |
| ECE 234  | Children's Literature   | 3 |
| Plus 3 credits from the following:   |   |   |
| ECE 244  | Supervision and Administration of Parent Programs                   | 3 |
| ECE 245  | Adult Supervision, Evaluations and Staff Relations in ECE           | 3 |
| ECE 246  | Administration and Supervision of Early Childhood Schools           | 3 |
| Plus 3 credits from the following:   |   |   |
| ECE 135  | Strategies for Challenging Behaviors in the ECE Classroom           | 3 |
| ECE 236  | Understanding the Child with Special Needs                          | 3 |
| ECE 242  | Infant-Toddler Caregiving   | 3 |
| * Current certification in Standard First Aid and CPR may be substituted for HEED 204. |   |   |

### **C.S., EARLY CHILDHOOD EDUCATION ASSOCIATE TEACHER**

|                               |  |   |
|-------------------------------|--|---|
| Required Courses (12 credits) |  |   |
| ECE 201                       | Child Growth and Development   | 3 |
| ECE 202                       | Child, Family and Community  | 3 |
| ECE 203                       | Curriculum for Young Children  | 3 |
| ECE 205                       | Introduction to Early Childhood Educations: Principles and Practices | 3 |

### **C.S., EARLY CHILDHOOD EDUCATION MASTER TEACHER: CURRICULUM**

|                              |  |   |
|------------------------------|--|---|
| Required Courses (6 credits) |  |   |
| Choose two of the following: |  |   |
| ECE 204                      | Child Health Safety and Nutrition                | 3 |
| ECE 211                      | Music And Movement Activities for Young Children | 3 |
| ECE 220                      | Art for Young Children                           | 3 |
| ECE 234                      | Literature for Children                          | 3 |

### **C.S., EARLY CHILDHOOD EDUCATION MASTER TEACHER: DIVERSITY**

|                              |   |   |
|------------------------------|---|---|
| Required Courses (6 credits) |   |   |
| Choose two of the following: |   |   |
| ECE 135                      | Strategies for Challenging Behaviors in the ECE Classroom | 3 |
| ECE 215                      | Teaching in a Diverse Society                             | 3 |
| ECE 236                      | Understanding the Child with Special Needs                | 3 |
| ECE 242                      | Infant-Toddler Caregiving                                 | 3 |
| FMST 213                     | Ethnic Identity and Developmental Patterns                | 3 |

### **C.S., WORKING WITH SCHOOL AGE CHILDREN**

|                               |  |     |
|-------------------------------|--|-----|
| Required Courses (15 credits) |  |     |
| ECE 135                       | Strategies for Challenging Behaviors             | 3   |
| or ECE 236                    | Understanding the Child with Special Needs       | (3) |
| ECE 201                       | Child Growth and Development                     | 3   |
| ECE 202                       | Child, Family and Community                      | 3   |
| ECE 211                       | Music and Movement Activities for Young Children | 3   |
| ECE 222                       | Crafts for School Age Children                   | 3   |

## **ELECTRONICS AND ELECTRICAL TECH**

### **A.S., ELECTRO MECHANICAL TECHNOLOGY**

|                                     |  |     |
|-------------------------------------|--|-----|
| Required Courses (34 credits)       |  |     |
| CIS 201                             | Introduction to Programming                        | 3   |
| CIS 214                             | Introduction to Visual Basic                       | 3   |
| CNET 255                            | Network Cabling Certification                      | 2   |
| EET 111                             | Laboratory Techniques I                            | 1   |
| EET 213                             | Electronics Fundamentals                           | 6   |
| EET 216                             | Digital Circuits                                   | 4   |
| EET 224                             | Industrial Electronics                             | 4   |
| EET 227                             | Fluid and Pneumatic Technology                     | 4   |
| ENGR 226                            | Engineering Drawing I                              | 4   |
| PSCI 201A                           | Physical Science: Physics and Chemistry            | 3   |
| Plus 12 credits from the following: |  |     |
| ATCH 109                            | Introduction to Automotive Computers               | 2.5 |
| ATCH 158                            | Automotive Electricity and Electronics             | 4   |
| ATCH 280                            | Manual Drivetrains                                 | 3   |
| CNET 218                            | Wireless Network Communications and Administration | 4   |
| CNET 220                            | Microcomputer Architecture and Programming         | 2   |
| CNET 253                            | Microcomputer Fundamentals for Technicians         | 3   |
| CNET 254                            | Server Maintenance and Administration              | 4   |



|           |   |     |
|-----------|---|-----|
| CNET 256  | Fiber Network Cabling Certification             | 2   |
| CNET 260  | Networking Fundamentals                         | 2   |
| CNET 261  | Router Theory and Technology                    | 2   |
| CNET 262  | Advanced Routing and Switching                  | 2   |
| CNET 263  | Wide Area Networking                            | 2   |
| CTCH 169  | Residential Wiring                              | 3   |
| CTCH 183A | Commercial Wiring and Electrical Systems        | 4   |
| CTCH 183B | Industrial Wiring and Electrical Systems        | 4   |
| CTCH 284  | Introduction to Solar Technology                | 3.5 |
| CTCH 285  | Solar Technology Design and Construction        | 3.5 |
| EET 122   | Logical Troubleshooting                         | 2   |
| EET 215   | Analog Devices                                  | 2   |
| EET 228   | Programmable Logic Controllers                  | 4   |
| EET 235   | Robotics Technology                             | 4   |
| EET 239   | Computer Numerical Control                      | 3   |
| EET 257   | Computer Instrumentation and Control            | 4   |
| EET 267   | Power Systems and Rotating Electrical Machinery | 4   |
| ENGR 227  | Engineering Drawing II                          | 3   |
| WELD 270A | Basic Welding                                   | 3-4 |

**C.A., ELECTRO MECHANICAL TECHNICIAN**

Required Courses (41 credits)

|           |  |   |
|-----------|--|---|
| CIS 201   | Introduction to Programming              | 3 |
| CTCH 183A | Commercial Wiring and Electrical Systems | 4 |
| CTCH 183B | Industrial Wiring and Electrical Systems | 4 |
| EET 111   | Laboratory Techniques I                  | 1 |
| EET 213   | Electronics Fundamentals                 | 6 |
| EET 216   | Digital Circuits                         | 4 |
| EET 224   | Industrial Electronics                   | 4 |
| EET 227   | Fluid and Pneumatic Technology           | 4 |
| EET 228   | Programmable Logic Controllers           | 4 |
| ENGR 226  | Engineering Drawing I                    | 4 |
| PSCI 201A | Physical Science: Physics and Chemistry  | 3 |

**A.S., ELECTRICAL TECHNOLOGY**

Required Courses (45 credits)

|           |   |   |
|-----------|---|---|
| CNET 255  | Network Cabling Certification                   | 3 |
| CNET 256  | Advanced Network Cablin Techniques              | 2 |
| CTCH 169  | Residential Wiring                              | 3 |
| CTCH 181  | National Electrical Code                        | 3 |
| CTCH 183A | Commercial Wiring and Electrical Systems        | 4 |
| CTCH 183B | Industrial Wiring and Electrical Systems        | 4 |
| EET 111   | Laboratory Techniques I                         | 1 |
| EET 160   | Alarm Systems                                   | 2 |
| EET 213   | Electronics Fundamentals                        | 6 |
| EET 224   | Industrial Electronics                          | 4 |
| EET 228   | Programmable Logic Controllers                  | 4 |
| EET 267   | Power Systems and Rotating Electrical Machinery | 4 |
| MATH 127  | Intermediate Algebra                            | 5 |

**C.A., ELECTRICAL TECHNOLOGY**

Required Courses (40 credits)

|           |  |   |
|-----------|--|---|
| CNET 255  | Network Cabling Certification            | 3 |
| CNET 256  | Advanced Network Cablin Techniques       | 2 |
| CTCH 169  | Residential Wiring                       | 3 |
| CTCH 181  | National Electrical Code                 | 3 |
| CTCH 183A | Commercial Wiring and Electrical Systems | 4 |
| CTCH 183B | Industrial Wiring and Electrical Systems | 4 |

|         |   |   |
|---------|---|---|
| EET 111 | Laboratory Techniques I                         | 1 |
| EET 160 | Alarm Systems                                   | 2 |
| EET 213 | Electronics Fundamentals                        | 6 |
| EET 224 | Industrial Electronics                          | 4 |
| EET 228 | Programmable Logic Controllers                  | 4 |
| EET 267 | Power Systems and Rotating Electrical Machinery | 4 |

**A.S., ELECTRONICS TECHNOLOGY**

Required Courses (38 credits)

|          |  |   |
|----------|--|---|
| CNET 218 | Wireless Communications and Connectivity   | 2 |
| CNET 220 | Microcomputer Architecture and Programming | 2 |
| CNET 221 | Operating Systems Concepts I               | 3 |
| CNET 253 | Microcomputer Fundamentals for Technicians | 3 |
| CNET 255 | Network Cabling Certification              | 3 |
| CNET 256 | Advanced Network Connectivity              | 2 |
| EET 111  | Laboratory Techniques I                    | 1 |
| EET 122  | Logical Troubleshooting                    | 2 |
| EET 213  | Electronics Fundamentals                   | 6 |
| EET 215  | Analog Devices                             | 2 |
| EET 216  | Digital Circuits                           | 4 |
| EET 224  | Industrial Electronics                     | 4 |
| EET 228  | Programmable Logic Controllers             | 4 |

Plus 8 credits from the following:

|           |   |     |
|-----------|---|-----|
| ATCH 109  | Introduction to Automotive Computers            | 2.5 |
| ATCH 158  | Automotive Electricity and Electronics          | 4   |
| CIS 115   | Visual Basic for Internet Application           | 3   |
| CNET 254  | Advanced Microcomputer Maintenance              | 4   |
| CNET 260  | Networking Fundamentals                         | 2   |
| CNET 261  | Router Theory and Technology                    | 2   |
| CNET 262  | Advanced Routing and Switching                  | 2   |
| CNET 263  | Wide Area Networking                            | 2   |
| CTCH 250  | Introduction to Construction                    | 3   |
| CTCH 164  | Blueprint Reading                               | 3   |
| CTCH 169  | Residential Wiring                              | 3   |
| CTCH 181  | National Electrical Code                        | 3   |
| CTCH 183A | Commercial Wiring and Electrical Systems        | 4   |
| CTCH 183B | Industrial Wiring and Electrical Systems        | 4   |
| CTCH 284  | Introduction to Solar Technology                | 3.5 |
| CTCH 285  | Solar Technology Design and Construction        | 3.5 |
| EET 235   | Robotics Technology                             | 4   |
| EET 239   | Computer Numerical Control                      | 3   |
| EET 257   | Computer Instrumentation and Control            | 4   |
| EET 267   | Power Systems and Rotating Electrical Machinery | 4   |
| ENGR 226  | Engineering Drawing I                           | 4   |
| ENGR 227  | Engineering Drawing II                          | 3   |

**C.A., ELECTRONICS TECHNOLOGY**

Required Courses (38 credits)

|          |  |   |
|----------|--|---|
| CNET 218 | Wireless Communications and Connectivity   | 2 |
| CNET 220 | Microcomputer Architecture and Programming | 2 |
| CNET 221 | Operating Systems Concepts I               | 3 |
| CNET 253 | Microcomputer Fundamentals for Technicians | 3 |
| CNET 255 | Network Cabling Certification              | 3 |
| CNET 256 | Advanced Network Connectivity              | 2 |
| EET 111  | Laboratory Techniques I                    | 1 |
| EET 122  | Logical Troubleshooting                    | 2 |
| EET 213  | Electronics Fundamentals                   | 6 |
| EET 215  | Analog Devices                             | 2 |
| EET 216  | Digital Circuits                           | 4 |
| EET 224  | Industrial Electronics                     | 4 |

|                                    |   |     |
|------------------------------------|---|-----|
| EET 228                            | Programmable Logic Controllers                  | 4   |
| Plus 8 credits from the following: |   |     |
| ATCH 109                           | Introduction to Automotive Computers            | 2.5 |
| ATCH 158                           | Automotive Electricity and Electronics          | 4   |
| CIS 115                            | Visual Basic for Internet Application           | 3   |
| CNET 254                           | Advanced Microcomputer Maintenance              | 4   |
| CNET 260                           | Networking Fundamentals                         | 2   |
| CNET 261                           | Router Theory and Technology                    | 2   |
| CNET 262                           | Advanced Routing and Switching                  | 2   |
| CNET 263                           | Wide Area Networking                            | 2   |
| CTCH 250                           | Introduction to Construction                    | 3   |
| CTCH 164                           | Blueprint Reading                               | 3   |
| CTCH 169                           | Residential Wiring                              | 3   |
| CTCH 181                           | National Electrical Code                        | 3   |
| CTCH 183A                          | Commercial Wiring and Electrical Systems        | 4   |
| CTCH 183B                          | Industrial Wiring and Electrical Systems        | 4   |
| EET 235                            | Robotics Technology                             | 4   |
| EET 239                            | Computer Numerical Control                      | 3   |
| EET 257                            | Computer Instrumentation and Control            | 4   |
| EET 267                            | Power Systems and Rotating Electrical Machinery | 4   |
| ENGR 226                           | Engineering Drawing I                           | 4   |
| ENGR 227                           | Engineering Drawing II                          | 3   |

### ***C.S., ELECTRONICS AUTOMATION TECHNOLOGY***

Required Courses (15 credits)

|         |                                |   |
|---------|--------------------------------|---|
| EET 224 | Industrial Electronics         | 4 |
| EET 228 | Programmable Logic Controllers | 4 |
| EET 235 | Robotics Technology            | 4 |
| EET 239 | Computer Numerical Controls    | 3 |

### ***C.S., POWER AND INSTRUMENTATION CERTIFICATE***

Required Courses (16 credits)

|         |   |   |
|---------|---|---|
| EET 224 | Industrial Electronics                          | 4 |
| EET 228 | Programmable Logic Controllers                  | 4 |
| EET 257 | Computer Instrumentation and Control            | 4 |
| EET 267 | Power Systems and Rotating Electrical Machinery | 4 |

## **EMERGENCY MEDICAL SERVICES**

Adherence to Cuesta College Paramedic students policies is required for process within and graduation from the program and satisfaction of eligibility to take the Paramedic National Registry licensure examination (NREMT) leading to licensure as a California Paramedic. All EMS Paramedic courses must be completed with a minimum grade of "C" to progress. Conviction of a felony or of any offense substantially related to the qualifications, functions and duties of a Paramedic may constitute grounds for denial of licensure.

Students must meet one of the following:

Full-time, six months work experience as an EMT; or

Part-time 1000 hours work experience as an EMT; or

Successful completion of an Emergency Medical Services Academy

### ***C.A., PARAMEDIC***

Required Courses (35 credits)

|          |                                 |    |
|----------|---------------------------------|----|
| EMS 106  | Paramedic Theory I              | 14 |
| EMS 107  | Paramedic Theory II             | 3  |
| EMS 107A | Advanced Cardiac Life Support   | 1  |
| EMS 107B | Pediatric Advanced Life Support | 1  |
| EMS 107C | Prehospital Trauma Life Support | 1  |
| EMS 107L | Paramedic Clinical              | 3  |

|          |                         |   |
|----------|-------------------------|---|
| EMS 108A | Paramedic Internship I  | 1 |
| EMS 108B | Paramedic Internship II | 8 |
| BIO 212  | Human Biology           | 3 |

### ***C.S., EMERGENCY MEDICAL RESPONDER - INITIAL***

Required Course (3 credits)

|         |                                       |   |
|---------|---------------------------------------|---|
| EMS 130 | Emergency Medical Responder - Initial | 3 |
|---------|---------------------------------------|---|

### ***C.S., EMERGENCY MEDICAL RESPONDER - REFRESHER***

Required Course (1.5 credits)

|         |   |     |
|---------|---|-----|
| EMS 131 | Emergency Medical Responder - Refresher | 1.5 |
|---------|---|-----|

### ***C.S., EMERGENCY MEDICAL SERVICES HAZARDOUS MATERIALS FIRST RESPONDER OPERATIONAL***

Students must receive an 80% or better on the final exam to receive certification from the Governor's Office of Emergency Services California Specialized Training Institute (CSTI).

Required Course (1.5 credits)

|         |   |     |
|---------|---|-----|
| EMS 103 | Hazardous Materials First Responder Operational | 1.5 |
|---------|---|-----|

### ***C.S., EMERGENCY MEDICAL SERVICES TECHNICIAN REFRESHER***

Students must possess a current Emergency Medical Technician I county-issued certificate that has not expired for more than two years, and successfully pass the EMS 102 refresher class to receive certification from Cuesta.

Required Course (1.5 credits)

|         |  |     |
|---------|--|-----|
| EMS 102 | Emergency Medical Technician - Refresher | 1.5 |
|---------|--|-----|

### ***C.S., EMERGENCY MEDICAL TECHNICIAN***

Students must receive a "C" or better in the class to receive certification from Cuesta.

Required Course (6 credits)

|         |                              |   |
|---------|------------------------------|---|
| EMS 201 | Emergency Medical Technician | 6 |
|---------|------------------------------|---|

### ***C.S., EMERGENCY SERVICES***

Required Course (.5 credits)

|         |  |    |
|---------|--|----|
| EMS 104 | Emergency Vehicle Operator - Ambulance | .5 |
|---------|--|----|

## **CAL FIRE CERTIFICATIONS**

### ***C.S., BASIC FIRE GROUND APPARATUS PUMPING OPERATIONS***

Required Course (0.5 credits)

|         |  |    |
|---------|--|----|
| EMS 114 | Basic Fire Ground Apparatus Pumping Operations | .5 |
|---------|--|----|

### ***C.S., BASIC 67 HOUR WILDLAND TRAINING***

Required Course (3 credits)

|         |                                 |   |
|---------|---------------------------------|---|
| EMS 124 | Basic 67 Hour Wildland Training | 3 |
|---------|---------------------------------|---|

### ***C.S., BASIC WILDLAND BRIDGE TRAINING***

Required Course (1.5 credits)

|         |                                |     |
|---------|--------------------------------|-----|
| EMS 123 | Basic Wildland Bridge Training | 1.5 |
|---------|--------------------------------|-----|

### ***C.S., CONFINED SPACE RESCUE AWARENESS***

Required Course (0.5 credits)

|   |  |     |
|---|--|-----|
| EMS 110   | Confined Space Rescue Awareness                            | .5  |
| <b>C.S., EMERGENCY VEHICLE OPERATIONS - FIRE APPARATUS</b>              |  |     |
| Required Course (0.5 credits)   |  |     |
| EMS 115   | Emergency Vehicle Operations - Fire Apparatus              | .5  |
| <b>C.S., FIRE COMMAND 1A: COMMAND PRINCIPLES</b>                        |  |     |
| Required Course (2 credits)   |  |     |
| EMS 128   | Fire Command 1A: Command Principles                        | 2   |
| <b>C.S., FIRE COMMAND 1B: INCIDENT MANAGEMENT FOR COMPANY OFFICERS</b>  |  |     |
| Required Course (2 credits)   |  |     |
| EMS 129   | Fire Command 1B: Incident Management for Company Officers  | 2   |
| <b>C.S., FIRE INSTRUCTOR 1A: INSTRUCTIONAL TECHNIQUES</b>               |  |     |
| Required Course (2 credits)   |  |     |
| EMS 120   | Fire Instructor 1A: Instructional Techniques               | 2   |
| <b>C.S., FIRE INSTRUCTOR 1B: INSTRUCTIONAL TECHNIQUES</b>               |  |     |
| Required Course (2 credits)   |  |     |
| EMS 121   | Fire Instructor 1B: Instructional Techniques               | 2   |
| <b>C.S., FIRE INVESTIGATION 1A: FIRE ORIGIN AND CAUSE DETERMINATION</b> |  |     |
| Required Course (2 credits)   |  |     |
| EMS 126   | Fire Investigation 1A: Fire Origin and Cause Determination | 2   |
| <b>C.S., FIRE INVESTIGATION 1B: TECHNIQUES OF FIRE INVESTIGATION</b>    |  |     |
| Required Course (2 credits)   |  |     |
| EMS 127   | Fire Investigation 1B: Techniques of Fire Investigation    | 2   |
| <b>C.S., HAZARDOUS MATERIALS FIRST RESPONDER &amp; DECONTAMINATION</b>  |  |     |
| Required Course (1 credits)   |  |     |
| EMS 116   | Hazardous Materials First Responder & Decontamination      | 1   |
| <b>C.S., INCIDENT COMMAND SYSTEM INTERMEDIATE</b>                       |  |     |
| Required Course (1.5 credits)   |  |     |
| EMS 117   | Incident Command System Intermediate                       | 1.5 |
| <b>C.S., INTRODUCTION TO SURF RESCUE</b>                                |  |     |
| Required Course (1 credits)   |  |     |
| EMS 111   | Introduction to Surf Rescue                                | 1   |
| <b>C.S., LOW ANGLE ROPE RESCUE OPERATIONAL</b>                          |  |     |
| Required Course (1 credits)   |  |     |
| EMS 112   | Low Angle Rope Rescue Operational                          | 1   |
| <b>C.S., PAID CALL FIREFIGHTER TRAINING</b>                             |  |     |
| Required Course (3 credits)   |  |     |
| EMS 118   | Paid Call Firefighter Training                             | 3   |
| <b>C.S., PRINCIPLES OF VEHICLE EXTRICATION</b>                          |  |     |

|                               |                                   |    |
|-------------------------------|-----------------------------------|----|
| Required Course (0.5 credits) |                                   |    |
| EMS 113                       | Principles of Vehicle Extrication | .5 |

### **C.S., RESCUE SYSTEMS 1: BASIC RESCUE SKILLS**

|                             |                                       |   |
|-----------------------------|---------------------------------------|---|
| Required Course (2 credits) |                                       |   |
| EMS 125                     | Rescue Systems 1: Basic Rescue Skills | 2 |

### **C.S., RIVER AND FLOOD WATER RESCUE**

|                             |                              |   |
|-----------------------------|------------------------------|---|
| Required Course (1 credits) |                              |   |
| EMS 119                     | River and Flood Water Rescue | 1 |

## **ENGINEERING**

### **A.S., ENGINEERING**

Completion of this program prepares the students for admission to any college or university in the engineering discipline of their choice. All courses are fully articulated and transferable. All courses listed must be completed with a "C" grade or better.

|  |   |     |
|--|---|-----|
| Required Courses (37 credits)  |   |     |
| CHEM 201A  | General College Chemistry                   | 5   |
| ENGR 250   | Engineering Statics                         | 3   |
| MATH 265A  | Analytic Geometry and Calculus              | 5   |
| MATH 265B  | Analytic Geometry and Calculus              | 5   |
| MATH 283   | Calculus                                    | 4   |
| MATH 287   | Linear Analysis                             | 5   |
| PHYS 208A  | Principles of Physics                       | 5   |
| PHYS 208B  | Principles of Physics                       | 5   |
| Plus 13 credits (of which 9 must be earned at Cuesta) from the following, with a minimum of 3 courses from the Engineering discipline: |   |     |
| CIS 217  | "C" Programming Language                    | 3   |
| CIS 231  | Fundamentals of Computer Science I          | 4   |
| CIS 240  | Microcomputer Architecture & Programming    | 3   |
| CTCH 201   | Plane Surveying                             | 3   |
| ENGR 210   | Computational Methods for Engineers         | 3   |
| ENGR 218   | Introduction to Electronic Circuit Analysis | 3   |
| ENGR 218L  | Electronic Circuit Lab                      | 1   |
| ENGR 219   | Logic and Switching Circuits                | 4   |
| ENGR 246   | Materials Engineering                       | 2   |
| ENGR 246L  | Engineering Materials Lab                   | 1   |
| ENGR 248   | Introduction to Engineering                 | 1   |
| ENGR 251   | Engineering Dynamics                        | 3   |
| ENGR 252A  | Strength of Materials I                     | 2   |
| and ENGR 252B  | Strength of Materials II                    | 2   |
| ENGR 252L  | Strength of Materials Lab                   | 1   |
| GEOL 210   | Physical Geology                            | 4   |
| PHYS 208C  | Modern Physics                              | 3   |
| WELD 270A  | Basic Welding                               | 3-4 |

### **C.A., COMPUTER AIDED DESIGN/DRAFTING (CAD)**

All courses must be completed with a grade of "C" or better.

|                                    |  |   |
|------------------------------------|--|---|
| Required Courses (17 credits)      |  |   |
| ARCH 221                           | Design and Visual Communication I      | 4 |
| ARCH 230                           | Architectural Computer Aided Drafting  | 3 |
| ARCH 242                           | Introduction to Architectural Practice | 3 |
| ENGR 226                           | Engineering Drawing I                  | 4 |
| ENGR 227                           | Engineering Drawing II                 | 3 |
| Plus 6 credits from the following: |  |   |
| ARCH 232                           | Architectural Design & Presentation    | 3 |
|                                    | Computer Graphics                      | 3 |
| ARCH 222                           | Design and Visual Communication II     | 4 |
| ARCH 205                           | Architectural Modelmaking              | 2 |
| ARCH 245                           | Green Building with LEED Training      | 1 |

|          |                                       |   |
|----------|---------------------------------------|---|
| CIS 210  | Introduction to Computer Applications | 4 |
| CTCH 250 | Introduction to Construction          | 3 |
| CTCH 201 | Plane Surveying                       | 3 |

**C.S., AUTOCAD - LEVEL I**

Required Courses (1 credits)

|          |         |   |
|----------|---------|---|
| ENGR 125 | AutoCAD | 1 |
|----------|---------|---|

**C.S., AUTOCAD - LEVEL I AND ENGINEERING DRAWING**

Required Courses (4 credits)

|          |                       |   |
|----------|-----------------------|---|
| ENGR 226 | Engineering Drawing I | 4 |
|----------|-----------------------|---|

**C.S., AUTOCAD - LEVEL III INVENTOR**

Required Courses (3 credits)

|          |                        |   |
|----------|------------------------|---|
| ENGR 227 | Engineering Drawing II | 3 |
|----------|------------------------|---|

**ENGLISH****A.A., ENGLISH**

Required Course (10 credits)

|                                     |   |   |
|-------------------------------------|---|---|
| ENGL 201A                           | English Composition                             | 4 |
| ENGL 201B                           | English Composition: Introduction to Literature | 3 |
| ENGL 201C                           | English Composition: Critical Thinking          | 3 |
| Plus 12 credits from the following: |   |   |
| ENGL 205                            | Introduction to Poetry                          | 3 |
| ENGL 206                            | Introduction to the Novel                       | 3 |
| ENGL 212A                           | American Literature                             | 3 |
| ENGL 212B                           | American Literature                             | 3 |
| ENGL 213                            | Multicultural Voices in American Literature     | 3 |
| ENGL 215                            | Shakespeare                                     | 3 |
| ENGL 216                            | Literature and Film                             | 3 |
| ENGL 217                            | Literature by Women                             | 3 |
| ENGL 231                            | Creative Writing                                | 3 |
| ENGL 244A                           | European Literature                             | 3 |
| ENGL 244B                           | European Literature                             | 3 |
| ENGL 246A                           | Survey of British Literature                    | 3 |
| ENGL 246B                           | Survey of British Literature                    | 3 |

**ENGLISH AS A SECOND LANGUAGE****C.S., ENGLISH AS A SECOND LANGUAGE, INTERMEDIATE**

Required Course (12 credits)

|                                    |  |   |
|------------------------------------|--|---|
| ESL 003                            | ESL Reading, Writing, and Grammar, Level 3 | 6 |
| ESL 004                            | ESL Reading, Writing, and Grammar, Level 4 | 6 |
| Plus 2 credits from the following: |  |   |
| ESL 025A                           | ESL 25A Intermediate Level Conversation    | 2 |
| ESL 025B                           | ESL 25B Intermediate Level Conversation    | 2 |
| ESL 025C                           | ESL 25C Intermediate Level Conversation    | 2 |

**C.S., ENGLISH AS A SECOND LANGUAGE, ADVANCED**

Required Course (15 credits)

|                                    |  |   |
|------------------------------------|--|---|
| ESL 005                            | ESL Reading, Writing, and Grammar, Level 5                 | 6 |
| ESL 006A                           | English as a Second Language, Writing and Grammar, Level 6 | 6 |
| ESL 006B                           | English as a Second Language, Reading, Level 6             | 3 |
| Plus 2 credits from the following: |  |   |
| ESL 035A                           | ESL 35A Advanced Level Conversation                        | 2 |
| ESL 035B                           | ESL 35B Advanced Level Conversation                        | 2 |

|          |                                     |   |
|----------|-------------------------------------|---|
| ESL 035C | ESL 35C Advanced Level Conversation | 2 |
|----------|-------------------------------------|---|

**FACILITIES****A.S., FACILITIES TECHNOLOGY MANAGEMENT**

Required Courses (42 credits)

|                                    |   |     |
|------------------------------------|---|-----|
| ATCH 166                           | Automotive Maintenance and Light Repair         | 2   |
| BUS 245                            | Introduction to Business                        | 3   |
| BUS 283                            | Management and Supervision                      | 3   |
| CNET 255                           | Network Cabling Certification                   | 3   |
| CTCH 168                           | Residential Plumbing                            | 3   |
| CTCH 169                           | Residential Wiring                              | 3   |
| CTCH 183A                          | Commercial Wiring and Electrical Systems        | 4   |
| CTCH 250                           | Introduction to Construction                    | 3   |
| EET 111                            | Laboratory Techniques I                         | 1   |
| EET 213                            | Electronics Fundamentals                        | 6   |
| EET 224                            | Industrial Electronics                          | 4   |
| EET 227                            | Fluid and Pneumatic Technology                  | 4   |
| WELD 270A                          | Basic Welding                                   | 3   |
| Plus 3 credits from the following: |   |     |
| ATCH 152                           | Internal Combustion Engines                     | 3   |
| ATCH 158                           | Automotive Electricity and Electronics          | 4   |
| ATCH 168                           | Automotive Repair Business                      | 3   |
| ATCH 188                           | Automotive Heating And Air Conditioning         | 3   |
| ATCH 280                           | Manual Drivetrains                              | 3   |
| CIS 210                            | Introduction to Computer Applications           | 3   |
| CTCH 183B                          | Industrial Wiring and Electrical Systems        | 4   |
| CTCH 284                           | Introduction to Solar Technology                | 3.5 |
| CTCH 285                           | Solar Technology Design and Construction        | 3.5 |
| CTCH 287                           | Introduction to Green Technology                | 4   |
| EET 228                            | Programmable Logic Controllers                  | 4   |
| EET 257                            | Instrumentation and Control                     | 4   |
| EET 267                            | Power Systems and Rotating Electrical Machinery | 4   |
| LDER 255                           | Community Internship                            | 1-3 |
| LDER 261A                          | Philosophy of Leadership                        | 1.5 |
| LDER 261B                          | Leadership: Success Strategies Seminar          | 1.5 |
| WELD 270B                          | Advanced Welding                                | 3-4 |

**C.A., FACILITIES TECHNOLOGY**

Required Courses (18-19 credits)

|           |   |     |
|-----------|---|-----|
| ATCH 166  | Automotive Maintenance and Light Repair | 2   |
| CTCH 168  | Residential Plumbing                    | 3   |
| CTCH 250  | Introduction to Construction            | 3   |
| EET 111   | Laboratory Techniques I                 | 1   |
| EET 213   | Electronics Fundamentals                | 6   |
| WELD 270A | Basic Welding                           | 3-4 |

**FAMILY STUDIES/HUMAN SERVICES****A.A., FAMILY STUDIES/HUMAN SERVICES**

Students transferring to four-year colleges or universities are urged to include Psychology 201 and Sociology 201A as part of their General Education/Breadth requirements.

Required Courses (27 credits)

|             |  |     |
|-------------|--|-----|
| FMST 202    | The Child, Family and Community                  | 3   |
| FMST 205    | Life Management                                  | 3   |
| FMST 210    | Introduction to Human Services                   | 3   |
| FMST 212    | Human Development: Life Span                     | 3   |
| or FMST 220 | Aging in the 21st Century: Social Gerontology    | (3) |
| FMST 213    | Ethnic Identity Development Across the Life Span | 3   |
| FMST 214    | Family, Relationships and Intimacy               | 3   |
| FMST 215    | Developmental Patterns of Women                  | 3   |
| FMST 216    | Parenting  | 3   |



|                                    |  |     |
|------------------------------------|--|-----|
| FMST 218                           | Human Sexuality  | 3   |
| Plus 6 credits from the following: |  |     |
| FMST 212*                          | Human Development: Life Span                                   | 3   |
| or FMST 220*                       | Aging in the 21st Century: Social Gerontology                  | 3   |
| FMST 270                           | Introduction to Addiction Studies: Addiction and the Community | 3   |
| FMST 271                           | Group Process and Practice                                     | 3   |
| FMST 272                           | Drug Prevention and Education                                  | 3   |
| FMST 278                           | Families and Addiction   | 3   |
| FMST 280                           | Basic Interviewing and Counseling                              | 3   |
| FMST 288                           | Addiction Studies Fieldwork & Seminar                          | 7   |
| LDER 253                           | Peer Counseling  | 2   |
| or LDER 255                        | Community Internship   | (3) |
| PSYC 201                           | Introductory Psychology  | 3   |
| SOC 201A                           | Introduction to Sociology                                      | 3   |
| SOC 206                            | Minority Group Relations                                       | 3   |
| WEXP 252/252L                      | Cooperative Work Experience – Occupational                     | 1-4 |

\* If not used for required credits

### ***C.S., ADDICTION STUDIES***

Required Courses (15 credits)

|          |  |   |
|----------|--|---|
| FMST 270 | Introduction to Addiction Studies: Addiction & the Community | 3 |
| FMST 272 | Drug Prevention and Education                                | 3 |
| FMST 278 | Families and Addiction                                       | 3 |
| FMST 279 | Treatment and Case Management                                | 3 |
| HEED 206 | Health Aspects of Drug Use                                   | 3 |

### ***C.S., ADDICTION STUDIES FIELDWORK***

Required Courses (7 credits)

|          |   |   |
|----------|---|---|
| FMST 288 | Addiction Studies Fieldwork and Seminar | 7 |
|----------|---|---|

### ***C.S., CULTURAL COMPETENCY***

Required Courses (15 credits)

|             |   |     |
|-------------|---|-----|
| FMST 213    | Ethnic Identity and Developmental Patterns    | 3   |
| or SOC 206  | Minority Group Relations                      | (3) |
| FMST 215    | Developmental Patterns of Women               | 3   |
| or SOC 208  | Introduction to Women's Studies               | (3) |
| FMST 220    | Aging in the 21st Century: Social Gerontology | 3   |
| ANTH 203    | Cultural Anthropology                         | 3   |
| or ANTH 225 | World Cultures                                | (3) |
| HEED 203    | Women's Health Issues                         | 3   |
| or HEED 208 | Multicultural Health                          | (3) |

### ***C.S., FAMILY STUDIES & HUMAN DEVELOPMENT***

Required Courses (15 credits)

|             |  |     |
|-------------|--|-----|
| FMST 212    | Human Development: Life Span                     | 3   |
| or FMST 220 | Aging in the 21st Century: Social Gerontology    | (3) |
| FMST 213    | Ethnic Identity Development Across the Life Span | 3   |
| FMST 214    | Family, Relationships and Intimacy               | 3   |
| or FMST 216 | Parenting  | (3) |
| FMST 215    | Developmental Patterns of Women                  | 3   |
| FMST 218    | Human Sexuality                                  | 3   |

### ***C.S., HUMAN SERVICES***

Required Courses (17 credits)

|          |                                   |   |
|----------|-----------------------------------|---|
| FMST 205 | Life Management                   | 3 |
| FMST 210 | Introduction to Human Services    | 3 |
| FMST 271 | Group Process and Practice        | 3 |
| FMST 279 | Treatment and Case Management     | 3 |
| FMST 280 | Basic Interviewing and Counseling | 3 |
| LDER 255 | Community Internship              | 2 |

## **FASHION DESIGN AND MERCHANDISING**

### ***A.A., FASHION DESIGN***

Required Courses (37 credits)

|          |  |   |
|----------|--|---|
| ENGR 125 | AutoCAD  | 1 |
| FDM 210  | Introduction to Fashion                          | 3 |
| FDM 212  | Textiles   | 3 |
| FDM 214  | Apparel Evaluation                               | 3 |
| FDM 215  | Design Analysis and Color Theory                 | 3 |
| FDM 216  | Fashion Illustration                             | 3 |
| FDM 218  | Commercial Fashion Design                        | 3 |
| FDM 220  | Fashion Analysis                                 | 3 |
| FDM 225  | History of Fashion: Classic Through 19th Century | 3 |
| FDM 260  | Product Development                              | 3 |
| FDM 263  | Clothing Construction                            | 3 |
| FDM 265  | Pattern Development                              | 3 |
| FDM 270  | Fashion Portfolio Presentation                   | 3 |

Plus 3 credits from the following:

|         |                      |     |
|---------|----------------------|-----|
| ART 200 | Art Appreciation     | 3   |
| ART 221 | Beginning Drawing    | 2-3 |
| ART 222 | Intermediate Drawing | 2-3 |
| ART 223 | Life Drawing         | 2-3 |

Plus 3 credits from the following:

|               |   |          |
|---------------|---|----------|
| BUS 245       | Introduction to Business                            | 3        |
| BUS 170*      | Dealing with Change                                 | .5       |
| BUS 171*      | Team Building                                       | .5       |
| BUS 172*      | Communicating with People                           | .5       |
| BUS 173*      | Conflict Resolution                                 | .5       |
| BUS 174*      | Customer Service                                    | .5       |
| BUS 175*      | Values & Ethics                                     | .5       |
| BUS 176*      | Attitude in the Workplace                           | .5       |
| BUS 177*      | Stress Management                                   | .5       |
| BUS 178*      | Decision Making & Problem Solving                   | .5       |
| BUS 179*      | Time Management                                     | .5       |
| FDM 230       | Fashion Buying                                      | 3        |
| FDM 235       | Fashion Promotion                                   | 3        |
| CIS 210       | Introduction to Computer Applications               | 4        |
| FDM 240       | Visual Merchandising and Display                    | 3        |
| FDM 247       | Independent Study: Fashion Design and Merchandising | .5-2     |
| or WEXP 252   | Cooperative Work Experience Education               | (.5)     |
|               | - Occupational                                      |          |
| and WEXP 252L | Cooperative Work Experience Lab                     | (.5-3.5) |
|               | - Occupational                                      |          |

\* No more than 3 credits

### ***C.A., FASHION DESIGN***

Required Courses (37 credits)

|          |  |   |
|----------|--|---|
| ENGR 125 | AutoCAD  | 1 |
| FDM 210  | Introduction to Fashion                          | 3 |
| FDM 212  | Textiles   | 3 |
| FDM 214  | Apparel Evaluation                               | 3 |
| FDM 215  | Design Analysis and Color Theory                 | 3 |
| FDM 216  | Fashion Illustration                             | 3 |
| FDM 218  | Commercial Fashion Design                        | 3 |
| FDM 220  | Fashion Analysis                                 | 3 |
| FDM 225  | History of Fashion: Classic Through 19th Century | 3 |
| FDM 260  | Product Development                              | 3 |
| FDM 263  | Clothing Construction                            | 3 |
| FDM 265  | Pattern Development                              | 3 |
| FDM 270  | Fashion Portfolio Presentation                   | 3 |

Plus 3 credits from the following:

|         |                      |     |
|---------|----------------------|-----|
| ART 200 | Art Appreciation     | 3   |
| ART 221 | Beginning Drawing    | 2-3 |
| ART 222 | Intermediate Drawing | 2-3 |
| ART 223 | Life Drawing         | 2-3 |

Plus 3 credits from the following:

|          |   |      |
|----------|---|------|
| BUS 245  | Introduction to Business                            | 3    |
| BUS 170* | Dealing with Change                                 | .5   |
| BUS 171* | Team Building                                       | .5   |
| BUS 172* | Communicating with People                           | .5   |
| BUS 173* | Conflict Resolution                                 | .5   |
| BUS 174* | Customer Service                                    | .5   |
| BUS 175* | Values & Ethics                                     | .5   |
| BUS 176* | Attitude in the Workplace                           | .5   |
| BUS 177* | Stress Management                                   | .5   |
| BUS 178* | Decision Making & Problem Solving                   | .5   |
| BUS 179* | Time Management                                     | .5   |
| FDM 230  | Fashion Buying                                      | 3    |
| FDM 235  | Fashion Promotion                                   | 3    |
| CIS 210  | Introduction to Computer Applications               | 4    |
| FDM 240  | Visual Merchandising and Display                    | 3    |
| FDM 247  | Independent Study: Fashion Design and Merchandising | .5-2 |

|             |                                       |      |
|-------------|---------------------------------------|------|
| or WEXP 252 | Cooperative Work Experience Education | (.5) |
|             | - Occupational                        |      |

|               |                                 |          |
|---------------|---------------------------------|----------|
| and WEXP 252L | Cooperative Work Experience Lab | (.5-3.5) |
|               | - Occupational                  |          |

\* No more than 3 credits

### **A.A., FASHION MERCHANDISING**

Required Courses (31 credits)

|         |  |   |
|---------|--|---|
| CIS 210 | Introduction to Computer Applications            | 4 |
| FDM 210 | Introduction to Fashion                          | 3 |
| FDM 212 | Textiles   | 3 |
| FDM 214 | Apparel Evaluation                               | 3 |
| FDM 215 | Design Analysis and Color Theory                 | 3 |
| FDM 220 | Fashion Analysis                                 | 3 |
| FDM 225 | History of Fashion: Classic through 19th Century | 3 |
| FDM 230 | Fashion Buying                                   | 3 |
| FDM 235 | Fashion Promotion                                | 3 |
| FDM 240 | Visual Merchandising and Display                 | 3 |

Plus 9 credits from the following:

|            |                            |     |
|------------|----------------------------|-----|
| BUS 240    | Advertising                | 3   |
| or BUS 243 | Marketing                  | (3) |
| BUS 248    | Small Business Management  | 3   |
| or BUS 249 | Entrepreneurship           | (4) |
| BUS 283    | Management and Supervision | 3   |
| or BUS 286 | Human Relations            | (3) |

Plus 3 credits from the following:

|            |   |      |
|------------|---|------|
| BUS 170*   | Dealing with Change                                 | .5   |
| BUS 171*   | Team Building                                       | .5   |
| BUS 172*   | Communicating with People                           | .5   |
| BUS 173*   | Conflict Resolution                                 | .5   |
| BUS 174*   | Customer Service                                    | .5   |
| BUS 175*   | Values & Ethics                                     | .5   |
| BUS 176*   | Attitude in the Workplace                           | .5   |
| BUS 177*   | Stress Management                                   | .5   |
| BUS 178*   | Decision Making & Problem Solving                   | .5   |
| BUS 179*   | Time Management                                     | .5   |
| FDM 216    | Fashion Illustration                                | 3    |
| or FDM 218 | Commercial Fashion Design                           | (3)  |
| FDM 247    | Independent Study: Fashion Design and Merchandising | .5-2 |

|               |                                       |          |
|---------------|---------------------------------------|----------|
| or WEXP 252   | Cooperative Work Experience Education | (.5)     |
|               | - Occupational                        |          |
| and WEXP 252L | Cooperative Work Experience Lab       | (.5-3.5) |
|               | - Occupational                        |          |

|         |                     |   |
|---------|---------------------|---|
| FDM 260 | Product Development | 3 |
|---------|---------------------|---|

\* No more than 3 credits

### **C.A., FASHION MERCHANDISING**

Required Courses (31 credits)

|         |  |   |
|---------|--|---|
| CIS 210 | Introduction to Computer Applications            | 4 |
| FDM 210 | Introduction to Fashion                          | 3 |
| FDM 212 | Textiles   | 3 |
| FDM 214 | Apparel Evaluation                               | 3 |
| FDM 215 | Design Analysis and Color Theory                 | 3 |
| FDM 220 | Fashion Analysis                                 | 3 |
| FDM 225 | History of Fashion: Classic through 19th Century | 3 |
| FDM 230 | Fashion Buying                                   | 3 |
| FDM 235 | Fashion Promotion                                | 3 |
| FDM 240 | Visual Merchandising and Display                 | 3 |

Plus 9 credits from the following:

|            |                            |     |
|------------|----------------------------|-----|
| BUS 240    | Advertising                | 3   |
| or BUS 243 | Marketing                  | (3) |
| BUS 248    | Small Business Management  | 3   |
| or BUS 249 | Entrepreneurship           | (4) |
| BUS 283    | Management and Supervision | 3   |
| or BUS 286 | Human Relations            | (3) |

Plus 3 credits from the following:

|            |   |      |
|------------|---|------|
| BUS 170*   | Dealing with Change                                 | .5   |
| BUS 171*   | Team Building                                       | .5   |
| BUS 172*   | Communicating with People                           | .5   |
| BUS 173*   | Conflict Resolution                                 | .5   |
| BUS 174*   | Customer Service                                    | .5   |
| BUS 175*   | Values & Ethics                                     | .5   |
| BUS 176*   | Attitude in the Workplace                           | .5   |
| BUS 177*   | Stress Management                                   | .5   |
| BUS 178*   | Decision Making & Problem Solving                   | .5   |
| BUS 179*   | Time Management                                     | .5   |
| FDM 216    | Fashion Illustration                                | 3    |
| or FDM 218 | Commercial Fashion Design                           | (3)  |
| FDM 247    | Independent Study: Fashion Design and Merchandising | .5-2 |

|             |                                       |      |
|-------------|---------------------------------------|------|
| or WEXP 252 | Cooperative Work Experience Education | (.5) |
|             | - Occupational                        |      |

|               |                                 |          |
|---------------|---------------------------------|----------|
| and WEXP 252L | Cooperative Work Experience Lab | (.5-3.5) |
|               | - Occupational                  |          |

|         |                     |   |
|---------|---------------------|---|
| FDM 260 | Product Development | 3 |
|---------|---------------------|---|

\* No more than 3 credits

## **GEOLOGY**

### **A.S., GEOLOGY**

Required Courses (16 credits)

|             |  |     |
|-------------|--|-----|
| GEOL 210    | Physical Geology                               | 4   |
| GEOL 220    | Geology of California                          | 3   |
| GEOL 212    | Geologic Hazards, Man, and the Environment     | 3   |
| or GEOL 225 | Introduction to Geographic Information Systems | (3) |
| GEOL 229A   | Geological Science Field Studies               | 1   |
| GEOL 229B   | Geological Science Field Studies               | 1   |
| OCEN 210    | Oceanography                                   | 3   |
| OCEN 210L   | Oceanography Lab                               | 1   |

Plus 10 credits from the following:

|           |                           |   |
|-----------|---------------------------|---|
| CHEM 201A | General College Chemistry | 5 |
| CHEM 201B | General College Chemistry | 5 |

|           |                                |   |
|-----------|--------------------------------|---|
| MATH 265A | Analytic Geometry and Calculus | 5 |
| MATH 265B | Analytic Geometry and Calculus | 5 |
| PHYS 208A | Principles of Physics          | 5 |
| PHYS 208B | Principles of Physics          | 5 |

## HISTORY

### A.A., HISTORY

Required Courses (12 credits)

|              |                                  |     |
|--------------|----------------------------------|-----|
| HIST 203A    | History of World Civilizations   | 3   |
| or HIST 203B | History of World Civilizations   | (3) |
| or HIST 208A | History of Latin America         | (3) |
| or HIST 208B | History of Latin America         | (3) |
| or HIST 219  | History of the Far East          | (3) |
| or HIST 235  | History of African Civilization  | (3) |
| HIST 204A    | History of Western Civilization  | 3   |
| or HIST 204B | History of Western Civilization  | (3) |
| HIST 207A    | History of the United States     | 3   |
| or HIST 207B | History of the United States     | (3) |
| POLS 204     | World Politics                   | 3   |
| or POLS 206  | Comparative Government           | (3) |
| or POLS 209  | Introduction to Political Theory | (3) |

Plus 9 credits from the following:

|            |                                  |   |
|------------|----------------------------------|---|
| ECON 201A  | Principles of Economics          | 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 |
| HIST 208A* | History of Latin America         | 3 |
| HIST 208B* | History of Latin America         | 3 |
| HIST 210   | History of California            | 3 |
| HIST 212   | History of the Mexican-American  | 3 |
| HIST 219*  | History of the Far East          | 3 |
| HIST 233   | History of the Afro-American     | 3 |
| HIST 235*  | History of African Civilization  | 3 |
| HIST 239   | History of the Role of Woman     | 3 |
| HIST 260   | History of the San Simeon Region | 3 |

\* If not used for required credits.

## HOSPITALITY

### A.S., HOSPITALITY

Required Courses (30 credits)

|          |   |   |
|----------|---|---|
| HOSP 201 | Introduction to Hospitality                 | 3 |
| HOSP 205 | Front Office Operations                     | 3 |
| HOSP 210 | Hospitality Marketing and Sales             | 3 |
| HOSP 215 | Housekeeping Operations                     | 3 |
| HOSP 220 | Supervision in the Hospitality Industry     | 3 |
| HOSP 225 | Hospitality Law                             | 3 |
| HOSP 230 | Food and Beverage Operations                | 3 |
| HOSP 235 | Hospitality Security and Loss Prevention    | 3 |
| HOSP 240 | Hospitality Training and Development Skills | 3 |
| HOSP 245 | Hospitality Internship                      | 3 |

### C.A., HOSPITALITY

Required Courses (24 credits)

|          |   |   |
|----------|---|---|
| HOSP 205 | Front Office Operations                 | 3 |
| HOSP 210 | Hospitality Marketing and Sales         | 3 |
| HOSP 215 | Housekeeping Operations                 | 3 |
| HOSP 220 | Supervision in the Hospitality Industry | 3 |
| HOSP 225 | Hospitality Law                         | 3 |

|          |   |   |
|----------|---|---|
| HOSP 230 | Food and Beverage Operations                | 3 |
| HOSP 235 | Hospitality Security and Loss Prevention    | 3 |
| HOSP 240 | Hospitality Training and Development Skills | 3 |

### C.A., HOSPITALITY FUNDAMENTALS

Required Courses (15 credits)

Choose any 5 courses from the following:

|          |   |   |
|----------|---|---|
| HOSP 201 | Introduction to Hospitality                 | 3 |
| HOSP 205 | Front Office Operations                     | 3 |
| HOSP 210 | Hospitality Marketing and Sales             | 3 |
| HOSP 215 | Housekeeping Operations                     | 3 |
| HOSP 220 | Supervision in the Hospitality Industry     | 3 |
| HOSP 225 | Hospitality Law                             | 3 |
| HOSP 230 | Food and Beverage Operations                | 3 |
| HOSP 235 | Hospitality Security and Loss Prevention    | 3 |
| HOSP 240 | Hospitality Training and Development Skills | 3 |
| HOSP 245 | Hospitality Internship                      | 3 |

## INTERIOR DESIGN

### A.A., INTERIOR DESIGN

Required Courses (42 credits)

|         |  |   |
|---------|--|---|
| CIS 210 | Introduction to Computer Applications                    | 4 |
| ID 270  | Introduction to Interior Design                          | 3 |
| ID 272  | Architectural Drafting and Structure for Interior Design |   |
| ID 274  | Interior Design Studio 1                                 | 4 |
| ID 276  | Principles of Green Design                               |   |
| ID 278  | Interior Design Studio 2                                 | 4 |
| ID 280  | Materials and Methods of Interior Design                 | 3 |
| ID 282  | History of Interior Design                               | 4 |
| ID 284  | Interior Design Studio 3                                 | 4 |
| ID 286  | CAD for Interior Design                                  | 3 |
| ID 288  | Professional Practice                                    | 3 |
| ID 290  | Interior Design Studio 4                                 | 4 |

### C.A., INTERIOR DESIGN

Required Courses (42 credits)

|         |  |   |
|---------|--|---|
| CIS 210 | Introduction to Computer Applications                    | 4 |
| ID 270  | Introduction to Interior Design                          | 3 |
| ID 272  | Architectural Drafting and Structure for Interior Design |   |
| ID 274  | Interior Design Studio 1                                 |   |
| ID 276  | Principles of Green Design 3                             |   |
| ID 278  | Interior Design Studio 2                                 | 4 |
| ID 280  | Materials and Methods of Interior Design 3               |   |
| ID 282  | History of Interior Design                               | 4 |
| ID 284  | Interior Design Studio 3                                 | 4 |
| ID 286  | CAD for Interior Design                                  | 3 |
| ID 288  | Professional Practice                                    | 3 |
| ID 290  | Interior Design Studio 4                                 | 4 |

## INTERNATIONAL STUDIES

### A.A., INTERNATIONAL STUDIES

Required Courses (26 credits)

|          |                        |   |
|----------|------------------------|---|
| ANTH 203 | Cultural Anthropology  | 3 |
| GEOG 202 | Cultural Geography     | 3 |
| POLS 204 | World Politics         | 3 |
| POLS 206 | Comparative Government | 3 |

|            |  |   |
|------------|--|---|
| ECON 201A  | Principles of Economics                    | 3 |
| ECON 201B  | Principles of Economics                    | 3 |
| 2 semester | Foreign Language (French, German, Spanish) | 8 |

## JOURNALISM

### A.A., JOURNALISM

Required Courses (24-25 credits)

|                                    |                                    |       |
|------------------------------------|------------------------------------|-------|
| ENGL 201A                          | English Composition                | 4     |
| JOUR 201A                          | News Writing and Reporting         | 3     |
| JOUR 201B                          | Introduction to Mass Communication | 3     |
| JOUR 202A                          | Introduction to News Production    | 4     |
| JOUR 202B                          | News Production                    | 4     |
| JOUR 202C                          | News Production                    | 4     |
| ART 244                            | Photography                        | 2-3   |
| or ART 245                         | Intermediate Photography           | (2-3) |
| Plus 3 credits from the following: |                                    |       |
| BCST 221                           | Introduction to Broadcasting       | 3     |
| BCST 226                           | Writing for Electronic Media       | 3     |
| COMM 201A                          | Public Address                     | 3     |

## LEADERSHIP

### C.S., LEADERSHIP STUDIES

Required Courses (10.5-14 credits)

|           |  |      |
|-----------|--|------|
| LDER 247* | Independent Studies: Leadership          | .5-2 |
| LDER 261A | Philosophy of Leadership                 | 1.5  |
| LDER 261B | Leadership Success Strategies Seminar    | 1.5  |
| LDER 262  | Student Leadership (minimum 2 semesters) | 4-6  |
| LDER 263  | Exploring Leadership-Making a Difference | 3    |

\* NOTE: The Independent Study course for this certificate must include a project related strictly to Leadership Studies.

### C.S., SERVICE LEADERSHIP

Required Courses (7.5-13 credits)

|           |                                       |          |
|-----------|---------------------------------------|----------|
| LDER 247* | Independent Studies: Leadership       | .5-2     |
| LDER 253  | Peer Counseling                       | 2        |
| LDER 255  | Community Internship                  | 1-3, 1-3 |
|           | (minimum 2 semesters)                 |          |
| LDER 261A | Philosophy of Leadership              | 1.5      |
| LDER 261B | Leadership Success Strategies Seminar | 1.5      |

\* NOTE: The Independent Study course for this certificate must include a project related strictly to Service Leadership.

## LEGAL STUDIES

### A.A., LEGAL STUDIES: BUSINESS EMPHASIS

Required Courses (13 credits)

|   |                                      |   |
|---|--------------------------------------|---|
| BUS 218                                 | Business Law                         | 4 |
| ECON 201A                               | Principles of Economics              | 3 |
| LGL 217                                 | Introduction to Law                  | 3 |
| POLS 202                                | Government of the United States      | 3 |
| Plus 12-14- credits from the following: |                                      |   |
| BUS 201A                                | Principles of Accounting             | 4 |
| BUS 201B                                | Principles of Accounting             | 4 |
| BUS 245                                 | Introduction to Business             | 3 |
| ECON 201B                               | Principles of Economics              | 3 |
| LGL 206                                 | Business Organizations               | 3 |
| LGL 220                                 | Legal Research and Writing           | 3 |
| MATH 247                                | Introduction to Statistics           | 4 |
| MATH 255                                | Calculus for Business and Management | 3 |

### A.A., LEGAL STUDIES: SOCIAL SCIENCE EMPHASIS

Required Courses (13 credits)

|                                     |   |   |
|-------------------------------------|---|---|
| BUS 218                             | Business Law                                | 4 |
| LGL 217                             | Introduction to Law                         | 3 |
| POLS 202                            | Government of the United States             | 3 |
| SOC 201A                            | Introduction to Sociology                   | 3 |
| Plus 12 credits from the following: |   |   |
| ANTH 203                            | Cultural Anthropology                       | 3 |
| ECON 201A                           | Principals of Economics                     | 3 |
| ECON 201B                           | Principals of Economics                     | 3 |
| LGL 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 |
| HIST 204A                           | History of Western Civilization             | 3 |
| HIST 204B                           | History of Western Civilization             | 3 |
| HIST 207A                           | History of United States                    | 3 |
| HIST 207B                           | History of United States                    | 3 |
| PHIL 208                            | Introduction to Logic                       | 3 |
| PHIL 213                            | Philosophical Classics in Ethics and Social | 3 |
|                                     | Philosophy                                  | 3 |

## LIBERAL ARTS

### LIBERAL ARTS (NON-TRANSFER)

The Associate of Arts in Liberal Arts (Non-Transfer) degree is designed to provide a broad knowledge of liberal arts and sciences plus coursework in an "Area of Emphasis."

- Students must complete the Cuesta College General Education pattern
- Complete 18 semester credits in one of the Area of Emphasis outlined below
  - For Depth, two courses must be from a single discipline
  - For Breadth, at least three disciplines must be selected
- Complete Cuesta College graduation requirements
- Elective credits may be necessary and must be transferable (CSU or UC)

### ARTS AND HUMANITIES

These courses emphasize the study of cultural, literary, and humanistic activities, as well as artistic expression of human beings. Students will evaluate and interpret the ways in which people through the ages in different cultures have expressed themselves and responded to the world around them through artistic and cultural creation. Students will also learn to value aesthetic understanding and incorporate these concepts when constructing value judgments.

- ASL (American Sign Language) 215A, 215B, 215C
- ART (Art) 200, 203, 204, 205, 206, 220, 221, 222, 223, 224, 229, 230, 231, 232, 240, 241, 244, 245, 253, 268, 270, 271, 273, 280, 281, 282, 283
- DANC (Dance) 225, 228, 250, 252, 255, 256, 258, 260A, 260B, 260C
- DRA (Drama) 201A, 201B, 206, 207, 208, 211A, 215, 218, 248, 251
- ENGL (English) 201B, 201C, 205, 206, 207, 212A, 212B, 213, 215, 216, 217, 231, 244A, 244B, 246A, 246C
- FR (French) 201, 202, 203, 204
- GER (German) 201, 202, 203, 204
- HIST (History) 203A, 203B, 204A, 204B, 207A, 207B, 212, 219, 233, 235, 239



- MUS (Music) 203A, 203B, 203C, 212, 220, 223, 225, 226, 227, 228, 229, 231, 232A, 233, 235, 237, 238, 239, 245, 246, 253, 255, 258, 259, 270
- PHIL (Philosophy) 205, 206, 209, 212, 213
- SPAN (Spanish) 201, 202, 203, 204

### **MATHEMATICS AND SCIENCES**

These courses emphasize the natural sciences which examine the physical universe, its life forms and its natural phenomena. Courses in Math 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 be able to examine the influence that acquisition of scientific knowledge has on the development of the world's civilization.

At least one mathematics course is required for this area of emphasis.

- BIO (Biology) 201A, 201B, 202, 203, 204, 205, 206, 211, 212, 212L, 216, 220, 220L, 221, 222, 222L, 224
- CHEM (Chemistry) 201A, 201B, 210, 210FAL, 211, 212A, 212B
- GEOL (Geology) 210, 211, 212, 220
- MATH (Mathematics) 229, 231, 232, 236, 242, 247, 255, 265A, 265B, 283, 287
- NUTR (Nutrition) 210, 211
- OCEN (Oceanography) 210, 210L
- PSCI (Physical Science) 201A, 201AL
- PHYS (Physics) 205A, 205B, 208A, 208B, 208C, 210

### **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. Students will study about themselves and others as members of a larger society. 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.

- ANTH (Anthropology) 201, 201A, 202, 203, 220, 221, 225
- CJ (Criminal Justice) 202, 206
- ECE (Early Childhood Education) 201, 202
- ECON (Economics) 201A, 201B, 211
- FMST (Family Studies) 202, 214
- GEOG (Geography) 202
- HIST (History) 203A, 203B, 204A, 204B, 207A, 207B, 208A, 208B, 210, 212, 219, 233, 235, 239
- LGL (Legal Studies) 217
- MATH (Mathematics) 236 or 247
- POLI (Political Science) 201, 202, 204, 206, 209
- PSYC (Psychology) 201, 202, 206, 233
- SOC (Sociology) 201A, 201B, 202, 206, 208

### **LIBERAL ARTS (TRANSFER)**

The Associate of Arts in Liberal Arts (Transfer) degree is designed to provide a broad knowledge of liberal arts and sciences plus coursework in an "Area of Emphasis." This degree is an ideal choice for those students planning on transferring to the California State University or University of California systems, since it satisfies the general education requirements and focuses on transferable coursework that relates to majors at the CSU or UC.

- Choose either the CSU General Education Breadth pattern or the Intersegmental General Education Transfer Curriculum (IGETC) pattern
- CSU GE and IGETC patterns are required for transfer to the four-

year systems

- Complete 18 semester credits in one of the Area of Emphasis outlined below
  - For Depth, two courses must be from a single discipline
  - For Breadth, at least three disciplines must be selected
- Appropriate courses in the Area of Emphasis may be double counted for GE requirements
- Complete Cuesta College graduation requirements
- Elective credits may be necessary and must be transferable (CSU or UC)
- All classes listed below transfer to CSU and/or UC. Courses in **BOLD** are only transferable to CSU. Refer to [www.ASSIST.org](http://www.ASSIST.org) for transfer details.

### **ARTS AND HUMANITIES**

These courses emphasize the study of cultural, literary, and humanistic activities, as well as artistic expression of human beings. Students will evaluate and interpret the ways in which people through the ages in different cultures have expressed themselves and responded to the world around them through artistic and cultural creation. Students will also learn to value aesthetic understanding and incorporate these concepts when constructing value judgments.

This area of emphasis is for students who are planning to transfer in one of the following majors: Art, Art History, Communications, Drama, English, French, Philosophy, Spanish, German, Music and Philosophy. Students should check with a counselor to determine if this area of emphasis is appropriate.

- ASL (American Sign Language) 215A, 215B, 215C
- ART (Art) 200, 203, 204, 205, 206, 220, 221, 222, 223, 224, 229, 230, 231, 232, 240, 241, 244, 245, 253, 268, 270, 271, 273, 280, 281, 282, 283
- DANC (Dance) 225, 228, 250, 252, 255, 256, 258, 260A, 260B, 260C
- DRA (Drama) 201A, 201B, 206, 207, 208, 211A, 215, 218, 248, 251
- ENGL (English) 201B, 201C, 205, 206, 207, 212A, 212B, 213, 215, 216, 217, 231, 244A, 244B, 246A, 246C
- FR (French) 201, 202, 203, 204
- GER (German) 201, 202, 203, 204
- HIST (History) 203A, 203B, 204A, 204B, 207A, 207B, 212, 219, 233, 235, 239
- MUS (Music) 203A, 203B, 203C, 212, 220, 223, 225, 226, 227, 228, 229, 231, 232A, 233, 235, 237, 238, 239, 245, 246, 253, 255, 258, 259, 270
- PHIL (Philosophy) 205, 206, 209, 212, 213
- SPAN (Spanish) 201, 202, 203, 204

### **MATHEMATICS AND SCIENCES**

These courses emphasize the natural sciences which examine the physical universe, its life forms and its natural phenomena. Courses in Math 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 be able to examine the influence that acquisition of scientific knowledge has on the development of the world's civilization.

At least one mathematics course is required for this area of emphasis. This area of emphasis is for students who are planning to transfer in one of the following majors: Biology, Chemistry, Ecology, Engineering, Geology, Marine Biology, Mathematics and Nutrition. Students should check with a counselor to determine if this area of emphasis is appropriate.

- BIO (Biology) 201A, 201B, 202, 203, 204, 205, 206, 211, 212, 212L, 216, 220, 220L, 221, 222, 222L, 224
- CHEM (Chemistry) 201A, 201B, 210, 210FAL, 211, 212A, 212B
- GEOL (Geology) 210, 211, 212, 220
- MATH (Mathematics) 229, 231, 232, 236, 242, 247, 255, 265A, 265B, 283, 287
- NUTR (Nutrition) 210, 211
- OCEN (Oceanography) 210, 210L
- PSCI (Physical Science) 201A, 201AL
- PHYS (Physics) 205A, 205B, 208A, 208B, 208C, 210

### 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. Students will study about themselves and others as members of a larger society. 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.

This area of emphasis is for students who are planning to transfer in one of the following majors: Anthropology, Criminal Justice, Child Development, Economics\*, Family Studies, Geography, History, Political Science, Psychology and Sociology. Students should check with a counselor to determine if this area of emphasis is appropriate.

- ANTH (Anthropology) 201, 201A, 202, 203, 220, 221, 225
- CJ (Criminal Justice) 202, 206
- ECE (Early Childhood Education) 201, 202
- ECON (Economics) 201A, 201B, 211
- FMST (Family Studies) 202, 214
- GEOG (Geography) 202
- HIST (History) 203A, 203B, 204A, 204B, 207A, 207B, 208A, 208B, 210, 212, 219, 233, 235, 239
- LGL (Legal Studies) 217
- MATH (Mathematics) 236 or 247
- POLI (Political Science) 201, 202, 204, 206, 209
- PSYC (Psychology) 201, 202, 206, 233
- SOC (Sociology) 201A, 201B, 202, 206, 208

\*Students transferring to a CSU or UC as an Economics major should consult with a counselor to determine which area of emphasis is appropriate for them.

## TRANSFER DEGREES

### ASSOCIATE IN ARTS TRANSFER AND ASSOCIATE IN SCIENCE FOR TRANSFER

The Student Transfer Achievement Reform Act (Senate Bill 1440, 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. A student completing one of these degrees is guaranteed admission to the CSU system, but not to a particular campus or major. See requirements listed below.

## TRANSFER CERTIFICATES

### C.A., CSU GENERAL EDUCATION

Complete the lower-division California State University General Education pattern.

### C.A., IGETC

Complete the Intersegmental General Education Transfer Curriculum (IGETC).

## LIBRARY/INFORMATION TECHNOLOGY

### A.S., LIBRARY/INFORMATION TECHNOLOGY

All courses required for the degree must be completed with a grade of "C" or better.

Required Courses (25.5 credits)

|                                    |  |      |
|------------------------------------|--|------|
| CIS 210                            | Introduction to Computer Applications                | 4    |
| ENGL 201A                          | English Composition                                  | 4    |
| LIBT 101                           | Introduction to Library Services                     | 1    |
| LIBT 104                           | Organizing Information                               | 3    |
| LIBT 105                           | Library/Information Center Collections               | 3    |
| LIBT 106                           | Introduction to the Internet                         | 1    |
| LIBT 108                           | Library Supervisory Skills                           | 1    |
| LIBT 109                           | Library Public Services                              | 3    |
| LIBT 114                           | Information Technology Internship                    | 2    |
| LIBT 115                           | Technology in the Workplace                          | 2    |
| LIBT 117                           | Ethics in the Information Age                        | 1    |
| DIST 101                           | Introduction to Online Courses                       | .5   |
| Plus 4 credits from the following: |  |      |
| CAOA 246                           | Beginning Word Processing: Microsoft Word            | 3    |
| CAOA 160                           | Microcomputer Operations                             | 3    |
| CAOA 261                           | Introduction to Spreadsheets                         | 3    |
| CAOA 264                           | Introduction to Database Management                  | 3    |
| CAOA 265                           | Adobe InDesign: Business Applications                | 3    |
| CAOA 167                           | PowerPoint   | 1    |
| ECE 234                            | Children's Literature                                | 3    |
| HEED 204                           | Standard First Aid and CPR                           | 2    |
| LIBT 102                           | Introduction to Web Technologies and Concepts        | 1    |
| LIBT 207                           | Web Page Development with XHTML                      | 3    |
| LIBT 110                           | School Library/Media Center Services                 | 2    |
| LIBT 111                           | JavaScript Fundamentals                              | 1    |
| LIBT 212                           | Research Skills for Information Age                  | 1    |
| LIBT 113                           | Advanced Internet Searching                          | 1    |
| LIBT 116                           | Multimedia Applications for the Web                  | 2    |
| LIBT 118                           | Connecting Adolescents with Literature and Libraries | 3    |
| LIBT 147                           | Independent Studies                                  | .5-2 |

### C.A., LIBRARY/INFORMATION TECHNOLOGY

All courses required for the certificate must be completed with a grade of "C" or better.

Required Courses (17.5 credits)

|                                    |   |    |
|------------------------------------|---|----|
| LIBT 101                           | Introduction to Library Services          | 1  |
| LIBT 104                           | Organizing Information                    | 3  |
| LIBT 105                           | Library/Information Center Collections    | 3  |
| LIBT 106                           | Introduction to the Internet              | 1  |
| LIBT 108                           | Library Supervisory Skills                | 1  |
| LIBT 109                           | Library Public Services                   | 3  |
| LIBT 114                           | Information Technology Internship         | 2  |
| LIBT 115                           | Technology in the Workplace               | 2  |
| LIBT 117                           | Ethics in the Information Age             | 1  |
| DIST 101                           | Introduction to Online Courses            | .5 |
| Plus 9 credits from the following: |   |    |
| CAOA 246                           | Beginning Word Processing: Microsoft Word | 3  |
| CAOA 160                           | Microcomputer Operations                  | 3  |
| CAOA 261                           | Introduction to Spreadsheets              | 3  |
| CAOA 264                           | Introduction to Database Management       | 3  |
| CAOA 265                           | Adobe InDesign: Business Applications     | 3  |

|          |  |      |
|----------|--|------|
| CAOA 167 | PowerPoint   | 1    |
| CIS 210  | Introduction to Computer Applications                | 4    |
| ECE 234  | Children's Literature                                | 3    |
| LIBT 102 | Introduction to Web Technologies and Concepts        | 1    |
| LIBT 207 | Web Page Development with XHTML                      | 3    |
| LIBT 110 | School Library/Media Center Services                 | 2    |
| LIBT 111 | JavaScript Fundamentals                              | 1    |
| LIBT 212 | Research Skills for Information Age                  | 1    |
| LIBT 113 | Advanced Internet Searching                          | 1    |
| LIBT 116 | Multimedia Applications for the Web                  | 2    |
| LIBT 118 | Connecting Adolescents with Literature and Libraries | 3    |
| LIBT 147 | Independent Studies                                  | .5-2 |

### ***C.S., ESSENTIAL SKILLS FOR INTERNET RESEARCH***

Required Courses (2 credits)

|          |                              |   |
|----------|------------------------------|---|
| LIBT 106 | Introduction to the Internet | 1 |
| LIBT 113 | Advanced Internet Searching  | 1 |

### ***C.S., LIBRARY SERVICES TO CHILDREN***

All courses required for the certificate must be completed with a grade of "C" or better.

Required Courses (9 credits)

|          |  |   |
|----------|--|---|
| LIBT 101 | Introduction to Library Services                     | 1 |
| LIBT 110 | School Library/Media Center Services                 | 2 |
| LIBT 118 | Connecting Adolescents with Literature and Libraries | 3 |
| ECE 234  | Children's Literature                                | 3 |

### ***C.S., WEB PAGE CODING***

Required Courses (4 credits)

|          |  |   |
|----------|--|---|
| LIBT 207 | Web Page Development with XHTML        | 3 |
| LIBT 120 | Fundamentals of Cascading Style Sheets | 1 |

## **MATHEMATICS**

### ***A.S., MATHEMATICS***

A minimum of nine credits from Math 265A, 265B, 283 or 287 must be earned at Cuesta College for a Mathematics, A.S. Degree.

Required Courses (19 credits)

|           |                                |   |
|-----------|--------------------------------|---|
| MATH 265A | Analytic Geometry and Calculus | 5 |
| MATH 265B | Analytic Geometry and Calculus | 5 |
| MATH 283  | Calculus                       | 4 |
| MATH 287  | Linear Analysis                | 5 |

Plus 8 credits from the following:

|           |                            |   |
|-----------|----------------------------|---|
| CHEM 201A | General College Chemistry  | 5 |
| CHEM 201B | General College Chemistry  | 5 |
| MATH 247  | Introduction to Statistics | 4 |
| PHYS 208A | Principles of Physics      | 5 |
| PHYS 208B | Principles of Physics      | 5 |
| PHYS 208C | Modern Physics             | 3 |

## **MEDICAL ASSISTING**

### ***A.S., MEDICAL ASSISTING***

All Allied Health courses must be completed with a minimum grade of "C" to progress within and to graduate from the program in order to fulfill Designated Degree requirements.

Required Courses (33 credits)

|          |                        |   |
|----------|------------------------|---|
| BIO 212  | Human Biology          | 3 |
| BUS 251  | Elements of Accounting | 4 |
| CAOA 123 | Business English       | 3 |

|                                    |  |     |
|------------------------------------|--|-----|
| MAST 110                           | Medical Assisting Basics                 | 2   |
| MAST 111                           | Medical Assisting Fast Track             | 11  |
| MAST 111L                          | Medical Assisting Fast Track Lab         | 1   |
| NRAD 222                           | Medical Terminology                      | 3   |
| PSYC 201                           | Introductory Psychology                  | 3   |
| SOC 201A                           | Introduction to Sociology                | 3   |
| Plus 3 credits from the following: |  |     |
| CAOA 128                           | Office Technology and Telecommunications | 3   |
| CAOA 264                           | Introduction to Database Management      | 3   |
| MAST 109                           | Phlebotomy                               | 2.5 |
| MAST 109L                          | Phlebotomy Lab                           | 1   |

### ***C.A., MEDICAL ASSISTING***

All Allied Health courses must be completed with a minimum grade of "C" to progress within and to graduate from the programs in order to fulfill Occupational Certificate requirements.

Required Courses (23 credits)

|           |                              |    |
|-----------|------------------------------|----|
| BIO 212   | Human Biology                | 3  |
| CAOA 123  | Business English             | 3  |
| MAST 110  | Medical Assisting Basics     | 2  |
| MAST 111  | Medical Assisting Fast Track | 11 |
| MAST 111L | Medical Assisting Fast Track | 1  |
| NRAD 222  | Medical Terminology          | 3  |

Plus 3 credits from the following with a minimum grade of "C" for each course:

|           |  |     |
|-----------|--|-----|
| BUS 251   | Elements of Accounting                   | 4   |
| CAOA 128  | Office Technology and Telecommunications | 3   |
| CAOA 264  | Introduction to Database Management      | 3   |
| MAST 109  | Phlebotomy                               | 2.5 |
| MAST 109L | Phlebotomy Lab                           | 1   |
| MAST 148  | Nursing Assistant                        | 3   |
| MAST 148L | Nursing Assistant Lab                    | 2   |

### ***C.S., MEDICAL ASSISTING***

Required Courses (14 credits)

|           |                                  |    |
|-----------|----------------------------------|----|
| MAST 110  | Medical Assisting Basics         | 2  |
| MAST 111  | Medical Assisting Fast Track     | 11 |
| MAST 111L | Medical Assisting Fast Track Lab | 1  |

### ***C.S., PHLEBOTOMY***

Required Course (3 credits)

|           |                |     |
|-----------|----------------|-----|
| MAST 109  | Phlebotomy     | 2.5 |
| MAST 109L | Phlebotomy Lab | 1   |

## **MUSIC**

### ***A.A., JAZZ STUDIES***

Required Courses (21 credits)

|          |                         |   |
|----------|-------------------------|---|
| MUS 203A | Music Theory            | 5 |
| MUS 203B | Music Theory            | 5 |
| MUS 203C | Music Theory            | 3 |
| MUS 212  | Applied Music (4 times) | 8 |

Plus 8 credits from the following:

|          |                       |     |
|----------|-----------------------|-----|
| MUS 223  | Vocal Jazz Ensemble   | 2-3 |
| MUS 231  | Jazz Ensemble         | 1-3 |
| MUS 233  | Jazz Improvisation    | 2   |
| MUS 232A | Concert Jazz Ensemble | 1-3 |

Plus 6 credits from the following:

|         |                                  |     |
|---------|----------------------------------|-----|
| MUS 220 | Elementary Voice                 | 2   |
| MUS 238 | Music Appreciation: Jazz History | 3   |
| MUS 258 | Elementary Piano                 | 2   |
| MUS 260 | Jazz Piano Techniques            | 1-2 |

**A.A., MUSIC PERFORMANCE**

Required Courses (25 credits)

|            |   |     |
|------------|---|-----|
| MUS 203A   | Music Theory                                    | 5   |
| MUS 203B   | Music Theory                                    | 5   |
| MUS 203C   | Music Theory/Counterpoint                       | 3   |
| MUS 212    | Applied Music x 4                               | 8   |
| MUS 220    | Elementary Voice                                | 2   |
| or MUS 258 | Elementary Piano                                | (2) |
| MUS 234    | Music Theory/Orchestrating, Scoring & Arranging | 2   |

Plus 8 credits from the following:

|          |                              |     |
|----------|------------------------------|-----|
| MUS 206  | Composing for Film and Video | 3   |
| MUS 222  | Intermediate Voice           | 2   |
| MUS 223  | Vocal Jazz Ensemble          | 3   |
| MUS 225  | Wind Orchestra               | 2   |
| MUS 226  | Band                         | 3   |
| MUS 227  | Instrumental Small Ensemble  | 1-3 |
| MUS 228  | Mixed Chorus                 | 1-3 |
| MUS 229  | Chamber Singers              | 2   |
| MUS 231  | Jazz Ensemble                | 3   |
| MUS 232A | Concert Jazz Ensemble        | 3   |
| MUS 240  | Recording Arts I             | 2   |
| MUS 241  | Recording Arts II            | 2   |
| MUS 250  | Music Theater Workshop       | 3   |
| MUS 251  | Music Theater Performance    | 3   |
| MUS 255  | Master Chorale               | 2   |
| MUS 256  | Orchestra                    | 2   |
| MUS 259  | Intermediate Piano           | 2   |
| MUS 262  | Choral Music II Baroque      | 2   |
| MUS 263  | Choral Music III Romantic    | 2   |
| MUS 264  | Choral Music IV Modern       | 2   |

**C.S., AUDIO TECHNOLOGY**

Required Courses (16 credits)

|         |  |   |
|---------|--|---|
| MUS 239 | Fundamentals of Music                              | 3 |
| MUS 240 | Recording Arts I: Fundamentals of Audio Technology | 3 |
| MUS 241 | Recording Arts II: Studio Workshop I               | 3 |
| MUS 242 | Recording Arts III: Advanced Audio Technology      | 3 |
| MUS 243 | Recording Arts IV: Studio Workshop II              | 4 |

**NURSING ASSISTANT****C.S., NURSING ASSISTANT**

Conviction by any court of a crime requires prior clearance by the Department of Health Services before providing patient care.

Required Course (5 credits)

|           |                       |   |
|-----------|-----------------------|---|
| NAST 148  | Nursing Assistant     | 3 |
| NAST 148L | Nursing Assistant Lab | 2 |

**C.S., NURSING ASSISTANT, ACUTE CARE NURSE ASSISTANT**

Required Course (3 credits)

|           |                                |   |
|-----------|--------------------------------|---|
| NAST 145  | Acute Care Nurse Assistant     | 2 |
| NAST 145L | Acute Care Nurse Assistant Lab | 1 |

**C.S., NURSING ASSISTANT, EKG MONITOR OBSERVER**

Required Course (1 credits)

|          |                      |   |
|----------|----------------------|---|
| NAST 125 | EKG Monitor Observer | 1 |
|----------|----------------------|---|

**NURSING, LICENSED VOCATIONAL NURSE****C.A., NURSING, LICENSED VOCATIONAL NURSE**

Adherence to Cuesta College LVN student policies is required for progress within and graduation from the program and satisfaction of eligibility to the vocational nurse licensure examination. All courses must be completed with a minimum grade of "C" to progress. Conviction of a felony or of any offense substantially related to the qualifications, functions and duties of a LVN may constitute grounds for denial of licensure.

Required Courses (60 credits)

|           |   |     |
|-----------|---|-----|
| LVN 101   | Fundamentals Theory and Basics of Nursing                 | 5   |
| LVN 101A  | Fundamental Skills  | 5   |
| LVN 101AL | Fundamental Skills Lab                                    | 1.5 |
| LVN 101B  | Fundamental Clinical                                      | 2.5 |
| LVN 102   | Maternal Child and Intermediate Vocational Nursing Theory | 6   |
| LVN 102A  | Intermediate and Medication Skills                        | 5   |
| LVN 102AL | Intermediate and Medication Skills Lab                    | 1.5 |
| LVN 102B  | Maternal/Child and Intermediate Clinical                  | 5.5 |
| LVN 103   | Advanced Vocational Nursing Theory                        | 6   |
| LVN 103A  | Advanced Skills Lab for Vocational Nursing                | 5   |
| LVN 103AL | Advanced Skills Lab for Vocational Nursing                | 1.5 |
| LVN 103B  | Advanced Vocational Nursing Clinical                      | 5.5 |
| BIO 212   | Human Biology   | 3   |
| ENGL 156  | College Reading and Writing                               | 4   |
| MATH 003  | Arithmetic  | 3   |

**C.S., LICENSED VOCATIONAL NURSE, BASIC INTRAVENOUS THERAPY, BLOOD TRANSFUSION, AND PHLEBOTOMY**

Student must successfully complete LVN 103B or its equivalent.

Required Courses (2 credits)

|         |  |   |
|---------|--|---|
| LVN 004 | Basic Intravenous Therapy, Blood Transfusion, and Phlebotomy | 2 |
|---------|--|---|

**NURSING, REGISTERED****A.S., NURSING, REGISTERED**

Adherence to Cuesta College NRAD student policies is required for progress within and graduation from the program and satisfaction of eligibility to take professional licensure examinations. All courses must be completed with a minimum grade of "C" to progress within and to graduate from the program in order to fulfill Designated Degree requirements.

Conviction of a felony or of any offense substantially related to the qualifications, functions and duties of a Registered Nurse may constitute grounds for denial of licensure.

Required Courses (75.5-78.5 credits)

|            |   |   |
|------------|---|---|
| NRAD 201*  | Foundations of Nursing/Caring                             | 2 |
| NRAD 201A* | Nurse Caring Concepts                                     | 2 |
| NRAD 201B* | Nurse Caring Practicum I                                  | 5 |
| NRAD 201D* | Decision Making Data I                                    | 2 |
| NRAD 202A* | Nurse Caring Family Concepts                              | 3 |
| NRAD 202B* | Nurse Caring Practicum II                                 | 8 |
| NRAD 202D* | Decision Making Data II                                   | 2 |
| NRAD 203A* | Nurse Caring Concepts III                                 | 2 |
| NRAD 203B* | Nurse Caring Practicum III                                | 5 |
| NRAD 203D* | Nurse Caring for Medical-Surgical Clients                 | 2 |
| NRAD 204*  | Nurse Leadership/Management                               | 1 |
| NRAD 204A* | Nurse Caring Concepts for Clients Psychiatrically at Risk | 2 |
| NRAD 204B* | Nurse Caring for People at Risk Practicum                 | 6 |
| NRAD 204D* | Nurse Caring for People at Risk Concepts                  | 2 |



|              |   |          |
|--------------|---|----------|
| NRAD 120*    | Supplementary Nursing Skills Practice (3 semesters) | .5,.5,.5 |
| BIO 204*     | General Bacteriology or Equivalent                  | 4-5      |
| BIO 205*     | Human Anatomy                                       | 4        |
| BIO 206*     | General Human Physiology or Equivalent              | 4-5      |
| ENGL 201A*   | English Composition or Equivalent                   | 3-4      |
| HIST 207A    | History of the United States                        | 3        |
| or HIST 207B | History of the United States                        | (3)      |
| or POLS 202  | Government of the United States                     | (3)      |
| HUMANITIES   | Any course meeting graduation requirements          | 3        |
| PSYC 201*    | Introductory Psychology                             | 3        |
| SOC 201A*    | Introduction to Sociology                           | 3        |
| SPCM 201A*   | Public Address                                      | 3        |
| or SPCM 210  | Small Group Discussion                              | (3)      |

\* Courses required to be eligible to sit for boards, without a degree.

### **C.A., NURSING, REGISTERED**

Adherence to Cuesta College NRAD student policies is required for progress within and graduation from the program and satisfaction of eligibility to take professional licensure examinations. All courses must be completed with a minimum grade of "C" to progress. Conviction of a felony or of any offense substantially related to the qualifications, functions and duties of a Registered Nurse may constitute grounds for denial of licensure.

Required Courses (69.5-72.5 credits)

|             |  |          |
|-------------|--|----------|
| NRAD 201    | Foundations of Nursing/Caring  | 2        |
| NRAD 201A   | Nurse Caring Concepts  | 2        |
| NRAD 201B   | Nurse Caring Practicum I   | 5        |
| NRAD 201D   | Decision Making Data I   | 2        |
| NRAD 202A   | Nurse Caring Family Concepts   | 3        |
| NRAD 202B   | Nurse Caring Practicum II  | 8        |
| NRAD 202D   | Decision Making Data II  | 2        |
| NRAD 203A   | Nurse Caring Concepts III  | 2        |
| NRAD 203B   | Nurse Caring Practicum III   | 5        |
| NRAD 203D   | Nurse Caring for Medical-Surgical Clients                                      | 2        |
| NRAD 204    | Nurse Leadership/Management  | 1        |
| NRAD 204A   | Nurse Caring Concepts for Clients Psychiatrically at Risk                      | 2        |
| NRAD 204B   | Nurse Caring for People at Risk Practicum                                      | 6        |
| NRAD 204D   | Nurse Caring for People at Risk Concepts                                       | 2        |
| NRAD 120    | Supplementary Nursing Skills Practice (3 semesters)                            | .5,.5,.5 |
| BIO 204     | General Bacteriology or Equivalent   | 4-5      |
| BIO 205     | Human Anatomy  | 4        |
| BIO 206     | General Human Physiology or Equivalent   | 4-5      |
| ENGL 201A   | English Composition or Equivalent  | 3-4      |
| PSYC 201    | Introductory Psychology  | 3        |
| SOC 201A    | Introduction to Sociology  | 3        |
| SPCM 201A   | Public Address or a course in interpersonal relations or communications skills | 3        |
| or SPCM 210 | Small Group Discussion   | (3)      |

### **C.A., NURSING, REGISTERED (30 UNIT OPTION)**

These students will be identified by the director of nursing as having met the BRN requirements under the LVN 30-unit options. All courses must be completed with a minimum grade of "C" to progress. Conviction of a felony or of any offense substantially related to the qualifications, functions and duties of a Registered Nurse may constitute grounds for denial of licensure.

Required Courses (30 credits)

|           |                            |   |
|-----------|----------------------------|---|
| NRAD 203  | Nursing Transitions        | 1 |
| NRAD 203A | Nurse Caring Concepts III  | 2 |
| NRAD 203B | Nurse Caring Practicum III | 5 |

|           |   |    |
|-----------|---|----|
| NRAD 203D | Nurse Caring for Medical-Surgical Clients                 | 2  |
| NRAD 203H | Third Semester Readiness Nursing                          | .5 |
| NRAD 204  | Nurse Leadership/Management                               | 1  |
| NRAD 204A | Nurse Caring Concepts for Clients Psychiatrically at Risk | 2  |
| NRAD 204B | Nurse Caring for People at Risk Practicum                 | 6  |
| NRAD 204D | Nurse Caring for People at Risk Concepts                  | 2  |
| NRAD 220  | Supplementary Nursing Skills Practice                     | .5 |
| BIO 204   | General Bacteriology or Equivalent                        | 5  |
| BIO 212   | Human Biology   | 3  |

## **NUTRITION**

### **C.S., NUTRITION**

Required Courses (15 credits)

|             |  |     |
|-------------|--|-----|
| NUTR 210    | Nutrition  | 3   |
| or NUTR 211 | Introduction to Nutrition for Health Professionals | (3) |
| NUTR 218    | Maternal & Child Nutrition                         | 3   |
| NUTR 222    | Food Customs and Culture                           | 3   |
| NUTR 224    | Gerontological Nutrition                           | 3   |
| NUTR 230    | Nutrition for Fitness and Sport                    | 3   |

## **PARALEGAL**

### **A.A., PARALEGAL**

Required Courses (28 credits)

|  |   |   |
|--|---|---|
| BUS 218  | Business Law                                  | 4 |
| CAOA 123   | Business English                              | 3 |
| CAOA 227   | Business Communications                       | 4 |
| LGL 217  | Introduction to the Law                       | 3 |
| LGL 220  | Legal Research and Writing                    | 3 |
| PLGL 130   | Interviewing and Investigation for Paralegals | 1 |
| PLGL 131   | Current Ethical Issues for Paralegals         | 1 |
| PLGL 201   | Introduction to Paralegal Studies             | 3 |
| PLGL 203   | Paralegal Internship                          | 3 |
| PLGL 205   | Civil Litigation Procedures and Documents     | 3 |
| Plus 9 credits (including 6 credits from classes with an LGL prefix) from the following: |   |   |
| CJ 206   | Concepts of Criminal Law                      | 3 |
| LGL 206  | Business Organizations                        | 3 |
| LGL 207  | Family Law                                    | 3 |
| LGL 208  | Estate Planning and Administration            | 3 |
| LGL 222  | Tort and Insurance Law                        | 3 |
| RE 163   | Legal Aspects of Real Estate                  | 3 |

### **C.A., PARALEGAL**

Required Courses (28 credits)

|  |   |   |
|--|---|---|
| BUS 218  | Business Law                                  | 4 |
| CAOA 123   | Business English                              | 3 |
| CAOA 227   | Business Communications                       | 4 |
| LGL 217  | Introduction to the Law                       | 3 |
| LGL 220  | Legal Research and Writing                    | 3 |
| PLGL 130   | Interviewing and Investigation for Paralegals | 1 |
| PLGL 131   | Current Ethical Issues for Paralegals         | 1 |
| PLGL 201   | Introduction to Paralegal Studies             | 3 |
| PLGL 203   | Paralegal Internship                          | 3 |
| PLGL 205   | Civil Litigation Procedures and Documents     | 3 |
| Plus 9 credits (including 6 credits from classes with an LGL prefix) from the following: |   |   |
| CJ 206   | Concepts of Criminal Law                      | 3 |
| LGL 206  | Business Organizations                        | 3 |
| LGL 207  | Family Law                                    | 3 |

|         |                                    |   |
|---------|------------------------------------|---|
| LGL 208 | Estate Planning and Administration | 3 |
| LGL 222 | Tort and Insurance Law             | 3 |
| RE 163  | Legal Aspects of Real Estate       | 3 |

## PARAMEDIC

See Emergency Medical Services

## PHYSICAL EDUCATION

### A.S., FITNESS, HEALTH AND NUTRITION

Required Courses (28-29 credits)

|             |  |     |
|-------------|--|-----|
| BIO 205     | Human Anatomy  | 4   |
| or BIO 212  | Human Biology  | (3) |
| HEED 202    | Health Education   | 3   |
| HEED 204    | Standard First Aid and CPR                               | 2   |
| HEED 206    | Health Aspects of Drug Use                               | 3   |
| NUTR 210    | Nutrition  | 3   |
| or NUTR 211 | Introduction to Nutrition for Health Professionals       | (3) |
| NUTR 230    | Nutrition for Fitness and Sport                          | 3   |
| PETH 213    | Introduction to Prevention and Care of Athletic Injuries | 2   |
| PETH 214    | Foundations for Fitness                                  | 3   |
| PETH 218    | Exercise Leadership                                      | 3   |
| REC 204     | Recreation Program Planning                              | 3   |

### C.A., FITNESS, HEALTH AND NUTRITION

Required Courses (28-29 credits)

|             |  |     |
|-------------|--|-----|
| BIO 205     | Human Anatomy  | 4   |
| or BIO 212  | Human Biology  | (3) |
| HEED 202    | Health Education   | 3   |
| HEED 204    | Standard First Aid and CPR                               | 2   |
| HEED 206    | Health Aspects of Drug Use                               | 3   |
| NUTR 210    | Nutrition  | 3   |
| or NUTR 211 | Introduction to Nutrition for Health Professionals       | (3) |
| NUTR 230    | Nutrition for Fitness and Sport                          | 3   |
| PETH 213    | Introduction to Prevention and Care of Athletic Injuries | 2   |
| PETH 214    | Foundations for Fitness                                  | 3   |
| PETH 218    | Exercise Leadership                                      | 3   |
| REC 204     | Recreation Program Planning                              | 3   |

### A.S., KINESIOLOGY

Required Courses (22 credits)

|   |  |      |
|---|--|------|
| BIO 205   | Human Anatomy  | 4    |
| BIO 206   | General Human Physiology                                 | 5    |
| HEED 202  | Health Education   | 3    |
| or HEED 203   | Women's Health Issues                                    | (3)  |
| or HEED 208   | Multicultural Health Issues                              | (3)  |
| HEED 204  | Standard First Aid and CPR                               | 2    |
| PETH 201  | Intro to Kinesiology                                     | 3    |
| PETH 213  | Introduction to Prevention and Care of Athletic Injuries | 2    |
| PETH 214  | Foundations for Fitness                                  | 3    |
| Plus 4 credits from the following Personal Fitness Courses: |  |      |
| PEAC 206  | Pilates for Fitness and Health                           | .5-1 |
| PEAC 240  | Swimming   | .5-1 |
| PEAC 264  | Step Training  | 1    |
| PEAC 265  | Adult Fitness  | .5-1 |
| PEAC 266  | Endurance Conditioning                                   | .5-1 |
| PEAC 268  | Stretching Routines for Fitness and Sport                | .5-1 |
| PEAC 269  | Circuit Weight Training                                  | .5-1 |

|          |                                  |      |
|----------|----------------------------------|------|
| PEAC 270 | Weight Training                  | .5-1 |
| PEAD 200 | Adapted Aquatics                 | 1    |
| PEAD 205 | Adapted Fitness: Weight Training | .5-1 |

Plus 2 credits from the following Skills Courses:

|          |                                    |      |
|----------|------------------------------------|------|
| Any PEAT | Intercollegiate Athletics          | 1    |
| DANC 254 | Introduction to Dance              | .5-1 |
| DANC 255 | Ballet                             | .5-1 |
| DANC 256 | Jazz Dance                         | .5-1 |
| DANC 258 | Dance Choreography and Performance | 2    |
| PEAC 241 | Springboard Diving                 | .5-1 |
| PEAC 242 | Water Polo                         | .5-1 |
| PEAC 250 | Wrestling                          | .5-1 |
| PEAC 283 | Golf                               | .5-1 |
| PEAC 285 | Tennis                             | .5-1 |
| PEAC 291 | Baseball                           | .5-1 |
| PEAC 292 | Basketball                         | .5-1 |
| PEAC 295 | Soccer                             | .5-1 |
| PEAC 296 | Softball                           | .5-1 |

Plus 3 credits from the following:

|          |   |   |
|----------|---|---|
| HEED 206 | Health Aspects of Drug Use                    | 3 |
| NUTR 210 | Nutrition                                     | 3 |
| REC 203  | Intramural and Recreational Sport Programming | 3 |

Note: No Personal Fitness or Skill course can be counted more than once.

### C.S., ATHLETIC TRAINING

Required Courses (14 credits)

|          |   |   |
|----------|---|---|
| BIO 205  | Human Anatomy   | 4 |
| HEED 204 | Standard First Aid and CPR  | 2 |
| NUTR 230 | Nutrition for Fitness and Sports                                  | 3 |
| PETH 213 | Introduction to Prevention and Care and Care of Athletic Injuries | 2 |
| PETH 214 | Foundations for Fitness   | 3 |

### C.S., PERSONAL TRAINING

Required Courses (18 credits)

|          |   |   |
|----------|---|---|
| BIO 205  | Human Anatomy   | 4 |
| NUTR 230 | Nutrition for Fitness and Sports                                  | 3 |
| PETH 213 | Introduction to Prevention and Care and Care of Athletic Injuries | 2 |
| PETH 214 | Foundations for Fitness   | 3 |
| PETH 218 | Exercise Leadership and Assessment                                | 3 |
| PETH 224 | Personal Training Certification                                   | 3 |

## PHYSICS

### A.S., PHYSICS

Required Courses (29-31 credits)

|             |                                |     |
|-------------|--------------------------------|-----|
| MATH 265A   | Analytic Geometry and Calculus | 5   |
| MATH 265B   | Analytic Geometry and Calculus | 5   |
| MATH 283    | Calculus                       | 3   |
| MATH 185    | Differential Equations         | 3   |
| or MATH 287 | Linear Analysis                | (5) |
| PHYS 208A   | Principles of Physics          | 5   |
| PHYS 208B   | Principles of Physics          | 5   |
| PHYS 208C   | Modern Physics                 | 3   |

## POLITICAL SCIENCE

### A.A., POLITICAL SCIENCE

Required Courses (18 credits)

|          |                                   |   |
|----------|-----------------------------------|---|
| POLS 201 | Introduction to Political Science | 3 |
| POLS 202 | Government of the United States   | 3 |
| POLS 204 | World Politics                    | 3 |

|                                    |   |   |
|------------------------------------|---|---|
| POLS 205                           | Law and Politics: Introduction to Legal Controversies | 3 |
| POLS 206                           | Comparative Government                                | 3 |
| POLS 209                           | Introduction to Political Theory                      | 3 |
| Plus 9 credits from the following: |   |   |
| ECON 201A                          | Principles of Economics                               | 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 |
| HIST 208A*                         | History of Latin America                              | 3 |
| HIST 208B*                         | History of Latin America                              | 3 |
| HIST 210*                          | History of California                                 | 3 |
| HIST 212*                          | History of the Mexican-American                       | 3 |
| HIST 219*                          | History of the Far East                               | 3 |
| HIST 233*                          | History of the Afro-American                          | 3 |
| HIST 235*                          | History of African Civilization                       | 3 |
| HIST 239*                          | History of the Role of Women                          | 3 |
| PHIL 206                           | Introduction to Philosophy                            | 3 |
| or PHIL 208                        | Introduction to Logic                                 | 3 |
| PSYC 206                           | Introduction to Social Psychology                     | 3 |
| SOC 206                            | Minority Group Relations                              | 3 |

\* No more than 6 credits

## PSYCHIATRIC TECHNICIAN

### A.S., PSYCHIATRIC TECHNICIAN

Required Courses (70.5 credits)

|          |  |      |
|----------|--|------|
| BIO 212  | Human Biology                          | 3    |
| FMST 212 | Human Development: Life Span           | 3    |
| PSYC 201 | Introductory Psychology                | 3    |
| PSYT 207 | Nursing Sciences                       | 19   |
| PSYT 208 | Care of the Developmentally Disabled   | 17.5 |
| PSYT 209 | Psychiatric Nursing                    | 18.5 |
| PSYT 110 | Introduction to Psychiatric Technician | 6.5  |

### C.A., PSYCHIATRIC TECHNICIAN

Required Courses (61.5 credits)

|          |  |      |
|----------|--|------|
| PSYT 207 | Nursing Sciences                       | 19   |
| PSYT 208 | Care of the Developmentally Disabled   | 17.5 |
| PSYT 209 | Psychiatric Nursing                    | 18.5 |
| PSYT 110 | Introduction to Psychiatric Technician | 6.5  |

## PSYCHOLOGY

### A.S., PSYCHOLOGY

Required Courses (12 credits)

|          |                                       |   |
|----------|---------------------------------------|---|
| PSYC 201 | Introduction to Psychology            | 3 |
| PSYC 202 | Introduction to Biological Psychology | 3 |
| PSYC 206 | Introduction to Social Psychology     | 3 |
| PSYC 233 | Personality and Adjustment            | 3 |

Students who plan to transfer to a specific four-year college or university should consult the Catalog of that institution for lower division major requirements when selecting elective courses.

Plus two courses 6-10 credits from the following:

|          |                       |   |
|----------|-----------------------|---|
| ANTH 201 | Physical Anthropology | 3 |
| ANTH 203 | Cultural Anthropology | 3 |
| BIO 201A | Biology               | 5 |
| BIO 201B | Biology               | 5 |
| BIO 211  | Life Science          | 3 |

|             |                                    |     |
|-------------|------------------------------------|-----|
| BIO 212     | Human Biology                      | 3   |
| FMST 212    | Human Development: Life Span       | 3   |
| FMST 214    | Marriage and Family Relations      | 3   |
| FMST 218    | Human Sexuality                    | 3   |
| MATH 236    | Introduction to Applied Statistics | 3   |
| or MATH 247 | Introduction to Statistics         | (4) |
| SOC 201A    | Introduction to Sociology          | 3   |
| SOC 206     | Minority Group Relations           | 3   |

## RECREATION

### A.A., RECREATION ADMINISTRATION

Required Courses (28 credits)

|             |   |     |
|-------------|---|-----|
| CIS 210     | Introduction to Computer Applications           | 4   |
| HEED 202    | Health Education                                | 3   |
| or HEED 208 | Multicultural Health Issues                     | (3) |
| HEED 204    | Standard First Aid and CPR                      | 2   |
| MATH 147    | Introduction to Statistics                      | 4   |
| PETH 203    | Intramural and Recreational Sport Programming   | 3   |
| PETH 204    | Recreation Program Planning                     | 3   |
| PETH 206    | Introduction to Therapeutic Recreation          | 3   |
| PETH 207    | Introduction to Recreation and Leisure Services | 3   |
| PETH 208    | Recreation Leadership                           | 3   |

Plus 6 credits from the following:

|          |   |      |
|----------|---|------|
| PEAC 206 | Pilates for Fitness and Health            | .5-1 |
| PEAC 240 | Swimming (Intermediate or Advanced Level) | .5-1 |
| PEAC 254 | Introduction to Dance                     | .5-1 |
| PEAC 265 | Adult Fitness                             | .5-1 |
| PEAC 266 | Endurance Conditioning                    | .5-1 |
| PEAC 268 | Stretching Routines for Fitness and Sport | .5-1 |
| PEAC 269 | Circuit Weight Training                   | .5-1 |
| PEAC 270 | Weight Training                           | .5-1 |
| PEAC 283 | Golf                                      | .5-1 |
| PEAC 285 | Tennis                                    | .5-1 |
| PEAC 291 | Baseball                                  | .5-1 |
| PEAC 292 | Basketball                                | .5-1 |
| PEAC 295 | Soccer                                    | .5-1 |
| PEAC 296 | Softball                                  | .5-1 |
| PEAC 297 | Volleyball                                | .5-1 |

Note: Only one level per activity can be counted toward the completion of the 6 credits.

## SOCIOLOGY

### A.A., SOCIOLOGY

Required Courses (12 credits)

|            |                                 |   |
|------------|---------------------------------|---|
| SOC 201A   | Introduction to Sociology       | 3 |
| SOC 201B   | Social Institutions             | 3 |
| SOC 202    | Social Problems                 | 3 |
| SOC 206    | Minority Group Relations        | 3 |
| or SOC 208 | Introduction to Women's Studies | 3 |

Plus 9-11 credits from the following:

|           |                                    |   |
|-----------|------------------------------------|---|
| ANTH 203  | Cultural Anthropology              | 3 |
| ANTH 225  | Contemporary Cultures of the World | 3 |
| ECON 201A | Principles of Economics            | 3 |
| GEOG 202  | Cultural Geography                 | 3 |
| POLS 204  | World Politics                     | 3 |
| POLS 206  | Comparative Government             | 3 |
| HEED 203  | Women's Health Issues              | 3 |
| HEED 208  | Multicultural Health Issues        | 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   |
| HIST 208A   | History of Latin America           | 3   |
| HIST 208B   | History of Latin America           | 3   |
| HIST 210    | History of California              | 3   |
| HIST 212    | History of the Mexican-American    | 3   |
| HIST 219    | History of the Far East            | 3   |
| HIST 233    | History of the Afro-American       | 3   |
| HIST 235    | History of African Civilization    | 3   |
| HIST 239    | History of the Role of Woman       | 3   |
| MATH 236    | Introduction to Applied Statistics | 3   |
| or MATH 147 | Introduction to Statistics         | (4) |
| or MATH 149 | Statistics for Business            | (5) |
| PHIL 206    | Introduction to Philosophy         | 3   |
| PHIL 208    | Introduction to Logic              | 3   |
| PHIL 209    | World Religions                    | 3   |
| PSYC 201    | Introduction to Psychology         | 3   |
| PSYC 206    | Introduction to Social Psychology  | 3   |
| SOC 204     | Introduction to Criminology        | 3   |

### **C.S., WOMEN'S STUDIES**

Required Courses (3 credits)

|                                     |                                 |   |
|-------------------------------------|---------------------------------|---|
| SOC 208                             | Introduction to Women's Studies | 3 |
| Plus 12 credits from the following: |                                 |   |
| ENGL 217                            | Literature by Women             | 3 |
| FMST 215                            | Developmental Patterns of Women | 3 |
| HEED 203                            | Women's Health Issues           | 3 |
| HIST 237                            | History of American Women       | 3 |
| HIST 239                            | History of the Role of Women    | 3 |
| NUTR 218                            | Maternal & Child Nutrition      | 3 |

## **TRANSFER CERTIFICATES**

### **C.A., CSU GENERAL EDUCATION**

Complete the lower-division California State University General Education pattern.

### **C.A., IGETC GENERAL EDUCATION**

Complete the Intersegmental General Education Transfer Curriculum (IGETC).

## **WEB DEVELOPMENT TECHNOLOGIES**

### **C.A., WEB DEVELOPMENT TECHNOLOGIES**

Required Courses (20 credits)

|                                    |  |   |
|------------------------------------|--|---|
| ART 220                            | Fundamentals of 2-Dimensional Design             | 3 |
| BUS 243                            | Marketing  | 3 |
| BUS 248                            | Small Business Management                        | 3 |
| LIBT 102                           | Introduction to Web Technologies and Concepts    | 1 |
| LIBT 106                           | Introduction to the Internet                     | 1 |
| LIBT 207                           | Web Page Development with XHTML                  | 3 |
| LIBT 111                           | JavaScript Fundamentals                          | 1 |
| LIBT 114                           | Information Technology Internship                | 2 |
| LIBT 116                           | Multimedia Applications for the Web              | 2 |
| LIBT 117                           | Ethics in the Information Age                    | 1 |
| Plus 6 credits from the following: |  |   |
| ART 255                            | Adobe Illustrator: Art, Design, and Illustration | 1 |
| ART 256                            | Adobe Photoshop: Art, Design, and Photography    | 1 |
| ART 266                            | Graphic Design                                   | 3 |
| ART 267                            | Intermediate Graphic Design                      | 3 |
| ART 293                            | Portfolio Presentation                           | 3 |
| BUS 260                            | International Business                           | 3 |
| BUS 283                            | Management and Supervision                       | 3 |
| CAOA 264                           | Introduction to Database Management              | 3 |

|          |  |   |
|----------|--|---|
| CAOA 268 | Introduction to Photoshop                    | 3 |
| CIS 103  | Fundamentals of Programming for the Internet | 2 |
| CIS 128  | Windows Server Administration                | 3 |
| CIS 143  | Web Site Administration                      | 4 |
| CIS 217  | "C" Programming Language                     | 3 |
| CIS 218  | C# .Net Programming                          | 3 |
| CIS 219  | Object Oriented Programming - C++            | 3 |
| ENGL 210 | Technical Communication                      | 4 |
| LIBT 113 | Advanced Internet Searching                  | 1 |
| LIBT 120 | Fundamentals of Cascading Style Sheets       | 1 |

## **WELDING**

### **A.S., WELDING TECHNOLOGY**

Required Courses (19 credits)

|              |  |     |
|--------------|--|-----|
| ENGR 226     | Engineering Drawing I                  | 4   |
| WELD 270A    | Basic Welding                          | 3   |
| WELD 270B    | Advanced Welding                       | 3   |
| WELD 270C    | Welding: GMAW and GTAW                 | 3   |
| WELD 277     | Metal Fabrication                      | 3   |
| WELD 280A    | Structural Steel Welding Certification | 3   |
| or WELD 280B | Pipe Welding Certification             | (3) |

Plus 5-6 credits of technical electives from the following:

(Must choose two WELD courses)

|          |                             |   |
|----------|-----------------------------|---|
| WELD 173 | Metallurgy                  | 3 |
| WELD 175 | Blueprint Reading Materials | 3 |
| WELD 176 | Welding Power               | 3 |
| CTCH 100 | Workplace Safety            | 2 |

### **C.A., WELDING TECHNOLOGY**

Required Courses (18-19 credits)

|             |  |     |
|-------------|--|-----|
| ENGR 226    | Engineering Drawing I                      | 4   |
| or WELD 175 | Blueprint Reading and Materials Processing | (3) |
| MATH 007    | Prealgebra                                 | 3   |
| WELD 270A   | Basic Welding                              | 3   |
| WELD 270B   | Advanced Welding                           | 3   |
| WELD 270C   | Welding: GMAW and GTAW                     | 3   |
| WELD 277    | Metal Fabrication                          | 3   |

### **C.S., WELDING TECHNOLOGY PIPE**

Required Course (3 credits)

|           |                            |   |
|-----------|----------------------------|---|
| WELD 280B | Pipe Welding Certification | 3 |
|-----------|----------------------------|---|

### **C.S., WELDING TECHNOLOGY STRUCTURAL STEEL**

Required Course (3 credits)

|           |  |   |
|-----------|--|---|
| WELD 280A | Structural Steel Welding Certification | 3 |
|-----------|--|---|

## **Non Credit**

### **C.C., INCOME TAX PREPARATION**

Required Courses (0.0 credits)

|         |  |   |
|---------|--|---|
| BUS 510 | Introduction to Tax Preparation I                | 0 |
| BUS 511 | Introduction to Tax Preparation II - Software    | 0 |
| BUS 512 | Introduction to Tax Preparation III - Internship | 0 |

### **C.C., NON CREDIT ENGLISH AS A SECOND LANGUAGE**

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 Literacy - Level 3 | 0 |
| ESL 704 | ESL Beginning Literacy - Level 4 | 0 |
| ESL 705 | ESL Beginning Literacy - Level 5 | 0 |
| ESL 706 | ESL Advanced                     | 0 |



***C.C., NON CREDIT VOCATIONAL ENGLISH AS  
A SECOND LANGUAGE***

Required Courses (0.0 credits)

|          |   |   |
|----------|---|---|
| VESL 701 | Work-Related Conversational Skills, Level 1 | 0 |
| VESL 702 | Work-Related Conversational Skills, Level 2 | 0 |

***C.C., SECONDARY EDUCATION***

Required Courses (0.0 credits)

|         |  |   |
|---------|--|---|
| HSD 400 | HSD Non-Credit Basic Skills, Drawing           | 0 |
| HSD 401 | HSD Non-Credit Basic Skills, Painting          | 0 |
| HSD 402 | HSD Non-Credit Basic Skills, Ceramics          | 0 |
| HSD 403 | HSD Non-Credit Basic Skills, Visual Design     | 0 |
| HSD 404 | HSD Non-Credit Basic Skills, Biology           | 0 |
| HSD 405 | HSD Non-Credit Basic Skills, Chemistry         | 0 |
| HSD 406 | HSD Non-Credit Basic Skills, Economics         | 0 |
| HSD 407 | HSD Non-Credit Basic Skills, World History     | 0 |
| HSD 408 | HSD Non-Credit Basic Skills, U.S. History      | 0 |
| HSD 409 | HSD Non-Credit Basic Skills, Algebra I         | 0 |
| HSD 410 | HSD Non-Credit Basic Skills, Algebra II        | 0 |
| HSD 411 | HSD Non-Credit Basic Skills, Geometry          | 0 |
| HSD 412 | HSD Non-Credit Basic Skills, Political Science | 0 |
| HSD 413 | HSD Non-Credit Basic Skills, Psychology        | 0 |
| HSD 414 | HSD Non-Credit Basic Skills, Spanish I         | 0 |
| HSD 415 | HSD Non-Credit Basic Skills, Spanish II        | 0 |
| HSD 416 | HSD Non-Credit Basic Skills, Spanish III       | 0 |

## TRANSFER TO THE CALIFORNIA STATE UNIVERSITY (CSU) SYSTEM

Cuesta College offers courses to meet lower division (freshman and sophomore) General Education requirements for transfer to universities and colleges both public and private. For specific majors, consult the appropriate four-year catalog. Cuesta College Counseling Services will provide additional information in planning a specific freshman and sophomore year program for students. The California State University (CSU) General Education pattern is subject to change. Students are advised to check with Counseling Services.

### **GENERAL EDUCATION BREADTH PATTERN FOR THE CSU SYSTEM**

To obtain a bachelor's degree from the CSU system, a student must complete a minimum of 48 term credits of General Education courses, nine of which must be upper division credits.

Cuesta College may certify a maximum of thirty-nine (39) credits as having fulfilled the CSU lower division General Education requirements. No more than thirty (30) term credits may be certified for areas B through D combined. It is required that the students complete all of Area A and B3 with grades of "C" or better prior to transfer. A class taken at another accredited institution may be included in Cuesta College's certification if the class would have been certified at the other institution. At Cuesta College, ASSIST is used to provide accurate data about articulation agreements, thus reducing the possibility of students receiving incorrect information. Visit ASSIST at <http://www.assist.org>.

### **GENERAL EDUCATION CERTIFICATION**

Applications for General Education certifications can be obtained in the Admissions and Records Office. To be fully certified, students must complete 9 credits in each area of A, B, C, and D, and 3 credits in area E.

### **DISTRIBUTION OF COURSES**

The following courses are applicable to the General Education requirements that may be certified by Cuesta College. They must be distributed as follows (P = course prerequisite).

### **AREA A: COMMUNICATION IN THE ENGLISH LANGUAGE**

A minimum of nine (9) term credits are required to satisfy the CSU General Education requirements in this area. Included are courses that involve one, or all, of the following: oral communication, written communication, critical thinking, and consideration of common fallacies in reasoning. Cuesta College will certify a maximum of nine (9) credits in this area. Area A must be completed with a grade of "C" or better prior to transfer.

Choose one (1) course each from A1, A2, and A3.

#### **[A1] ORAL COMMUNICATION**

|           |                              |
|-----------|------------------------------|
| COMM 201A | Public Address (3)           |
| COMM 210  | Small Group Discussion (3)   |
| *COMM 215 | Argumentation and Debate (3) |

#### **[A2] WRITTEN COMMUNICATION**

|                        |                         |
|------------------------|-------------------------|
| ENGL 201A <sup>P</sup> | English Composition (4) |
|------------------------|-------------------------|

#### **[A3] CRITICAL THINKING**

Select one (1) course from the following:

|                        |  |
|------------------------|--|
| ENGL 201B <sup>P</sup> | English Composition: Intro to Literature and Critical Thinking (3) |
| ENGL 201C <sup>P</sup> | English Composition: Critical Thinking (3)                         |
| PHIL 208               | Introduction to Logic (3)  |
| *SPCM 215              | Argumentation and Debate (3)                                       |

\* Course cannot be double counted.

### **AREA B: PHYSICAL UNIVERSE, AND LIFE FORMS**

A minimum of nine (9) credits is required. Choose one (1) course each from B1, B2, and B3. At least one lab course is required in B1 or B2 area. Lab courses are underlined.

#### **[B1] PHYSICAL SCIENCE**

##### **Astronomy**

|     |               |
|-----|---------------|
| 210 | Astronomy (3) |
|-----|---------------|

##### **Chemistry**

|                     |   |
|---------------------|---|
| 201A <sup>P</sup>   | General College Chemistry (5)                               |
| 201B <sup>P</sup>   | General College Chemistry (5)                               |
| 210 <sup>P</sup>    | Introductory Chemistry (4)                                  |
| 210 <sup>P</sup> FL | Introductory Chemistry w/ Facilitator Assisted Learning (4) |
| 211 <sup>P</sup>    | Intro Organic/Biochemistry (4)                              |
| 212A <sup>P</sup>   | Organic Chemistry (5)                                       |
| 212B <sup>P</sup>   | Organic Chemistry (5)                                       |

##### **Geology**

|                  |  |
|------------------|--|
| 210 <sup>P</sup> | Physical Geology (4)                           |
| 211 <sup>P</sup> | Historical Geology (4)                         |
| 212              | Geologic Hazards, Man, and the Environment (3) |
| 220              | Geology of California (3)                      |

##### **Oceanography**

|                  |                  |
|------------------|------------------|
| 210 <sup>P</sup> | Oceanography (3) |
|------------------|------------------|

##### **Physical Science**

|                   |   |
|-------------------|---|
| 201A <sup>P</sup> | Physical Science: Physics & Chemistry (3)   |
| 201B <sup>P</sup> | Physical Science: Astronomy and Geology (3) |

##### **Physics**

|                   |                             |
|-------------------|-----------------------------|
| 205A <sup>P</sup> | General Physics (4)         |
| 205B <sup>P</sup> | General Physics (4)         |
| 208A <sup>P</sup> | Principles of Physics (5)   |
| 208B <sup>P</sup> | Principles of Physics (5)   |
| 210 <sup>P</sup>  | Introduction to Physics (3) |

#### **[B2] LIFE FORMS**

##### **Anthropology**

|     |                           |
|-----|---------------------------|
| 201 | Physical Anthropology (3) |
|-----|---------------------------|

##### **Biology**

|                   |                              |
|-------------------|------------------------------|
| 201A <sup>P</sup> | Biology (5)                  |
| 201B <sup>P</sup> | Biology (5)                  |
| 202 <sup>P</sup>  | General Botany (5)           |
| 203 <sup>P</sup>  | General Zoology (5)          |
| 204 <sup>P</sup>  | Microbiology (5)             |
| 205               | Human Anatomy (4)            |
| 206 <sup>P</sup>  | General Human Physiology (5) |
| 211               | Life Science (3)             |
| 212               | Human Biology (3)            |

- 213 Genetics in Society (3)  
216 Plants and People (4)  
 220 Environmental Biology (3)  
221 General Ecology (4)  
 222 Marine Biology (3)  
224 Principles of Natural History (3)

**Psychology**

- 202<sup>P</sup> Introduction to Biological Psychology (3)

**[B3] LABORATORY ACTIVITY**

Must be taken with or subsequent to corresponding course from B1 or B2.

**Anthropology**

- 201L Physical Anthropology Laboratory (1)

**Astronomy**

- 210L Astronomy Lab (1)

**Physical Science**

- 201AL Physical Science Lab (1)

**Biology**

- 212L<sup>P</sup> Human Biology Lab (1)  
220L<sup>P</sup> Environmental Science Lab (1)  
222L<sup>P</sup> Marine Biology (1)

**Oceanography**

- 210L<sup>P</sup> Oceanography Lab (3)

**[B4] MATHEMATICS/QUANTITATIVE REASONING**

One course must be completed with a grade of "C" or better prior to transfer.

**Computer Information Systems**

- 241 Discrete Structures (3)

**Mathematics**

- 229<sup>P</sup> Trigonometry (3)  
 230<sup>P</sup> Mathematics for the Humanities (3)  
 231<sup>P</sup> Trigonometry with Geometric Foundations (5)  
 232<sup>P</sup> College Algebra (3)  
 236<sup>P</sup> Introduction to Applied Statistics (3)  
 242<sup>P</sup> Precalculus Algebra (5)  
 247<sup>P</sup> Introduction to Statistics (4)  
 255<sup>P</sup> Calculus for Business and Management (3)  
 265A<sup>P</sup> Analytic Geometry and Calculus (5)  
 265B<sup>P</sup> Analytic Geometry and Calculus (5)  
 283<sup>P</sup> Calculus (4)  
 287<sup>P</sup> Linear Analysis (5)

**AREA C: ARTS, LITERATURE, PHILOSOPHY AND FOREIGN LANGUAGES**

A minimum of nine (9) semester credits is required. Choose one course from C1, one course from C2, and additional courses from either.

**[C1] ARTS****Art**

- 200 Art Appreciation (3)  
 203 Survey of Art History: Old Stone Age through Gothic (3)

- 204 Survey of Art History: Renaissance through 19th Century (3)  
 205 Survey of Art History: Modernism and Post-Modernism (3)  
 206 Survey of Art History: Non-Western Art (3)  
 220 Fundamentals of 2-D Design (2-3)  
 221 Beginning Drawing (2-3)  
 222<sup>P</sup> Intermediate Drawing (2-3)  
 223<sup>P</sup> Life Drawing (2-3)  
 230<sup>P</sup> Beginning Painting (2-3)  
 231<sup>P</sup> Intermediate Painting (2-3)  
 232<sup>P</sup> Watercolor Painting (2-3)  
 234<sup>P</sup> Figure Painting (2-3)  
 241<sup>P</sup> Etching (3)  
 244 Photography (2-3)  
 245<sup>P</sup> Intermediate Photography (2-3)  
 246<sup>P</sup> Camera Art (2)  
 247 Digital Video Editing (2)  
 266<sup>P</sup> Graphic Design (2-3)  
 267<sup>P</sup> Intermediate Graphic Design (2-3)  
 270 Fundamentals of 3-D Design (2-3)  
 271 Beginning Sculpture (2-3)  
 273<sup>P</sup> Figure Sculpture (2-3)  
 274<sup>P</sup> Sculpture Foundry (2-3)  
 280 Ceramics (2-3)  
 281<sup>P</sup> Ceramics (2-3)  
 282<sup>P</sup> Intermediate Ceramics (2-3)  
 290<sup>P</sup> Art Excursions (0.5-1)  
 293 Portfolio Presentation (2-3)  
 295 Art Gallery (3-4-5)

**Communication Studies**

- 202A Oral Interpretation of Literature (3)

**Dance**

- 250 Dance History of the 20th Century (3)  
 252 Dance Cultures of the World (3)

**Drama**

- 201A Principles of Acting (3)  
 202<sup>P</sup> Applied Principles of Acting (3)  
 205 Introduction to Dramatic Literature (3)  
 206 Theater Appreciation (3)  
 207 Introduction to the Theatre (3)  
 211A Stagecraft (3)  
 218 Main Styles in Films (3)  
 248 Play Production (3)  
 250<sup>P</sup> Musical Theatre Workshop (3)

**Music**

- 220 Elementary Voice (2)  
 230A Music History (3)  
 230B Music History (3)  
 235 Music Appreciation: Classical Music (3)  
 237 Music Appreciation: American Popular Music (3)  
 238 Music Appreciation: Jazz History (3)  
 239 Fundamentals of Music (3)  
 250<sup>P</sup> Musical Theatre Workshop (3)  
 253<sup>P</sup> Master Chorale (2)  
 258 Elementary Piano (2)

**[C2] HUMANITIES****American Sign Language**

- 215A Beginning American Sign Language (3)

215B<sup>P</sup> American Sign Language II (3)

### Early Childhood Education

234<sup>P</sup> Literature for Young Children (3)

### English

\*201B<sup>P</sup> Introduction to Literature and Critical Thinking (3)

205<sup>P</sup> Introduction to Poetry (3)

206<sup>P</sup> Introduction to the Novel (3)

212A<sup>P</sup> American Literature (3)

212B<sup>P</sup> American Literature (3)

213<sup>P</sup> Multicultural Voices in American Literature (3)

215<sup>P</sup> Shakespeare (3)

216<sup>P</sup> Literature and Film (3)

217<sup>P</sup> Literature by Women (3)

231<sup>P</sup> Creative Writing (3)

244A<sup>P</sup> European Literature (3)

244B<sup>P</sup> European Literature (3)

246A<sup>P</sup> Survey of British Literature (3)

246B<sup>P</sup> Survey of British Literature (3)

### French

201 Elementary French (4)

202<sup>P</sup> French (4)

203<sup>P</sup> French (4)

204<sup>P</sup> French (4)

### German

201 Elementary German (4)

202<sup>P</sup> German (4)

203<sup>P</sup> German (4)

204<sup>P</sup> German (4)

### History

\*203A History of World Civilization (3)

\*203B History of World Civilization (3)

\*204A History of Western Civilization (3)

\*204B History of Western Civilization (3)

### Philosophy

205 Introduction to the Bible (3)

206 Introduction to Philosophy (3)

209 World Religions (3)

212 Philosophical Classics in Theory of Reality and of Knowledge (3)

213 Philosophical Classics in Ethics and Social Philosophy (3)

### Spanish

201 Elementary Spanish (4)

202<sup>P</sup> Spanish (4)

203<sup>P</sup> Spanish (4)

204<sup>P</sup> Spanish (4)

\* Course(s) cannot be double-counted

## AREA D: SOCIAL, POLITICAL, AND ECONOMIC INSTITUTIONS

A minimum of nine (9) term credits is required. Choose three courses from at least two (2) disciplines

### [D1] ANTHROPOLOGY & ARCHEOLOGY

#### Anthropology

202 Archaeology (3)

203 Cultural Anthropology (3)

220 California Indians (3)

221 North American Indians (3)

225 Contemporary Cultures of the World (3)

### [D2] ECONOMICS

#### Economics

201A<sup>P</sup> Principles of Economics (3)

211 Global Economics (3)

### [D3] ETHNIC STUDIES

#### Communication Studies

212 Intercultural Communication (3)

#### Family Studies

213 Ethnic Identity and Developmental Patterns (3)

### [D4] GENDER STUDIES

#### Family Studies

215 Developmental Patterns of Women (3)

#### History

237 History of American Women (3)

#### Sociology

208 Introduction to Women's Studies (3)

### [D5] GEOGRAPHY

#### Geography

201 Physical Geography (3)

202 Cultural Geography (3)

### [D6] HISTORY

#### History

\*203A History of World Civilization (3)

\*203B History of World Civilization (3)

204A History of Western Civilization (3)

204B History of Western Civilization (3)

207A History of the U.S. (3)

207B History of the U.S. (3)

208A History of Latin America (3)

208B History of Latin America (3)

210 History of California (3)

212 History of the Mexican-American (3)

219 History of the Far East (3)

233 History of the Afro-American (3)

235 History of African Civilization (3)

237 History of American Women (3)

239 History of the Role of Women (3)

260 History of the San Simeon Region (3)

\* Course(s) cannot be double counted

### [D7] INTERDISCIPLINARY SOCIAL OR BEHAVIORAL SCIENCE

#### Criminal Justice

202 Introduction to Criminal Justice (3)

#### Early Childhood Education

201 Child Growth and Development (3)

202<sup>P</sup> Child, Family and Community (3)



**Family Studies**

- 202<sup>P</sup> Child, Family and Community (3)  
 212 Human Development: Life Span (3)  
 214 Family, Relationships and Intimacy (3)

**[D8] POLITICAL SCIENCE, GOVERNMENT & LEGAL INSTITUTIONS****Legal**

- 217 Introduction to Law (3)

**Political Science** (Prior to Fall 2004 Government)

- 201 Introduction to Political Science (3)  
 202 Government and Politics of the United States (3)  
 204 World Politics (3)  
 205 Law and Politics (3)  
 206 Comparative Government (3)  
 209 Introduction to Political Theory (3)

**[D9] PSYCHOLOGY****Psychology**

- 201 Introductory Psychology (3)  
 233 Personality and Adjustment (3)

**[D0] SOCIOLOGY****Sociology**

- 201A Introduction to Sociology (3)  
 201B Social Institutions (3)  
 202 Social Problems (3)  
 204 Introduction to Criminology (3)  
 208 Introduction to Women's Studies (3)

NOTE: United States History, Constitution, and American Ideals Requirement. The CSU system will not award a degree until this requirement is fulfilled. HIST 207A or HIST 207B and POLS 202 will fulfill this requirement.

**AREA E: LIFELONG UNDERSTANDING AND SELF DEVELOPMENT**

A minimum of three (3) term credits is required to satisfy the CSU General Education requirement in this area. Included in this area are classes designed to equip people for lifelong understanding and development of themselves as integrated physiological and psychological entities. Cuesta College will certify a maximum of three (3) credits in this area. Select three (3) credits from the following courses:

**Academic Skills** (Prior to Spring 2004 Learning Skills 102)

- 225 College Success (3)

**Early Childhood Education**

- 201 Child Growth and Development (3)

**Family Studies**

- 212 Human Development: Life Span (3)  
 215 Developmental Patterns of Women (3)  
 216 Parenting (3)  
 218 Human Sexuality (3)  
 220 Aging in the 21st Century: Social Gerontology (3)

**Health Education**

- 202 Health Education (3) or  
 203 Women's Health Issues (3) or  
 206 Health Aspects of Drug Use (3)  
 208 Multicultural Health (3)  
 210 Community Health (3)

**Nutrition**

- 210 Nutrition (3)

**Psychology**

- 201 Introductory Psychology (3)  
 206 Introduction to Social Psychology (3)

**Sociology**

- 206 Minority Group Relations (3)

Note: Additions to the General Education Breadth Pattern can be located on the ASSIST web site at [www.assist.org](http://www.assist.org).

**ADMISSION AS A TRANSFER STUDENT TO THE CSU SYSTEM**

Admission as a transfer student to a CSU campus is subject to change. Check with Counseling Services for confirmation.

A student will qualify for admission as a transfer student if the student has a grade point average of 2.0 or better in all transferable credits attempted, was in good standing at the last college attended, and meets the following standards:

1. Was eligible as a freshman, or
2. Was eligible as a freshman except for the college preparatory subjects in English and mathematics and has satisfied the subject deficiencies, or
3. Has completed sixty (60) transferable term credits and has satisfied any deficiencies in college preparatory English and mathematics (non-residents must have a grade point average of 2.4 or better).

**The CSU campuses are:**

|                             |                |
|-----------------------------|----------------|
| Bakersfield                 | Long Beach     |
| Cal Poly Pomona             | Los Angeles    |
| Cal Poly San Luis Obispo    | Monterey Bay   |
| Channel Islands             | Northridge     |
| Chico                       | Sacramento     |
| Dominguez Hills             | San Bernardino |
| California Maritime Academy | San Diego      |
| Fresno                      | San Francisco  |
| Fullerton                   | San Jose       |
| East Bay (formerly Hayward) | San Marcos     |
| Humboldt                    | Sonoma         |
|                             | Stanislaus     |

## TRANSFER TO THE UNIVERSITY OF CALIFORNIA (UC) SYSTEM

### *ADMISSION AS A RESIDENT STUDENT TO THE UNIVERSITY OF CALIFORNIA*

Course requirements vary from one UC campus to the next. Therefore, students should work with a counselor to first select a particular UC campus to formulate a strategy for completing that campus' admissions requirements, major requirements, and general education requirements. Students should consult the catalog of the UC campus of their choice to find out specific details regarding transfer, major, and breadth requirements.

Students in this category must:

- A. Complete 60 term credits or 90 quarter units of transferable college course work with a grade point average of at least 2.40, and
- B. Complete a course pattern requirement (with at least a "C" grade in each course) to include:
  - 1. Two transferable college courses (3 term or 4-5 quarter credits each) in English composition: English 201A and English 201C; and
  - 2. One transferable college course (3 term or 4-5 quarter credits) in Mathematical Concepts and Quantitative Reasoning; and
  - 3. Four transferable college courses (3 term or 4-5 quarter credits each) chosen from at least two of the following subject areas: Arts and Humanities; Social and Behavior Sciences; or Physical and Biological Sciences. The Intersegmental General Education Transfer Curriculum (IGETC) will satisfy the above new requirements.

Students who did not satisfy the Subject Requirement based on their high school record must take transferable college courses in the subjects they are missing, earn a grade of "C" or better in each course, and earn an overall "C" (2.0) average in all transferable college course work.

Students who met the Subject and Scholarship Requirements from high school, but who did not meet the Examination Requirement (SAT/ACT), must complete a minimum of 12 term (18 quarter) credits of transferable work and earn an overall "C" (2.00) average in all transferable college course work. Students need not take the examinations required of freshmen.

### The UC campuses are:

UC Berkeley  
UC Santa Barbara  
UC Davis  
UC Santa Cruz  
UC Irvine  
UC San Francisco (graduate only)  
UC Los Angeles  
UC Merced  
UC Riverside  
UC San Diego

Students are advised to contact a Cuesta counselor regarding changes to the UC admissions requirements, changes to the Intersegmental General Education Transfer Curriculum (IGETC) pattern, and changes to the "pass-along" policy.

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 California State University or the University of California system without the need, after transfer, to take additional lower division, general education courses to satisfy campus general education requirements. The course requirements for all areas must be completed before IGETC can be certified. Applications for IGETC certification are available in the Admissions and Records Office. Official transcripts must be on file before applying for IGETC certification. UC transfers must complete all subject areas prior to transferring to the UC system.

IGETC policy is subject to change and it is the student's responsibility to check with Counseling Services and the Transfer/Career Center regarding the current status of IGETC. Cuesta College will "pass along" coursework from other accredited colleges excluding UCs. See Counseling Services for details. For updates to the IGETC list visit the ASSIST web site at <http://www.assist.org>.

All courses must be completed with grades of "C" or better.

<sup>1</sup> Indicates courses that may be counted in one area only.

<sup>2</sup> Indicates that transfer credit may be limited by either UC or CSU or both. Consult with a counselor for additional information.

Laboratory courses are underlined.

<sup>P</sup> Designates course has a prerequisite.

### **AREA 1 – ENGLISH COMMUNICATION**

For CSU, three (3) courses required, one (1) from each group below, three (3) term credits; for UC, two (2) courses required, one (1) from Group A and B.

#### **Group A: English Composition**

1 Course (4 term credits)

English 201A<sup>P</sup>      English Composition (4)

#### **Group B: Critical Thinking - English Composition**

1 Course (3 term credits)

\*English 201B<sup>P</sup>      English Composition: Introduction to Literature and Critical Thinking (3)

English 201C<sup>P</sup>      Critical Thinking and Composition (3)

#### **Group C: Oral Communication (CSU Requirement Only)**

1 Course (3 term units)

Communication Studies 201A Public Address (3)

\*Cannot be double counted

### **AREA 2 – MATHEMATICAL CONCEPTS AND QUANTITATIVE REASONING**

1 course (3 term credits)

Comp Info Sys 241<sup>P</sup>      Discrete Structures (3)

Math 230<sup>P</sup>      College Math for the Humanities (3)

Math 232<sup>2P</sup>      College Algebra (3)

Math 236<sup>2P</sup>      Introduction to Applied Statistics (3)

Math 242<sup>2P</sup>      Precalculus Algebra (5)

Math 247<sup>2P</sup>      Introduction to Statistics (4)

|                         |  |
|-------------------------|--|
| Math 255 <sup>2P</sup>  | Calculus for Business & Management (3) |
| Math 265A <sup>2P</sup> | Analytic Geometry & Calculus (5)       |
| Math 265B <sup>P</sup>  | Analytic Geometry & Calculus (5)       |
| Math 283 <sup>P</sup>   | Calculus (4)                           |
| Math 287 <sup>P</sup>   | Linear Analysis (5)                    |

### AREA 3 - ARTS AND HUMANITIES

At least 3 courses, 1 course from Arts, 1 course from Humanities and the third course from either area (9 term credits).

#### Arts

|           |   |
|-----------|---|
| Art 200   | Art Appreciation (3)  |
| Art 203   | Survey of Art History: Old Stone Age through Gothic (3)     |
| Art 204   | Survey of Art History: Renaissance through 19th Century (3) |
| Art 205   | Survey of Art History: Modernism and Post-Modernism (3)     |
| Art 206   | Survey of Art History: Non-Western Art (3)                  |
| Dance 252 | Dance History (3)   |
| Dance 252 | Dance Culture (3)   |
| Drama 205 | Introduction to Dramatic Literature (3)                     |
| Drama 206 | Theater Appreciation (3)                                    |
| Drama 207 | Introduction to the Theatre (3)                             |
| Drama 218 | Main Styles in Films (3)                                    |
| Music 235 | Music Appreciation: Classical Music (3)                     |
| Music 237 | Music Appreciation: American Popular Music (3)              |
| Music 238 | Music Appreciation: Jazz History (3)                        |

#### Humanities

|                            |   |
|----------------------------|---|
| *English 201B <sup>P</sup> | English Composition: Introduction to Literature and Critical Thinking (3) |
| English 205 <sup>P</sup>   | Introduction to Poetry (3)  |
| English 206 <sup>P</sup>   | Introduction to the Novel (3)   |
| English 212A <sup>P</sup>  | American Literature (3)   |
| English 212B <sup>P</sup>  | American Literature (3)   |
| English 213 <sup>P</sup>   | Multicultural Voices in American (3)                                      |
| English 215 <sup>P</sup>   | Shakespeare (3)   |
| English 216 <sup>P</sup>   | Literature and Film (3)   |
| English 217 <sup>P</sup>   | Literature by Women (3)   |
| English 244A <sup>P</sup>  | European Literature (3)   |
| English 244B <sup>P</sup>  | European Literature (3)   |
| English 246A <sup>P</sup>  | Survey of British Literature (3)  |
| English 246B <sup>P</sup>  | Survey of British Literature (3)  |
| French 203 <sup>P</sup>    | French (4)  |
| French 204 <sup>P</sup>    | French (4)  |
| German 203 <sup>P</sup>    | German (4)  |
| German 204 <sup>P</sup>    | German (4)  |
| *History 203A              | History of World Civilization (3)   |
| *History 203B              | History of World Civilization (3)   |
| *History 204A <sup>1</sup> | History of Western Civilization (3)                                       |
| *History 204B <sup>1</sup> | History of Western Civilization (3)                                       |
| *History 207A <sup>1</sup> | History of United States (3)  |
| *History 207B <sup>1</sup> | History of United States (3)  |
| *History 208A <sup>1</sup> | History of Latin America (3)  |
| *History 208B <sup>1</sup> | History of Latin America (3)  |
| *History 210 <sup>1</sup>  | History of California (3)   |
| *History 212 <sup>1</sup>  | History of Mexican-American (3)   |
| *History 219 <sup>1</sup>  | History of the Far East (3)   |
| *History 233 <sup>1</sup>  | History of the Afro-American (3)  |

|                           |                                     |
|---------------------------|-------------------------------------|
| *History 235 <sup>1</sup> | History of African Civilization (3) |
| *History 237              | History of American Women (3)       |
| *History 239 <sup>1</sup> | History of the Role of Women (3)    |
| Philosophy 205            | Introduction to the Bible (3)       |
| Philosophy 206            | Introduction of Philosophy (3)      |
| Philosophy 209            | World Religions (3)                 |

|                          |  |
|--------------------------|--|
| Philosophy 212           | Philosophical Classics in Theory of Reality and of Knowledge (3) |
| Philosophy 213           | Philosophical Classics in Ethics and Social Philosophy (3)       |
| Spanish 203 <sup>P</sup> | Spanish (4)  |
| Spanish 204 <sup>P</sup> | Spanish (4)  |

\*Cannot be double counted

### AREA 4 - SOCIAL AND BEHAVIORAL SCIENCES

At least three (3) courses from at least two (2) disciplines or an interdisciplinary sequence.

|                             |  |
|-----------------------------|--|
| Anthropology 202            | Archaeology (3)                                  |
| Anthropology 203            | Cultural Anthropology (3)                        |
| Anthropology 220            | California Indians (3)                           |
| Anthropology 221            | North American Indians (3)                       |
| Anthropology 225            | Contemporary Cultures of the World (3)           |
| Early Child Edu 201         | Child Growth and Development (3)                 |
| Early Child Edu 202         | Child, Family and Community (3)                  |
| Economics 201A <sup>P</sup> | Principles of Economics (3)                      |
| Economics 201B              | Principles of Economics (3)                      |
| Economics 211 <sup>P</sup>  | Global Economics (3)                             |
| Family Studies 212          | Human Development: Life Span (3)                 |
| Family Studies 213          | Ethnic Identity and Developmental Patterns (3)   |
| Geography 201               | Physical Geography (3)                           |
| Geography 202               | Cultural Geography (3)                           |
| *History 203A               | History of World Civilization (3)                |
| *History 203B               | History of World Civilization (3)                |
| *History 204A <sup>1</sup>  | History of Western Civilization (3)              |
| *History 204B <sup>1</sup>  | History of Western Civilization (3)              |
| *History 207A <sup>1</sup>  | History of United States (3)                     |
| *History 207B <sup>1</sup>  | History of United States (3)                     |
| *History 208A               | History of Latin America (3)                     |
| *History 208B <sup>1</sup>  | History of Latin America (3)                     |
| *History 210 <sup>1</sup>   | History of California (3)                        |
| *History 212 <sup>1</sup>   | History of Mexican-American (3)                  |
| *History 219 <sup>1</sup>   | History of Far East (3)                          |
| *History 233 <sup>1</sup>   | History of the Afro-American (3)                 |
| *History 235 <sup>1</sup>   | History of African Civilization (3)              |
| *History 239 <sup>1</sup>   | History of the Role of Women (3)                 |
| Legal 217                   | Introduction to Law (3)                          |
| Political Sci 201**         | Introduction of Political Science (3)            |
| Political Sci 202**         | Government and Politics of the United States (3) |
| Political Sci 204**         | World Politics (3)                               |
| Political Sci 205           | Law and Politics (3)                             |
| Political Sci 206**         | Comparative Government (3)                       |
| Political Sci 209**         | Introduction to Political Theory (3)             |
| Psychology 201              | Introductory Psychology (3)                      |
| Psychology 206              | Introduction to Social Psychology (3)            |
| Psychology 233              | Personality and Adjustment (3)                   |
| Sociology 201A              | Introduction to Sociology (3)                    |
| Sociology 201B              | Social Institutions (3)                          |
| Sociology 202               | Social Problems (3)                              |
| Sociology 206               | Minority Group Relations (3)                     |
| Sociology 208               | Introduction to Women's Studies (3)              |

\* History courses cannot be double counted in area 3 and area 4.

\*\* (Prior to Fall 2004 Government)

### AREA 5 - PHYSICAL AND BIOLOGICAL SCIENCES

At least two (2) courses, one (1) Physical Science and one (1) Biological Science course; at least one (1) must include a laboratory (7-9 term credits). Laboratory courses are underlined.

#### Physical Science

|  |   |
|--|---|
| <u>Astronomy 210</u> <sup>P</sup>      | Astronomy (3)                             |
| <u>Astronomy 210L</u> <sup>P</sup>     | Astronomy Lab (3)                         |
| <u>Chemistry 201A</u> <sup>P</sup>     | General College Chemistry (5)             |
| <u>Chemistry 201B</u> <sup>P</sup>     | General College Chemistry (5)             |
| <u>Chemistry 210</u> <sup>P</sup>      | Introductory Chemistry (4)                |
| <u>Chemistry 210FL</u> <sup>P</sup>    | Introductory Chemistry with (FAL) (4)     |
| <u>Chemistry 211</u> <sup>P</sup>      | Introductory Organic Chemistry (4)        |
| <u>Chemistry 212A</u> <sup>2P</sup>    | Organic Chemistry (5)                     |
| <u>Chemistry 212B</u> <sup>P</sup>     | Organic Chemistry (5)                     |
| <u>Geology 210</u> <sup>P</sup>        | Physical Geology (4)                      |
| <u>Geology 211</u> <sup>P</sup>        | Historical Geology (4)                    |
| Geology 212                            | Geologic Hazards, Man and Environment (1) |
| Geology 220                            | Geology of California (3)                 |
| Physical Sci 201A <sup>P</sup>         | Physics and Chemistry (3)                 |
| <u>Physical Sci 201AL</u> <sup>P</sup> | Physical Science Lab (1)                  |
| Physical Sci 201B <sup>P</sup>         | Astronomy and Geology (3)                 |
| <u>Physics 205A</u> <sup>P</sup>       | General Physics (4)                       |
| <u>Physics 205B</u> <sup>P</sup>       | General Physics (4)                       |
| <u>Physics 208A</u> <sup>P</sup>       | Principles of Physics (5)                 |
| <u>Physics 208B</u> <sup>P</sup>       | Principles of Physics (5)                 |
| Physics 210 <sup>P</sup>               | Introduction to Physics (3)               |

#### Oceanography

|                          |                             |
|--------------------------|-----------------------------|
| Oceanography 210         | Oceanography (3)            |
| <u>Oceanography 210L</u> | Oceanography Laboratory (1) |

#### Psychology

|                |   |
|----------------|---|
| Psychology 202 | Introduction to Biological Psychology (3) |
|----------------|---|

#### Anthropology

|                          |                                      |
|--------------------------|--------------------------------------|
| Anthropology 201         | Physical Anthropology (3)            |
| <u>Anthropology 201L</u> | Physical Anthropology Laboratory (1) |

#### Biological Science

|                                  |                               |
|----------------------------------|-------------------------------|
| <u>Biology 201A</u> <sup>P</sup> | Biology (5)                   |
| <u>Biology 201B</u> <sup>P</sup> | Biology (5)                   |
| <u>Biology 202</u> <sup>P</sup>  | General Botany (5)            |
| <u>Biology 203</u> <sup>P</sup>  | General Zoology (5)           |
| <u>Biology 204</u> <sup>P</sup>  | Microbiology (5)              |
| <u>Biology 205</u> <sup>P</sup>  | Human Anatomy (4)             |
| <u>Biology 206</u> <sup>P</sup>  | General Human Physiology (5)  |
| Biology 211 <sup>2P</sup>        | Life Science (3)              |
| Biology 212                      | Human Biology (3)             |
| <u>Biology 212L</u> <sup>P</sup> | Human Biology Lab (1)         |
| Biology 213                      | Genetics in Society           |
| <u>Biology 216</u>               | Plants and People (4)         |
| Biology 220                      | Environmental Biology (3)     |
| <u>Biology 220L</u> <sup>P</sup> | Environmental Biology Lab (1) |
| <u>Biology 221</u>               | Concepts of Ecology (4)       |
| Biology 222                      | Marine Biology (3)            |

Biology 222<sup>LP</sup>

Biology 224<sup>L</sup>

Marine Biology Lab (1)

Principles of Natural History (3)

### LANGUAGE OTHER THAN ENGLISH (UC REQUIREMENT ONLY)

Complete 2 years of the same foreign language of high school work with a grade of "C" or better OR earn a score of 3 or higher on the Foreign Language Advanced Placement test, or 550 on the College Board Achievement Test in Foreign Language or complete a 2 course sequence from the courses below at Cuesta College. High school transcripts must be submitted to verify language proficiency.

|                                      |                           |
|--------------------------------------|---------------------------|
| American Sign Lang 215B <sup>P</sup> | American Sign Language II |
| French 201                           | Elementary French (4)     |
| French 202 <sup>P</sup>              | French (4)                |
| German 201                           | Elementary German (4)     |
| German 202 <sup>P</sup>              | German (4)                |
| Spanish 201                          | Elementary Spanish (4)    |
| Spanish 202 <sup>P</sup>             | Spanish (4)               |

NOTE: Additions to the IGETC list can be located on the ASSIST web site at <http://www.assist.org>.

### GRADUATION REQUIREMENT IN U.S. HISTORY,

### CONSTITUTION AND AMERICAN IDEALS

Courses used to meet this requirement may not be used to satisfy requirements for IGETC, but may be completed prior to transfer.

Six (6) credits, one (1) course from #1 and one (1) course from #2.

1. History 207A or 207B
2. Political Science 202 (Prior to Fall 2004 Government 2)



## COURSES

ACADEMIC SKILLS (ACSK)  
AG TECHNOLOGY (AGTC)  
AMERICAN SIGN LANGUAGE (ASL)  
ANTHROPOLOGY (ANTH)  
ARCHITECTURE (ARCH)  
ART (ART)  
ASTRONOMY (ASTR)  
AUTOMOTIVE TECHNOLOGY (ATCH)  
BIOLOGY (BIO)  
BROADCAST COMMUNICATIONS (BCST)  
BUSINESS (BUS)  
CHEMISTRY (CHEM)  
COMMUNICATION STUDIES (COMM)  
COMPUTER APPL/OFFICE ADMIN (CAOA)  
COMPUTER INFORMATION SYSTEMS (CIS)  
COMPUTER AND NETWORKING  
TECHNOLOGY (CNET)  
CONSTRUCTION TECHNOLOGY (CTCH)  
COUNSELING (COUN)  
CRIMINAL JUSTICE (CJ)  
CULINARY ARTS (CUL)  
DANCE (DANC)  
DRAMA (DRA)  
EARLY CHILDHOOD EDUCATION (ECE)  
ECONOMICS (ECON)  
EDUCATIONAL SERVICES (EDSR)  
ELECTRONICS AND ELECTRICAL  
TECHNOLOGY (EET)  
EMERGENCY MEDICAL SERVICES (EMS)  
EMERITUS COLLEGE (ECOL)  
ENGINEERING (ENGR)  
ENGLISH (ENGL)  
ENGLISH AS A SECOND LANGUAGE (ESL)  
FAMILY STUDIES (FMST)  
FASHION DESIGN AND MERCHANDISING (FDM)  
FRENCH (FR)  
GEOGRAPHY (GEOG)  
GEOLOGY (GEOL)  
GERMAN (GER)  
HEALTH EDUCATION (HEED)

HIGH SCHOOL DIPLOMA (HSD)  
HISTORY (HIST)  
HOSPITALITY (HOSP)  
HUMANITIES (HUMN)  
INTERIOR DESIGN (ID)  
JOURNALISM (JOUR)  
LEADERSHIP (LDER)  
LEGAL (LGL)  
LIBRARY/INFORMATION TECHNOLOGY  
(LIBT)  
LICENSED VOCATIONAL NURSING (LVN)  
MATHEMATICS (MATH)  
MEDICAL ASSISTING (MAST)  
MUSIC (MUS)  
NURSING ASSISTANT (NAST)  
NURSING, REGISTERED ASSOCIATE  
DEGREE  
(NRAD)  
NUTRITION (NUTR)  
ONLINE (DIST)  
PARALEGAL (PLGL)  
PHILOSOPHY (PHIL)  
PHYSICAL EDUCATION ADAPTED (PEAD)  
PHYSICAL EDUCATION ACTIVITY (PEAC)  
PHYSICAL EDUCATION ATHLETICS (PEAT)  
PHYSICAL EDUCATION THEORY (PETH)  
PHYSICAL SCIENCE (PSCI)  
PHYSICS (PHYS)  
POLITICAL SCIENCE (POLS)  
PSYCHIATRIC TECHNICIAN (PSYT)  
PSYCHOLOGY (PSYC)  
REAL ESTATE (RE)  
RECREATION ADMINISTRATION (REC)  
SOCIOLOGY (SOC)  
SPANISH (SPAN)  
VOCATIONAL ESL (VESL)  
WELDING (WELD)  
WELLNESS (WELL)  
WORK EXPERIENCE (WEXP)

**ACADEMIC SKILLS [ACSK]****001 COMPUTER ACCESS EVALUATION****(0.5)**

(Formerly ACSK 101)

0.5 hours lecture per week

Associate Degree Non-Applicable

Provides a diagnostic evaluation to determine whether the student possesses the necessary skills to benefit from participation in the Assistive Technology Center for the Disabled. Evaluation areas include cognitive processing abilities, keyboard access, general mobility and seating, educational or vocational goals.

**004 ADAPTED STUDIES: LECTURE****(2.0 to 1.0)**

(Formerly ACSK 104)

2.0 hours lecture per week

Associate Degree Non-Applicable

Presents curricula and instruction, not available in other courses in a lecture format, to meet identified special learning needs of disabled students. May include advanced training in comprehension, phonetics, computer-assisted instruction, or other specialized topics. An appointment with a Disabled Student Programs and Services faculty member prior to enrollment is strongly advised.

*Repeatable 3 times.***005 ACADEMIC SUPPORT LABORATORY****(1.0 to 0.5)**

(Formerly ACSK 5)

3.0 hours laboratory per week

Associate Degree Non-Applicable

Provides students with specialized programs designed to improve basic skills in reading, spelling, grammar, vocabulary, mathematics, study skills, and English as a Second Language. Students work independently and at their own pace using computers, audio-tutorial tapes, and supplemental materials. Laboratory time is arranged with the instructor.

*Repeatable 3 times.***007 ADAPTED STUDIES: LABORATORY****(1.0 to 0.5)**

(Formerly ACSK 107)

3.0 hours laboratory per week

Associate Degree Non-Applicable

Presents individualized curricula and instruction to meet identified special learning needs of disabled students. May include computer assisted instruction, audiotutorial programs, individual assignments, or tutoring in specialized topics. An appointment with a Disabled Student Programs and Services faculty member prior to enrollment is strongly advised.

*Repeatable 3 times.***010 KEYBOARDING FOR COMPUTER ACCESS****(1.0 to 0.5)**

(Formerly ACSK 110)

3.0 hours laboratory per week

Associate Degree Non-Applicable

Provides keyboarding basics to students with disabilities. Incorporates adaptive technologies into the context of computer tutorials.

*Repeatable 1 time.***013 COMPUTER ACCESS: ADAPTED WORD PROCESSING****(1.0)**

(Formerly ACSK 113)

3.0 hours per week: (1.5 hours lecture, 1.5 hours laboratory)

Associate Degree Non-Applicable

*Advisory: Ability to type 15 words per minute.*

Presents a 9-week basic word processing course. Emphasizes assistive hardware and software (speech synthesizers, screen enlargers, spell-checkers, keyboard alternatives) and beginning word processing skills (editing, saving, printing, formatting, file management). Designed for students with verified disabilities.

*Repeatable 1 time.***019 INTRODUCTION TO COMPUTERS USING ASSISTIVE TECHNOLOGY****(3.0)**

(Formerly ACSK 119)

3.0 hours lecture per week

Associate Degree Non-Applicable

An introduction to computers designed for students with disabilities. Discusses the history of the personal computer as well as how it relates to students with disabilities. Students will also learn about the components that make up a personal computer and relevant information which will enable them to create an ideal computer system for themselves.

*Repeatable 3 times.***022 INTRODUCTION TO THE INTERNET USING ASSISTIVE TECHNOLOGY****(3.0)**

(Formerly ACSK 122)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Non-Applicable

An introduction to the Internet designed for students with disabilities. Discusses the Internet as well as how it relates to students with disabilities. Students will also learn about the components that make up the Internet and relevant information, which will allow them to search on the Internet with the latest search engines. New technologies affecting the Internet will also be discussed and used in context to the educational setting.

*Repeatable 3 times.***025 COMPUTER ACCESS: ADAPTED WORD PROCESSING I****(2.0)**

(Formerly ACSK 125)

3.0 hours per week: (1.5 hours lecture, 1.5 hours laboratory)

Associate Degree Non-Applicable

*Advisory: Ability to type 20 words per minute (depending upon nature of disability).*

Introduces the use of microcomputer access technologies for students with physical or learning disabilities within the context of word processing.

*Repeatable 1 time.***028 COMPUTER ACCESS: WORD PROCESSING II****(1.0 to 0.5)**

(Formerly ACSK 128)

3.0 hours laboratory per week

Associate Degree Non-Applicable

*Advisory: ACSK 025 or equivalent.*

Continues ACSK 025. Enhances the student's skills through the completion of assignments or projects.

*Repeatable 3 times.***030A INTRO PHONETIC FOUNDATIONS FOR READING AND SPELLING****(3.5)**

(Formerly ACSK 30A)

4.5 hours per week: (3.0 hours lecture, 1.5 hours laboratory)

Associate Degree Non-Applicable

Develops an awareness of sound identity and sequence in words. Promotes the ability to use single-syllable word attack generalizations and introduces multi-syllable concepts. Features multi-sensory and discovery learning. Designed for students with learning disabilities. Contact the instructor as soon as you enroll to schedule the required 1.5 weekly lab hours.

**030B ADVANCED PHONETIC FOUNDATIONS FOR READING AND SPELLING****(3.5)**

(Formerly ACSK 30B)

4.5 hours per week: (3.0 hours lecture, 1.5 hours laboratory)

Associate Degree Non-Applicable

Continues to develop phonemic awareness and self-correction skills. Teaches multi-syllable word attack generalizations, prefixes, suffixes, and strategies for visual memory and proofreading. Continues to use multi-sensory and discovery learning. Contact the instructor as soon as you enroll to schedule the required 1.5 weekly lab hours.

**031 COMPUTER ACCESS: APPLICATIONS****(2.0)**

(Formerly ACSK 131)

3.0 hours per week: (1.5 hours lecture, 1.5 hours laboratory)

Associate Degree Non-Applicable

*Advisory: MATH 003, ENGL 099, Ability to type 15 words per minute.*

Presents the use of computer access technologies for students with physical and/or learning disabilities within the context of word processing, database, and spreadsheet programs. Designed for students with verified disabilities.

*Repeatable 1 time.*

- 032 READING COMPREHENSION (2.0 to 1.0)**  
(Formerly ACSK 32)  
2.0 hours lecture per week  
Associate Degree Non-Applicable  
Designed for students who have difficulty understanding and remembering what they read. Includes progressive instruction in sentence, paragraph, essay, and textbook chapter comprehension. An appointment with a Disabled Student Programs and Services faculty member prior to enrollment is strongly advised.  
*Repeatable 2 times.*
- 034 BUILDING READING ESSENTIALS (3.0)**  
(Formerly ACSK 34)  
3.0 hours lecture per week  
Associate Degree Non-Applicable  
Promotes review, improvement, and development of the basic reading skills needed to be prepared for ACASS 36: Reading Essentials. This preparation includes the skills fundamental to effective reading and clear thinking by increasing vocabulary through word attack skills, by analyzing the structure of written material through identifying stated and implied main ideas, by discerning the relationships of supporting details, and by valid inferences. Active reading strategies are stressed for optimal comprehension.  
*Repeatable 1 time.*
- 036 READING ESSENTIALS (3.0)**  
(Formerly ACSK 36)  
3.0 hours lecture per week  
Associate Degree Non-Applicable  
Promotes understanding and retention of textbook information. Explores myths and misconceptions of the reading process and facilitates increased reading efficiency. Promotes interpretive and application skills of comprehension and develops vocabulary through the integration of content area materials.
- 040 DIAGNOSTIC TESTING FOR LEARNING DISABILITY (0.5)**  
(Formerly ACSK 140)  
0.5 hours lecture per week  
Associate Degree Non-Applicable  
Assesses eligibility for Disabled Student Programs and Services according to California Community College Title V regulations. Develops a Student Educational Contract (SEC). Provides placement recommendations, support, and counseling. An appointment with a Disabled Student Programs and Services faculty member prior to enrollment is strongly advised.
- 047 INDEPENDENT STUDIES: ACADEMIC SKILLS (2.0 to 0.5)**  
(Formerly ACSK 147)  
6.0 hours laboratory per week  
Associate Degree Non-Applicable  
*Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken*  
Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of learning skills under the direction of an instructor. An appointment with a Disabled Student Programs and Services faculty member is strongly advised.  
*Repeatable 3 times.*
- 050 WRITING FUNDAMENTALS (3.0)**  
(Formerly ACSK 50)  
3.0 hours lecture per week  
Associate Degree Non-Applicable  
*Advisory: For speakers of languages other than English, completion of the English as a Second Language (ESL) sequence is highly recommended.*  
Focuses on the grammar, punctuation, sentence writing, and paragraph writing skills students need to succeed in basic English courses. Provides intensive practice, multi-sensory instruction, and individualized assistance to promote the written language development of students with diverse needs and backgrounds, including students with learning disabilities and speakers of other languages. Offered as a prerequisite to the basic English writing course for students who do not receive a qualifying score on the Assessment test or equivalent.  
*Repeatable 3 times.*
- 055 SPELLING ESSENTIALS (3.0)**  
(Formerly ACSK 55)  
3.0 hours lecture per week  
Associate Degree Non-Applicable  
Introduces techniques for improving spelling competence with emphasis on understanding and analyzing spelling errors.
- 058 GRAMMAR ESSENTIALS (2.0)**  
(Formerly ACSK 58)  
2.0 hours lecture per week  
Associate Degree Non-Applicable  
Focuses on the basic grammar, punctuation, and usage skills essential for effective writing. Provides extensive practice to apply and reinforce written language skills with an emphasis on identifying and correcting common sentence errors.  
*Repeatable 3 times.*
- 075 ARITHMETIC FUNDAMENTALS (4.0)**  
(Formerly ACSK 75)  
4.0 hours lecture per week  
Associate Degree Non-Applicable  
Provides a basic arithmetic and math study skills course for students who have a history of difficulties in mathematics. This course uses alternative and active approaches for learning the concepts and skills of place value, basic operations, fractions, decimals, percentages, word problems, learning styles, and math study strategies.
- 099 NON-CREDIT SUPERVISED TUTORING (0.0)**  
(Formerly ACSK 99)  
4.0 hours laboratory per week  
*Prerequisite: Enrollment in a Cuesta College credit course and referral by a counselor and/or instructor.*  
Provides non-credit basic skills and all other content area courses supervised tutoring for students one-to-one and in small groups. Includes assessment of study skills, exam reviews and study sessions.  
*Repeatable.*
- 110 TEST PREPARATION: OCCUPATIONAL (1.0)**  
(Formerly ACSK 10)  
6.0 hours lecture per week  
Associate Degree Applicable  
Prepares prospective employees to successfully take the necessary placement test or qualifying examination to apply for employment in a variety of occupations, such as the psychiatric technician placement test and the civil service examination. The specific content, skills, knowledge, and the most appropriate test-taking approaches will be included to build confidence, and reduce uncertainty, confusion, and test anxiety. The goal is to maximize each individual's potential to achieve the highest possible score on the placement test or qualifying examination.  
*Repeatable 1 time.*
- 115 ADJUNCT STUDY SKILLS (0.5)**  
(Formerly ACSK 15)  
1.5 hours laboratory per week  
Associate Degree Applicable  
Learn, practice, and apply time management, textbook reading, critical thinking, note taking, and test taking skills to specific content courses through combining small group collaborative instruction and individualized lab modules covering study skills appropriate to various content courses.  
*Repeatable 3 times.*
- 120 LEARNING ESSENTIALS FOR COLLEGE SURVIVAL (1.5)**  
(Formerly ACSK 20)  
3.0 hours lecture per week  
Associate Degree Applicable  
Presents essential study methods that promote college success. Including, but not limited to; managing and maximizing learning and study time; critical thinking; levels of comprehension; understanding textbooks and other written material; active listening and notetaking strategies; test preparation: synthesizing and reviewing course content; test taking strategies; and campus resources.

**121 STRATEGIC TEXTBOOK STUDY****(0.5)**

0.5 hours lecture per week  
Associate Degree Applicable  
*Advisory: ENGL 156.*

Enhances effective reading strategies necessary for comprehension and retention of college textbook information. Focuses on self-regulating learning strategies for metacognition, active reading, note-taking, rate flexibility, vocabulary development, and inferential and critical reading.

**168 TUTOR TRAINING: SELECTED TOPICS****(1.0 to 0.5)**

(Formerly ACSK 168)  
1.0 hours lecture per week  
Associate Degree Applicable  
*Advisory: Eligibility for ENGL 156.*

Provides specialized information and guided practice in designated topics or projects. 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.

**193 ACADEMIC SKILLS SPECIAL TOPIC****(4.0 to 0.5)**

(Formerly ACSK 93)  
Associate Degree Applicable  
Examines a special topic in the field of study related to the discipline offering this course.

**217 SUPPLEMENTAL INSTRUCTION****(1.0 to 0.5)**

(Formerly ACSK 17)  
3.0 hours laboratory per week  
Associate Degree Applicable  
*Corequisite: Enrollment in the targeted discipline course.*  
Integrate "how to learn" while focusing on "what to learn" in the targeted, historically high-risk, discipline courses. Students meet weekly with a Supplemental Instruction LDER for structured study: applying appropriate academic study strategies, reviewing, preparing for exams, sharpening critical thinking, comparing notes, and clarifying lecture/text concepts. Regular attendance and participation are required.  
*Repeatable 3 times.*  
*Transfer: CSU.*

**225 COLLEGE SUCCESS****(3.0)**

(Formerly ACSK 25)  
3.0 hours lecture per week  
Associate Degree Applicable  
*Advisory: Eligibility for ENGL 156.*  
A comprehensive course that integrates personal growth and values, academic study strategies, and critical and creative thinking proficiency. This survey course focuses on life management, learning styles, personal and educational values, time management, instructor-student relations, maintaining health, memory and concentration, lecture note-taking, textbook studying, subject-specific studying, test taking, using the library, critical analysis, problem solving, and creative thinking. Emphasis is on the attainment of life-long success in academic, professional and personal development.  
*Transfer: CSU; UC (For maximum credit of one course between ACSK 225 and PETH 210).*

**227 TEST AND PERFORMANCE ANXIETY****(1.5)**

(Formerly ACSK 27)  
3.0 hours lecture per week  
Associate Degree Applicable  
*Advisory: ENGL 156.*  
Explores the relationship between the physiological, psychological, and emotional responses to test and performance anxiety. Course investigates the theories of stress and anxiety and offers guided practice in the cognitive, meditative, and biofeedback-aided techniques to manage anxiety while taking a test, succeeding in math, giving a speech, and/or competing in a sports event.  
*Transfer: CSU.*

**247 INDEPENDENT STUDIES: ACADEMIC SKILLS****(2.0 to 0.5)**

(Formerly ACSK 47)  
6.0 hours laboratory per week  
Associate Degree Applicable  
*Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken.*  
*Advisory: Eligibility for ENGL 156.*  
Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of tutor training or disability research.  
*Repeatable 3 times.*  
*Transfer: CSU.*

**500 GED TEST PREPARATION****(0.0)**

3.0 hours laboratory per week  
Designed to prepare students in basic skills, including the five areas of the GED examination: Mathematics, Science, Social Studies, Language Arts-Writing I and II, and Language Arts-Reading. Material is presented through a variety of methods, including teacher-led, computer-assisted and individualized instruction as well as working at problem.  
*Repeatable.*

**ADAPTED PHYSICAL ED. [PEAD]****200 ADAPTED AQUATICS****(1.0)**

(Formerly PEADPT 100)  
3.0 hours laboratory per week  
Associate Degree Applicable  
Provides an individualized aquatic exercise program for students with a disability. Improves flexibility, strength, and endurance using the water as a source of buoyancy and resistance. An appointment with a Disabled Student Programs and Services faculty member prior to enrollment is strongly advised.  
*Repeatable 3 times.*  
*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).*

**205 ADAPTED FITNESS: WEIGHT TRAINING****(1.0 to 0.5)**

(Formerly PEADPT 105)  
3.0 hours laboratory per week  
Associate Degree Applicable  
Provides an individualized fitness program for students with a disability using resistive exercises and equipment. An appointment with a Disabled Student Programs and Services faculty member prior to enrollment is strongly advised.  
*Repeatable 3 times.*  
*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).*

**AG TECHNOLOGY [AGTC]****105 VINEYARD PRUNING****(0.5)**

(Formerly AGTECH 5)  
9.0 hours lecture per week  
Associate Degree Applicable  
Presents theory and field practice of pruning head, cane, and cordon vines. Includes training of young and mature vines.

**110 PROPAGATION TECHNIQUES****(0.5)**

(Formerly AGTECH 10)  
9.0 hours lecture per week  
Associate Degree Applicable  
Presents rootstock and "T" budding of older vines to change varieties. Examines pros and cons of various propagation techniques used in vineyards. Covers care of vines following budding.

**115 VINEYARD IRRIGATION AND FERTILIZATION****(1.0)**

(Formerly AGTECH 15)  
6.0 hours lecture per week  
Associate Degree Applicable  
Studies rootstocks and phylloxera concerns, water and nutrition needs, water application techniques, irrigation and fertilizer injection systems.



**120 VINEYARD CANOPY MANAGEMENT (1.0)**

(Formerly AGTECH 20)

9.0 hours lecture per week

Associate Degree Applicable

Studies the latest techniques in developing trellis systems to improve both grape and wine quality.

**130 BASIC VITICULTURE (1.0)**

(Formerly AGTECH 30)

3.0 hours lecture per week

Associate Degree Applicable

Basic principles of plant growth, physiology, and anatomy as they pertain to grapevines. Fundamentals of irrigation, fertilization, and pest management will be discussed.

**135 PEST CONTROL MANAGEMENT UPDATE (0.5)**

(Formerly AGTECH 35)

9.0 hours lecture per week

Associate Degree Applicable

Presents lectures in entomology and related subjects in pest control management. Also provides update training for persons with a pest control license. *Repeatable 3 times.*

**140 SOIL FERTILITY AND QUALITY IN CENTRAL COAST VITICULTURE (0.5)**

(Formerly AGTECH 40)

9.0 hours lecture per week

Associate Degree Applicable

Presents basic soil science and soil quality issues needed in growing wine grapes in the Central Coast wine growing region. The focus is on soil textures, soil fertility, soil quality and estimating the available water holding capacities. Soil profiles and other essential soil properties will be investigated by using backhoe pits.

**147 INDEPENDENT STUDIES: AGRICULTURE (4.0 to 0.5)**

(Formerly AGTECH 47)

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or practicum experience by an individual student in a selected topic of agriculture under direction of an instructor.

*Repeatable 1 time.***193 AGRICULTURE TECHNOLOGY SPECIAL TOPIC (4.0 to 0.5)**

(Formerly AGTECH 93)

Associate Degree Applicable

**193A SOIL FERTILITY AND QUALITY IN CENTRAL COAST VITICULTURE (0.5)**

(Formerly AGTECH 93A)

4.5 hours lecture per week

Associate Degree Applicable

**195 TECHNICAL CAREER PREPARATION IN AGRICULTURE (1.0)**

(Formerly AGTECH 95)

1.0 hours lecture per week

Associate Degree Applicable

Overview of agricultural careers with focus on preparing for the job market.

Includes discussion of career opportunities in agriculture, both union and non-union. Focus on providing the tools necessary to target and obtain a position in the agriculture industry.

*Repeatable 2 times.***AMERICAN SIGN LANGUAGE [ASL]****147 INDEPENDENT STUDIES: AMERICAN SIGN LANGUAGE (2.0 to 0.5)**

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the field*

*in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or practicum experience by an individual student in a selected topic of American Sign Language under the direction of an instructor.

*Repeatable 3 times.***193A ASL DAILY CONVERSATION (2.0)**

2.0 hours lecture per week

Associate Degree Applicable

*Repeatable 3 times.***215A BEGINNING AMERICAN SIGN LANGUAGE (3.0)**

(Formerly ASL 15A)

3.0 hours lecture per week

Associate Degree Applicable

Introduces expressive and receptive skills used in American Sign Language (ASL) through vocabulary development, grammar, non-manual behaviors, and finger spelling. Provides exposure to Deaf Culture by reviewing the history of ASL, dynamics of the Deaf Community, varieties of manual communication, Deaf President Now protest, and cultural customs of communication.

*Transfer: CSU; UC.***215B AMERICAN SIGN LANGUAGE II (3.0)**

(Formerly ASL 15B)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ASL 215A with a grade of C or better*

Presents a continuation of SL 15A with a functional-notional approach to language acquisition; expands expressive and receptive skills through vocabulary development, grammar, non-manual behaviors and fingerspelling. Continues exposure to Deaf Culture through awareness of cross-cultural communications; history of the Deaf in America and customs of the Deaf community.

*Transfer: CSU; UC.***215C AMERICAN SIGN LANGUAGE III (3.0)**

(Formerly ASL 15C)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ASL 215B with a grade of C or better or equivalent*

Continues skills presented in SL 15B. Emphasizes fluency in communicating with the deaf as practiced in a variety of situational contexts. Explores creative uses of American Sign Language.

*Transfer: CSU; UC.***215D AMERICAN SIGN LANGUAGE IV (3.0)**

(Formerly ASL 15D)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ASL 215C with a grade of C or better, or the equivalent*

Presents a functional-notional approach to language acquisition, emphasizing an increased fluency in expressive and receptive skills through vocabulary development, grammar, non-manual behaviors, fingerspelling and contact with the Deaf community. Story-telling skills, creative uses of ASL, exposure to Deaf Culture through awareness of cross-cultural communications; knowledge of the history of the Deaf in America and customs of the Deaf community are expanded.

*Transfer: CSU; UC.***ANTHROPOLOGY [ANTH]****201 PHYSICAL ANTHROPOLOGY (3.0)**

(Formerly ANTH 1)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Presents an introduction to the science of physical anthropology. Topics include: the fields of anthropology, the scientific method, evolutionary theory, genetics and inheritance, human variation, biology and behavior of living primates, and the fossil evidence of human evolution

*Transfer: CSU; UC.*

**201L PHYSICAL ANTHROPOLOGY LABORATORY****(1.0)**

(Formerly ANTH 1L)

3.0 hours laboratory per week

Associate Degree Applicable

*Corequisite: ANTH 201*

Utilizes the hands-on laboratory approach in studying primatology, osteology, dentition, genetics and human variation. Both fossil and contemporary will be studied.

*Transfer: CSU; UC.***202 ARCHAEOLOGY****(3.0)**

(Formerly ANTH 2)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Presents an introduction to archaeological theory and concepts, as well as an overview of both New and Old World archaeology.

*Transfer: CSU; UC.***203 CULTURAL ANTHROPOLOGY****(3.0)**

(Formerly ANTH 3)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Presents an introduction to the concepts of cultural anthropology, different perspectives for the study of culture and their application. Primitive cultures are studied both as they existed before contact with Western civilization and as they are today.

*Transfer: CSU; UC.***220 CALIFORNIA INDIANS****(3.0)**

(Formerly ANTH 20)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Presents a history of the California Indians, including their prehistory, the Indians at the time of European contact, the Spanish period, the early Anglo-American period, and the Indians today.

*Transfer: CSU; UC.***221 NORTH AMERICAN INDIANS****(3.0)**

(Formerly ANTH 21)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Studies the North American Indians, including their lifestyle at the time of contact, their reactions to European contact, and the Indians at present.

*Transfer: CSU; UC.***225 CONTEMPORARY CULTURES OF THE WORLD****(3.0)**

(Formerly ANTH 25)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Studies the ways of life of people in different regions of the world, including Latin America, Middle East, East Asia, and Africa. Beliefs, values, and other social characteristics such as family, economics, and religion will be studied.

*Transfer: CSU; UC.***247 INDEPENDENT STUDIES: ANTHROPOLOGY****(2.0 to 0.5)**

(Formerly ANTH 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of anthropology under the direction of an instructor.

*Repeatable 3 times.**Transfer: CSU; UC.***ARCHITECTURE [ARCH]****193 ARCHITECTURE SPECIAL TOPIC****(4.0 to 0.5)**

(Formerly ARCH 93)

Associate Degree Applicable

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

**195 TECHNICAL CAREER PREPARATION IN ARCHITECTURE** **(1.0)**

(Formerly ARCH 95)

1.0 hours lecture per week

Associate Degree Applicable

Overview of architectural careers with focus on preparing for the job market.

Includes discussion of career opportunities in architecture, both union and non-union. Focus on providing the tools necessary to target and obtain a position in the architectural industry.

*Repeatable 2 times.***201 INTRODUCTION TO ARCHITECTURE AND ENVIRONMENTAL DESIGN****(2.0)**

(Formerly ARCH 101)

2.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Introduces a critical framework for regarding buildings as works of architecture. Explores the nature of the architectural profession and how it relates to other environmental design fields, such as city and regional planning, urban design, and landscape architecture. Examines how building and environmental design professions are responding to the profound challenges of living sustainability in the 21st century. This course is intended for the student intending to transfer to a university major in architecture or a related environmental design discipline.

*Transfer: CSU; UC. (For UC, maximum credit of 18 units between ARCH 201, 213, 221, 222, 251 and 252).*

**205 ARCHITECTURAL MODEL MAKING****(2.0)**

(Formerly ARCH 115)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: ARCH 221 and CTCH 250*

*Advisory: Completion of or concurrent enrollment in ARCH 222, ARCH 231, or high school drafting.*

Introduces basic concepts and creation of 3D scaled material architectural models for visual representation and communication of architectural design.

*Repeatable 3 times.**Transfer: CSU.***213 ARCHITECTURAL PORTFOLIO PRESENTATION****(2.0)**

(Formerly ARCH 113)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: ARCH 222**Advisory: Concurrent enrollment in ARCH 252.*

Prepares students with skills and resources needed to present work in a consistent and unified portfolio for job procurement and transfer credit. This studio based design course focuses on the development of a professional architectural portfolio representing student architectural design, model making and visual communication skills.

*Transfer: CSU; UC. (For UC, maximum credit of 18 units between ARCH 201, 213, 221, 222, 251 and 252).*

**221 DESIGN AND VISUAL COMMUNICATION I****(4.0)**

(Formerly ARCH 111)

8.0 hours per week: (2.0 hours lecture, 6.0 hours laboratory)

Associate Degree Applicable

Presents principles, concepts, methods and skills pertaining to freehand and drafted drawings employing orthographic, axonometric, oblique and lineal perspective drawing systems to represent ideas, objects and environments. Includes principles and concepts of two- and three-dimensional visual design. Covers

basic color theory principles, concepts and application; basic physical model building concepts and skills; shadow casting principles, conventions and techniques for orthographic, axonometric, oblique and perspective drawing systems. *Transfer: CSU; UC. (For UC, maximum credit of 18 units between ARCH 201, 213, 221, 222, 251 and 252).*

## **222 DESIGN AND VISUAL COMMUNICATION II (4.0)**

(Formerly ARCH 112)

8.0 hours per week: (2.0 hours lecture, 6.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: ARCH 221 and Completion of or concurrent enrollment in ARCH 232*

Continuation and extension of the content and issues introduced in ARCH 221, plus the principles, concepts, methods and skills pertaining to the freehand, drafted and digital visualization and communication of quantitative and qualitative information to support analysis and conceptualization.

*Transfer: CSU; UC. (For UC, maximum credit of 18 units between ARCH 201, 213, 221, 222, 251 and 252).*

## **230 ARCHITECTURAL COMPUTER AIDED DRAFTING AND DESIGN (3.0)**

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: ARCH 231 and ENGR 125.*

Presents the use of computer aided drafting and design software as a tool for generating construction drawings, 3D modeling and design presentations. This course provides an introduction to the use of Architectural Desktop and 3D Studio VIS as it applies to architectural practice.

*Transfer: CSU.*

## **232 ARCHITECTURAL DESIGN & PRESENTATION COMPUTER GRAPHICS (3.0)**

(Formerly ARCH 110)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: CIS 210 or equivalent.*

*Advisory: ARCH 221.*

Introduces computer design and presentation skills for architecture students including image editing, page layout, and 3D modeling.

*Transfer: CSU.*

## **242 INTRODUCTION TO ARCHITECTURAL PRACTICE (3.0)**

(Formerly ARCH 231)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: CTCH 250, ARCH 221, and completion of or concurrent enrollment in ARCH 230.*

Introduces the concepts and methods associated with the use and application of construction systems, processes and materials. Emphasis is placed on the standards and conventions used to detail and document light framed construction.

*Transfer: CSU.*

## **244 ARCHITECTURAL ENVIRONMENT CONTROL SYSTEMS (3.0)**

(Formerly ARCH 207)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: PHYS 205B*

*Advisory: Completion of or concurrent enrollment in ARCH 252.*

Introduces the theory and application of climate, energy use and comfort as determinates of architectural form. Includes architectural methods of ventilating, cooling, heating, and lighting for envelope-load dominated buildings. Acceptable for credit, CSU, (credit based on portfolio review).

*Transfer: CSU.*

## **245 INTRODUCTION TO GREEN BUILDING AND LEED GREEN ASSOCIATE CREDENTIAL PREPARATION (1.5)**

(Formerly ARCH 220)

1.5 hours lecture per week

Associate Degree Applicable

*Prerequisite: ARCH 244 or CTCH 250 or ID 276 or equivalent professional*

*experience*

Explores the environmental impacts of the built environment, principals of green building design and construction, available rating/certification systems for green building, with an in-depth review of the LEED Rating Systems and their applications, specifically the LEED Building Design and Construction (BD&C) Rating System. At the completion of the course, a review will be completed to support preparation to apply for the LEED Green Associate Credential Exam.

*Transfer: CSU.*

## **246 GREEN BUILDING AND LEED AP BD+C EXPERIENCE (1.5)**

(Formerly ARCH 193A)

1.5 hours lecture per week

Associate Degree Applicable

*Prerequisite: ARCH 245 and LEED Green Associate Credential Prep, or equivalent professional experience.*

Explores the environmental impacts of the built environment, principals of green building design and construction, available rating/certification systems for green building, with an in-depth review and exploration of the LEED Rating Systems and their applications, specifically the LEED Building Design and Construction (BD&C) Rating System. The course will be primarily focused on the partial documentation/certification of a project pursuing LEED Certification. At the completion of the course, a review will be completed to support preparation to apply for the LEED AP BD+C Credential Exam.

*Transfer: CSU.*

## **247 INDEPENDENT STUDIES: ARCHITECTURE (2.0 to 0.5)**

(Formerly ARCH 47)

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or practicum experience by an individual student in a selected topic of architecture under direction of an instructor.

*Repeatable 4 times.*

*Transfer: CSU.*

## **248 GREEN BUILDING AND LEED AP HOMES EXPERIENCES (1.5)**

1.5 hours lecture per week

Associate Degree Applicable

*Prerequisite: ARCH 245 and LEED Green Associate Credential Prep, or equivalent professional experience.*

Explores the environmental impacts of the built environment, principals of green building design and construction, available rating/certification systems for green building, with an in-depth review and exploration of the LEED Rating Systems and their applications, specifically the LEED for Homes Rating System. The course will be primarily focused on the partial documentation/certification of a project pursuing LEED for Homes Certification. At the completion of the course, a review will be completed to support preparation to apply for the LEED Homes Credential Exam.

*Transfer: CSU.*

## **251 ARCHITECTURAL DESIGN FUNDAMENTALS I (5.0)**

(Formerly ARCH 251)

9.0 hours per week: (3.0 hours lecture, 6.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: ARCH 222*

Presents theories, principles, methods and means of creative problem solving, two- and three-dimensional visual organizations to communicate concepts and meanings, basic verbal and visual communication skills, analysis of the built environment with emphasis on the creation and interrelationship of architectural form, function and light.

*Transfer: CSU; UC. (For UC, maximum credit of 18 units between ARCH 201, 213, 221, 222, 251 and 252).*

## **252 ARCHITECTURAL DESIGN FUNDAMENTALS II (5.0)**

(Formerly ARCH 252)

9.0 hours per week: (3.0 hours lecture, 6.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: ARCH 251*

*Advisory: Completion of or concurrent enrollment in ARCH 213 and ARCH 244.*  
Continuation of theories, principles, methods and means of creative problem solving, two- and three-dimensional visual organizations to communicate concepts and meanings, basic verbal and visual communication skills, analysis of the built environment with emphasis on the creation and interrelationship of architectural form, function, structure and context.

*Transfer: CSU; UC. (For UC, maximum credit of 18 units between ARCH 201, 213, 221, 222, 251 and 252).*

## 254 ADVANCED ARCHITECTURAL GRAPHIC COMMUNICATION

(2.0)

(Formerly ARCH 254)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: ARCH 221 and ARCH 222*

*Advisory: ARCH 251.*

Presents advanced architectural presentation drawing and graphic communication skills with emphasis on representing quantitative and qualitative information, ideas, and concepts with freehand sketching and drawing techniques. Includes abstract diagramming, the use of color and the design of two-dimensional graphic communications with direct application in a community design charrette.

*Repeatable 3 times.*

*Transfer: CSU.*

## ART [ART]

### 193 ART SPECIAL TOPIC

(4.0 to 0.5)

(Formerly ART 93)

Associate Degree Applicable

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

### 200 ART APPRECIATION

(3.0)

(Formerly ART 100)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Introduces the form, content, and media of the visual arts. Overview of artistic methods, materials, and language, exploring cultural and historical significance. Presents major art movements and styles including prehistoric to contemporary.

*Transfer: CSU; UC.*

### 202 MUSEUM PRACTICES

(3.0)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: Eligibility for ENGL 201A.*

Introduces the history, functions, and professional practices of art museums. Includes development of an historical display and accompanying texts for exhibition. Introduces curatorial and art critical writing, including writing art reviews for publication.

*Repeatable 1 time.*

*Transfer: CSU.*

### 203 SURVEY OF ART HISTORY: OLD STONE AGE THROUGH GOTHIC

(3.0)

(Formerly ART 103)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 201A.*

Presents the first of a three-semester course in the history of Western art. Includes cultural and historical background of Prehistoric (Paleo-lithic and Neolithic periods), Ancient Near Eastern, Egyptian, Aegean, Greek, Roman, and Medieval art traditions. Discusses and compares the cultural background of each of these artistic traditions.

*Transfer: CSU; UC.*

### 204 SURVEY OF ART HISTORY: RENAISSANCE THROUGH 19TH CENTURY

(3.0)

(Formerly ART 104)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 201A.*

Presents the second of a three-semester course in the history of Western art. Includes cultural and historical background of the Renaissance, Baroque, Rococo, Neo-Classical, Romantic, Realist, Impressionist, and Post-Impressionist periods of art.

*Transfer: CSU; UC.*

### 205 SURVEY OF ART HISTORY: MODERNISM AND POST-MODERNISM

(3.0)

(Formerly ART 105)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 201A.*

Presents an overview of the art movements, artists and issues of Modernism and Post-Modernism. This includes art from the mid-nineteenth century, through the twentieth century and contemporary art. Includes the social, political, and aesthetic context of the time.

*Transfer: CSU; UC.*

### 206 SURVEY OF ART HISTORY: NON-WESTERN ART

(3.0)

(Formerly ART 106)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 201A.*

Surveys the art traditions of African, Asian, Native American, Pre-Columbian, and other non-Western cultures as expressions of their religions and philosophies. Compares non-Western to Western art to reveal cross-cultural influences and explains the diversity of 20th century art.

*Transfer: CSU; UC.*

### 219 ART ISSUES SEMINAR

(1.0)

(Formerly ART 119)

1.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Presents lectures and discussions concerning a specific topic in contemporary or historical art issues or theory. Provides the opportunity for an in-depth study and analysis of individual artists, art works, movements and contemporary trends in art making and criticism.

*Repeatable 2 times.*

*Transfer: CSU.*

### 220 FUNDAMENTALS OF 2-D DESIGN

(3.0)

(Formerly ART 120)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

Introduces the basic design elements and principles common to all visual art forms. Provides studio experience in the practical application of design and color theory through creative assignments.

*Transfer: CSU; UC.*

### 221 BEGINNING DRAWING

(3.0 to 2.0)

(Formerly ART 121)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

Presents an overview of the art of drawing in an historical and contemporary context by introducing the basic practice and theories of drawing as a fine art. It introduces basic elements and principles of design, a variety of drawing media, and the use of drawing as a personal means of visual expression and communication.

*Transfer: CSU; UC.*



- 222 INTERMEDIATE DRAWING (3.0 to 2.0)**  
 (Formerly ART 122)  
 6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)  
 Associate Degree Applicable  
*Prerequisite:* ART 221  
 Continues ART 221 with an emphasis on composition and content.  
*Repeatable 1 time.*  
*Transfer:* CSU; UC.
- 223 LIFE DRAWING (3.0 to 2.0)**  
 (Formerly ART 123)  
 6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)  
 Associate Degree Applicable  
*Prerequisite:* ART 222  
 Presents the fundamentals of anatomy and representation of the human form in various attitudes and movements. The skeleton and live models will be used.  
*Transfer:* CSU; UC.
- 224 INTERMEDIATE LIFE DRAWING (3.0 to 2.0)**  
 (Formerly ART 124)  
 6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)  
 Associate Degree Applicable  
*Prerequisite:* ART 223  
 Continues ART 223 with an emphasis on personal interpretation and the use of the figure in composition.  
*Repeatable 2 times.*  
*Transfer:* CSU; UC.
- 229 COLOR (3.0)**  
 (Formerly ART 129)  
 6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)  
 Associate Degree Applicable  
*Advisory:* ART 220.  
 Presents the physical nature of color and the theory of color. Studio projects explore primary systems, color properties, interaction, strategies and expressive qualities of color. Investigates the physiological, psychological, symbolic, and cultural aspects of color.  
*Transfer:* CSU; UC.
- 230 BEGINNING PAINTING (3.0 to 2.0)**  
 (Formerly ART 130)  
 6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)  
 Associate Degree Applicable  
*Prerequisite:* ART 220 and ART 221  
 Introduces basic painting techniques, methods, materials and language, including color mixing, brushwork, and composition.  
*Transfer:* CSU; UC.
- 231 INTERMEDIATE PAINTING (3.0 to 2.0)**  
 (Formerly ART 131)  
 6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)  
 Associate Degree Applicable  
*Prerequisite:* ART 230  
 Presents a continuation of ART 230 with an emphasis on contemporary issues in painting. Composition and content is also stressed.  
*Repeatable 3 times.*  
*Transfer:* CSU; UC.
- 232 WATERCOLOR PAINTING (3.0 to 2.0)**  
 (Formerly ART 132)  
 6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)  
 Associate Degree Applicable  
*Prerequisite:* ART 220 and ART 221  
 Explores the fundamental techniques and creative use of aqueous media in painting on paper.  
*Transfer:* CSU; UC.
- 233 INTERMEDIATE WATERCOLOR PAINTING (3.0 to 2.0)**  
 (Formerly ART 133)  
 6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)  
 Associate Degree Applicable  
*Prerequisite:* ART 232  
 Continues ART 232 with an emphasis on problem-solving, composition and development of personal style.  
*Repeatable 2 times.*  
*Transfer:* CSU; UC.
- 234 FIGURE PAINTING (3.0 to 2.0)**  
 (Formerly ART 134)  
 6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)  
 Associate Degree Applicable  
*Prerequisite:* ART 223 and ART 230  
*Advisory:* ART 224 and ART 231.  
 Introduces the fundamentals of painting from the human figure, the creative use of various painting media, and the figure in context.  
*Repeatable 3 times.*  
*Transfer:* CSU; UC.
- 235 MURAL PAINTING (3.0)**  
 6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)  
 Associate Degree Applicable  
*Prerequisite:* ART 220 and ART 221 or ART 230  
 Introduces mural painting and processes. Includes analyzing a site, developing a design and proposal, the study and application of painting materials, executing a mural in a public space, and working in a collaborative environment. Presents a contemporary and historical view of mural painting. Students may need to travel to mural site.  
*Repeatable 3 times.*  
*Transfer:* CSU.
- 240 INTRODUCTION TO PRINT MEDIA (3.0 to 2.0)**  
 (Formerly ART 140)  
 6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)  
 Associate Degree Applicable  
 Introduces a variety of print media including traditional historical printmaking practices such as relief, etching, and stencil. Includes contemporary print media such as photocopy, offset lithography, computer generated images and artists' books. Presents the art of printmaking in an historical and contemporary context.  
*Transfer:* CSU; UC.
- 241 ETCHING (3.0)**  
 (Formerly ART 141)  
 6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)  
 Associate Degree Applicable  
*Prerequisite:* ART 221  
 Offers instruction and studio practice in etching and related intaglio printmaking techniques as well as the designing of images appropriate to these techniques.  
*Repeatable 3 times.*  
*Transfer:* CSU; UC.
- 243 BOOK ARTS (3.0 to 2.0)**  
 (Formerly ART 143)  
 6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)  
 Associate Degree Applicable  
*Prerequisite:* ART 220  
 Presents an investigation of the book form as a vehicle of creative expression. Explores the book structure through the history, concepts and the creative application of this unique art object, in which the content is not limited to words alone.  
*Repeatable 3 times.*  
*Transfer:* CSU.

**244 PHOTOGRAPHY****(3.0 to 2.0)**

(Formerly ART 144)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Introduces black and white still photography as a fine art in an historical and contemporary context. Presents traditional darkroom practices through projects that introduce the elements and principles of design. Emphasizes use and care of 35mm cameras, related photography equipment, black and white film processing and photographic enlargements. NOTE: A 35mm camera is required for class.

*Transfer: CSU; UC.***245 INTERMEDIATE PHOTOGRAPHY****(3.0 to 2.0)**

(Formerly ART 145)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: ART 244*

Continues study of photography as a fine art as introduced in ART 244. Presents intermediate level concepts and darkroom techniques in black and white still photography. The development of photography as a means of personal expression, the infusion of content, and composition will be stressed.

*Repeatable 3 times.**Transfer: CSU; UC.***247 DIGITAL VIDEO EDITING****(3.0)**

(Formerly ART 147)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

Presents an overview of digital non-linear video editing, including acquiring digital video and combining and editing source material to create complete digital movies. Topics include: basic editing techniques, cuts and transitions, adding and altering audio, titling, keying and transparency, and applying filters and effects.

*Repeatable 3 times.**Transfer: CSU; UC.***248 DIGITAL VIDEO EFFECTS****(3.0)**

(Formerly ART 148)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

Presents the art and science of digital compositing for visual effects and 2D animation, utilizing Adobe After Effects for film and video applications. Explores technical and aesthetic issues.

*Repeatable 3 times.**Transfer: CSU.***249 DIGITAL PHOTOGRAPHY****(3.0)**

(Formerly ART 149)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: ART 244 and ART 256*

Introduces concepts and technical fundamentals of digital photography as an extension to traditional photography. Presents practices and techniques unique to digital photography through projects that emphasize personal expression, the infusion of content and composition. Emphasizes the practical and aesthetic issues of digital photography, care and use of digital cameras, and other equipment related to digital photography.

*Repeatable 3 times.**Transfer: CSU; UC.***251 ALTERNATIVE PHOTOGRAPHIC PROCESSES****(3.0)**

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: ART 244*

Explores creative photographic techniques emphasizing experimental manipulation of the photographic image. Introduces silver and non-silver alternative

photographic techniques including multiple image usage, high contrast materials, toning, image transfer, and digital negative with emphasis on personal expression, content, and development of style.

*Repeatable 3 times.**Transfer: CSU.***252 PHOTOGRAPHIC LIGHTING****(3.0)**

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: ART 244*

Explores various photographic lighting techniques emphasizing artificial sources. Introduces the student to modifying available light, tungsten light and strobe light on location and in the studio environment.

*Repeatable 3 times.**Transfer: CSU.***253 DIGITAL ART****(3.0 to 2.0)**

(Formerly ART 153)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

Introduces the use of the Macintosh computer, specific to art applications and the creation of fine art. Instruction will focus on the Macintosh operating system, and the use of current industry standard vector-based drawing and raster-based image editing softwares, computer hardware basics, technology, terminology, peripheral equipment and general practices used when operating a personal computer.

*Transfer: CSU; UC.***254 INTERMEDIATE DIGITAL ART****(3.0)**

(Formerly ART 154)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: ART 253*

Continuation of ART 253 with emphasis on the more complex tools and procedures of the software which is introduced in ART 253. Presents intermediate level of integration of digital media with natural art media. Critiques focus on contemporary aesthetic and ethical issues in digital art as well as the design attributes of the artwork.

*Repeatable 1 time.**Transfer: CSU; UC.***255 ADOBE ILLUSTRATOR: ART, DESIGN, AND ILLUSTRATION(3.0 to 1.0)**

(Formerly ART 155)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Advisory: Basic computer skills.*

Presents primary instruction in digital drawing and illustration using Adobe Illustrator. Students learn how to create drawings and illustrations, use drawing and image creation tools, type, layout, and organizational features, filters, and format images for print, web and other digital media.

*Repeatable 3 times.**Transfer: CSU.***256 ADOBE PHOTOSHOP: ART, DESIGN, AND PHOTOGRAPHY(3.0 to 1.0)**

(Formerly ART 156)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Advisory: Basic computer skills.*

Presents primary instruction in digital imaging and editing using Adobe Photoshop. Students learn how to edit and create digital photographs and composite images. Students will use drawing and image creation tools; study type, layout, and organizational features; will use filters; and format images for print, web and other digital media.

*Repeatable 3 times.**Transfer: CSU.*

**257 DIGITAL PAINTING (3.0 to 1.0)**

(Formerly ART 157)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Advisory: Basic computer skills.*

Presents an introduction to digital painting using Adobe Photoshop, with a focus on basic painting techniques, methods and language. Includes color mixing, composition and the integration of traditional and digital painting techniques.

*Repeatable 3 times.**Transfer: CSU.***258 ADOBE INDESIGN: ART, DESIGN, AND PHOTOGRAPHY (3.0 to 1.0)**

(Formerly ART 158)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Advisory: Basic computer skills.*

Introduces digital prepress production involving preparation of pages for reproduction on any kind of press or printing system. Presents topics and practical experience in Adobe InDesign, work flow, terminology, file types, font issues, job requirements, various digital input devices, complex file storage and transfer systems, and output options for hard copy.

*Repeatable 3 times.**Transfer: CSU.***259 ADOBE DREAMWEAVER: ART, DESIGN, AND INTERACTIVITY (3.0 to 1.0)**

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Advisory: ART 253.*

Introduces web page design using Adobe Dreamweaver. Covers a comprehensive range of tasks and functions of the software used in the process of designing and creating artistic and visually dynamic web sites.

*Repeatable 3 times.**Transfer: CSU.***260 CONCEPTUAL BLOCKBUSTING (3.0)**

(Formerly ART 160)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Presents students with basic concepts to enhance innate creative abilities. Explores the mental and emotional factors involved in the creative process; linear and non-linear thinking, and multiple intelligences. Numerous creative problem-solving techniques, invention, scientific, and artistic case studies are explored. The underlying assumption is that innovation is a skill which can be learned.

*Transfer: CSU.***265 ADOBE FLASH: ART, DESIGN, AND ANIMATION (3.0)**

(Formerly ART 165)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Advisory: ENGL 156.*

Introduces the basic principles of animation, interactivity, and other time-based media projects using Adobe Flash Professional. Students will learn how these principles are used to construct games, animations and interactive media.

*Repeatable 1 time.**Transfer: CSU.***266 GRAPHIC DESIGN (3.0 to 2.0)**

(Formerly ART 166)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: ART 253*

Principles and processes used in visual communication. This class focuses on the creative and practical exploration in the area of visual communication. Topics in

this class are fundamental to the creation of digital layout, graphics, illustrations, photography, animation, video and multimedia. Projects incorporate symbols and typography into visual design, exploring interrelationships between the formal elements and symbolic content.

*Transfer: CSU; UC.***267 INTERMEDIATE GRAPHIC DESIGN (3.0 to 2.0)**

(Formerly ART 167)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: ART 266*

Continues the practical skills of ART 266 emphasizing critical assessment of the design principles used in visual communication as well as creative and practical exploration. Topics in this class are fundamental to the creation of digital layout, graphics, illustrations, photography, animation, video and multimedia.

*Transfer: CSU.***268 TYPOGRAPHY (3.0)**

(Formerly ART 168)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Advisory: ENGL 156.*

Introduces basic principles in the effective use of type. Emphasis is on the use of typography in graphic design. Topics include the history of type, aesthetic qualities of letterforms, anatomy of the letter, typeface and style, and compositional arrangement.

*Repeatable 1 time.**Transfer: CSU; UC.***270 FUNDAMENTALS OF 3-D DESIGN (3.0)**

(Formerly ART 170)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

Introduces the basic elements and principles of three-dimensional design. Presents a variety of studio problems using basic sculptural materials, tools and methods. Presents an overview of 3D design in historical and contemporary context.

*Transfer: CSU; UC.***271 BEGINNING SCULPTURE (3.0 to 2.0)**

(Formerly ART 171)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

Introduces the issues and techniques of contemporary sculpture. Assignments emphasize ideas and personal expression while utilizing the elements and principles of design. Projects explore materials such as fabrication with plaster, metal, mixed media, and wood, and contemporary approaches such as site-specific and installation sculpture.

*Transfer: CSU; UC.***272 INTERMEDIATE SCULPTURE (3.0 to 2.0)**

(Formerly ART 172)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: ART 271*

Continues study of issues and techniques of contemporary sculpture as introduced in ART 271. Presents intermediate level assignments in fabrication and introduces the casting process. Additional emphasis will be placed on large-scale projects such as site-specific, performance, installation and public art.

*Repeatable 3 times.**Transfer: CSU.***273 FIGURE SCULPTURE (3.0 to 2.0)**

(Formerly ART 173)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: ART 223, ART 270, or ART 271*

Provides instruction and creative practice in figure sculpture using a live model with directed assignments. Traditional and contemporary techniques and materials will be employed with an emphasis on contemporary issues in figure sculpture. Media may include, but are not limited to, clay, plaster mold-making, cast hydro-stone, bronze casting, plaster construction, welded steel and mixed-media.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

## **274 SCULPTURE FOUNDRY (3.0 to 2.0)**

(Formerly ART 174)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: ART 270, ART 271 or equivalent.*

Provides instruction and practice in bronze casting of sculpture using the lost wax processes including direct modeling and mold making. Emphasizes contemporary art issues related to bronze sculpture.

*Repeatable 3 times.*

*Transfer: CSU.*

## **280 CERAMICS (3.0 to 2.0)**

(Formerly ART 180)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

Introduces the practice and appreciation of ceramics as a fine art covering the basic elements and principles of design, methods and materials specific to ceramic media with a focus on hand-building. Emphasizes the use of ceramics as a personal means of visual expression and communication. Presents an overview of the art of ceramics in an historical and contemporary context.

*Transfer: CSU; UC.*

## **281 CERAMICS (3.0 to 2.0)**

(Formerly ART 181)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: ART 280*

Continues ART 280 with an emphasis on throwing on the potter's wheel, sculptural form derived from wheel-thrown objects, and sculptural form combining wheel and handbuilt forms.

*Repeatable 2 times.*

*Transfer: CSU; UC.*

## **282 INTERMEDIATE CERAMICS (3.0 to 2.0)**

(Formerly ART 182)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: ART 280*

Explores contemporary issues in ceramic art and the more technically involved construction and decorating methods with an emphasis on glaze technology.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

## **283 CERAMIC SCULPTURE (3.0 to 2.0)**

(Formerly ART 183)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: ART 280 or a comparable college-level beginning ceramics class*

Presents contemporary and traditional processes and materials in their application to the construction of ceramic sculpture.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

## **284 ALTERNATIVE AND PRIMITIVE FIRING TECHNIQUES IN CERAMICS (3.0 to 2.0)**

(Formerly ART 184)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: ART 280*

Presents instruction and experience in alternative firing techniques for ceramic art. Firings will include pit, sawdust, and raku.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

## **285 ADVANCED TOPICS IN CERAMIC ART (3.0)**

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: ART 283 or ART 284*

Designed for advanced ceramics students interested in developing a personal style in their work. Includes advanced wheel-throwing techniques, glaze application and formulation, kiln operation. Explores techniques to overcome creative blocks. Researches business practices of studio operation.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

## **290 ART EXCURSIONS (1.0 to 0.5)**

(Formerly ART 190)

3.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: Completion of or concurrent enrollment in any art class*

*Advisory: Eligibility for ENGL 201A.*

Presents an opportunity for fine arts students to sketch and study original works of art in museums, galleries, art schools, and other sites in the Los Angeles and San Francisco areas. Sketchbook drawings and/or journal notes may be used by the student as a basis for developing an independent art work or essay.

*Repeatable 3 times.*

*Transfer: CSU.*

## **293 PORTFOLIO PRESENTATION (3.0 to 2.0)**

(Formerly ART 193)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Advisory: ENGL 156.*

Develops basic skills in resume formulation, selecting, mounting and photographing art work for portfolio presentation to future college or vocational agencies. Examines opportunities and requirements for work in various art-related fields, and investigates goals relative to individual development. Recommended for art majors and minors.

*Repeatable 1 time.*

*Transfer: CSU.*

## **295 ART GALLERY (5.0 to 3.0)**

(Formerly ART 195)

11.0 hours per week: (2.0 hours lecture, 9.0 hours laboratory)

Associate Degree Applicable

*Advisory: ART 220, ART 270, and ART 290.*

Explores theoretical, technical and aesthetic aspects of exhibiting works of art, as well as providing actual experience in operating an art gallery. Students will work with exhibiting artists, learn about contemporary issues in art and the relationship between gallery, artist and viewing public. Students assist in design, publicity, installation and management of the Cuesta College Art Gallery.

*Repeatable 3 times.*

*Transfer: CSU.*

## **299 INDEPENDENT STUDIES: ART (2.0 to 0.5)**

(Formerly ART 199)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of Art under the direction of an instructor.

*Repeatable 3 times.*

*Transfer: CSU.*



**ASTRONOMY [ASTR]****193 ASTRONOMY SPECIAL TOPIC****(4.0 to 0.5)**

(Formerly ASTR 93)

4.0 hours lecture per week

Associate Degree Applicable

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

**210 ASTRONOMY****(3.0)**

(Formerly ASTR 10)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* MATH 123 or MATH 123SI or equivalent*Advisory:* Eligibility for ENGL 201A.

Presents the astronomy of planets, satellites, asteroids, comets, meteors, the sun, stars, and galaxies.

*Repeatable 3 times.**Transfer:* CSU; UC.**210L ASTRONOMY LAB****(1.0)**

(Formerly ART 10L)

3.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite:* MATH 123 or MATH 123SI or equivalent*Corequisite:* ASTR 210*Advisory:* Eligibility for ENGL 201A.

Laboratory application of the principles presented in ASTR 210.

*Transfer:* CSU; UC.**247 INDEPENDENT STUDIES - ASTRONOMY****(4.0 to 0.5)**

(Formerly ASTR 47)

6.0 hours laboratory per week

Associate Degree Applicable

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of Astronomy under the direction of an instructor.

*Repeatable 3 times.*<c. *Transfer:* CSU.**299 ASTRONOMY RESEARCH SEMINAR****(1.0)**

3.0 hours per week: (1.0 hours lecture, 2.0 hours laboratory)

Associate Degree Applicable

Presents basics of scientific research and operation of astronomical telescopes and instruments. Students plan research projects, make observations, analyze results, and write reports for publication.

*Repeatable 3 times.**Transfer:* CSU.**AUTOMOTIVE TECHNOLOGY [ATCH]****109 INTRODUCTION TO AUTOMOTIVE COMPUTERS****(2.5)**

(Formerly ATECH 109)

4.0 hours per week: (2.0 hours lecture, 2.0 hours laboratory)

Associate Degree Applicable

Covers the theory, operation, and basic test procedures for on-board computers found on domestic and imported vehicles. Designed for entry level automotive study.

**120 AUTOMOTIVE IGNITION SYSTEMS****(2.0)**

(Formerly ATECH 120)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

Covers modern vehicle ignition system theory, diagnosis, and repair. Includes IT, EI, and Coil-On-Plug systems.

*Repeatable 1 time.***125 ENGINE PERFORMANCE****(4.0)**

(Formerly ATECH 125)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory:* ATCH 152, ATCH 109, ATCH 120 or one year in the automotive trade.

Studies automotive engine performance theory and operation including fuel, electrical, emission, and computer systems. Emphasizes tune-up, pollution control, and drivability diagnostic techniques.

*Repeatable 1 time.***127 ENHANCED CLEAN AIR CAR COURSE****(1.0)**

(Formerly ATECH 127)

2.0 hours per week: (1.0 hours lecture, 1.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* Completion of or concurrent enrollment in ATCH 164

Provides training as required by the California Bureau of Automotive Repair to meet Advanced Emission Specialist Technician license requirements. Includes training on Smog Check failure analysis and operation of the Bar-97 dynamometer testing system.

*Repeatable 2 times.***147 INDEPENDENT STUDIES: AUTOMOTIVE / TECHNOLOGY****(2.0 to 0.5)**

(Formerly ATECH 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite:* The student must have completed preparatory course work in the technical field in which the study is to be undertaken.

Provides an opportunity for in-depth study or practicum experience by an individual student in a selected topic in the automotive technology area with support and direction from an instructor.

*Repeatable 3 times.***152 INTERNAL COMBUSTION ENGINES****(3.0)**

(Formerly ATECH 52)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory:* Eligibility for ENGL 156 or 65.

Presents the principles of internal combustion engines encompassing design, construction, and application of engine components, including the ignition, cooling, lubricating, fuel systems, and engine tests and measurements.

**153 ENGINE OVERHAUL PROCEDURES****(3.0)**

(Formerly ATECH 53)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Advisory:* ATCH 252 or equivalent.

Presents a lecture and laboratory course covering theory and manipulative skills required for entry-level employment as an Engine Service Technician. Covers information needed to pass A.S.E. Automotive Technician Certification Test for Engine Service Specialist. Covers diagnosis removal, teardown, inspection, machining, reassembly, installation, and break-in of automotive engines.

**158 AUTOMOTIVE ELECTRICITY AND ELECTRONICS****(4.0)**

(Formerly ATECH 58)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory:* Eligibility for ENGL 156 or ENGL 165.

Studies basic electrical theory, transistors and other semiconductors, as well as batteries, charging systems, cranking systems, lighting, vehicle wiring, and accessory systems.

**160 AUTOMOTIVE ELECTRICAL ACCESSORIES****(4.0)**

(Formerly ATECH 60)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory:* Eligibility for ENGL 156 or ENGL 165.

Presents electrical and electronic testing, troubleshooting, and repair procedures on the modern vehicle. Covers body and accessory circuits, power options, instrumentation, and interfacing between engine and body control computers.

### **164 BASIC AREA CLEAN AIR CAR COURSE (4.0)**

(Formerly ATECH 64)

4.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* Minimum one year of trade experience in emissions/tune-up or 180 hours (9 semester credits) of accredited training in tune-up, fuel and electrical courses

Covers the rules and regulations governing the Smog Check Program, inspection procedures using the BAR97 Emissions Inspection System (EIS), and an overview of Onboard Diagnostics II (OBDII). Successful completion of ATCH 164 meets a portion of the requirements for technicians seeking an Emission Basic (EB) or Emission Advanced (EA) Smog Check Technician License.

*Repeatable 3 times.*

### **166 AUTOMOTIVE MAINTENANCE AND LIGHT REPAIR (2.0)**

(Formerly ATECH 66)

3.0 hours per week: (1.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

*Advisory:* Eligibility for ENGL 156 or ENGL 165.

Presents theory and practical application of safety inspections, battery service, oil and lubrication, cooling system, ignition system, brake inspection, wheel bearings and minor repairs.

### **168 AUTOMOTIVE REPAIR BUSINESS (3.0)**

(Formerly ATECH 68)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory:* Eligibility for ENGL 156 or ENGL 165.

Introduces the many facets of operating an automotive repair business, including entrepreneurship, franchising, market analysis, physical facilities, financing, organization, taxes, insurance, bookkeeping, legal aspects. Material is covered from both the employee's and the employer's point of view.

### **170 AUTO BODY REPAIR I (3.0)**

(Formerly ATECH 70)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Advisory:* Eligibility for ENGL 156 or ENGL 165.

Presents the fundamentals of automotive body repair. Includes instruction in body construction, welding, metalworking methods and equipment used in the auto body repair industry. Emphasis is placed on developing the knowledge and manipulative skill necessary for gainful employment in the auto body repair industry.

### **171 ADVANCED AUTO BODY (3.0)**

(Formerly ATECH 71)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* ATCH 170

Presents an advanced course in automotive body and fender repair which combines laboratory work on campus and on-site research in a commercial repair facility. This course covers estimating damage, frame alignment, trim work, upholstery removal and installation, shop management, and major collision damage repair. Emphasis is placed on developing the knowledge and manipulative skill necessary for gainful employment in the automotive collision repair industry.

### **175 AUTOMOTIVE PAINTING (5.0)**

(Formerly ATECH 75)

9.0 hours per week: (3.0 hours lecture, 6.0 hours laboratory)

Associate Degree Applicable

*Advisory:* Eligibility for ENGL 156 or ENGL 165.

Covers surface preparation, selection and application of undercoats, topcoats and other types of refinishing materials and equipment which are compliant with current Air Pollution Control District rulings and laws governing commercial automotive refinishing operations. Addresses health, safety, and environ-

mental concerns relative to the automotive painting industry. Emphasizes development of the knowledge and manipulative skills necessary for gainful employment in the automotive painting industry.

### **177 ADVANCED AUTOMOTIVE PAINTING (3.0)**

(Formerly ATECH 77)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* ATCH 170 and ATCH 175

*Advisory:* Eligibility for ENGL 156 or ENGL 165.

Presents complete vehicle refinishing, color matching techniques, color theory and custom painting as well as vehicle detailing. Prepares students for employment as an automotive painter.

*Repeatable 1 time.*

### **182 AUTOMATIC TRANSMISSIONS (4.0)**

(Formerly ATECH 82)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory:* Eligibility for ENGL 156 or ENGL 165.

Introduces fundamental operations, rebuilding procedures, and service of torque converters and automotive automatic transmissions. Provides preparation for Automotive Service Excellence Certification.

### **186 CHASSIS AND SUSPENSION SYSTEMS (3.0)**

(Formerly ATECH 86)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Advisory:* Eligibility for ENGL 156 or ENGL 165.

Presents suspension geometry and design, wheel alignment, active suspension systems, wheel balancing, tires, and steering systems. Provides training toward Automotive Service Excellence Certification.

### **187 AUTOMOTIVE FUEL INJECTION AND TURBOCHARGERS (3.0)**

(Formerly ATECH 87)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Advisory:* Eligibility for ENGL 156 or ENGL 165.

Presents both mechanical and electrical fuel injection systems for automotive gasoline and diesel fuel engines as well as automotive and light truck turbochargers.

### **188 AUTOMOTIVE HEATING AND AIR CONDITIONING (3.0)**

(Formerly ATECH 88)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Advisory:* Eligibility for ENGL 156 or ENGL 165.

Provides theory and practical application of the function and repair of heating and air conditioning systems as applied to domestic and imported automobiles. Provides training toward Automotive Service Excellence Certification.

### **193 AUTOMOTIVE TECHNOLOGY SPECIAL TOPIC (4.0 to 0.5)**

(Formerly ATECH 93)

Associate Degree Applicable

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

### **193D FUNDAMENTALS OF SHOP PRACTICE (1.0)**

(Formerly ATECH 93D)

1.0 hours lecture per week

Associate Degree Applicable

Presents lecture and demonstration material covering tool and shop safety, threaded fasteners, removing broken and seized fasteners, job costing and estimating, hydraulic principles, leverage, tolerances, and fundamentals of disassembly and assembly of component assemblies.

### **193E UPDATE TRAINING - AUTOMOTIVE ELECTRIC (1.0)**

(Formerly ATECH 93E)

8.0 hours per week: (4.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Advisory:* Engine Performance Specialist Certificate or one year full time equivalent

*experience in the trade.*

Provides for updating skills in modern automotive electrical service. Prepares student for ASE A-6 electrical test and BAR A-6 alternate test.

### **193F UPDATE TRAINING - ENGINE PERFORMANCE (1.0)**

(Formerly ATECH 93F)

8.0 hours per week: (4.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Advisory: Engine Performance Specialist Certificate or one year full time equivalent experience in the trade.*

Provides updated information on engine driveability and performance testing procedures. Prepares the student for ASE A-8 engine performance test and BAR A-8 alternate test.

### **193G UPDATE TRAINING - ADVANCED ENGINE PERFORMANCE (2.0)**

(Formerly ATECH 93G)

8.0 hours per week: (5.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: Engine Performance Specialist Certificate or one year full time equivalent experience in the trade.*

Provides for update skills in engine driveability and emission failure repairs. Prepares the student for ASE L-1 advanced performance test and BAR L-1 alternate test.

### **193H UPDATE TRAINING - SMOG CHECK (1.0)**

(Formerly ATECH 93H)

8.0 hours per week: (5.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: Engine Performance Specialist Certificate or one year full time equivalent experience in the trade.*

Provides update training in automotive emission testing. Required by the BAR for state smog check technician license renewal.

### **193K ELECTRONICS FOR AUTOMOTIVE TECHNICIANS (1.0)**

(Formerly ATECH 93K)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

### **195 TECHNICAL CAREER PREPARATION IN AUTOMOTIVE (1.0)**

(Formerly ATECH 95)

1.0 hours lecture per week

Associate Degree Applicable

Overview of automotive careers with focus on preparing for the job market. Includes discussion of career opportunities in the automotive industry, both union and non-union. Focus on providing the tools necessary to target and obtain a position in the automotive industry.

*Repeatable 2 times.*

### **263 AUTOMOTIVE FUEL SYSTEMS: CARBURETION (3.0)**

(Formerly ATECH 63)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156 or ENGL 165.*

Studies automotive fuel systems including filters, tanks, lines, safety equipment, pumps, carburetors, and computer controlled carburetors.

*Transfer: CSU.*

### **269 AUTOMOTIVE TECHNOLOGY INTERNSHIP (3.0)**

(Formerly ATECH 69)

6.0 hours per week: (1.5 hours lecture, 4.5 hours laboratory)

Associate Degree Applicable

*Prerequisite: Successful completion of 12 semester credits of ATCH courses with a 3.0 GPA*

Presents lecture and lab instruction centering around the working environment in the automotive repair industry. Students are assigned to a commercial automotive repair facility for their laboratory experience. Lectures cover such topics as work habits, resumes, interviewing, attitude, safety, labor laws, record keeping, and rules and regulations pertinent to the automotive repair industry.

*Repeatable 3 times.*

*Transfer: CSU.*

### **280 MANUAL DRIVETRAINS (3.0)**

(Formerly ATECH 80)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156 or ENGL 165.*

Presents the fundamental operation, service, diagnosis, and repair of clutch assemblies, manual transmissions and transaxles, rear wheel drive (RWD) drive shafts and universal joints, front wheel drive (FWD) half-shafts and constant velocity joints, rear axle assemblies and differentials, and drive axle wheel bearings as applied to automobiles and light duty trucks.

*Transfer: CSU.*

### **281 MANUAL TRANSMISSIONS (3.0)**

(Formerly ATECH 81)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Advisory: ATCH 182, ATCH 186, and ATCH 109 and eligibility for ENGL 156 or ENGL 165.*

Presents the operation, diagnosis, repair, and overhaul of rear wheel drive manual transmissions, front wheel drive manual transaxles, and rear wheel drive axles as applied to automobiles and light duty trucks both foreign and domestic.

*Transfer: CSU.*

### **284 BRAKING SYSTEMS (4.0)**

(Formerly ATECH 84)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: ATCH 109 and eligibility for ENGL 156 or ENGL 165.*

Presents automotive braking systems including conventional drum type brakes, disc brakes, vacuum and hydraulic boosters, and anti-lock brake systems. Provides training for licensing by the Bureau of Automotive Repair and by Automotive Service Excellence Certification.

*Transfer: CSU.*

## **BIOLOGY [BIO]**

### **193 BIOLOGY SPECIAL TOPIC (4.0 to 0.5)**

(Formerly BIO 93)

Associate Degree Applicable

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

### **201A BIOLOGY (5.0)**

(Formerly BIO 1A)

9.0 hours per week: (3.0 hours lecture, 6.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: MATH 127, MATH 127SI or equivalent with a grade of C or better and CHEM 210 or high school chemistry with a grade of C or better*

*Advisory: ENGL 156.*

Presents the principles of life and life processes with an emphasis on cellular structure, cellular chemistry, genetics, and life's origins and diversity.

*Transfer: CSU; UC.*

### **201B BIOLOGY (5.0)**

(Formerly BIO 1B)

9.0 hours per week: (3.0 hours lecture, 6.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: BIO 201A with a grade of C or better*

Continues BIO 201A with emphasis on plant and animal structure and physiology, evolution, and ecology.

*Transfer: CSU; UC.*

### **202 GENERAL BOTANY (5.0)**

(Formerly BIO 2)

9.0 hours per week: (3.0 hours lecture, 6.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: Completion of any 3-unit or more college level biology course with a lab with a grade of C or better; or Completion of a high school AP biology course with a grade of C or better*

*Advisory: ENGL 156.*

Presents a study of structure and function of roots, stems, leaves, flowers, fruits and seeds of the flowering plants. Includes the characteristics, life cycles, classification, evolution and ecology of cyanobacteria, fungi, algae and vascular plants.

*Transfer: CSU; UC.*

### 203 GENERAL ZOOLOGY

(5.0)

(Formerly BIO 3)

9.0 hours per week: (3.0 hours lecture, 6.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: BIO 201A with a grade of C or better*

Presents a study of the comparative biology of the animal kingdom. Topics covered include comparative anatomy and physiology, embryology, evolution, and ecology.

*Transfer: CSU; UC.*

### 204 MICROBIOLOGY

(5.0)

(Formerly BIO 4)

9.0 hours per week: (3.0 hours lecture, 6.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: CHEM 210 or equivalent with a grade of C or better*

*Advisory: ENGL 156 and BIO 201A.*

Presents the general facts regarding bacteria and other microbial forms, particularly those that affect general health. Laboratory work includes culture techniques, animal host techniques, and identification of microbes.

*Transfer: CSU; UC.*

### 205 HUMAN ANATOMY

(4.0)

(Formerly BIO 5)

8.0 hours per week: (2.0 hours lecture, 6.0 hours laboratory)

Associate Degree Applicable

*Advisory: ENGL 156.*

Studies human anatomy with models and selected preserved material to demonstrate the anatomical systems. Utilizes an audio-tutorial approach to instruction.

*Transfer: CSU; UC.*

### 206 GENERAL HUMAN PHYSIOLOGY

(5.0)

(Formerly BIO 6)

7.0 hours per week: (4.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: CHEM 210 or equivalent with a grade of C or better and BIO 205*

*Advisory: BIO 201A.*

Presents the physiology of human body systems with emphasis upon functions of growth, fitness, motion and sensitivity. Lecture and laboratory contents are appropriate for students of biology, nursing, pre-medical and exercise sciences.

*Transfer: CSU; UC.*

### 208E BIOLOGY SEMINAR: ENVIRONMENTAL

(1.0)

(Formerly BIO 8E)

1.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: Completion of or concurrent enrollment in any college biology course*

*Advisory: ENGL 156.*

Presents discussions of the latest developments in biology and allied fields with an emphasis on environment-related topics.

*Transfer: CSU.*

### 208G BIOLOGY SEMINAR: GENERAL TOPICS

(1.0)

(Formerly BIO 8G)

1.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: Completion of or concurrent enrollment in any college biology course*

*Advisory: ENGL 156.*

Presents discussions in the latest developments in biology and allied fields with an emphasis on general topics.

*Transfer: CSU.*

### 209C COASTAL BIOLOGY FIELD STUDIES

(1.0)

(Formerly BIO 9C)

54.0 hours laboratory by arrangement per week

Associate Degree Applicable

*Prerequisite: Any 3 unit or greater college level biology course.*

Emphasizes observations and techniques used to appreciate and evaluate California's coastal ecosystems. Camping, food, and other expenses will be the responsibility of the students.

*Transfer: CSU; UC.*

### 209D DESERT BIOLOGY FIELD STUDIES

(1.0)

(Formerly BIO 9D\_)

54.0 hours laboratory by arrangement per week

Associate Degree Applicable

*Prerequisite: Any 3 unit or greater college level biology course.*

Presents a field study course on the California deserts. Includes the formation of the deserts and the ecological relationship of desert plants and animals. Practices field techniques used in data collection and analysis. Camping, food, and other expenses will be shared by the students. UC credit contingent upon UC review.

*Transfer: CSU; UC.*

### 209H HAWAIIAN BIOLOGY FIELD STUDIES

(3.0 to 1.0)

(Formerly BIO 9H)

36.0 hours per week: (9.0 hours lecture, 27.0 hours laboratory)

Associate Degree Applicable

Presents a field study course on the Natural History of Hawaii. Includes the formation of the islands and the ecological relationship of the island plants and animals. Transportation and Land costs are the responsibility of the students.

*Transfer: CSU; UC.*

### 209S SIERRA BIOLOGY FIELD STUDIES

(1.0)

(Formerly BIO 9S)

54.0 hours laboratory by arrangement per week

Associate Degree Applicable

*Prerequisite: BIO 220 or any college biology lab course*

*Advisory: ENGL 156.*

Studies Sierra ecosystems with emphasis on riparian and meadow habitats, Alpine and coniferous forest ecology and grandeur. Practices field study observations and techniques. Camping, food, and other expenses will be the responsibility of students.

*Transfer: CSU; UC.*

### 210E NATURAL HISTORY OF EASTERN CALIFORNIA MOUNTAINS & DESERTS

(2.0)

(Formerly BIO 10E)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: Eligibility for ENGL 201A.*

Presents a lecture and field study course on the ecology and natural history of Eastern California mountains and deserts. Includes the study of their geological history, native plant and animal communities, human impacts, and the history and function of the preservation and conservation of ecosystems including the U.S. Forest Service and Bureau of Land Management. A field trip will reinforce and elaborate upon lecture material. Field techniques also will be taught on the field trip. Students will be required to maintain and turn in a standardized field notebook. Camping, food, transportation, and other expenses will be the responsibility of the students. Students should be prepared for camping in both hot and cold (freezing) environments and for extensive hiking on and off trails over rugged terrain at elevations greater than 10,000 feet.

*Repeatable 1 time*

*Transfer: CSU; UC.*

### 210I ISLAND BIOLOGY

(2.0)

(Formerly BIO 10I)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

Presents a lecture and field study course on the biology, ecology, and natural his-



tory of islands. Includes the study of their ecological and evolutionary history, including colonization and establishment of native plant and animal communities, human impacts, and preservation and conservation of island ecosystems. A field trip will reinforce and elaborate upon lecture material. Field techniques will also be taught on the field trip. Students will be required to maintain and turn in a standardized field notebook. Camping, food, transportation, and other expenses will be the responsibility of the students. Students should be prepared for camping in a coastal environment and for extensive hiking on and off trails over rugged terrain.

*Transfer:* CSU; UC.

## **210R NATURAL HISTORY OF THE COAST RANGES (2.0)**

(Formerly BIO 10R)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory:* Eligibility for ENGL 201A.

Presents a lecture and field study course on the ecology and natural history of the coast ranges. Includes the study of their geological history, native plant and animal communities, human impacts, and the history and function of the preservation and conservation of ecosystems including the national forest, Bureau of Land Management, and California state parks. A field trip will reinforce and elaborate upon lecture material. Field techniques also will be taught on the field trip. Students will be required to maintain and turn in a standardized field notebook. Camping, food, transportation, and other expenses will be the responsibility of the students. Students should be prepared for camping in a moist, coastal environment and extensive hiking on and off trails from sea level to over 2000 feet over rugged terrain.

*Repeatable 1 time.*

*Transfer:* CSU; UC.

## **210V NATURAL HISTORY OF DEATH VALLEY NATIONAL PARK (2.0)**

(Formerly BIO 10V)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory:* Eligibility for ENGL 201A.

Presents a lecture and field study course on the ecology and natural history of Death Valley National Park (DVNP). Includes the study of its geological history, native plant and animal communities, human impacts on DVNP ecosystems, and the history and function of the National Park Service. A field trip to DVNP will reinforce and elaborate upon lecture material. Field techniques also will be taught on the field trip. Students will be required to maintain and turn in a standardized field notebook. Camping, food, transportation, and other expenses will be the responsibility of the students. Students should be prepared for camping in hot deserts, high mountain elevations (8000+ feet), and extensive hiking on and off trails.

*Repeatable 1 time.*

*Transfer:* CSU; UC.

## **211 LIFE SCIENCE (3.0)**

(Formerly BIO 11)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory:* ENGL 156.

Introduces the non-biology major to the organization and evolution of life and the structure and function of living systems from cells to biomes. Utilizes the lecture and laboratory approach to instruction.

*Transfer:* CSU; UC (For UC, no credit if taken after BIO 201A, 201B, 202, or 203).

## **212 HUMAN BIOLOGY (3.0)**

(Formerly BIO 12)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory:* ENGL 156.

Introduces fundamental structural and functional concepts of the human body systems, and their disorders and therapies. Designed for non-science majors and provides an appreciation for popular interests such as fitness, immunity, inheritance, and common medical terminology.

*Transfer:* CSU; UC.

## **212L HUMAN BIOLOGY LABORATORY**

(1.0)

(Formerly BIO 12L)

3.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite:* Completion or concurrent enrollment in BIO 212

*Advisory:* ENGL 156.

Laboratory to accompany Human Biology (BIO 212), a general education course for non-biology majors and pre-health related fields. Provides an introduction to the biology of the human species, designed to create an awareness and understanding of the human body functions, human's place in nature and the mechanics of human heredity. Provides direct participation in experiments, demonstrations, and discussions. Topics include elements of human anatomy and physiology, nutrition, disease, elements of human heredity and environmental adaptations, and interpretations of relevant current topics in biology.

*Transfer:* CSU; UC.

## **213 GENETICS IN SOCIETY**

(3.0)

(Formerly BIO 13)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory:* ENGL 156.

Introduces basic principles of genetics and heredity. Emphasizes current advances in genetics, including stem cell research, cloning, cancer, and genetically modified crops. Investigates the social consequences and ethical implications of biotechnology in medicine and agriculture.

*Transfer:* CSU; UC.

## **216 PLANTS & PEOPLE**

(4.0)

(Formerly BIO 16)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

Designed for plant enthusiasts who do not have a strong science background.

Includes the basic structure, physiology, reproduction, taxonomy, evolution, and ecology of plants. Discusses varied uses of plants by people of different cultures throughout history. Laboratory work includes setting up experiments, growing, and propagating plants. Students will also learn basic gardening techniques and how to design water-efficient sustainable gardens using California native plants.

*Transfer:* CSU; UC.

## **220 ENVIRONMENTAL BIOLOGY**

(3.0)

(Formerly BIO 20)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory:* Eligibility for ENGL 201A.

Presents a study of biological concepts, processes, and organismal biology, including scientific methodology, metabolism, genetics, evolution and ecology. These concepts are used to assess environmental issues including human population growth, biodiversity, biological conservation, pollution, and resource and energy use.

*Transfer:* CSU; UC.

## **220L ENVIRONMENTAL BIOLOGY LAB**

(1.0)

(Formerly BIO 20L)

3.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite:* Completion of or concurrent enrollment in BIO 220

*Advisory:* Eligibility for ENGL 201A.

Presents an optional laboratory course designed to complement BIO 220, Environmental Science. Applies and expands knowledge gained in BIO 220 through field trips, laboratory investigations, and special projects.

*Transfer:* CSU; UC.

## **221 GENERAL ECOLOGY**

(4.0)

(Formerly BIO 21)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory:* ENGL 156 and eligibility for MATH 007.

Studies plant and animal communities emphasizing the interrelationships of

living organisms and their living and non-living environment. The emphasis in lecture is on major principles describing these interrelationships including evolution, energy flow and nutrient cycling via food webs, competition, and predation. The emphasis in the laboratory is on the gathering and interpretation of ecological data in lab and field.

*Transfer: CSU; UC.*

## **222 MARINE BIOLOGY (3.0)**

(Formerly BIO 22)

3.0 hours lecture per week

Associate Degree Applicable

Presents and integrates aspects of marine processes, organisms, and ecology. Provides a general overview of marine biology, research, and human impacts on marine environments.

*Transfer: CSU; UC.*

## **222L MARINE BIOLOGY LABORATORY (1.0)**

(Formerly BIO 22L)

3.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: Completion of or concurrent enrollment in BIO 222*

Presents an applied, optional course designed to augment BIO 222, through laboratory and field investigations.

*Transfer: CSU; UC.*

## **224 PRINCIPLES OF NATURAL HISTORY (3.0)**

(Formerly BIO 24)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: ENGL 156.*

Presents an ecological approach to the natural history of terrestrial plants and animals in California. Emphasizes classification, relationships to environment, interrelationships, problems of life, economic importance, and field biology techniques.

*Transfer: CSU; UC.*

## **226 UNDERSTANDING RARE SPECIES IN CALIFORNIA (1.0)**

(Formerly BIO 26)

2.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Introduces the importance of rare species, studies reasons for rarity, and examines methods of preservation. Biological, economical and political influences on rare species are considered.

*Transfer: CSU.*

## **242H HONORS SEMINAR: BIOLOGY (1.0)**

(Formerly BIO 42H)

1.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 201A.*

Provides the opportunity for broadening the student's background in general education and for providing a study of selected topics in biology. Emphasis shall be on discussion and analysis of subject matter and current advancements. Open only to students admitted to the Honors Program.

*Repeatable 3 times.*

*Transfer: CSU.*

## **243 FACILITATOR ASSISTED LEARNING: BIOLOGY SEMINAR (0.5)**

(Formerly BIO 43)

9.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Develops interpersonal skills, understanding of the learning process, and effectiveness as a facilitator. Seminar prepares students to facilitate in their subject area.

*Repeatable 2 times.*

*Transfer: CSU.*

## **244A FACILITATOR ASSISTED LEARNING PRACTICUM: ANATOMY (1.0)**

(Formerly BIO 44A)

1.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Provides practical applications of facilitator assisted learning (FAL) in small groups of anatomy students.

*Repeatable 3 times.*

*Transfer: CSU.*

## **244B FACILITATOR ASSISTED LEARNING PRACTICUM: BIOLOGY (1.0)**

(Formerly BIO 44B)

1.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: Completion or concurrent enrollment in BIO 243*

*Advisory: ENGL 156.*

Provides practical applications of facilitator assisted learning (FAL) in small groups of biology students.

*Repeatable 3 times.*

*Transfer: CSU.*

## **247 INDEPENDENT STUDIES: BIOLOGY (2.0 to 0.5)**

(Formerly BIO 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of biology under the direction of an instructor.

*Repeatable 3 times.*

*Transfer: CSU.*

# **BROADCAST COMMUNICATIONS [BCST]**

## **193 BROADCAST COMMUNICATIONS SPECIAL TOPIC (4.0 to 0.5)**

(Formerly BCST 93)

Associate Degree Non-Applicable

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

## **221 INTRODUCTION TO ELECTRONIC MEDIA (3.0)**

(Formerly BCST 21)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Presents a survey of electronic media including radio, television, film and digital media and their impact on culture and society in context with preexisting models; includes history, economics, technological development, programming, ratings, legal aspects, and social aspects of broadcasting in America with cross-cultural and international comparisons.

*Transfer: CSU.*

## **223 VIDEO OPERATIONS (3.0)**

(Formerly BCST 23)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Presents the theory and demonstration of video control room and studio equipment. Offers beginning students a comprehensive overview of video studio and field operations, technical fundamentals, and basic program production.

*Transfer: CSU.*

## **224A AUDIO PRODUCTION (3.0)**

(Formerly BCST 24A)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Presents the theory and practice of audio techniques in radio, television, film, and multimedia, including acoustics, audio language and terms, signal flow, use of microphones, use of mixers and related production equipment, and the aesthetic aspects of sound mixing. Students will apply their knowledge to create audio productions in class and on the college radio station, KGUR 105.3 FM.(FT)

*Transfer: CSU.*

## **224B ADVANCED AUDIO PRODUCTION (3.0)**

(Formerly BCST 24B)

7.0 hours per week: (1.0 hours lecture, 6.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: BCST 224A or equivalent*

Emphasizes polishing basic production skills and developing new and more complex production techniques through computer (Digidesign Pro Tools) editing and audio recording. Provides laboratory practice in the day-to-day operation of the campus radio station. Acceptable for credit, CSU.

*Transfer: CSU.*

## **224C ADVANCED AUDIO PRODUCTION (3.0)**

(Formerly BCST 24C)

7.0 hours per week: (1.0 hours lecture, 6.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: BCST 224B with a grade of C or better.*

*Advisory: Eligibility for ENGL 156.*

Builds upon the skills introduced in BCST 224B. Introduces theory of programming, format operations, and management of small market stations. Provides experience in news scripting and on-the-air newscasting. Introduces quick punch advanced recording using the Digidesign Pro Tools audio computer. Provides laboratory practices in the day-to-day operation of the campus radio station. Provides some staff members for KGUR radio station.

*Transfer: CSU.*

## **224D ADVANCED AUDIO PRODUCTION (3.0)**

(Formerly BCST 24D)

7.0 hours per week: (1.0 hours lecture, 6.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: BCST 224C with a grade of C or better*

*Advisory: Eligibility for ENGL 156.*

Builds upon the skills and techniques introduced in BCST 224C. Further develops production skills with the introduction of Digidesign Pro Tools mixdown and mastering techniques, and bouncing tracks. Air personality skills emphasized. Provides laboratory practice in the operation day-to-day operation of the campus radio stations. Provides some staff members for KGUR radio station.

*Transfer: CSU.*

## **225A VIDEO STUDIO PRODUCTION (3.0)**

(Formerly BCST 25A)

7.0 hours per week: (1.0 hours lecture, 6.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: Completion of or concurrent enrollment in BCST 223*

Provides an introduction to the theory, terminology, signal flow and operations within a multicamera television studio and control room; includes TV history, TV aesthetics directing, the operation of broadcast quality video cameras, audio equipment, switchers, the fundamentals of lighting, computer generated graphics, video control and recording.

*Transfer: CSU.*

## **225B FIELD VIDEO PRODUCTION AND EDITING (3.0)**

(Formerly BCST 25B)

7.0 hours per week: (1.0 hours lecture, 6.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: Completion of or concurrent enrollment in BCST 223*

Provides an introduction to the theory, terminology, and operation of single camera video production including composition and editing techniques, camera operation, portable lighting, video recorder operation, audio control, and non-

linear editing. Includes the aesthetics and fundamentals of scripting, producing, and directing on location, incorporating multimedia, and postproduction.

*Transfer: CSU.*

## **226 WRITING FOR ELECTRONIC MEDIA (3.0)**

(Formerly BCST 26)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ENGL 201A or equivalent with a grade of C or better*

Introduces the principles, techniques, and style of writing for electronic media. Includes the writing of commercials, public service announcements, news, editorials, narration, and dramatic presentations. Introduces an analysis of content and ethical considerations of the electronic media.

*Transfer: CSU.*

## **227 PRINCIPLES OF RADIO BROADCAST PERFORMANCE (3.0 to 0.5)**

(Formerly BCST 27)

3.0 hours lecture per week

Associate Degree Applicable

Explore techniques necessary to effectively communicate messages through basic announcing skills. Interviewing, radio news, commercial announcing, ad-lib techniques, voice tracking and career exploration will be covered in-depth.

Learn practice skills needed to professionally perform in radio broadcasting as a career.

*Repeatable 3 times.*

*Transfer: CSU.*

## **230A TELEVISION INTERNSHIP (3.0)**

(Formerly BCST 30A)

9.0 hours laboratory by arrangement per week

Associate Degree Applicable

*Prerequisite: BCST 225A and approval of station management*

Provides practical supervised work experience as a regular staff member in a local area television station. Includes work in the production department of a television station helping to prepare for and operate equipment during newscasts which may include studio camera operation, floor directing, teleprompter operation, and other assigned responsibilities. Acceptable credit, CSU. ONLY STUDENTS WHO HAVE BEEN GIVEN PERMISSION FROM THE CHAIR OF THE BROADCASTING DEPARTMENT MAY BE ALLOWED TO INTERVIEW FOR THE INTERNSHIP PROGRAM.

*Transfer: CSU.*

## **230B TELEVISION INTERNSHIP (3.0)**

(Formerly BCST 30B)

9.0 hours laboratory by arrangement per week

Associate Degree Applicable

*Prerequisite: BCST 225B and approval of the station management*

Provides practical supervised work experience as a regular staff member in a local area television station or other broadcast media production facility. Includes field shooting, videotape editing, field sound operation, and other assigned responsibilities. Acceptable for credit, CSU. ONLY STUDENTS WHO HAVE BEEN GIVEN PERMISSION FROM THE CHAIR OF THE BROADCASTING DEPARTMENT MAY BE ALLOWED TO INTERVIEW FOR THE INTERNSHIP PROGRAM.

*Transfer: CSU.*

## **230C TELEVISION INTERNSHIP (3.0)**

(Formerly BCST 30C)

9.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: BCST 225A or BCST 225B and approval of station management*

Provides practical supervised work experience as a regular staff Member in a local cable television station or other broadcast media production facility. Includes planning, scheduling, talent coordination, production duties and other responsibilities as assigned. Acceptable for credit, CSU. ONLY STUDENTS WHO HAVE BEEN GIVEN PERMISSION FROM THE CHAIR OF THE BROADCASTING DEPARTMENT MAY BE ALLOWED TO INTERVIEW FOR THE INTERNSHIP PROGRAM.

*Transfer: CSU.*

**230D TELEVISION INTERNSHIP****(3.0)**

(Formerly BCST 30D)

9.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite:* BCST 225A or BCST 225B and approval of the station management

Provides practical supervised work experience as a regular staff member in a local area cable company, television station, or other broadcast media production facility. Includes working for independent production companies or advertising agencies. Acceptable for credit, CSU. ONLY STUDENTS WHO HAVE BEEN GIVEN PERMISSION FROM THE CHAIR OF THE BROADCASTING DEPARTMENT MAY BE ALLOWED TO INTERVIEW FOR THE INTERNSHIP PROGRAM.

*Transfer:* CSU.**247 INDEPENDENT STUDIES: BROADCAST COMMUNICATIONS****(2.0 to 0.5)**

(Formerly BCST 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite:* The student must have completed preparatory course work in the field in which the study is to be undertaken.

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of broadcast communications under the direction of an instructor.

*Repeatable 3 times.**Transfer:* CSU.**BUSINESS [BUS]****093M SUPERVISION & MANAGEMENT ACADEMY: YOUR MANAGEMENT PERSPECTIVE****(0.5)**

0.5 hours lecture per week

Associate Degree Non-Applicable

*Advisory:* Completion of all ten Customer Service Academy classes or instructor approval needed.

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.

*Repeatable 1 time.***093N SUPERVISION & MANAGEMENT ACADEMY: PERFORMANCE MANAGEMENT CYCLE****(0.5)**

0.5 hours lecture per week

Associate Degree Non-Applicable

*Advisory:* Completion of all ten Customer Service Academy classes or instructor approval needed.

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.

*Repeatable 1 time.***093O SUPERVISION & MANAGEMENT ACADEMY: REACHING MUTUAL UNDERSTANDING****(0.5)**

0.5 hours lecture per week

Associate Degree Non-Applicable

*Advisory:* Completion of all ten Customer Service Academy classes or instructor approval needed.

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.

*Repeatable 1 time.***093P SUPERVISION & MANAGEMENT ACADEMY: LEADING A DIVERSE TEAM****(0.5)**

0.5 hours lecture per week

Associate Degree Non-Applicable

*Advisory:* Completion of all ten Customer Service Academy classes or instructor approval needed.

Identifies the students' demonstrated strengths and areas of improvement at 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.

*Repeatable 1 time.***093Q SUPERVISION & MANAGEMENT ACADEMY: CONSCIOUS, STRATEGIC CHOICES****(0.5)**

0.5 hours lecture per week

Associate Degree Non-Applicable

*Advisory:* Completion of all ten Customer Service Academy classes or instructor approval needed.

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.

*Repeatable 1 time.***093R SUPERVISION & MANAGEMENT ACADEMY: MOTIVATING THROUGH DELEGATION****(0.5)**

0.5 hours lecture per week

Associate Degree Non-Applicable

*Advisory:* Completion of all ten Customer Service Academy classes or instructor approval needed.

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.

*Repeatable 1 time.***129 BUSINESS INTERNSHIP****(3.0 to 1.0)**

(Formerly BUS 29)

8.0 hours per week: (0.5 hours lecture, 7.5 hours laboratory)

Associate Degree Applicable

*Prerequisite:* 6 units of Business classes

Provides students an opportunity to experience the responsibilities of an employee in a business setting related to their courses of study in business.

*Repeatable 3 times.***130 INTRODUCTION TO E-COMMERCE****(3.0)**

3.0 hours lecture per week

Associate Degree Applicable

Summarizes online buying, selling, and delivery of products and services for personal and business purposes. Addresses Internet security and privacy issues, including credit card use, analyzes various revenue streams for business opportunities, and evaluates popular shopping cart packages.

**131 E-COMMERCE: SOCIAL MEDIA MARKETING****(3.0)**

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* BUS 243.*Advisory:* BUS 130.

Provides a hands-on introduction to social media marketing, including personal branding, blogs, email campaigns, social network participation, affiliate marketing, search engine optimization (SEO), and search engine marketing (SEM). Explore viral marketing, measurement tools for social media marketing campaigns, and career opportunities.

**132 E-COMMERCE: INFORMATION PRODUCTS****(3.0)**

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* BUS 130 OR BUS 243



*Advisory: BUS 131.*

Builds upon the concepts learned in Social Media Marketing, BUS 131, in order to effectively develop a plan to sell digital goods, such as music, information, videos, software, etc., or services, such as consulting, online. Addresses legal issues such as copyrights, taxes, and guarantees, and customer relationship and retention strategies.

**133 E-COMMERCE: PHYSICAL PRODUCTS (3.0)**

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: BUS 130 OR BUS 243.*

*Advisory: BUS 131.*

Builds upon the concepts learned in E-Commerce: Social Media Marketing, BUS 131, in order to effectively develop a plan to sell physical products, as well as to conduct business-to-business e-commerce via extranets. Includes order fulfillment, shipping, delivery, reverse logistics, and supply chain management issues.

**134 E-COMMERCE ENTREPRENEURSHIP (4.0)**

4.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: BUS 248 AND EITHER BUS 132 OR BUS 133.*

*Advisory: LIBT 207 AND CAO A 269.*

Design, develop, test, and implement a virtual "store". Transfer brick and mortar small business management skills in business planning and operations to an online business. Gain actual experience in e-commerce site design, including working with potential clients, needs analysis, and production strategies.

**135 EVERYTHING EBAY (3.0)**

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: BUS 130 and LIBT 207.*

Provides an overview of conducting business electronically via eBay, the World Wide Web's most popular online auction platform. Introduces students to online selling for both B2C (Business to Consumer) and B2B (Business to Business). Students will set up an eBay store and successfully conduct transactions, including sourcing, listing, marketing, selling and shipping the physical products.

**162 GEOGRAPHY FOR INTERNATIONAL BUSINESS (3.0)**

(Formerly BUS 62)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Survey of the characteristics and issues that help define Europe, Latin America, Africa, the Middle East, Asia and the Pacific Rim. Course introduces the topics of natural resource allocation, population patterns, economic variables, political institutions and regional cultural characteristics pertaining to consumers and how they act in the business environment in different regions of the world.

**164 INTERNATIONAL TRADE RELATIONS (3.0)**

(Formerly BUS 64)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Presents how domestic and foreign trade policy is established and discusses its impact on companies conducting international trade. Covers trade agreements, political systems, global monetary determinants and economic policies which facilitate or impede free market trade worldwide.

**165 BASICS OF EXPORTING AND IMPORTING (2.0)**

(Formerly BUS 65)

2.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Presents processes and strategies necessary to export and import from overseas markets. Considers the demand for product utilization, marketing within cultural contexts, pricing levels, transportation channels, export/import documentation requirements plus financing alternatives.

**166 ISO 9000/TOTAL QUALITY MANAGEMENT (2.0)**

(Formerly BUS 66)

2.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Introduces ISO 9000 as a comprehensive management system which assures a quality level of industrial standards that can be applied to worldwide trade. Presents how TQM can be incorporated into company operations leading to continual performance improvements with a focus on the customer.

**168 INTERNATIONAL MARKETING (3.0)**

(Formerly BUS 68)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Presents the issues associated with marketing products and services in an international context. Discusses the analysis of markets, competitors, consumers and governments in Europe, Asia, Latin America and the Middle East plus sources of information to conduct global research.

**170 DEALING WITH CHANGE (0.5)**

(Formerly BUS 70)

4.5 hours lecture per week

Associate Degree Applicable

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 change, theoretical models of change, stages of change, and how to manage organizational change.

*Repeatable 1 time.*

**171 TEAM BUILDING (0.5)**

(Formerly BUS 71)

4.5 hours lecture per week

Associate Degree Applicable

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.

*Repeatable 1 time.*

**172 COMMUNICATING WITH PEOPLE (0.5)**

(Formerly BUS 72)

4.5 hours lecture per week

Associate Degree Applicable

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.

*Repeatable 1 time.*

**173 CONFLICT RESOLUTION (0.5)**

(Formerly BUS 73)

4.5 hours lecture per week

Associate Degree Applicable

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

*Repeatable 1 time.*

**174 CUSTOMER SERVICE (0.5)**

(Formerly BUS 74)

4.5 hours lecture per week

Associate Degree Applicable

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.

*Repeatable 1 time.*

**175 VALUES & ETHICS (0.5)**

(Formerly BUS 75)

4.5 hours lecture per week

**Associate Degree Applicable**

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

*Repeatable 1 time.*

**176 ATTITUDE IN THE WORKPLACE (0.5)**

(Formerly BUS 76)

4.5 hours lecture per week

Associate Degree Applicable

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.

*Repeatable 1 time.*

**177 STRESS MANAGEMENT (0.5)**

(Formerly BUS 77)

4.5 hours lecture per week

Associate Degree Applicable

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

*Repeatable 1 time.*

**178 DECISION MAKING & PROBLEM SOLVING (0.5)**

(Formerly BUS 78)

4.5 hours lecture per week

Associate Degree Applicable

Introduces the student to decision making and problem solving as a supervisor.

*Repeatable 1 time.*

**179 TIME MANAGEMENT (0.5)**

(Formerly BUS 79)

4.5 hours lecture per week

Associate Degree Applicable

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

*Repeatable 1 time.*

**180 EFFECTIVE LABOR RELATIONS (0.5)**

(Formerly BUS 80)

4.5 hours lecture per week

Associate Degree Applicable

Provides students with an understanding of the elements of an effective labor relations program for today's workforce. Topics will include understanding principal labor legislation, ways to respond to legal challenges and how to develop basic labor relations approach.

*Repeatable 1 time.*

**181 PROFESSIONAL IMAGE: APPEARANCE, ETIQUETTE & NETWORKING (0.5)**

0.5 hours lecture per week

Associate Degree Applicable

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.

**182 GOAL SETTING: VISION, GOALS AND JOB SEARCH STRATEGIES (0.5)**

0.5 hours lecture per week

Associate Degree Applicable

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.

**183 USING TECHNOLOGY TO COMMUNICATE EFFECTIVELY (0.5)**

0.5 hours lecture per week

Associate Degree Applicable

Equips the student to communicate professionally and effectively when us-

ing various forms of electronic/technology communication tools. Includes telephone etiquette and techniques, e-mail, text messaging and other business-related technologies.

**190 SUPERVISION AND MANAGEMENT ACADEMY: EXPAND YOUR MANAGEMENT PERSPECTIVE (0.5)**

0.5 hours lecture per week

Associate Degree Applicable

Builds on 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.

*Repeatable 1 time.*

**191 SUPERVISION AND MANAGEMENT ACADEMY: THE PERFORMANCE MANAGEMENT CYCLE (0.5)**

0.5 hours lecture per week

Associate Degree Applicable

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.

*Repeatable 1 time.*

**192 SUPERVISION AND MANAGEMENT ACADEMY: THE ART OF REACHING MUTUAL UNDERSTANDING (0.5)**

0.5 hours lecture per week

Associate Degree Applicable

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 the responsibility of supervising others.

*Repeatable 1 time.*

**193 BUSINESS SPECIAL TOPIC (4.0 to 0.5)**

(Formerly BUS 93)

Associate Degree Applicable

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

**194 SUPERVISION AND MANAGEMENT ACADEMY: MAKING CONSCIOUS, STRATEGIC DECISIONS (0.5)**

0.5 hours lecture per week

Associate Degree Applicable

Expounds on strategic methods for effective decision-making while exploring the implications of those decisions on organizational/employee 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.

*Repeatable 1 time.*

**195 SUPERVISION AND MANAGEMENT ACADEMY: MOTIVATING PERFORMANCE THROUGH FEEDBACK AND DELEGATION (0.5)**

0.5 hours lecture per week

Associate Degree Applicable

Expands the student's understanding of human motivation investigating why employees do what they do and how to sustain a motivated work environment through supportive and/or corrective feedback toward improving work performance. Explores solutions for when opportunities exceed resources through the application of the laws of time management and the effectiveness of delegation.

*Repeatable 1 time.*

**196 WORKPLACE HUMAN RELATIONS (2.0)**

(Formerly BUS 96)

4.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Discusses the process of forming personal attitudes, identifying and changing

our personal attitudes, the behavioral aspects of interpersonal relationship and self-esteem are studied. Personal communication skills concepts are discussed. Cultural diversity awareness and increased team building skills are explored.

### **197 SUPERVISION AND MANAGEMENT ACADEMY: LEADING A DIVERSE TEAM (0.5)**

0.5 hours lecture per week

Associate Degree Applicable

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.

*Repeatable 1 time.*

### **201A FINANCIAL ACCOUNTING (4.0)**

(Formerly BUS 1A)

4.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156 and MATH 123.*

Explores what financial accounting is, why it is important, and how it is used by investors and creditors to make decisions. Covers the accounting information system and the recording and reporting of business transactions with a focus on the accounting cycle, the application of generally accepted accounting principles, the classified financial statements, and statement analysis. Includes issues relating to asset, liability and equity valuation, revenue and expense recognition, cash flow, internal controls and ethics.

*Transfer: CSU; UC.*

### **201B MANAGERIAL ACCOUNTING (4.0)**

(Formerly BUS 1B)

4.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: BUS 201A*

Examination of how managers use accounting information in decision-making, planning, directing operations and controlling costs. Focus on cost terms and concepts, cost behavior, cost structure and cost-volume-profit analysis. Examines profit planning, standard costs, operations and capital budgeting, cost control and accounting for costs in manufacturing organizations.

*Transfer: CSU; UC.*

### **218 BUSINESS LAW (4.0)**

(Formerly BUS 18)

4.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Offers legal knowledge concerning business and business relationships with emphasis on the laws of torts, property, contracts, agency, business organizations, and sales. Includes study of the nature and background of American law, court systems, and court procedures.

*Transfer: CSU; UC.*

### **219 INTERNATIONAL BUSINESS LAW (3.0)**

(Formerly BUS 19)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Offers basic legal knowledge essential to business including study of nature and background of American law and courts and court procedures with emphasis on both domestic and international laws of contract, sales, agency, employment, business organizations, commercial paper, property, and dispute resolution.

*Transfer: CSU; UC.*

### **240 ADVERTISING (3.0)**

(Formerly BUS 40)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: BUS 243*

*Advisory: Eligibility for ENGL 156.*

Introduces the student to the principles, purposes and practices of advertising;

the importance of correct appeal, style, headline, typography, color, layout, ethics; and other problems involved in the creation and evaluation of effective advertising. (No artistic ability required.)

*Transfer: CSU.*

### **241 SALES (3.0)**

(Formerly BUS 41)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Presents principles, purposes, and practices of personal selling and its importance to an organization and to a free enterprise economic system.

*Transfer: CSU.*

### **243 MARKETING (3.0)**

(Formerly BUS 43)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 201A.*

Introduces fundamentals of product planning, pricing, distribution and promotion of goods, services and non-profits; market research, consumer behavior, international business, and the industrial market.

*Transfer: CSU.*

### **245 INTRODUCTION TO BUSINESS (3.0)**

(Formerly BUS 45)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Introduces the field of business and business economics. Includes functions, characteristics, organization, operation, and general problems of business.

Surveys the various fields of business management, distribution, records, selling, finance, and production.

*Transfer: CSU; UC.*

### **246 RETAIL MERCHANDISING (3.0)**

(Formerly BUS 46)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 201A and MATH 123 or MATH 123SI.*

Introduces students to the methods and techniques of retail distribution of merchandise, with special emphasis on buying, selling and promotion processes in the retail store.

*Transfer: CSU.*

### **247 INDEPENDENT STUDIES: BUSINESS (2.0 to 0.5)**

(Formerly BUS 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of business under the direction of an instructor.

*Repeatable 3 times.*

*Transfer: CSU.*

### **248 SMALL BUSINESS MANAGEMENT (3.0)**

(Formerly BUS 48)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Presents the role of small businesses in the free enterprise system. Discusses numerous aspects of small business ownership and entrepreneurship. Provides techniques in strategic planning, marketing, and controlling business operations for managers of small firms.

*Transfer: CSU.*

**249 ENTREPRENEURSHIP****(4.0)**

(Formerly BUS 49)

4.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156 and MATH 123 or MATH 123SI.*

Introduces students to the concepts, techniques and requirements for establishing a business.

*Transfer: CSU.***250 ENTREPRENEUR SIMULATION****(1.0)**

(Formerly BUS 50)

1.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156 and MATH 123 or MATH 123SI.*

Introduces students to the use of a simulation in making decisions affecting the success/failure of a business.

*Transfer: CSU.***251 ELEMENTS OF ACCOUNTING****(4.0)**

(Formerly BUS 51)

4.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Provides a condensed and general accounting background dealing with basic accounting practices and procedures. Introduces necessary procedures for "service" as well as "service-trading" businesses and payroll accounting. Not open to students with credit in or enrolled in BUS 201A or BUS 201B.

*Transfer: CSU.***260 INTERNATIONAL BUSINESS****(3.0)**

(Formerly BUS 60)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: BUS 245.*

Provides an understanding of the cultural dimensions and market forces necessary to conduct business in a global environment. Examines ethnocentric models of cultural values and behavior and explores cross-cultural differences between Asia, Latin America, Africa, Middle East, Europe, and the United States in order to develop appropriate strategies to conduct business in a transnational setting. Introduces adaptation skills to successfully deal abroad and identifies the major components of national culture impacting the development and growth of business products and services in the international marketplace.

*Transfer: CSU.***283 MANAGEMENT AND SUPERVISION****(3.0)**

(Formerly BUS 83)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Discusses the process of management and how to supervise employees in today's business climate. The behavioral aspects of managing human resources are emphasized with a focus on the current practices of world-class companies.

*Transfer: CSU.***286 HUMAN RELATIONS****(3.0)**

(Formerly BUS 86)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Introduces students to the basic principles of how to manage employees in various organizational settings such as business, government and the service sector.

*Transfer: CSU.***510 INTRODUCTION TO TAX PREPARATION I****(0.0)**

1.0 hours lecture per week

Introduces basic tax concepts and terminology needed to prepare simple federal/state income tax returns under the supervision of a qualified instructor for the SLO County VITA Coalition free Income Tax Assistance program. Students

must also enroll in Introduction to Income Tax Preparation Software and Income Tax Preparation Internship of the Income Tax Preparation certificate program.

*Repeatable.***511 INTRODUCTION TO TAX PREPARATION II - SOFTWARE****(0.0)**

0.5 hours lecture per week

*Prerequisite: Registered and attended the Introduction to Income Tax Preparation*

Provides 9 hours of interactive computer-based training using the IRS-approved Tax Wise federal/state income tax preparation software, under the supervision of a qualified instructor for the SLO County VITA Coalition free Income Tax Assistance program. Students must also enroll in Introduction to Income Tax Preparation and Income Tax Preparation Internship of the Income Tax Preparation certificate program.

*Repeatable.***512 INTRODUCTION TO TAX PREPARATION III - INTERNSHIP****(0.0)**

2.0 hours laboratory per week

Provides 36 hours of supervised basic federal/state income tax return preparation utilizing TaxWise software for families and individuals earning less than \$40,000 per year as part of the SLO County VITA Coalition free Income Tax Assistance program. Students must also enroll in Introduction to Income Tax Preparation and Introduction to Income Tax Preparation Software of the Income Tax Preparation certificate program.

*Repeatable.***CHEMISTRY [CHEM]****193 CHEMISTRY SPECIAL TOPIC****(4.0 to 0.5)**

(Formerly CHEM 93)

Associate Degree Applicable

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

**201A GENERAL COLLEGE CHEMISTRY****(5.0)**

(Formerly CHEM 1A)

7.0 hours per week: (4.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: MATH 127, MATH 127SI or its equivalent with a grade of C or better and CHEM 210, High School Chemistry or equivalent with a grade of C or better*

Presents the first semester of a one-year course in the fundamental principles of chemistry. Topics covered include kinetic-molecular treatment of gases, atomic structure and the periodic law, thermochemistry, chemical bonding, correlation of structure with properties, quantitative relationships in chemical reactions, chemical formulas and equations. Laboratory work includes a study of precision and accuracy, standard methods of gravimetric and volumetric analysis, and some computer acquisition and analysis of data.

*Transfer: CSU; UC.***201B GENERAL COLLEGE CHEMISTRY****(5.0)**

(Formerly CHEM 1B)

7.0 hours per week: (4.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: CHEM 201A with a grade of C or better*

A continuation of Chemistry 201A with particular reference to the periodic classification of the elements and the laws of chemical equilibrium as illustrated by the qualitative scheme of analysis. Topics covered will include chemical kinetics, thermodynamics, aqueous equilibria, free energy entropy, electrochemistry, coordination chemistry, nuclear and organic chemistry. Laboratory work will include quantitative work as well as a qualitative scheme of analysis for cations and anions and some computer acquisition and analysis of data.

*Transfer: CSU; UC.***201X APPLIED PROBLEMS FOR GENERAL CHEMISTRY****(1.0)**

1.0 hours lecture per week

Associate Degree Applicable

*Corequisite: CHEM 201A*

Supplements CHEM 201A to further develop general chemistry skills and



conceptual understanding. Provides the opportunity for additional assistance in developing and mastering problem-solving abilities.

*Repeatable 2 times.*

*Transfer: CSU.*

## **210 INTRODUCTORY CHEMISTRY (4.0)**

(Formerly CHEM 10)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: MATH 123, MATH 123SI or equivalent, with a grade of C or better*

Presents an introduction to chemistry and chemical laboratory techniques and methods, including a survey of important chemical principles, a description of the elements, and their compounds.

*Transfer: CSU; UC (For UC, no credit if taken after CHEM 201A).*

## **210FL INTRODUCTORY CHEMISTRY WITH FACILITATOR ASSISTED LEARNING (4.0)**

(Formerly CHEM 10FAL)

7.0 hours per week: (3.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: MATH 123, MATH 123SI or equivalent*

Presents an introduction to chemistry and chemical laboratory techniques and methods, including a survey of important chemical principles and a description of the elements and their compounds. One lab hour per week will utilize Facilitator Assisted Learning to practice problem solving.

*Transfer: CSU; UC (For UC, no credit if taken after CHEM 201A).*

## **211 INTRODUCTORY ORGANIC/BIOCHEMISTRY (4.0)**

(Formerly CHEM 11)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: CHEM 210 or equivalent*

Presents a semester course of organic and biochemistry. The classification, structure, reactions, bioenergetics, biosynthesis, and chemical communication of organic compounds are studied. In the laboratory, techniques and types of reactions are studied.

*Transfer: CSU; UC (For UC, maximum credit of one course between CHEM 211 and CHEM 212A).*

## **212A ORGANIC CHEMISTRY (5.0)**

(Formerly CHEM 12A)

9.0 hours per week: (3.0 hours lecture, 6.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: CHEM 201B with a grade of C or better*

Presents the first semester of a one-year course in organic chemistry. The structure and physical properties of the aliphatic, alicyclic and aromatic compounds are correlated with attention to nomenclature and reaction mechanisms. The concepts of stereochemistry, nucleophilic substitution, electrophilic addition and spectroscopy will be introduced. In the laboratory, separation techniques and synthesis reactions will be performed.

*Transfer: CSU; UC (For UC, maximum credit of one course between CHEM 211 and CHEM 212A).*

## **212B ORGANIC CHEMISTRY (5.0)**

(Formerly CHEM 12B)

9.0 hours per week: (3.0 hours lecture, 6.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: CHEM 212A with a grade of C or better*

Presents the second semester of a one-year course in organic chemistry. The study of reaction types and mechanisms will be correlated with structures. In addition, carbohydrates, fats, proteins and nucleic acids will be studied in conjunction with certain cellular processes. Organic synthesis, structural features, and literature materials will be studied.

*Transfer: CSU; UC.*

## **243 FACILITATOR ASSISTED LEARNING CHEMISTRY SEMINAR (0.5)**

(Formerly CHEM 43)

9.0 hours lecture per week

Associate Degree Applicable

Develops interpersonal skills, understanding of the learning process, and effectiveness as a facilitator. Seminar prepares students to facilitate in their subject area.

*Repeatable 1 time.*

*Transfer: CSU.*

## **244 FACILITATOR ASSISTED LEARNING PRACTICUM: CHEMISTRY (1.0)**

(Formerly CHEM 44)

1.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: CHEM 210 or CHEM 210FL*

Provides practical applications of facilitator assisted learning (FL) in small groups of chemistry students.

*Repeatable 3 times.*

*Transfer: CSU.*

## **247 INDEPENDENT STUDIES: CHEMISTRY (2.0 to 0.5)**

(Formerly CHEM 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of chemistry under the direction of an instructor.

*Repeatable 3 times.*

*Transfer: CSU.*

## **CITIZENSHIP [CIT]**

### **693 CITIZENSHIP SPECIAL TOPIC (0.0)**

(Formerly CIT 693)

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

## **COMMUNICATION STUDIES [COMM]**

### **193 SPEECH SPECIAL TOPIC (4.0 to 0.5)**

(Formerly SPCM 193)

Associate Degree Applicable

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

### **201A PUBLIC ADDRESS (3.0)**

(Formerly SPCM 201A)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Introduces public speaking with an emphasis on clear, logical organization and effective delivery of expository and persuasive speeches.

*Transfer: CSU; UC.*

### **202A ORAL INTERPRETATION OF LITERATURE (3.0)**

(Formerly SPCM 202A)

3.0 hours lecture per week

Associate Degree Applicable

Presents an introduction to the oral reading of prose, poetry, and dramatic literature. Emphasis is placed on techniques of delivery and literary analysis.

*Transfer: CSU; UC.*

### **210 SMALL GROUP DISCUSSION (3.0)**

(Formerly SPCM 210)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Provides for an exploration of discussion techniques, personality interaction and group decision making. Students will select and research the topics for class discussions.

*Transfer: CSU.*

**212 INTERCULTURAL COMMUNICATION****(3.0)**

(Formerly SPCM 212)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Focuses on the importance of culture and its effect on communication. Examines interactive patterns of communication across various cultural contexts (international, ethnic, gender, and class) and assess different methods and techniques of adapting communication to enhance and overcome the difficulties of intercultural communication. Analyzes how cultures adapt, borrow, communicate verbally and non-verbally, and are represented in a diverse world.

*Transfer: CSU; UC.***215 ARGUMENTATION AND DEBATE****(3.0)**

(Formerly SPCM 215)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 201A.*

Building, defending, and refuting arguments in formal and informal settings. Evaluation and use of evidence, reasoning, and sources. Emphasis on oral advocacy and debate skills such as organization, refutation, cross examination, and audience adaptation. Students will debate and communicate arguments orally.

*Transfer: CSU; UC.***247 INDEPENDENT STUDIES: SPEECH****(2.0 to 0.5)**

(Formerly SPCM 247)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of speech under the direction of an instructor.

*Repeatable 3 times.**Transfer: CSU.***COMPUTER APPL/OFFICE ADMINISTRATION [CAOA]****COURSES****120A BEGINNING COMPUTER KEYBOARDING AND DOCUMENT PROCESSING****(3.0)**

(Formerly CAO A 20A)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: ENGL 156.*

Designed for all students whose keyboarding skill will be primary and/or secondary to their vocation and/or for personal use. Provides basic keyboarding skills by touch, using a microcomputer with a 10-key pad. Includes basic formatting instructions for letters, tables, and reports.

**120B INTERMEDIATE COMPUTER KEYBOARDING AND DOCUMENT PROCESSING****(3.0)**

(Formerly CAO A 20B)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: CAO A 120A or ability to type 30 words per minute**Advisory: CAO A 246 or CAO A 251A, CAO A 251B and CAO A 251C.*

Designed for all students whose keyboarding skill will be primary and/or secondary to their vocation and/or for personal use. Provides the primary purposes of building speed and accuracy and arranging letters, memos, reports, business forms and tables in proper format.

**120S SPEED AND ACCURACY COMPUTER KEYBOARDING****(2.0)**

(Formerly CAO A 20S)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: Ability to type 20 words per minute or successful completion of CAO A 120A.*

Increases skills in typing speed and accuracy. Emphasizes keyboarding basics through keystroke analysis and corrective drills.

**123 BUSINESS ENGLISH****(3.0)**

(Formerly CAO A 23)

4.0 hours per week: (3.0 hours lecture, 1.0 hours laboratory)

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Provides an essential course in the writing of sentences and paragraphs necessary to prepare business communications including email messages, memos, letters, and short reports. Introduces principles and correct application of English grammar, style, word usage, language structure, punctuation and sentence construction.

**125 BUSINESS CALCULATIONS****(1.0)**

(Formerly CAO A 25)

3.0 hours per week: (1.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Provides students with a functional knowledge of the computer numeric keypad by touch with speed and accuracy using industry standards for data entry. Includes solving various types of problems to meet employment testing standards.

**126 VOICE RECOGNITION SOFTWARE WITH DOCUMENT APPLICATION****(3.0)**

(Formerly CAO A 26)

4.0 hours per week: (3.0 hours lecture, 1.0 hours laboratory)

Associate Degree Applicable

Uses voice-recognition software in place of the computer keyboard to create documents and navigate the Internet. Covers dictation procedures and voice commands to input text, access program menus, and activate keyboard commands. Uses voice dictation to create e-mail messages, memorandums, letters, and other business documents. Reviews punctuation, capitalization, number usage, and word usage principles in the context of creating business documents by voice.

**128 OFFICE TECHNOLOGY AND TELECOMMUNICATIONS****(3.0)**

(Formerly CAO A 28)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: Ability to type 25 words per minute.*

Introduces typical office routines and responsibilities; principles, practices, and terminology as applied to most common filing methods; business forms; record keeping; office automation; communication and bank services; telephone procedures; human relations; telecommunications; and job securing processes.

**129 COMPUTER APPLICATIONS/OFFICE ADMINISTRATION INTERNSHIP****(3.0)**

(Formerly CAO A 29)

8.0 hours per week: (0.5 hours lecture, 7.5 hours laboratory)

Associate Degree Applicable

Provides students an opportunity to experience the responsibilities of an office employee in a business setting.

**147 INDEPENDENT STUDIES: COMPUTER APPLICATIONS/OFFICE ADMIN.****(2.0 to 0.5)**

(Formerly CAO A 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of Computer Applications/Office Administration under the direction of an instructor.

*Repeatable 3 times.*

**153 ESSENTIALS OF MS PUBLISHER (2.0)**

(Formerly CAO A 53)

2.0 hours lecture per week

Associate Degree Applicable

Introduces the basics of desktop publishing using MS Publisher. Provides an opportunity for the student to use graphic design and layouts to enhance messages with predefined layouts, programmed guidance through the creation process; and, the ability to personalize, change, completely re-design from basics.

*Repeatable 1 time.***154 ESSENTIALS OF MS OUTLOOK (2.0)**

(Formerly CAO A 54)

2.0 hours lecture per week

Associate Degree Applicable

*Advisory: CAO A 266.*

Introduces the computer user to an electronic desktop information management (DIM) system; a central location from which to create, view, and organize all computer information. Simplifies organizational tasks, journal entries, works with Web addresses by allowing the storage, management and navigation to web sites.

*Repeatable 1 time.***156 TEST PREP FOR MICROSOFT OFFICE SPECIALIST (MOS) CERTIFICATION (0.5)**

(Formerly CAO A 56)

4.5 hours lecture per week

Associate Degree Applicable

Provides students with the opportunity to become a Specialist in the Microsoft office programs (Word, Excel, Powerpoint, Access or Outlook.) Includes unlimited review and practice tests along with test-taking strategies. Upon completion of class, student will be prepared to take MOS certification exams.

*Repeatable 3 times.***160 MICROCOMPUTER OPERATIONS (3.0)**

(Formerly CAO A 60)

4.0 hours per week: (2.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

*Prerequisite: CAO A 120A, CAO A 162 or ability to type 25 words per minute**Advisory: ENGL 156.*

Provides an overview of computer hardware, software, and operating system concepts used on computer systems. Students will use a computer to execute problem solving exercises using the operating system. Students will be able to customize the start-up of the operating system and will be able to optimize the use of the operating system.

**162 INTRODUCTION TO BEGINNING COMPUTER KEYBOARDING (1.0)**

(Formerly CAO A 62)

3.0 hours per week: (1.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

Introduces typing fundamentals, machine functions, keyboard use, and speed and accuracy drills. Designed to develop a minimum typing speed of 20 words a minute.

**167 POWERPOINT (1.0)**

(Formerly CAO A 67)

1.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: CAO A 162, CAO A 120A or ability to type 25 words per minute**Advisory: Eligibility for ENGL 156.*

Introduces the functions of the PowerPoint program, enabling the production of high-quality output for presentation to an audience. Includes delivering web presentations.

*Repeatable 1 time.***168A PHOTOSHOP-LEVEL 2: BUSINESS APPLICATIONS (1.5)**

(Formerly CAO A 68A)

4.0 hours per week: (2.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

*Prerequisite: CAO A 268*

Continues the techniques CAO A 268 introduced to enhance fliers, newsletters, presentations, and web pages in an office environment. Learn to create and produce high-quality digital images for use in professional publications.

**172 PHOTOSHOP ELEMENTS (1.5)**

(Formerly CAO A 72)

4.0 hours per week: (2.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

Presents image-editing basics for amateur photographers and photo hobbyists.

Provides tools and features for users to touch up and enhance photos from digital cameras or scanners; create original images with paintbrushes, textures and special effects; merge photos into panoramas; and other image editing tasks.

**173 ADOBE ACROBAT (1.5)**

(Formerly CAO A 73)

4.0 hours per week: (2.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

Presents primary instruction in the use of Adobe Acrobat Professional. Students learn how to create Adobe PDF files from: Microsoft Office programs, popular authoring programs, image files and Web pages. In addition, students will learn reviewing and commenting on existing PDF files; customizing output quality by compressing and reducing file sizes; adding signatures and security to documents, converting paper forms to interactive online forms; creating multi-media presentations that include sound files. Course also teaches using Adobe Live Cycle Designer to create interactive forms from scratch.

**193 COMPUTER APPLICATIONS/OFFICE ADMINISTRATION SPECIAL TOPIC (4.0 to 0.5)**

(Formerly CAO A 93)

Associate Degree Applicable

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

**227 BUSINESS COMMUNICATIONS (4.0)**

(Formerly CAO A 27)

4.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: CAO A 123*

Presents a study of the principles and techniques applicable to all forms of effective business communication. Covers general areas of grammar mechanics and sentence structure. Emphasis is on memorandums, e-mail, routine request letters, positive response letters, negative response correspondence, persuasive communication, and goodwill and special messages. Includes informal and formal reports, proposals, resumes and cover letters, and follow-up messages.

*Transfer: CSU.***246 BEGINNING WORD PROCESSING MICROSOFT WORD (3.0)**

(Formerly CAO A 46)

4.0 hours per week: (2.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

*Prerequisite: Ability to type 35 words per minute*

Introduces basic operations and components of a microcomputer and the Microsoft Word word processing program. Includes text entry, formatting, locating, editing, printing, fonts, writing tools, tabs, merging, headers/footers, and footnotes/endnotes.

*Repeatable 1 time.**Transfer: CSU.***250 ADVANCED WORD PROCESSING: MICROSOFT WORD (3.0)**

(Formerly CAO A 50)

4.0 hours per week: (2.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

*Prerequisite: CAO A 246*

Introduces advanced operations of word processing. Emphasizes Microsoft Word's macros, hyphenation, bookmarks, borders, clip art, Draw program, WordArt, Equation Editor, World Wide Web, home pages, hyperlinks, tables, charts, columns, styles, sort and select, outlines, fill-in form templates, table of contents, and index features.

*Repeatable 1 time.**Transfer: CSU.*

**251A BEGINNING WORD PROCESSING MODULE I****(1.0)**

(Formerly CAO 51A)

4.5 hours per week: (2.5 hours lecture, 2.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* CAO 120B or ability to type 35 words per minute*Advisory:* ENGL 156.

Introduces basic operations and components of a microcomputer and the word processing program. Includes text entry, editing, formatting, spell checking, and printing functions.

*Repeatable 1 time.**Transfer:* CSU.**251B BEGINNING WORD PROCESSING MODULE II****(1.0)**

(Formerly CAO 51B)

4.5 hours per week: (2.5 hours lecture, 2.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* CAO 120B or ability to type 35 words per minute and CAO 251A or the basic knowledge of the word processing program*Advisory:* ENGL 156.

Introduces special features of the word processing program. Includes formatting, tabs, merging, multiple page documents, headers and footers, footnotes and endnotes, and find and replace.

*Repeatable 1 time.**Transfer:* CSU.**251C BEGINNING WORD PROCESSING MODULE III****(1.0)**

(Formerly CAO 51C)

4.5 hours per week: (2.5 hours lecture, 2.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* CAO 120B or ability to type 35 words per minute and CAO 251A or the basic knowledge of the word processing program*Advisory:* ENGL 156.

Introduces special features of the word processing program. Includes creating tables, columns, framing and borders, WordArt or TextArt, and draw programs.

*Repeatable 1 time.**Transfer:* CSU.**252 COMPUTERIZED ACCOUNTING USING QUICKBOOKS PRO****(3.0)**

(Formerly CAO 52)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory:* BUS 201A or BUS 251.

Provides students familiar with accounting concepts the knowledge, skills, and practice needed to use microcomputers for accounting applications. Includes inputting and electronically managing general journal, specialized journals, financial statement analysis, payroll, inventory, accounts receivable, accounts payable, depreciation, and other accounting applications. Provides training for entry-level computerized bookkeepers, small business owners, and students pursuing further accounting courses.

*Repeatable 1 time.**Transfer:* CSU.**261 INTRODUCTION TO SPREADSHEETS****(3.0)**

(Formerly CAO 61)

4.0 hours per week: (2.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

*Prerequisite:* CAO 162, CAO 120A or ability to type 25 words per minute*Advisory:* Eligibility for ENGL 156.

Introduces the basics of an electronic spreadsheet program. Provides hands-on experience to create the various functions of spreadsheets, macros, databases, and charts. Learn to analyze, identify, and apply the principles needed to apply these various functions.

*Transfer:* CSU.**264 INTRODUCTION TO DATABASE MANAGEMENT****(3.0)**

(Formerly CAO 64)

4.0 hours per week: (2.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

*Prerequisite:* CAO 162, CAO 120A or ability to type 25 words per minute*Advisory:* Eligibility for ENGL 156.

Introduces the basics of database management by implementing simple databases. Includes creating, querying, sorting, indexing, and manipulating a database file and generating reports and labels. Create custom screens, work with multiple database files, and work with advanced command and report structures applying the knowledge and skills acquired in this course.

*Transfer:* CSU.**265 ADOBE INDESIGN: BUSINESS APPLICATIONS****(3.0)**

(Formerly CAO 65)

4.0 hours per week: (2.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

Presents primary instruction in the use of Adobe InDesign, a design-oriented publishing tool. Create documents and integrate text and graphics to produce files that may be printed inhouse, printed commercially, or published to a web site.

*Transfer:* CSU.**266 INTRODUCTION TO COMPUTER BASICS****(1.0)**

(Formerly CAO 66)

3.0 hours per week: (2.0 hours lecture, 1.0 hours laboratory)

Associate Degree Applicable

Covers the basics of the computer's Windows operating system. Includes working with folders and files, customizing the operating system environment, using a browser to explore and search the World Wide Web.

*Transfer:* CSU.**268 INTRODUCTION TO PHOTOSHOP: BUSINESS APPLICATIONS****(3.0)**

(Formerly CAO 68)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory:* CAO 162, CAO 120A or ability to type 25 words per minute.

Presents the basic components of image editing using Adobe Photoshop including color management, image formats, and image creation. Concentrates on the Photoshop environment and the use of selections, layers, masks, channels, paths, type, painting tools, blending modes, and filters. Projects include compositing, retouching, and creating images for both the print process and web publishing.

*Repeatable 3 times.**Transfer:* CSU.**269 INTRODUCTION TO WEB PUBLISHING: DREAMWEAVER****(3.0)**

(Formerly CAO 69)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory:* CAO 162 OR CAO 120A or ability to type 25 words per minute and manage

personal computer files. LIBT 207 and CAO 268.

Introduces Web publishing using Macromedia Dreamweaver. Includes web design terms, techniques and publishing issues; use of Dreamweaver software for Website creation, editing and publishing; and the use of graphic image editing techniques in relation to Web publishing.

*Repeatable 1 time.**Transfer:* CSU.**270 INTERMEDIATE WEB PUBLISHING: DREAMWEAVER****(3.0)**

(Formerly CAO 70)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* CAO 269 or equivalent.*Advisory:* CAO 268; CAO 264; LIBT 207.

Presents features of Dreamweaver used as a medium to plan and update simple



database driven websites. The student will become familiar with this application's interactive form elements, implement recordsets, and use various server and data behaviors for back-end programming models. Students will create e-commerce and e-marketing websites dedicated to business enterprises.

*Repeatable 1 time.*

*Transfer: CSU.*

## **270A INTRODUCTION TO DATABASE MANAGEMENT -MODULE I** (1.0)

(Formerly CAO A 70A)

4.5 hours per week: (2.5 hours lecture, 2.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* CAO A 162, CAO A 120A or ability to type 25 words per minute

*Advisory:* ENGL 156.

Introduces the basics of database management. Includes creating and manipulating a database file, and creating and modifying custom forms.

*Repeatable 1 time.*

*Transfer: CSU.*

## **270B INTRODUCTION TO DATABASE MANAGEMENT MODULE II** (1.0)

(Formerly CAO A 70B)

4.5 hours per week: (2.5 hours lecture, 2.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* CAO A 270A and CAO A 162, CAO A 120 or ability to type 25 words per minute

*Advisory:* ENGL 156.

Introduces the basics of database management. Create various reports, create and modify select queries, and implement one-to-many relationships within a database.

*Repeatable 1 time.*

*Transfer: CSU.*

## **270C INTRODUCTION TO DATABASE MANAGEMENT MODULE III** (1.0)

(Formerly CAO A 70C)

4.5 hours per week: (2.5 hours lecture, 2.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* CAO A 270B and CAO A 162, CAO A 120 or ability to type 25 words per minute

*Advisory:* ENGL 156.

Introduces the basics of database management. Create many-to-many relationships, create a main form and subform, use cascade update and cascade delete, create parameter query, use aggregate functions, and use macros.

*Repeatable 1 time.*

*Transfer: CSU.*

## **271 USING FLASH FOR BUSINESS APPLICATIONS** (3.0)

(Formerly CAO A 71)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory:* CAO A 120A, CAO A 162 or CAO A 266 or LIBT 116, ART 265, or equivalent knowledge.

Introduces the basics of maintaining content for interactive websites. Learn to maintain an engaging interface using text, graphics, moving pictures, and sound for enhancing business, marketing or personal e-commerce websites.

*Repeatable 1 time.*

*Transfer: CSU.*

## **271A INTRODUCTION TO SPREADSHEETS-MODULE I** (1.0)

(Formerly BUS 71A)

4.5 hours per week: (2.5 hours lecture, 2.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* CAO A 162, CAO A 120A or ability to type 25 words per minute

*Advisory:* ENGL 156.

Introduces the basics of an electronic spreadsheet program. Provides hands-on experience to create formulas and to manipulate multiple workbooks.

*Repeatable 1 time.*

*Transfer: CSU.*

## **271B INTRODUCTION TO SPREADSHEETS-MODULE II** (1.0)

(Formerly CAO A 71B)

4.5 hours per week: (2.5 hours lecture, 2.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* CAO A 271A and CAO A 162, CAO A 120A or ability to type 25 words per minute

*Advisory:* ENGL 156.

Introduces the basics of an electronic spreadsheet program. Includes formatting, page set-up, and printing tips and techniques. Learn to create charts and macros, and use lists and built-in functions.

*Repeatable 1 time.*

*Transfer: CSU.*

## **271C INTRODUCTION TO SPREADSHEETS-MODULE III** (1.0)

(Formerly CAO A 71C)

4.5 hours per week: (2.5 hours lecture, 2.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* CAO A 271B and CAO A 162, CAO A 120A or ability to type 25 words per minute

*Advisory:* ENGL 156.

Introduces the basics of an electronic spreadsheet program. Includes naming cells and ranges, linking and embedding, using templates, and enhancing the worksheet.

*Repeatable 1 time.*

*Transfer: CSU.*

## **520A BEGINNING COMPUTER KEYBOARDING AND DOCUMENT PROCESSING** (0.0)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

*Advisory:* ENGL 156.

Designed for all students whose keyboarding skill will be primary and/or secondary to their vocation and/or for personal use. Provides basic keyboarding skills by touch, using a microcomputer with a 10-key pad. Includes basic formatting instructions for letters, tables, and reports.

*Repeatable.*

## **520B INTERMEDIATE COMPUTER KEYBOARDING AND DOCUMENT PROCESSING** (0.0)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

*Advisory:* CAO A 251A, CAO A 251B and CAO A 251C or CAO A 120A, CAO A 520A, CAO A 246 or ability to type 30 words per minute.

Designed for all students whose keyboarding skill will be primary and/or secondary to their vocation and/or personal use. Provides the primary purposes of building speed and accuracy and arranging letters, memos, reports, business forms and tables in proper format.

*Repeatable.*

## **520S SPEED AND ACCURACY COMPUTER KEYBOARDING** (0.0)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

*Advisory:* Ability to type 20 words per minute or successful completion of CAO A 120A. Increases skills in typing speed and accuracy.

Emphasizes keyboarding basics through keystroke analysis and corrective drills.

*Repeatable.*

## **562 INTRODUCTION TO BEGINNING COMPUTER KEYBOARDING** (0.0)

3.0 hours per week: (1.5 hours lecture, 1.5 hours laboratory)

Introduces typing fundamentals, machine functions, keyboard use, and speed and accuracy drills. Designed to develop a minimum typing speed of 20 words a minute.

*Repeatable.*

# **COMPUTER INFORMATION SYSTEMS [CIS]**

## **103 FUNDAMENTALS OF PROGRAMMING FOR THE INTERNET (2.0)**

(Formerly CIS 118)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

Presents concepts of writing computer programs for use on the Internet.

Includes techniques for problem analysis, software design, implementation, and verification with particular reference to object-oriented programming.

### 106 SERVER-SIDE PROGRAMMING

(4.0)

(Formerly CIS 106)

12.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory), 6.0 hours laboratory by arrangement

Associate Degree Applicable

*Advisory: CIS 103 or 201.*

Emphasizes the creation of interactive internet applications using a server-side language. Topics include core features of the language, control structures, functions, arrays, form validation, regular expressions, and database-driven internet applications.

### 111 INSTALLING AND MAINTAINING COMPUTER SOFTWARE 2.0

(Formerly CIS 111)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

Presents the fundamentals of computer software installation and maintenance. Includes techniques for installing computer applications on various computer platforms. Students will learn how to install and upgrade personal computer software.

### 112 TROUBLESHOOTING COMPUTER APPLICATIONS (2.0)

(Formerly CIS 112)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

Presents the fundamentals of troubleshooting and repair of computer software. The course includes communication strategies and techniques for the diagnosis and repair of malfunctioning applications on various computer platforms. Includes the use of diagnostic tools and vendor services. Intended for students completing an Associate in Science degree in Computer Systems Technician program.

*Repeatable 3 times.*

### 115 VISUAL BASIC FOR INTERNET APPLICATIONS (3.0)

(Formerly CIS 115)

4.0 hours per week: (2.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

*Advisory: CIS 214 or beginning programming language.*

Introduces Visual Basic as a tool for creating interactive web pages and linking to business applications. Topics from elementary programming techniques to more advanced subjects such as Active Server Pages and Active Data Objects will be covered.

*Repeatable 3 times.*

### 117 FUNDAMENTALS OF OBJECT-ORIENTED PROGRAMMING FOR TECHNICIANS (2.0)

(Formerly CIS 117)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

Presents concepts of computer programming using an object-oriented computer programming language. Includes techniques for problem analysis, software design, implementation, and verification with particular reference to object-oriented programming languages.

### 123 MICROCOMPUTER PERIPHERALS (2.0)

(Formerly CIS 123)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

Present the fundamentals of computer peripheral devices. Students will learn how to install and troubleshoot various internal and external computer system components.

### 126 NETWORK OPERATING SYSTEMS CONCEPTS (4.0)

(Formerly CIS 126)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: CNET 253 or equivalent*

*Advisory: CNET 260.*

Presents the concepts and provides the hands-on training necessary for the installation, configuration, and maintenance of a network based computer operating system. Subjects covered include client operating system installation and configuration, network resource location and access using directory services, managing the configuration database (registry), file systems and applications support. Networking protocols and TCP/IP networking services are examined, along with the above topics, during extensive hands-on exercises on a laboratory network.

*Repeatable 3 times.*

### 128 WINDOWS SERVER ADMINISTRATION (3.0)

(Formerly CIS 128)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: CNET 253*

*Advisory: CNET 221.*

Provides the knowledge and skills necessary to perform network server configuration and administration tasks for a typical business network using the Windows Server operating system. Topics will include: configuring network resources, and Active Directory services, server performance optimization, backup strategies, auditing and monitoring network resources and events.

*Repeatable 3 times.*

### 193 COMPUTER INFORMATION SYSTEMS SPECIAL TOPIC (4.0 to 0.5)

(Formerly CIS 93)

Associate Degree Applicable

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

### 193G MOBILE DEVICE PROGRAMMING (2.0)

2.0 hours lecture per week

Associate Degree Applicable

Provides students with insights and experience with an existing mobile development platform. Covers considerations of mobile development and the current platform.

### 201 INTRODUCTION TO COMPUTER SCIENCE (3.0)

(Formerly CIS 1)

3.0 hours lecture per week

Associate Degree Applicable

Introduces students to the Computer Science discipline. Problem solving and using computers to solve problems. Introduction to computer programming and algorithmic thinking. Survey of the career field.

*Transfer: CSU, UC.*

### 203 IOS DEVELOPMENT I (3.0)

3.0 hours lecture per week

Associate Degree Applicable

Provides the basics in mobile development for the iOS (iPhone, iPad, iPod, et al) platform. Covers the fundamentals of iOS development, standard development tools and resources, and an introduction to the Objective C language.

*Transfer: CSU.*

### 210 INTRODUCTION TO COMPUTER APPLICATIONS (4.0)

(Formerly CIS 10)

4.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ENGL 156 or eligibility for ENGL 201A*

*Advisory: CAO A 120A, CAO A 162 or ability to type 25 words per minute.*

Introduces computer terminology, relationship between hardware and software, computer operating systems and application software such as word processing, spreadsheet, database management programs, Web features, and linking between application programs.

*Transfer: CSU; UC.*

**214 INTRODUCTION TO VISUAL BASIC (3.0)**

(Formerly CIS 114)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: MATH 123, MATH 123SI or equivalent*

Introduces programming skills necessary to create Microsoft Visual Basic desktop applications. Instructs how to build custom, multiple-form applications incorporating menus, status bars, and custom toolbars. Includes writing code for input field validation and debug applications using debugging tools. Uses standard controls, control arrays, and create controls dynamically. Implements centralized error-handling in applications and creates setup programs to distribute applications.

*Transfer: CSU.***217 "C" PROGRAMMING LANGUAGE (3.0)**

(Formerly CIS 17)

4.0 hours per week: (3.0 hours lecture, 1.0 hours laboratory)

Associate Degree Applicable

Presents a course in programming computers using the ANSI "C" programming language. Includes techniques for analyzing problems and devising algorithms for the computer solution of problems requiring the use of elementary algebraic concepts.

*Transfer: CSU; UC.***218 C# .NET PROGRAMMING (3.0)**

(Formerly CIS 21)

4.0 hours per week: (3.0 hours lecture, 1.0 hours laboratory)

Associate Degree Applicable

*Advisory: CIS 217, or CIS 219, or CIS 231, or CIS 214.*

Presents the fundamentals of the C# programming language and application development in the "DOT-NET" environment. Concepts include basic C# language syntax and structure, object-oriented design and programming, event handling, user interfaces, elementary data structures, and database connectivity.

*Transfer: CSU; UC.***219 OBJECT ORIENTED PROGRAMMING - C++ (3.0)**

(Formerly CIS 19)

4.0 hours per week: (3.0 hours lecture, 1.0 hours laboratory)

Associate Degree Applicable

This course presents the fundamental concepts of object oriented programming using the C++ language. The course includes techniques for problem analysis and software design with algorithmic problem solutions using basic procedural constructs. The course includes an introduction to simple data structures and their relation to software design.

*Transfer: CSU; UC.***222 INTRODUCTION TO UNIX/LINUX (3.0)**

(Formerly CNET 122)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: CNET 253.*

Presents detailed coverage of operating system concepts and provides the hands-on training necessary for the installation, use, configuration, and maintenance of Unix/Linux operating systems. Subjects covered include system installation, administration of user accounts, file system installation and maintenance, process management, introduction to shell scripting, networking protocols and TCP/IP networking services, system backups and troubleshooting.

*Transfer: CSU.***224 DATABASE ADMINISTRATION (3.0)**

(Formerly CIS 141)

5.0 hours per week: ( 2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: CIS 221 or CIS 222 or CAO A 264*

Provides the knowledge and skills required to use, install, configure, administer, and troubleshoot a relational database management system (RDBMS). Topics include constructing and using Structured Query Language (SQL) statements, understanding RDBMS architecture, installing or upgrading a RDBMS,

managing storage, managing RDBMS security, backing up and restoring data, managing performance, and implementing high availability.

*Repeatable 3 times.**Transfer: CSU.***227 WEB SERVER ADMINISTRATION (3.0)**

(Formerly CIS 143)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: CIS 221 or CIS 222*

Provides the concepts and hands-on training needed to administer a web server. Topics include understanding web server concepts, history, and architecture, installing, configuring, managing, and securing a web server, SSL, encryption, virtual hosting, different caching techniques and URL rewriting.

*Repeatable 3 times.**Transfer: CSU.***231 FUNDAMENTALS OF COMPUTER SCIENCE I (4.0)**

(Formerly CIS 31)

4.0 hours lecture per week

Associate Degree Applicable

Presents the fundamentals of an engineering approach to software development. Includes techniques for problem analysis and software design, implementation and verification. Includes algorithmic problem solving using basic procedural constructs and solving computational problems requiring an understanding of intermediate algebraic concepts. Introduction to object oriented programs, graphical user interfaces and software engineering.

*Transfer: CSU; UC.***232 FUNDAMENTALS OF COMPUTER SCIENCE II (2.0)**

(Formerly CIS 32)

4.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: CIS 231*

Continues the fundamentals of algorithmic problem solving and applications in the engineering of modern computer software using procedural and object-based methods and object oriented programming languages. Presents the principles of abstract data types, including the specification and implementation of simple abstractions such as tables, stacks, queues and lists. Includes basic searching and sorting algorithms and introduces the analysis of algorithms and recursion.

*Transfer: CSU; UC (For UC, both CIS 232 and 233 must be completed in order to receive transfer credits).***233 FUNDAMENTALS OF COMPUTER SCIENCE III (2.0)**

(Formerly CIS 33)

4.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: CIS 232**Corequisite: CIS 241*

Introduces advanced concepts including: theory, generic programming implementation, applications, and analysis of associated algorithms including lists, stacks, queues, hash tables, trees, and graphs, recursion, iteration, searching, and sorting algorithms and analysis.

*Transfer: CSU; UC (For UC, both CIS 232 and 233 must be completed in order to receive transfer credits).***240 MICROCOMPUTER ARCHITECTURE & PROGRAMMING (3.0)**

(Formerly CIS 40)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:*

CIS 217 or CIS 231

*Advisory: MATH 24A and ENGR 219.*

Presents basic microprocessor concepts including internal architecture, memory, addressing, and control through the use of assembly language. Students will write a variety of assembly language programs to perform logic functions and high speed hardware control operations. The use of assemblers, linkers, and

debugging tools will be explored.

*Transfer: CSU; UC.*

## 241 DISCRETE STRUCTURES

(3.0)

(Formerly CIS 41)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: MATH 229 and MATH 242 or Math 263 or High School equivalent*

Introduction to structures of computer science: numbers, sets, relations, functions and trees. This course includes propositional and predicate logic, applications of predicate logic: preconditions, postconditions, invariants, guards; inductive proofs; applications to verification of algorithms; introduction to complexity of algorithms.

*Transfer: CSU; UC.*

## 247 INDEPENDENT STUDIES: COMPUTER & INFORMATIONAL SCIENCE

(2.0 to 0.5)

(Formerly CIS 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of computer and information science under the direction of an instructor.

*Transfer: CSU.*

## 251 INTRODUCTION TO WEB PUBLISHING: FRONTPAGE

(3.0)

(Formerly CIS 51)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: CIS 210.*

Overview of the fundamentals of web publishing. This course provides an understanding of web publishing issues and the internet as well as a thorough working knowledge of Microsoft Frontpage.

*Transfer: CSU.*

## COMPUTER & NETWORKING TECH. [CNET]

### 100 CERTIFICATION PREPARATION AND TESTING

(0.5)

1.5 hours laboratory per week

Associate Degree Applicable

Provides students with tools to prepare for and complete popular certification tests such as CompTIA A+, Server+, Net+ and Cisco CCNA as well as others. Test Vouchers may become available through certification providers and testing will be scheduled in-class.

*Repeatable 3 times.*

### 218 WIRELESS NETWORK COMMUNICATION AND ADMINISTRATION

(4.0)

(Formerly ETCH 218)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: EET 213.*

Includes topics related to wireless networking and communications that address the Certified Wireless Network Administrator (CWNA) certification. This is an introductory course with broad exposure to the wireless communication field. General coverage of wireless transmissions, wireless network administration, and wireless connectivity will be addressed.

*Transfer: CSU.*

### 220 MICROCOMPUTER ARCHITECTURE AND PROGRAMMING (2.0)

(Formerly ETCH 220)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: CIS 214 and EET 216.*

Presents basic microprocessor concepts including internal architecture, memory, addressing, and control through the use of assembly language. Students will

write a variety of assembly language programs to perform logic functions and hardware control operations. The use of assemblers, linkers, and debugging tools will be explored.

*Transfer: CSU.*

### 221 OPERATING SYSTEMS CONCEPTS

(3.0)

(Formerly CIS 221)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

Presents the fundamental structure and functions of computer operating systems: file systems, memory management, interprocess communication, resource scheduling, information sharing and protection. By using the Windows operating system as our principle example, students are prepared to take the Microsoft Certified Professional (MCP) Exam: Installing, Configuring, and Administering Windows.

*Transfer: CSU.*

### 235 COMPUTER SYSTEM SECURITY

(4.0)

(Formerly CIS 235)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: CNET 221 or CNET 122.*

Conducts a comprehensive examination of the types of attacks launched against networks and computer system. Teaches students how to use network security products, operating system security features, and other hardware/software based tools to counter these threats.

*Transfer: CSU.*

### 253 MICROCOMPUTER FUNDAMENTALS FOR TECHNICIANS

(3.0)

(Formerly ETCH 253)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: EET 213.*

Introduces fundamental concepts involved with upgrading and repairing personal computer systems. Includes topics on the "A+" computer service technician certification. Lectures and labs will cover internal microcomputer operation, operating systems, primary and secondary storage methods (system memory modules and disk drives), adapter cards, serial and parallel ports, and power supplies. Different components and subsystems will be compared and evaluated based on performance specifications and design considerations.

*Repeatable 3 times.*

*Transfer: CSU.*

### 254 SERVER MAINTENANCE AND ADMINISTRATION

(4.0)

(Formerly ETCH 254)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: CNET 253, CIS 121.*

Prepares the student for the COMPTIA "SERVER+" computer service technician and Microsoft Server Administration certifications. The course builds on basic concepts taught in the Microcomputer fundamentals and operating system courses. Topics include PC hardware and advanced troubleshooting, new computer architectures, multiple OS's, advanced diagnostic tools, storage devices, RAID controllers, dual processor systems, hard disk recovery, server operating system installation and configuration.

*Transfer: CSU.*

### 255 NETWORK CABLING CERTIFICATION

(3.0)

(Formerly ETCH 255)

4.0 hours per week: (2.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

*Advisory: MATH 123.*

Addresses topics on the BICSI LEVEL I industry standard network cabling certification test. Presents basic concepts in network cabling and its application to network infrastructure. Basic terminology, cable types, wiring structures, installation factors and techniques will be discussed. LAN topologies, wiring technology, management, and standards will be investigated and applied to lab



practice. Termination techniques for twisted pair and fiber optic cables and connectors will be studied and applied. Fiber optic theory, cable design, and cabling techniques will be investigated. Testing of network cabling and terminations using conductivity, bandwidth, attenuation, and time domain reflectivity will be explored.

*Repeatable 3 times.*

*Transfer: CSU.*

## **256 FIBER NETWORK CABLING CERTIFICATION (3.0)**

(Formerly ETCH 256)

4.0 hours per week: (2.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

*Advisory: EET 213, MATH 123.*

Presents network connectivity subjects including multi-level BICSI certification topics: Shielded copper cabling and terminations; fiber optic theory, cabling, and termination techniques. Grounding and bonding, performance testing, and inspection of copper and fiber systems will also be covered.

*Repeatable 3 times.*

*Transfer: CSU.*

## **260 NETWORKING FUNDAMENTALS (2.0)**

(Formerly CIS 260)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: CNET 253.*

Provides students with classroom and laboratory experience in current and emerging networking technology. Topics include network terminology and protocols, the OSI and TCP/IP networking models, network topologies and media access control techniques, local area networks (LAN's) and internetworking devices (repeaters, hubs, switches, and routers). Special attention is paid to LAN configuration and operation, media types, and IP addressing schemes.

*Transfer: CSU.*

## **261 ROUTER THEORY AND TECHNOLOGY (2.0)**

(Formerly CIS 261)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: CNET 260*

A course on router technology, router configuration, dynamic routing, and routing protocols. Other topics include Ethernet, Token Ring, and Fiber Distributed Data Interface (FDDI) network architectures, and detailed coverage of Transport Control and Internetworking Protocols (TCP/IP). Students will perform router initialization, configuration, testing, and troubleshooting using console ports, over the network Telnet sessions, and Trivial File Transport Protocol (TFTP) servers.

*Transfer: CSU.*

## **262 SWITCHED AND WIRELESS LANS (2.0)**

(Formerly CIS 262)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: CNET 260 Networking Fundamentals*

Presents Local Area Network architecture and design, including the Spanning-Tree Protocol and Virtual LANs, integration of switched and wireless technology, and wireless security concepts and configuration. This course continues preparation for the Cisco Certified Network Associate (CCNA) Exam.

*Transfer: CSU.*

## **263 WIDE AREA NETWORKING (2.0)**

(Formerly CIS 263)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: CNET 262*

Presents concepts and protocols related to Wide Area Network (WAN) management and design. Detailed coverage is devoted to the Point-to-Point Protocol (PPP), Frame Relay, ISDN, DSL, Leased Lines (T1/T3), and Virtual Private Networks (VPNs). Hierarchical WAN design techniques are used in the completion of a Threaded Case Study (TCS).

*Transfer: CSU.*

# **CONSTRUCTION TECHNOLOGY [CTCH]**

## **093G INTRODUCTION TO GREEN TECHNOLOGY (4.0)**

8.0 hours per week: ( 2.0 hours lecture, 6.0 hours laboratory)

Associate Degree Non-Applicable

Introduces students to Green Building technologies. Investigates environmental trades impact on society, conservation fundamentals, energy management concepts, basics of retrofits, energy efficient building techniques and solar energy principles.

## **100 WORKPLACE SAFETY (2.0)**

2.0 hours lecture per week

Associate Degree Applicable

Introduces safety topics that address the OSHA 10 and 30 hour training requirements. Topics including OSHA safety and health standards, common violations, OSHA regulations, whistle blower rights, record keeping rules, fall protection, fire protection, electrical safety, hazard communications, personal protective equipment and emergency planning.

*Repeatable 3 times.*

## **156 MACHINE WOODWORKING/FURNITURE (3.0)**

(Formerly CTECH 56)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: CTCH 255*

Presents the study, design, and development of practical applications for basic furniture cabinet, table, and chair construction as utilized by the wood products industry. Includes partitions, face frame, carcass, and basic door and drawer construction used in the furniture industry. Covers operation of woodworking machines, tools and processes, techniques, and care and suitability of tools and machines.

*Repeatable 3 times.*

## **157 CABINET MAKING/32 MM EUROPEAN CONSTRUCTION (3.0)**

(Formerly CTECH 57)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: CTCH 255*

Introduces European 32mm production methods as used in cabinetmaking. Includes European design and space utilization, European machinery, hardware, and the latest in European systems. Examines the influence of the 32mm system on the American cabinetmaking industry.

*Repeatable 3 times.*

## **158 CABINET MAKING/FACE FRAME CONSTRUCTION (3.0)**

(Formerly CTECH 58)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: CTCH 255*

Presents traditional face frame cabinet construction as applied in kitchens and bathrooms. Covers design, layout, and material analysis. Includes hands-on experience in carcass construction, face frames, partitions and construction of doors and drawers.

*Repeatable 3 times.*

## **163 CONSTRUCTION MANAGEMENT (3.0)**

(Formerly CTECH 63)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156 or ENGL 165.*

Presents the principles and practices of construction management for small firms, with emphasis on marketing, cost accounting, job costing, ownership structure, financing, legal requirements, and construction bonding.

## **164 BLUEPRINT READING (3.0)**

(Formerly CTECH 64)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156 or ENGL 165 and CTCH 250.*

Introduces basic skills in interpreting blueprints used in construction and interpreting requirements of a plan check. Covers architectural working drawings of residential, light construction, and commercial buildings. Provides an overview of building code provisions in a plan check.

### **165 BLOCK MASONRY (3.0)**

(Formerly CTECH 65)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

Introduces basic concrete block masonry skills. Includes manufacture, sizes and shape, installation techniques, basic plan reading, estimating, scaffolding, and concrete coring.

*Repeatable 3 times.*

### **166 BRICK MASONRY (3.0)**

(Formerly CTECH 66)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Advisory: CTCH 165.*

Provides lecture, demonstrations and training on the installation and uses of brick masonry, veneer fireplaces and cultured stone. Includes basic blueprint reading and estimating for masonry.

*Repeatable 3 times.*

### **168 RESIDENTIAL PLUMBING (3.0)**

(Formerly CTECH 68)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

Introduces basic residential plumbing theory, installation techniques, plan reading and estimating methods.

*Repeatable 1 time.*

### **169 RESIDENTIAL WIRING (3.0)**

(Formerly CTECH 69)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Advisory: CTCH 250.*

Introduces basic residential wiring skills. Includes basic electrical theory, installation techniques, basic plan reading, estimating and wiring methods.

*Repeatable 1 time.*

### **170 ADVANCED WOODWORKING (3.0)**

(Formerly CTECH 70)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: CTCH 255*

Introduces advanced wood and cabinet making skills. Examines the types of woods, plywoods, and composites used in European and faceframe cabinet systems. Includes methods of fastening cabinet joints, cabinet design, and production techniques.

*Repeatable 1 time.*

### **171A HOMEBUILDING - LAYOUT AND CONCRETE I (3.0)**

(Formerly CTECH 71A)

12.0 hours per week: (4.0 hours lecture, 8.0 hours laboratory)

Associate Degree Applicable

*Advisory: CTCH 250.*

Provides basic instruction in the skills required for employment in building construction. Includes instruction in tool, equipment, and construction site safety, surveying, blueprint reading, concrete formwork, backhoe operations, and concrete flatwork.

*Repeatable 1 time.*

### **171B HOMEBUILDING - LAYOUT AND CONCRETE II (2.0)**

(Formerly CTECH 71B)

12.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: CTCH 171A*

Provides instruction to develop speed and skill through repetition and increas-

ing responsibility for employment in building layout and concrete construction. *Repeatable 1 time.*

### **172A HOMEBUILDING - FLOOR AND WALL FRAMING I (3.0)**

(Formerly CTECH 72A)

12.0 hours per week: (4.0 hours lecture, 8.0 hours laboratory)

Associate Degree Applicable

*Advisory: CTCH 250.*

Provides basic instruction in the skills required for employment in building construction. Includes instruction in rough carpentry, floor systems, wall framing, ceiling joists, exterior siding, shear walls, trusses, windows and roof sheathing, and fireplaces.

*Repeatable 1 time.*

### **172B HOMEBUILDING - FLOOR AND WALL FRAMING I (2.0)**

(Formerly CTECH 72B)

12.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: CTCH 172A*

Provides instruction to develop speed and skill through repetition and increasing responsibility, for employment in rough carpentry including floor systems, wall framing, exterior siding, shear walls, trusses, windows, roof sheathing, and fireplaces.

*Repeatable 1 time.*

### **173A HOMEBUILDING - ROOF FRAMING I (3.0)**

(Formerly CTECH 73A)

12.0 hours per week: (4.0 hours lecture, 8.0 hours laboratory)

Associate Degree Applicable

*Advisory: CTCH 250.*

Introduces types of roof and stair systems, roofing, estimating live and dead loads, and specialized structural systems.

*Repeatable 1 time.*

### **173B HOMEBUILDING - ROOF FRAMING II (2.0)**

(Formerly CTECH 73B)

12.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: CTCH 173A*

Provides an opportunity to develop speed and skill in framing roof systems, stair systems and specialized structural systems.

*Repeatable 1 time.*

### **174A HOMEBUILDING - FINISH CARPENTRY I (3.0)**

(Formerly CTECH 74A)

12.0 hours per week: (4.0 hours lecture, 8.0 hours laboratory)

Associate Degree Applicable

*Advisory: CTCH 250.*

Provides basic instruction in the skills required to install interior and exterior doors, cabinet systems, interior and exterior trim, including stair cases, wainscot, decks and railings. Also covers basic millwork and machine use for making special moldings.

*Repeatable 1 time.*

### **174B HOMEBUILDING - FINISH CARPENTRY II (2.0)**

(Formerly CTECH 74B)

12.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: CTCH 174A*

Course provides an opportunity to develop speed and skill in installing doors, installing cabinets, installing base, window, closet and wall trim, decks, railings, and interior finish.

*Repeatable 1 time.*

### **175 BASIC HEATING, REFRIGERATION AND AIR CONDITIONING (3.0)**

(Formerly CTECH 75)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156 or ENGL 165.*

Introduces residential gas heating, commercial refrigeration, and residential air conditioning. Includes demonstrations and systematic problem solving of electrical and mechanical malfunction.

### **176 BASIC WATER TREATMENT (3.0)**

(Formerly CTECH 76)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: MATH 123 or MATH 123SI.*

Prepares the student to become a Water Treatment Plant Operator, Grade 1 or Grade 2. Includes the study of plant operation, water sources and treatment, reservoir management, coagulation and flocculation, sedimentation, filtration, disinfection, taste and odor control, and corrosion control.

### **177 WATER DISTRIBUTION SYSTEMS (3.0)**

(Formerly CTECH 77)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: MATH 123 or MATH 123SI.*

Prepares the student to be an operator for water storage and distribution systems. Provides an understanding of the basic operational and maintenance concepts of water distribution systems. Develops the ability to analyze and solve problems such as tastes and odors, corrosion damage, and system failures when they occur.

### **180A BUILDING CODE I, ARCHITECTURAL DESIGN PROVISIONS (3.0)**

(Formerly CTECH 80A)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: CTCH 250 and eligibility for ENGL 165.*

Introduction to the Building Code, concentrating on the permit process and fundamental architectural design requirements involving occupancies, maximum allowable area, type of construction, proximity to property lines, exiting, fire protection, disabled access, elevators, and construction safety. This course is the first in a series of two which will familiarize the student with building code provisions relating to the design and construction of residential and commercial structures. The emphasis will be on requirements which limit or specify the building space to be created.

*Repeatable.*

### **180B BUILDING CODE II, STRUCTURAL DESIGN AND MATERIAL PROVISIONS (3.0)**

(Formerly CTECH 80B)

3.0 hours lecture per week

Associate Degree Applicable

Application of the Building Code, concentrating on basic structural requirements for wood, concrete, steel, and masonry construction. The course will cover code provisions for site preparation, foundations, roofing, and interior/exterior finish materials. This course is the second in a series of two which will familiarize the student with building code provisions relating to the design and construction of residential and commercial structures. The emphasis will be on requirements relating to the structural design of the building and the materials used to create the building space.

*Repeatable.*

### **181 NATIONAL ELECTRICAL CODE (3.0)**

(Formerly CTECH 81)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: CTCH 169 and ENGL 156 or ENGL 165.*

Introduces the use of the National Electrical Code. Promotes an understanding of the electrical code necessary to the installation of such systems and the need to safeguard the public through uniformity and safety in building laws.

### **182 UNIFORM PLUMBING AND MECHANICAL CODES (3.0)**

(Formerly CTECH 82)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: CTCH 250 and ENGL 156 or ENGL 165.*

Introduces the use of the Uniform Plumbing and Mechanical Code. Promotes an understanding of the plumbing and mechanical codes necessary to the installation of plumbing and HVAC systems and the need to safeguard the public through uniformity and safety in building laws.

*Repeatable 1 time.*

### **183A COMMERCIAL WIRING AND ELECTRICAL SYSTEMS (3.0)**

(Formerly CTECH 83A)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: CTCH 169 or 2 years experience in the electrical field.*

Presents planning, construction, and testing of a typical commercial electrical installation including: plans and specifications, applicable codes, load calculations, wire sizing, conduit fill analysis and bending, branch circuits, feeders, grounding practices, transient surge suppression, uninterruptable power supply selection and installation techniques. Course developed in conjunction with the California Apprenticeship Council's standards for the State Electrical Certification Examination.

*Repeatable 3 times.*

### **183B INDUSTRIAL WIRING AND ELECTRICAL SYSTEMS (4.0)**

(Formerly CTECH 83B)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: CTCH 169 or 183A or 2 years experience in the electrical field.*

Studies the responsibilities and knowledge required for professional industrial electricians working under current state certification requirements including: the industrial electrical service, power and lighting, feeder bus systems, panel boards, fiber optics and other high bandwidth data cabling systems, harmonics and filtering, hazardous locations, power factor, ballasts, transformers, switching systems, grounding and bonding, installation techniques, and applying code requirements to all aspects of industrial wiring systems. Course developed in conjunction with the California Apprenticeship Council's standards for the State Electrical Certification Examination.

*Repeatable 3 times.*

### **193 TECHNICAL CAREER PREPARATION IN CONSTRUCTION (4.0 to 0.5)**

(Formerly CTECH 93)

Associate Degree Applicable

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

### **195 TECHNICAL CAREER PREPARATION IN CONSTRUCTION (1.0)**

(Formerly CTECH 95)

1.0 hours lecture per week

Associate Degree Applicable

Overview of construction careers with focus on preparing for the job market. Includes discussion of career opportunities in construction, both union and non-union. Focus on providing the tools necessary to target and obtain a position in the construction industry.

*Repeatable 2 times.*

### **201 PLANE SURVEYING (3.0)**

(Formerly ENGR 201)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: MATH 229 or equivalent*

Introduces the principles and practices of surveying, including the use of the engineer's tape, level, transit, and the use of an EDM (Electronic Distance Measurement). This equipment will be used to perform computations for horizontal and vertical distances, profiles, azimuths and bearings, traverse closures, topographic mapping, earthwork and land grading, and horizontal and vertical curves. Maps and land description also will be discussed.

*Transfer: CSU; UC.*

**247 INDEPENDENT STUDIES: CONSTRUCTION TECHNOLOGY****(2.0 to 0.5)**

(Formerly CTECH 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the technical field in which the study is to be undertaken.*

Provides an opportunity for in-depth study or practicum experience by an individual student in a selected topic in the construction technology area with support and direction from an instructor.

*Repeatable 3 times.**Transfer: CSU.***250 INTRODUCTION TO CONSTRUCTION****(3.0)**

(Formerly CTECH 50)

4.0 hours per week: (2.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

*Advisory: ENGL 156 or ENGL 165.*

Presents the use and application of construction processes and materials for residential, commercial, heavy and highway construction. Covers topics such as elements of city planning, contracting, designing, construction finance, and real estate principals.

*Transfer: CSU.***255 BASIC WOODWORKING****(3.0)**

(Formerly CTECH 55)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

Presents the application of power and hand tools to the mill and cabinet trade. Examines types of woods, both hard and soft. Deals with methods of fastening and types of fasteners and joints. Emphasizes general power tools such as table saw, jointer, planer, drill press, sander, shaper and lathe. Safety, capabilities and techniques are covered.

*Repeatable 1 time.**Transfer: CSU.***284 INTRODUCTION TO SOLAR TECHNOLOGY****(3.5)**

5.5 hours per week: (2.5 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: EET 213*

Introduces basic concepts in solar energy including: the photovoltaic industry, solar radiation and electrical power, site surveying and planning, components of solar systems, cells modules and arrays, batteries, charge controllers and inverters. Addresses topics on the NABCEP PV entry level certification exam.

*Repeatable 3 time.**Transfer: CSU.***285 SOLAR TECHNOLOGY DESIGN AND CONSTRUCTION****(3.5)**

5.5 hours per week: (2.5 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: EET 284*

Builds on basic concepts from introduction to solar technology (EET 284), expanded topics include: solar system sizing, mechanical and electrical integration, utility interconnection, permitting and inspection, commissioning, maintenance, troubleshooting and economical analysis. Addresses topics on the NABCEP PV entry level certification exam.

*Repeatable 3 times.**Transfer: CSU.***287 INTRODUCTION TO GREEN TECHNOLOGY****(4.0)**

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

Introduces students to Green Building technologies. Investigates environmental trades impact on society, conservation fundamentals, energy management concepts, basics of retrofits, energy efficient building techniques and solar and wind energy principles.

*Repeatable 3 times.**Transfer: CSU.***555 BASIC WOODWORKING****(0.0)**

(Formerly CTECH 555)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Presents the application of power and hand tools to the mill and cabinet trade. Examines types of woods, both hard and soft. Deals with methods of fastening and types of fasteners and joints. Emphasizes general power tools such as table saw, jointer, planer, drill press, sander, shaper and lathe. Safety, capabilities and techniques are covered.

*Repeatable.***568 RESIDENTIAL PLUMBING****(0.0)**

(Formerly CTECH 568)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Introduces basic residential plumbing theory, installation techniques, plan reading and estimating methods.

*Repeatable.***569 RESIDENTIAL WIRING****(0.0)**

(Formerly CTECH 569)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

*Advisory: CTCH 250.*

Introduces basic residential wiring skills. Includes basic electrical theory, installation techniques, basic plan reading, estimating and wiring methods.

*Repeatable.***570 ADVANCED WOODWORKING****(0.0)**

(Formerly CTECH 570)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

*Prerequisite: CTCH 255, CTCH 2555 or consent of instructor*

Introduces advanced wood and cabinet making skills. Examines the types of woods, plywoods, and composites used in European and faceframe cabinet systems. Includes methods of fastening cabinet joints, cabinet design, and production techniques.

*Repeatable.***571A HOMEBUILDING - LAYOUT AND CONCRETE I****(0.0)**

(Formerly CTECH 571A)

12.0 hours per week: (4.0 hours lecture, 8.0 hours laboratory)

*Advisory: CTCH 250.*

Provides basic instruction in the skills required for employment in building construction. Includes instruction in tool, equipment, and construction site safety, surveying, blueprint reading, concrete formwork, backhoe operations, and concrete flatwork.

*Repeatable.***571B HOMEBUILDING - LAYOUT AND CONCRETE II****(0.0)**

(Formerly CTECH 571B)

12.0 hours laboratory per week

*Prerequisite: CTCH 171A, CTCH 571A or consent of instructor*

Provides instruction to develop speed and skill through repetition and increasing responsibility for employment in building layout and concrete construction.

*Repeatable.***572A HOMEBUILDING - FLOOR AND WALL FRAMING****(0.0)**

(Formerly 572A)

12.0 hours per week: ( 4.0 hours lecture, 8.0 hours laboratory)

*Advisory: CTCH 250.*

Provides basic instruction in the skills required for employment in building construction. Includes instruction in rough carpentry - floor systems, wall framing, ceiling joists, exterior siding, shear walls, trusses, windows and roof sheathing, and fireplaces.

*Repeatable.***572B HOMEBUILDING - FLOOR AND WALL FRAMING II****(0.0)**

(Formerly CTECH 572B)

12.0 hours laboratory per week

*Prerequisite: CTCH 172A, CTCH 572A or consent of instructor*

Provides instruction to develop speed and skill through repetition and increas-



ing responsibility for employment in rough carpentry including floor systems, wall framing, exterior siding, shear walls, trusses, windows, roof sheathing, and fireplaces.  
*Repeatable.*

### **573A HOMEBUILDING - ROOF FRAMING I (0.0)**

(Formerly CTECH 573A)

12.0 hours per week: (4.0 hours lecture, 8.0 hours laboratory)

*Advisory: CTCH 250.*

Introduces types of roof and stair systems, roofing, estimating live and dead loads, and specialized structural systems.

*Repeatable.*

### **573B HOMEBUILDING - ROOF FRAMING II (0.0)**

(Formerly CTECH 573B)

12.0 hours laboratory per week

*Prerequisite: CTCH 173A, CTCH 573A or consent of instructor*

Provides an opportunity to develop speed and skill and framing roof systems, stair systems and specialized structural systems.

*Repeatable.*

### **574A HOMEBUILDING - FINISH CARPENTRY I (0.0)**

(Formerly CTECH 574A)

12.0 hours per week: (4.0 hours lecture, 8.0 hours laboratory)

*Advisory: CTCH 250.*

Provides basic instruction in the skills required to install interior and exterior doors, cabinet systems, interior and exterior trim, including stair cases, wainscot, decks and railings. Also covers basic millwork and machine use for making special moldings.

*Repeatable.*

### **574B HOMEBUILDING - FINISH CARPENTRY II (0.0)**

(Formerly CTECH 574B)

12.0 hours laboratory per week

*Advisory: CTCH 174A or CTCH 574A.*

Course provides an opportunity to develop speed and skill in installing doors, installing cabinets, installing base, window, closet and wall trim, decks, railings, and interior finish.

*Repeatable.*

## **COUNSELING [COUN]**

### **140 COUNSELING: PERSONAL FINANCE (1.0)**

1.0 hours lecture per week

Associate Degree Applicable

Promotes financial responsibility and the application of basic financial skills to everyday money matters. Emphasis on learning basic banking skills, including balancing a checkbook, credit card use, and the difference between necessities versus wants. Students will learn techniques and practices that will contribute to financial security.

### **150 MATH ANXIETY (2.0)**

(Formerly COUNS 50)

2.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: Completion of or concurrent enrollment in MATH 123, MATH 123SI or equivalent*

Presents cognitive and behavioral techniques to reduce math anxiety as well as effective strategies for solving mathematical problems at the elementary algebra level.

### **152 ORIENTATION TO COLLEGE FOR RE-ENTRY STUDENTS (1.0)**

(Formerly COUNS 52)

2.0 hours lecture per week

Associate Degree Applicable

Directed toward the adult re-entry student, 25 years or older. Presents self exploration, goal setting, and developing a student education plan. Covers issues of time and stress management, value clarification, problem solving, decision making, college resources, and support systems.

### **156 STUDENT SUCCESS (1.0)**

(Formerly COUNS 56)

2.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Prepares students for a successful college experience. College skills will include the understanding of campus/ community diversity, communication, financial planning for college, utilizing campus/community resources, setting educational priorities to include looking at major and certificate programs, and understanding of college rules, regulations, and policies.

### **158 GREAT START TO COLLEGE (0.5)**

(Formerly COUNS 58)

0.5 hours lecture per week

Associate Degree Applicable

*Prerequisite: Completion of "Great Start" Assessment and Orientation Workshop*

*Advisory: ENGL 099.*

Introduces new students to Cuesta College and prepares them for their first semester. Students attend a "Great Start" Assessment Testing and Orientation workshop to understand the requirements for their educational goal of transfer, Associate Degree or certificate, as well as policies and procedures of the college. Students participate in student success workshops and complete a Student Education Plan (SEP).

### **160 PLANNING FOR TRANSFER (0.5)**

(Formerly COUNS 60)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Designed to provide students with information and resources to facilitate a smooth transfer from Cuesta College to four year colleges and universities. Students learn to research transfer possibilities, find a school which fits their academic and personal needs, and develop a Student Educational Plan to plan transfer goal(s).

### **254 CAREER EXPLORATION (1.0)**

(Formerly COUNS 54)

2.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Assesses the student's interests, skills, personality, values, and includes career research in a planning process. Applies assessment information to occupational possibilities and choice of college majors.

*Transfer: CSU.*

### **261 CAREER SKILLS AND JOB SHADOWING (1.0)**

(Formerly COUNS 61)

2.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Introduces career readiness concepts through exploration of personal work attitudes and skills, study of job search techniques, and job shadowing experiences.

*Transfer: CSU.*

## **CRIMINAL JUSTICE [CJ]**

### **193 CRIMINAL JUSTICE SPECIAL TOPIC (4.0 to 0.5)**

(Formerly CJ 93)

Associate Degree Applicable

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

### **202 INTRODUCTION TO CRIMINAL JUSTICE (3.0)**

(Formerly CJ 2)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Presents an overview of the history, theory, organization and practices of the criminal justice system and the interrelationship between the criminal justice

system and society as a whole. Studies the origin, development and application of crime causation theories. Includes exploration and analysis of the roles, structure, and function of criminal justice agencies. Integrates an examination of the criminal justice system with a critical analysis of the system as an instrument of societal control and change.

*Transfer: CSU; UC.*

## **204 PRINCIPLES AND PROCEDURES OF THE JUSTICE SYSTEM (3.0)**

(Formerly CJ 4)

3.0 hours lecture per week

Associate Degree Applicable

Presents legal processes, responsibilities, and interrelationships of each component of the justice system. Includes a review of case and common law, pertinent court decisions, case methodology and research.

*Transfer: CSU.*

## **206 CONCEPTS OF CRIMINAL LAW (3.0)**

(Formerly CJ 6)

3.0 hours lecture per week

Associate Degree Applicable

Presents elements of the penal code and general laws about crimes against persons, property, standards of morality, and the state.

*Transfer: CSU; UC.*

## **208 LEGAL ASPECTS OF EVIDENCE (3.0)**

(Formerly CJ 8)

3.0 hours lecture per week

Associate Degree Applicable

Presents kinds of evidence and principles of admissibility, witness competency, privileged communications, and hearsay. Includes the procedures to be followed in evidence collection and preservation.

*Transfer: CSU.*

## **210 PRINCIPLES OF INVESTIGATION (3.0)**

(Formerly CJ 10)

3.0 hours lecture per week

Associate Degree Applicable

Presents investigation fundamentals of crime scene search, collecting/recording evidence, interviews and interrogation. Covers procedures used in investigating various kinds of criminal activity.

*Transfer: CSU.*

## **212 JUVENILE JUSTICE PROCEDURES (3.0)**

(Formerly CJ 12)

3.0 hours lecture per week

Associate Degree Applicable

Presents the organization, functions, and jurisdiction of juvenile justice agencies. Covers juvenile processing and detention, case disposition, statutes, and court procedures.

*Transfer: CSU.*

## **213 CONCEPTS OF ENFORCEMENT SERVICES (3.0)**

(Formerly CJ 13)

3.0 hours lecture per week

Associate Degree Applicable

Presents concepts, responsibilities, and techniques of police patrol in handling ordinary police occurrences, including public service responsibilities.

*Transfer: CSU.*

## **224 POLICE-COMMUNITY RELATIONS (3.0)**

(Formerly CJ 24)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Explores the complex relationships between the community and the justice system. Examines the role that race, ethnicity, gender, sexual orientation, social class and culture play in the administration of justice. Presents the challenges of administering justice within a diverse multicultural population and imparts cultural knowledge, awareness and competence.

*Transfer: CSU; UC.*

## **226 INVESTIGATIVE REPORT WRITING (2.0)**

2.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Develops proper investigative report writing skills. Provides practice in drafting investigative reports that are used in the administration of justice. Emphasis is on proper use of terminology, attention to detail, clarity, organization, and accuracy in report writing.

*Repeatable 2 times.*

*Transfer: CSU.*

## **247 INDEPENDENT STUDIES: CRIMINAL JUSTICE (2.0 to 0.5)**

(Formerly CJ 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the technical field in which the study is to be undertaken.*

Provides an opportunity for in-depth study or practicum experience by an individual student in a selected topic of criminal justice under the direction of an instructor.

*Repeatable 3 times.*

*Transfer: CSU.*

## **CULINARY ARTS [CUL]**

### **100 CULINARY KITCHEN BASICS (0.5)**

0.5 hours lecture per week

Associate Degree Applicable

Introduces students to kitchen and pantry basics such as basic knife skills, professional safety and sanitation guidelines, culinary math, and general kitchen and pantry lay-out, guidelines, and procedures.

### **101 WHOLE GRAINS COOKERY (0.5)**

18.0 hours per week: (4.5 hours lecture, 13.5 hours laboratory)

Associate Degree Applicable

*Prerequisite: CUL 100*

Introduces the student to a wide variety of whole, un-refined grains in the context of their native bio-regions and cultural status. Whole grains pertaining to the Native Americas, Native Europe, Near Eastern regions, Asia, and Africa will all be discussed and prepared. The student will explore a variety of cooking techniques and applications pertaining to these grains for both home and professional use.

### **102 SEASONAL CUISINE (0.5)**

18.0 hours per week: (4.5 hours lecture, 13.5 hours laboratory)

Associate Degree Applicable

*Prerequisite: CUL 100*

Demonstrates whole foods cuisine from a seasonal perspective, and how to integrate these foods into both a production and home kitchen. The student will learn the seasonality of produce through hands on experience, developing seasonal menus, and field trips to local farmer's markets and organic farms. Local foods and farmers will be emphasized.

### **103 HEALTHFUL ETHNIC CUISINE (0.5)**

18.0 hours per week: (4.5 hours lecture, 13.5 hours laboratory)

Associate Degree Applicable

*Prerequisite: CUL 100*

Introduces the student to traditional healthful cuisines found around the globe. Preparing foods from traditional cuisines such as Mediterranean, Japanese, Indian, and Thai will be emphasized. Traditional cuisines will be compared and contrasted to a Western diet, and the health implications of both will be evaluated and discussed.

### **104 LIVING AND RAW FOODS (0.5)**

18.0 hours per week: (4.5 hours lecture, 13.5 hours laboratory)

Associate Degree Applicable

*Prerequisite: CUL 100*

Introduces the student to the basic principles, theories, and preparations of living and raw foods cuisine. Dishes will be prepared and evaluated according

to the principles of raw and living foods, requiring the food to never be heated over 110 degrees F-115 degrees F. Basic food production methods covered include sprouting, dehydrating, juicing, fermenting, soaking, and specialized knife skills.

### 105 ALTERNATIVE BAKING AND DESSERT METHODS (0.5)

18.0 hours per week: (4.5 hours lecture, 13.5 hours laboratory)

Associate Degree Applicable

*Prerequisite:* CUL 100

Introduces and teaches the student to use alternative baking methods and whole food ingredients to create classic baked goods and sweets such as cakes, cookies, scones, biscuits, breads, frostings, candies, frozen desserts, and custard like desserts. Ingredients such as whole grain flours, unrefined sweeteners, non-dairy milks, nuts, seeds, and fresh and dried fruits are emphasized.

### 106 ADVANCED VEGETARIAN CUISINE (0.5)

18.0 hours per week: (4.5 hours lecture, 13.5 hours laboratory)

Associate Degree Applicable

*Prerequisite:* CUL 149

*Advisory:* CUL 101, CUL 102, CUL 103, CUL 104, CUL 105.

Engages the student in a more critical and in-depth approach to vegetarian cuisine. Emphasizes advanced cooking techniques, vegetarian menu planning and design, menu execution, seasonality of foods, fresh produce, whole grains, and alternative cooking methods and ingredients.

### 125 BAKING AND BAKING SCIENCE I (1.0)

(Formerly CULART 25)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* CUL 210

*Corequisite:* CUL 220

Introduces the student to the basic skills needed for professional baking. Enables the student to learn and practice the skills and methods of the production of bread, desserts, and other baked goods using quantity production techniques.

### 145 ADVANCED PASTRY ARTS (1.0)

(Formerly CULART 45)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* CUL 235

*Corequisite:* CUL 240 AND CUL 243

Engages the student in the advanced techniques of classical and modern pastry. Emphasis on advanced professional bakeshop operations. Cakes, pastries, meringues, chocolates and sauces are created and displayed, using different theories of plate design. Hands-on experience in the production and display of pastillage, croquant, marzipan, and royal icing

### 149 VEGETARIAN CUISINE (1.0)

(Formerly CULART 49)

22.0 hours per week: (16.0 hours lecture, 6.0 hours laboratory)

Associate Degree Applicable

Engages the student in gourmet vegetarian food preparation, focusing on food service applications. Explores the history of vegetarianism worldwide, nutrition and health implications, ingredient selection, and preparation and cooking techniques of a wide variety of vegetarian diets.

### 193 CULINARY ARTS SPECIAL TOPIC (4.0 to 0.5)

(Formerly CULART 93)

Associate Degree Applicable

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

### 210 CULINARY ARTS FUNDAMENTALS I (2.5)

(Formerly CULART 10)

10.0 hours per week: (2.5 hours lecture, 7.5 hours laboratory)

Associate Degree Applicable

Introduces the student to the culinary arts profession and the professional kitchen. Emphasis on basic cooking methods, equipment use, and ingredients provides the student with a beginning understanding of food

chemistry and cooking techniques. The course includes "hands-on" experience managing the dining room and kitchen in the production of stocks, broths, sauces, gravies, soups, and breakfast cookery.

*Transfer:* CSU.

### 213 FOOD SAFETY AND SANITATION (1.0)

(Formerly CULART 13)

1.0 hours lecture per week

Associate Degree Applicable

Examines the principles of hygiene and sanitation and their application to food service operations. Emphasis is placed on the implementation of proper methods and procedures and the food handlers responsibility in maintaining high sanitation and safety standards.

*Transfer:* CSU.

### 220 CULINARY ARTS FUNDAMENTALS II (1.5)

(Formerly CULART 20)

6.0 hours per week: (1.5 hours lecture, 4.5 hours laboratory)

Associate Degree Applicable

*Prerequisite:* CUL 210

*Corequisite:* CUL 125

Engages the student in the practical kitchen application of vegetable, grain, starch and the principles and practices used in producing pantry items in a commercial environment. A variety of menu items are prepared including salads, salad dressings, sandwiches, and vegetable, grain and legume dishes.

*Transfer:* CSU.

### 230 MEAT, POULTRY, AND SEAFOOD ANALYSIS AND PRODUCTION (1.5)

(Formerly CULART 30)

6.0 hours per week: (1.5 hours lecture, 4.5 hours laboratory)

Associate Degree Applicable

*Prerequisite:* CUL 220

*Corequisite:* CUL 235

Engages the student in the practical kitchen application and cooking methods for major cuts of beef, pork, poultry, and seafood.

*Transfer:* CSU.

### 235 INTERMEDIATE BAKING (1.0)

(Formerly CULART 35)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* CUL 125

*Corequisite:* CUL 230

Engages the student in the skills necessary for the production of cakes, tortes, French pastries, and petit fours utilizing commercial baking techniques.

*Transfer:* CSU.

### 240 GARDE MANGER (1.0)

(Formerly CULART 40)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* CUL 230

*Corequisite:* CUL 243 AND CUL 145

Engages the student in a comprehensive study of the skills necessary for the preparation of cold buffets. The course focuses on "hands-on" experience in the production of aspic jellies, terrines, galantines, salads, garnishes, chaud froid sauces, forcemeats, pates, gelatins, sausages, mousses, brines, dry cures, marinades, smoked meats, poultry and fish, salt dough display pieces, vegetable flowers, and buffet table and tray centerpieces using fruits and vegetables and ice sculptures.

*Transfer:* CSU.

### 243 INTERNATIONAL CUISINE (0.5)

(Formerly CULART 43)

2.0 hours per week: (0.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

*Prerequisite:* CUL 230

*Corequisite:* CUL 240 AND CUL 145

Engages the student in gourmet international food preparation applied to restaurants. Explores customs, serving styles, and preparation techniques of foods unique to selected international cultures. Cultures to include, but not limited to: Italian, German, French, Asian, Middle Eastern, and Latin.

*Transfer: CSU.*

## DANCE [DANC]

### 225 DANCE IMPROVISATION AND COMPOSITION (1.0)

(Formerly DANCE 25)

3.0 hours laboratory per week

Associate Degree Applicable

Exploration and development of improvisational and composition skills for the craft of choreography.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

### 228 SOCIAL DANCE FORMS (1.0)

(Formerly DANCE 28)

3.0 hours laboratory per week

Associate Degree Applicable

Introduction to social dance techniques. Instruction and practice to include Swing, Cha Cha, Waltz, Fox Trot, Rhumba and Tango dances.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

### 249 DANCE ENSEMBLE (3.0 to 0.5)

(Formerly DANCE 49)

9.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: By audition or consent of instructor*

*Advisory: One semester of dance technique in ballet, jazz, or modern recommended.*

A laboratory course providing instruction in various dance techniques, choreography, music collaboration, make-up, costume construction, light design, and set construction, cumulating in an informal dance performance. Requires rehearsal.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

### 250 DANCE HISTORY OF THE 20TH CENTURY (3.0)

(Formerly DANCE 50)

3.0 hours lecture per week

Associate Degree Applicable

A study of 20th century social and theatrical dance forms in the context of western societies with an emphasis on American dance. Influential choreographers, dancers and theorists will be discussed.

*Transfer: CSU; UC.*

### 252 DANCE CULTURES OF THE WORLD (3.0)

(Formerly DANCE 52)

3.0 hours lecture per week

Associate Degree Applicable

An introductory overview to some of the major dance traditions of the world. Emphasis is on why people dance, how they dance and why they dance the way they do. The particular forms may vary each semester but may include; African, Asian, Native American, Flamenco, Hawaiian and primitive dance.

*Transfer: CSU; UC.*

### 254 INTRODUCTION TO DANCE (1.0 to 0.5)

(Formerly DANCE 54)

3.0 hours laboratory per week

Associate Degree Applicable

Introduces the technique, history and choreography of the three major dance forms: ballet, jazz dance, and modern dance. Includes a final performance.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

### 255 BALLET (1.0 to 0.5)

(Formerly DANCE 55)

3.0 hours laboratory per week

Associate Degree Applicable

Beginning Ballet: Introduces classical ballet. Develops alignment, turnout, muscular control, grace, flexibility, five basic positions, terminology, and rhythm.

"Intermediate Ballet": Reviews fundamentals of ballet techniques with increased complexity and introducing additional movement vocabulary. Development of strength in feet by means of exercises on demi-point, development of stability and strength in legs by increasing the number of movements covered. Development of technique by executing the movements in a faster tempo.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

### 256 JAZZ DANCE (1.0 to 0.5)

(Formerly DANCE 56)

3.0 hours laboratory per week

Associate Degree Applicable

Introduces jazz dance techniques including phrasing, performance, technique, choreography, and the presentation of simple dance.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

### 258 DANCE CHOREOGRAPHY AND PERFORMANCE (2.0)

(Formerly DANCE 58)

6.0 hours laboratory per week

Associate Degree Applicable

Presents basic dance techniques and choreography as they apply to dance production. Requires rehearsal and performance of selected student and/or faculty pieces. Presents choreography and dance production experience in a professional stage setting to broaden and expand comprehension of dance as an artistic and commercial form of expression.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

### 260A MODERN DANCE, BEGINNING (1.0)

(Formerly DANCE 60A)

3.0 hours laboratory per week

Associate Degree Applicable

Presents beginning Modern Dance techniques, theory and processes. Includes technique practice focusing on the fundamentals of time, space and energy, exploration of anatomically efficient dance forms and preparation for individual expression through class performance.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

### 260B MODERN DANCE, INTERMEDIATE (1.0)

(Formerly DANCE 60B)

3.0 hours laboratory per week

Associate Degree Applicable

Presents intermediate Modern Dance techniques, theory and processes. Includes technique practice focusing on the fundamentals of time, space and energy, exploration of anatomically efficient dance forms and preparation for individual expression through class performance.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

### 260C MODERN DANCE, ADVANCED (1.0)

(Formerly DANCE 60C)

3.0 hours laboratory per week

Associate Degree Applicable

Presents advanced Modern Dance techniques, theory and processes. Includes technique practice focusing on the fundamentals of time, space and energy, exploration of anatomically efficient dance forms and preparation for individual expression through class performance.

*Repeatable 3 times.*

*Transfer: CSU; UC.*



**270 DANCE PILATES (1.0 to 0.5)**

(Formerly DANCE 70)

3.0 hours laboratory per week

Associate Degree Applicable

*Advisory: Successful completion of a health screening examination.*

Presents the technique of the Pilates method as a supportive conditioning practice for dance. The exercises encompass strength and flexibility components while focusing on alignment, efficiency of movement, balance and coordination as it pertains to dancers and their specific needs.

*Repeatable 3 times.**Transfer: CSU; UC.***DRAMA [DRA]****193 DRAMA SPECIAL TOPIC (4.0 to 0.5)**

(Formerly DRA 93)

Associate Degree Applicable

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

**201A PRINCIPLES OF ACTING (3.0)**

(Formerly DRA 1A)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Explores each person's creative artistic expression and emphasizes the study of acting as a discipline. The fundamental techniques of acting are explored by analyzing plays with an emphasis on the actor's approach to personal awareness, characterization, and the performer's relationship to all parts of the play's production.

*Transfer: CSU; UC.***201B PRINCIPLES OF ACTING (3.0)**

(Formerly DRA 1B)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: DRA 201A, DRA 248 or DRA 252*

Continues the study of the theory and practice of acting with special emphasis on styles and forms of acting.

*Repeatable 1 time.**Transfer: CSU; UC.***202 APPLIED PRINCIPLES OF ACTING (3.0)**

(Formerly DRA 2)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: DRA 201A*

Presents experience in ensemble interaction within the framework of dramatic works. Provides an opportunity to perform in workshop scenes and to present a program of short dramatic works for an audience.

*Transfer: CSU; UC.***203 IMPROVISATION (3.0)**

3.0 hours lecture per week

Associate Degree Applicable

Explores spontaneity, physicalization, character and building in an energetic and engaging environment. Students will create non-scripted theatre through theatre games and improvisational scenes directed towards live performance (No previous theatre experience or preparation required.)

*Repeatable 3 times.**Transfer: CSU.***205 INTRODUCTION TO DRAMATIC LITERATURE (3.0)**

(Formerly DRA 5)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 201A.*

Surveys the development of the world theatre from Greek drama to the present time as observed in the reading of representative plays. Introduces the

playwrights, works, conventions, and traditions of important movements in the history of the theatre.

*Transfer: CSU; UC.***206 THEATRE APPRECIATION (3.0)**

(Formerly DRA 6)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Completion of or concurrent enrollment in ENGL 156.*

A study of the combined elements of theatre through examination of current and classical plays with special emphasis on dramatic analysis and cultural significance for non-drama majors. Also provides background in various technical aspects of production and in the skills and talents required to successfully produce both plays and musicals.

*Transfer: CSU; UC (For UC, maximum credit one course between DRA 206 and 207).***207 INTRODUCTION TO THE THEATRE (3.0)**

(Formerly DRA 7)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 201A.*

Introduces theatre and related crafts such as costuming, lighting, and theatre architecture. Emphasizes awareness of components constituting an artistic entity and the ability to objectively evaluate a professional or non-professional performance.

*Transfer: CSU; UC (For UC, maximum credit one course between DRA 206 and 207).***208 VOICE FOR THE ACTOR (3.0)**

(Formerly DRA 8)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: DRA 201A.*

Designed to (1) improve natural, clear, unaffected speech, and (2) eliminate negative habits and regional accents: exercises for physical tension, vocal support, tone production, vocal quality, and articulation.

*Repeatable 2 times.**Transfer: CSU; UC.***209 INTRODUCTION TO TECHNICAL THEATER (3.0)**

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

Introduces the student to the theories and practices of stagecraft. This comprehensive course covers the principles and safe execution of scenery construction, scenic art, properties, stage lighting, and audio through lecture and practical lab experience. Topics also include: design process, professionalism, theater performance spaces, and the production staff.

*Transfer: CSU; UC.***211A STAGECRAFT (3.0)**

(Formerly DRA 11A)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

Introduces theatre shop equipment and basic construction techniques needed for design fabrication, and finishing of stage scenery and props.

*Transfer: CSU; UC.***211B ADVANCED STAGECRAFT (3.0)**

(Formerly DRA 11B)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: DRA 211A*

Continues the study of theatre shop equipment and basic construction techniques needed for design, fabrication, and finishing of stage scenery and props.

*Transfer: CSU; UC.*

- 213 SCENIC ART (3.0)**  
6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)  
Associate Degree Applicable  
Prepares students to explore the art of scene painting and texturizing. Project based assignments introduce the materials, application equipment and techniques used in the preparation and finishing of scenic units.  
*Repeatable 3 times.*  
*Transfer: CSU; UC.*
- 215 INTRODUCTION TO STAGE MOVEMENT (3.0)**  
(Formerly DRA 15)  
3.0 hours lecture per week  
Associate Degree Applicable  
Introduces the student to various aspects of stage movement, including choreography, blocking, stage combat, mime, and character work. Develops students' awareness of the expressive nature of the human body and how to use the body as a tool for creating a character.  
*Transfer: CSU; UC.*
- 218 MAIN STYLES IN FILMS (3.0)**  
(Formerly DRA 18)  
3.0 hours lecture per week  
Associate Degree Applicable  
*Advisory: ENGL 201A.*  
Traces the main currents in American and British films by means of the various movie genres and the representative films. Explores the conventions and aesthetic standards for the Western, mystery, comedy, musical, and science fiction of motion pictures.  
*Transfer: CSU; UC.*
- 221 ACTING FOR THE CAMERA (3.0)**  
(Formerly DRA 21)  
6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)  
Associate Degree Applicable  
Prepares students to present themselves in a professional manner for the camera. Voice, appearance, movement and the technical aspects of camera performance will be covered through comprehensive exercises and on-camera evaluation.  
*Transfer: CSU.*
- 222 DIRECTING FOR THE CAMERA (3.0)**  
(Formerly DRA 22)  
6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)  
Associate Degree Applicable  
Introduces students to the art and craft of directing for the camera. Develops skills in pre-visualizing, pre-production, and executing successful shooting sessions. Prepares students to effectively work with actors and other crew members.  
*Transfer: CSU.*
- 225 ENTERTAINMENT LIGHTING (3.0)**  
6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)  
Associate Degree Applicable  
Explores intelligent lighting and control as well as instrumentation and basic electrical theory. Students will hang, focus and accessorize fixtures for a lighting plot.  
*Transfer: CSU; UC.*
- 226 ADVANCED ENTERTAINMENT LIGHTING (3.0)**  
6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)  
Associate Degree Applicable  
*Prerequisite: DRA 225*  
Explores the basic principles of lighting esthetics and design through lecture and practical application. Students design and manage electric crews during the hang and focus of their plots.  
*Transfer: CSU; UC.*
- 240 TECHNICAL PRODUCTION LAB (3.0 to 1.0)**  
9.0 hours laboratory per week  
Associate Degree Applicable  
Offers skill building lab opportunities in lighting, sound, scenery construction, props, and scenic art. Lab sessions are tailored to students current area of study. This course may be taken four times for credit.  
*Repeatable 3 times.*  
*Transfer: CSU; UC.*
- 247 INDEPENDENT STUDIES: DRAMA (2.0 to 0.5)**  
(Formerly DRA 47)  
6.0 hours laboratory per week  
Associate Degree Applicable  
Provides an opportunity for an in-depth study or practicum experience by an individual student in a selected topic of drama, under the direction of an instructor.  
*Repeatable 3 times.*  
*Transfer: CSU; UC.*
- 248 PLAY PRODUCTION (3.0)**  
(Formerly DRA 48)  
6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)  
Associate Degree Applicable  
*Prerequisite: Eligibility for ENGL 156*  
Studies the techniques involved in the production of dramatic works. Emphasizes directing, acting, stagecraft, costuming, make-up, publicity, and stage lighting. Students must complete a major production responsibility.  
*Repeatable 3 times.*  
*Transfer: CSU; UC.*
- 250 MUSICAL THEATRE WORKSHOP (3.0)**  
(Formerly DRA 50)  
6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)  
Associate Degree Applicable  
*Prerequisite: Audition is required and previous choral experience is recommended*  
Develops the students' skills for performance in musical theatre, including singing, acting, stage movement and choreography. Public performance may be required. Same as MUS 250.  
*Repeatable 3 times.*  
*Transfer: CSU; UC.*
- 251 MUSICAL THEATRE PERFORMANCE (3.0)**  
(Formerly DRA 51)  
6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)  
Associate Degree Applicable  
*Prerequisite: Completion of or concurrent enrollment in DRA 250 or MUS 250 and/or audition*  
*Advisory: Eligibility for ENGL 156.*  
Studies the techniques involved in the production of a full-length musical with emphasis on acting, singing, dancing, costuming, makeup, stagecraft, and publicity. Produces one musical each semester. Public performance will be required. Same as MUS 251.  
*Repeatable 3 times.*  
*Transfer: CSU; UC.*
- 252 WRITING, DIRECTING, AND ACTING FOR THEATRE (3.0)**  
(Formerly DRA 52)  
7.0 hours per week: (1.0 hours lecture, 6.0 hours laboratory)  
Associate Degree Applicable  
*Advisory: Eligibility for ENGL 156.*  
Presents practical experience in the creation of a production company, within the class, whose objectives are the casting, rehearsal, and public performance of live theatre.  
*Transfer: CSU.*

## EARLY CHILDHOOD EDUCATION [ECE]

- 114 PREKINDERGARTEN LEARNING & DEVELOPMENT GUIDELINES (0.5)**  
(Formerly ECE 14)  
9.0 hours lecture per week  
Associate Degree Applicable  
Presents the Prekindergarten Learning and Development Guidelines developed

by the California Department of Education. The Guidelines represent the best practices as defined by NAEYC for education appropriate for children ages' three through five, including children with disabilities and other special needs.

### **135 STRATEGIES FOR CHALLENGING BEHAVIORS IN THE ECE CLASSROOM (3.0)**

(Formerly ECE 35)

3.0 hours lecture per week

Associate Degree Applicable

Introduces the biological and environmental risks associated with prenatal, perinatal, and postnatal brain development and the behavioral, psychological and cognitive implications for Early Childhood Education teachers. Presents strategies for dealing with challenging behaviors in the Early Childhood Classroom that result from cultural differences and/or difficulties with self-regulation, motivation, and sensory processing.

### **150 EARLY CHILDHOOD EDUCATION SEMINAR (3.0 to 0.5)**

(Formerly ECE 50)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Examines current issues in the field of early childhood education affecting children from infancy through age twelve. Meets Title XXII requirements: DS 3, DS 5.

*Repeatable 3 times.*

### **164 FAMILY CHILD CARE: FOCUS ON THE PROVIDER (1.0)**

(Formerly ECE 64)

1.0 hours lecture per week

Associate Degree Applicable

This course is one of a series designed to promote and enhance quality in family child care. The focus of the course is on the provider: identifying characteristics of the successful provider, practicing effective communication skills, developing strategies to avoid stress and burnout and professionalism in family child care.

### **165 FAMILY CHILD CARE: FOCUS ON THE BUSINESS (1.0)**

(Formerly ECE 65)

1.0 hours lecture per week

Associate Degree Applicable

This course is one of a series designed to promote and enhance quality in family child care. The focus of this course is on the business aspects of family child care. Topics covered include: professional support systems, resources for small businesses, developing a business plan, marketing strategies and ongoing operating procedures.

### **166 FAMILY CHILD CARE: FOCUS ON THE FAMILY (1.0)**

(Formerly ECE 66)

1.0 hours lecture per week

Associate Degree Applicable

This course is one of a series designed to promote and enhance quality in family child care. The focus of the course is on the families in family child care: both the client's and the provider's. Topics include: diversity, parenting styles, provider family concerns, client family concerns, and creating successful relationships.

### **167 FAMILY CHILD CARE: FOCUS ON THE CHILDREN (1.0)**

(Formerly ECE 67)

1.0 hours lecture per week

Associate Degree Applicable

This course is one of a series designed to promote and enhance quality in family child care. The focus of the course is on the children in care. Topics include: principles of child development, creating learning environments, planning developmentally appropriate activities, child guidance techniques and quality care indicators for family child care.

### **193 EARLY CHILDHOOD EDUCATION SPECIAL TOPIC (4.0 to 0.5)**

(Formerly ECE 93)

Associate Degree Applicable

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

### **201 CHILD GROWTH AND DEVELOPMENT (3.0)**

(Formerly ECE 1)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ENGL 156*

Presents a study of human development from conception to adolescence. Examines cognitive, language, physical, social, and emotional development, both typical and atypical. Fosters the understanding of human behavior and self-awareness. Meets Title XXII requirements, DS 1.

*Transfer: CSU; UC.*

### **202 CHILD, FAMILY AND COMMUNITY (3.0)**

(Formerly ECE 2)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ENGL 156*

Studies patterns of family living in contemporary society, emphasizing the varying roles and interaction of family members and factors which affect family life. Discusses cultural, social, economic, racial, and ethnic differences. Focuses on the developing child and emphasizes the influences of family and community. Same as FMST 202. Meets Title XXII requirements, DS 2.

*Transfer: CSU; UC.*

### **203 CURRICULUM FOR YOUNG CHILDREN (3.0)**

(Formerly ECE 3)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Explores creative activities and experiences in language/literacy, math/manipulatives, sciencing/discovery, social science, creative expression, music and drama. Integrates developmentally appropriate practices based upon theory that influences children's learning. Meets 3 units required for the Child Development Permit and Title XXII requirements: DS 3.

*Transfer: CSU.*

### **204 CHILD HEALTH SAFETY AND NUTRITION (3.0)**

(Formerly ECE 4)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Explores the interrelated roles of the home, the school, and the community in meeting the health, safety, and nutritional needs of the young child. Referral procedures to utilize community resources will be explored. Meets 3 units required for the Child Development Permit and Title XXII requirements: DS 3.

*Transfer: CSU.*

### **205 INTRO TO EARLY CHILDHOOD EDUCATION: PRINCIPLES AND PRACTICES (3.0)**

(Formerly ECE 5)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Concurrent enrollment in ECE 206 is highly recommended.*

Provides an overview of Early Childhood Education, educational requirements, compensation for teachers in California, and developmentally appropriate curriculum planning and teaching methods. This course reviews the historical roots of early childhood programs and the evolution of the practices promoting advocacy, professional ethics and identity.

*Transfer: CSU.*

### **206 OBSERVATION, RECORDING TECHNIQUES AND ASSESSMENT (3.0)**

(Formerly ECE 6)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: Concurrent enrollment in ECE 205 is highly recommended.*

Explores techniques in observing, recording, and assessing the development and behavior of children. Anecdotal records, checklists, rating systems, and multiple assessment strategies will be explored. Meets 3 units required for the Child Development Permit.

*Transfer: CSU.*

**209 GUIDANCE, CURRICULUM AND ENVIRONMENTS (3.0)**

(Formerly ECE 9)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* ECE 203 and ECE 205*Corequisite:* ECE 210*Advisory:* ENGL 156.

Presents the principles of behavior and development that inform effective guidance, classroom management, curriculum, and learning environments. Analyzes the sources of curriculum and methodologies used in planning, presenting and assessing learning experiences and classroom ecologies. Meets Title XXII requirements: DS 3.

*Transfer:* CSU.**210 PRACTICUM: GUIDANCE, CURRICULUM AND ENVIRONMENT (3.0)**

(Formerly ECE 10)

7.0 hours per week: ( 1.0 hours lecture, 6.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* ECE 206 and Department of Social Services Title XXII, Section 101215B requires current TB clearance*Corequisite:* ECE 209*Advisory:* ENGL 156.

Provides a supervised field experience in an Early Childhood setting allowing students to develop and demonstrate developmentally appropriate competencies. Students will apply knowledge of theory in the development and application of guidance, teaching, curriculum, learning environments, assessments, and evaluation. Child and play-centered approaches that support positive learning experiences and an appreciation of children, their families and the student's development of professional behaviors will be emphasized. Meets Title XXII requirements: DS 3.

*Transfer:* CSU.**211 MUSIC AND MOVEMENT ACTIVITIES FOR YOUNG CHILDREN (3.0)**

(Formerly ECE 11)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory:* Eligible for ENGL 156.

Presents techniques and guidelines for teaching movement exploration, physical education, and music to the preschool through third grade child. Examines the child's need for effective movement skills and musical experiences. Meets Title XXII requirements: DS 3, DS 5.

*Transfer:* CSU.**213 INTRODUCTION TO THE TEACHING PROFESSION (3.0)**

(Formerly FAMST 11)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory:* ENGL 156.

Provides a minimum of 45 hours of supervised observation and participation in cooperating public schools. Discussion focuses on instructional practice and subject matter taught in the grades observed, as well as the historical, philosophical and social foundations of American public education. Examines opportunities, requirements, responsibilities, new directions, and rewards in teaching. Places students in a more informed position regarding the decision to pursue a career in education.

*Transfer:* CSU; UC.**215 TEACHING IN A DIVERSE SOCIETY (3.0)**

(Formerly ECE 15)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* Eligibility for ENGL 156

Examines the major social, economic, and psychological processes involved in interactions and relationships as related to differences in personal and group characteristics and how these processes impact work with young children and

their families in early education programs. Various approaches will be explored, with emphasis on an anti-bias approach. Self examination, reflection and integration of practices to promote equity and deepen understanding of how to best support children as they gain a sense of identity and become respectful and confident members of our complex, diverse society.

*Transfer:* CSU.**220 ART FOR CHILDREN (3.0)**

(Formerly ECE 20)

3.0 hours lecture per week

Associate Degree Applicable

Presents the study of the developmental sequence of children's art and the teaching implications for children from age two through age eight with an emphasis on creative expression, aesthetic development, cultural and art heritage. Introduces a variety of media including drawing, painting, collage, printmaking, clay, assemblage, mask and puppet making. Meets Title XXII requirements: DS 3, DS 5.

*Transfer:* CSU.**222 CRAFTS FOR SCHOOL AGE CHILDREN (3.0)**

(Formerly ECE 22)

3.0 hours lecture per week

Associate Degree Applicable

Presents the universal nature of crafts including their historical origins and current applications. Introduces a variety of crafts appropriate for school age children including weaving, dyes, embroidery and applique, quilting, candle making, jewelry and paper creations.

*Transfer:* CSU.**234 CHILDREN'S LITERATURE (3.0)**

(Formerly ECE 34)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* ENGL 201A

Presents a survey of literature for children from infancy through elementary school with an emphasis on a diversity perspective. Introduces the genre: picture books, traditional literature, fantasy, poetry, historical fiction, realistic fiction, biography and informational books. Emphasizes understanding, analysis, appreciation and application through an in-depth examination of a variety of children's books. Meets Title XXII requirements: DS3, DS5.

*Transfer:* CSU.**236 UNDERSTANDING THE CHILD WITH SPECIAL NEEDS (3.0)**

(Formerly ECE 36)

3.0 hours lecture per week

Associate Degree Applicable

Examines the characteristics of children with special needs and how to effectively meet their individual needs. Presents the identification, educational needs, behavior management, family relationships, children's rights and community resources of/for the child with special needs.

*Transfer:* CSU.**241 INTERNSHIP (3.0)**

(Formerly ECE 41)

7.0 hours per week: (1.0 hours lecture, 6.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* ECE 210, an interview and Department of Social Services Title XXII, Section 101216B requires current TB clearance

Provides selected advanced students an opportunity to experience the responsibilities of being intern staff members in a preschool program. Meets Title XXII requirements: DS 3.

*Transfer:* CSU.**242 INFANT-TODDLER CAREGIVING (3.0)**

(Formerly ECE 42)

3.0 hours lecture per week

Associate Degree Applicable

Presents theories, techniques, and guidelines for the appropriate care, nurturing and guidance of infants and toddlers. Examines the materials, equipment and



activities appropriate for children from infancy through age three. Examines the special needs of infants and toddlers with regard to health and safety, nutrition, rest and toileting. Meets Title XXII requirements: DS 4.

*Transfer: CSU.*

#### **242A INFANT-TODDLER CAREGIVING MODULE I (0.5)**

(Formerly ECE 42A)

9.0 hours lecture per week

Associate Degree Applicable

Presents theories, techniques, and guidelines for the appropriate care, nurturing and guidance of infants and toddlers. Examines the principles of caregiving for infants and toddlers, caregiving routines and group care, caregiving as curriculum, and cross cultural communication.

*Transfer: CSU.*

#### **242B INFANT-TODDLER CAREGIVING MODULE II (0.5)**

(Formerly ECE 42B)

9.0 hours lecture per week

Associate Degree Applicable

Presents theories, techniques, and guidelines for the appropriate care, nurturing and guidance of infants and toddlers. Examines play as curriculum, development of attachment, implications of early brain development, and adult caregiving roles.

*Transfer: CSU.*

#### **242C INFANT-TODDLER CAREGIVING MODULE III (0.5)**

(Formerly ECE 42C)

9.0 hours lecture per week

Associate Degree Applicable

Presents theories, techniques, and guidelines for the appropriate care, nurturing and guidance of infants and toddlers. Examines the development of perception and motor skills.

*Transfer: CSU.*

#### **242D INFANT-TODDLER CAREGIVING MODULE IV (0.5)**

(Formerly ECE 42D)

9.0 hours lecture per week

Associate Degree Applicable

Presents theories, techniques, and guidelines for the appropriate care, nurturing and guidance of infants and toddlers. Examines the development of cognition, the development of language and communication and their importance in the development of the brain. Explores the impact of culture on communication and special considerations for special needs children.

*Transfer: CSU.*

#### **242E INFANT-TODDLER CAREGIVING MODULE V (0.5)**

(Formerly ECE 42E)

9.0 hours lecture per week

Associate Degree Applicable

Presents theories, techniques, and guidelines for the appropriate care, nurturing and guidance of infants and toddlers. Examines the development of emotions and social skills. Explores the development of self esteem, fears, trust, security, and autonomy. Presents guidance techniques appropriate for infants and toddlers.

*Transfer: CSU.*

#### **242F INFANT-TODDLER CAREGIVING MODULE VI (0.5)**

(Formerly ECE 42F)

9.0 hours lecture per week

Associate Degree Applicable

Presents theories, techniques, and guidelines for the appropriate care, nurturing and guidance of infants and toddlers. Examines the physical environment: equipment, safety, and group size. Explores the social environment: culture and self image, parental background and cultural perspectives, communication between parent and caregiver, and staff development.

*Transfer: CSU.*

#### **244 SUPERVISION AND ADMINISTRATION OF PARENT PROGRAMS (3.0)**

(Formerly ECE 44)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ECE 205 or one year of Early Childhood Education teaching experience*

Explores the interdependent relationship between the teacher and the parent(s) of a young child. Investigates the wide range of activities in parent involvement, parent participation, and parent education in early childhood education. Presents techniques for working with parent(s), including: development of long-range plans, interview and guidance skills, and the ability to work with small and large groups. Meets Title XXII requirements: DS 6 Basic.

*Transfer: CSU.*

#### **245 ADULT SUPERVISION, EVALUATION AND STAFF RELATIONS IN ECE (3.0)**

(Formerly ECE 45)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ECE 207 or one year of Early Childhood Education teaching experience*

Presents principles and practices in staff relations and the supervision and evaluation of staff in early childhood programs. Includes the study of the method of clinical supervision and performance evaluation, leadership styles, group dynamics, conflict resolution, staff development, staff diversity, staff roles and responsibilities. Meets Title XXII requirements: DS 6 Advanced: DS 6 Advanced

*Transfer: CSU.*

#### **246 ADMINISTRATION AND SUPERVISION OF EARLY CHILDHOOD SCHOOLS (3.0)**

(Formerly ECE 46)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ECE 244 or ECE 245*

Presents principles and practices in supervision and management of preschools, child care centers, and other programs. Includes the study of program planning, organizing, budgeting requirements, developing personnel policy, doing record keeping, following legal requirements and establishing relationships with community, parents, and regulatory agencies. Meets Title XXII requirements: DS 6 Advanced.

*Transfer: CSU.*

#### **247 INDEPENDENT STUDIES: EARLY CHILDHOOD EDUCATION (2.0 to 0.5)**

(Formerly ECE 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite:*

The student must have completed preparatory course work in the field in which the study is to be undertaken.

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of early childhood education under the direction of an instructor.

*Repeatable 3 times.*

*Transfer: CSU.*

### **ECONOMICS [ECON]**

#### **193 ECONOMICS SPECIAL TOPIC (4.0 to 0.5)**

(Formerly ECON 93)

Associate Degree Applicable

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

**201A PRINCIPLES OF ECONOMICS****(3.0)**

(Formerly ECON 1A)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: MATH 123, MATH 123SI or equivalent**Advisory: Eligibility for ENGL 156.*

Introduces the concepts and tools of macroeconomic analysis, especially as they apply to the United States economy. Includes the economizing problem; resource allocation between the private and public sectors; national income determination; fiscal and monetary policies as they relate to business cycles; and alternative views of Keynesians, Monetarists and supply-siders as they relate to solving economic problems.

*Transfer: CSU; UC.***201B PRINCIPLES OF ECONOMICS****(3.0)**

(Formerly ECON 1B)

3.0 hours lecture per week

Associate Degree Applicable

Presents a continuation of ECON 201A with emphasis on the concepts and tools of microeconomic analysis as they pertain to the economics of the firm and resource allocation; current economic problems such as antitrust regulations, rural economics, urban economics, income distribution, the radical critique; international economics and the world economy.

*Transfer: CSU; UC.***211 GLOBAL ECONOMICS****(3.0)**

(Formerly ECON 11)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ECON 201A.*

Examines international trade patterns and the underlying economic theory. Issues to be investigated include trade policies, the emergence of developing nations, and international mobility. Included will be an exploration of past and present international financial relations.

*Transfer: CSU, UC.***247 INDEPENDENT STUDIES: ECONOMICS****(2.0 to 0.5)**

(Formerly ECON 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of Economics under the direction of an instructor.

*Repeatable 3 times.**Transfer: CSU.***EDUCATIONAL SERVICES [EDSR]****120 EDUCATIONAL SERVICES EDUCATION SEMINAR****(8.0 to 0.5)**

(Formerly EDSER 120)

8.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Examines current issues in the field of study relating to the educational program sponsoring the training/workshop seminar.

*Repeatable 3 times.***ELECTRONICS & ELECT. TECH. [EET]****015 COMPUTER MAINTENANCE SEMINAR****(2.0)**

(Formerly ETCH 015)

36.0 hours lecture per week

Associate Degree Non-Applicable

Prepares the student for the "A+" computer service technician certification.

The course covers basic concepts of computer maintenance. Troubleshooting techniques, fault isolation, software configuration, hardware configuration, and PC maintenance will be some of the topics addressed.

**110 INTRODUCTION TO ROBOTICS****(2.0)**

(Formerly ETCH 110)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

Introduces basic principles of robot operation, applications, and programming. Students will analyze basic robot configurations and industrial applications, as well as proper uses, safety and workplace environment. Students will configure trainer robots for various applications, and program them with script language for process automation. Team robot design and competition will integrate many of the course concepts.

**111 LABORATORY TECHNIQUES I****(1.0)**

(Formerly ETCH 111)

6.0 hours laboratory per week

Associate Degree Applicable

Presents safety instruction for industrial situations, schematic interpretation, test equipment utilization, and circuit construction. Signal generators, test meters and oscilloscopes will be used. Students also will learn circuit board production techniques including soldering.

**113 INTRODUCTION TO ELECTRONICS****(3.0)**

(Formerly ETCH 113)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: MATH 123 or MATH 123SI**Advisory: MATH 124A.*

Introduces fundamental topics in electricity and electronics. Principles and theory of DC and AC electronics are studied with heavy emphasis on basic concepts. Circuit analysis, test, measurement, and troubleshooting methods will be studied using computer simulation software.

**114 INTRODUCTION TO TECHNOLOGY****(1.0)**

(Formerly ETCH 114)

1.0 hours lecture per week

Associate Degree Applicable

Presents a broad overview of the field of electronics and manufacturing technology. Includes discussion on the various opportunities in the field as well as skills required to be successful in school and in the profession.

**122 LOGICAL TROUBLESHOOTING TECHNIQUES****(2.0)**

(Formerly ETCH 122)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: EET 213**Advisory: EET 224.*

Presents basic troubleshooting techniques at both the system and component levels. Covers logical and systematic troubleshooting processes; interpretation of block diagrams, flow charts, and schematics for use in fault isolation; determining signal flow paths in schematic diagrams; fault isolation methods such as bracketing, and half splitting; fault isolation in parallel systems and multiple channel systems; troubleshooting tools and techniques using: extender boards, chip clips, jumpers, piggyback IC's, and applications of heat and cold.

**128 PROGRAMMABLE LOGIC CONTROLLER SEMINAR****(1.0)**

(Formerly ETCH 128)

18.0 hours lecture per week

Associate Degree Applicable

*Advisory: EET 213 or equivalent.*

Course includes basic topics related to Programmable Logic Controllers (PLC). Topics include a discussion of the PLC's purpose, basic operation, functions, and applications.

*Repeatable 3 times.***130L TECHNICAL PHYSICS LAB****(1.0)**

(Formerly ETCH 130L)

3.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: MATH 123 or MATH 124A**Coresquisite: PHYS 130*

Presents applied physics concepts and experiments that support Technical Physics (PHYS 130) lecture material. The experiments form the basis of a well-balanced course in physics for the student who plans a career in a technical or vocational field. Experiments cover topics such as measurement systems, acceleration, friction, forces, power, work, levels, gears, simple machines, gas laws, pressure, volume, flow, heat, and waves. Physics concepts will be taught using industrial equipment whenever practical to show relationship between real world applications and physical laws.

### 138 NUMERICAL CONTROL SYSTEMS (2.5)

(Formerly ETCH 138)

7.0 hours per week: (4.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* ENGR 226

*Advisory:* CIS 213 or CIS 214.

Students will study CAD and CAM software and its application to manufacturing processes. Software will be utilized to design components that will be produced on CNC machinery. The basics of CNC hardware and operation, as well as programming will be studied. The mathematics of controlling tool paths, the integration of software and hardware, and the manufacturing of products using CNC machines will be applied to lab experiments.

### 144 COMPUTER INTEGRATED MANUFACTURING (2.0)

(Formerly ETCH 144)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* EET 138

*Advisory:* EET 228 and EET 235.

This course combines the concepts of robotics, computer numerical control, and automation programming into an integrated manufacturing setting. Control of manufacturing processes by both centralized and distributed computer systems will be studied. The manufacturing processes using CAD design, CAM implementation and finished CNC product, will be integrated into a robotic assembly line utilizing a vision inspection system for quality control. Broader CIM concepts of Just In Time (JIT) manufacturing, Database Management System (DBMS), Manufacturing Resource Planning (MRP), and OSI-based Manufacturer's Automation Protocol (MAP) will be discussed or implemented in labs settings.

### 150 INDUSTRY INTERNSHIP (4.0 to 2.0)

(Formerly ETCH 150)

10.0 hours per week: (1.0 hours lecture, 9.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* EET 144

Students obtain and complete a cooperative work placement with emphasis on development and use of technical, analytical, report writing and presentation skills. Students complete work term logs, employment-related technical reports and presentations.

*Repeatable 3 times.*

### 152 AUTOMATION PROJECT (2.0)

(Formerly ETCH 152)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* EET 144

The course will develop the students' ability to plan, schedule, self-direct, evaluate, build communication skills, and develop team building techniques. Students are required to undertake a large manufacturing and automation project, simulating as nearly as possible the integration of advanced technologies.

*Repeatable 2 times.*

### 160 ALARM SYSTEMS (2.0)

(Formerly ETCH 160)

3.0 hours per week: (1.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

Presents installation requirements, operation and maintenance of both security intrusion and fire alarm systems. The student will be able to safely install, operate and maintain systems to meet relevant codes and standards.

*Repeatable 3 times.*

### 193 ELECTRONICS TECHNOLOGY SPECIAL TOPIC (4.0 to 0.5)

(Formerly ETCH 193)

Associate Degree Applicable

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

### 198 TECHNICAL CAREER PREPARATION IN ELECTRONICS (1.0)

(Formerly ETCH 198)

1.0 hours lecture per week

Associate Degree Applicable

Overview of electronics careers with focus on preparing for the job market.

Includes discussion of career opportunities in electronics, both union and non-union. Focus on providing the tools necessary to target and obtain a position in the electronics industry.

*Repeatable 2 times.*

### 213 ELECTRONICS FUNDAMENTALS (6.0)

(Formerly ETCH 213)

8.0 hours per week: (5.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* Completion of or concurrent enrollment in MATH 123, MATH 127 or MATH 127SI

Introduces a broad range of topics in electricity and electronics. Fundamentals of DC, AC, transistors, and digital logic are all addressed with heavy emphasis on basic concepts. Circuit analysis methods and troubleshooting will be studied using a hands-on approach.

*Transfer:* CSU.

### 215 ANALOG DEVICES (2.0)

(Formerly ETCH 215)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* EET 213

*Advisory:* EET 224.

Presents fundamental concepts in: transistor amplifiers, silicon controlled rectifiers, and op-amp circuits. Class and lab projects will include the building and troubleshooting of circuits using both schematic/simulator tools and actual hardware.

*Transfer:* CSU.

### 216 DIGITAL CIRCUITS WITH VHDL (4.0)

(Formerly ETCH 216)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* EET 113 and EET 111 or EET 213

Introduces the design and implementation of digital circuits and systems using Complex Programmable Logic Devices (CPLDs), and Field Programmable Gate Arrays (FPGAs). VHDL is integrated into the course as students develop real designs using industry leading CAD tools.

*Transfer:* CSU.

### 224 INDUSTRIAL ELECTRONICS (4.0)

(Formerly ETCH 224)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* EET 113 and EET 111 or EET 213

*Advisory:* EET 216.

Course includes basic topics related to industrial electronics. A brief review of analog circuits is expanded upon to develop more advanced circuit concepts. Topics include FET's, SCR's, basic components involved in motor control, DC and AC motors, and their controller circuits will be covered. Operational amplifiers will be covered, and their applications to sensor instrumentation. Transducers and applications to various sensors for heat, flow, force, etc. will be developed. Troubleshooting techniques for the above topics will be incorporated with each section.

*Transfer:* CSU.

**227 FLUID AND PNEUMATIC TECHNOLOGY****(4.0)**

(Formerly ETCH 227)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: PHYS 210.*

Presents basic topics related to fluid and pneumatic systems and devices. Basic physics relating to fluid hydraulics and pneumatics will lead into applied topics such as tanks, pumps, pump filters, accumulators, actuators, valves, compressors, and pressure regulators. Some advanced topics such as accumulator circuits, directional control valves, sequencers, accumulator circuits, directional control valves, sequencers, pilots and solenoid controlled valves, and servo flow controlled valves will be addressed.

*Transfer: CSU.***228 PROGRAMMABLE LOGIC CONTROLLERS****(4.0)**

(Formerly ETCH 228)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: EET 213*

Course includes basic topics related to Programmable Logic Controllers (PLC). Topics include a discussion of the PLC's purpose, basic operation, functions, and applications. PLC architecture and hardware will be investigated including I/O structures and configurations, central processing unit, and power supplies. PLC programming basics including relay ladder logic, extended relay instructions, timers and counters, math functions, data and bit manipulation will be studied. Programs will be written and debugged in a laboratory environment that interface to electromechanical, hydraulic, and pneumatic equipment. PLC peripherals and accessories will also be studied.

*Transfer: CSU.***235 ROBOTICS TECHNOLOGY****(4.0)**

(Formerly ETCH 235)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: CIS 213, EET 213 and PHYS 130.*

Introduces the history and use of robots in industry. Standard arm configurations and hardware including principles of path control, motion sensing, speed and position control, and servo-actuators are examined. Arm configuration, basic mechanics and kinematics of arm structure and hardware are investigated. End-effectors, supplemental tooling hardware, and sensors are studied in work-cell applications. Includes programming the controller in a high level language using a teach pendant.

*Transfer: CSU.***239 COMPUTER NUMERICAL CONTROLS****(3.0)**

(Formerly ETCH 239)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: CIS 213 and ENGR 226.*

Presents basic concepts in CAD and CAM software and its application to manufacturing processes. Software will be utilized to design components that will be produced on CNC machinery. The basics of CNC hardware and operation, as well as programming in one, two, and three dimensions will be studied. The mathematics of controlling tool paths, the integration of software and hardware, and the manufacturing of products using CNC machines will be applied to lab experiments. CNC as a component of Computer Integrated Manufacturing will also be addressed.

*Transfer: CSU.***247 INDEPENDENT STUDIES: ELECTRONICS TECHNOLOGY****(2.0 to 0.5)**

(Formerly ETCH 247)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the technical field in which the study is to be undertaken*

Provides an opportunity for in-depth study or practicum experience by an individual student in a selected topic in the Electronics Technology area with

support and direction from an instructor.

*Repeatable 3 times.**Transfer: CSU.***257 COMPUTER INSTRUMENTATION AND CONTROL****(4.0)**

(Formerly ETCH 257)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: EET 224.*

Course includes topics related to basic process instrumentation and control developed in conjunction with Pacific Gas and Electric's (PG&E's) I&C technician training program. A brief review of industrial electronics is expanded upon to develop more advanced process instrumentation and control concepts. Topics include advanced applications of components used in both DC and AC motor control, recorders, control valves and actuators, temperature sensors, pressure sensors, level sensors, flow sensors and instrumentation maintenance techniques.

*Transfer: CSU.***267 POWER SYSTEMS AND ROTATING ELECTRICAL MACHINERY****(4.0)**

(Formerly ETCH 267)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: EET 224.*

Course includes topics related to fundamental industrial electrical maintenance training developed in conjunction with Pacific Gas and Electric's (PG&E's) Electrical Maintenance Training Program. A brief review of electrical theory and practical troubleshooting is expanded upon to develop comprehensive electrical power system concepts. Topics include power drawings and circuit diagrams, grounding-cabling and conduit, meters, power transformers, circuit protection, relays, rotating electrical machinery, electrical testing equipment, bolting practices, controllers, safety and fire protection.

*Transfer: CSU.***EMERGENCY MEDICAL SERVICES [EMS]****102 EMERGENCY MEDICAL TECHNICIAN - REFRESHER****(1.5)**

(Formerly EMS 2)

1.5 hours lecture per week

Associate Degree Applicable

*Prerequisite: Current Emergency Medical Technician I County Certificate or a County EMT Certificate that has not been expired for more than 2 years.*

Reviews and updates knowledge and skills required to qualify for the State of California Emergency Medical Technician Level 1 certification. County EMT Basic certificate will need to be received in the Nursing office department in order to register for this course.

*Repeatable.***103 HAZARDOUS MATERIALS FIRST RESPONDER OPERATIONAL****(1.5)**

(Formerly EMS 3)

9.0 hours lecture per week

Associate Degree Applicable

Focus is safety in hazardous materials response as an emergency responder.

After successful completion of this course, the student will receive a California State certificate for Hazardous Materials First Responder Operational level.

The CA Certification meets the requirements of Title 8 CCR Sec. 5192 (q)

and is required by emergency providers. A certification fee is required prior to completion of the course.

*Repeatable 3 times.***104 EMERGENCY VEHICLE OPERATORS – AMBULANCE****(0.5)**

(Formerly EMS 4)

5.5 hours per week: (4.0 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

*Prerequisite: Valid CA driver's license and be 18 years or older*

Presents ambulance operators with knowledge and skills to operate vehicles so that vehicle, equipment, crew, and patients will be delivered safely and ef-



ficiently. The safety of the public will be assured during all phases of the delivery of Emergency Medical Services (EMS) involving the ambulance.  
*Repeatable 3 times.*

### 105 PARAMEDIC PREPARATORY (1.5)

1.5 hours lecture per week

Associate Degree Applicable

*Prerequisite:* Current EMT certificate; American Heart Association Healthcare Provider CPR or Red Cross Professional Rescuer; Must be 18 years of age on the first day of class.

*Corequisite:* EMS 105L

Introduces the student who may be interested in paramedicine to pre-hospital concepts. Emphasis is on a strong base of EMT skills prior to considering a career in paramedicine. The course is designed to prepare the student for the paramedic training. Topics include anatomy and physiology review, patient assessment, electrocardiology, basic pharmacology and study habits as it applies to paramedic-level training.

*Repeatable 1 time.*

### 105L PARAMEDIC PREPARATORY LAB (0.5)

1.8 hours laboratory per week

Associate Degree Applicable

*Prerequisite:* Current EMT certificate; American Heart Association Healthcare Provider CPR or Red Cross Professional Rescuer; Must be 18 years of age on the first day of class.

Introduces the student to a ride-a-long experience exposing them to a working Paramedic on 911 systems in the field of EMS. The purpose is to watch how paramedics work with patients, Fire Departments, hospital staff, families and bystanders on scene, and nurses in the convalescent homes and other settings. Also, focuses on observation of how paramedics interact and work while on call.

*Repeatable 1 time.*

### 106 PARAMEDIC THEORY I (14.0)

(Formerly EMS 6)

22.0 hours per week: (10.0 hours lecture, 12.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* Program admission.

Applies advanced life support training in the emergency medical services career structure covering all techniques of anatomy and physiology. Includes cardiovascular, respiratory, pediatric, OB/GYN and traumatic emergency training. This course meets the minimum 450 hours of the 1090 minimum hours required to complete paramedic training in the state of California. Course content is based on the guidelines and authority of the Title 22, Division 9, of the California Code of regulations and the US Department of Transportation Emergency Medical Technician-Paramedic Standard National Curriculum.

*Repeatable 1 time.*

### 107 PARAMEDIC THEORY II (3.0)

(Formerly EMS 7)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* EMS 106

*Corequisite:* EMS 107L

Builds on advance life support concepts by using scenario based situations to acute care patients for the paramedic student. This phase extends the theory discussion of EMS 106 with special events and operations.

*Repeatable 1 time.*

### 107A ADVANCED CARDIAC LIFE SUPPORT (1.0)

1.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* EMS 106; Current CPR for Health Care Providers Certificate

Teaches Advanced Cardiac Life Support knowledge and skills necessary to provide the appropriate early treatment for cardiopulmonary arrest. Based on current American Heart Association guidelines.

*Repeatable 4 times.*

### 107B PEDIATRIC ADVANCE LIFE SUPPORT (1.0)

1.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* EMS 106; Current CPR for Health Care Providers Certificate

Teaches Pediatric Advanced Cardiac Life Support knowledge and skills necessary to provide the appropriate treatment for pediatric emergencies Based on current American Heart Association guidelines.

*Repeatable 3 times.*

### 107C PREHOSPITAL TRAUMA LIFE SUPPORT (1.0)

1.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* EMS 106; Current CPR for Health Care Providers Certificate

Provides knowledge and skills taught to provide pre-hospital trauma life support appropriate for the care of the trauma patient. National Association of Emergency Medical Technicians based course.

*Repeatable 3 times.*

### 107L PARAMEDIC CLINICAL (3.0)

9.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite:* EMS 106

*Corequisite:* EMS 107

*Corequisite:* Advanced Cardiac Life Support, Basic Trauma Life Support, Pediatric Advanced Life Support

Provides clinical application of advance life support concepts in acute patient cared for the paramedic student. Opportunities for increasing skill performance in the clinical setting.

*Repeatable 1 time.*

### 108A PARAMEDIC INTERN I (1.0)

(Formerly EMS 8)

3.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite:* EMS 107

Apply the third and final phase of paramedic training, which allows the student to be assigned to an emergency response vehicle with a field preceptor to establish advanced life support patient care responsibilities. The student develops advanced life support skills acquiring 54 hours toward the total hours required for the internship. Upon successful completion of this phase of training the student builds foundational skill in paramedicine.

*Repeatable 2 times.*

### 108B PARAMEDIC INTERN II (8.0)

(Formerly EMS 8)

24.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite:* EMS 108A

Builds upon and provides a continuation of EMS 108A. Assigned to a preceptor on an emergency medical response vehicle, the student develops skill proficiency and increased independence in advanced life support patient care. Upon completion of this culminating field experience, the student becomes eligible for state certification as an Emergency Medical Technician - Paramedic.

*Repeatable 1 time.*

### 110 CONFINED SPACE RESCUE AWARENESS (0.5)

0.5 hours lecture per week

Associate Degree Applicable

Provides fire personnel with the information necessary to identify non-permit and permit required confined spaces and introduces personnel to the equipment and procedures required to deal with a confined space safely and legally. This course is mandatory for all CAL FIRE/SLO County Fire Department personnel, full-time and paid-call.

*Repeatable 3 times.*

### 111 INTRODUCTION TO SURF RESCUE (1.0)

1.5 hours per week: (1.0 hours lecture, 0.5 hours laboratory)

Associate Degree Applicable

*Advisory:* Students should be in good physical condition and have the ability to swim.

Teaches rescuer objectives, wave and beach dynamics, medical considerations, rock rescue, pier rescue and boat operations. Swimming competency and physical ability in the water will be Tested at the beginning of the class.

*Repeatable 3 times.*

## **112 LOW ANGLE ROPE RESCUE OPERATIONAL (1.0)**

1.5 hours per week: (1.0 hours lecture, 0.5 hours laboratory)

Associate Degree Applicable

Instructs low angle rope rescue methods including ropes and knots, basic and advanced rappelling, setting anchors, using mechanical advantage systems, litter rigging, etc. This course is the basic and advanced class that meets the requirements for State Fire Marshal Low Angle Rescue.

*Repeatable 3 times.*

## **113 PRINCIPLES OF VEHICLE EXTRICATION (0.5)**

1.0 hours per week: (0.5 hours lecture, 0.5 hours laboratory)

Associate Degree Applicable

Provides students with hands-on experience in the procedures and systems utilized during an automobile extrication. Subjects covered include auto extrication, types of hand and power tools, removing windows, opening doors, removing roofs, pulling steering wheels, moving foot pedals, raising dashboards, pulling seats, stabilization of vehicles, and simulated rescues of trapped victims.

*Repeatable 3 times.*

## **114 BASIC FIRE GROUND APPARATUS PUMPING OPERATIONS (0.5)**

1.0 hours per week: (0.5 hours lecture, 0.5 hours laboratory)

Associate Degree Applicable

*Advisory: Students need to be in good standing with a fire agency (SLO County Fire personnel must be an active member of a PCF Company) to take this course).*

Provides students with the basic knowledge and skills necessary to safely pump a variety of fire apparatus. Course topics include; pump operation theory, fire apparatus maintenance, field hydraulics, and pump operation procedures. This course meets the requirements for California State Fire Marshal certification.

*Repeatable 3 times.*

## **115 EMERGENCY VEHICLE OPERATIONS COURSE: FIRE APPARATUS (0.5)**

1.0 hours per week: (0.5 hours lecture, 0.5 hours laboratory)

Associate Degree Applicable

*Prerequisite: Students must have a fire fighter restricted or Class B license with DMV air brake and tank endorsement. Students need to be in good standing with a fire agency. Must be in good standing as a CALFIRE employee. If the applicant has PCF status, they must be cleared through their station supervisor to enroll.*

Provides students with the basic knowledge and skills necessary to safely drive a fire apparatus. Course topics include regulations, techniques, safety considerations, inspections, maintenance and simulated driving scenarios.

*Repeatable 3 times.*

## **116 HAZARDOUS MATERIALS FIRST RESPONDER & DECONTAMINATION FIRE (1.0)**

1.3 hours per week: (1.0 hours lecture, 0.3 hours laboratory)

Associate Degree Applicable

Provides first responders with the knowledge and skills necessary to safely respond to hazardous materials calls that also include decontamination. Course topics include hazardous material situations, safety and protective equipment, procedures, notifications, pre-planning methods, and decontamination. This course is a PCF/Cal Fire requirement.

*Repeatable 3 times.*

## **117 INCIDENT COMMAND SYSTEM INTERMEDIATE (1.5)**

1.5 hours lecture per week

Associate Degree Applicable

Provides student with an intermediate level of Incident Command System understanding. Course topics consist of organizational staffing, organizing for incidents or events, incident resource management, air operations, incident and event planning. Course also includes National ICS Curriculum. Intended for those who may be serving in unit leadership positions in the near future and is a JAC requirement.

*Repeatable 3 times.*

## **118 PAID CALL FIREFIGHTER TRAINING (3.0)**

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

Provides entry-level training experience for individuals joining or serving with a fire department as a volunteer. Lecture and manipulative practice skills topics include: general safety, basic fire chemistry/behavior, breathing apparatus, portable fire extinguisher, forcible entry, rescue, ladders, water supply, hose loads, fire streams, communications, salvage operations, ventilation techniques and wildland fire safety.

*Repeatable 3 times.*

## **119 RIVER AND FLOOD WATER RESCUE (1.0)**

1.3 hours per week: (1.0 hours lecture, 0.3 hours laboratory)

Associate Degree Applicable

Trains fire service personnel in techniques necessary for safe water rescue. Course topics include: swift water rescue, submerged vehicles, drowning, use of engine/truck company equipment for water rescue, use of rafts and boats, and underwater search and recovery. Swimming competency and physical ability in the water will be tested at the beginning of class.

*Repeatable 3 times.*

## **120 FIRE INSTRUCTOR 1A: INSTRUCTIONAL TECHNIQUES (2.0)**

2.2 hours per week: (2.0 hours lecture, 0.2 hours laboratory)

Associate Degree Applicable

Prepares fire personnel for a Training Officer position. The course includes topics of: occupational analysis, course outline, concepts of learning, levels of instruction, behavioral objectives, lesson plan development, psychology of learning and application of a teaching plan. Student teaching lessons are required of all.

*Repeatable 3 times.*

## **121 FIRE INSTRUCTOR 1B: INSTRUCTIONAL TECHNIQUES (2.0)**

2.2 hours per week: (2.0 hours lecture, 0.2 hours laboratory)

Associate Degree Applicable

Prepares fire personnel for a Training Officer position. The course includes topics of: course outlines, establishing levels of instruction, correlating behavioral objectives and lesson plans with course outcomes, developing instructional aids, fundamentals of testing and measurements, test planning, evaluation techniques and tools. Student teaching lessons are required of all.

*Repeatable 3 times.*

## **123 BASIC WILDLAND BRIDGE TRAINING (1.5)**

2.2 hours per week: (1.5 hours lecture, 0.7 hours laboratory)

Associate Degree Applicable

*Prerequisite: EMS 118 or equivalent.*

Instruct students in a combination of 32 hours of wildland specific instruction with the instruction students have received in the Paid Call Fire Fighter course to meet the requirements set forth by CAL FIRE and the CAL FIRE Basic Wildland Fire Fighter course. The certificate is recognized by CAL FIRE as meeting the standards set in Hand Book 4300 for the CAL FIRE Basic Fire Fighter 1 Wildland training. To enroll in the course, students must have a State Fire Marshal Fire Fighter 1 certificate within the last three years or have completed the San Luis Obispo County Volunteer Firefighter Academy or Paid Call Fire Fighter Instruction Course within the last three years.

*Repeatable 3 times.*

## **124 BASIC 67 HOUR WILDLAND TRAINING COURSE (3.0)**

4.0 hours per week: (2.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

Provides students with basic fire fighter knowledge and skills. Course consists of lecture and arduous manipulative skills and meets or exceeds the minimum level of training required by CAL FIRE handbook 4300.

*Repeatable 3 times.*

## **125 RESCUE SYSTEMS 1: BASIC RESCUE SKILLS (1.0)**

2.2 hours per week: (0.5 hours lecture, 1.7 hours laboratory)

Associate Degree Applicable

Instructs emergency response personnel in a variety of basic rescue systems.

Course topics include: team organization, rescue, environmental considerations,

use of ropes, knots, rigging and pulley systems, descending, rappelling and belaying tools and techniques, subsurface rescue techniques, use of cribbing, wedges, cutting/prying and hydraulic tools, use of fire service ladders in specialized rescues situations and day and night simulated exercises.

*Repeatable 3 times.*

## **126 FIRE INVESTIGATION 1A: FIRE ORIGIN AND CAUSE DETERMINATION (2.0)**

2.2 hours per week: (2.0 hours lecture, 0.2 hours laboratory)

Associate Degree Applicable

Provides students with an introduction and basic overview of fire scene investigation. The course focuses on providing information on fire scene indicators and determining a fire's origin. The class is intended for fire fighters, fire investigators and law enforcement assigned to fire investigation.

*Repeatable 3 times.*

## **127 FIRE INVESTIGATION 1B: TECHNIQUES OF FIRE INVESTIGATION (2.0)**

2.2 hours per week: (2.0 hours lecture, 0.2 hours laboratory)

Associate Degree Applicable

*Prerequisite: EMS 126 or equivalent.*

Provides a deeper understanding of fire investigation. Topics include: the juvenile fire setter, report writing, evidence preservation and collection, interview techniques, motives and fire fatalities. Course is intended for fire fighters and fire investigation personnel.

*Repeatable 3 times.*

## **128 FIRE COMMAND 1A: COMMAND PRINCIPLES FOR COMPANY OFFICERS (2.0)**

2.2 hours per week: (2.0 hours lecture, 0.2 hours laboratory)

Associate Degree Applicable

Provides instruction and simulation time pertaining to the initial decision and action processes at a working fire for first-in incident commanders and company officers. Topics include: the fire officer, fire behavior, fireground resources, operations and management.

*Repeatable 3 times.*

## **129 FIRE COMMAND 1B: INCIDENT MANAGEMENT FOR COMPANY OFFICERS (2.0)**

2.2 hours per week: (2.0 hours lecture, 0.2 hours laboratory)

Associate Degree Applicable

Provides the student with information on tactics, strategies and scene management for multi-casualty incidents, hazardous materials incidents and wildland fires. Each student also has the opportunity to increase knowledge and skills by handling initial operations at these types of incidents through simulations and class activities.

*Repeatable 3 times.*

## **130 EMERGENCY MEDICAL RESPONDER - INITIAL (3.0)**

3.38 hours per week: (3.0 hours lecture, 0.38 hours laboratory)

Associate Degree Applicable

*Prerequisite: (1) Student must be 18 years of age by the first class meeting (2) Have a current Red Cross Healthcare Provider CPR/AED Card (3) Affiliated with a fire agency*

The Emergency Medical Responder (EMR) initial course is designed to train fire service personnel to render prehospital basic life support care under field emergency conditions. EMR-Initial complies with the National EMS Education Standards for Emergency Medical Responder. Student is required to bring a valid CA driver's license to the first class meeting to show proof of age. Must be 18 or older to be certified.

*Repeatable 3 times.*

## **131 EMERGENCY MEDICAL RESPONDER - REFRESHER (1.5)**

1.72 hours per week: (1.5 hours lecture, 0.22 hours laboratory)

Associate Degree Applicable

*Prerequisite: Valid EMR Certificate within the last (6) months and must be affiliated with fire agency*

The Emergency Medical Responder (EMR) refresher course is designed to

recertify fire safety personnel to render prehospital basic life support care under field emergency conditions. EMR refresher complies with the National EMS Education Standards for Emergency Medical Responder. Must have a valid EMR Certificate within the last six (6) months and a copy will need to be received in CalFire Office in order to register for the course.

*Repeatable 3 times.*

## **193 EMERGENCY MEDICAL SERVICES SPECIAL TOPIC (4.0 to 0.5)**

(Formerly EMS 93)

Associate Degree Applicable

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

## **201 EMERGENCY MEDICAL TECHNICIAN (6.0)**

(Formerly EMS 1)

7.0 hours per week: (6.0 hours lecture, 1.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: Student must be 18 years of age by the first class meeting. Have a current Healthcare Provider or Professional Rescuer CPR card.*

*Advisory: Eligibility for ENGL 156.*

Presents the techniques of emergency medical care presently considered within the responsibilities of the Emergency Medical Technician 1. Includes laboratory practice of selected skills. Must be 18 years of age by the first class meeting. Student is required to bring a valid CA driver's license to the first class meeting to show proof of age.

*Transfer: CSU.*

## **EMERITUS COLLEGE [ECOL]**

### **400 LITERATURE BY LOCAL AUTHORS (0.0)**

(Formerly EMCOLL 400)

3.0 hours lecture per week

Presents discussion of selected novels, short story collections, and poetry by San Luis Obispo area writers. These works are considered in the context of contemporary fiction and poetry using techniques of reading, analysis, and discussion. This course is designed for adults over 50

*Repeatable.*

### **401 WRITING BITS AND PIECES OF PERSONAL HISTORY (0.0)**

(Formerly EMCOLL 401)

3.0 hours lecture per week

Introduces the use of memoirs, essays, vignettes, and letters to write small incidents of personal history after reading and discussing examples of these genres. Student writing is read, discussed, revised, and edited. This course is designed for adults over 50.

*Repeatable.*

### **402 WRITERS' WORKSHOPS FOR SENIORS (0.0)**

(Formerly EMCOLL 402)

3.0 hours lecture per week

Offers a writers' workshop to those students who have previously enrolled in ECOL 401, 411. This course is designed for adults over 50.

*Repeatable.*

### **404 OLDER ADULTS - PUBLISHING A BOOK (0.0)**

(Formerly EMCOLL 404)

3.0 hours lecture per week

Presents an opportunity to move a completed manuscript toward publication including discussion of genres, writing groups, editing, agents, proposals, and ways to publish and market. This course is designed for adults over 50.

*Repeatable.*

### **405 OLDER ADULTS COMPOSING YOUR LIFE STORY WORKSHOP (0.0)**

(Formerly EMCOLL 405)

3.0 hours lecture per week

*Prerequisite: ECOL 406*

Offers a workshop to those students who have previously enrolled in ECOL 406, Composing Your Life Story. This course is designed for adults over 50.

*Repeatable.*

- 406 COMPOSING YOUR LIFE STORY (0.0)**  
(Formerly EMCOLL 406)  
3.0 hours lecture per week  
Presents the process of ordering and developing chronologically a personal history, including introductory genealogical research and preservation of family historical materials. This course is designed for adults over 50.  
*Repeatable.*
- 408 BEGINNING MUSIC ARTS FOR SENIORS (0.0)**  
(Formerly EMCOLL 408)  
3.0 hours lecture per week  
Develops critical listening ability and enriches musical experiences with the study of style, intonation, and lyrical content of musical selections. Attendance at concerts and preliminary and follow-up discussions help students to become more critical listeners.  
*Repeatable.*
- 409 SENIOR CHORUS (0.0)**  
(Formerly EMCOLL 409)  
3.0 hours lecture per week  
Studies choral literature including selections from the 16th century to the present, encompassing numerous musical styles. The class presents vocal exercises, fundamentals of music theory, and the aesthetics of music. A performance for family and friends may conclude the class. This course is designed for adults over 50.  
*Repeatable.*
- 410 THE OLDER ADULTS GUIDE TO MAINTAINING YOUR PERSONAL RECORDS (0.0)**  
(Formerly EMCOLL 410)  
3.0 hours lecture per week  
Presents information about maintaining a master list of personal records: income tax data, pension and paycheck information, financial records including bank and investment details, will and letter of instructions, health and insurance records, possessions inventory. This course is designed for adults over 50.  
*Repeatable.*
- 411 CREATIVE WRITING FOR SENIORS (0.0)**  
(Formerly EMCOLL 411)  
3.0 hours lecture per week  
Introduces the writing of creative nonfiction, plays, poetry, OR short fiction. Students read and discuss published writing and workshop their own writing. This course is designed for adults over 50.  
*Repeatable.*
- 412 BRAIN LONGEVITY: WAYS TO PRESERVE & RESTORE MEMORY ADULTS 50+ (0.0)**  
(Formerly EMCOLL 412)  
0.5 hours lecture per week  
Designed for the adult 50+, this class will present information about brain longevity, including preventing and reversing memory loss effects of diet and physical and mental exercises; causes and treatments of Alzheimer's disease; and psychological approaches to memory preservation.  
*Repeatable.*
- 413 PASTEL DRAWING AND PAINTING FOR SENIORS (0.0)**  
(Formerly EMCOLL 413)  
3.0 hours lecture per week  
Introduces the techniques and materials of pastel with emphasis on color, form, value, composition, perspective, and visual creativity. Subjects covered include landscape components, still life, and the human form. This course is designed for adults over 50.  
*Repeatable.*
- 414 DRAWING FOR SENIORS (0.0)**  
(Formerly EMCOLL 414)  
3.0 hours lecture per week  
Presents basic skills of drawing with an opportunity to experience using pen and ink, charcoal, conte crayon. This course is designed for adults over 50.  
*Repeatable.*
- 415 YOGA FOR SENIORS (0.0)**  
(Formerly EMCOLL 415)  
3.0 hours laboratory per week  
Presents yoga to enhance health and well-being. Instruction and practice includes passive exercise adapted for students over the age of 50, relaxation while stretching, strengthening, deep breathing, postural alignment, yoga asanas (postures) to enhance and develop full range of motion, flexibility of muscles, strengthening of musculature while holding poses. This course is designed for adults over 50.  
*Repeatable.*
- 417 LAWS AND PROGRAMS AFFECTING ADULTS 50+ (0.0)**  
(Formerly EMCOLL 417)  
0.5 hours lecture per week  
Designed for the adult 50+, this class will presents information about laws and programs affecting older citizens such as Medicare, Medi-Cal, SSI; energy, nutrition, transportation; legal assistance; education and recreation; veterans' benefits; home health and day care.  
*Repeatable.*
- 418 FOCUSED READING FOR OLDER ADULTS (0.0)**  
(Formerly EMCOLL 418)  
3.0 hours lecture per week  
Presents a guided reading of a particular literary genre--short story, poetry, novel, drama, including analysis and discussion, historical and biographical information about the writer. This course is designed for adults over 50.  
*Repeatable.*
- 420 FINANCE: WILLS AND TRUSTS (0.0)**  
(Formerly EMCOLL 420)  
3.0 hours lecture per week  
Presents the pros and cons of wills and trusts, the process of probate, the types of trusts and of powers of attorney. Students find out what they need to know to make informed estate-planning decisions. This course is designed for adults over 50.  
*Repeatable.*
- 421 GREAT LITERATURE: SELECTED READING (0.0)**  
(Formerly EMCOLL 421)  
3.0 hours lecture per week  
Presents a guided reading of a selected great work of literature such as Dante's *Inferno* or Virgil's *Aeneid* or a play by William Shakespeare. Reading selection changes each session. Discussion of theme, setting, characterization occurs in class; in addition, students read aloud portions of the work and learn about the historical and cultural context of its writing. This course is designed for adults over 50.  
*Repeatable.*
- 422 ACCOUNTING: FINANCIAL STATEMENTS (0.0)**  
(Formerly EMCOLL 422)  
3.0 hours lecture per week  
Presents the content and construction of financial statements, and the interpretation and application of their contents. This course is designed for adults over 50.  
*Repeatable.*
- 423 ART: WATERCOLOR (0.0)**  
(Formerly EMCOLL 423)  
3.0 hours lecture per week  
Introduces the fundamentals of watercolor. Planning and preparation, color mixing and theory, design and composition, perspective are included. Several painting techniques and criteria for evaluation are taught as students create and critique their work. This course is designed for adults over 50.  
*Repeatable.*



- 424 ART: PAINTING/OIL PAINTING (0.0)**  
(Formerly EMCOLL 424)  
3.0 hours lecture per week  
Presents theories of color mixing and composition, and the process of critiquing. Students create a piece of work in oil or acrylic. This course is designed for adults over 50.  
*Repeatable.*
- 425 ART HISTORY (0.0)**  
(Formerly EMCOLL 425)  
3.0 hours lecture per week  
Presents an overview of art emphasizing historical development and cultural influences. Discussion and evaluation of works may center on a particular period or type of art such as modernism or impressionism or folk art, or may be a more general presentation spanning several centuries. This course is designed for adults over 50.  
*Repeatable.*
- 426 DRAMA: READER'S THEATRE (0.0)**  
(Formerly EMCOLL 426)  
3.0 hours lecture per week  
Presents an opportunity to analyze, interpret, and perform orally a work of literature. Selections may be chosen from drama, poetry, short stories or novels, and are adapted specifically for in-class dramatic readings. This course is designed for adults over 50.  
*Repeatable.*
- 427 CREATIVE COOKING & HEALTH EATING FOR ADULTS 50+ (0.0)**  
(Formerly EMCOLL 427)  
1.0 hours lecture per week  
Designed for the adult 50+, this class present healthy food and cooking choices that maintain optimum health for active older adults. Students learn basic concepts of nutrition as well as how to prepare tasty, flavorful and nutritious meals based on those concepts, using fresh food from local markets.  
*Repeatable.*
- 428 FILM APPRECIATION (0.0)**  
(Formerly EMCOLL 428)  
3.0 hours lecture per week  
Studies major films to consider historical context, dramatic issues, artistic and technical objectives, and the process and elements of filmmaking. This course is designed for adults over 50.  
*Repeatable.*
- 429 PHOTOGRAPHY: EQUIPMENT AND TECHNIQUES (0.0)**  
(Formerly EMCOLL 429)  
3.0 hours lecture per week  
Presents camera choices, developing and printing techniques available through commercial developers, light and composition, and traveling with a camera. This course is designed for adults over 50.  
*Repeatable.*
- 431 TRANSITIONS: MIDLIFE AND BEYOND (0.0)**  
(Formerly EMCOLL 430)  
3.0 hours lecture per week  
Examines the changes of midlife and beyond such as retirement, bereavement, travel, community involvement, and grandparenting, with the intent to discuss, anticipate, and respond to concerns and challenges.  
*Repeatable.*
- 432 GENEALOGICAL RESEARCH (0.0)**  
(Formerly EMCOLL 432)  
3.0 hours lecture per week  
Provides an introduction to and overview of genealogical research, including the collection of genealogical information from a variety of sources and the composition of pedigree charts and history sheets. This course is designed for adults over 50.  
*Repeatable.*
- 433 SENIOR SEMINAR FOR ADULT 50+ (0.0)**  
(Formerly EMCOLL 433)  
1.0 hours lecture per week  
Discover the influences and connections between ideas, values and concepts on a variety of topics of interest to the older adult. In a setting that encourages dialogue and interaction this class covers topics in areas such as, health, culture, philosophy, psychology, literature, current events, science and history. Students are encouraged to share and compare life experiences and learn about international, national and/or local events and issues.  
*Repeatable.*
- 434 EXPLORATION IN ART FOR ADULTS 50+ (0.0)**  
(Formerly EMCOLL 434)  
3.0 hours per week: (1.5 hours lecture, 1.5 hours laboratory)  
Designed for adults 50+, this class encourages art appreciation, self expression and creativity in a variety of art media. Projects give students experience with different creative non-traditional artistic methods and artistic design techniques, tools and material.  
*Repeatable.*
- 435 EXPLORE NATURAL/CULTURAL WONDERS: CENTRAL COAST-ADULTS 50+ (0.0)**  
(Formerly EMCOLL 435)  
1.5 hours laboratory per week  
Introduces senior adults to adventures and activities associated with the natural and cultural wonders of the Central Coast, including nature protection and awareness, cultural preservation, volunteer and docent opportunities. The class involves visits to sites such as nature preserves, State Parks, museums, as well as sites of cultural and historic significance.  
*Repeatable.*
- 436 MUSIC ARTS FOR ADULTS 50+ (0.0)**  
(Formerly EMCOLL 436)  
2.0 hours lecture per week  
Designed for the adult 50+, this course encourages appreciation of music from different time periods and genres. Through active participation in discussions, musical reminiscence and activities students learn about a variety of genres, including popular, jazz, classical, American traditional folk, blues, gospel, international and world.  
*Repeatable.*
- 439 COMPUTER BASICS FOR OLDER ADULTS 50+ (0.0)**  
(Formerly EMCOLL 439)  
1.5 hours lecture per week  
Designed for the adult 50+, this course introduces computer basics including machine functions, keyboard use, fundamental word processing, email and web browsing.  
*Repeatable.*
- 470 ADAPTED EXERCISE FOR FRAIL OLDER ADULTS (0.0)**  
(Formerly EMCOLL 470)  
2.0 hours laboratory per week  
Designed for the maintenance of the physical and mental well-being of the frail older adult, this course is geared to increasing strength, range of motion/flexibility, balance, agility, eye/hand and foot coordination, enhancing the circulatory system and increasing mental alertness of the older adult. Techniques are adapted to meet the needs of older adults at their various fitness levels and functional capacities.  
*Repeatable.*
- 471 MUSIC ARTS FOR FRAIL OLDER ADULTS (0.0)**  
(Formerly EMCOLL 471)  
2.0 hours laboratory per week  
Designed for the frail older adult, this course encourages appreciation of music from different time periods and genres. Through active participation in discussions, musical reminiscence, sing-along and rhythmic activities the older adult student will be exposed to a variety of music.  
*Repeatable.*

**472 CREATIVE ARTS FOR FRAIL OLDER ADULTS (0.0)**  
(Formerly EMCOLL 472)  
2.0 hours laboratory per week  
Designed for the frail older adult, this course provides physical and mental stimulation through a variety of art media. Projects encourage art expression and appreciation through art in artistic design, artistic methods, techniques, tools and materials. Eye-hand (fine motor) coordination will be utilized to develop, stimulate and enhance psycho-motor, perceptual, and cognitive skills.  
*Repeatable.*

**473 FUN WITH FOOD FOR FRAIL OLDER ADULTS (0.0)**  
(Formerly EMCOLL 473)  
2.0 hours laboratory per week  
Designed for the frail older adult, this course offers a large variety of food preparation topics related to the health and well being of the older adult. Diverse topics of interest such as nutrition, consumerism, cultural traditions, entertaining, health and safety will be discussed.  
*Repeatable.*

**474 REMINISCING FOR FRAIL OLDER ADULTS (0.0)**  
(Formerly EMCOLL 474)  
2.0 hours laboratory per week  
Presents to frail older adults various topics as a basis for reminiscing about their life experiences and for recalling cultural and historical events that marked their lives.  
*Repeatable.*

## ENGINEERING [ENGR]

**125 AUTOCAD (1.0)**  
(Formerly ENGR 25)  
6.0 hours per week: (4.0 hours lecture, 2.0 hours laboratory)  
Associate Degree Applicable  
*Advisory: CIS 210 or basic knowledge of a Windows operating environment.*  
Introduction to AutoCAD. Topics include all basic drawing commands, layers, dimensioning, and editing objects. Intended for those students wanting to learn the software and not necessarily how to draw. Ideal for professional engineers and architects or students in architecture or interior design. This course is exactly the same material as the first six weeks of ENGR 226 (18 week course).  
*Repeatable 1 time.*

**193 ENGINEERING SPECIAL TOPIC (4.0 to 0.5)**  
(Formerly ENGR 93)  
Associate Degree Applicable  
Examines a special topic in the field of study related to the discipline offering this course.

**195 TECHNICAL CAREER PREPARATION IN ENGINEERING (1.0)**  
(Formerly ENGR 95)  
1.0 hours lecture per week  
Associate Degree Applicable  
Overview of engineering careers with focus on preparing for the job market. Includes discussion of career opportunities in engineering, both union and non-union. Focus on providing the tools necessary to target and obtain a position in the engineering industry.  
*Repeatable 2 times.*

**210 COMPUTATIONAL METHODS FOR ENGINEERS (3.0)**  
(Formerly ENGR 10)  
3.0 hours lecture per week  
Associate Degree Applicable  
*Prerequisite: Completion of MATH 265A or higher OR concurrent enrollment in MATH 265A.*  
*Advisory: PHYS 205A or 208A.*  
Methodology and techniques for solving engineering/science problems using numerical-analysis computer-application programs MATLAB and EXCEL. Technical computing and visualization of problems in mechanics, electrical circuits, thermal systems, fluid systems and other branches of engineering.  
*Transfer: CSU.*

**217 INTRODUCTION TO ELECTRONIC CIRCUIT ANALYSIS (4.0)**  
(Formerly ENGR 17)  
6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)  
Associate Degree Applicable  
*Prerequisite: PHYS 208B*  
Presents an integrated transient and steady-state analysis of linear DC and AC circuits by use of the mesh and node approach. Examines network theorems, phasors, complex-frequency concepts, and computer circuit analysis.  
*Transfer: CSU; UC.*

**219 DIGITAL DESIGN (4.0)**  
(Formerly ENGR 19)  
6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)  
Associate Degree Applicable  
*Prerequisite: CIS 217 or CIS 231*  
Presents standard material on binary arithmetic, Boolean algebra, Combinational and sequential logic circuits, and finite state machines, for computer and electrical engineers. Hardware Description Language (HDL) is used to synthesize digital logic circuits in Programmable Logic Devices (PLDs).  
*Transfer: CSU.*

**226 ENGINEERING DRAWING I (4.0)**  
(Formerly ENGR 26)  
6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)  
Associate Degree Applicable  
Introduction to engineering drawing using AutoCAD. Topics include geometric construction, orthographic projection, isometrics, sectionals, auxiliaries, descriptive geometry, dimensioning, and working drawings. The first six weeks of this course are the same as ENGR 25.  
*Repeatable 3 times.*  
*Transfer: CSU; UC.*

**227 ENGINEERING DRAWING I (3.0)**  
(Formerly ENGR 27)  
6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)  
Associate Degree Applicable  
*Prerequisite: ENGR 125 or ENGR 226*  
Presents advanced subjects in engineering drawing using AutoCAD and Inventor. Course topics include 3D, macros, customization, and an introduction to AutoLisp.  
*Repeatable 3 times.*  
*Transfer: CSU; UC.*

**245 MATERIALS ENGINEERING (3.0)**  
(Formerly ENGR 45)  
5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)  
Associate Degree Applicable  
*Prerequisite: CHEM 1A*  
Presents the fundamentals of the structure of matter. Introduces physical and mechanical properties of materials including metals, alloys, ceramics, insulating materials, semi-conductors, and polymers. Provides a study of heat treatments, materials selection, corrosion phenomena, and equilibrium diagrams.  
*Transfer: CSU; UC.*

**246 MATERIALS ENGINEERING (2.0)**  
(Formerly ENGR 46)  
2.0 hours lecture per week  
Associate Degree Applicable  
*Prerequisite: CHEM 201A, MATH 265A*  
*Corequisite: ENGR 246L*  
Presents the fundamentals of the structure of matter. Introduces physical and mechanical properties of materials including metals, alloys, ceramics, semi-conductors, and polymers. Provides a study of heat treatments, materials selection, corrosion phenomena, and equilibrium diagrams.  
*Transfer: CSU; UC.*

**246L ENGINEERING MATERIALS LAB (1.0)**  
(Formerly ENGR 46L)  
3.0 hours laboratory per week  
Associate Degree Applicable

**Corequisite: ENGR 246**

Presents laboratory experiments on the heat treatment and resulting properties of metals, effects of cold deformation of metals, brittle-ductile fracture behavior, equilibrium phase relationships, corrosion, mechanical behavior of polymers, as well as properties of semiconductor devices.

*Transfer: CSU; UC.*

**247 INDEPENDENT STUDIES: ENGINEERING (2.0 to 0.5)**

(Formerly ENGR 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the technical field in which the study is to be undertaken.*

Provides an opportunity for in-depth study or practicum experience by an individual student in a selected topic in the engineering area with support and direction from an instructor.

*Repeatable 3 times.*

*Transfer: CSU.*

**248 INTRODUCTION TO ENGINEERING (1.0)**

(Formerly ENGR 48)

1.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156 or ENGL 165.*

Broad overview of the field of engineering, including professional societies and their student chapters, professional licensing and registration, professional codes of ethics, the elements of engineering design, and the scope of analysis and design activities undertaken by private and public sector civil design professionals.

*Transfer: CSU; UC.*

**250 ENGINEERING STATICS (3.0)**

(Formerly ENGR 50)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: PHYS 208A*

Analyzes forces on structures in equilibrium, properties of forces, moments, couples and resultant, conditions for equilibrium, friction, centroids, and area moments of inertia. Introduces mathematical modeling and problem-solving utilizing vector mathematics.

*Transfer: CSU; UC.*

**251 ENGINEERING DYNAMICS (3.0)**

(Formerly ENGR 51)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ENGR 250*

Analyzes the dynamics associated with motion of rigid bodies and particles, including velocity, acceleration, relative motion, energy, work, momentum, and impulse. Utilizes vector mathematics.

*Transfer: CSU; UC.*

**252A STRENGTH OF MATERIALS I (2.0)**

(Formerly ENGR 52A)

4.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ENGR 250*

Study of stresses, strains, and deformations associated with axial, torsional, and flexural loading of bars, shafts, and beams. Includes analysis of elementary determinate and indeterminate mechanical and structural systems.

*Transfer: CSU; UC (For UC, both ENGR 252A and 252B must be completed in order to receive transfer credit).*

**252B STRENGTH OF MATERIALS II (2.0)**

(Formerly ENGR 52B)

4.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ENGR 252A*

Study of stress and strain transformations, analysis of beam deflection and rotation, indeterminate beams, and column buckling.

*Transfer: CSU; UC (For UC, both ENGR 252A and 252B must be completed in order to receive transfer credit).*

**260 STRUCTURAL SYSTEMS FOR ARCHITECTS (2.0)**

(Formerly ENGR 60)

2.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ENGR 250*

Introduces the concepts of structural integrity and stability, structural subsystems, and methods of analysis.

*Transfer: CSU.*

**ENGLISH [ENGL]****099 BASIC READING AND WRITING (4.0)**

(Formerly ENGL 100)

4.0 hours lecture per week

Associate Degree Non-Applicable

*Prerequisite: ACSI 036 and ACSI 050 with a C or better or ESL 006 and ESL 045 with a C or better or qualifying score on the Assessment test or equivalent*

Introduces students to the language arts through intensive reading, writing, and critical thinking. Emphasizes the process approach to reading and writing. Provides a basic course in sentence and paragraph construction, with limited introduction to the essay.

**156 COLLEGE READING AND WRITING (4.0)**

(Formerly ENGL 56)

4.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ENGL 099 with a C or better or equivalent*

Provides a basic course in college reading and writing with individual attention to sentence structure, paragraph and essay structure, grammar, and critical thinking skills.

**193 ENGLISH SPECIAL TOPICS (4.0 to 0.5)**

(Formerly ENGL 93)

Associate Degree Applicable

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

**201A ENGLISH COMPOSITION (4.0)**

(Formerly ENGL 1A)

4.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ENGL 156 or ENGL 165 with a grade of C or better*

Provides a study of and practice in the use of language and writing of argumentative/analytical essays and research papers.

*Transfer: CSU; UC.*

**201B ENGLISH COMPOSITION: INTRODUCTION TO LITERATURE (3.0)**

(Formerly ENGL 1B)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ENGL 201A with a grade of C or better*

Provides an introduction to the study of literature with an emphasis in both literary composition and critical thinking. This course emphasizes the development of critical thinking and writing skills through the close study of major genres of literature: poetry, fiction, and drama. Students receive further instruction in analytical and argumentative writing through examination and development of comprehensive literary discourse, identifying sound and fallacious methods of reasoning in critical assessments of literature.

*Transfer: CSU; UC.*

**201C ENGLISH COMPOSITION: CRITICAL THINKING (3.0)**

(Formerly ENGL 1C)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ENGL 201A with a grade of C or better*

Presents a composition course beyond ENGL 201A which emphasizes critical thinking and reading in order to develop further logical reasoning and analytical and argumentative writing skills.

*Transfer: CSU; UC.*

## **205 INTRODUCTION TO POETRY (3.0)**

(Formerly ENGL 5)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ENGL 201A with a grade of C or better*

*Advisory: ENGL 201B.*

Introduces the study of poetry with emphasis on understanding, analysis, and appreciation of poetry through an in-depth examination of a variety of literary works.

*Transfer: CSU; UC.*

## **206 INTRODUCTION TO THE NOVEL (3.0)**

(Formerly ENGL 6)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ENGL 201A with a grade of C or better*

*Advisory: ENGL 201B.*

Introduces the study of the novel with emphasis on understanding, analysis, and appreciation of the novel through an in-depth examination of a variety of literary works.

*Transfer: CSU; UC.*

## **210 TECHNICAL WRITING AND ORAL COMMUNICATION (4.0)**

(Formerly ENGL 1)

4.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: English 201A: English Composition or Equivalent*

Presents an overview of the principles of technical writing. Discussion and application of rhetorical principles, both oral and written, as they pertain to technical writing. Study of methods, resources, and common formats used in technical environments.

*Transfer: CSU.*

## **212A AMERICAN LITERATURE (3.0)**

(Formerly ENGL 12A)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ENGL 201A with a grade of C or better*

Presents a survey of American literature from the pre-colonial period to the Civil War. Introduces the study of major American writers against their historical backgrounds. Such writers as Bradstreet, Paine, Franklin, Jefferson, Poe, Cooper, Irving, Bryant, Melville, Hawthorne, Longfellow, Emerson, Thoreau, Whitman, and Dickinson are studied.

*Transfer: CSU; UC.*

## **212B AMERICAN LITERATURE (3.0)**

(Formerly ENGL 12B)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ENGL 201A with a grade of C or better*

The study of major American writers from the Civil War up through contemporary times. Includes writers such as Twain, Howells, Crane, London, Hemingway, Steinbeck, Faulkner, Wright, Dos Passos, Frost, Pound, Eliot, Stevens, Cummings, O'Neill, Tennessee Williams, Arthur Miller, O'Connor, Alice Walker, Berryman, Lowell, Sexton and Plath.

*Transfer: CSU; UC.*

## **213 MULTICULTURAL VOICES IN AMERICAN LITERATURE (3.0)**

(Formerly ENGL 13)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ENGL 201A with a grade of C or better*

Introduces current literary study which focuses upon issues of race, gender,

class, sexual orientation, and ethnicity in American literature. Surveys American history and culture in the context of its multicultural literary tradition from the early Native American tradition to present day. Emphasizes the formation of minority discourse against and within American mainstream culture and its literary tradition. Uses poems, novels, short stories, and essays for study.

*Transfer: CSU; UC.*

## **215 SHAKESPEARE (3.0)**

(Formerly ENGL 15)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ENGL 201A with a grade of C or better*

Introduces Shakespeare's works with emphasis on analysis of character and structured scene and requires preparation of critical papers based on analytical reading and investigation.

*Transfer: CSU; UC.*

## **216 LITERATURE AND FILM (3.0)**

(Formerly ENGL 16)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ENGL 201A with a grade of C or better*

Presents the techniques of literary criticism to analyze films and the literary works that inspired them. Examines narrative in film and the criteria for evaluating films and literature emphasizing objective analysis and comparison and contrast.

*Transfer: CSU; UC.*

## **217 LITERATURE BY WOMEN (3.0)**

(Formerly ENGL 17)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ENGL 201A with a grade of C or better*

Presents a survey of literature by women of English-speaking countries from the Middle Ages to the 21st century, with an emphasis on comparing historically oppressed women writers (including African-American and lesbian writers) to those in the mainstream. Authors covered include Phillis Wheatley, Anne Bradstreet, Mary Wollstonecraft, Jane Austen, Sojourner Truth, Harriet Beecher Stowe, Kate Chopin, Willa Cather, Gertrude Stein, Virginia Woolf, Zora Neale Hurston, Anne Sexton, Maya Angelou, Adrienne Rich, Toni Morrison, Sylvia Plath, Audre Lorde, Alice Walker, and Louie Erdrich.

*Transfer: CSU; UC.*

## **231 CREATIVE WRITING (3.0)**

(Formerly ENGL 31)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ENGL 201A with a grade of C or better*

Presents an opportunity for creative literary expression and emphasizes techniques in writing poems, and/or short stories, and/or plays for informal discussion and criticism by the class and by the instructor. Provides the opportunity to discover one's talent and to practice writing skills.

*Transfer: CSU; UC.*

## **242H HONORS SEMINAR: ENGLISH COMPOSITION (1.0)**

(Formerly ENGL 42H)

1.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: Completion of or concurrent enrollment in ENGL 201A*

Provides the opportunity for broadening a student's background in general education and for providing study and practice in greater depth in writing. Emphasis is on discussion and analysis of subject matter, issues related to the field of study and current advancements in the field. Open only to students admitted to the honors program.

*Transfer: CSU.*



**244A EUROPEAN LITERATURE (3.0)**  
(Formerly ENGL 44A)  
3.0 hours lecture per week  
Associate Degree Applicable  
*Prerequisite:* ENGL 201A with a grade of C or better  
Presents a survey of European literature from the early Greeks up through the Renaissance of the 15th and 16th centuries. Major works and authors covered include Homer, Sophocles, Aristophanes, Plato, Aristotle, Virgil, Ovid, Catullus, "The Song of Roland," Dante, Boccaccio, Petrarch, Rabelais, Cellini, Erasmus, Machiavelli, and Cervantes.  
*Transfer:* CSU; UC.

**244B EUROPEAN LITERATURE (3.0)**  
(Formerly ENGL 44B)  
3.0 hours lecture per week  
Associate Degree Applicable  
*Prerequisite:* ENGL 201A with a grade of C or better  
Presents a survey of European literature from the Neo-classical Age up into the moderns of the 20th century. Major authors covered include Moliere, Racine, Voltaire, Rousseau, Goethe, Flaubert, Tolstoy, Ibsen, Chekhov, Baudelaire, Kafka, Sartre, and Camus.  
*Transfer:* CSU; UC.

**246A SURVEY OF BRITISH LITERATURE (3.0)**  
(Formerly ENGL 46A)  
3.0 hours lecture per week  
Associate Degree Applicable  
*Prerequisite:* ENGL 201A with a grade of C or better  
Presents a survey of British literature from the Middle Ages through the 18th century. Introduces the study of major British writers against their historical backgrounds. Such writers as Chaucer, Spenser, Shakespeare, Jonson, Donne, Milton, Dryden, Swift, Pope, Johnson, and Boswell will be studied.  
*Transfer:* CSU; UC.

**246B SURVEY OF BRITISH LITERATURE (3.0)**  
(Formerly ENGL 46B)  
3.0 hours lecture per week  
Associate Degree Applicable  
*Prerequisite:* ENGL 201A with a C or better  
Presents a survey of major British writers extending from the Romantic Period through the 20th century, focusing on such writers as Wordsworth, Coleridge, Byron, Shelley, Keats, Tennyson, Browning, Arnold, Hopkins, Yeats, Lawrence, Eliot, Auden, Thomas, and Woolf.  
*Transfer:* CSU; UC.

**247 INDEPENDENT STUDIES: ENGLISH (2.0 to 0.5)**  
(Formerly ENGL 47)  
6.0 hours laboratory per week  
Associate Degree Applicable  
*Prerequisite:* The student must have completed preparatory course work in the field in which the study is to be undertaken.  
Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of English under the direction of an instructor.  
*Repeatable 3 times.*  
*Transfer:* CSU.

## ENGLISH SECOND LANGUAGE [ESL]

**001 READING, WRITING, GRAMMAR AND CONVERSATION (6.0)**  
(Formerly ESL 1)  
6.0 hours lecture per week  
Associate Degree Non-Applicable  
*Prerequisite:* ESL Placement Test  
Focuses on building English language skills for speakers of other languages with an emphasis on reading, writing, grammar, listening and speaking at the beginning level. May be taken concurrently with ESL 015, ESL 025, or ESL 035.

**002 ESL READING, WRITING, AND GRAMMAR, LEVEL 2 (6.0)**  
(Formerly ESL 2)  
6.0 hours lecture per week  
Associate Degree Non-Applicable  
*Prerequisite:* High-beginning score on the ESL placement test or successful completion of ESL 001 with a grade of C or better.  
Focuses on building English language skills for speakers of other languages with an emphasis on reading, writing, grammar, listening and speaking at the high-beginning level. May be taken concurrently with ESL 015, ESL 025 or ESL 035.

**003 ESL READING, WRITING, AND GRAMMAR, LEVEL 3 (6.0)**  
(Formerly ESL 3)  
6.0 hours lecture per week  
Associate Degree Non-Applicable  
*Prerequisite:* Low-intermediate score on the ESL placement test or successful completion of ESL 002 with a grade of C or better.  
Focuses on building English language skills for speakers of other languages with an emphasis on reading, writing and grammar at the low-intermediate level. May be taken concurrently with ESL 015, ESL 025 or ESL 035.

**004 ESL READING, WRITING, AND GRAMMAR, LEVEL 4 (6.0)**  
(Formerly ESL 4)  
6.0 hours lecture per week  
Associate Degree Non-Applicable  
*Prerequisite:* High-intermediate score on the ESL placement test or completion of ESL 003 with a grade of C or better  
Focuses on building English language skills for speakers of other languages with an emphasis on reading, writing and grammar at the high-intermediate level. May be taken concurrently with ESL 015, ESL 025 or ESL 035.

**005 ENGLISH AS A SECOND LANGUAGE, WRITING AND GRAMMAR 005 (6.0)**  
(Formerly ESL 5)  
6.0 hours lecture per week  
Associate Degree Non-Applicable  
*Prerequisite:* Lower-advanced score on the ESL placement test or completion of ESL 004 with a grade of C or better  
Focuses on building English language skills for speakers of other languages with an emphasis on writing and grammar at the lower-advanced level. May be taken concurrently with ESL 045 and with ESL 035A, ESL 035B or ESL 035C.

**006 ENGLISH AS A SECOND LANGUAGE, WRITING AND GRAMMAR 006 (6.0)**  
(Formerly ESL 006A)  
6.0 hours lecture per week  
Associate Degree Non-Applicable  
*Prerequisite:* Upper-advanced score on the ESL placement test or completion of ESL 005 with a grade of C or better  
Focuses on building English language skills for speakers of other languages with an emphasis on writing and grammar at the upper-advanced level. May be taken concurrently with ESL 045 and with ESL 035A, ESL 035B or ESL 035C.

**045 ENGLISH AS A SECOND LANGUAGE, ADVANCED READING 045 (3.0)**  
(Formerly ESL 006B)  
3.0 hours lecture per week  
Associate Degree Non-Applicable  
*Prerequisite:* Advanced score on the ESL placement test or completion of ESL 004 with a grade of C or better  
Focuses on building English language skills for speakers of other languages with an emphasis on reading at the advanced level. May be taken concurrently with ESL 005 or ESL 006 and with ESL 035A, ESL 035B, or ESL 035C.

**015A BEGINNING LEVEL CONVERSATION (3.0 to 2.0)**  
(Formerly ESL 15A)  
3.0 hours lecture per week  
Associate Degree Non-Applicable  
*Prerequisite:* Beginning-level score on the oral component of the ESL placement test

Focuses on basic communication skills in listening comprehension and speaking for speakers of other languages and enables the beginning-level student to function in common English-speaking situations. Prepares students for ESL 025A, 025B or 025C.

### 015B BEGINNING LEVEL CONVERSATION (3.0 to 2.0)

(Formerly ESL 15B)

3.0 hours lecture per week

Associate Degree Non-Applicable

*Prerequisite:* Beginning-level score on the oral component of the ESL placement test

Focuses on basic communication skills in listening comprehension and speaking for speakers of other languages and enables the beginning-level student to function in common English-speaking situations. Prepares students for ESL 025A, 025B or 025C.

### 015C BEGINNING LEVEL CONVERSATION (3.0 to 2.0)

(Formerly ESL 15C)

3.0 hours lecture per week

Associate Degree Non-Applicable

*Prerequisite:* Beginning-level score on the oral component of the ESL placement test

Focuses on basic communication skills in listening comprehension and speaking for speakers of other languages and enables the beginning-level student to function in common English-speaking situations. Prepares students for ESL 025A, 025B or 025C.

### 025A INTERMEDIATE LEVEL CONVERSATION (3.0 to 2.0)

(Formerly ESL 25A)

3.0 hours lecture per week

Associate Degree Non-Applicable

*Prerequisite:* Intermediate-level score on the oral component of the ESL placement test or completion of ESL 015 or 015A or 015B or 015C with a grade of C or better

Focuses on communication skills in listening comprehension and speaking for speakers of other languages and enables the intermediate-level student to function in everyday English-speaking situations. Prepares students for ESL 035A, 035B or 035C.

### 025B INTERMEDIATE LEVEL CONVERSATION (3.0 to 2.0)

(Formerly ESL 25B)

3.0 hours lecture per week

Associate Degree Non-Applicable

*Prerequisite:* Intermediate-level score on the oral component of the ESL placement test or completion of ESL 015 or 015A or 015B or 015C with a grade of C or better

Focuses on communication skills in listening comprehension and speaking for speakers of other languages and enables the intermediate-level student to function in everyday English-speaking situations. Prepares students for ESL 035A, 035B or 035C.

### 025C INTERMEDIATE LEVEL CONVERSATION (3.0 to 2.0)

(Formerly ESL 25C)

3.0 hours lecture per week

Associate Degree Non-Applicable

*Prerequisite:* Intermediate-level score on the oral component of the ESL placement test or completion of ESL 015 or 015A or 015B or 015C with a grade of C or better

Focuses on communication skills in listening comprehension and speaking for speakers of other languages and enables the intermediate-level student to function in everyday English-speaking situations. Prepares students for ESL 035A, 035B or 035C.

### 035A ADVANCED LEVEL CONVERSATION (3.0 to 2.0)

(Formerly ESL 35A)

3.0 hours lecture per week

Associate Degree Non-Applicable

*Prerequisite:* Advanced-level score on the oral component of the ESL placement test or completion of ESL 025 or 025A or 025B or 025C with a grade of C or better

Focuses on communication skills in listening comprehension and speaking for speakers of other languages and enables the advanced-level student to function in academic, professional and everyday English-speaking situations.

### 035B ADVANCED LEVEL CONVERSATION (3.0 to 2.0)

(Formerly ESL 35B)

3.0 hours lecture per week

Associate Degree Non-Applicable

*Prerequisite:* Advanced-level score on the oral component of the ESL placement test or completion of ESL 025 or 025A or 025B or 025C with a grade of C or better

Focuses on communication skills in listening comprehension and speaking for speakers of other languages and enables the advanced-level student to function in academic, professional and everyday English-speaking situations.

### 035C ADVANCED LEVEL CONVERSATION (3.0 to 2.0)

(Formerly ESL 35C)

3.0 hours lecture per week

Associate Degree Non-Applicable

*Prerequisite:* Advanced-level score on the oral component of the ESL placement test or completion of ESL 025 or 025A or 025B or 025C with a grade of C or better

Focuses on communication skills in listening comprehension and speaking for speakers of other languages and enables the advanced-level student to function in academic, professional and everyday English-speaking situations.

### 081 ENGLISH AS A SECOND LANGUAGE SKILLS LABORATORY-BEGINNING (0.5)

(Formerly ESL 101)

1.5 hours laboratory per week

Associate Degree Non-Applicable

*Prerequisite:* ESL placement test

Provides English as a Second Language students with specialized programs designed to improve reading, vocabulary, listening comprehension, pronunciation, grammar, idiomatic expression, conversation, and writing at the beginning level. NOTE: Students may register for two sections of lab.

*Repeatable 3 times.*

### 082 ENGLISH AS A SECOND LANGUAGE SKILLS LAB – INTERMEDIATE (0.5)

(Formerly ESL 102)

1.5 hours laboratory per week

Associate Degree Non-Applicable

*Advisory:* ESL 002A and ESL 002B.

Provides ESL students with specialized programs designed to improve reading, vocabulary, listening comprehension, pronunciation, grammar, idiomatic expression, conversation, word processing and writing at the intermediate level.

*Repeatable 3 times.*

### 083 ENGLISH AS A SECOND LANGUAGE SKILLS LABORATORY – ADVANCED (0.5)

(Formerly ESL 103)

1.5 hours laboratory per week

Associate Degree Non-Applicable

*Advisory:* ESL 004A and ESL 004B.

Provides ESL students with specialized programs designed to improve reading, vocabulary, listening comprehension, pronunciation, grammar, idiomatic expression, conversation, word processing and writing at the advanced level.

*Repeatable 3 times.*

### 090 BEGINNING LITERACY AND STUDY SKILLS (6.0)

(Formerly ESL 90)

6.0 hours lecture per week

Associate Degree Non-Applicable

*Advisory:* ESL placement test.

Develops students' literacy and study skills. Focuses on building basic reading and writing skills with an emphasis on the alphabet, spelling, word and sentence formation, classroom vocabulary, and beginning level grammar. Introduces students to skills essential for academic success. Topics include time management, materials organization, active listening, note taking, test preparation, and understanding the college learning environment.

*Repeatable 3 times.*

**193 ENGLISH AS A SECOND LANGUAGE SPECIAL TOPIC (4.0 to 0.5)**

(Formerly ESL 93)

Associate Degree Non-Applicable

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

**701 ESL BEGINNING LITERACY - LEVEL 1 (0.0)**

(Formerly ESL 701)

4.5 hours lecture per week

The purpose of this course is to provide pre-literate students who have extremely limited or no reading/writing skills in their primary language with basic English necessary to function successfully in everyday encounters.

*Repeatable 3 times.***702 ESL BEGINNING LITERACY - LEVEL 2 (0.0)**

(Formerly ESL 702)

4.5 hours lecture per week

Provides students with basic skills at the beginning-low level in English through listening/speaking practice. Lifeskills, grammar, pronunciation, vocabulary, history, government, and culture are taught.

*Repeatable 3 times.***703 ESL BEGINNING HIGH - LEVEL 3 (0.0)**

(Formerly ESL 703)

4.5 hours lecture per week

Provides students with basic skills in English at the beginning-high level through listening/speaking practice. Lifeskills, grammar, pronunciation, vocabulary, history, government, and culture are taught.

*Repeatable 3 times.***704 ESL INTERMEDIATE LOW - LEVEL 4 (0.0)**

(Formerly ESL 704)

4.5 hours lecture per week

Provides students with basic skills in English at the intermediate-low level through listening/speaking practice. Lifeskills, grammar, pronunciation, vocabulary, history, government, and culture are taught.

*Repeatable 3 times.***705 ESL INTERMEDIATE HIGH - LEVEL 5 (0.0)**

(Formerly ESL 705)

4.5 hours lecture per week

Provides students with basic skills in English at the intermediate-high level through listening/speaking practice. Lifeskills, grammar, pronunciation, vocabulary, history, government, and culture are taught.

*Repeatable 3 times.***706 ESL ADVANCED - LEVEL 6 (0.0)**

(Formerly ESL 706)

4.5 hours lecture per week

Provides students with basic skills in English at the advanced level through listening/speaking practice. Lifeskills, grammar, pronunciation, vocabulary, history, government, and culture are taught.

*Repeatable 3 times.***707 U. S. CITIZENSHIP (0.0)**

(Formerly ESL 707)

3.0 hours lecture per week

Designed to provide non-U.S. citizens with an in-depth study of the federal and state system of government and the U. S. Constitution. This class will also prepare students for the U.S. Citizenship and Immigration Service application process and oral interview.

*Repeatable 3 times.***708 ESL FOR SOCIAL COMMUNICATION (0.0)**

(Formerly ESL 708)

2.0 hours per week: (0.5 hours lecture, 1.5 hours laboratory)

*Advisory: Completion of ESL 703 (Beginning High) or VESL 702, or equivalent language skills.*

Focuses on conversational strategies for appropriate interaction in American work and social settings. This multi-level ESL course includes discussions about crosscultural factors in communication and social customs and practices.

*Repeatable 3 times.***FAMILY STUDIES [FMST]****193 FAMILY STUDIES SPECIAL TOPIC (4.0 to 0.5)**

(Formerly FAMST 93)

Associate Degree Applicable

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

**202 CHILD, FAMILY AND COMMUNITY (3.0)**

(Formerly FAMST 2)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ENGL 156*

Studies patterns of family living in contemporary society, emphasizing the varying roles and interaction of family members and factors which affect family life. Discusses cultural, social, economic, racial, and ethnic differences. Focuses on the developing child and emphasizes the influences of family and community. Same as ECE 202. Meets Title XXII requirements: DS 2.

*Transfer: CSU; UC.***205 LIFE MANAGEMENT (3.0)**

(Formerly FAMST 5)

3.0 hours lecture per week

Associate Degree Applicable

Life Management provides individuals with skills for understanding and using internal and external resources to function effectively in society now and in the future. Major topics covered in the course include: the effects of cultural forces and future trends on values, standards, and goals; skills for decision making, time, personal energy, stress, and conflict management; and techniques for improving self-esteem and self-understanding, values clarification, and interpersonal relationships.

*Transfer: CSU.***210 INTRODUCTION TO HUMAN SERVICES (3.0)**

(Formerly FAMST 10)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Presents an overview and history of the human services, with emphasis on the groups needing services in contemporary society. Acquaints students with career opportunities in, and the education and job requirements of the different services.

*Transfer: CSU.***212 HUMAN DEVELOPMENT: LIFE SPAN (3.0)**

(Formerly FAMST 12)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Integrates the physical, social, emotional and cognitive aspects of human development throughout the lifespan. Discusses the developmental tasks facing people at various points in the life cycle. Explores the way social interaction and cultural institutions shape the development of the individual. Meets Title XXII requirements: DS 1.

*Transfer: CSU; UC (For UC, maximum credit of one course between FMST 212 and 215).***213 ETHNIC IDENTITY AND DEVELOPMENTAL PATTERNS (3.0)**

(Formerly FAMST 13)

3.0 hours lecture per week

Associate Degree Applicable

Interrogates the influence of ethnic identity on psycho-social developmental processes of major U.S. ethnic groups. Examines psychological theories of ethnic identity development and how ethnicity impacts the development and

functioning of intra-psychological processes; interpersonal relationships; and mental health. Analyzes research methodology and current research on the developing person and multicultural psychology. Discusses the psychological contents of culture and its relationship to mental processes and behaviors.

*Transfer: CSU; UC.*

## **214 FAMILY, RELATIONSHIPS AND INTIMACY (3.0)**

(Formerly FAMST 14)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Presents sociological, psychological and cross-cultural concepts of intimate relationships and the family unit. Focuses on diversity within and the development of committed relationships and the family unit. Emphasizes intimacy dynamics, communication processes, and assessment of functionality and wellness.

*Transfer: CSU; UC.*

## **215 DEVELOPMENTAL PATTERNS OF WOMEN (3.0)**

(Formerly FAMST 15)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Examines major theories and research illuminating the relationship between gender and women's development across the lifespan. Particular emphasis is given to the evaluation of how the socio-cultural construction of gender influences psychological processes and interpersonal relationships.

*Transfer: CSU; UC (For UC, maximum credit of one course between FMST 212 and 215).*

## **216 PARENTING (3.0)**

(Formerly FAMST 16)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Presents background for understanding parent-child relationships in the changing social environment. Examines common problems in child rearing and emphasizes development of a philosophy of parenthood and development of effective parenting behavior.

*Transfer: CSU.*

## **218 HUMAN SEXUALITY (3.0)**

(Formerly FAMST 18)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Presents an overview of the complex social, psychological, and psychological aspects of human sexuality. Examines responsible use of sexuality as a part of life adjustment.

*Transfer: CSU; UC.*

## **220 AGING IN THE 21ST CENTURY: SOCIAL GERONTOLOGY (3.0)**

(Formerly FAMST 20)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Provides an introduction to the rapidly changing field of gerontology - the study of aging. Aging and the end of life are explored from a multidisciplinary perspective that views aging as not only a biological, but also a psychological, emotional and social process. Includes the effect on family members, ways of adapting living and working environments, and decisions that need to be made to prepare for death. Introduces local, state, and federal programs that can assist in meeting the needs of the aged and their families. Provides students with tools to better prepare for their parents' and their own later years.

*Transfer: CSU.*

## **247 INDEPENDENT STUDIES: FAMILY STUDIES (2.0 to 0.5)**

(Formerly FAMST 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of family studies under the direction of an instructor.

*Repeatable 3 times.*

*Transfer: CSU.*

## **270 INTRO TO ADDICTION STUDIES: ADDICTION AND THE COMMUNITY (3.0)**

(Formerly FAMST 70)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Explores historical, psychological, and sociological perspectives on the use, abuse, and social control of psychoactive drugs. Presents in depth analysis of the theoretical models of the biopsychosocial nature of addiction, the dynamics of addiction, the impact of addiction on children, families and society with emphasis on special populations, contemporary treatment and prevention approaches, and the addiction counseling profession.

*Transfer: CSU.*

## **271 GROUP PROCESS AND PRACTICE (3.0)**

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: FMST 270*

Presents and develops basic competency in theory and techniques of group process and practice used in the helping professions including task-oriented, psychoeducational, counseling, and psychotherapy groups with specific populations.

*Transfer: CSU.*

## **272 DRUG PREVENTION AND EDUCATION (3.0)**

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: FMST 270*

Presents and develops basic competency in the history, theories, research, and current approaches to substance abuse education and prevention including public policy, media, age, gender, ethnic and culture-specific considerations and models, environmental risk reduction, harm reduction, and healthy alternatives to substance use.

*Transfer: CSU.*

## **278 FAMILIES AND ADDICTION (3.0)**

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: FMST 270*

Examines common patterns of family structure and functioning often correlated with substance abuse and addiction including the major types of family systems and dynamics. Reviews basic clinical practice including therapeutic approaches, skills, and techniques for effective intervention and treatment modalities for both individuals and the family system.

*Transfer: CSU.*

## **279 TREATMENT AND CASE MANAGEMENT (3.0)**

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: FMST 270*

Presents theories, skills, techniques, and legal and ethical practices fundamental to client treatment and case management with an emphasis on working with the chemically dependent individual. Includes assessment, diagnosis, development and implementation of treatment plans within a variety of settings.

*Repeatable 1 time.*

*Transfer: CSU.*

## **280 BASIC INTERVIEWING AND COUNSELING SKILLS (3.0)**

(Formerly FAMST 80)

3.0 hours lecture per week

Associate Degree Applicable



*Prerequisite: FMST 270*

Presents and develops basic competency in one-on-one counseling skills relevant to the helping professions with emphasis on motivational interviewing and client empowerment approaches. Places a strong emphasis on professional ethics and boundaries. Skills may be applied in counseling, mediation, negotiation and interpersonal settings.

*Repeatable 1 time.*

*Transfer: CSU.*

**288 ADDICTION STUDIES FIELDWORK AND SEMINAR (7.0)**

17.0 hours per week: (2.0 hours lecture, 15.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: FMST 213, FMST 270, FMST 271, FMST 272, FMST 278, FMST 279, FMST 280, HEED 206*

Provides the required 250 hours of internship for students seeking a degree or certificate in Addiction Studies and/or state certification as an alcohol and drug counselor. Course components include 15 hours a week of fieldwork in a licensed chemical dependency agency and 2.0 hours a week of seminar/classroom activities.

*Transfer: CSU.*

**FASHION DESIGN & MERCHANDISING [FDM]****193 FASHION MERCHANDISING & DESIGN SPECIAL TOPIC (4.0 to 0.5)**

(Formerly FDM 93)

Associate Degree Applicable

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

**193D COSTUME AND APPAREL CONSTRUCTION II (3.0)**

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

Apply the principles and advanced methods of construction to costumes, fashion apparel and accessories. (This course is for construction of costumes for the Spring Production.) Emphasis will be placed on specialty fabrics, design details, trims, decorative materials, the fit and alteration of garments, and safe handling of equipment and materials.

*Repeatable 3 times.*

**210 INTRODUCTION TO FASHION (3.0)**

(Formerly FDM 10)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Explores the fashion industry and careers related to design, production, and merchandising of fashion products.

*Transfer: CSU.*

**212 TEXTILES (3.0)**

(Formerly FDM 12)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Introduces fibers, yarns, fabric constructions, and finishes which affect textile selection, uses, and care; provides experiences in textile testing and fabric identification; and relates textile science to consumer textile product selection. Same as ID 280.

*Transfer: CSU; UC.*

**214 APPAREL EVALUATION (3.0)**

(Formerly FDM 14)

3.0 hours lecture per week

Associate Degree Applicable

Compare, analyze and evaluate the quality of design, materials, findings and construction used in ready-to-wear apparel and fashion accessories.

*Transfer: CSU.*

**215 DESIGN ANALYSIS AND COLOR THEORY (3.0)**

(Formerly FDM 15)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Presents the design elements and principles as they apply to interior design, clothing, textiles, jewelry and accessories. Includes a wide variety of creative applications with special emphasis on color theory and use. Same as ID 274.

*Transfer: CSU.*

**216 FASHION ILLUSTRATION (3.0)**

(Formerly FDM 16)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

Presents techniques of "quick sketch" using pencil, pen, art markers, and watercolors. Students will also learn how to show fabric texture and pattern in their finished drawings which may become part of their design portfolio.

*Transfer: CSU.*

**218 FASHION DESIGN I (3.0)**

(Formerly FDM 18)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: FDM 216.*

Provides an in-depth study of the fashion design process involving research of current trends, fashion influences, target markets, customer focus, and trade publications. Presents the concept of designing "collections" utilizing artwork, tools and techniques suitable for inclusion in a fashion portfolio. Translate original designs onto a fashion croquis; both figure and flat format. Employ creative applications for line pages and presentation boards.

*Transfer: CSU.*

**220 FASHION ANALYSIS (3.0)**

(Formerly FDM 20)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Studies the psychological and sociological significance of clothing styles. Applies elements and principles of design of apparel and figure types to project a desired image.

*Transfer: CSU.*

**225 HISTORY OF FASHION (3.0)**

(Formerly FDM 25)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Surveys the evolution of apparel and accessory styles from classic civilization through present day. Explores the relationship of recurring styles of the past to contemporary trends. Includes the impact of sociological, technological, economic, cultural and political factors on fashion.

*Transfer: CSU.*

**226 20TH CENTURY TRENDS AND DESIGNS (3.0)**

(Formerly FDM 26)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Surveys the evolution of apparel and accessory styles from the late 19th century through the present. Explores the relationship of recurring style trends between decades within the century as well as any from previous centuries. Includes sociological, technological, economic, cultural, and political factors affecting the design.

*Transfer: CSU.*

**230 RETAIL BUYING (3.0)**

(Formerly FDM 30)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156 and MATH 003.*

Explores the intricate decision making process of forecasting trends, planning merchandise assortments, and buying for various types of retail environments. Also includes pricing principles, inventory control through a six-month merchandise plan and composing purchase orders. The importance of developing strategic partnerships with vendors and suppliers is explored.

*Transfer: CSU.*

### **235 FASHION PROMOTION (3.0)**

(Formerly FDM 35)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Principles of fashion promotion and coordination. Study of the psychology of fashion, functions of the fashion coordinator and techniques and procedures for presenting fashion. Observation and participation in an area of the fashion industry. Studies the functions of fashion coordinators and directors in retail and wholesale fields.

*Transfer: CSU.*

### **240 VISUAL MERCHANDISING AND DISPLAY (3.0)**

(Formerly FDM 40)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156 and FDM 215.*

Presents a study of the visual approach to selling with emphasis on the how and why of display. Includes a brief history of display, contemporary visual merchandising, art principles, and sales theory. Experience in designing and constructing visual displays for merchandising strategies to increase sales and store image.

*Transfer: CSU.*

### **247 INDEPENDENT STUDIES: FASHION DESIGN AND MERCHANDISING (2.0 to 0.5)**

(Formerly FDM 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of fashion design or fashion merchandising under the direction of an instructor.

*Repeatable 3 times.*

*Transfer: CSU.*

### **260 APPAREL PRODUCT DEVELOPMENT (3.0)**

(Formerly FDM 60)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: FDM 214.*

Explores the dynamic facets of Apparel Product Development from Line Development through Production. Evaluates garment silhouettes, fabrication, construction, and quality. Demonstrates how to develop a Bill of Materials, Cost Sheets, and Specification Sheets. Presents sizing, fit, and sourcing options.

*Transfer: CSU.*

### **263 APPAREL CONSTRUCTION I (3.0)**

(Formerly FDM 63)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

Apply the principles and methods of apparel construction with emphasis on fashion fabric selection, pattern design selection, and construction techniques for garment design and fit.

*Repeatable 1 time.*

*Transfer: CSU.*

### **265 PATTERN DEVELOPMENT (3.0)**

(Formerly FDM 165)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

Presents drafting and the flat pattern method of pattern design. Build block patterns and original apparel designs for the commercial dress form or individual figure. Analyze garment designs, fit adjustments, figure variations, and the use of fabric grain.

*Transfer: CSU.*

### **270 FASHION DESIGN II (3.0)**

(Formerly FDM 70)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: FDM 216 OR FDM 218.*

Provides techniques for developing a professional-quality fashion design portfolio featuring apparel collections rendered in both full-length and flat format; presented in line sheets, and presentation boards. Portfolio and contents based on research and analysis of industry trends.

*Transfer: CSU.*

## **FRENCH [FR]**

### **110 BEGINNING FRENCH CONVERSATION AND READING (4.0)**

(Formerly FR 10)

5.0 hours per week: (4.0 hours lecture, 1.0 hours laboratory)

Associate Degree Applicable

Emphasizes basic vocabulary and pronunciations needed to converse in French. Students will also develop listening comprehension, reading skills and knowledge and understanding of French-speaking cultures. Language laboratory practice required.

### **120 FRENCH CONVERSATION AND READING (4.0)**

(Formerly FR 20)

5.0 hours per week: (4.0 hours lecture, 1.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: FR 201 or equivalent*

Presents intensive practice of oral communication skills. Students will also develop reading strategies to access authentic cultural information. Language laboratory practice is required.

### **193 FRENCH SPECIAL TOPIC (4.0 to 0.5)**

(Formerly FR 93)

Associate Degree Applicable

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

### **201 ELEMENTARY FRENCH (4.0)**

(Formerly FR 1)

5.0 hours per week: (4.0 hours lecture, 1.0 hours laboratory)

Associate Degree Applicable

Presents an introductory, topic-based course in contemporary French with an emphasis on listening comprehension, language acquisition, oral interaction, culture-centered reading and writing basic French. Social and cultural aspects of the French-speaking world are presented along with some of the most essential forms, structures and vocabulary in the language. Language laboratory practice required.

*Transfer: CSU; UC.*

### **202 FRENCH (4.0)**

(Formerly FR 2)

5.0 hours per week: (4.0 hours lecture, 1.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: FR 201 or equivalent*

Presents a continuation of FR 201 with intensive, topic-centered practice in listening comprehension, language acquisition, conversations and composition. Selected cultural readings from the French-speaking world including cultural vignettes, prose, and poetry. Language laboratory practice is required.

*Transfer: CSU; UC.*

### **203 FRENCH (4.0)**

(Formerly FR 3)

5.0 hours per week: (4.0 hours lecture, 1.0 hours laboratory)

**Associate Degree Applicable***Prerequisite: FR 202 or equivalent*

Presents a continuation of FR 202 with more intensive, topic-centered practice in grammatical structures including the subjunctive, future, conditional, past conditional and past perfect tenses. Practice includes group discussions, cultural readings from the French-speaking world including cultural vignettes, and more advanced prose and poetry, and oral presentations in French.

*Transfer: CSU; UC.***204 FRENCH (4.0)**

(Formerly FR 4)

5.0 hours per week: (4.0 hours lecture, 1.0 hours laboratory)

**Associate Degree Applicable***Prerequisite: FR 203 or equivalent*

Presents a topic-centered, in-depth study of French structures at an intermediate level through interactive activities, extensive readings and authentic recordings, and compositions. Students learn to deal orally and in written form with complex situations. Language lab use is required.

*Transfer: CSU; UC.***247 INDEPENDENT STUDIES: FRENCH (2.0 to 0.5)**

(Formerly FR 47)

6.0 hours laboratory per week

**Associate Degree Applicable***Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for in-depth study by an individual student in a selected topic of French under the direction of an instructor.

*Repeatable 3 times.**Transfer: CSU.***263 FRENCH REVIEW (2.0)**

(Formerly FR 63)

3.0 hours per week: (2.0 hours lecture, 1.0 hours laboratory)

**Associate Degree Applicable***Prerequisite: FR 201 or equivalent*

Presents a topic-centered review of French structures through listening comprehension, interactive activities and compositions. Cultural readings include an historical perspective to contrast with the contemporary and authentic literary selections. Language laboratory practice, including use of the CD-ROMs and the Internet, is required.

*Repeatable 3 times.**Transfer: CSU.***GEOGRAPHY [GEOG]****201 PHYSICAL GEOGRAPHY (3.0)**

(Formerly GEOG 1)

3.0 hours lecture per week

**Associate Degree Applicable***Advisory: Eligibility for ENGL 156.*

Studies human interaction with the basic elements of the physical environment. Includes climate, vegetation, soils, landforms, and their patterns of distribution.

*Transfer: CSU; UC.***202 CULTURAL GEOGRAPHY (3.0)**

(Formerly GEOG 2)

3.0 hours lecture per week

**Associate Degree Applicable***Advisory: Eligibility for ENGL 156.*

Studies human interaction with the basic elements of the cultural environment. Includes language, religion, economy, and other cultural phenomena and their patterns of distribution.

*Transfer: CSU; UC.***GEOLOGY [GEOL]****193 GEOLOGY SPECIAL TOPIC (4.0 to 0.5)**

(Formerly GEOL 93)

**Associate Degree Applicable**

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

**193C GEOLOGIC FIELD TECHNIQUES (1.0)**

2.72 hours per week: (0.5 hours lecture, 2.22 hours laboratory)

**Associate Degree Applicable**

Investigate methods of field geologic mapping and data acquisition.

**210 PHYSICAL GEOLOGY (4.0)**

(Formerly GEOL 10)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

**Associate Degree Applicable***Prerequisite: MATH 123 or MATH 123SI**Advisory: ENGL 156 or ENGL 165.*

Introduces the concepts and principles upon which geologic knowledge is based including the composition, structure, and description of the earth's external and internal processes and features.

*Transfer: CSU; UC.***211 HISTORICAL GEOLOGY (4.0)**

(Formerly GEOL 11)

6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)

**Associate Degree Applicable***Prerequisite: GEOL 210 or equivalent and MATH 123 or MATH 123SI or equivalent**Advisory: Eligibility for ENGL 201A.*

Presents the theory of the origin and evolution of the earth and its lifeforms; emphasizing the tectonic development of North America and its biological evolution through time.

*Transfer: CSU; UC.***212 GEOLOGIC HAZARDS, MAN, AND THE ENVIRONMENT (3.0)**

(Formerly GEOL 12)

3.0 hours lecture per week

**Associate Degree Applicable***Advisory: ENGL 156 or ENGL 165.*

Studies geologic hazards as they relate to human interaction with the environment. Emphasizes the cause of earthquakes, their recording, location, and measurement. Also covers flooding, landslides, subsidence, and volcanic hazards.

*Transfer: CSU; UC.***220 GEOLOGY OF CALIFORNIA (3.0)**

(Formerly GEOL 20)

3.0 hours lecture per week

**Associate Degree Applicable***Advisory: ENGL 156.*

Introduces the principles and processes of the physical and historical geology of California.

*Transfer: CSU; UC.***225 INTRODUCTION TO GEOGRAPHIC INFORMATION SYSTEMS (3.0)**

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

**Associate Degree Applicable**

Introduces the concepts, techniques, and tools of a Geographic Information System (GIS), including data acquisition, management, manipulation, spatial analysis, and cartographic output. Emphasizes training in the use of technology and software in order to provide students with skills and a conceptual base on which they can build further expertise in GIS. Includes exercises using GIS as a tool for solving real-world problems across a wide spectrum of disciplines. Focuses on development of spatial reasoning skills with applications in fields such as natural hazards, environmental assessment, and resource management.

*Transfer: CSU; UC.***229A GEOLOGICAL SCIENCE FIELD STUDIES (1.0)**

(Formerly GEOL 29A)

49.0 hours per week: (9.0 hours lecture, 40.0 hours laboratory)

**Associate Degree Applicable***Prerequisite: Completion of or concurrent enrollment in GEOL 210, GEOL 211 or GEOL 220*

Presents an on-site field study of Yosemite, the Sierra Nevada, Mono Basin, Long Valley Caldera, and Owens Valley area.

*Transfer: CSU; UC.*

**229B GEOLOGICAL SCIENCE FIELD STUDIES****(1.0)**

(Formerly GEOL 29B)

49.0 hours per week: (9.0 hours lecture, 40.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: Completion of or concurrent enrollment in GEOL 210, GEOL 211 or GEOL 220*

Presents an on-site field study of the Transverse Ranges, central San Andreas fault, Mojave desert, and the Death Valley area.

*Transfer: CSU; UC.***GERMAN [GER]****110 BEGINNING GERMAN CONVERSATION AND READING****(4.0)**

(Formerly GER 10)

5.0 hours per week: (4.0 hours lecture, 1.0 hours laboratory)

Associate Degree Applicable

Emphasizes basic vocabulary and pronunciations skills needed to converse in German. Students will also develop listening comprehension, reading skills and knowledge and understanding of German-speaking cultures. Language laboratory practice required.

**120 GERMAN CONVERSATION AND READING****(4.0)**

(Formerly GER 20)

5.0 hours per week: (4.0 hours lecture, 1.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: GER 201, GER 110 or equivalent*

Presents a continuation of GER 10 with intensive practice of oral communication skills. Students will also develop reading strategies to access authentic cultural information. Language laboratory practice is required.

**193 GERMAN SPECIAL TOPIC****(4.0 to 0.5)**

(Formerly GER 93)

Associate Degree Applicable

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

**201 ELEMENTARY GERMAN****(4.0)**

(Formerly GER 1)

5.0 hours per week: (4.0 hours lecture, 1.0 hours laboratory)

Associate Degree Applicable

Presents a topic-centered introduction to contemporary German language and culture. Students will achieve basic functional proficiency in oral and written communication skills and develop knowledge and understanding of German-speaking cultures based on social and historical contexts. Language laboratory practice is required.

*Transfer: CSU; UC.***202 GERMAN****(4.0)**

(Formerly GER 2)

5.0 hours per week: (4.0 hours lecture, 1.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: GER 201 or equivalent*

Presents a continuation of GER 201 with topic-centered intensive practice of oral and written communication skills. Students will develop strategies to access authentic cultural information including prose, poetry and current events. Language laboratory practice is required.

*Transfer: CSU; UC.***203 GERMAN****(4.0)**

(Formerly GER 3)

5.0 hours per week: (4.0 hours lecture, 1.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: GER 202 or equivalent*

Reviews grammar, including discussion of grammatical features beyond the elementary level including intensive oral and written drills in idiomatic construction, composition, conversation, cultural readings and language laboratory practice.

*Transfer: CSU; UC.***204 GERMAN****(4.0)**

(Formerly GER 4)

5.0 hours per week: (4.0 hours lecture, 1.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: GER 203 or equivalent*

A continuation of GER 203 with extensive practice in composition, conversation, and comprehension, with readings from classical and contemporary writers and with language laboratory practice.

*Transfer: CSU; UC.***247 INDEPENDENT STUDIES: GERMAN****(2.0 to 0.5)**

(Formerly GER 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken*

Provides an opportunity for in-depth study by an individual student in a selected topic of German under the direction of an instructor.

*Repeatable 3 times.**Transfer: CSU.***HEALTH EDUCATION [HEED]****193 HEALTH EDUCATION SPECIAL TOPIC****(4.0 to 0.5)**

(Formerly HEED 93)

Associate Degree Applicable

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

**202 HEALTH EDUCATION****(3.0)**

(Formerly HEED 2)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Presents a broad-based survey of major health topics, emphasizing the prevention of chronic conditions, promotion of health and fitness throughout the lifespan, and the application of current trends in health to affect behavior and lifestyle changes in the student. Health issues will be discussed from a multi-dimensional perspective using relevant examples from a variety of diverse populations, including predominant ethnic minority groups.

*Transfer: CSU; UC (For UC, maximum credit of one course between HEED 202, 203, and 208).***203 WOMEN'S HEALTH ISSUES****(3.0)**

(Formerly HEED 3)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Presents major health issues of special significance to women cross culturally. Emphasis will be placed on current trends in the prevention of chronic diseases and health disorders, the promotion of a positive body image, and self-empowerment. Identification of significant cultural obstacles of access for women's health care by non-dominant groups are presented. In addition, traditional, as well as, experiential and cooperative teaching/learning strategies will be used to explore the application of lifestyle changes to individual health beliefs and practices.

*Transfer: CSU; UC (For UC, maximum credit of one course between HEED 202, 203, and 208).***204 STANDARD FIRST AID AND CPR (CARDIOPULMONARY RESUSCITATION)****(2.0)**

(Formerly HEED 4)

2.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Presents information and training in the immediate and temporary emergency care in case of accident or illness. Prepares the student for first-aid and C.P.R. certificate examinations.

*Transfer: CSU; UC.*



**206 HEALTH ASPECTS OF DRUG USE (3.0)**  
(Formerly HEED 6)  
3.0 hours lecture per week  
Associate Degree Applicable  
*Advisory: Eligibility for ENGL 156.*  
Presents an in depth analysis of the major health problems associated with the use, misuse, and abuse of drugs including herbs/plants, performance enhancing, over-the-counter, prescription, controlled, and designer drugs. Emphasizes the metabolism of drugs, drug-drug and herb-interactions, addiction from an age, gender, and ethnic perspective, and the impact of substance use and abuse on a variety of cultures.  
*Transfer: CSU; UC.*

**208 MULTICULTURAL HEALTH (3.0)**  
3.0 hours lecture per week  
Associate Degree Applicable  
*Advisory: Eligibility for ENGL 156.*  
Presents the major health problems facing non-dominant/minority ethnic groups related to acculturation, assimilation, and biological variations. Various health beliefs systems, folk remedies, health practices, and attitudes toward health will be analyzed to promote prejudice reduction and understanding of cultural differences. A variety of non-traditional and experiential teaching/learning strategies will be used to examine alternative approaches to healthy lifestyles.  
*Transfer: CSU; UC (For UC, maximum credit of one course between HEED 202, 203, and 208).*

**210 COMMUNITY HEALTH (3.0)**  
3.0 hours lecture per week  
Associate Degree Applicable  
*Advisory: Eligibility for ENGL 156.*  
Presents environmental, biological and socio-cultural determinants of health quality in a given community. Areas of emphasis include: personal and community health behavior, epidemiology of infectious and chronic disease, methods of community health assessment and investigation, health promotion, environmental health, and the organization, implementation and regulation of community health efforts. Within these topics physiological, psychological and spiritual influences of health will be addressed including accessibility, availability and community education toward disease prevention of special populations within a given community. A variety of community-based activities will afford students the opportunity to experience and propose innovative solutions to local community health problems identified.  
*Transfer: CSU; UC.*

## HIGH SCHOOL DIPLOMA [HSD]

**400 HSD NON-CREDIT BASIC SKILLS DRAWING (0.0)**  
(Formerly ART 401)  
20.0 hours per week: (5.0 hours lecture, 15.0 hours laboratory)  
This is an elective course towards a high school diploma. The course introduces the studio arts pertaining to drawing. The course will emphasize the basic elements of art. Various drawing and techniques will be introduced to the student such as gesture, contour and modeling. The student will have the opportunity to create works in various media. Students will also gain the ability to analyze and respond to various works, including their own. Furthermore, students will be introduced to numerous cultural and historical styles and motifs. Through critiques, students will display the ability to aesthetically value and appreciate works of art, as well as understand the relationship between art, culture and history.

**401 HSD NON-CREDIT BASIC SKILLS PAINTING (0.0)**  
(Formerly ART 402)  
20.0 hours per week: (5.0 hours lecture, 15.0 hours laboratory)  
This is an elective course towards a high school diploma. The course introduces the disciplines of painting and design. The course will emphasize the basic elements of color and design as they relate to painting. The student will create works in water color, oil, and acrylic. Students will also gain the ability to analyze and evaluate art, including their own. Students will survey the history of art in general and painting in specific, putting are in a historic and cultural context.

**402 HSD NON-CREDIT BASIC SKILLS CERAMICS (0.0)**  
(Formerly ART 403)  
20.0 hours per week: ( 5.0 hours lecture, 15.0 hours laboratory)  
This is an elective course towards a high school diploma. This course is a technical and aesthetic exploration of 3-dimensional design through the mediums of clay, and ceramics. This course will also include 2 dimensional basic drawing and layout skills. The student will participate in a wide range of experiences using additive or subtractive sculpture techniques, designed to build artistic and creative confidence. Functional objects as well as sculptural ideas will be explored during the year. Students will also be exposed to several methods of glazing their own work. An introduction to the potter's wheel as a forming tool will also take place. The products created in this course may serve as functional items or fine art works.

**403 HSD NON-CREDIT BASIC SKILLS VISUAL DESIGN (0.0)**  
(Formerly ART 404)  
20.0 hours per week: ( 5.0 hours lecture, 15.0 hours laboratory)  
This is an elective course towards a high school diploma. A multi-culture studio art class which coordinates 2-D and 3-D studio work and cultural studies together. Selected cultures of Meso-American, Italian, German, French, Middle Eastern and Asia will be introduced to produce art projects that relate to each unique culture. Language (vocabulary) and cultural studies will be taught on a daily basis so as to appreciate historical and cultural differences. The art elements and principles of design composition serve as a foundation for each unit covered. Attention will be given to visual studio work, language and culture studies. Students will gain knowledge and an appreciation for various art forms.

**404 HSD NON-CREDIT BASIC SKILLS BIOLOGY (0.0)**  
8.0 hours per week: (5.0 hours lecture, 3.0 hours laboratory)  
Designed to inculcate the student with the living world and its systems. Introduces concepts of Cell Biology, Genetics, Evolution and Physiology. Investigation and experimentation will be utilized in the biology laboratory component to promote technical lab competence, utilize the scientific processes of research and reporting, as well as teach and reinforce scientific concepts. Lab attendance and completion of biology lab reports are requirements. This is an elective course towards a high school diploma.

**405 HSD NON-CREDIT BASIC SKILLS CHEMISTRY (0.0)**  
(Formerly CHEM 401)  
8.0 hours per week: (5.0 hours lecture, 3.0 hours laboratory)  
Emphasizes the structure of the atom, chemical bonding, periodic properties, states of matter, stoichiometry and chemical reactions. Introduction to reaction kinetics, chemical equilibrium and nuclear chemistry as well. The laboratory work will develop students reasoning power, the ability to apply chemical principles; as well as acquaint students with chemical laboratory techniques. This is an elective course towards a high school diploma.

**406 HSD NON-CREDIT BASIC SKILLS ECONOMICS (0.0)**  
(Formerly ECON 401)  
4.0 hours per week: (3.0 hours lecture, 1.0 hours laboratory)  
Introduce students to microeconomics, macroeconomics, and international economic relationships. Presents vocabulary and the technical knowledge needed for an understanding of economic issues, both in the media and at the collegiate level of study. Provides the student with information and analytical tools useful in developing a personal system of values in regard to economic issues. This is an elective course towards a high school diploma.

**407 HSD NON-CREDIT BASIC SKILLS WORLD HISTORY (0.0)**  
(Formerly HIST 401)  
8.0 hours per week: (6.0 hours lecture, 2.0 hours laboratory)  
Introduces major turning points that shaped the modern world, from the late eighteenth century through the present, including the cause and course of two world wars. Tracing the rise of democratic ideas and develop an understanding of the historical roots of current world issues, especially as they pertain to international relations. Extrapolate from the American experience that democratic ideals are often achieved at a high price, remain vulnerable, and are not practiced everywhere in the world. Develop an understanding of current world issues and relate them to their historical, geographic, political, economic,

and cultural contexts. Consideration of multiple accounts of events in order to understand international relations from a variety of perspectives. This is an elective course towards a high school diploma.

**408 HSD NON-CREDIT BASIC SKILLS U.S. HISTORY (0.0)**  
(Formerly HIST 402)

8.0 hours per week: (6.0 hours lecture, 2.0 hours laboratory)

Introduces the major turning points in American history in the twentieth century. Following a review of the nation's beginnings and the impact of the Enlightenment on US democratic ideals, students build upon the tenth grade study of global industrialization to understand the emergence and impact of new technology and a corporate economy, including the social and cultural effects. Tracing change in the ethnic composition of American society; the movement toward equal rights for racial minorities and women; and the role of the United States as a major world power. Emphasis on the expanding role of the federal government and federal courts as well as the continuing tension between the individual and the state. Consider the major social problems of our time and trace their causes in historical events. Emphasis that the United States has served as a model for other nations and that the rights and freedoms we enjoy are not accidents, but the results of defined set of political principles that are not always basic to citizens of other countries. Develop the understanding that our rights under the U.S. Constitution are a precious inheritance that depends on an educated citizenry for their preservation and protection. This is an elective course towards a high school diploma.

**409 HSD NON-CREDIT BASIC SKILLS ALGEBRA I (0.0)**  
(Formerly MATH 401)

8.0 hours per week: (6.0 hours lecture, 2.0 hours laboratory)

Designed to cover symbolic reasoning and calculations with symbols allowing a student to develop an understanding of the symbolic language of mathematics and the sciences. Range of problem solving situations allow for the development of algebraic skills and concepts. This is an elective course towards a high school diploma.

**410 HSD NON-CREDIT BASIC SKILLS ALGEBRA II (0.0)**  
(Formerly MATH 402)

8.0 hours per week: (6.0 hours lecture, 2.0 hours laboratory)

Introduces Algebra II topics including linear equations and inequalities, systems of equations and polynomial, exponential and logarithmic functions. Geometric topics covered are triangular and circular trigonometry. Other topics covered are probability, conic sections and trigonometric functions and their graphs. This is an elective course towards a high school diploma.

**411 HSD NON-CREDIT BASIC SKILLS GEOMETRY (0.0)**  
(Formerly MATH 403)

8.0 hours per week: (6.0 hours lecture, 2.0 hours laboratory)

Focusing on fundamental knowledge of basic geometric postulates and theorems and their use in proofs. Integrating Algebra in a geometric setting. Using formulas to calculate perimeter, area, and volume of a variety of geometric shapes. This is an elective course towards a high school diploma.

**412 HSD NON-CREDIT BASIC SKILLS POLITICAL SCIENCE (0.0)**  
(Formerly POLS 401)

4.0 hours per week: (3.0 hours lecture, 1.0 hours laboratory)

Presents the organization and mechanics of our federal, state, and local systems of government. Explores the basic ideals of American democracy as well as contemporary issues relevant to American government. This is an elective course towards a high school diploma.

**413 HSD NON-CREDIT BASIC SKILLS PSYCHOLOGY (0.0)**  
(Formerly PSYC 401)

4.0 hours per week: (3.0 hours lecture, 1.0 hours laboratory)

Introduce students to the vast diverse field of psychology. Engage students in reflection about who they are, what motivates them, what people think, and a myriad of other questions about themselves and other people and begin to explore the science of human behavior through guest speakers, lectures, and readings. Including, the exploration of the conscious and unconscious mind, the developmental processes throughout the lifespan, personality development, psychological disorders and therapeutic methods. This is an elective course towards a high school diploma.

**414 HSD NON-CREDIT BASIC SKILLS SPANISH I (0.0)**

(Formerly SPAN 401)

20.0 hours lecture per week

This is an elective course towards a high school diploma. Per California Foreign Language Standards (1995), Spanish 1 focuses on teaching students how to read, write, speak and understand standard Spanish at a basic level. Students will acquire basic vocabulary and grammar structures, including the simple present tense, noun-adjective agreement, subject-verb agreement, interrogatives, the immediate future tense, and the preterit tense. Students are exposed to and expected to work with the cultures of the Spanish-speaking countries of the world. Students will use Spanish selectively both within and beyond the school setting. This class requires students to participate in cultural projects, including comparing and contrasting other cultures to their own.

**415 HSD NON-CREDIT BASIC SKILLS SPANISH II (0.0)**  
(Formerly SPAN 402)

20.0 hours lecture per week

This is an elective course towards a high school diploma. Per California Foreign Language Standards (1995), Spanish 2 focuses on teaching students how to read, write, speak and understand standard Spanish at a basic level. Students will acquire additional basic vocabulary and grammar structures, including the regular and irregular preterit tense, imperfect tense, commands, interrogatives, the future tense, comparisons, and direct and indirect object pronouns. Students are exposed to and expected to work with the cultures of the Spanish-speaking countries of the world. Students will use Spanish selectively both within and beyond the school setting. This class requires students to participate in cultural projects, including comparing and contrasting other cultures to their own.

**416 HSD NON-CREDIT BASIC SKILLS SPANISH III (0.0)**  
(Formerly SPAN 403)

20.0 hours lecture per week

This is an elective course towards a high school diploma. Per California Foreign Language Standards (1995), Spanish 3 focuses on teaching students how to read, write, speak and understand standard Spanish at an intermediate level. As well as revisiting the grammar structures and topics focused on during Spanish 2, students will delve deeper into the relationship between the preterit and the imperfect, the use of direct and indirect object pronouns and reflexive pronouns, will learn the present subjunctive, conditional, and present perfect tenses, and be introduced to the Spanish passive voice and the imperfect subjunctive. They will reach further into their cultural knowledge in order to be able to express and defend opinions and will further refine and develop their language skills. Students will use Spanish selectively both within and beyond the school setting. This class requires students to participate in cultural projects which stress the integration of textbook learning with real world language applications.

## HISTORY [HIST]

**203A HISTORY OF WORLD CIVILIZATIONS (3.0)**

(Formerly HIST 3A)

3.0 hours lecture per week

Associate Degree Applicable

Surveys the major world civilizations from antiquity to the early sixteenth century. Explores the people, ideas, and events that have shaped the ancient world, including the social, economic, and political institutions that have made significant contributions to the human experience.

*Transfer: CSU; UC.*

**203B HISTORY OF WORLD CIVILIZATIONS (3.0)**

(Formerly HIST 3B)

3.0 hours lecture per week

Associate Degree Applicable

Surveys the major world civilizations from the early sixteenth century to the present. Explores the people, ideas, and events that have shaped the modern world, including the social economic, and political institutions that have made significant contributions to the human experience.

*Transfer: CSU; UC.*

- 204A HISTORY OF WESTERN CIVILIZATION (3.0)**  
(Formerly HIST 4A)  
3.0 hours lecture per week  
Associate Degree Applicable  
*Advisory:* ENGL 156.  
Surveys the history of Western Civilization from Mesopotamia (ca. 3000 B.C.) to the Elizabethan Age (1603 A.D.). Emphasizes historical methodology, physical environment, religious beliefs, and social, political and economic factors. Explores the diverse antecedents of Western Civilization.  
*Transfer:* CSU; UC.
- 204B HISTORY OF WESTERN CIVILIZATION (3.0)**  
(Formerly HIST 4B)  
3.0 hours lecture per week  
Associate Degree Applicable  
*Advisory:* ENGL 156.  
Surveys the history of Western Civilization from the Stuart dynasty in England (1603) to the present. Emphasizes historical methodology as well as the physical environment, religious beliefs, and social, political, and economic factors.  
*Transfer:* CSU; UC.
- 207A HISTORY OF THE UNITED STATES (3.0)**  
(Formerly HIST 7A)  
3.0 hours lecture per week  
Associate Degree Applicable  
*Advisory:* ENGL 156.  
Presents a survey of the political, economic, social and cultural developments of the United States to 1865 with emphasis on development which have conditioned and characterized the American way of life.  
*Transfer:* CSU; UC.
- 207B HISTORY OF THE UNITED STATES (3.0)**  
(Formerly HIST 7B)  
3.0 hours lecture per week  
Associate Degree Applicable  
*Advisory:* ENGL 156.  
Surveys the political, social and cultural development of the United States from 1865 to the present. Emphasizes those developments which have conditioned and characterized the American way of life.  
*Transfer:* CSU; UC.
- 208A HISTORY OF LATIN AMERICA (3.0)**  
(Formerly HIST 8A)  
3.0 hours lecture per week  
Associate Degree Applicable  
*Advisory:* ENGL 156.  
Examines the colonial history of Latin America from discovery to independence in 1821. Emphasizes the impact of European and non-European contributions to a distinctive Latin American culture. Includes a review pre-1492 European, African, and New World cultures.  
*Transfer:* CSU; UC.
- 208B HISTORY OF LATIN AMERICA (3.0)**  
(Formerly HIST 8B)  
3.0 hours lecture per week  
Associate Degree Applicable  
*Advisory:* ENGL 156.  
Examines the rise of Latin American social, economic and political institutions from the Age of Independence to the present. Emphasizes the trends and themes which compose a collective Latin American historical identity.  
*Transfer:* CSU; UC.
- 210 HISTORY OF CALIFORNIA (3.0)**  
(Formerly HIST 10)  
3.0 hours lecture per week  
Associate Degree Applicable  
*Advisory:* ENGL 156.  
Introduces the concepts and issues that have shaped the history of California. Emphasizes the physical environment, the indigenous Indian culture, the
- Hispanic culture, and the American culture. Analyzes political, social, and economic factors.  
*Transfer:* CSU; UC.
- 212 HISTORY OF THE MEXICAN-AMERICAN (3.0)**  
(Formerly HIST 12)  
3.0 hours lecture per week  
Associate Degree Applicable  
*Advisory:* ENGL 156.  
Surveys the major social and cultural events of people of Mexican descent north of Mexico. Presents their history in relation to the broad background of Hispanic-Mexican history. Emphasizes the history of the Southwest United States since 1848.  
*Transfer:* CSU; UC.
- 219 HISTORY OF THE FAR EAST (3.0)**  
(Formerly HIST 19)  
3.0 hours lecture per week  
Associate Degree Applicable  
*Advisory:* ENGL 156.  
Surveys the social, political, and economic history of China, Japan, and other Asian countries. Emphasizes themes and concepts resulting in the current problems of the Far East and how they relate to the United States.  
*Transfer:* CSU; UC.
- 233 HISTORY OF THE AFRO-AMERICAN (3.0)**  
(Formerly HIST 33)  
3.0 hours lecture per week  
Associate Degree Applicable  
*Advisory:* ENGL 156.  
Surveys the political, economic and social history of the Afro-Americans from the early 17th century to the present with emphasis on the contributions of Afro-Americans to American culture.  
*Transfer:* CSU; UC.
- 235 HISTORY OF AFRICAN CIVILIZATION (3.0)**  
(Formerly HIST 35)  
3.0 hours lecture per week  
Associate Degree Applicable  
*Advisory:* ENGL 156.  
Surveys the history of Africa from antiquity to the present. Emphasizes the ancient African kingdoms, societies, and cultures before Arabic and European invasions. Studies the impact of European colonization leading to contemporary African demands for self-determination and nation-building.  
*Transfer:* CSU; UC.
- 237 HISTORY OF AMERICAN WOMEN (3.0)**  
(Formerly HIST37)  
3.0 hours lecture per week  
Associate Degree Applicable  
*Advisory:* Eligibility for ENGL 156 or equivalent.  
Surveys the social, political, economic, and cultural history of women in America from pre-European Native American societies through the late twentieth century, with particular emphasis on the marginalization of women and their struggles for justice, power, and equality in America.  
*Transfer:* CSU; UC.
- 239 HISTORY OF THE ROLE OF WOMEN (3.0)**  
(Formerly HIST 39)  
3.0 hours lecture per week  
Associate Degree Applicable  
*Advisory:* ENGL 156.  
Surveys woman's place historically and sociologically in specific cultures throughout the ages. Assesses how womankind is perceived in her role, status, limitations, and opportunities in various historic and periods and analyzes the dynamics of change in role from one person to another.  
*Transfer:* CSU; UC.

**247 INDEPENDENT STUDIES: HISTORY (2.0 to 0.5)**

(Formerly HIST 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the field for which the study is undertaken.*

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of history under the direction of an instructor.

*Repeatable 3 times.**Transfer: CSU.***260 HISTORY OF THE SAN SIMEON REGION (3.0)**

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: History 207B, California History 210, Art History 203 and 204.*

Focuses on the North Coast of San Luis Obispo County, the San Simeon region, using the methods of environmental and public historical studies. The course will analyze and interpret the diverse communities present at different time in the San Simeon area, paying special attention to land use, social and cultural patterns, group relations and gender roles. Following a natural history and geographic study of the area, the class will move chronologically from the earliest human communities to the near present.

*Transfer: CSU.***HOSPITALITY [HOSP]****147 INDEPENDENT STUDIES: HOSPITALITY (2.0 to 0.5)**

(Formerly HOSP 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of Hospitality under the direction of an instructor.

*Repeatable 3 times.***193 HOSPITALITY SPECIAL TOPICS (4.0 to 0.5)**

(Formerly HOSP 93)

Associate Degree Non-Applicable

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

**201 INTRODUCTION TO HOSPITALITY (3.0)**

3.0 hours lecture per week

Associate Degree Applicable

Explores the worlds of lodging, foodservice, meeting planning, travel and tourism, gaming, sports management, revenue management principles and related businesses within the hospitality industry.

*Transfer: CSU.***205 MANAGING FRONT OFFICE OPERATIONS (3.0)**

(Formerly HOSP 105)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Provides knowledge and skills to supervise a hotel front office including reservations, registration, check-out, settlement, security, accounting, and audits through study and practical application.

**210 HOSPITALITY MARKETING AND SALES (3.0)**

(Formerly HOSP 110)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Introduces the student to effective sales and customer service techniques in such areas as service encounters, guest behavior, data, pricing strategies, selling and entrepreneurship.

*Transfer: CSU.***215 HOUSEKEEPING OPERATIONS (3.0)**

(Formerly HOSP 115)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Provides students with the competencies necessary to successfully supervise housekeeping operations of a hotel. Presents the responsibilities of the Housekeeping Department in relation to other hotel departments and the skills necessary to supervise housekeeping and laundry staff.

*Transfer: CSU.***220 SUPERVISION IN THE HOSPITALITY INDUSTRY (3.0)**

(Formerly HOSP 120)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Replace this with the Catalog Description for HOSP 220.

*Transfer: CSU.***225 HOSPITALITY LAW (3.0)**

(Formerly HOSP 125)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Presents a wide range of laws regulating hotel responsibilities to guests, guest rights, hotel facility regulations, and employee rights.

*Transfer: CSU.***230 FOOD AND BEVERAGE OPERATIONS (3.0)**

(Formerly HOSP 130)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Provides the skills necessary to successfully supervise a hotel Food and Beverage Department. Includes department responsibilities and staff supervision issues in addition to the knowledge and practices of a variety of food and beverage operations including menu development, food and beverage services, scheduling and costs control.

*Transfer: CSU.***235 SECURITY AND LOSS PREVENTION (3.0)**

(Formerly HOSP 135)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Introduces hospitality security systems and strategies to address hospitality security concerns and emergency situations, through study and practical application.

*Transfer: CSU.***240 HOSPITALITY TRAINING AND DEVELOPMENT (3.0)**

(Formerly HOSP 140)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156 and employment in the industry.*

Prepares students to assess training and development needs, mentor and train staff and evaluate training initiatives through study and practical application in a hospitality setting.

*Transfer: CSU.***245 HOSPITALITY INTERNSHIP (3.0)**

8.0 hours per week: (0.5 hours lecture, 7.5 hours laboratory)

Associate Degree Applicable

Consists of 135 - 270 hours of work in lodging employment. Supervised employment of students with the intent of creating student awareness of hospitality management employment opportunities. Students perform assigned responsibilities as an employee, follow employer's policies and write individual learning objectives.

*Transfer: CSU.*



**HUMANITIES [HUMN]****160 INTERPRETIVE GUIDE TRAINING HEARST CASTLE TOUR I****(2.0)**

(Formerly HUMAN 60)

3.0 hours per week: (1.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

*Advisory: SPCM 201A, HIST 207B, HIST 210, ART 203, ART 204.*

Presents basic concepts and techniques of historical interpretation as employed at Hearst San Simeon State Historical Monument. Students will be trained as historical guides employing Hearst San Simeon Monument as the resource to be interpreted. Students will be introduced to the collection, the architecture, and the people who comprise the interpretive environment of the Hearst Monument. Students will spend time in both a traditional class room and on site at the Hearst Monument. The course will require students demonstrate their competence in both written and oral forms in the subject areas including but not limited to Art History, Architecture, Social History of the 1920's and 30's, and the mission and purposes of California State Parks as these topics apply to Hearst San Simeon State Monument; specifically Tour I

*Repeatable 1 time.***161 INTERPRETIVE GUIDE TRAINING HEARST CASTLE TOURS II AND III****(2.0)**

(Formerly HUMAN 60)

3.0 hours per week: (1.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

*Prerequisite: HUMN 160 OR HUMN 560*

Presents basic concepts and techniques of historical interpretation as employed at Hearst San Simeon State Historical Monument. Students will be trained as historical guides employing Hearst San Simeon Monument as there source to be interpreted. Students will be introduced to the collection, the architecture, and the people who comprise the interpretive environment of the Hearst Monument. Students will spend time in both a traditional classroom and on site at the Hearst Monument. The course will require students demonstrate their competence in both written and oral forms in the subject areas including but not limited to Art History, Architecture, Social History of the 1920's and 30's, and the mission and purposes of California State Parks as these topics apply to Hearst San Simeon State Monument; specifically Tours II and III.

*Repeatable 1 time.***218 HISTORY OF VISUAL AND PERFORMING ARTS****(3.0)**

(Formerly HUMAN 118)

4.0 hours per week: (3.0 hours lecture, 1.0 hours laboratory)

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156 is recommended.*

Introduces the history of visual and performing arts. The main objective of this course is to increase understanding of painting, sculpture, theatre, and music and their roles in society. The students will explore different styles and types of works of cultural production from various cultures, eras, and locations. Students will demonstrate an understanding of the basic elements of these art forms and apply this knowledge to analyze and evaluate works of art. Particular emphasis will be placed on discussions and interpretations of the value of the arts to the individual and society.

*Transfer: CSU.***560 INTERPRETIVE GUIDE TRAINING HEARST CASTLE TOUR I****(0.0)**

(Formerly HUMAN 560)

3.0 hours per week: (1.5 hours lecture, 1.5 hours laboratory)

*Advisory: SPCM 201A, HIST 207B, HIST 210, ART 203, ART 204.*

Presents basic concepts and techniques of historical interpretation as employed at Hearst San Simeon State Historical Monument. Students will be trained as historical guides employing Hearst San Simeon Monument as the resource to be interpreted. Students will be introduced to the collection, the architecture, and the people who comprise the interpretive environment of the Hearst Monument. Students will spend time in both a traditional classroom and on site at the Hearst Monument. The course will require students demonstrate their competence in both written and oral forms in the subject areas including but not limited to Art History, Architecture, Social History of the 1920's and

30's, and the mission and purposes of

California State Parks as these topics apply to Hearst San Simeon State Monument; specifically Tour I

*Repeatable 1 time.***561 INTERPRETIVE GUIDE TRAINING HEARST CASTLE TOURS II AND III****(0.0)**

(Formerly HUMAN 561)

3.0 hours per week: (1.5 hours lecture, 1.5 hours laboratory)

*Prerequisite: HUMN 160 OR HUMN 560*

Presents basic concepts and techniques of historical interpretation as employed at Hearst San Simeon State Historical Monument. Students will be trained as historical guides employing Hearst San Simeon Monument as the resource to be interpreted. Students will be introduced to the collection, the architecture, and the people who comprise the interpretive environment of the Hearst Monument. Students will spend time in both a traditional classroom and on site at the Hearst Monument. The course will require students demonstrate their competence in both written and oral forms in the subject areas including but not limited to Art History, Architecture, Social History of the 1920's and 30's, and them mission and purposes of California State Parks as these topics apply to Hearst San Simeon State Monument; specifically Tours II and III.

*Repeatable 1 time.***INTERIOR DESIGN [ID]****193 INTERIOR DESIGN SPECIAL TOPIC****(4.0 to 0.5)**

(Formerly INTDES 93)

Associate Degree Applicable

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

**247 INDEPENDENT STUDIES: INTERIOR DESIGN****(2.0 to 0.5)**

(Formerly INTDES 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite:*

The student must have completed preparatory course work in the field in which the study is to be undertaken.

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of interior design under the direction of an instructor.

*Repeatable 3 times.**Transfer: CSU.***270 INTRODUCTION TO INTERIOR DESIGN****(3.0)**

(Formerly ID 210)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Recognize the skills and explain the profession of Interior Design including career options. Introduce industry standards pertaining to design principles, social responsibility, and presentation techniques.

*Transfer: CSU.***272 ARCHITECTURAL DRAFTING AND STRUCTURE FOR INTERIOR DESIGN****(3.0)**

(Formerly ID 219)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

Presents the tools and techniques required for architectural drafting standards and lettering, while introducing the understanding of foundations, structure, and non-structural systems.

*Transfer: CSU.***274 INTERIOR DESIGN STUDIO 1****(4.0)**

(Formerly ID 215)

4.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ID 272*

*Advisory: ENGL 156.*

Demonstrate the elements and principles of design, concepts, and skills pertaining to two and three dimensional design including freehand and constructed representation of visual communication of ideas, objects and environments.

Develop applications of color and concepts pertaining to color theory.

*Transfer: CSU.*

## **276 PRINCIPLES OF GREEN DESIGN (3.0)**

(Formerly ID 220)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ID 270, ID 272.*

Examine the history, philosophical, and practical principles of Green Design.

Environmental issues, sustainable materials and methods, and application in professional practice are explored. The course provides a foundation for evaluation of materials, processes, and applications of design components related to the principles of sustainability and environmentally responsible design.

*Transfer: CSU.*

## **278 INTERIOR DESIGN STUDIO 2 (4.0)**

(Formerly ID 222)

4.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ID 274*

Demonstrate foundational and evidence-based design skills for individual spaces within the commercial and residential built environment to include universal theory, sustainability standards, and building codes. An emphasis is placed on lighting theory, application of luminaries, and lighting design.

*Transfer: CSU.*

## **280 MATERIALS AND METHODS OF INTERIOR DESIGN (3.0)**

(Formerly ID 212)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Explain and examine textiles, materials, finishes, furniture, and equipment pertaining to residential and commercial interior design including performance, liability, construction, installation, and maintenance. Identify and examine textiles in regard to fiber, construction, finishes, testing, and codes used for Interior Design. Formulate the application and selection of appropriate fabrics applied to various forms and structures based on their properties, performance criteria, and environmental attributes.

*Transfer: CSU.*

## **282 HISTORY OF INTERIOR DESIGN (4.0)**

(Formerly ID 240)

4.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Examine the History of Interior Design in regard to furnishings, interiors and architecture from Ancient Mesopotamian to the present. Evaluate the influence of each period and research skills for developing historical designs for today's clients and projects.

*Transfer: CSU.*

## **284 INTERIOR DESIGN 3 (4.0)**

(Formerly ID 229)

4.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ID 278*

Develop and analyze the principles relating to residential design. Demonstrate the design process; establish goals, collect and analyze facts, test concepts, determine needs, and state the problem. Examine all elements of environmental design, human factors, universal design, building controls, and codes pertaining to the residential environment. Assemble concept statements, drawings, studies of theories, and specifications in presentation form to be used as part of the students portfolio.

*Transfer: CSU.*

## **286 CAD FOR INTERIOR DESIGN (3.0)**

(Formerly ID 234)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: CIS 210*

*Advisory: ID 272.*

Demonstrate computer aided drafting, modeling, and rendering using industry standard software. Create 2 dimensional and 3 dimensional for construction documentation as well as conceptual presentation graphics. Develop and design a presentation for a design project that will become part of a portfolio.

*Transfer: CSU.*

## **288 PROFESSIONAL PRACTICE (3.0)**

(Formerly ID 235)

3.0 hours lecture per week

Associate Degree Applicable

Illustrate the business practices found in the field of residential and commercial interior design from types of firms, contracts, and ordering, to business etiquette.

*Transfer: CSU.*

## **290 INTERIOR DESIGN STUDIO 4 (4.0)**

(Formerly ID 231)

4.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: ID 284*

Presents applications of the principles of sustainable and healthy interiors to the commercial environment. Emphasis is placed on the design process; space planning and analysis; and the identification and solution of design problems. Also included will be the study of traffic flow patterns, human factors, lighting, indoor air quality, and codes and regulations, with the emphasis on the U.S. Green Building Council's leadership in Energy and Environmental Design (LEED) program.

*Transfer: CSU.*

# **JOURNALISM [JOUR]**

## **193 JOURNALISM SPECIAL TOPIC (4.0 to 0.5)**

(Formerly JOUR 93)

Associate Degree Applicable

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

## **201A NEWS WRITING AND REPORTING (3.0)**

(Formerly JOUR 1A)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Introduces techniques of news reporting and writing. Provides intensive practice in gathering and evaluating information and writing basic news stories. Considers ethical and legal aspects of publications. Concentrates on the lead and simple story types, organization and structure of news stories, and the language and style of journalism.

*Transfer: CSU.*

## **201B INTRODUCTION TO MASS COMMUNICATION (3.0)**

(Formerly JOUR 1B)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Presents a survey of the field of journalism, media, and opportunities, including an introduction to journalism literature, news analysis, comparison of journalistic styles, and an introduction to the writing and structure of news stories.

*Transfer: CSU; UC.*

## **201C JOURNALISM FIELD STUDIES (1.0 to 0.5)**

(Formerly JOUR 1C)

18.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Presents on-site studies of local, state, or national government entities, and/or publications and broadcasting stations. Students must pay their proportional part of the expenses resulting from transportation, meals, and lodging.

*Repeatable 3 times.*

*Transfer: CSU.*

## **202A INTRODUCTION TO NEWS PRODUCTION (4.0)**

(Formerly JOUR 2A)

8.0 hours per week: (2.0 hours lecture, 6.0 hours laboratory)

Associate Degree Applicable

*Advisory: ENGL 156.*

Introduces hands-on preparatory news production using state-of-the-art technology to produce "The Cuestionian," the student newspaper. Presents all aspects of the newspaper business including reporting, writing, photography, word processing, typesetting, editing, graphic design, composition, layout, desk-top publishing, and distribution.

*Transfer: CSU.*

## **202B NEWS PRODUCTION (4.0)**

(Formerly JOUR 2B)

8.0 hours per week: (2.0 hours lecture, 6.0 hours laboratory)

Associate Degree Applicable

*Advisory: JOUR 202A.*

Involves students in editorial positions using state-of-the-art computer technology to produce "The Cuestionian," the student newspaper. Continues the study of all aspects of the newspaper business.

*Transfer: CSU.*

## **202C NEWS PRODUCTION (4.0)**

(Formerly JOUR 2C)

8.0 hours per week: (2.0 hours lecture, 6.0 hours laboratory)

Associate Degree Applicable

*Advisory: JOUR 202B.*

Involves students in major hands-on editorial positions and leadership in using state-of-the-art computer technology to produce The Cuestionian, the student newspaper. Continues the study of all aspects of the newspaper business.

*Repeatable 1 time.*

*Transfer: CSU.*

## **203 FEATURE WRITING (3.0)**

(Formerly JOUR 3)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 201A.*

Introduces feature writing techniques. Presents critical analysis of markets for nonfiction articles and practice in research and preparation of articles for both magazines and newspapers.

*Transfer: CSU.*

## **247 INDEPENDENT STUDIES: JOURNALISM (2.0 to 0.5)**

(Formerly JOUR 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of journalism under the direction of an instructor.

*Repeatable 3 times.*

*Transfer: CSU.*

## **LEADERSHIP [LDER]**

### **193 LEADERSHIP SPECIAL TOPIC (4.0 to 0.5)**

(Formerly LEADER 93)

Associate Degree Applicable

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

### **247 INDEPENDENT STUDIES: LEADERSHIP (2.0 to 0.5)**

(Formerly LEADER 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or skill development experience by an individual student in a selected topic of leadership under the direction of an instructor.

*Repeatable 3 times.*

*Transfer: CSU.*

### **250 PEER EDUCATOR - ORIENTATION LEADER (2.0)**

(Formerly LEADER 50)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: LDER 53.*

This course is designed for students who are interested in or who have been invited to be an orientation leader. Students will become knowledgeable in campus policies, procedures, and services. Leadership theory, diversity awareness and appreciation are also explored, as well as the psychological and personal issues facing college students. Students will have the opportunity to lead group discussions, make presentations, and be trained to be SLO Days counselors, as well as peer educators on campus.

*Repeatable 3 times.*

*Transfer: CSU.*

### **253 PEER COUNSELING (2.0)**

(Formerly LEADER 53)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: Completion of or concurrent enrollment in ENGL 156 or ENGL 165.*

Peer Counseling is a practicum experience that helps to address positive mental health concepts. It prepares students to assist other students with issues and problems facing many college students, including self-acceptance, problem solving/decision making, and interpersonal relationships.

*Transfer: CSU.*

### **255 COMMUNITY INTERNSHIP (3.0 to 1.0)**

(Formerly LEADER 55)

8.0 hours per week: (0.5 hours lecture, 7.5 hours laboratory)

Associate Degree Applicable

*Advisory: LDER 253.*

Provides students the opportunity to explore life goals. Training helps guide students to complete learning objectives. Internship experience provides a structured, on-the-job opportunity in a human services setting, elementary school, and/or college. Students also participate in a training program at their on-site placement.

*Repeatable 3 times.*

*Transfer: CSU.*

### **256 CAMPUS PEER EDUCATOR (1.0)**

(Formerly LEADER 56)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: Completion of or concurrent enrollment in LDER 253*

This course is designed for students who are interested in or who have been invited to be a campus peer educator. Peer education is a leadership program which takes the knowledge gained from LDER 253 and applies it in a way to promote healthy behaviors and wellness among all members of the Cuesta College community.

*Transfer: CSU.*

### **257 CAMPUS PEER INTERNSHIP (2.0)**

(Formerly LEADER 57)

5.0 hours per week: (0.5 hours lecture, 4.5 hours laboratory)

Associate Degree Applicable

*Prerequisite: Completion of or concurrent enrollment in LDER 256*

*Advisory: LDER 253.*

This course provides structured, on-the-job experience on campus with the opportunity to serve as a peer counselor in a student services setting. The required seminar is scheduled during the 1st, 4th, 8th, 12th, and last week of the semester.

*Repeatable 3 times.*

*Transfer: CSU.*

## **260 COMMUNITY PARTNERSHIP THROUGH APPLIED VOLUNTARISM (2.0)**

(Formerly LEADER 60)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: Completion of or concurrent enrollment in SOC 201A or FMST 210.*

Integrates public service experience through community volunteer work with instruction on voluntarism. Presents historical perspective of volunteer work for improving human conditions. Develops interpersonal skills, awareness of civic responsibility, and sensitivity to economic conditions.

*Transfer: CSU.*

## **261A PHILOSOPHY OF LEADERSHIP (1.5)**

(Formerly LEADER 61A)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: Completion of or concurrent enrollment in ENGL 156 or ENGL 165*

Studies group and individual leadership techniques. Identifies, classifies, and analyzes the components essential to the development of leadership. Includes definitions, traits and behaviors of leadership, personal considerations in leadership, listening skills, personal values, and problem solving. Recommended for all first-time elected or appointed officers in the Student Senate; and recommended for officers of other organizations with a voting position on the Student Senate.

*Transfer: CSU.*

## **261B LEADERSHIP: SUCCESS STRATEGIES SEMINAR (1.5)**

(Formerly LEADER 61B)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: Completion of or concurrent enrollment in ENGL 156 or ENGL 165*

This course is designed to help students create greater success in college and in life. In so doing, discover those inner qualities necessary to become an effective leader. Such qualities touched on include personal responsibility; motivating purpose; taking effective action; building mutually supportive relationships; gaining heightened self awareness; developing emotional maturity; and believing in yourself.

*Transfer: CSU.*

## **262 STUDENT LEADERSHIP (3.0 to 1.0)**

(Formerly LEADER 62)

9.0 hours laboratory per week

Associate Degree Applicable

*Advisory: Completion of or concurrent enrollment in LDER 261A or LDER 261B for first-time elected or appointed officers in the Student Senate.*

Provides membership experience in the Student Senate with additional leadership experiences in the planning and implementation of student activities and services. Allows students to initiate on-campus and off-campus community projects and programs.

*Repeatable 3 times.*

*Transfer: CSU.*

## **263 EXPLORING LEADERSHIP-MAKING A DIFFERENCE (3.0)**

(Formerly LEADER 63)

3.0 hours lecture per week

Associate Degree Applicable

Evaluates how purpose in life influences goals and leadership in a rapidly changing world. Analyzes responsibilities and commitments in the context of leadership for the common good and for purposeful change. Examines leadership potential. Explores how leaders and participants mutually shape the environ-

ment of an organization and/or community.

*Transfer: CSU.*

## **LEGAL [LGL]**

### **193 LEGAL SPECIAL TOPIC (4.0 to 0.5)**

(Formerly LEGAL 93)

Associate Degree Applicable

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

### **206 BUSINESS ORGANIZATIONS (3.0)**

(Formerly PLGL 106)

4.0 hours per week: (2.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Introduces the student to the substantive law and procedural aspects of business organizations, including sole proprietorships, partnerships, limited liability companies, and corporations. Includes a study of the relative advantages and disadvantages of the different business organizations as related to formation, management, liability, dissolution, regulation, and taxation. Also includes an overview of such related areas as agency law, employment law, and business ethics.

*Transfer: CSU.*

### **207 FAMILY LAW (3.0)**

(Formerly PLGL 107)

4.0 hours per week: (2.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156 or equiv.*

Introduces the fundamental principles of California Family Law along with the terminology, procedures, and legal document and form preparation involved in family law matters. Topics include an overview of California law regarding marriage versus domestic partnerships, principles of community property law, marital and cohabitation agreements, legal separations, marital and domestic partnership dissolutions, annulments, spousal and domestic partner support, child custody and support, paternity, adoption, and domestic violence.

*Transfer: CSU.*

### **208 ESTATE PLANNING AND ADMINISTRATION (3.0)**

(Formerly PLGL 108)

4.0 hours per week: (2.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156 or equiv.*

Introduces the fundamental principles of estate planning and administration. Also introduces the terminology, procedures, and legal document and form preparation involved in estate planning and administration matters.

*Transfer: CSU.*

### **217 INTRODUCTION TO LAW (3.0)**

(Formerly LEGAL 17)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Introduces the student to the study of law and the interrelationship between law and society as a whole. Addresses the fundamental but seemingly contradictory functions the law serves as an instrument of both social control and social change. Also examines the critical role the law plays in conflict resolution, especially with regard to conflicts between majority and minority interests in society. Explores the evolution and social impact of different legal systems, competing sources of the law, and conflicting theories of the law. Integrates an examination of selected procedural and substantive areas of the law with a critical analysis of these areas as sources of social control, social change, and conflict mediation among various social groups.

*Transfer: CSU; UC.*

### **220 LEGAL RESEARCH AND WRITING (3.0)**

(Formerly LEGAL 20)

3.0 hours lecture per week



## Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

An introduction to the fundamental aspects of legal research by an in-depth analysis of case law, statutory law, and administrative law on both a federal and state level. Students will learn to locate authority relevant to selected legal issues. This skill is applied to writing clear and concise briefs, memoranda, and points and authorities employing the IRAC (issue, rule, analysis, conclusion) legal analytical formula.

*Transfer: CSU.*

**222 TORT AND INSURANCE LAW (3.0)**

(Formerly LEGAL 22)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

An introduction to the causes of action, defenses, and remedies in the major categories of tort law. Topics include various intentional torts, negligence, strict liability, insurance law, and workers' compensation.

*Transfer: CSU.*

**247 INDEPENDENT STUDIES: LEGAL (2.0 to 0.5)**

(Formerly LEGAL 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken*

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected legal topic under the direction of an instructor. *Repeatable 3 times.*

*Transfer: CSU.*

**LIBRARY/INFO TECHNOLOGY [LIBT]****101 INTRODUCTION TO LIBRARY SERVICES (1.0)**

(Formerly LIBINF 1)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: Completion of or concurrent enrollment in DIST 101*

*Advisory: ENGL 156 with a 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.

**102 INTRODUCTION TO WEB TECHNOLOGIES AND CONCEPTS (1.0)**

(Formerly LIBINF 2)

1.0 hours lecture per week

Associate Degree Applicable

This class introduces students to the wide range of concepts and technologies involved in web publishing, and management as well as employment opportunities. Topics will include the discussion and demonstration of multimedia and web technologies, web development languages, Internet publishing ethics, network fundamentals, marketing, management, and industry employment outlook.

**104 ORGANIZING INFORMATION (3.0)**

(Formerly LIBINF 4)

4.0 hours per week: (2.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

*Prerequisite: Completion of or concurrent enrollment in LIBT 101*

*Advisory: Eligibility for ENGL 156.*

A practical introduction to the tasks involved with cataloging book and non-book library materials. Includes descriptive cataloging using AACR2, subject cataloging, and classification. Covers MARC formats as well as their use in the OCLC bibliographic utility and local automated library systems.

**105 LIBRARY/INFORMATION CENTER COLLECTIONS (3.0)**

(Formerly LIBINF 5)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: Completion of or concurrent enrollment in LIBT 101*

Provides an overview of how to select, purchase, and organize print, electronic, and other materials to stock library/information center collections.

**106 INTRODUCTION TO THE INTERNET (1.0)**

(Formerly LIBINF 6)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

Designed to prepare students to use the Internet for personal and academic needs. This course is an introduction to various features and components of the Internet. Emphasis is also placed on the location and evaluation of Internet resources.

**108 LIBRARY SUPERVISORY SKILLS (1.0)**

(Formerly LIBINF 8)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: Completion of or concurrent enrollment in LIBT 101*

Introduces supervisory skills within the context of a library department or branch. Covers how to train, motivate, counsel and evaluate employees, time management, delegation of work, preparation of memos and statistical reports.

**109 LIBRARY PUBLIC SERVICES (3.0)**

(Formerly LIBINF 9)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: Completion of or concurrent enrollment in LIBT 101*

Surveys all major library services provided to the public. Focuses on the philosophy, policies and procedures associated with reference/information and circulation services. Major emphasis is placed on skill building in defining and executing search strategies that answer information questions from the public.

**110 SCHOOL LIBRARY/MEDIA CENTER SERVICES (2.0)**

(Formerly LIBINF 10)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: Completion of or concurrent enrollment in LIBT 101*

Explores the role of the school library media program in the educational community. Introduces students to the basic skills and competencies necessary to provide effective school library media programs for grades K-12.

**111 JAVASCRIPT FUNDAMENTALS (1.0)**

(Formerly LIBINF 11)

2.0 hours per week: (0.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

*Prerequisite: LIBT 207 with a grade of C or better or consent of instructor*

Introduces the fundamentals of JavaScript and web page design techniques.

*Repeatable 1 time.*

**113 ADVANCED INTERNET SEARCHING (1.0)**

(Formerly LIBINF 13)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: Completion of LIBT 106 with a grade of C or better.*

Moves beyond general Web searching and focuses on advanced search and strategies for searching library catalogs, research databases and Web resources. Students will learn how to select appropriate databases, formulate search queries, and retrieve information from these resources.

*Repeatable 2 times.*

**114 INFORMATION TECHNOLOGY INTERNSHIP (2.0)**

(Formerly LIBINF 14)

5.0 hours per week: (0.5 hours lecture, 4.5 hours laboratory)

Associate Degree Applicable

*Prerequisite: Completion of with a grade of C or better or concurrent enrollment in*

10 Library/Information Technology units from LIBT 101, LIBT 104, LIBT 105, LIBT 106, LIBT 108, LIBT 109, LIBT 115, or LIBT 117 or ten Web Development Technologies units from ART 220, BUS 243, BUS 248, LIBT 102, LIBT 106, LIBT 207, LIBT 111, LIBT 116 or LIBT 117 and Consent of the instructor

Provides structured on-the-job experience in an appropriate information technology environment. (e.g., information center, library, business, etc.)

### 115 TECHNOLOGY IN THE WORKPLACE (2.0)

(Formerly LIBINF 15)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

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

### 116 MULTIMEDIA APPLICATIONS FOR THE WEB (2.0)

(Formerly LIBINF 16)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: LIBIT 207.*

Focus is on the various ways of creating, editing, and presenting multimedia content for use on the web.

### 117 ETHICS IN THE INFORMATION AGE (1.0)

(Formerly LIBINF 17)

1.0 hours lecture per week

Associate Degree Applicable

Focuses on ethical and legal issues of information access and publishing as applicable to the Internet. Include a basic knowledge of copyright laws, security and privacy issues, Internet advertising, and the appropriate use of the Internet as an information delivery system.

### 118 CONNECTING ADOLESCENTS WITH LITERATURE AND LIBRARIES (3.0)

(Formerly LIBINF 18)

3.0 hours lecture per week

Associate Degree Applicable

Explores the literature and electronic resources essential for library technicians to work effectively with adolescents in the information age. Issues of materials selection, evaluation and youth programming will be related to teenage trends, popular culture, multiculturalism and other contemporary subjects of importance to adolescents.

### 119 CONNECTING ADULT READERS WITH BOOKS (1.0)

(Formerly LIBINF 19)

2.0 hours lecture per week

Associate Degree Applicable

Explores adult reading interests beginning with the history of reading and progressing through genres, mass media, book discussion groups and the tools and methods for readers' advisory. This course is designed for anyone with an interest in reading.

*Repeatable 1 time.*

### 120 FUNDAMENTALS OF CASCADING STYLE SHEETS (1.0)

(Formerly LIBINF 20)

1.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: LIBIT 207 or CAO 269*

Introduces the fundamentals of CSS for the Web Page Developer. The essential elements such as selectors, positioning, floating, and vertical alignment, tables, and other topics will be explored.

### 147 INDEPENDENT STUDIES: LIBRARY/INFORMATION TECHNOLOGY (2.0 to 0.5)

(Formerly LIBINF 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: LIBT 101 and other preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of Library/Information Technology (more specialized than is covered in the curriculum) under the direction of an instructor.

*Repeatable 3 times.*

### 193 LIBRARY INFORMATION SPECIAL TOPIC (4.0 to 0.5)

(Formerly LIBINF 93)

Associate Degree Applicable

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

### 207 WEB PAGE DEVELOPMENT WITH XHTML (3.0)

(Formerly LIBINF 7)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: LIBT 106.*

Designed to prepare students to understand XHTML and the steps necessary to the effective design and development of a web site. All elements of web page design will be covered including such topics as content, navigation and aesthetics. The student will have the opportunity to demonstrate mastery of the subject by working on a collaborative web site project. This class is for the student who is new to web page development.

*Repeatable 1 time.*

*Transfer: CSU.*

### 212 RESEARCH SKILLS FOR INFORMATION AGE (1.0)

(Formerly LIBINF 12)

1.0 hours lecture per week

Associate Degree Applicable

An information literacy course for students wishing to improve their research skills. This course will prepare students to effectively address different information questions, problems or issues by providing them with the skills to locate, interpret, analyze, synthesize, evaluate and communicate information.

*Transfer: CSU.*

## LICENSED VOCATIONAL NURSING [LVN]

### 004 BASIC INTRAVENOUS THERAPY, BLOOD TRANSFUSION, AND PHLEBOTOMY (2.0)

(Formerly LVN 4)

3.0 hours per week: (1.5 hours lecture, 1.5 hours laboratory)

Associate Degree Non-Applicable

*Prerequisite: Completion of LVN 103B or the equivalent*

Prepares the Licensed Vocational Nurse who has successfully completed LVN 103B or its equivalent to initiate intravenous therapy, phlebotomy, and blood product transfusion. This course prepares the LVN for certification that meets standards of the California State Board of Vocational Nurses and Psychiatric Technicians.

### 101 FUNDAMENTALS THEORY AND BASICS OF NURSING (5.0)

(Formerly LVN 1)

5.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: Program admission*

*Corequisite: LVN 101A and LVN 101B*

This is the first in a series of theory courses, which prepares students to practice vocational nursing. The Caring Framework is used for the study of nursing fundamentals, nursing process, and standard nursing and medical care for a variety of common disease states. The course compares and contrasts nursing care systems employed in health maintenance, acute illness, chronic illness and rehabilitation. Adapting standard nursing care to meet the needs of the elderly is also a focus.

*Repeatable 1 time.*

### 101A FUNDAMENTAL SKILLS THEORY (5.0)

(Formerly LVN 1A)

5.0 hours lecture per week

Associate Degree Applicable

*Corequisite: LVN 101 and LVN 101AL and LVN 101B*

Applies theory and demonstration of basic nursing skills based on scientific principles. Planning and implementing basic patient care are demonstrated in a simulated clinical setting. Identify relationships between patient care and nursing skills, relevant to steps in the nursing process: assessment, planning, implementing, evaluation and documentation. Methods that foster safe medication administration are introduced to develop a baseline for safe practice.

*Repeatable 1 time.*

### **101AL FUNDAMENTAL SKILLS LAB**

**(1.5)**

4.5 hours laboratory per week

Associate Degree Applicable

*Corequisite: LVN 101 and LVN 101A and LVN 101B*

Provides opportunity for supervised practice of basic nursing skills in a simulated clinical setting. During their practice, students apply relationships between theory concepts and nursing skills relevant to steps in the nursing process: assessment, planning, implementing, evaluations and documentation. Emphasis is placed on practicing a consistent method of medication administration. Students demonstrate competent skill performance in a simulated clinical setting.

*Repeatable 1 time.*

### **101B FUNDAMENTAL CLINICAL**

**(2.5)**

(Formerly LVN 1B)

7.5 hours laboratory per week

Associate Degree Applicable

*Corequisite: LVN 101 and LVN 101A*

Fundamental principles of theory and skills courses are applied in the care of patients in long term-care, respite day health and adaptive physical education settings. Mental & spiritual health concepts and socio-cultural aspects are explored as they apply to individually assigned patients.

*Repeatable 1 time.*

### **102 MATERNAL CHILD AND INTERMEDIATE VOCATIONAL NURSING THEORY**

**(6.0)**

(Formerly LVN 2)

6.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: LVN 101B*

*Corequisite: LVN 102A and LVN 102B*

Prepares the licensed vocational nurse to care for patients and integration of pharmacology concepts across the lifespan. The main foci are (1) Basic concepts of maternal and child health nursing with an emphasis on wellness (2) Normal perinatal period for mother (3) Infant and family as a system. (4) Deviations from norms are presented in all aspects of the perinatal period for mother and infant with common interventions and medical/nursing regimens. (5) Integration of pediatric conditions related to each of the body systems. Concepts related to normal growth and development are integrated into the content. (6) Adult patients with increasingly complex problems (7) Pathological processes of selected disease states are explored with an emphasis on care of the perioperative patient.

*Repeatable 1 time.*

### **102A INTERMEDIATE AND MEDICATION SKILLS**

**(5.0)**

(Formerly LVN 2A)

5.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: LVN 101B*

*Corequisite: LVN 102 and LVN 102AL and LVN 102B*

Applies nursing concepts through theory and demonstration of intermediate skills and medication administration based on scientific principles. Concepts from theory include lifespan of adult patients with acute problem, maternal-child, infant and pediatric assessment and skills. Planning and implementing patient care is relevant to steps in the nursing process: assessment, planning, implementing, evaluation and documentation.

*Repeatable 1 time.*

### **102AL INTERMEDIATE AND MEDICATION SKILLS LAB**

**(1.5)**

4.5 hours laboratory per week

Associate Degree Applicable

*Prerequisite: LVN 101B*

*Corequisite: LVN 102 and LVN 102A and LVN 102B*

Provides opportunities for supervised practice of intermediate skills and medication administration for various types of patients across the lifespan continuum: acute care adult, maternal-child, infant and pediatric patients. Planning and implementing patient care are expressed in the simulated clinical setting relevant to steps in the nursing process: assessment, planning, implementing, evaluation and documentation. Students will practice and demonstrate skills in the lab setting prior to assignment of these skills in the clinical setting.

*Repeatable 1 time.*

### **102B MATERNAL/CHILD AND INTERMEDIATE CLINICAL**

**(5.5)**

(Formerly LVN 2B)

16.5 hours laboratory per week

Associate Degree Applicable

*Prerequisite: LVN 101B*

*Corequisite: LVN 102 and LVN 102A*

Maternal child and intermediate clinical course for vocational nursing. Application of concepts and skills learned with integration of pharmacology. Care of the normal and acute care of the obstetric, neonate, and pediatric clients. An emphasis on normal growth and development process in relationship to disease is emphasized. The family as a whole system of interactions for patient teaching and the administration of culturally sensitive care is applied to diverse clinical setting. Application of the critical elements for clinical skills performance.

*Repeatable 1 time.*

### **103 ADVANCED VOCATIONAL NURSING THEORY**

**(6.0)**

(Formerly LVN 3)

6.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: LVN 102B*

*Corequisite: LVN 103A and LVN 103B*

Concepts learned in previous theory courses are integrated in the study of nursing care for severely acute and chronic illness patients in hospitals, ambulatory care, home care, residential skilled and community health settings. Concepts fundamental to the leadership, supervision and delegation roles are presented. Community health and illness prevention are studied. Health promotion and maintenance are emphasized. Health problems common in the elderly and legal/ethical dilemmas arising in their care are explored.

*Repeatable 1 time.*

### **103A ADVANCED SKILLS FOR VOCATIONAL NURSING**

**(5.0)**

(Formerly LVN 3A)

5.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: LVN 102B*

*Corequisite: LVN 103 and LVN 103AL and LVN 103B*

Applies nursing concepts through theory and demonstration of advanced vocational nursing skills based on scientific principles. Planning and implementing patient care are done through scenarios relevant to steps in the nursing process: assessment, planning, implementing, evaluating and documenting, for patients in the extended care facility, community and psychiatric setting. Emphasis is placed on the unique needs of the frail elderly, psychiatric issues, leadership by the LVN, IV therapy within the LVN scope of practice and NCLEX and career preparedness.

*Repeatable 1 time.*

### **103AL ADVANCED SKILLS LAB FOR VOCATIONAL NURSING**

**(1.5)**

4.5 hours laboratory per week

Associate Degree Applicable

*Prerequisite: LVN 102B*

*Corequisite: LVN 103 and LVN 103A and LVN 103B*

Provides opportunities for supervised practice of advanced vocational nursing skills based on scientific principles & concepts from previously learned theory. Planning & implementing patient care in a simulated clinical setting relevant

to steps in the nursing process: assessment, planning, implementing, evaluating and documenting, for patients in the extended care facility, community and psychiatric setting. Students will demonstrate competent skills prior to use in clinical settings.

*Repeatable 1 time.*

### **103B ADVANCED VOCATIONAL NURSING CLINICAL (5.5)**

(Formerly LVN 3B)

16.5 hours laboratory per week

Associate Degree Applicable

*Prerequisite: LVN 102B*

*Corequisite: LVN 103 and LVN 103A*

Prepares students to make the transition from student vocational nurse to entry-level practice. The principles learned in co-requisites and previous theory and skills level courses are applied to care of patients in acute, home care and skilled nursing settings with a team leadership component. Students are challenged with more complicated and unstable patients in a variety of settings. This is a community health focus, which includes visits. This course also includes a 108 hour preceptorship component during the last 5 weeks of the semester.

*Repeatable 1 time.*

### **193 LVN SPECIAL TOPICS (4.0 to 0.5)**

(Formerly LVN 93)

Associate Degree Applicable

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

## **MATHEMATICS [MATH]**

### **003 ARITHMETIC (3.0)**

(Formerly MATH 3)

3.0 hours lecture per week

Associate Degree Non-Applicable

Provides a review of the basic skills of arithmetic. Designed as a transitional course for students who have either not taken a mathematics course for a considerable period of time or who have been in a tutorial program. This course is organized in a regular classroom setting to prepare students for a pre-algebra course.

### **007 PREALGEBRA (3.0)**

(Formerly MATH 7)

3.0 hours lecture per week

Associate Degree Non-Applicable

*Prerequisite: MATH 003 or equivalent with a grade of C or better*

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.

### **008 INTRODUCTION TO FACTORING (1.0)**

(Formerly MATH 8)

1.0 hours lecture per week

Associate Degree Non-Applicable

*Prerequisite: Completion of MATH 007 or equivalent*

Introduces the student to methods of factoring polynomials. Presents the topic from geometric, numeric and algebraic perspectives. Multi-sensory approaches will include manipulatives and graphing. Students should have proficiency in whole number arithmetic skills, including positives and negatives and knowledge of procedures for solving simple linear equations.

### **021 TWO-SEMESTER BEGINNING ALGEBRA: PART 1 (5.0)**

(Formerly MATH 21)

5.0 hours lecture per week

Associate Degree Non-Applicable

*Prerequisite: MATH 007 or equivalent with a grade of C or better*

Presents the first half of a two-semester course in beginning algebra for the student who has no algebraic background. This course enables students to complete the equivalent of Elementary Algebra, (MATH 123) at a slower

pace. Successful completion of MATH 021 or equivalent and MATH 122 is equivalent to MATH 123.

### **112 CONVERTING MEASUREMENTS (1.0)**

(Formerly MATH 12)

3.0 hours lecture per week

Associate Degree Applicable

Introduces the student to methods of converting from one measurement unit to another. Emphasis will be on basic applications from nutrition, nursing, chemistry, physical sciences and other disciplines.

### **114 WORD PROBLEMS (1.0)**

(Formerly MATH 14)

1.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: Completion of or concurrent enrollment in MATH 123, MATH 123SI, MATH 127 or MATH 127SI*

This course presents strategies for successfully solving word problems such as distance, mixture, work and others at the elementary and intermediate algebra level. This course is intended to help students with word problems in MATH 123 and MATH 127.

### **115 INTERNSHIP: MATHEMATICS (2.0 to 0.5)**

(Formerly MATH 15)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: Completion of or concurrent enrollment in MATH 265A*

Provides an opportunity for a tutorial experience by an individual student in selected topics in mathematics under the direction of an instructor.

*Repeatable 3 times.*

### **119 ELEMENTARY COLLEGE MATHEMATICS (3.0)**

(Formerly MATH 19)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: MATH 007 or equivalent with a grade of C or better*

Presents a course in college mathematics for the student without any algebraic background. Topics include solving linear equations, including applications; geometry; probability and descriptive statistics; and finance.

### **122 TWO-SEMESTER BEGINNING ALGEBRA: PART 2 (5.0)**

(Formerly MATH 22)

5.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: MATH 21 or equivalent with a grade of C or better (two-semester beginning algebra, part I).*

Presents the second half of a two-semester course in beginning algebra for the student who has no algebraic background. This course enables the students to complete the equivalent of Elementary Algebra (MATH 123) at a slower pace. Successful completion of MATH 021 or equivalent and MATH 122 is equivalent to MATH 123.

### **123 ELEMENTARY ALGEBRA (5.0)**

(Formerly MATH 23)

5.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: MATH 007 or equivalent with a grade of C or better*

Presents a first course in algebra for the student without any algebraic background. Topics include solving linear equations and inequalities, solving quadratic equations by factoring, polynomial expressions, factoring, graphing linear equations and inequalities in the variables, solving systems of two linear equations and radical expressions and equations.

### **124 INTERMEDIATE COLLEGE MATHEMATICS (3.0)**

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: Math 123, Elementary Algebra, or the equivalent.*

Presents applications of algebra and critical thinking to solving problems from mathematics and other fields. Topics include mathematical reasoning, count-



ing techniques, probability, statistics, right triangle trigonometry, interpreting graphs, and mathematical modeling to solve problems.

## 125 PLANE GEOMETRY (3.0)

(Formerly MATH 25)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* MATH 123, MATH 123SI or equivalent course with a grade of C or better

Presents a study of the geometry of two-dimensional Euclidean space with an emphasis on proof using deductive reasoning. An introduction to three dimensional geometry and applications of both two- and three-dimensional geometry is also presented.

## 126A INTERMEDIATE ALGEBRA-PART 1 (5.0)

(Formerly MATH 26A)

5.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* MATH 123, 122 or equivalent with grade of C or better

Presents the first half of a two-semester course in intermediate algebra. This course enables students to complete the equivalent of Intermediate Algebra (MATH 127) at a slower pace. Topics include factoring polynomial expressions, simplifying rational expressions, absolute value equations and inequalities, functions and relations, and solving systems of linear equations and inequalities.

## 126B INTERMEDIATE ALGEBRA-PART 2 (5.0)

(Formerly MATH 26B)

5.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* MATH 126A or equivalent with a grade of C or better

Presents the second half of a two-semester course in Intermediate Algebra. This course enables students to complete Intermediate Algebra (MATH 127) at a slower pace. Topics include functions and relations, quadratic equations, exponential and logarithmic functions, inverse functions, and sequences and series.

## 127 INTERMEDIATE ALGEBRA (5.0)

(Formerly MATH 27)

5.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* MATH 123, 122 or equivalent with grade of C or better

Broadens and adds to the concepts of elementary algebra. Such additions include rational expressions, quadratic equations, functions, exponential and logarithmic functions, inverse of functions, solving systems of two or more linear equations, and sequences and series.

## 142G PRECALCULUS ALGEBRA: GRAPHING CALCULATOR COMPONENT (1.0)

(Formerly MATH 42G)

1.0 hours lecture per week

Associate Degree Applicable

*Advisory:* Successful completion of MATH 127 or equivalent, and concurrent enrollment in Math 242, is advised.

Supports the MATH 242 Precalculus Algebra course by presenting the features and use of a graphing calculator to solve problems specific to that course. Topics covered will parallel the development of concepts in MATH 242. A TI-83 or TI-84 graphing calculator is required. (Other models not supported.)

## 193 MATH SPECIAL TOPIC (4.0 to 0.5)

Associate Degree Applicable

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

## 229 TRIGONOMETRY (3.0)

(Formerly MATH 29)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* MATH 127 or 126B and MATH 125 or equivalent courses with a grade of C or better.

*Advisory:* Math 242.

Presents trigonometry from a function approach using both right triangle and circular relationships. The relationships between the angles and sides of triangles and relationships between central angles and the coordinates of points on a circle are developed. The course is designed to prepare the student for further study in the mathematics required in the sciences and technical areas.

*Transfer:* CSU.

## 230 COLLEGE MATHEMATICS FOR THE HUMANITIES (3.0)

(Formerly MATH 30)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* MATH 127, 126B or equivalent with a grade of C or better

Presents applications of intermediate algebra and critical thinking to solving contemporary problems in mathematics. Topics include mathematical reasoning with four additional topics selected from number systems, number theory, finance, computer applications, probability, statistics and mathematical modeling.

*Transfer:* CSU; UC.

## 231 TRIGONOMETRY WITH GEOMETRIC FOUNDATIONS (5.0)

(Formerly MATH 31)

5.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* MATH 127, 126B or equivalent with a grade of C or better

Presents the entire content of MATH 229 Trigonometry with topics from MATH 125 Geometry. Topics include trigonometric functions, equations, graphs, identities, and solution of triangles. Also includes geometric congruence, properties of polygons, parallel lines, similarity, areas, and volumes.

*Transfer:* CSU.

## 232 COLLEGE ALGEBRA (3.0)

(Formerly MATH 32)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* MATH 127, 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, systems of equations, matrices and determinants.

*Transfer:* CSU; UC (For UC, maximum credit of one course between MATH 232 and 242).

## 236 INTRODUCTION TO APPLIED STATISTICS (3.0)

(Formerly MATH 36)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* MATH 127, 126B or equivalent with a grade of C or better

Presents an introduction to the study of basic descriptive and inferential statistical methods, with an emphasis on applications, to prepare students for work in the disciplines of psychology, sociology, education, life sciences, and applied science.

*Transfer:* CSU; UC (For UC, 4 credit maximum between MATH 236 and 247).

## 242 PRECALCULUS ALGEBRA (5.0)

(Formerly MATH 42)

5.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* MATH 127, MATH 126B or equivalent with a grade of C or better

Presents a study of precalculus algebra and analytic geometry. Covers such topics as algebraic equations and inequalities, functions and graphs, zeros of functions, polynomial functions, rational functions, exponential and logarithmic functions, parametric equations, conic sections, systems of equations and inequalities, matrices, determinants, sequences and series, and probability. The course is designed to prepare the student for calculus.

*Transfer:* CSU; UC (For UC, maximum credit of one course between MATH 232 and 242).

**247 INTRODUCTION TO STATISTICS****(4.0)**

(Formerly MATH 47)

4.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* MATH 127, 126B or equivalent with a 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. Not open to students with credit in MATH 239 or MATH 249.

*Transfer:* CSU; UC (For UC, 4 credit maximum between MATH 236 and 247).**255 CALCULUS FOR BUSINESS AND MANAGEMENT****(3.0)**

(Formerly MATH 55)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* MATH 242 or equivalent with a grade of C or better

Presents a study of the techniques of calculus with emphasis placed on the application of these concepts to business and management related problems. The applications of derivatives and integrals of functions including polynomials, rational, exponential and logarithmic functions are studied.

*Transfer:* CSU; UC (For UC, maximum credit of one course between MATH 255 and 265A).**265A ANALYTIC GEOMETRY AND CALCULUS****(5.0)**

(Formerly MATH 65A)

5.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* MATH 242 and MATH 229 or equivalent with a grade of C or better

Presents a study of analytic geometry, limits, continuity, the calculus of algebraic, trigonometric, exponential and logarithmic functions as well as applications of the derivative and integral. Every topic will be taught geometrically, numerically, and algebraically.

*Transfer:* CSU; UC (For UC, maximum credit of one course between MATH 255 and 265A).**265B ANALYTIC GEOMETRY AND CALCULUS****(5.0)**

(Formerly MATH 65B)

5.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* MATH 265A or equivalent with a grade of C or better

NOTE: If you are transferring from a college on the quarter system the prerequisite for MATH 265B is two quarters of Calculus. From Cal Poly it is MATH 142 with a grade of C or better.

Presents a continuing study on integration, some first and second order differential equations, Taylor and Fourier series, multiple variable functions, vectors, and their applications. Every topic will be taught geometrically, numerically, and algebraically.

*Transfer:* CSU; UC.**283 CALCULUS****(5.0)**

(Formerly MATH 83)

5.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* MATH 265B (Analytic Geometry and Calculus) or equivalent with a grade of C or better

Presents a study of differentiation and integration of multiple variable functions, parametric curves in two and three dimensions, optimization, line integrals, and the calculus of vector fields. Specific topics include vector functions, partial derivatives, surfaces, parametric equations, multiple integrals (with rectangular, polar, cylindrical, and spherical coordinates), and vector calculus (including line integrals, flux integrals, Greens Theorem, the Divergence Theorem, and Stokes Theorem). Every topic will be taught geometrically, numerically, and algebraically.

*Transfer:* CSU; UC.**287 LINEAR ANALYSIS****(5.0)**

(Formerly MATH 87)

5.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* MATH 265B or equivalent with a grade of C or better

Presents a study of separable and linear ordinary differential equations with selected applications; numerical and analytical solutions; second order differential equations; Laplace transforms. Delves into Linear Algebra with a study of vectors in n-space, matrices, linear transformations, eigenvalues, eigenvectors, diagonalization; applies linear algebra in the study of systems of linear differential equation.

*Transfer:* CSU; UC.**MEDICAL ASSISTING [MAST]****109 PHLEBOTOMY****(2.5)**

(Formerly MEDAST 9)

2.78 hours lecture per week

Associate Degree Applicable

*Prerequisite:* Student must be 18 years of age by the first class meeting. Proof of high school or equivalent education.*Corequisite:* MAST 109L and Health Care Provider CPR*Advisory:* NRAD 222

Designed to prepare the student in essential blood specimen collecting skills to fulfill CA state phlebotomy certificate requirements. Student is required to bring a valid CA driver's license or CA photo ID card to the first class meeting to show proof of age. Must be 18 years or older to be certified.

*Repeatable 1 time.***109L PHLEBOTOMY LAB****(1.0)**

3.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite:* Student must be 18 years of age by the first class meeting.*Corequisite:* MAST 109*Advisory:* NRAD 222

Provide students the opportunity of an externship to apply knowledge and skills to an acute and/or ambulatory care laboratory setting.

*Repeatable 1 time.***110 MEDICAL ASSISTING BASICS****(2.0)**

(Formerly MEDAST 10)

2.0 hours lecture per week

Associate Degree Applicable

Introduces the medical assisting role and responsibilities, professionalism, and medical terminology. Concepts of anatomy, physiology, and computer basics are presented to facilitate entry level medical assisting practice.

**111 MEDICAL ASSISTING FAST TRACK****(11.0)**

(Formerly MEDAST 11)

11.33 hours lecture per week

Associate Degree Applicable

*Prerequisite:* Completion of MAST 110 with a grade of C or better or concurrent enrollment in MAST 110; Student must be 18 years of age by the first class meeting.*Corequisite:* MAST 111L and Current Health Care Provider CPR and Standard First Aid*Advisory:* NRAD 222

Prepares the student for entry level employment as a medical assistant and eligibility for approved state or national certification exam. Must be 18 years or older to be certified.

*Repeatable 1 time.***111L MEDICAL ASSISTING FAST TRACK LAB****(1.0)**

3.77 hours laboratory per week

Associate Degree Applicable

*Prerequisite:* Student must be 18 years of age by the first class meeting*Corequisite:* MAST 111 and Current Health Care Provider CPR and Standard First Aid

Provides the opportunity to apply theory during skills lab practice and externship Placement in a community front and back office site helps the student perform various skills, communications techniques and professionalism under the direction of a preceptor. This experience provides marketability for employment as a medical assistant and eligibility for approved state or national certification exam. Must be 18 years or older to be certified.

*Repeatable 1 time.*

**193 MEDICAL ASSISTING SPECIAL TOPIC (4.0 to 0.5)**

(Formerly MEDAST 93)

Associate Degree Applicable

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

**MUSIC [MUS]****193 MUSIC SPECIAL TOPIC (4.0 to 0.5)**

(Formerly MUS 93)

Associate Degree Applicable

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

**203A MUSIC THEORY (5.0)**

(Formerly MUS 3A)

6.0 hours per week: (5.0 hours lecture, 1.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* Completion of MUS 239, MUS 258 or equivalent background

Presents a correlated course with two areas of music study: traditional harmonic practice studied through the principles of writing of the Common Practice era including scales, tonality, chords and four-part writing in root position; and aural skills which include solfege with movable do, sight-singing, and aural recognition and dictation of intervals and rhythm. This course is the first in a sequence of three. Required of all music majors.

*Transfer:* CSU; UC.**203B MUSIC THEORY (5.0)**

(Formerly MUS 3B)

6.0 hours per week: (5.0 hours lecture, 1.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* MUS 203A or equivalent

A continuation of MUS 203A. Written theory pursues further part-writing and study of the principles of the Common Practice era, including six-chords, six-four chords, major-minor sevenths, melodic embellishments and modulation. Aural skills are further developed through sight-singing chromatics using movable do, and melodic and harmonic dictation. This course is the second in a sequence of three. Required of all music majors.

*Transfer:* CSU; UC.**203C MUSIC THEORY (3.0)**

(Formerly MUS 3C)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* MUS 203B or equivalent

A continuation of MUS 203B, with contrapuntal harmonic practices of the 18th, 19th and 20th centuries. The course explores ninth chords, diminished sevenths, half-diminished sevenths, augmented sixth chords, chord beyond the ninths, whole-tone systems and current practices through four-part writing analysis, essays and discussion. Required of all music majors.

*Transfer:* CSU; UC.**206 COMPOSING MUSIC FOR MOTION PICTURES AND TELEVISION (3.0)**

(Formerly MUS 6)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* MUS 203A, MUS 203B, MUS 203C, or consent of instructor*Advisory:* Knowledge of piano/keyboard technique is desirable.

A study of the various aspects of composing for video, motion pictures, and television, including appropriate compositional techniques, stylistic considerations and an in-depth study of the uses and application of computer technology in writing, scoring, and synchronizing music for video and film.

*Transfer:* CSU.**212 APPLIED MUSIC (PRIVATE LESSONS) (2.0)**

(Formerly MUS 12)

7.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite:* Audition and/or consent of instructor*Corequisite:* MUS 203A, MUS 203B, MUS 203C or MUS 239 and MUS 223, MUS 225, MUS 226, MUS 227, MUS 228, MUS 229, MUS 231, MUS 232A, MUS 253, MUS 262, MUS 263 or MUS 265

A workshop/recital class and a private one-hour lesson per week. The student is required to practice on campus a minimum of five hours per week, and to enroll and participate in a large performing music ensemble. Applied lessons are available in voice, piano, strings, guitar, woodwinds, brass, and percussion.

*Repeatable 3 times.**Transfer:* CSU.**220 ELEMENTARY VOICE (2.0)**

(Formerly MUS 20)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

Presents a study of the techniques of voice training for solo singing. Music will range through appropriate song repertoire and selections from musicals. Class performance required.

*Transfer:* CSU; UC.**222 INTERMEDIATE VOICE (2.0)**

(Formerly MUS 22)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* MUS 220 or equivalent or audition and/or consent of instructor

Provides an opportunity for students to continue with advanced study of singing and preparation of song repertoire on an individual basis. Public performance required.

*Repeatable 3 times.**Transfer:* CSU; UC.**223 VOCAL JAZZ ENSEMBLE (3.0 to 2.0)**

(Formerly MUS 23)

9.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite:* Audition and/or consent of instructor*Advisory:* Eligibility for ENGL 156.

Presents the study and performance of literature in the vocal jazz and popular music genre with emphasis upon vocal improvisation in the jazz and scat style. Student compositions and arrangements will be encouraged. Attendance at scheduled performances is required.

*Repeatable 3 times.**Transfer:* CSU; UC.**224 VOCAL JAZZ WORKSHOP (2.0)**

(Formerly MUS 24)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* Audition and/or consent of instructor

Practice and study vocal jazz literature and techniques. Introduce vocal jazz improvisation and vocal jazz harmonies.

*Repeatable 3 times.**Transfer:* CSU; UC.**225 WIND ORCHESTRA (2.0)**

(Formerly MUS 25)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* Audition and/or consent of instructor

Study and public performance of music written specifically for large wind orchestras (woodwinds, brass, and percussion). Limited to those students who have had experience with wind and percussion instruments.

*Repeatable 3 times.**Transfer:* CSU; UC.**226 BAND (3.0 to 1.0)**

(Formerly MUS 26)

9.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite:* Ability to play a band instrument and audition and/or consent of

*instructor*

Presents the study and performance of appropriate wind ensemble literature with emphasis on developing repertoire for required public performances.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

## **227 INSTRUMENTAL SMALL ENSEMBLE (3.0 to 1.0)**

(Formerly MUS 27)

9.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: Ability to play a musical instrument and audition and/or consent of instructor*

Presents the study and performance of appropriate literature for limited, carefully balanced ensembles with emphasis on developing repertoire for required public performances.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

## **228 MIXED CHORUS (3.0 to 1.0)**

(Formerly MUS 28)

9.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: Audition and/or consent of instructor*

*Advisory: Knowledge of music notation.*

Presents the study and performance of appropriate choral literature selected from the wide variety of historic eras and musical styles from the 16th Century to the present. Public performance required.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

## **229 CHAMBER SINGERS (2.0)**

(Formerly MUS 29)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: Audition and/or consent of instructor*

*Advisory: Previous choral experience.*

A small group ensemble specializing in madrigals and vocal chamber music of all cultures and time periods. Frequent performances on and off campus will be a large part of the class.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

## **230A MUSIC HISTORY (3.0)**

(Formerly MUS 30A)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: MUS 239 or MUS 203A.*

Studies the history of music in western civilization from the Ancient period to the culmination of the Baroque period.

*Transfer: CSU; UC.*

## **230B MUSIC HISTORY (3.0)**

(Formerly MUS 30B)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: MUS 230A, MUS 239 or MUS 203A.*

Presents a study of the history of music in the Western civilization from the end of the Baroque period to the current period, including Avant Garde and Serial Techniques.

*Transfer: CSU; UC.*

## **231 JAZZ ENSEMBLE (3.0 to 1.0)**

(Formerly MUS 31)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: Ability to play an instrument and to read music at sight and audition and/or consent of instructor*

Provides for reading, preparing, and performing of music arranged for a dance band. Presents the opportunity to arrange and compose for the band as well as

to direct. Attendance at scheduled performances is required.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

## **232A CONCERT JAZZ ENSEMBLE (3.0 to 1.0)**

(Formerly MUS 32A)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: Audition and/or consent of instructor*

*Advisory: Ability to play an instrument.*

The concert jazz ensemble is a performance organization designed to acquaint the student with a wide variety of jazz and swing compositions, arrangers and guest soloists. This course will stress stylistic interpretation and ensemble playing. It will be limited to students with considerable experience.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

## **233 JAZZ IMPROVISATION (2.0)**

(Formerly MUS 33)

3.0 hours per week: (2.0 hours lecture, 1.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: Ability to read music and play an instrument or sign and audition and/or consent of instructor*

*Advisory: Completion of MUS 239 or equivalent and concurrent enrollment in MUS 227.*

Provides an opportunity for performance and analysis of jazz improvisation.

Public performances may be required.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

## **234 ARRANGING, SCORING, AND ORCHESTRATION (2.0)**

(Formerly MUS 34)

2.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: MUS 203B or equivalent and knowledge of jazz literature, styles and basic piano skills*

*Advisory: Concurrent enrollment in MUS 223, MUS 225, MUS 227, MUS 228, MUS 229, MUS 231, or MUS 232A.*

Provides an opportunity for composing, arranging and orchestrating for jazz ensembles and orchestras. Focuses on the analysis of jazz and classical harmonic practices, relation of contemporary melodic and rhythmic concepts to instrumentation.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

## **235 MUSIC APPRECIATION: CLASSICAL MUSIC (3.0)**

(Formerly MUS 35)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Introduces classical music in its evolution from the earliest recorded through the 20th century. Includes the study and analysis of significant works.

*Transfer: CSU; UC.*

## **237 MUSIC APPRECIATION: AMERICAN POPULAR MUSIC (3.0)**

(Formerly MUS 37)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Introduces the non-music major to the history and literature of the popular music movement in the United States. Emphasizes musical styles and personalities from the late forties to the present.

*Transfer: CSU; UC.*

## **238 MUSIC APPRECIATION: JAZZ HISTORY (3.0)**

(Formerly MUS 38)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*



Introduces the history and literature of jazz music in the United States. Emphasizes the styles and musical personalities involved from 1900 to the present. Designed for the non-music major.  
*Transfer: CSU; UC.*

### 239 FUNDAMENTALS OF MUSIC (3.0)

(Formerly MUS 39)

3.0 hours lecture per week  
Associate Degree Applicable

*Advisory: No previous musical experience necessary.*

Provides a thorough foundation in fundamentals of music for the non-major or the potential music major who does not have an adequate background.

*Transfer: CSU; UC (For UC, no credit if taken after any MUS 203A, 203B, 203C, 230A, 203B, or 230C).*

### 240 RECORDING ARTS I: FUNDAMENTALS OF AUDIO TECHNOLOGY (3.0)

(Formerly MUS 40)

4.0 hours per week: (3.0 hours lecture, 1.0 hours laboratory)

Associate Degree Applicable

Introduction to audio technology, including sound characteristics, signal flow, basic recording console functions, microphone types and techniques, signal processing, and mixing techniques.

*Transfer: CSU.*

### 241 RECORDING ARTS II: STUDIO WORKSHOP (3.0)

(Formerly MUS 41)

4.0 hours per week: (3.0 hours lecture, 1.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: MUS 240*

Provides the student with an in-depth introduction to audio equipment and techniques. Topics include basic studio procedures, equipment design and proper use of multitrack techniques using the Digidesign Pro Tools HD System and D-Command Console.

*Transfer: CSU.*

### 242 RECORDING ARTS III: ADVANCED AUDIO TECHNOLOGY (3.0)

(Formerly MUS 42)

4.0 hours per week: (.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: Successful completion of Recording Arts I and II or other experience assessed by the instructor.*

Provides an advanced study or new technologies, focusing on an in-depth look at recording, editing and mixing within the Digidesign HD Pro Tools environment and D-Command Console.

*Transfer: CSU.*

### 243 RECORDING ARTS IV: STUDIO WORKSHOP II (4.0)

(Formerly MUS 43)

8.0 hours per week: (2.0 hours lecture, 6.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: Successful completion of Recording Arts I, II, and III, or other assessed by the instructor.*

This is a project based course that offers students studio time to track, edit, mix, master and create a portfolio of five sessions from a variety of musical sources selected by both the instructor and student.

*Transfer: CSU.*

### 245 JAZZ WORKSHOP (2.0)

(Formerly MUS 45)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: Audition*

*Advisory: Ability to play an instrument.*

The jazz workshop is a performance organization designed to acquaint the student with a wide variety of jazz and swing compositions, arrangers and guest soloists. Stresses stylistic interpretation and ensemble playing.

*Repeatable 3 times.*

*Transfer: CSU.*

### 246 EVENING JAZZ ENSEMBLE (2.0)

(Formerly MUS 46)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: Audition or consent of instructor.*

Provides experience reading, rehearsing and public performance of music arranged for large jazz group and will stress stylistic interpretation and ensemble playing. It is limited to a carefully balanced ensemble and attendance at scheduled performances is required.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

### 247 INDEPENDENT STUDIES: MUSIC (2.0 to 0.5)

(Formerly MUS 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: Audition and/or consent of instructor*

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of music under the direction of an instructor.

*Repeatable 3 times.*

*Transfer: CSU.*

### 248 JAZZ ENSEMBLE: SWING ERA BIG BAND (2.0)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

Provides for reading, preparing, and performing of music arranged for a Big Band style jazz ensemble with special emphasis on the music of the Swing Era.

*Repeatable 3 times.*

*Transfer: CSU.*

### 249 JAZZ ENSEMBLE: THE MUSIC OF DUKE ELLINGTON (2.0)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

Provides for reading, preparing, and performing of music arranged for a Big Band style jazz ensemble with special emphasis on the music of Duke Ellington.

*Repeatable 3 times.*

*Transfer: CSU.*

### 250 MUSICAL THEATRE WORKSHOP (3.0)

(Formerly MUS 50)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: Audition and/or consent of instructor*

*Corequisite: Completion of or concurrent enrollment in MUS 203A or MUS 239*

*Advisory: Previous choral or dance experience is recommended.*

Develops skills for performance in Musical Theatre, including singing, acting, stage movement and choreography. Public performance may be required.

Same as DRA 250.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

### 251 MUSICAL THEATRE PERFORMANCE (3.0)

(Formerly MUS 51)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: Completion of or concurrent enrollment in DRA 250 or MUS 250 or audition and/or consent of instructor*

Studies the techniques involved in the production of a full length musical with emphasis on acting, singing, dancing, costuming, makeup, stagecraft, and publicity. Produces one musical each semester. Public performance will be required. Same as DRA 251.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

### 253 MASTER CHORALE (2.0)

(Formerly MUS 53)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: Audition and/or consent of instructor*

Presents the study and performance of major historical choral works. Public performance is required.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

## **255 WORKSHOP IN INSTRUMENTAL ENSEMBLE MUSIC (3.0)**

(Formerly MUS 55)

9.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: Ability to play a musical instrument and audition and/or consent of instructor*

Presents the study and performance of appropriate instrumental ensemble and orchestral music selected from standard repertoires leading to a series of public performances.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

## **256 ORCHESTRA (3.0)**

(Formerly MUS 56)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: Ability to play an orchestral instrument and audition and/or consent of instructor*

Presents the study and performance of appropriate combined string and wind ensemble literature with the emphasis upon developing repertoire for required public performances.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

## **258 ELEMENTARY PIANO (2.0)**

(Formerly MUS 58)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

Introduces the student to practical keyboard facility, sight reading, harmony and performance of elementary piano repertoire. Required for music majors.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

## **259 INTERMEDIATE PIANO (2.0 to 1.0)**

(Formerly MUS 59)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: MUS 258 or equivalent or audition and/or consent of instructor*

The study and performance of concert piano literature from Baroque, Classic, Romantic, and 20th Century time periods. The student will develop and improve pianistic skills and repertoire.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

## **260 JAZZ PIANO TECHNIQUES (2.0 to 1.0)**

(Formerly MUS 60)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: MUS 258 or equivalent or audition and/or consent of instructor*

This course provides the student with basic jazz piano playing skills including voicings of 9th, 11th, and 13th chords applied to arranging lead sheets for piano.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

## **262 CHORAL MUSIC II: CHORAL MUSIC OF THE CLASSICAL PERIOD (2.0)**

(Formerly MUS 62)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: Audition and/or consent of instructor*

Presents the study and performance of major historical choral works with con-

centration on the Classical Period. Students will develop and improve choral music techniques and repertoire. Auditions will be scheduled at the beginning of each semester.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

## **263 MUSIC III: CHORAL MUSIC OF THE ROMANTIC TO EARLY 20TH CENT (2.0)**

(Formerly MUS 63)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: Audition and/or consent of instructor*

Presents the study and performance of major historical choral works with concentration on the Romantic Period from the end of the Classical Period to the early 20th century. Students will develop and improve choral techniques and repertoire. Auditions will be scheduled at the beginning of each semester.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

## **264 MUSIC IV: MODERN PERIOD (2.0)**

(Formerly MUS 64)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: Audition and/or consent of instructor*

Presents the study and performance of major historical choral works with concentration on the Modern Period (Post World War I to present). Students will develop and improve choral music techniques and repertoire. Auditions will be scheduled at the beginning of each semester.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

## **265 MUS V: MASTER WORKS FROM J.S. BACH TO MOZART (2.0)**

(Formerly MUS 65)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: Audition for placement and/or consent of the instructor.*

Presents the study and performance of major historical choral works from the time of J.S. Bach to Wolfgang Amadeus Mozart. Students will develop and improve choral singing skills and techniques. Audition required at the beginning of each semester. May be taken four semesters for credit.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

## **266 CHORAL MUSIC 1: MUSIC OF THE MASTERS (2.0)**

8.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory), 4.0 hours laboratory by arrangement

Associate Degree Applicable

*Prerequisite: Audition for placement and consent of the instructor.*

Study and performance of major historical choral works with emphasis on master composers. These include, but are not limited to, J.S. Bach, W.A. Mozart, Joseph Haydn, Felix Mendelssohn, Johannes Brahms, Ludwig van Beethoven, Giuseppe Verdi, Benjamin Britten, and Igor Stravinsky. Students will develop and improve choral music techniques through rehearsing great choral works. Auditions will be scheduled at the beginning of each semester. May be taken four semesters for credit.

*Transfer: CSU; UC.*

## **270 ELEMENTARY GUITAR (2.0)**

(Formerly MUS 70)

3.0 hours per week: (1.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

Introduces the techniques of playing the guitar. Topics include reading music, flat picking and finger picking, chords, and the playing of melodies. No previous musical experience is required. Students must provide their own acoustic or electric guitar.

*Repeatable 3 times.*

*Transfer: CSU; UC.*

**NURSING ASSISTANT [NAST]****125 EKG MONITOR OBSERVER****(1.0)**

(Formerly NRAST 25)

6.0 hours lecture per week

Associate Degree Applicable

Provides the student with the skills to analyze and interpret basic cardiac rhythms. Emphasis is on recognition of clinically significant rhythms. Treatment is not covered. Concepts include basic cardiac anatomy and physiology, electrical conduction through the heart, components of the EKG waveform, and identification of normal and abnormal cardiac rhythms.

**145 ACUTE CARE NURSE ASSISTANT****(2.0)**

(Formerly NRAST 45)

2.2 hours lecture per week

Associate Degree Applicable

*Corequisite: NAST 145L**Advisory: ENGL 156.*

Prepares the certified nurse assistant to function at a competent level in the acute care setting. Provides guidelines for acute clinical experiences. Facilitate an understanding of human beings as integrated physiological, social, and psychological organisms. Student is required to bring a valid CA driver's license or CA photo ID card to the first class meeting to show proof of age. Must be 18 years of age by the first class meeting.

*Repeatable 1 time.***145L ACUTE CARE NURSE ASSISTANT LAB****(1.0)**

3.11 hours laboratory per week

Associate Degree Applicable

*Prerequisite: Student must be 18 years of age by the first class meeting. NAST 148 Nursing Assistant, or provide proof of having completed an approved Nursing Assistant Training Program, or already be a Certified Nursing Assistant. Have a current Healthcare Provider or Professional Rescuer CPR card.*

*Corequisite: NAST 145*

Prepares the certified nurse assistant to function at a competent level in the acute care setting. Provides guidelines for acute clinical experiences. Facilitate an understanding of human beings as integrated physiological, social, and psychological organisms. Student is required to bring a valid CA driver's license or CA photo ID card to the first class meeting to show proof of age. Must be 18 years of age by the first class meeting.

*Repeatable 1 time.***148 NURSING ASSISTANT****(3.0)**

(Formerly NRAST 48)

3.0 hours lecture per week

Associate Degree Applicable

*Corequisite: NAST 148L**Advisory: Eligibility for ENGL 156.*

Presents theory necessary for basic nursing care. Upon completion of this course, students are eligible to take the Nurse Assistant Training and Assessment Program Test (NATAP). This will allow the candidate to obtain a certificate as a nurse assistant in the state of California.

*Repeatable 3 times.***148L NURSING ASSISTANT LAB****(2.0)**

6.0 hours laboratory per week

Associate Degree Applicable

*Corequisite: NAST 148*

Presents skills necessary for basic nursing care. Requires supervised clinical experiences in a skilled nursing facility. Upon completion of this course, students are eligible to take the Nurse Assistant Training and Assessment Program Test (NATAP). This will allow the candidate to obtain a certificate as a nurse assistant in the state of California. Must be able to lift 50 pounds.

*Repeatable 3 times.***193 NURSING ASSISTANT SPECIAL TOPIC****(4.0 to 0.5)**

(Formerly NRAST 93)

Associate Degree Applicable

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

**NURSING REGISTERED ASSOC. DEG. [NRAD]****000 NURSING PROGRAM SUCCESS SKILLS****(1.0)**

(Formerly NRAD 100)

6.0 hours lecture per week

Associate Degree Non-Applicable

Identification and application of skills designed to support success in the nursing program. Emphasizes effective study routines, time management, strategies for reading nursing texts, clinical preparation, establishing and running effective study groups. Test taking strategies specific to the NCLEX style test question are reviewed.

**004E NCLEX PREPARATION****(0.5)**

(Formerly NRAD 4E)

0.5 hours lecture per week

Associate Degree Non-Applicable

*Corequisite: NRAD 204B*

This course is to help prepare the RN student for the state licensing exam. Critical thinking strategies required to answer the NCLEX questions are presented. A portion of this class will be hands-on computer testing to simulate the state board testing format.

**103G CRITICAL THINKING SEMINAR****(1.0)**

(Formerly NRAD 3G)

2.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: Admission to the nursing program*

For the third semester nursing student. An analysis of complex patient scenarios that require independent critical thinking for the entry level nurse. Incorporates advanced assessment skills to modify and revise the care plan for complex clients.

*Repeatable 1 time.***103H THIRD SEMESTER NURSING READINESS****(0.5)**

(Formerly NRAD 3H)

4.5 hours lecture per week

Associate Degree Applicable

*Prerequisite: Admission to the nursing program**Corequisite: NRAD 203A*

A course designed for registered nursing students entering the third semester. Nursing concepts necessary for success in the third semester are reviewed.

**120 SUPPLEMENTARY NURSING SKILLS PRACTICE****(3.0 to 0.5)**

(Formerly NRAD 20)

9.0 hours laboratory per week

Associate Degree Applicable

*Corequisite: Enrollment in the nursing program*

Provides the opportunity to practice nursing skills in a caring environment. Nursing skills will vary from the simple to the complex. Allows for demonstration and assessment of nursing skills and knowledge learned in nursing lecture and laboratory courses. Practice opportunities vary from highly structured to less structured simulated clinical situations. Note: 0.5 unit required in first, second, and third semester.

*Repeatable 3 times.***193 NURSING SPECIAL TOPIC****(4.0 to 0.5)**

(Formerly NRAD 93)

Associate Degree Applicable

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

**201 FOUNDATIONS OF NURSING/CARING****(2.0)**

(Formerly NRAD 1)

2.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 201A.*

Introduces caring theory as the essence of nursing. Foundational concepts include communication, teaching/learning, nursing process, life-span. Self-care

and academic success principles are introduced. Surveys historical, social, legal, economic and ethical aspects of nursing, emphasizing critical thinking, patient advocacy and caring in a multicultural society.

*Transfer: CSU.*

## 201A NURSE CARING CONCEPTS

(2.0)

(Formerly NRAD 1A)

2.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: Admittance into the registered nursing program*

*Corequisite: NRAD 201B*

Applies the foundational caring concepts of communication, teaching, learning, nursing process, caring, energy and life span as a structure for nursing practice. Provides a foundation for health promotion in a multicultural society. Introduces independent learning modules.

*Transfer: CSU.*

## 201B NURSE CARING PRACTICUM I

(5.0)

(Formerly NRAD 1B)

11.0 hours per week: (2.0 hours lecture, 9.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: Admission to the registered nursing program and Current Health Care Provider CPR card is required*

*Corequisite: NRAD 1D*

Applies nursing concepts to the practice of nursing. Presents related nursing procedures. Provides opportunities for student practice of procedures. Provides skill practice in lab setting for the student to perform nursing care for adults and geriatric clients through structured experiences in long-term care settings and acute care hospital settings. Student will identify personal biases as they relate to the provision of culturally sensitive nursing care. Application of nursing process and cultural concepts to individual nursing care.

*Transfer: CSU.*

## 201D DECISION MAKING DATA I

(2.0)

(Formerly NRAD 1D)

2.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: Admittance into the registered nursing program*

*Corequisite: NRAD 201A*

Presents fundamental concepts and nursing care problems related to pharmacology, nutrition, fluid and electrolyte balance, diagnostic testing, and acute pain for the adult and geriatric client. Introduces math calculations for medication administration. Explores application of nursing process to nursing care problems. Cultural concepts pertinent to nursing care problems are presented.

*Transfer: CSU.*

## 202A NURSE CARING FAMILY CONCEPTS

(3.0)

(Formerly NRAD 2A)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: NRAD 201B and/or admission to the nursing program*

*Corequisite: NRAD 202B*

Continues the study of caring concepts in greater depth and complexity. Teaches nursing care of the childbearing family, children and young through middle adulthood. Introduces family considerations in establishing short-term and long-term goals for health promotion. Continues focus on the individual assuming responsibility for health promotion and learning. Emphasizes planning, implementation and evaluation of nursing process in a multicultural society.

*Transfer: CSU.*

## 202B NURSE CARING PRACTICUM II

(8.0)

(Formerly NRAD 2B)

20.0 hours per week: (2.0 hours lecture, 18.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: NRAD 201B and/or admission to the nursing program and Current Health Care Provider CPR card is required*

*Corequisite: NRAD 202D*

Applies nurse caring concepts to the clinical practice of nursing in a wide variety

of health care settings. Presents related nurse caring skills. Provides opportunity to deliver planned culturally relevant nursing care for maternity clients, infants, children, and young/middle-aged adults in moderately structured clinical practice.

*Transfer: CSU.*

## 202D DECISION MAKING DATA II

(2.0)

(Formerly NRAD 2D)

2.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: NRAD 201B and/or admission to nursing program*

*Corequisite: NRAD 202A*

Builds on fundamental concepts related to pharmacology, nutrition, diagnostic testing across the life span. Emphasis is placed on the role of the nurse in client education. Cultural concepts pertinent to nursing care problems are presented.

*Transfer: CSU.*

## 203 NURSING TRANSITIONS

(1.0)

(Formerly NRAD 3)

2.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: 30 Unit Option Program Admission*

*Corequisite: NRAD 203A*

Introduces caring theory as the essence of nursing. Self care and academic success principles are introduced. Surveys legal and ethical aspects of nursing, emphasizing critical thinking, patient advocacy and caring in a multicultural society. Provides an 8-week transition course required for 30 unit option students.

*Transfer: CSU.*

## 203A NURSE CARING CONCEPTS III

(2.0)

(Formerly NRAD 3A)

2.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: NRAD 202D and/or admission to the nursing program*

*Corequisite: NRAD 203B*

Applies nurse caring concepts to care of child, adult, and elderly clients with goal setting, energy, and caring problems. Includes cultural diversity and ethnic considerations, men and women's health, musculoskeletal, nutrition and elimination, degenerative nervous system, liver, skin, acute oxygenation, hematology, and vascular problems. Emphasizes nursing intervention.

*Transfer: CSU.*

## 203B NURSE CARING PRACTICUM III

(5.0)

(Formerly NRAD 3B)

11.0 hours per week: (2.0 hours lecture, 9.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: NRAD 202D and/or admission to the nursing program and Current Health Care Provider CPR card is required*

*Corequisite: NRAD 203D*

Applies nurse caring concepts to the clinical practice of nursing in a variety of health care settings. Presents advanced nursing skills. Provides opportunity to implement culturally relevant nursing care to clients with varied health problems.

*Transfer: CSU.*

## 203D NURSE CARING FOR MEDICAL-SURGICAL CLIENTS

(2.0)

(Formerly NRAD 3D)

2.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: NRAD 202D and/or admission to the nursing program*

*Corequisite: NRAD 203A*

Applies nursing interventions of prevention, maintenance, restoration and caring to a variety of health problems: neurologic, genito-urinary, renal, endocrine. Content is related to pathophysiology, life span, barriers to goal-setting, nursing process and teaching/learning. Emphasis is also placed on the impact that this situational crisis has on the client and families ability to cope.

*Transfer: CSU.*



**204 NURSE LEADERSHIP/MANAGEMENT****(1.0)**

(Formerly NRAD 4)

1.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* NRAD 203D and/or admission to the nursing program*Corequisite:* NRAD 204A

Continues to develop leadership and management content at the Associate Degree level as required for beginning practice. Includes the management process, assertion skills, organizational skills, decision making, and change theory. Explores work-role relationships and collegiality, including conflict resolution, reality shock and strategies to deal with burnout.

*Transfer:* CSU.**204A NURSE CARING CONCEPTS FOR CLIENTS PSYCHIATRICALY AT RISK****(2.0)**

(Formerly NRAD 4A)

2.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* NRAD 203D and/or admission to the nursing program*Corequisite:* NRAD 204B

Applies nurse caring concepts to planning nursing care for clients at risk from mental illness, dysfunction and crisis. Presents assessment techniques, nursing diagnoses and specific nursing interventions.

*Transfer:* CSU.**204B NURSE CARING FOR PEOPLE AT RISK PRACTICUM****(6.0)**

(Formerly NRAD 4B)

18.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite:* NRAD 203D and/or admission to the nursing program and Current Health Care Provider CPR card is required*Corequisite:* NRAD 204D

Applies culturally sensitive nursing care for people at risk in health care settings, which are varied and more complex. Provides client care experiences in a less structured environment and with increasing independence. Includes preceptorship experience, which covers a designated period of time and a variety of clients across the life span in a variety of settings.

*Transfer:* CSU.**204D NURSE CARING FOR PEOPLE AT RISK CONCEPTS****(2.0)**

(Formerly NRAD 4D)

2.0 hours lecture per week

Associate Degree Applicable

*Prerequisite:* NRAD 203D and/or admission to the nursing program*Corequisite:* NRAD 204

Applies nurse caring concepts to develop nursing care for clients at risk. Presents the critical care environment and how to establish priorities for clients with altered homeostasis. Emphasis is on clients with cardiovascular problems and crisis. Coping strategies, life style issues to promote health, and culturally relevant care are presented.

*Transfer:* CSU.**219 BEGINNING STUDENT INTERN****(3.0 to 1.0)**

(Formerly NRAD 19A)

9.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite:* NRAD 202B

Provides the opportunity to practice selected nursing skills learned during the first year of Associate Degree Nursing course work under the supervision of a preceptor. Offers work experience in a participating agency.

*Repeatable 2 times.**Transfer:* CSU.**222 MEDICAL TERMINOLOGY****(3.0)**

(Formerly NRAD 22)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory:* ENGL 156.

Introduces medical terminology for body structure, body systems, and diagnos-

tic work. Prefixes, suffixes and combined root forms are used to identify medical terms.

*Repeatable 1 time.**Transfer:* CSU.**247 INDEPENDENT STUDIES: NURSING****(2.0 to 0.5)**

(Formerly NRAD 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite:* The student must have completed preparatory course work in the field in which the study is to be undertaken.*Advisory:* Eligibility for ENGL 156.

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of nursing under the direction of an instructor.

*Repeatable 3 times.**Transfer:* CSU.**NUTRITION [NUTR]****193 NUTRITION SPECIAL TOPIC****(4.0 to 0.5)**

(Formerly NUTR 93)

Associate Degree Applicable

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

**210 NUTRITION****(3.0)**

(Formerly NUTR 10)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory:* Eligibility for ENGL 156.

Examines nutritional needs throughout the life cycle including the interpretation of the chemical composition of food as applied to the utilization of nutrients in the body.

*Transfer:* CSU; UC.**211 INTRODUCTION TO NUTRITION FOR HEALTH PROFESSIONALS****(3.0)**

(Formerly NUTR 11)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory:* ENGL 156.

This course is designed for current or prospective members of health professions such as nurses, physicians, physician assistants, dietitians, dentists, dental hygienists, physical therapists and occupational therapists. Studies the nutritional needs of the human life cycle. Examines the biological function and chemical classification of nutrients. Relates nutrition concepts to health and disease.

*Transfer:* CSU.**212 PRENATAL NUTRITION****(1.0)**

(Formerly NUTR 12)

3.0 hours lecture per week

Associate Degree Applicable

Examines the nutritional needs of the pregnant woman and developing fetus, including interpretation of food groups and their chemical composition as applied to the utilization of nutrients in the bodies of these particular individuals.

*Transfer:* CSU.**214 INFANT NUTRITION****(1.0)**

(Formerly NUTR 14)

3.0 hours lecture per week

Associate Degree Applicable

Examines the nutritional needs of the infant, including the importance of breastfeeding and its chemical composition as applied to the utilization of nutrients in the bodies of these particular individuals.

*Transfer:* CSU.

**216 TODDLER/PRESCHOOLER NUTRITION****(1.0)**

(Formerly NUTR 16)

3.0 hours lecture per week

Associate Degree Applicable

Examines the nutritional needs of the toddler/preschooler, including the interpretation of food groups and their chemical composition as applied to the utilization of nutrients in the bodies of these particular individuals.

*Transfer: CSU.***218 MATERNAL & CHILD NUTRITION****(3.0)**

(Formerly NUTR 18)

3.0 hours lecture per week

Associate Degree Applicable

Examines the nutritional requirements of the pregnant woman, developing fetus, infant, toddler and child.

*Transfer: CSU.***222 FOOD CUSTOMS AND CULTURE****(3.0)**

(Formerly NUTR 22)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: NUTR 210.*

Examines the impact of stereotypes, stigmas, and discrimination on the health of non-dominant ethnic/racial and select minority groups (women, children and religious) based on their heritage consistent food patterns and preferences. Various socio-political, industrial, environmental, communication styles, and psychological factors influencing assimilation and acculturation will be analyzed to promote prejudice reduction and understanding of the meaning of food to cultures around the world. Non-traditional and/or experiential teaching/learning strategies may be used to evaluate nutritional excesses as well as deficiencies across the life span.

*Transfer: CSU.***224 GERONTOLOGICAL NUTRITION****(3.0)**

3.0 hours lecture per week

Associate Degree Applicable

Introduces the basic nutrition concepts and theories that impact the nutritional status of older persons. Emphasis is placed on the physiologic changes of aging and the effect on nutrition status; the factors that influence nutrient intakes and what diet and/or exercise changes may correct nutrition deficiencies and/or stabilize chronic diseases.

*Transfer: CSU.***230 NUTRITION FOR FITNESS AND SPORT****(3.0)**

(Formerly NUTR 30)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156 and NUTR 210.*

Presents a specialized course relating nutrition to physical performance and fitness. Explores current trends, controversies, and professional publications. Provides opportunity to analyze various dietary recommendations and relate them to specific physical needs.

*Transfer: CSU.***247 INDEPENDENT STUDIES: NUTRITION****(2.0 to 0.5)**

(Formerly NUTR 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of nutrition under the direction of an instructor.

*Repeatable 3 times.**Transfer: CSU.***OCEANOGRAPHY [OCEN]****210 OCEANOGRAPHY****(3.0)**

(Formerly OCEAN 10)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: MATH 123 or MATH 123SI**Advisory: ENGL 156 or ENGL 165.*

An introductory course designed to acquaint the student with general oceanography. Topics treated include the history and scope of oceanography, properties of sea water, ocean currents, ocean waves and tides, submarine morphology and geology, marine sediments, life in the sea, and the significance of the oceans to local and global environments.

*Transfer: CSU; UC.***210L OCEANOGRAPHY LABORATORY****(1.0)**

(Formerly OCEAN 10L)

3.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: Completion of or concurrent enrollment in OCEN 210*

Laboratory and field investigations of marine environments, including geologic, physical, chemical, and biological aspects of the ocean and coastal area. The course emphasizes changing physical factors and human activities as they affect the oceans.

*Transfer: CSU; UC.***212 Introduction to Meteorology****(3.0)**

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: MATH 123 or equivalent**Advisory: ENGL 156*

Introduces the fundamentals of meteorology, including the nature and origin of the atmosphere. Topics include atmospheric circulation, humidity, cloud formation, precipitation, storm growth, cyclone development, climates of the earth, and global climate change.

*Transfer: CSU.***247 INDEPENDENT STUDIES – OCEANOGRAPHY****(4.0 to 0.5)**

(Formerly OCEAN 47)

6.0 hours laboratory per week

Associate Degree Applicable

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of Oceanography under the direction of an instructor.

*Repeatable 3 times.**Transfer: CSU.***ONLINE [DIST]****101 INTRODUCTION TO ONLINE COURSES****(0.5)**

(Formerly ONLINE 1)

4.5 hours laboratory per week

Associate Degree Applicable

Introduces students to the different types of technologies utilized in a distance education course. Students will determine if distance education is right for them and learn academic and technological skills for success in distance education and technology mediated courses.

*Repeatable 1 time.***PARALEGAL [PLGL]****130 INTERVIEWING AND INVESTIGATION FOR PARALEGALS** **(1.0)**

(Formerly PARAL 30)

1.0 hours lecture per week

Associate Degree Applicable

Presents investigative techniques and strategies and interviewing methods for evidence gathering for all areas of litigation.

**131 CURRENT ETHICAL ISSUES FOR PARALEGALS (1.0)**

(Formerly PARAL 31)

1.0 hours lecture per week

Associate Degree Applicable

Examines current ethical issues for paralegals using case law and examples of lawyer and paralegal misconduct.

**132 LEGAL TERMINOLOGY FOR PARALEGALS (1.0)**

(Formerly PARAL 32)

1.0 hours lecture per week

Associate Degree Applicable

Introduces the paralegal student to legal terminology commonly used in the areas of family law, civil litigation and procedures, criminal law, corporate law, administrative law and estate planning.

**147 INDEPENDENT STUDIES: PARALEGAL (2.0 to 0.5)**

(Formerly PARAL 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of Paralegal under the direction of an instructor.

*Repeatable 3 times.***193 PARALEGAL SPECIAL TOPIC (4.0 to 0.5)**

(Formerly PARAL 93)

Associate Degree Applicable

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

**201 INTROCUCTION TO PARALEGAL STUDIES (3.0)**

(Formerly PLGL 101)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: ENGL 156.*

Introduces the professional responsibilities of the paralegal, including rules regarding ethical conduct and a basic overview of the legal system and research. Covers different law office management functions commonly performed by paralegals such as basic correspondence, billing and financial management, calendar and docket control management, file and record management, and library management.

*Transfer: CSU.***203 PARALEGAL INTERNSHIP (3.0)**

(Formerly PARAL 3)

8.0 hours per week: (0.5 hours lecture, 7.5 hours laboratory)

Associate Degree Applicable

*Advisory: LGL 220, PLGL 201, PLGL 205.*

Provides students an opportunity to experience the responsibilities of an employee in a legal setting related to their courses in paralegal studies.

*Transfer: CSU.***205 CIVIL/LITIGATION PROCEDURES AND DOCUMENTS (3.0)**

(Formerly PLGL 105)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: CAO 262, CAO 120A or the ability to type 25 words per minute**Advisory: ENGL 156.*

Introduces the terminology and procedures used in general civil procedure and litigation including pretrial procedures, discovery, trial, and post trial procedures. Covers specific areas such as landlord/tenant disputes and employment disputes and includes procedures used in alternative dispute resolution such as arbitration and mediation. Sample pleadings, forms, and documents will be processed in logical sequence and will be accompanied by definitions, background information and step by step instructions and statements of procedures.

*Transfer: CSU.***PE ACTIVITIES [PEAC]****193 PHYSICAL EDUCATION SPECIAL TOPIC (4.0 to 0.5)**

(Formerly PEACT 93)

Associate Degree Applicable

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

**193C TOTAL BODY FITNESS (1.0)**

(Formerly PEACT 93C)

3.0 hours laboratory per week

Associate Degree Applicable

Presents the concepts of muscular endurance, cardiovascular development, and resistance training to improve overall muscle tone, cardiovascular fitness and body composition. Students will use various exercise equipment in a guided environment to improve overall fitness.

*Repeatable 3 times.***193I ADVANCED BASEBALL (2.0)**

6.0 hours laboratory per week

Associate Degree Applicable

Designed for students of advanced ability in baseball. Fundamentals of offence, defense and advanced strategies will be stressed. Recommended for those interested in intercollegiate competition.

*Repeatable 3 times.***193J ADVANCED SWIMMING (2.0)**

6.0 hours laboratory per week

Associate Degree Applicable

Designed for students of advanced ability in swimming. Fundamentals of all four competitive strokes, and advanced strategies of how to compete as an individual/team will be stressed. Recommended for those interested in intercollegiate competition.

*Repeatable 3 times.***206 PILATES FOR HEALTH AND FITNESS (1.0 to 0.5)**

(Formerly PEACT 106)

3.0 hours laboratory per week

Associate Degree Applicable

Presents a progressive exercise program using the Pilates method. Exercises encompass the strength and flexibility fitness components, while focusing on alignment, efficiency of movement, balance and coordination.

*Repeatable 3 times.**Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).***210 CARDIO KICKBOXING (1.0 to 0.5)**

3.0 hours laboratory per week

Associate Degree Applicable

Presents the concepts of muscular endurance, cardio respiratory fitness, muscular strength flexibility and spirituality of boxing and kickboxing.

*Repeatable 3 times.**Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).***220 ATHLETIC SKILL AND TRAINING DEVELOPMENT (0.5)**

1.5 hours laboratory per week

Associate Degree Applicable

Provides advanced skills and strategy to prepare students for athletic competition.

*Repeatable 3 times.**Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).***240 SWIMMING (1.0 to 0.5)**

(Formerly PEACT 40)

3.0 hours laboratory per week

Associate Degree Applicable

*Advisory: Meet the objectives of the preceding skill level before enrolling in the*

*advanced levels.*

Provides training for students wishing to improve swimming skills in order to increase recreational enjoyment, to improve stroke technique, and to increase endurance, strength, and stamina.

*Repeatable 3 times.*

*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).*

## **241 SPRINGBOARD DIVING (1.0 to 0.5)**

(Formerly PEACT 41)

3.0 hours laboratory per week

Associate Degree Applicable

Provides instruction and practice in springboard diving with emphasis on coordination, body mechanics and mastery of diving techniques.

*Repeatable 3 times.*

*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).*

## **242 WATER POLO (1.0 to 0.5)**

(Formerly PEACT 42)

3.0 hours laboratory per week

Associate Degree Applicable

Provides the opportunity for swimmers to develop an interest in and knowledge of water polo. Presents the rules and fundamental skills of the game.

*Repeatable 3 times.*

*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).*

## **247 INDEPENDENT STUDIES: PHYSICAL EDUCATION ACTIVITY (2.0 to 0.5)**

(Formerly PEACT 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or skill development experience by an individual student in a selected topic of physical education under the direction of an instructor.

*Repeatable 3 times.*

*Transfer: CSU.*

## **250 WRESTLING (1.0 to 0.5)**

(Formerly PEACT 50)

3.0 hours laboratory per week

Associate Degree Applicable

Presents the basic skill techniques involved in freestyle, Greco-Roman and college-style wrestling. Emphasizes active participation in drill and scrimmage situations.

*Repeatable 3 times.*

*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).*

## **260 CYCLING FOR CARDIO FITNESS (1.0 to 0.5)**

(Formerly PEACT 60)

3.0 hours laboratory per week

Associate Degree Applicable

Presents the concepts of cardio-respiratory fitness, muscular endurance, muscular strength and flexibility in a cycling format. Students will use a combination of cardio-respiratory training and strength work using stationary bikes to enhance overall fitness and health levels.

*Repeatable 3 times.*

*Transfer: CSU.*

## **262 YOGA (1.0 to 0.5)**

(Formerly PEACT 62)

3.0 hours laboratory per week

Associate Degree Applicable

Introduces the ancient discipline of personal development which balances the

mind, body and spirit. Students will learn the history of yoga and a series of physical postures (asanas) as well as practical methods of proper breathing, relaxation, meditation, and concentration that promote health, alleviate stress, improve skeletal alignment and increase muscular strength and flexibility.

*Repeatable 3 times.*

*Transfer: CSU.*

## **264 STEP TRAINING (1.0)**

(Formerly PEACT 64)

3.0 hours laboratory per week

Associate Degree Applicable

Presents a total fitness program, including cardiovascular, muscular strength and flexibility fitness through a step training program.

*Repeatable 3 times.*

*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).*

## **265 ADULT FITNESS (1.0 to 0.5)**

(Formerly PEACT 65)

3.0 hours laboratory per week

Associate Degree Applicable

Presents the opportunity, methods, materials, and knowledge for the student to begin a lifetime adult physical fitness program.

*Repeatable 3 times.*

*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).*

## **266 ENDURANCE CONDITIONING (1.0 to 0.5)**

(Formerly PEACT 66)

3.0 hours laboratory per week

Associate Degree Applicable

Presents a programmed method of cardiovascular/respiratory fitness through walking, running, swimming and/or cycling.

*Repeatable 3 times.*

*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).*

## **268 STRETCHING ROUTINES FOR FITNESS AND SPORTS (1.0 to 0.5)**

(Formerly PEACT 68)

3.0 hours laboratory per week

Associate Degree Applicable

Presents a program of controlled stretch patterns to increase flexibility, relax tension, and help prevent injuries in sports activities.

*Repeatable 3 times.*

*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).*

## **269 CIRCUIT WEIGHT TRAINING (1.0 to 0.5)**

(Formerly PEACT 69)

3.0 hours laboratory per week

Associate Degree Applicable

Introduces an open laboratory physical fitness course designed to develop muscular endurance and strength. Presents an opportunity to develop a positive attitude and work habits leading to cardiovascular efficiency, optimum body composition and flexibility.

*Repeatable 3 times.*

*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).*

## **270 BEGINNING WEIGHT TRAINING (1.0 to 0.5)**

(Formerly PEACT 70)

3.0 hours laboratory per week

Associate Degree Applicable

Presents the fundamentals of weight training and the principles involved in developing a strength and endurance conditioning program. Students will learn proper training techniques utilizing a variety of exercise modalities to achieve strength, endurance and core stability.

*Repeatable 3 times.*

*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).*



**271 INTERMEDIATE WEIGHT TRAINING (1.0 to 0.5)**

3.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: PEAC 270 or by consent of instructor.*

Presents concepts and techniques of strength and endurance training for the intermediate level student. Training strategies and their underlying principles will be emphasized, with the focus on more advanced program development.

*Repeatable 3 times.**Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).***274 DISTANCE RUNNING FOR INDIVIDUAL SUCCESS (1.0 to 0.5)**

3.0 hours laboratory per week

Associate Degree Applicable

Presents the key ingredients of successful distance running and their application to life long fitness. The class will prepare students for competitive distance running; 10k - 1/2 marathon distances.

*Repeatable 3 times.**Transfer: CSU.***281 BADMINTON (1.0 to 0.5)**

(Formerly PEACT 81)

3.0 hours laboratory per week

Associate Degree Applicable

Emphasizes skill techniques, strategy of singles and doubles, rule interpretation, and court etiquette of badminton.

*Repeatable 3 times.**Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).***283 GOLF (1.0 to 0.5)**

(Formerly PEACT 83)

3.0 hours laboratory per week

Associate Degree Applicable

Presents an opportunity to develop one's knowledge and skills in the sport of golf. Instruction emphasizes rules, strategy, etiquette and technique.

*Repeatable 3 times.**Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).***285 TENNIS (1.0 to 0.5)**

(Formerly PEACT 85)

3.0 hours laboratory per week

Associate Degree Applicable

*Advisory: Meet the objectives of the preceding skill level before enrolling in the advanced levels.*

Beginning Tennis: Introduces the basic skills and strokes used in controlling play, rules, and etiquette of the game. Intermediate Tennis: Reviews basic ground strokes, improves serving technique, introduces advanced skills and starts on basic strategy patterns. Advanced Tennis: Presents individual instruction to develop player's own personal stroke pattern and refine skills in a competitive atmosphere.

*Repeatable 3 times.**Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).***288 BODY BOOTCAMP (1.0 to 0.5)**

3.0 hours laboratory per week

Associate Degree Applicable

Presents the fundamentals and techniques of total body fitness including cardiovascular fitness, strength, agility, and flexibility training. Students will learn proper techniques and exercise progression in a predominantly outdoor environment.

*Repeatable 3 times.**Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).***291 BASEBALL (1.0 to 0.5)**

(Formerly PEACT 91)

3.0 hours laboratory per week

Associate Degree Applicable

Presents the skills, drills, theory and practice of advanced baseball. Presents individual and team instruction to develop player's own personal skills in a competitive atmosphere.

*Repeatable 3 times.**Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).***292 BASKETBALL (1.0 to 0.5)**

(Formerly PEACT 92)

3.0 hours laboratory per week

Associate Degree Applicable

Emphasizes basic skills, techniques, theories, strategems, and rule interpretations used in basketball.

*Repeatable 3 times.**Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).***295 SOCCER (1.0 to 0.5)**

(Formerly PEACT 95)

3.0 hours laboratory per week

Associate Degree Applicable

Introduces techniques, tactics, skills, rules and attitudes inherent to the sport of soccer.

*Repeatable 3 times.**Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).***296 SOFTBALL (1.0 to 0.5)**

(Formerly PEACT 96)

3.0 hours laboratory per week

Associate Degree Applicable

Presents theory, practice, and strategy of fastpitch softball.

*Repeatable 3 times.**Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).***297 VOLLEYBALL (1.0 to 0.5)**

(Formerly PEACT 97)

3.0 hours laboratory per week

Associate Degree Applicable

Presents the theory, practice, history, and fundamentals of volleyball. Includes offensive and defensive aspects of the game.

*Repeatable 3 times.**Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).***PE ATHLETICS [PEAT]****193 PHYSICAL EDUCATION ATHLETICS SPECIAL TOPIC (4.0 to 0.5)**

(Formerly PEATH 93)

Associate Degree Applicable

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

**225 INTERCOLLEGIATE BASEBALL: MEN (3.0 to 1.5)**

(Formerly PEATH 25)

10.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: Students must possess advanced intercollegiate athletics skills and knowledge to participate, which will be determined by the instructor.*

Develops advanced knowledge and skills in the sport of baseball. Appropriate for students desiring the physical, mental, and emotional challenges inherent in intercollegiate baseball competition.

*Repeatable 2 times.**Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).*

**226 INTERCOLLEGIATE BASKETBALL: MEN (3.0 to 1.5)**

(Formerly PEATH 26)

10.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: Students must possess advanced intercollegiate athletics skills and knowledge to participate, which will be determined by the instructor.*

Considers broad aspects of intercollegiate basketball competition with emphasis on offensive and defensive floor strategies. Attention is given to physical conditioning necessary for engaging in competitive sports and the responsibilities required of a player who participates in a team activity.

*Repeatable 3 times.**Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).***227 INTERCOLLEGIATE BASKETBALL: WOMEN (3.0 to 1.5)**

(Formerly PEATH 27)

10.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: Students must possess advanced intercollegiate athletics skills and knowledge to participate, which will be determined by the instructor.*

Considers broad aspects of intercollegiate basketball. Emphasizes offensive and defensive floor strategies, the physical conditioning necessary for engaging in competitive sports, and the responsibilities required of a player who participates in a team activity.

*Repeatable 3 times.**Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).***228 INTERCOLLEGIATE CROSS COUNTRY (3.0 to 1.5)**

(Formerly PEATH 28)

10.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: Students must possess advanced intercollegiate athletics skills and knowledge to participate, which will be determined by the instructor.*

Presents the theory and practice of cross country running and includes participation in intercollegiate competition.

*Repeatable 2 times.**Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).***231 INTERCOLLEGIATE SOFTBALL: WOMEN (3.0 to 1.5)**

(Formerly PEATH 31)

10.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: Students must possess advanced intercollegiate athletics skills and knowledge to participate, which will be determined by the instructor.*

Develops advanced knowledge and skill in the sport of women's softball. Provides the physical, mental, and emotional challenges inherent in intercollegiate competition.

*Repeatable 2 times.**Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).***232 SWIMMING AND DIVING (3.0 to 1.5)**

(Formerly PEATH 32)

10.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: Students must possess advanced intercollegiate athletics skills and knowledge to participate, which will be determined by the instructor.*

Presents an opportunity for physically advanced students to further develop knowledge and skill in the sport of swimming and diving. Appropriate for students desiring the physical, mental and emotional challenges that are inherent in competition.

*Repeatable 2 times.**Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).***233 INTERCOLLEGIATE TENNIS (3.0 to 1.5)**

(Formerly PEATH 33)

10.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: Students must possess advanced intercollegiate athletics skills and knowledge to participate, which will be determined by the instructor.*

Presents an opportunity for advanced tennis students to further develop a knowledge and skill in the sport. Appropriate for students desiring the physical, mental, and emotional challenge of intercollegiate competition.

*Repeatable 2 times.**Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).***234 INTERCOLLEGIATE TRACK AND FIELD (3.0 to 1.5)**

(Formerly PEATH 34)

10.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: Students must possess advanced intercollegiate athletics skills and knowledge to participate, which will be determined by the instructor.*

Presents the theory and practice of track and field athletics. Includes the rules and fundamentals of the track and field events and participation in intercollegiate track meets.

*Repeatable 2 times.**Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).***235 INTERCOLLEGIATE VOLLEYBALL: WOMEN (3.0 to 1.5)**

(Formerly PEATH 35)

10.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: Students must possess advanced intercollegiate athletics skills and knowledge to participate, which will be determined by the instructor.*

Presents an opportunity for physically advanced students to further develop a knowledge and skill in the sport of volleyball. This offering is appropriate for students desiring the physical, mental and emotional challenges that are inherent in competition against students representing other colleges.

*Repeatable 2 times.**Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).***236 INTERCOLLEGIATE WATER POLO (3.0 to 1.5)**

(Formerly PEATH 36)

10.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: Students must possess advanced intercollegiate athletics skills and knowledge to participate, which will be determined by the instructor.*

Presents an opportunity for physically advanced students to further develop a knowledge and skill in the sport of water polo. This offering is appropriate for students desiring the physical, mental and emotional challenges that are inherent in competition against students representing other colleges.

*Repeatable 2 times.**Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).***237 INTERCOLLEGIATE WRESTLING (3.0 to 1.5)**

(Formerly PEATH 37)

10.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: Students must possess advanced intercollegiate athletics skills and knowledge to participate, which will be determined by the instructor.*

Develops knowledge and skill in the sport of wrestling. Emphasizes skill instruction and conditioning techniques that prepare students for intercollegiate competition.

*Repeatable 2 times.**Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).*

**238 INTERCOLLEGIATE WOMEN'S SOCCER (3.0 to 1.5)**

(Formerly PEATH 38)

10.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: Students must possess advanced intercollegiate athletics skills and knowledge to participate, which will be determined by the instructor.*

Develops advanced knowledge and skills in the sport of soccer. Appropriate for students desiring the physical, mental and emotional challenges inherent in intercollegiate soccer competition.

*Repeatable 2 times.**Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).***239 WOMEN'S INTERCOLLEGIATE WATER POLO (3.0 to 1.5)**

(Formerly PEATH 39)

10.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: Students must possess advanced intercollegiate athletics skills and knowledge to participate, which will be determined by the instructor.*

Presents an opportunity for physically advanced students to further develop a knowledge and skill in the sport of water polo. This offering is appropriate for students desiring the physical, mental and emotional challenges that are inherent in competition against students representing other colleges.

*Repeatable 2 times.**Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, PEAC and PEAT courses).***247 INDEPENDENT STUDIES: PHYSICAL EDUCATION ATHLETICS (2.0 to 0.5)**

(Formerly PEATH 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or skill development experience by an individual student in a selected topic of physical education athletics under the direction of an instructor.

*Repeatable 3 times.**Transfer: CSU.***PE THEORY [PETH]****201 INTRODUCTION TO KINESIOLOGY (3.0)**

(Formerly PETH 205)

3.0 hours lecture per week

Associate Degree Applicable

Presents the discipline of kinesiology including the history, current programs and future trends in the profession and the career options associated with it.

*Transfer: CSU.***210 STUDENT/ATHLETE SUCCESS (3.0)**

(Formerly PETHRY 10)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Designed to increase the student's success in college by assisting the student in obtaining the knowledge of concepts necessary to reach educational objectives. Information and opportunities are provided for students to learn and adopt methods to be successful in college and life.

*Transfer: CSU; UC (UC credit limit of 8 semester credits total in PETH courses. Maximum credit of one course between ACSK 225 and PETH 210).***213 INTRODUCTION TO PREVENTION AND CARE OF ATHLETIC INJURIES (3.0)**

(Formerly PETHRY 13)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*Provides the student with basic exposure to the care and prevention of activity injuries. Includes general principles in sports medicine and athletic training.  
*Transfer: CSU; UC (UC credit limit of 8 semester credits total in PETH courses).***214 FOUNDATIONS FOR FITNESS (3.0)**

(Formerly PETHRY 14)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Presents the physiological principles and other factors that provide the foundations for the development and maintenance of optimal physical fitness.

*Transfer: CSU; UC (UC credit limit of 8 semester credits total in PETH courses).***215 THEORY OF BASEBALL (2.0)**

(Formerly PETHRY 15)

2.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Presents all the fundamental phases of defensive and offensive baseball. Lectures, chalkboard discussion, demonstrations, and video studies are included in the course.

*Transfer: CSU; UC (UC credit limit of 8 semester credits total in PETH courses).***216 THEORY OF TRACK AND FIELD AND CROSS COUNTRY (2.0)**

(Formerly PETHRY 16)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Introduces the basic fundamentals, techniques, rules, regulations and organization of track and field and cross country.

*Transfer: CSU; UC (UC credit limit of 8 semester credits total in PETH courses).***218 FUNDAMENTALS OF PERSONAL TRAINING AND EXERCISE LEADERSHIP (3.0)**

(Formerly PETHRY 18)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Presents fundamentals of personal training and leading exercise with healthy populations. Students will demonstrate skills in formulating and evaluating risk and fitness assessments, exercise prescriptions and conducting both group and individual training sessions.

*Transfer: CSU; UC (UC credit limit of 8 semester credits total in PETH courses).***220 WELLNESS: PERSONALIZED FITNESS AND NUTRITION FOR LIFE (2.0)**

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

Presents and applies the scientific principles of fitness and nutrition for a well lifestyle. Upon completion of the course, the student will be able to continue applying and implementing the fitness principles, wellness parameters, and nutritional guidelines into their personal lifestyles.

*Repeatable 3 times.**Transfer: CSU; UC (UC credit limit of 8 semester credits total in PETH courses).***221 WATER SAFETY INSTRUCTOR (2.0)**

(Formerly PETHRY 21)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156 and successful completion of advanced swimming instructions and a health-screening examination.*

Provides instruction and practice in American Red Cross life-saving techniques. Reviews Red Cross swimming and life-saving courses. Red Cross certification as a Water Safety Instructor may be earned.

*Transfer: CSU; UC (UC credit limit of 8 semester credits total in PETH courses).***222 LIFEGUARD TRAINING (2.0)**

(Formerly PETHRY 22)

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

**Associate Degree Applicable**

*Prerequisite: Successful completion of advanced swimming instruction and a health-screening examination are recommended*

Prepares individuals to effectively assume the duties and responsibilities of lifeguards at swimming pools and protected (no-surf) open water beaches.

*Transfer: CSU; UC (UC credit limit of 8 semester credits total in PETH courses).*

**224 PERSONAL TRAINING CERTIFICATION (3.0)**

5.0 hours per week: (3.0 hours lecture, 2.0 hours laboratory)

Associate Degree Applicable

*Advisory: BIO 212.*

Presents the principles of fitness training and its application to personal training for the health and fitness professional. Upon completion of this course, the student will be prepared to take the NASM personal trainer certification test.

*Repeatable 1 time.*

*Transfer: CSU.*

**PHILOSOPHY [PHIL]****205 INTRODUCTION TO THE BIBLE (3.0)**

(Formerly PHIL 5)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Introduces the literature of the Hebrew scriptures and the Christian New Testament through their history, literary conventions, authors, and sources.

*Transfer: CSU; UC.*

**206 INTRODUCTION TO PHILOSOPHY (3.0)**

(Formerly PHIL 6)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Presents the scope, methods, and concepts of major philosophers. Analyzes their philosophies through the reading of selections from original texts.

*Transfer: CSU; UC.*

**208 INTRODUCTION TO LOGIC (3.0)**

(Formerly PHIL 8)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Presents a study of language and its functions, definitions, informal fallacies, inductive reasoning, and the fundamental concepts and techniques of traditional and modern logic.

*Transfer: CSU; UC.*

**209 WORLD RELIGIONS (3.0)**

(Formerly PHIL 9)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 201A.*

Presents the history, concepts, and cultures of the world's major religions. Emphasizes Judaism, Christianity, Islam, Hinduism, and Buddhism. Surveys Jainism, Confucianism, Taoism, Zoroastrianism, Shintoism, and Sikhism.

*Transfer: CSU; UC.*

**212 PHILOSOPHICAL CLASSICS IN THEORY OF REALITY AND OF KNOWLEDGE (3.0)**

(Formerly PHIL 12)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 201A.*

Presents an in-depth study of problems in the theory of reality and the theory of knowledge by means of a critical analysis of a selection of classics in philosophy.

*Transfer: CSU; UC.*

**213 PHILOSOPHICAL CLASSICS IN ETHICS AND SOCIAL PHILOSOPHY (3.0)**

(Formerly PHIL 13)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 201A.*

Studies problems in ethics and social philosophy by critically analyzing a selection of classic texts.

*Transfer: CSU; UC.*

**247 INDEPENDENT STUDIES: PHILOSOPHY (2.0 to 0.5)**

(Formerly PHIL 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken*

Provides an opportunity for in-depth study or a practicum experience by an individual student in a selected topic of philosophy under the direction of an instructor.

*Repeatable 3 times.*

*Transfer: CSU.*

**PHYSICAL SCIENCE [PSCI]****201A PHYSICAL SCIENCE: PHYSICS AND CHEMISTRY (3.0)**

(Formerly PHYSICI 1A)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: MATH 123, MATH 123SI or equivalent*

*Advisory: ENGL 156 or ENGL 165.*

Presents a survey of the physical sciences, physics and chemistry. Not open to students who have credit for any college chemistry or physics course.

*Transfer: CSU; UC (For UC, no credit if taken after a college level course in Chemistry or Physics).*

**201AL PHYSICAL SCIENCE LAB (1.0)**

(Formerly PHYSICI 1AL)

3.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: Completion of or concurrent enrollment in PSCI 201A or equivalent*

Applies laboratory principles developed in Physical Science: Physics and Chemistry.

*Transfer: CSU; UC (For UC, no credit if taken after a college level course in Chemistry or Physics).*

**201B PHYSICAL SCIENCE: ASTRONOMY AND GEOLOGY (3.0)**

(Formerly PHYSICI 1B)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: MATH 123, MATH 123SI or equivalent*

*Advisory: ENGL 156 or ENGL 165.*

Presents a survey of the physical sciences, astronomy and geology. Not open to students who have credit for any college geology or astronomy course.

*Transfer: CSU; UC (For UC, no credit if taken after a college level course in Chemistry or Physics).*

**PHYSICS [PHYS]****130 TECHNICAL PHYSICS (3.0)**

(Formerly PHYS 30)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: MATH 124A or equivalent*

*Corequisite: MATH 124B or equivalent*

Presents the basic physics principles of statics and dynamics of particles and rigid bodies, fluids, heat, gases, and waves.



**193 PHYSICS SPECIAL TOPIC** (4.0 to 0.5)  
(Formerly PHYS 93)  
Associate Degree Applicable  
Examines a special topic in the field of study related to the discipline offering this course.

**193A PHYSICS RESEARCH SEMINAR** (1.5)  
(Formerly PHYS 93A)  
3.0 hours per week: (1.0 hours lecture, 2.0 hours laboratory)  
Associate Degree Applicable  
Instructs and guides students with an interest in physics, astrophysics, or geophysics in planning and conducting their own modest research topic and presenting their results as a scientific paper and talk. Hands-on class develops skills directly applicable to research papers, and senior projects.

**205A GENERAL PHYSICS** (4.0)  
(Formerly PHYS 5A)  
6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)  
Associate Degree Applicable  
*Prerequisite:* MATH 229 or MATH 1231 or equivalent  
Presents the principles of statics and dynamics of particles and rigid bodies, harmonic motion, fluid mechanics, heat, thermodynamics, wave motion and sound using trigonometry.  
*Transfer:* CSU; UC (For UC, credit for one series only between PHYS 205A-205B and PHYS 208A-208B-208C).

**205B GENERAL PHYSICS** (4.0)  
(Formerly PHYS 5B)  
6.0 hours per week: (3.0 hours lecture, 3.0 hours laboratory)  
Associate Degree Applicable  
*Prerequisite:* PHYS 205A or equivalent  
Presents the principles of geometric optics, physical optics, static and dynamic electricity and magnetism, introductory D.C. and A.C. circuit theory, relativity, particles and waves, atomic structure, radioactivity and nuclear reactions using trigonometry.  
*Transfer:* CSU; UC (For UC, credit for one series only between PHYS 205A-205B and PHYS 208A-208B-208C).

**208A PRINCIPLES OF PHYSICS** (5.0)  
(Formerly PHYS 8A)  
7.0 hours per week: (4.0 hours lecture, 3.0 hours laboratory)  
Associate Degree Applicable  
*Prerequisite:* MATH 265A or equivalent  
Presents the principles of statics and dynamics of particles and rigid bodies, fluids, harmonic motion, heat and thermodynamics using calculus.  
*Transfer:* CSU; UC (For UC, credit for one series only between PHYS 205A-205B and PHYS 208A-208B-208C).

**208B PRINCIPLES OF PHYSICS** (5.0)  
(Formerly PHYS 8B)  
7.0 hours per week: (4.0 hours lecture, 3.0 hours laboratory)  
Associate Degree Applicable  
*Prerequisite:* PHYS 208A and MATH 265B  
Presents the principles of wave motion, sound, geometric and physical optics, static and dynamic electricity and magnetism, D.C. and A.C. circuit theory and electromagnetic waves using calculus.  
*Transfer:* CSU; UC (For UC, credit for one series only between PHYS 205A-205B and PHYS 208A-208B-208C).

**208C MODERN PHYSICS** (3.0)  
(Formerly PHYS 8C)  
3.0 hours lecture per week  
Associate Degree Applicable  
*Prerequisite:* PHYS 208B  
Presents the principles of relativity, waves and particles, Bohr theory, quantum mechanics and Schrodinger's equation, elementary atomic structure, nuclear structure and radioactivity using calculus and vector algebra.  
*Transfer:* CSU; UC (For UC, credit for one series only between PHYS 205A-205B and PHYS 208A-208B-208C).

**210 INTRODUCTION TO PHYSICS** (3.0)  
(Formerly PHYS 10)  
3.0 hours lecture per week  
Associate Degree Applicable  
*Prerequisite:* MATH 123 or MATH 123SI  
*Advisory:* ENGL 156 or ENGL 165.  
Presents a survey of physical laws and principles involved in classical and modern physics. Not open to students who have credit for PSCI 201A.  
*Transfer:* CSU; UC (For UC, no credit if taken after PHYS 205A, 208A or PSCI 201A).

**218 APPLIED PROBLEMS FOR CALCULUS-BASED PHYSICS** (1.0)  
1.0 hours lecture per week  
Associate Degree Applicable  
*Corequisite:* PHYS 208A or PHYS 208B.  
Develops problem-solving skills that directly assist student mastery of concepts presented in PHYS 208 classes.  
*Repeatable* 3 times.  
*Transfer:* CSU.

**247 INDEPENDENT STUDIES – PHYSICS** (4.0 to 0.5)  
(Formerly PHYS 47)  
6.0 hours laboratory per week  
Associate Degree Applicable  
Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of Physics under the direction of an instructor.  
*Repeatable* 3 times.  
*Transfer:* CSU.

## POLITICAL SCIENCE [POLS]

**137 GOVERNMENT/POLITICS INTERNSHIP** (3.0 to 1.0)  
(Formerly POLSCI 37)  
9.0 hours laboratory per week  
Associate Degree Applicable  
*Prerequisite:* POLS 202 and approval of instructor  
Provides practical experience in the office of an elected representative, a government agency, or a non-governmental organization. Instructor will coordinate placement.

**201 INTRODUCTION TO POLITICAL SCIENCE** (3.0)  
(Formerly POLSCI 1)  
3.0 hours lecture per week  
Associate Degree Applicable  
*Advisory:* Eligibility for ENGL 156.  
Surveys the scope, methods and theories of political science with special emphasis on contemporary political issues and problems.  
*Transfer:* CSU; UC.

**202 GOVERNMENT AND POLITICS OF THE UNITED STATES** (3.0)  
(Formerly POLSCI 2)  
3.0 hours lecture per week  
Associate Degree Applicable  
*Advisory:* Eligibility for ENGL 156.  
Presents an introduction to the institutions, operation, and policy outputs of the American political system at the national, state, and local levels. The structures and functions of American government will be explored in the context of their historical development and their relation to political power and interest today.  
*Transfer:* CSU; UC.

**204 WORLD POLITICS** (3.0)  
(Formerly POLSCI 4)  
3.0 hours lecture per week  
Associate Degree Applicable  
*Advisory:* Eligibility for ENGL 156.  
Examines the nature of relations among states. Analyzes the basic forces affecting the formulation 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.

*Transfer: CSU; UC.*

## 205 LAW AND POLITICS (3.0)

(Formerly POLSCI 5)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 201A.*

Introduces the political and constitutional context of major legal controversies, including but not limited to civil rights, civil liberties, presidential versus congressional power, and national versus state and local power.

*Transfer: CSU; UC.*

## 206 COMPARATIVE GOVERNMENT (3.0)

(Formerly POLSCI 6)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Studies and compares constitutional principles, institutions, governments, and political problems of selected foreign countries and regions. Emphasizes current political philosophies, developments, institutions, and practices on a regional basis.

*Transfer: CSU; UC.*

## 209 INTRODUCTION TO POLITICAL THEORY (3.0)

(Formerly POLSCI 9)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: POLS 201 and Eligibility for ENGL 201A.*

Surveys the diversity of ideas and concepts in political thought from the ancients to the present, from Plato to contemporary feminism.

*Transfer: CSU; UC.*

## 247 INDEPENDENT STUDIES: POLITICAL SCIENCE (2.0 to 0.5)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or practicum experience by an individual student in a selected topic of government under the direction of an instructor.

*Transfer: CSU; UC.*

## PSYCHIATRIC TECHNICIAN [PSYT]

### 110 INTRODUCTION TO PSYCHIATRIC TECHNICIAN (6.5)

(Formerly PSYTEC 10)

40.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: Admission to the Psychiatric Technician Program*

Introductory psychiatric technician training program. Concepts necessary to practice safely and legally in a forensic mental institution are presented. The effect of culture and its affect on the client and care are presented.

### 193 PSYCHIATRIC TECHNICIAN SPECIAL TOPIC (4.0 to 0.5)

(Formerly PSYTEC 93)

Associate Degree Applicable

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

### 207 NURSING SCIENCE (19.0)

(Formerly PSYTEC 7)

31.0 hours per week: (13.5 hours lecture, 17.5 hours laboratory)

Associate Degree Applicable

*Prerequisite: PSYT 110*

Presents principles of Mental Health and Physical Health. Principles of Theory and Clinical Skills are applied in the care of patients in Long Term Care and Respite Day Care facilities. Students demonstrate competent skill performance

in a simulated clinical setting. Principles of Nursing Process, Standard Nursing Care for a variety of common diseases and care of the elderly are also a focus.

*Transfer: CSU.*

### 208 CARE OF THE DEVELOPMENTALLY DISABLED (17.5)

(Formerly PSYTEC 8)

30.1 hours per week: (11.5 hours lecture, 18.6 hours laboratory)

Associate Degree Applicable

*Prerequisite: PSYT 207*

Introduces concepts of care for the developmentally disabled. Presents causes, prevention, and treatment of developmentally disabled disorders. Provides practice and the rise of rehabilitative methods, problem solving, and communication in providing client care.

*Transfer: CSU.*

### 209 PSYCHIATRIC NURSING (18.5)

(Formerly PSYTEC 9)

31.0 hours per week: (12.5 hours lecture, 18.5 hours laboratory)

Associate Degree Applicable

*Prerequisite: PSYT 207*

Introduces psychological and mental health concepts. Presents causes, prevention, and treatment of mental, emotional and behavior disorders. Provides practice in interpersonal skills, self understanding, problem solving, communication, and the use of rehabilitative methods in providing client care.

*Transfer: CSU.*

## PSYCHOLOGY [PSYC]

### 201 INTRODUCTORY PSYCHOLOGY (3.0)

(Formerly PSYCH 1A)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Introduces the field of psychology through a study of the facts and principles involved in learning, development, motivation, personality adjustment and the physiological and social bases of behavior. Presents basic concepts, vocabulary and methods of psychology. Emphasis is placed on those concepts which relate to an understanding of human behavior

*Transfer: CSU; UC.*

### 202 INTRODUCTION TO BIOLOGICAL PSYCHOLOGY (3.0)

(Formerly PSYCH 2)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: PSYC 201.*

Presents an analysis of the biological bases of behavior in terms of evolutionary, genetic, anatomical and physiological determinants. Examines heredity, development, sensory processes and the function of the nervous and endocrine systems.

*Transfer: CSU; UC.*

### 206 INTRODUCTION TO SOCIAL PSYCHOLOGY (3.0)

(Formerly PSYCH 6)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: PSYC 201.*

Introduces the basic concepts, principles, issues and methods useful in understanding social behavior. Emphasizes social thinking and influence, attitudes, biases, group structure and conflict.

*Transfer: CSU; UC.*

### 233 PERSONALITY AND ADJUSTMENT (3.0)

(Formerly PSYCH 33)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: PSYC 201.*

Presents theories in the study of personality. Includes a comparison of healthy and unhealthy developmental patterns. Emphasizes self-management techniques as a means of understanding and changing behavior.

*Transfer: CSU; UC.*

**247 INDEPENDENT STUDIES: PSYCHOLOGY (2.0 to 0.5)**

(Formerly PSYCH 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of psychology under the direction of an instructor.

*Repeatable 3 times.**Transfer: CSU.***REAL ESTATE [RE]****147 INDEPENDENT STUDIES: REAL ESTATE (2.0 to 0.5)**

(Formerly RE 47)

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of Real Estate under the direction of an instructor.

*Repeatable 3 times.***160 REAL ESTATE PRINCIPLES (3.0)**

(Formerly RE 60)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Presents basic real estate terminology and provides a general overview of the industry. Covers real estate law, finance, appraisal, construction, escrow, and career opportunities. Meets the Department of Real Estate's pre-licensing requirements.

**162 REAL ESTATE PRACTICES (3.0)**

(Formerly RE 62)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: RE 160*

Studies the activities of the broker and salesperson in the real estate business. Includes the real estate office, listings, various disclosure forms, evaluation of listings, prospecting, advertising, exchanges, property management and leasing, land utilization and development, public relations, supervision of sales force, and ethics of the real estate business.

**163 LEGAL ASPECTS OF REAL ESTATE (3.0)**

(Formerly RE 63)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Introduces the legal aspects and current laws pertaining to real estate.

**164 REAL ESTATE FINANCE (3.0)**

(Formerly RE 64)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Introduces principles and practices of real estate finance. Emphasizes financing and techniques employed in originating and servicing home loans.

**165 REAL ESTATE APPRAISAL (3.0)**

(Formerly RE 65)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: RE 160 and eligibility for ENGL 156 is recommended*

Provides an introduction to the appraisal process and the different approaches, methods, and techniques used to determine the value of property. Emphasis is on single-unit residential properties. Fulfills a portion of the California educational requirements for the broker's examination.

**168 REAL ESTATE ECONOMICS (3.0)**

(Formerly RE 68)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: Real Estate 160**Advisory: Eligibility for ENGL 156 or equiv.*

Presents a basic overview of the factors that influence changes in real estate uses and values. Utilizes economic principles, both macro and micro, to analyze the impact that national, regional, community, and neighborhood trends have on real estate uses and values. Meets a portion of the CA Dept. of RE education pre-licensing requirements.

**169 REAL ESTATE PROPERTY MANAGEMENT (3.0)**

(Formerly RE 69)

3.0 hours lecture per week

Associate Degree Applicable

*Prerequisite: RE 160**Advisory: Eligibility for ENGL 156 or equiv.*

Presents a comprehensive introduction into the principles and practices of Real Property Management from the property manager's perspective. Course covers residential, special housing, retail, office, and industrial property management. Emphasis on practical application of property management principles.

**193 REAL ESTATE SPECIAL TOPIC (4.0 to 0.5)**

(Formerly RE 93)

Associate Degree Applicable

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

**RECREATION ADMINISTRATION [REC]****203 INTRAMURAL AND RECREATIONAL SPORT PROGRAMMING (3.0)**

(Formerly PETH 203)

4.0 hours per week: (2.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

*Prerequisite: Eligibility for ENGL 156*

Presents philosophy, foundations, policy and techniques underlying intramurals and recreational sport programming in schools, public, private and commercial recreation settings. Analyzes program design for club, informal, league and tournament formats. Discusses appropriate means for promotion, safety and risk management and participant recognition. Detailed sport program plan created.

*Transfer: CSU.***204 RECREATION PROGRAM PLANNING (3.0)**

(Formerly PETH 204)

4.0 hours per week: (2.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Presents a theoretical and practical approach to program planning, organization, implementation, and evaluation of recreation services in public, non-profit, private, and commercial settings. Emphasis on interrelationship of needs and interests of participants with goals and objectives, physical settings and activity content. Includes planning and conducting events under direct supervision of instructor and local agency supervisor.

*Transfer: CSU.***206 INTRODUCTION TO THERAPEUTIC RECREATION (3.0)**

(Formerly PETH 206)

4.0 hours per week: (2.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

Introduction to special populations and therapeutic recreation. Concepts of therapeutic recreation will include history, social issues, professional issues, and basic program design adapted to benefit individuals with special needs.

*Transfer: CSU.*

**207 INTRODUCTION TO RECREATION AND LEISURE SERVICES (3.0)**

(Formerly PETH 207)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Introduces the history, philosophy, principles, organization and direction of recreation and leisure services in the public, voluntary, private and commercial sectors. Emphasizes functions, areas, facilities, clientele and career opportunities available within the profession.

*Transfer: CSU.***208 RECREATION LEADERSHIP (3.0)**

(Formerly PETH 208)

4.0 hours per week: (2.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Presents the history, the philosophy, and the theory of recreation leadership and the associated techniques used by modern recreation and leisure professionals.

Emphasizes leadership styles, characteristics and skills.

*Transfer: CSU.***SOCIOLOGY [SOC]****201A INTRODUCTION TO SOCIOLOGY (3.0)**

(Formerly SOC 1A)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: Eligibility for ENGL 156.*

Introduces the basic principles of sociology including the study of the structure of human society, and the structure and process of group life.

*Transfer: CSU; UC.***201B SOCIAL INSTITUTIONS (3.0)**

(Formerly SOC 1B)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: SOC 201A and eligibility for ENGL 156.*

Studies the major social institutions (family, economy, religion, education, and politics) including their structures and functions. Considers major works and draws comparisons between our institutions and those of other societies.

*Transfer: CSU; UC.***202 SOCIAL PROBLEMS (3.0)**

(Formerly SOC 2)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: SOC 201A and eligibility for ENGL 156.*

Examines current social problems and the sociological concepts, theories, and methods used in their analysis. Emphasis is on the role of power and ideology in the definition of social problems, the causes and consequences of social problems, and the methods of intervention. Topics include crime, poverty, gender inequality, race/ethnic inequality, and family problems.

*Transfer: CSU; UC.***204 INTRODUCTION TO CRIMINOLOGY (3.0)**

(Formerly SOC 4)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: SOC 201A and eligibility for ENGL 156.*

Introduces the basic principles of criminology including the various theories of criminal behavior and the processing of delinquency and crime including arrest, trial, detention, and release from prison.

*Transfer: CSU.***206 RACE AND ETHNIC RELATIONS (3.0)**

(Formerly SOC 206)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: English 156.*

Introduces students to the sociological analysis of race, ethnicity, and racism, focusing on the US American context. Examines the experiences of racial and ethnic groups. Discusses the patterns of interaction between racial and ethnic groups. Analyzes social and cultural factors that sustain racial and ethnic inequality. Evaluates efforts to achieve racial and ethnic equality.

*Transfer: CSU; UC.***208 INTRODUCTION TO WOMEN'S STUDIES (3.0)**

(Formerly SOC 8)

3.0 hours lecture per week

Associate Degree Applicable

*Advisory: ENGL 156.*

Studies the interaction of gender and society. Introduces theories of gender differentiation, stratification, and gender roles. Discusses research methodology and examines current research on gender, both within and outside the United States. Investigates how social and cultural factors (e.g., race, class) have shaped the lives of men and women as well as how they have affected their social and cultural environments. Examines the role and status of U.S. women and men within the larger social structure. Women and men in varying cultural settings will be examined, with an emphasis on how social systems shape the roles of women and affect larger U.S. institutions.

*Transfer: CSU; UC.***247 INDEPENDENT STUDIES: SOCIOLOGY (2.0 to 0.5)**

(Formerly SOC 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of sociology under the direction of an instructor.

*Repeatable 3 times.**Transfer: CSU.***SPANISH [SPAN]****193 SPANISH SPECIAL TOPIC (4.0 to 0.5)**

(Formerly SPAN 93)

Associate Degree Applicable

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

**201 ELEMENTARY SPANISH (4.0)**

(Formerly SPAN 1)

5.0 hours per week: (4.0 hours lecture, 1.0 hours laboratory)

Associate Degree Applicable

Presents a topic-based, introductory course in contemporary Spanish with emphasis on listening comprehension, language acquisition, oral interaction, culture-centered reading, and writing basic Spanish. Social and cultural aspects of the Spanish-speaking world are presented along with some of the most essential forms, structures, and vocabulary in the language. Language laboratory practice is required.

*Transfer: CSU; UC.***202 SPANISH (4.0)**

(Formerly SPAN 2)

5.0 hours per week: (4.0 hours lecture, 1.0 hours laboratory)

Associate Degree Applicable

*Prerequisite: SPAN 201 or equivalent*

Presents a continuation of SPAN 201 with a topic-centered, intensive practice in listening comprehension, language acquisition, oral interaction, and writing development. Selected readings from the Hispanic world include cultural vignettes, prose, and poetry. Language laboratory practice is required.

*Transfer: CSU; UC.***203 SPANISH (4.0)**

(Formerly SPAN 3)

5.0 hours per week: (4.0 hours lecture, 1.0 hours laboratory)



## Associate Degree Applicable

*Prerequisite: SPAN 202 or equivalent*

Presents a continuation of SPAN 202 incorporating an intensive review with topic-centered intensive practice in listening comprehension, language acquisition, oral interaction, and paragraph writing. Selected readings from the Hispanic world include social, cultural, and history vignettes, prose, and poetry. Language laboratory practice is required.

*Transfer: CSU; UC.***204 SPANISH****(4.0)**

(Formerly SPAN 4)

5.0 hours per week: (4.0 hours lecture, 1.0 hours laboratory)

## Associate Degree Applicable

*Prerequisite: SPAN 203 or equivalent*

Presents a continuation of SPAN 203 and gives extensive practice in composition, conversation and comprehension. Drawing from authentic sources, the course provides a comprehensive grammar review, extensive oral practice and an introduction to literary concepts. Competency reflects the students' emerging ability to perform both orally and in written form with complicated situations. Language lab practice is required. Lab material is computer-based and includes an interactive CD ROM, digitalized video and extensive on-line resources either created or organized by the instructor.

*Transfer: CSU; UC.***210 CONVERSATIONAL SPANISH WITH A FOCUS ON DAILY ACTIVITIES****(1.0)**

(Formerly SPAN 10)

2.0 hours lecture per week

## Associate Degree Applicable

*Prerequisite: SPAN 201 or equivalent*

Presents an opportunity to practice and build upon previously acquired Spanish speaking and listening skills. Through topic-based conversations, guided discussions and skills building activities (both controlled and spontaneous), students will continue to develop their oral/aural abilities in Spanish. Course emphasis will include increasing speaking proficiency and adding to awareness of aspects of the diverse Hispanic culture. This course is offered in 9 week modules. The vocabulary component varies in accordance with the topic of the module. The grammar component is common to all modules. This course is taught in Spanish.

*Repeatable 3 times.**Transfer: CSU.***247 INDEPENDENT STUDIES: SPANISH****(2.0 to 0.5)**

(Formerly SPAN 47)

6.0 hours laboratory per week

## Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of Spanish under the direction of an instructor.

*Transfer: CSU.***VOCATIONAL ESL [VESL]****701 WORK-RELATED CONVERSATIONAL SKILLS, LEVEL 1****(0.0)**

3.0 hours lecture per week

*Advisory: ESL placement evaluation or equivalent.*

Focuses on work-related conversation, reading, and writing for the non-native speaker at the beginning level. No English is required.

*Repeatable.***702 WORK-RELATED CONVERSATIONAL SKILLS, LEVEL 2****(0.0)**

3.0 hours lecture per week

*Advisory: VESL 701 or equivalent.*

Presents a continuation of VESL 701, focusing on work-related reading, conversation, and writing for the non-native speaker.

*Repeatable.***703 ENGLISH FOR BASIC COMPUTER SKILLS****(0.0)**

2.0 hours per week: (0.5 hours lecture, 1.5 hours laboratory)

*Advisory: Completion of ESL 701 (Beginning Literacy).*

Focuses on basic language skills associated with computers, computer vocabulary and procedures used in the automated office environment.

*Repeatable.***704 ENGLISH FOR BASIC OFFICE SKILLS****(0.0)**

2.0 hours per week: (0.5 hours lecture, 1.5 hours laboratory)

*Advisory: Completion of ESL 701 and VESL 703 or equivalent.*

Focuses on language skills, computer vocabulary and terminology used in the automated office environment. Additional focus will be on knowledge and procedures for responding to computer messages and problem-solving.

*Repeatable.***713 COMMUNICATION SKILLS FOR CUSTOMER SERVICE****(0.0)**

2.0 hours per week: (0.5 hours lecture, 1.5 hours laboratory)

*Advisory: Completion of ESL 703 (Beginning High) or VESL 702, or equivalent language skills.*

Presents verbal communication skills for customer service needed in job settings such as hospitality, janitorial, landscaping and housekeeping positions. Students learn to handle customers, engage in small talk with co-workers, discuss work performance with supervisors and, in general, be able to participate in conversations in a variety of work situations.

*Repeatable.***715 COMMUNICATION SKILLS FOR WORKPLACE****(0.0)**

2.0 hours per week: (0.5 hours lecture, 1.5 hours laboratory)

Focuses on the basic verbal communication skills and cultural knowledge needed in job readiness and job search in the United States.

*Repeatable.***WELDING [WELD]****175 BLUEPRINT READING AND MATERIALS PROCESSING****(3.0)**

(Formerly WELD 75)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

## Associate Degree Applicable

*Prerequisite: WELD 270A, and completion of or concurrent enrollment in WELD 270B.**Advisory: MATH 123.*

Provides students with instruction and experience with structural, architectural and shop blueprints commonly utilized in the welding industry. Interpretation, drawing, and application of skills will be applied to determining job cost, material acquisition and project construction.

*Repeatable 1 time.***176 WELDING POWER****(3.0)**

(Formerly WELD 76)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

## Associate Degree Applicable

Applies principles of selection, maintenance, diagnostics and repair of various welding power supplies and external drive mechanisms. Includes instruction and hands on experiences in electrical principles as they pertain to machine selection, installation, operation and maintenance. Manual, semiautomatic and automatic equipment will be included as focus topics for this course.

*Repeatable 1 time.***193 WELDING TECHNOLOGY SPECIAL TOPIC****(4.0 to 0.5)**

(Formerly WELD 93)

## Associate Degree Applicable

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

**195 TECHNICAL CAREER PREPARATION IN WELDING****(1.0)**

(Formerly WELD 95)

1.0 hours lecture per week

## Associate Degree Applicable

Overview of welding careers with focus on preparing for the job market.

Includes discussion of career opportunities in welding, both union and non-union. Focus on providing the tools necessary to target and obtain a position in the welding industry.

*Repeatable 2 times.*

## **247 INDEPENDENT STUDIES: METALS TECHNOLOGY (2.0)**

(Formerly WELD 47)

6.0 hours laboratory per week

Associate Degree Applicable

*Prerequisite:* The student must have completed preparatory course work in the technical field in which the study is to be undertaken.

Provides an opportunity for in-depth study or practicum experience by an individual student in a selected topic in the Welding Technology area with support and direction from an instructor.

*Repeatable 3 times.*

*Transfer:* CSU.

## **270A BASIC WELDING (3.0)**

(Formerly WELD 70A)

6.0 hours per week: (2.0 hours lecture 4.0 hours laboratory)

Associate Degree Applicable

Provides for basic instruction in oxyacetylene and shielded metal arc welding. Begins with the fundamentals and quickly progresses through intermediate skills for welding steel. Includes information on cutting, braze welding, metal-lurgy, vertical arc welding and non-ferrous welding. An emphasis is placed on developing good manipulative welding skills for joining steel in the flat and horizontal positions.

*Repeatable 1 time.*

*Transfer:* CSU.

## **270B ADVANCED WELDING (3.0)**

(Formerly WELD 70B)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* WELD 270A

Continues WELD 270A with emphasis placed on vertical and overhead welding with the shielded metal arc processes. Includes instruction on air carbon arc gouging, flux core arc welding, and development of welding procedures and techniques.

*Transfer:* CSU.

## **270C WELDING: GMAW & GTAW (3.0)**

(Formerly WELD 70C)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* WELD 270A

Presents advanced welding with Gas Tungsten Arc (Heliarc) Welding, Gas Metal Arc (Wire Feed) Welding and Flux Core Arc Welding processes on ferrous and nonferrous materials.

*Repeatable 2 times.*

*Transfer:* CSU.

## **273 METALLURGY (3.0)**

(Formerly WELD 73)

5.0 hours per week: (2.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

Emphasizes the mechanical and physical properties of ferrous and non-ferrous metals. Includes preparation and inspection of metal samples and manufacturing and forming processes.

*Transfer:* CSU.

## **277 METAL FABRICATION (3.0)**

(Formerly WELD 77)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* WELD 270A

Provides an opportunity to design and construct major projects from metal. Manufacturing processes and production techniques are included in planning and developing projects.

*Repeatable 1 time.*

*Transfer:* CSU.

## **280A STRUCTURAL STEEL WELDING CERTIFICATION (3.0)**

(Formerly WELD 280)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* Completion of or concurrent enrollment in WELD 270B.

Continues WELD 270B. Prepares the student to meet industry standards in shielded metal arc welding on plate steel. Includes performance and procedure qualification, workmanship, techniques, inspection. Provides opportunity for certification to the American Welding Society D1.1 Structural Welding Code.

*Repeatable 1 time.*

*Transfer:* CSU.

## **280B PIPE WELDING CERTIFICATION (3.0)**

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Associate Degree Applicable

*Prerequisite:* WELD 270B

Prepares the student to meet industry standards in Shielded Metal Arc Welding (SMAW) on plate and pipe, as well as introduces Gas Tungsten Arc Welding (GTAW) on pipe. Includes workmanship and pipe fitting techniques, providing opportunity for certification to the American Society of Mechanical Engineers (ASME) Section IX Boiler and Pressure Vessel code.

*Repeatable 1 time.*

*Transfer:* CSU.

## **570A BASIC WELDING (0.0)**

(Formerly WELD 570A)

6.0 hours per week: (2.0 hours lecture, 4.0 hours laboratory)

Provides for basic instruction in oxyacetylene and shielded metal arc welding. Begins with the fundamentals and quickly progresses through intermediate skills for welding steel. Includes information on cutting, braze welding, metal-lurgy, vertical arc welding and non-ferrous welding. An emphasis is placed on developing good manipulative welding skills for joining steel in the flat and horizontal positions.

*Repeatable.*

## **570B ADVANCED WELDING (0.0)**

(Formerly WELD 70B)

8.0 hours per week: (2.0 hours lecture, 6.0 hours laboratory)

*Prerequisite:* WELD 270A, WELD 570A or consent of instructor.

Continues WELD 70A with emphasis placed on vertical and overhead welding with the shielded metal arc processes. Includes instruction on air carbon arc gouging, flux core arc welding, and development of welding procedures and techniques.

*Repeatable.*

## **570C WELDING: GMAW & GTAW (0.0)**

(Formerly WELD 570C)

8.0 hours per week: (2.0 hours lecture, 6.0 hours laboratory)

*Prerequisite:* WELD 270A, WELD 570A or consent of instructor.

Presents advanced welding with Gas Tungsten Arc (Heliarc) Welding, Gas Metal Arc (Wire Feed) Welding and Flux Core Arc Welding processes on ferrous and nonferrous materials.

*Repeatable.*

## **580 WELDING CERTIFICATION (0.0)**

(Formerly WELD 580)

8.0 hours per week: (2.0 hours lecture, 6.0 hours laboratory)

*Prerequisite:* Completion of or concurrent enrollment in WELD 270B or WELD 570B or consent of instructor

Continues WELD 270B. Prepares the student to meet industry standards in shielded metal arc welding on plate steel. Includes performance and procedure qualification, workmanship, techniques, inspection. Provides opportunity for certification to the American Welding Society D1.1 Structural Welding Code.

*Repeatable.*

**WELLNESS [WELL]****000 ADULT FITNESS (0.0)**

(Formerly WELL 100)

3.0 hours laboratory per week

Presents an opportunity to begin or continue a lifetime fitness program. Students will participate in activities developing flexibility, muscular endurance, muscular strength, cardiovascular and general conditioning. Group or individual activities may include weight training, aerobics, step training, running, walking, water exercise, resistance workout, use of exercise equipment, etc. *Repeatable.*

**001 ADAPTED AQUATICS (0.0)**

(Formerly WELL 101)

3.0 hours laboratory per week

Provides an individualized aquatic exercise program for students with a disability. Improves flexibility, strength, and endurance using the water as a source of buoyancy and resistance. *Repeatable.*

**WORK EXPERIENCE [WEXP]****001 COMPUTER SKILLS FOR WORKPLACE READINESS A (1.0)**

2.0 hours per week: (0.5 hours lecture, 1.5 hours laboratory)

Associate Degree Non-Applicable

Introduces Windows operating system, internet search, email usage, word processing, keyboarding skills, and basic business correspondence formatting techniques. Designed to provide the student with the basic computer literacy and proficiency necessary to complete a basic job search portfolio and computer-based communication. *Repeatable 3 times.*

**002 COMPUTER SKILLS FOR WORKPLACE READINESS B (1.0)**

2.0 hours per week: (0.5 hours lecture, 1.5 hours laboratory)

Associate Degree Non-Applicable

Introduces intermediate computer literacy concepts of Windows operating system, Internet search, email usage, word processing, and keyboarding skills; and basic business correspondence formatting techniques. Designed to provide the student with the skills necessary to create a professional-looking job search portfolio, conduct an extensive job search, and perform basic computer tasks in the workplace. *Repeatable 3 times.*

**004 JOB SEARCH BASICS A: EXPLORING CAREER/ VOCATIONAL OPTIONS (2.0)**

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Non-Applicable

Explores career and vocational training options fundamentals for finding and applying for employment, including researching jobs, using networking, preparing a job portfolio and applying basic interview skills. Students also assess and learn basic skills in writing, math, critical thinking and decision-making as well, as personal and work environment skills needed in the workplace. This course is recommended for students who are actively seeking employment and interested in updating their job search skills and those completing CalWORKs Job Club, assigned by the Department of Rehabilitation, or other agencies. *Repeatable 3 times.*

**005 JOB SEARCH BASICS B: EXPLORING CAREER/ VOCATIONAL OPTIONS (2.0)**

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Non-Applicable

Explore advanced career, educational, and vocational training options and fundamentals for developing a career, including researching jobs, preparing a digital job portfolio, developing a social networking presence, and applying interview skills to a variety of job interview situations from informational interviews, group interviews, and second interviews. Students also participate in team and individual projects relating to the areas of time management, stress management, self-esteem, goal setting, conflict resolution, and writing effective

correspondence. This course is recommended for students who are actively seeking employment and interested in updating their job search skills and those completing CalWORKs Job Club, assigned by the Department of Rehabilitation, or other agencies. *Repeatable 3 times.*

**012 LIFE SKILLS FOR SUCCESS A: WHO AM I? (1.0)**

1.0 hours lecture per week

Associate Degree Non-Applicable

Provides individuals with skills to function effectively in the workplace, school and the community. This course focuses on issues related to personal identity, values and goals, and self-esteem and through reality-based readings, discussions and activities fosters the skills needed to live and thrive in our society. *Repeatable 3 times.*

**013 LIFE SKILLS FOR SUCCESS B: HOW DO I DECIDE? (1.0)**

1.0 hours lecture per week

Associate Degree Non-Applicable

Provides individuals with skills to function effectively in the workplace, school and the community. This course focuses on issues related to decision-making, dealing with change, time and energy management through reality-based readings, discussions and activities fosters the skills needed to live and thrive in our society. *Repeatable 3 times.*

**014 LIFE SKILLS FOR SUCCESS C: HOW MUCH DO I NEED? (1.0)**

1.0 hours lecture per week

Associate Degree Non-Applicable

Provides individuals with skills to function effectively in the workplace, school and the community. This course focuses on issues related to financial literacy, personal budgeting and planning, and through reality-based readings, discussions and activities fosters the skills needed to live and thrive in our society. *Repeatable 3 times.*

**015 LIFE SKILLS FOR SUCCESS D: STAYING HEALTHY (1.0)**

1.0 hours lecture per week

Associate Degree Non-Applicable

Provides individuals with skills to function effectively in the workplace, school and the community. This course focuses on issues related to establishing a healthy lifestyle in the areas of physical, mental and sexual health, and through reality-based readings, discussions and activities fosters the skills needed to live and thrive in our society. *Repeatable 3 times.*

**016 LIFE SKILLS FOR SUCCESS E: FINDING YOUR FUTURE (1.0)**

1.0 hours lecture per week

Associate Degree Non-Applicable

Provides individuals with skills to function effectively in the workplace, school and the community. This course focuses on issues related to planning one's future including identifying career interests and motivation, career paths, related educational opportunities, job market trends, basic elements of a job search portfolio; and through reality-based readings, discussions and activities fosters the skills needed to live and thrive in our society. *Repeatable 3 times.*

**017 LIFE SKILLS FOR SUCCESS F: COMMUNITY LIVING A (1.0)**

1.0 hours lecture per week

Associate Degree Non-Applicable

Provides individuals with skills to function effectively in the workplace, school and the community. This course focuses on issues related to getting along in the community such as housing, transportation, and public services; and through reality-based readings, discussions and activities fosters the skills needed to live and thrive in our society. *Repeatable 3 times.*

**018 LIFE SKILLS FOR SUCCESS Q: COMMUNITY LIVING B (1.0)**

1.0 hours lecture per week

Associate Degree Non-Applicable

Provides individuals with skills to function effectively in the workplace, school

and the community. This course focuses on issues related to developing a sense of community and participating in the community; and through reality-based readings, discussions and activities fosters the skills needed to live and thrive in our society.

*Repeatable 3 times.*

### **019 LIFE SKILLS FOR SUCCESS R: LIVING HEALTHY RELATIONSHIPS (1.0)**

1.0 hours lecture per week

Associate Degree Non-Applicable

Provides individuals with skills to function effectively in the workplace, school and the community. This course focuses on issues related to building and maintaining healthy relationships; and through reality-based readings, discussions and activities fosters the skills needed to live and thrive in our society.

*Repeatable 3 times.*

### **0930 LIFE SKILLS FOR SUCCESS E: FINDING YOUR FUTURE (0.5)**

0.5 hours lecture per week

Associate Degree Non-Applicable

Provides individuals with skills to function effectively in the workplace, school and the community. This course focuses on issues related to planning one's future including identifying career interests and motivation, career paths, related educational opportunities, job market trends, basic elements of a job search portfolio; and through reality-based readings, discussions and activities fosters the skills needed to live and thrive in our society.

*Repeatable.*

### **093P LIFE SKILLS FOR SUCCESS F: COMMUNITY LIVING A (0.5)**

0.5 hours lecture per week

Associate Degree Non-Applicable

Provides individuals with skills to function effectively in the workplace, school and the community. This course focuses on issues related to getting along in the community such as housing, transportation, and public services; and through reality-based readings, discussions and activities foster the skills needed to live and thrive in our society.

*Repeatable.*

### **093Q LIFE SKILLS FOR SUCCESS Q: COMMUNITY LIVING B (0.5)**

0.5 hours lecture per week

Associate Degree Non-Applicable

Provides individuals with skills to function effectively in the workplace, school and the community. This course focuses on issues related to getting along in the community such as housing, transportation, and public services; and through reality-based readings, discussions and activities fosters the skills needed to live and thrive in our society.

*Repeatable.*

### **093R LIFE SKILLS FOR SUCCESS R: LIVING HEALTHY RELATIONSHIPS (0.5)**

0.5 hours lecture per week

Associate Degree Non-Applicable

Provides individuals with skills to function effectively in the workplace, school and the community. This course focuses on issues related to getting along in the community such as housing, transportation, and public services; and through reality-based readings, discussions and activities fosters the skills needed to live and thrive in our society.

*Repeatable.*

### **147 INDEPENDENT STUDIES: WORK EXPERIENCE (2.0 to 0.5)**

(Formerly WRKEXP 47)

Associate Degree Applicable

*Prerequisite: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of Work Experience under the direction of an instructor.

*Repeatable 3 times.*

### **151 COOPERATIVE WORK EXPERIENCE EDUCATION - GENERAL (0.5)**

(Formerly WRKEXP 51)

0.5 hours lecture per week

Associate Degree Applicable

*Corequisite: WEXP 151L and must be working a minimum of 5 hours per week.*

General Work Experience is supervised employment intended to assist students in acquiring desirable work habits, attitudes, and career awareness. The work experience need not be related to the student's educational goals.

*Repeatable 3 times.*

### **151L COOPERATIVE WORK EXPERIENCE LAB - GENERAL (2.5 to 0.5)**

(Formerly WRKEXP 51L)

15.0 hours laboratory per week

Associate Degree Applicable

*Corequisite: Choose one of the following courses: BUS 170, BUS 171, BUS 172, BUS 173, BUS 174, BUS 175, BUS 176, BUS 177, BUS 178, BUS 179, BUS 180, BUS 181, BUS 182, BUS 183 or WEXP 151 and must be working a minimum of 5 hours per week.*

Examines and provides information on work-related topics. Students enrolling in this class must have a job, working a minimum of 5 hours per week. For Summer, students must be enrolled in one other credit course, and be working a minimum of 7.5 hours per week.

*Repeatable.*

### **193 WORK EXPERIENCE SPECIAL TOPICS (4.0 to 0.5)**

(Formerly WRKEXP 93)

Associate Degree Applicable

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

### **193C COMPUTER SKILLS FOR WORKPLACE READINESS A (1.0)**

2.0 hours per week: (0.5 hours lecture, 1.5 hours laboratory)

Associate Degree Applicable

Introduction of fundamentals for workplace readiness and job retention.

Students will develop skills related to customer service, workplace attitude, written and oral communication, and ethical behavior; students will also create a resume and complete a job application, and develop qualities sought by employers.

*Repeatable.*

### **193D JOB SEARCH BASICS D (2.0)**

4.0 hours per week: (1.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

Explores career and vocational training options and introduces fundamentals for finding and applying for employment, including researching jobs, preparing a job portfolio and applying basic interview skills. Students also assess and learn basic skills in writing, math, critical thinking and decision-making as well as in workplace readiness that are needed in the workplace. This course is recommended for students completing CalWORKs Job Club or who are actively seeking employment.

*Repeatable.*

### **193G JOB SEARCH BASICS A: FINDING THE RIGHT JOB (0.5)**

0.5 hours lecture per week

Associate Degree Applicable

Introduces fundamentals for finding and applying for employment. Topics include locating and researching employers, analyzing job descriptions, compiling work history and assessing career interests. This course is recommended for students actively seeking employment, in particular career-oriented employment.

*Repeatable.*

### **193H JOB SEARCH BASICS B: DEVELOPING A WINNING PORTFOLIO (0.5)**

0.5 hours lecture per week

Associate Degree Applicable

Introduces fundamentals for finding and applying for employment. Topics focus on preparing a job search portfolio, including an application, resume, and



job search-related letters. This course is recommended for students actively seeking employment, in particular career-oriented employment.  
*Repeatable.*

**193I JOB SEARCH BASICS C: ACING THE INTERVIEW (0.5)**

0.5 hours lecture per week

Associate Degree Applicable

Introduces fundamentals for finding and applying for employment. Topics focus on the interview and dressing for the interview. This course is recommended for students actively seeking employment, in particular career-oriented employment.

*Repeatable.*

**193J JOB SEARCH BASICS C: ACING THE INTERVIEW (0.5)**

0.5 hours lecture per week

Associate Degree Applicable

Introduces fundamentals for advancing one's career. Topics include strategies for job promotion, and preparing an application, resume, cover letter, and the interview. This course is recommended for students seeking career advancement.

*Repeatable.*

**193K LIFE SKILLS FOR SUCCESS A: WHO AM I? (0.5)**

0.5 hours lecture per week

Associate Degree Applicable

Provides individuals with skills to function effectively in the workplace, school and the community. This course focuses on issues related to personal identity, values and goals, and self-esteem and through reality-based readings, discussions and activities fosters the skills needed to live and thrive in our society.

*Repeatable.*

**193L LIFE SKILLS FOR SUCCESS B: HOW DO I DECIDE? (0.5)**

0.5 hours lecture per week

Associate Degree Applicable

Provides individuals with skills to function effectively in the workplace, school and the community. This course focuses on issues related to personal identity, values and goals, and self-esteem and through reality-based readings, discussions and activities fosters the skills needed to live and thrive in our society.

*Repeatable.*

**193M LIFE SKILLS FOR SUCCESS C: HOW MUCH DO I NEED? (0.5)**

0.5 hours lecture per week

Associate Degree Applicable

Provides individuals with skills to function effectively in the workplace, school and the community. This course focuses on issues related to personal identity, values and goals, and self-esteem and through reality-based readings, discussions and activities fosters the skills needed to live and thrive in our society.

*Repeatable.*

**193N LIFE SKILLS FOR SUCCESS D: STAYING HEALTHY (0.5)**

0.5 hours lecture per week

Associate Degree Applicable

Provides individuals with skills to function effectively in the workplace, school and the community. This course focuses on issues related to establishing a healthy lifestyle in the areas of physical, mental and sexual health, and through reality-based readings, discussions and activities fosters the skills needed to live and thrive in our society.

*Repeatable.*

**210 INTRODUCTION TO WORKPLACE READINESS (3.0)**

(Formerly WRKEXP 10)

3.0 hours lecture per week

Associate Degree Applicable

Introduction of fundamentals for workplace readiness and job retention. Students will develop skills related to customer service, workplace attitude, written and oral communication, and ethical behavior; students will also create a resume and complete a job application, and develop qualities sought by employers.

*Repeatable 3 times.*

*Transfer: CSU.*

**211 INTRODUCTION TO WORKPLACE READINESS: VESL (3.0)**

(Formerly WRKEXP 11)

8.0 hours per week: ( 5.0 hours lecture, 3.0 hours laboratory)

Associate Degree Applicable

Introduction of fundamentals for workplace readiness and job retention, as well as basic ESL grammar and vocabulary pertaining to the workplace. Students will learn to develop oral and written communication skills, complete an employment application, interview techniques, build interactive workplace relations, and develop qualities sought by employers.

*Repeatable 3 times.*

*Transfer: CSU.*

**250 COOPERATIVE WORK EXPERIENCE (0.5)**

(Formerly WRKEXP 50)

0.5 hours lecture per week

Associate Degree Applicable

*Prerequisite: Spring or Fall semester: maintain a minimum of 7 units including Work Experience and work a minimum of 5 hours per week Summer session: maintain enrollment in one other credit course and work 7.5 hours per week. Approval of Dean or Designee*

*Corequisite: WEXP 250L*

Cooperative Work Experience is a program where working students learn skills, increase performance and explore short and long range career goals on the job. Through collaborative efforts among employers, instructors, and college coordinators students accomplish specific measurable learning objectives and are given laboratory credit for hours worked. Requests for information are coordinated through the Cooperative Education Work Experience program. WEXP 250 and WEXP 250L have a credit limitation of 16 units.

*Repeatable 3 times.*

*Transfer: CSU.*

**250L COOPERATIVE WORK EXPERIENCE LAB (3.5 to 0.5)**

(Formerly WRKEXP 50L)

20.0 hours laboratory per week

Associate Degree Applicable

*Corequisite: LDER 255*

Examines and provides information on work-related topics. Students enrolling in this class must have a job, working a minimum of 5 hours per week, be enrolled in a minimum of 7 units, including Cooperative Work Experience, and be enrolled in LDER 255. For summer, students must be enrolled in one other credit course, and be working a minimum of 7.5 hours per week.

*Repeatable 3 times.*

*Transfer: CSU.*

**252 COOPERATIVE WORK EXPERIENCE EDUCATION-OCCUPATIONAL (0.5)**

(Formerly WRKEXP 52)

0.5 hours lecture per week

Associate Degree Applicable

*Corequisite: WEXP 252L and must be working a minimum of 5 hours per week.*

Occupational Work Experience is supervised employment, extending classroom learning at an on-the-job learning station, and relating to the student's educational or occupational goals.

*Repeatable 3 times.*

*Transfer: CSU.*

**252L COOPERATIVE WORK EXPERIENCE LAB - OCCUPATIONAL (3.5 to 0.5)**

(Formerly WRKEXP 52L)

20.0 hours laboratory per week

Associate Degree Applicable

*Corequisite: Choose one of the following courses: BUS 170, BUS 171, BUS 172, BUS 173, BUS 174, BUS 175, BUS 176, BUS 177, BUS 178, BUS 179, BUS 180, BUS 181, BUS 182, BUS 183 or WEXP 252 and must be working a minimum of 5 hours per week.*

Examines and provides information on work-related topics. Students enrolling

in this class must have a job, working a minimum of 5 hours per week. For Summer, students must be enrolled in one other credit course, and be working a minimum of 7.5 hours per week.

*Repeatable 3 times.*

*Transfer: CSU.*

**510 INTRODUCTION TO WORKPLACE READINESS (0.0)**

(Formerly WRKEXP 510)

8.0 hours per week: (5.0 hours lecture, 3.0 hours laboratory)

Introduction of fundamentals for workplace readiness and job retention.

Students will learn to develop oral and written communication skills, complete an employment application, interview techniques, build interactive workplace relations, and develop qualities sought by employers.

*Repeatable.*

**511 INTRODUCTION TO WORKPLACE READINESS: VESL (0.0)**

(Formerly WRKEXP 511)

8.0 hours per week: (5.0 hours lecture, 3.0 hours laboratory)

Introduction of fundamentals for workplace readiness and job retention, as well as basic ESL grammar and vocabulary pertaining to the workplace. Students will learn to develop oral and written communication skills, complete an employment application, interview techniques, build interactive workplace relations, and develop qualities sought by employers.

*Repeatable.*

## DIRECTORIES

**EMERITI: FACULTY**

**EMERITI: MANAGEMENT**

**EMERITI: SUPPORT STAFF**

**ADVISORY COMMITTEES**

**VOCATIONAL EDUCATION ADVISORY COMMITTEES**

**CUESTA COLLEGE FOUNDATION**

**FACULTY: FULL-TIME**

**FACULTY: PART-TIME**

**MANAGEMENT**

## EMERITI: FACULTY

Upon retirement, regular (tenured) and temporary faculty members who have served as faculty at Cuesta College for a minimum of fifteen years shall be eligible for Emeritus Faculty Status if they have fulfilled at least nine full-time equivalent years.

**AMYX, CHESTER L. (1965-1993)**

Fine Arts

**ASIRE, JOSEPH J. (1967-1995)**

Physical Sciences

**ALESHIRE, EVLYNE (1975-2008)**

Biological Sciences

**AVILA, FRANK W.\* (1965-1974)**

Social Sciences

**BAILEY, LORRAINE H. (1975-1993)**

Human Development

**BALFOUR, D.M.E., WARREN H. (1973-2001)**

Performing Arts

**BASSERI, ED.D., JAMSHID\* (1965-1996)**

Business Education

**BARCLAY, JUDITH (1985-2008)**

Mathematics

**BAUER, PAUL G. (1971-2006)**

Physical Sciences

**BEDELL, LEE L. (1966-2006)**

English

**BELDEN, LONNIE M. (1966-1999)**

Biological Sciences

**BLAKESLEE, D.S.M., EARLE B.\* (1965-1973)**

Fine Arts

**BOWEN, TERRY C. (1978-2004)**

Physical Education

**BOWEN, JOHN E.\* (1965-1988)**

Physical Sciences and Mathematics

**BRUNDAGE II, JOE R. (1965-2003)**

Physical Sciences

**BURSEY, VICTORIA D. (1989-2006)**

English

**CANNEY, D.A., DANIEL J. (1966-1995)**

Language Arts

**CHANDLER, ARLENE B. (1965-1986)**

Human Development

**COLLIER, MARGARET (1975-2005)**

Human Development

**CRYSTAL, ED.D., DELBERT G.\* (1966-1993)**

Engineering and Technology

**EISTER, J. OWEN (1965-1993)**

Language Arts

**ENGLISH, WALLACE E. (1972-1995)**

Engineering and Technology

**ERICKSON, LENORE A. (1967-2000)**

Social Sciences

**EVANS, VALERIE (1986-2001)**

Business Education

**FISHER, RICHARD L. (1965-1998)**

Physical Sciences

**FRANK, ARNOLD F. W. (1965-1990)**

Engineering and Technology

**FRANTZ, BARRY J. (1967-2001)**

Fine Arts

**FREY, ADELE H. (1965-1992)**

Physical Education

**FROST, RAMONA Z. (1965-1988)**

Language Arts

**GENEREUX, MARILYN KAY\* (1989-2001)**

Disabled Student Programs and Services/Learning Skills

**GIROLO, NELLA S. (1972-2003)**

Performing Arts

**GUIDI, ADDIE (1972-1991)**

Nursing and Allied Health

**HANSEN, DONALD F. (1965-2000)**

Business Education/Men's Basketball

**HANSEN, MARY EL (1985-2001)**

Counseling Services

**HARTWIG, ROBERT L.\* (1976-2005)**

Languages and Communications

**HENDRICKS, JUDITH E. (1987-2003)**

Human Development

**HESSON, J. C. (1965-1995)**

Language Arts

**HITCHMAN, RICHARD J. (1967-2003)**

Social Sciences

**JOHNS, MARVIN (1984-1995)**

Physical Sciences and Mathematics

**JOHNSON, JOYCE R. (1965-1986)**

Business Education

**JOHNSON, RICHARD E. (1989-2005)**

English

**KANBARA, JACK N. (1969-1990)**

Library Services

**KELLEY, JAMES DAVID (1965-1990)**

Social Sciences

**LAGOMARSINO, PETER (1976-2008)**

Construction

**LANE, IRENE O. (1969-1986)**

Counseling Services

**LILLEY, KEITH (1974-2008)**

Library/Learning Resources

**MARSHALL, A. ROBERT (1977-2005)**

Mathematics

**MAURO, CARMEN L.\* (1965-1987)**

Physical Education

**MCBADE, JAYSON (1967-1986)**

Fine Arts

**MCGILL, PAUL L.\* (1966-1983)**

Language Arts

**MEISSNER, GARY C. (1971-2002)**

Physical Education

**NELSON, DARLENE L. (1986-2004)**

Learning Skills/Disabled Students Programs and Services

**NUNEZ, DANIEL J. (1972-1992)**

Engineering and Technology



**PANTER, DWIGHT (1976-2004)**

Engineering and Technology

**PEDERSEN, PETE K. (1971-2006)**

Biological Sciences

**PELFREY, ROBERT H. (1972-2003)**

Fine Arts

**PETER, GILBERT M.\* (1966-1993)**

Physical Sciences and Mathematics

**PLATOU, HARALD S. (1965-1989)**

Biological Sciences

**PLATOU, TEOFILA A. (1968-1991)**

Nursing and Allied Health

**PLATT, JR., HUGH H. (1981-1999)**

Language Arts

**RICH, DARRELL L. (1972-2002)**

Physical Education

**RICHMOND, WILLIAM F. (1972-2004)**

Engineering and Technology

**ROBERT, KAREN (1989-2006)**

Student Life and Leadership

**RUMORE, GEORGE (1968-2001)**

Business Education

**SHEARER, NANCY (1988-2008)**

Languages and Communications

**SHELTON, EUGENE R. (1969-1995)**

Language Arts

**STANFORD, PH.D., BARBARA (1971-1992)**

Social Sciences

**STONE, RICHARD M. (1971-2002)**

Business Education

**STOUT, LELAND K. (1971-1988)**

Engineering and Technology

**THOMPSON, SAE, FIAE, STANLEY E. (1970-1998)**

Engineering and Technology

**THORUP, PH.D., H. CHRISTIAN\* (1966-1995)**

Social Sciences

**TOMLINSON, ROBERT S. (1966-1987)**

Language Arts

**WELCH, D.A., C. LEE (1965-1991)**

Physical Sciences and Mathematics

**EMERITI: MANAGEMENT**

Upon retirement, management, supervisory, confidential, and classified employees who have served at Cuesta College for a minimum of fifteen years shall be eligible for Management, Supervisor, Confidential, or Classified Staff Emeritus Status if they have fulfilled at least nine full-time equivalent years.

**BENNETT, SIDNEY S. (1968-1995)**

Counseling Services/Director of Career-Transfer Center and Job Placement

**BOOTH, JUANITA A.\* (1966-1975)**

Director of Nursing Programs

**CEMENTINA, ED.D., ERNEST G. (1966-1992)**

Dean of Instruction, Humanities

**CHOATE, DEAN (1975-1992)**

Director of Building Maintenance and Operations

**DRESSLER, ED.D., SUSAN J. (1992-2005)**

Assistant Superintendent/Vice President, Instructional Services

**EISENBISE, PH.D./LL.D., MERLIN E.\* (1964-1977)**

President/Superintendent

**EVANS, ROBERT J. (1968-2001)**

Dean of Instruction, Humanities

**FRADY KELLEY, ED.D., LYNN (1973-2001)**

Director of Learning Support/Disabled Student Programs and Services

**GABRIEL, DOUGLAS J. (1975-1992)**

Director of Grounds

**GARRETT, RICHARD L. (1967-1989)**

Director of Student Affairs

**GEORGE, ED.D., BARBARA H. (1977-2004)**

Executive Director of Institutional Advancement

**GRANT, RN, PH.D., ANN B. (1981-2004)**

Dean of Instruction, Sciences, Mathematics, Nursing and Physical Education

**GREATHOUSE, ED.D., JIM J. (1966-1992)**

Vice President/Assistant Superintendent, Educational Services

**HAGEN, PH.D., PETER F. (1988-2004)**

Director of Matriculation and Research Services

**HANSEN, WARREN E. (1965-2001)**

Director of Athletics and Physical Education

**HENDRICKS, ORVILLE L. (1966-1998)**

Dean of Instruction, Business, Engineering/Technology, and Human Development

**HENRY, JOY F. (1965-1989)**

Registrar

**JUDSON, LAURIE (1968-1992)**

Director of Public Affairs

**MANYAK, JOHN N. (1965-1993)**

Director of Counseling Services

**MARTINEZ, ED.D., FRANK R. (1964-1988)**

President/Superintendent

**MCGINNIS, ED.D., GEORGE C.\* (1964-1972)**

Assistant Superintendent, Business Services

**MILLER, WILMA J. (1971-2000)**

Director of Fiscal Services

**MITCHELL, ED.D., GRACE N. (1989-1999)**

Superintendent/President

**PARKER, MARY N. (1973-2006)**

Director of Nursing/Allied Health

**PEARCE, EDWIN M. (1968-2002)**

Dean of Vocational Education, Community Programs/Recreation, and Economic Development

**PERKINS, CYNTHIA S.\* (1964-1969)**

Director of Counseling and Guidance

**SCHAUB, JOHN G.\* (1965-1985)**

Administrative Dean of Student Services

**STORK, ED.D., GILBERT H. (1967-2004)**

Assistant Superintendent/Vice President, Student Services

**WAMBOLT, CONNIE (1981-1998)**

Director of Community Services

**WILHELM, MARY LOU (1976-1993)**

Director of Library Services

**WONG, EMERY (1968-2000)**

Director of Bookstore and Auxiliary Services

**WORKMAN, BURMA (1980-2004)**

Director of Human Resources

**EMERITI: SUPPORT STAFF**

Upon retirement, management, supervisory, confidential, and classified employees who have served at Cuesta College for a minimum of fifteen years shall be eligible for Management, Supervisor, Confidential, or Classified Staff Emeritus Status if they have fulfilled at least nine full-time equivalent years.

**BACHMANN, ANNE (1980-2004)**

Administrative Services

**BARTHOLOW, BONNIE\* (1976-2001)**

Student Services

**BARTHOLOW, SID (1985-2005)**

Physical Plant

**CARVER, LEON D. (1986-2006)**

Learning Resources

**COATS, ELAINE H. (1964-1992)**

Educational Services

**COOK, SALLY (1969-2000)**

President's Office

**CUDIGAN, KAREN (1971-2000)**

Fiscal Services

**DESCHLER, FRED "RIC" (1981-2001)**

Fiscal Services

**EDDY, EDNA M.\* (1973-1996)**

Library Services

**ELLITHORPE, LARRY (1965-1998)**

Business Services

**FAZIO, GLORIA (1976-2001)**

Counseling Services

**GRANT, WILLIAM (1967-1999)**

Physical Education

**HARLING, EVELYN (1973-1991)**

Physical Education

**HAYNER, CLAUDIA L. (1968-2004)**

Executive Dean's Office, North County Campus

**HOLLENBACH, PAULA (1965-1983)**

Business Services

**HOLLENBACH, ROBERT\* (1966-1981)**

Physical Education

**HUNSAKER, PAM (1977-2003)**

Fiscal Services

**INGRAM, IRA LEON (1971-1993)**

Physical Plant

**LAWSON, LORI (1973-2008)**

Human Resources

**MAY, KATHRYN (1969-1990)**

Library Services

**MEISSNER, DARLENE (1977-2001)**

Sciences, Mathematics, Nursing and Physical Education

**MILLER, GLOVER\* (1965-1980)**

Public Safety

**MUNSON, MARCIA (1971-1992)**

Study Center

**NELSON, ED (1968-1991)**

Physical Plant

**PARKER, BRUCE (1977-1995)**

Physical Plant

**SCHOENFELD, LOLA "WILLIE" (1981-2001)**

English

**SUMMERS, NOMA (1979-2004)**

Career Transfer Services

**VILLADOR, ED (1965-1981)**

Maintenance and Operations

**VOGEL, JANET\* (1979-1995)**

Admissions and Records

**WADDELL, YOLANDA (1978-2000)**

Information Technology Services

**WISE, KATHRYN CLAIRE (1975-1995)**

Learning Resources

## ADVISORY COMMITTEES

### Disabled Student Programs & Services (DSPS)

Carla Maitland  
Mike Mamot  
Chris Parker-Kennedy  
Marilyn Pedroni  
Walt Rehm  
Kathy Robasciotti  
Gus Rodriguez  
Patrick Schwab  
Karen Scott

### Extended Opportunity Programs and Services (EOPS)

Bernadette Bernardi  
Diane Bray  
Joe Cardinale  
Franky Curiel  
Tony Domingues  
Linda Fontanilla  
Ernie Gomez  
Matthew Green  
Mary Hastings  
Vela Herrera  
Julianne Jackson  
Willie Johnson  
Thea Labrenz  
Heidi Leal  
Maria Lerna  
Diane Limon  
Lily Magnia-Aanerud

### Institute for Professional Development

Catherine Bazzani  
Collette Canning  
Kacey Chun  
Jolie Ditmore  
Matthew Green  
Mark Haas  
Leslie Halls  
Rhonda Hunter  
Darlene Julian  
Diane Lyman  
Kathy Marcove  
Louise Matheny  
Barbara Parra  
Nanette Pina  
Marlaine Sanders  
Joni Watson  
Thomas Wood

### Senior Advisory Group for Education (SAGE)

Pat Barlow  
Rivka Betan  
Catharina Bybee  
Ginny Dobias  
Glenna Deane Dovey  
Ray Easton  
Dorothy Ellis  
Shirley Ferguson  
Matthew Green  
Ann Johnson  
Karen Linn  
Mary Morrison  
Joyce Shearer

### Tech Prep

Linda Brady  
Pat Casey  
Susan Clayton  
Jeanne Eggert  
Jim Fotinakes  
Karen Lopez  
Cande Munoz  
Paul Orton  
Mary Parker  
Ed Railsback  
Sabrina Robertson  
Peter Smith  
Toni Sommer  
James Souza  
John Stokes

## VOCATIONAL EDUCATION ADVISORY COMMITTEES

Advisory committees are formed to ensure continuity between the college's vocational training programs and the current employment needs and occupational trends of the community. These committees, whose members serve without remuneration, are comprised solely of citizens involved in the business, services, and industrial occupations of the county. The committees also serve as liaison between the vocational program and the community.

### Allied Health

Mary Ann Ambrose  
Ursula Bishop  
Pam Blodgett  
Judy Creedon  
Sandy Collins  
Tracy Eby  
Chris Javine  
Susan Jones  
Ruth Kirstatter  
Pam Peachey  
Rose Racho  
Marcia Scott  
Lisa Sloan  
Cathie Tetreaul  
Jan Tiffen  
Gina Vriend  
Susan Winsel  
Debb Wulff

### Architecture

Randy Dettmer  
Mark Dariz  
Marilyn Farmer  
Brian Starr  
Don Swearingen  
Bill Tuculet  
Stacey White  
Greg Wynn

### Automotive Technology

Dan Biggs  
Dana Davidson  
Pete Dillard  
Spence Grafft  
John Hensley  
Henry Hubbard  
Geoff Lyons  
Jim Rizzoli  
Jeff Spevack  
John Villa

### Business Administration

Ruth Biering  
Don Blazej  
Jeff Buckingham  
Paul DeLine  
Tanya Downing  
Virginia Findley  
Darrylin Gladstone  
Roger Grant, Sr.  
Kristin Johnson  
Beverly Larson  
Michael Manchak  
Regina McKeown  
Gary Rubin  
Bill Snider  
Jack Sullivan  
Mary Verdin  
Debbie Wacker  
Tom Waylett

### Computer Applications/ Office Administration (CAOA)

Michael Cripe  
Barbara Ehrbar  
Bob Federman  
Kelly Kasper  
Laura Takken  
Terry Ward

### Computer and Networking Technology

Les Biggs  
Stewart Ehrhardt  
James Field  
Pete Gannon  
Rob Gregory  
Jeremy Koellish  
Patrick Lieser  
Richard Manners  
Paul Porter  
Bryan Sarlitt  
David Shanks  
Tim Williams

### Construction Technology

Jay Andrus  
Tom Baasch  
Jim Borland  
Clyde Gains  
Scott Greenaway  
Leslie Halls  
Russ Kissinger  
Hank Lewis  
Tina Metzger  
Jim Osweiler  
Terry Turney  
Camille Turney  
Bill Wilson

### Cooperative Work Experience

Chris Crose  
Charles Fruit  
Pat Harris  
Lisa Hensley  
Kathy Marcove  
Michelle McAustin  
Lee Rosenwasser  
Marlaine Sanders  
Jim Turner

### Criminal Justice

John De Rohan  
Ed Miller  
Edward Zemaitis

### Culinary Arts

Yvette Accord  
Amanda Bailly  
Rod Blackner

Peter Bowers  
Baxter Boyington  
Caryn Coffman  
JoAnn Currie  
Kelda Edgeman  
John Fairweather  
Christine Kelly  
Cherie Moore  
Danielle Nareisi  
Don Norton  
Ann Porter  
Cory Quigley  
Phillip Riccomini  
Robert Root  
Claire Silver  
Toni Sommer  
Jasmine Woodjack  
Grace Wyngett

### Early Childhood Education (ECE)

Jamie Bastian  
Judith Berk  
Tricia Bramsen  
Chris Brooks  
Gary Brooks  
Tiffany Buckman  
Carol Capito  
Martha Chivens  
Densie Daniels  
Janice Felde  
Lisa Fraser  
Christin Frederick  
Matthew Green  
Haila Hafley-Kluver  
Nancy Hurd  
Tonya Iversen  
Brenda Matthyse  
Linda McClure  
Joan Merson  
Don Norton  
Nancy Norton  
Margie Perez-Sessar  
Roz Reymers  
Melinda Sokoloski  
Biz Steinberg  
Janet Tingley  
Sue Waterbury  
Kitty Williams

### Electronics and Electrical Technology

Harold Hallikainen  
Roger Korte  
Steve Kautz  
Mark Persky  
Ty Safreno  
Ed Stettler  
Henry Tate  
Wayne Unks

### Family Studies

M Basti  
Bailey Drechsler  
Jan Gillette  
Heather Goodwin  
Star Graber  
Sharon Howell  
Lisa Huet  
Marianne Kennedy  
Don Norton  
Beth Raub  
Casey Roos  
Toni Torrey  
Sherilyn Young  
Judith Walters

### Fashion Design and Merchandising

Judy Appell  
Rob Appell  
Sharon Avey  
Sara Boller  
Therese Cron  
Ruth Enriquez-Bague  
Jerris Greenblat  
Cathy Johnson  
Shirley Lefevbre  
Karen Lopez  
Elizabeth Mehlschau  
Sharon Moore  
Janeen Schiff  
Crystal Smith  
Rozanne Storlie  
Ron Supat  
Jessica Wallis  
Lisa Washmuth  
Guy Wells

### Graphic Design

Patricia Arnold  
J. Boomer Grace  
Kevin Bontenbal  
Ivan Bradely  
Peet Cocke  
Joel Evey  
Brian Green  
Doug Highland  
Roger Lee

### Hospitality

Alex Benson  
Marie-France Brown  
Ken Cooper  
Roger Corwin  
Charles Holder  
David Ibarra  
Susan Morris  
George Newland  
J. P. Patel  
Pragna Patel  
Jamie Wallace  
Paul Wallace  
Tawny Winters

### Interior Design

Lorraine Bailey  
Steve Carnes  
Gail Congdon  
David Fernandez  
Anne Fortini  
Claudia Harmon  
Kea Hendey-McKee  
Pat Howard  
Jan Kepler  
Mary Martin-Marquardt  
Ruth Moynihan  
Bobbi Tone  
Francine Van De Vanter  
Angeline Vollmer

### Library/Information Technology

John Corbett  
Julie Dahlen  
Margaret Esther  
Denise Fourie  
Anna Gold  
Barry Lewis  
Stephanie Lowe  
Patrick Moloney  
Leslie Mosson  
Cris Smith  
Julie Smith  
Mark Stengel

### Paralegal

Katcho Achadjian  
Victoria Berry  
Ruth Biering  
Peter Cummings  
Michael Devitt  
William Estrada  
Virginia Findley  
Susan Hoffman  
Linda Hurst  
David Johnson  
Nancy Kimmell  
Ellen Mattson  
Traci Robichaud  
Julie Rodewald  
Sherri Ross  
Peter Terhune  
Lisa Toke

### Paramedic

Charlotte Alexander  
Chris Anderson  
Helen Faithfull  
Paul Georghiou  
Tim Hallmark  
Darel Johnson  
Ariane Leiter  
Mike Messina  
Geoff Money  
Bill Murphy  
Bob Nuemann  
Joe Piedalue

Richard Short  
Kurt Stone  
Michael Talmadge  
Craig VanderZwagg

### Sports Medicine

Karen Empey  
Paul Gabrielsen  
Anthony Geiger  
Walt Rehm  
Jaison Wardrop  
Steve Yoneda

### Registered Nursing

Kristine Blanchard  
Daphne Boatright  
Raye Burkhardt R.N.  
Christie Gonder  
Linda Harris  
Villa Infanto  
Susan Jones  
Ruth Kirstatter  
Kerin Mase  
Paula Moore  
Pam Peachey  
Gina Reyes  
Linda Riggie

### Web Development Technologies

Kevin Bontenbal  
David Brown  
Del Chausse  
Peet Cocke  
Bob Dumouchel  
Denise Fourie  
Richard Harvey  
Michael Lee  
Alberta Silva  
Mark Stengel  
Julie Smith  
Catherine Werst

### Welding

William Amarillas  
Keith Bowers  
Roy Coffman  
Bud Davis  
Mike Fontes  
Burton Johnson  
Don Lahr  
Michael Lang  
Jeff McCaffery  
Pat McCaffery  
Mike Nuno  
Hardie Phillips  
David Rivas  
Erik Weatherby  
Richard Wenz



## CUESTA COLLEGE FOUNDATION

The Cuesta College Foundation was incorporated in 1973 for the purpose of providing financial support to the college. A 35-member board of directors governs the Foundation. The Board includes community members from throughout San Luis Obispo County, an elected Trustee, administration, faculty, and the president of the Associated Students of Cuesta College. The Foundation provides essential support for college programs, services, scholarships and capital needs.

### MISSION

The Cuesta College Foundation ensures the greatest educational opportunities for student access and success by:

- Providing the highest level of support and philanthropic opportunities
- Serving as a liaison between the college and the community
- Enhancing the college's visibility and stature
- Advocating for community colleges
- Fostering a creative and rewarding environment for students, faculty, staff and volunteers

To learn more about the Foundation's programs and ways to give, visit our website at <http://academic.cuesta.edu/foundation/> or call at (805) 546-3279.

### SCHOLARSHIPS AND GRANT AWARDS

#### Perpetual Endowment Funds

The following is a listing of perpetual endowments with earnings available for scholarships or specially designated awards (year indicated is date funded).

Acorn Scholarship (2001)  
 Anna Adams-Gohler Nursing Scholarship (1997)  
 Helen R. "Pat" Allen-Kennedy Scholarship Fund (1990)  
 The Joseph T. and Amy Silva Arsenio Endowment (1998)  
 Ed Atkinson Memorial Nursing Scholarship (1978)  
 Frank and Josephine Avila Endowment Fund (1993)  
 Bessie Barnes Scholarship (1989)  
 Sid and Bonnie Bartholow Scholarship (2002)  
 Baywood Park Women's Club Scholarship Endowment (1973)  
 Martha C. Bennett Nursing Endowment (2005)  
 Nellie Bjorn Nursing Scholarship (2002)  
 Earle B. and Diane P. Blakeslee Endowment Fund (1988)  
 The Earle B. Blakeslee Music Award (1999)  
 Jack Bohannon Scholarship Endowment (1996)  
 John Bowen Memorial Scholarship (1989)  
 Sidney R. Broadbent, M.D., Nursing Training Fund (2005)  
 Elizabeth Brown Endowment (1994)  
 Charles and Marjorie Burkhardt Endowment (1991)  
 The Pete Cagliero Family Endowment (2005)  
 Brian Caldwell Scholarship Fund (1989)  
 Carl A. Carlson Scholarship Fund (2001)  
 Central Coast Women's League Scholarship (1985)  
 Central Shores Chapter of the Oncology Nursing Society Excellence in Nursing Scholarship (2001)  
 Arlene B. Chandler and Everett M. Chandler Endowment (2002)  
 John K. and Vivian B. Christian Scholarship (1999)  
 Be Happy, Smile at a Stranger Drama Scholarship in Memory of Daniel Cicchini, Danny Boy (2005)  
 Clifford Engineering and Science Scholarship (2001)  
 Don and Elaine Holley Coats Scholarship Endowment (2003)

College Grant Fund (1993)  
 College Readiness Endowment (1991)  
 Bert Conklin Scholarship Endowment (1996)  
 Walter Conley Endowment (1993)  
 Ethel Cooley Scholarship Endowment Fund (1993)  
 Betty A. Cousins "Queenie" Scholarship (1999)  
 Cuesta College Endowment Fund (1982)  
 Ralph Waldo and Opal Lucy Daugherty Scholarship Fund (2000)  
 Rev Doctor Sharon Rose Daugherty Scholarship Fund (2000)  
 Robert David Endowment (1999)  
 Thomas and Susan Davies Master Chorale Endowment (2004)  
 Lillian Dean Memorial Fund (2006)  
 Dori Lynn Deutsche Scholarship (2003)  
 Norberto G. Diaz Scholarship Fund (2004)  
 Zelle Diefenderfer Endowment (1988)  
 Peter and M'May Diffley Award for Faculty Excellence (1989)  
 Disabled Student Programs and Services Endowment Fund (1989)  
 Dowell Fund for Technology Advancement (2000)  
 M. L. Duke Scholarship (1985)  
 Merlin and June Eisenbise Endowment Fund (1996)  
 James K. Ekegren, M.D., Nursing Scholarship Fund (1992)  
 Audrey J. English and Wallace E. English Memorial Endowment (1992)  
 Lorraine V. Erno, R.N., Memorial Scholarship (1998)  
 Faculty Grants Endowment Fund (1994)  
 C. Baring Farmer, M.D., Scholarship (1989)  
 The Farrer Family Women in Technology Scholarship Fund (2000)  
 Vicki Farrer Endowment (1989)  
 Finley-Kolemaine Scholarship (2002)  
 Frady Family Scholarship Endowment (1998)  
 Barry Frantz Scholarship Fund (2001)  
 Friends of the Library Lyn Vivrette Scholarship (2005)  
 Ramona Frost Foreign Language Scholarship (1988)  
 Calvin and Ruth Gabriel Family Scholarship (1994)  
 LaVonne Gaebe Nursing Scholarship Fund (1997)  
 General Foundation Administration Endowment (1988)  
 Dr. Barbara H. George Fund for the Greatest Need (2004)  
 Christopher Giambalvo Memorial Fund (1995)  
 Jim and Maxine Greathouse Endowment (1992)  
 The Grover City Civic Women's Club Scholarship (2000)  
 Don Hansen Basketball Camp Scholarship (2000)  
 John and Dorothy Hayner Memorial Scholarship (2002)  
 The Gene and Fern Hulse "Twiggy" Award (1994)  
 Independent Insurance Agents and Brokers of San Luis Obispo County Endowment Fund (1981)  
 Ada Irving Nursing Endowment Fund (1991)  
 Dr. W. Boyd and Mrs. Carol Judd Scholarship in Honor of Anita Judd (2002)  
 Tibor Kalman String Quartet Award (1991)  
 Charline Albertine Knight Nursing Scholarship (1993)  
 The Laumann Family Scholarship Endowment (1986)  
 Wendi Lawless Interior Design Endowment Fund (1999)  
 League of Women Voters Scholarship in Memory of Beverly Hund (1993)  
 Virgie L. Lebo Scholarship Endowment (1996)  
 Milton and Margaret Levy Endowment Scholarship Fund (1989)  
 Dr. Danny Lickness Nursing Scholarship (1998)  
 J. Vard Loomis Memorial Scholarship Fund (1977)  
 Mr. and Mrs. Robert Lutz Scholarship Fund (1989)  
 Avis J. Madden, R.N., Memorial Scholarship (1987)  
 Frank and Lois Martinez "President's Scholarship" Endowment Fund (1988)  
 Carmen Mauro Scholarship (1990)

June and Jayson McBade Endowment Fund (1989)  
 Rose Polin McKeen and William Henry McKeen Scholarship (1994)  
 Mary Mae McQuaid Scholarship Fund (1997)  
 The Marianne Michels College for Kids Memorial Scholarship (1998)  
 Military Officers Association of America Ladies (MOAAL) Scholarship (1991)  
 Jean Ann Miller Memorial Endowment (1995)  
 B.T. and Bonnie Mills Scholarship Fund (2000)  
 Grace N. Mitchell Opportunity Scholarship (1999)  
 Arletta Dennis Moore Scholarship Fund (1991)  
 J. Neil Moses Scholarship (1986)  
 Bud and Grace Myers Scholarship Quota International of Paso Robles (2000)  
 Peter and Maria Nappi Scholarship (1990)  
 Betty Nielsen Scholarship Fund (1994)  
 The Norby-Perkins Scholarship Fund (2001)  
 Frederick G. Novy III History Scholar Award (1991)  
 Helen Novy Art Fund (1995)  
 Margaret Peart-Collier Early Childhood Education Endowment Scholarship (1989)  
 C.M. Peart Family Endowment (2001)  
 Marie Alice Peart and Gilbert M. Peart Scholarship Fund (1992)  
 Gil Peter "S.A.M." (Scholastic Achievement in Mathematics) Scholarship Endowment Fund (1996)  
 Lucille Peyton Endowment (1989)  
 The Linnaea Phillips Endowment (1998)  
 Mark Corey Pitchlyn Textbook Grant (1992)  
 The Fely and Harald Platou Scholarship Fund (1997)  
 Portraits in Music/Public Events Endowment (1989)  
 Quota International of Morro Bay Garnet Coughlin Scholarship (1991)  
 Quota International of San Luis Obispo Endowment Fund (1994)  
 Carolyn Ragsdale Nursing Scholarship (2005)  
 Ralston Family Scholarship Fund (1993)  
 Jessie H. Ray Encouragement Endowment (1991)  
 Wallace and Frances J. Reynolds Scholarship Fund (1994)  
 Alvin E. and Mary S. Rhodes Trustee Award (1990)  
 Patty Riley "Big Sun Peppermint Willow" Scholarship (1999)  
 Mario Rizzoli Automotive Scholarship (2004)  
 Glenn H. Robinson Memorial Scholarship Fund (2002)  
 Craig Farley Ryan Gift of Life Scholarship (1985)  
 San Luis Obispo General Hospital Auxiliary Endowment Fund (1990)  
 The Rose Sargen Endeavor Scholarship (2005)  
 John G. Schaub Memorial "Dean's" Award (1999)  
 The Carl and Carol Schliep Fund (1983)  
 Paul and Katherine Schmitt Scholarship Fund (2002)  
 Scholarship Endowment for Nursing Students (1989)  
 The Schwartz Family (Stella, Barney, Dorothy, Mary, and Dale) Scholarship (1999)  
 Schwartz-Studer Scholarship Fund (2000)  
 Eleanor Sears Memorial Scholarship Endowment (1988)  
 Francis Vincent See Memorial Fund (1993)  
 Florence Eileen Shaffer Memorial Scholarship (1994)  
 Maude E. Shawhan Scholarship Endowment (1991)  
 Sierra Vista Hospital Volunteer Auxiliary Scholarship (1990)  
 SLO County Physicians Endowment Fund (1995)  
 Joyce Williams Smith Memorial Scholarship (1987)  
 Mary E. Smith Memorial Marine Biology Award (1983)  
 Soroptimist International of San Luis Obispo Scholarship Award (1991)  
 The Michael James Sotelo Scholarship (2005)  
 Frank A. "Tony" Sprague Memorial Award (1989)  
 Chris Stodolka Scholarship for Academic Excellence (1994)  
 Dorothy B. Stork Memorial Endowment (2005)

Dr. Gilbert H. Stork Scholarship (2004)  
 Christy Sweeny Scholarship Fund for Nursing Students (2004)  
 Teaching and Service Excellence Awards (1992)  
 Margaret Templeton Scholarship (2004)  
 Mickey Testa Memorial Scholarship (1998)  
 Wanetta Thomas Endowment Fund (1984)  
 Alice Thompson Scholarship Endowment (1995)  
 William Larrick Trevathan Fund to Benefit the Learning Disabled (1989)  
 Kathryn Trout Memorial Fund (1984)  
 Elizabeth Tudor Scholarship of the Central Coast Renaissance Historical Society (1995)  
 Veterinarians of San Luis Obispo County Scholarship Fund (1996)  
 G. D. Wallace Endowment for Public and Community Events (1997)  
 The Patrick A. Walsh Memorial Scholarship Fund (1999)  
 The Ralph M. and Grace Warten Scholarship (1997)  
 Ruth Whipple and Genevieve Coolidge Endowment (1972)  
 Wilhelm Book Endowment Fund (1993)  
 Hassiba Williams Scholarship (2001)  
 Jane Barnes Williams Endowment Fund (1990)  
 Women's Program Endowment Fund (1990)  
 Jack E. Robinson Geology Endowment (2010)  
 Evelyn E. Cunningham Endowment (2010)

## ANNUAL SCHOLARSHIPS

Funds may be received for annual scholarship awards. The type of scholarships and the receipt of these gifts vary from year to year. Following is a list of annual scholarships that may be available:

AAUW Morro Bay - Mildred Logan Scholarship  
 Helen and Gene Graves Adopt-a-Student Scholarship  
 Altrusa International, Inc. of Cinco Ciudades  
 Altrusa International of San Luis Obispo  
 ASCC Kent Brudney Leadership Award  
 ASCC Outstanding Service to School and Community  
 Atascadero Women of the Moose-Chapter 1799  
 Cambria Women's Resource Center  
 Casey Art Scholarship  
 Casey Drama Scholarship  
 Casey Writing Scholarship  
 The CCFT Lenore Erickson Scholarship  
 The CCFT Katy Tomes Memorial Scholarship  
 The Central Coast Learning Disabilities Conference Student Award  
 Charter Communications Scholarship  
 Cuesta College Academic Senate  
 Delta Kappa Gamma, Alpha Mu Chapter  
 Elementary Education Career Scholarship  
 Estero Bay Women's Club Scholarship  
 Dorothy Fritts Scholarship  
 The Haruo and Rosie Hayashi Scholarship  
 Independent Living Program Scholarship  
 The Johnson Gallery Scholarship  
 Dorothy Keck Scholarship Fund  
 Cristal Heaven King Memorial Scholarship  
 Kiwanis Club of Greater Pismo Beach  
 J.M. Long Foundation Scholarship  
 Juanita D. and E. Stuart McMullen  
 Morro Bay Art Association  
 Morro Bay Presbyterian Women Scholarship  
 Orcutt Mineral Society-Geology Earth Science Award  
 PEO-Chapter GO, In Memory of Shirley Isbell  
 PEO-Chapter SO, In Memory of Martha Frady  
 Phi Epsilon Phi Sorority - Psi Chapter Scholarship

Rotary Club of Morro Bay Scholarship  
 Rotary Club of San Luis Obispo Vocational Scholarship  
 San Luis Ambulance Service-Dale Ashburn Memorial Scholarship  
 San Luis Obispo Bicycle Club Scholarship  
 San Luis Obispo Gem and Mineral Club Scholarship  
 San Luis Obispo Women's Network Scholarship  
 Lisa Segura Memorial Scholarship  
 Sierra Vista Regional Medical Center Volunteer Auxiliary Book Grant Program  
 SLO Community Health Foundation Nursing and Allied Health Professional Development Scholarship  
 SLO Senior Citizen Center "Stitch & Chatter"  
 Leona Forbes Stenner Scholarship  
 Studio Arts Materials Scholarship  
 Mary Pintar Trull Scholarship  
 Twin Cities Hospital Volunteers  
 Nancy Vaughan Memorial Sweet Springs Fund  
 Wingate Foundation Scholarship  
 The Women's Club of Arroyo Grande Scholarship

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### **Executive Director**

Dr. Barbara H. George

## **FACULTY: FULL-TIME AS OF JULY 1, 2011**

### **AKELIAN, CHRISTOPHER (1977)**

#### **ENGINEERING AND TECHNOLOGY**

B.S., California Polytechnic State University, San Luis Obispo;  
 M.S., San Diego State University

### **ALLEN, BRET (2001)**

#### **ENGINEERING AND TECHNOLOGY**

B.S., California Polytechnic State University, San Luis Obispo

### **AMBROSE, MARY ANN**

#### **NURSING/ALLIED HEALTH**

B.S., Long Beach State University;  
 B.S.N, M.S.N., Graceland University

### **AMYX, GUYLA (1988)**

#### **FINE ARTS**

B.F.A., Eastern Washington University;  
 M.F.A., Washington State University

### **ANDREWS, KATCHY (1996)**

#### **COUNSELING SERVICES**

B.A., Pitzer College;  
 M.A., California Polytechnic State University, San Luis Obispo

### **ARNO, JOHN (2007)**

#### **LANGUAGES AND COMMUNICATIONS**

B.A., M.A., University of Southern California;

### **BABU, PRAVEEN (2006)**

#### **PHYSICAL SCIENCES**

B.S., Boston College;  
 Ph.D., Louisiana State University

### **BAEYEN, DENNIS (1988)**

#### **ENGLISH**

B.A., Washington State University, Pullman;  
 M.A., Iowa State University

**BASTI, MJ (1990)**

## PHYSICAL EDUCATION

B.S.N., San Diego State University;  
M.S.N., California State University, Dominguez Hills

**BAXLEY, GREGORY (2004)**

## PHYSICAL SCIENCES

B.S., California Polytechnic State University, San Luis Obispo;  
Ph.D., University of Oregon

**BEYNON, SHARON (2006)**

## ENGLISH

B.A., University of Texas, Austin;  
M.A., University of Texas, Austin

**BIERING, RUTH (2008)**

## BUSINESS EDUCATION

B.A., University of California, Los Angeles;  
J.D., Loyola University

**BLUM, KATHERINE (2006)**

## COUNSELING SERVICES

B.S., University of California, Davis;  
M.A., California Polytechnic State University, San Luis Obispo

**BOLING, SEAN (2000)**

## ENGLISH

B.A., University of Santa Cruz;  
M.A., San Francisco State University

**BONTENBAL, KEVIN (1997)**

## LIBRARY/LEARNING RESOURCES

B.A., California State University, Chico;  
M.L.S., Syracuse University, New York  
Ed.D., University of California, Santa Barbara

**BOWER, DONNA (2001)**

## ENGLISH AS A SECOND LANGUAGE

B.A., M.A., California State University, Fresno

**BRADY, LINDA (1999)**

## COUNSELING SERVICES

B.A., University of California, Los Angeles;  
M.A., M.S., California Polytechnic State University, San Luis Obispo

**BRAMSEN, TRICIA (1983)**

## HUMAN DEVELOPMENT

B.S., California Polytechnic State University, San Luis Obispo

**BRENNAN SMITH, SCOTT (2005)**

## FINE ARTS

B.A., San Diego State University;  
M.A., California State University, Chico;  
M.A., University of California, Davis

**BRUDNEY, KENT (1990)**

## SOCIAL SCIENCES

B.A., University of California, Berkeley;  
M.A., Ph.D., University of California, Los Angeles

**CARRA, HEDY (1997)**ACADEMIC SUPPORT/DISABLED STUDENT  
PROGRAMS AND SERVICES

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

**CHAMBERS, LEILA (2001)**

## BUSINESS EDUCATION

B.S., California Polytechnic State University, San Luis Obispo;  
M.B.A., University of La Verne

**CHELLEN, DENISE (2006)**

## MATHEMATICS

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

**CLARK, BRET (2005)**

## PHYSICAL SCIENCES

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

**CLAYTON, PETRA (1992)**

## LANGUAGES AND COMMUNICATIONS

B.A., M.A., University of California, Riverside

**COCKE, PEET (2001)**

## FINE ARTS

B.A., San Diego State University  
M.F.A., University of Southern California

**CONKLIN, EDWARD (1990)**

## ENGLISH

B.A., California State University, Long Beach;  
M.A., University of California, Irvine

**COREY, JEAN (2004)**

## NURSING/ALLIED HEALTH

A.A., San Jose City College;  
B.S., Sonoma State University;  
M.A., University of California, San Francisco

**CURTIS, LISA (2001)**ACADEMIC SUPPORT/DISABLED STUDENT  
PROGRAMS AND SERVICES

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

**DEFRAGA, LISA (2005)**

## SOCIAL SCIENCES

B.A., Pomona College;  
M.A., San Francisco State University

**DEMAREST, SALLY (2000)**

## ENGLISH

B.A., Indiana University;  
M.Ed., University of North Carolina, Greensboro;  
M.A., California Polytechnic State University, San Luis Obispo

**DEVITT, ANDREA (2006)**

## COUNSELING SERVICES

B.A., Loyola Marymount University;  
M.A., California State University, Dominguez Hills



**DIAZ, DAVID (1988)**

## PHYSICAL EDUCATION

B.S., M.S., California Polytechnic State University, San Luis Obispo;  
Ph.D., NOVA Southeastern University, Florida

**DILL, PETER (1990)**

## SOCIAL SCIENCES

B.A., Stanford University;  
M.A., University of California, Irvine

**DOWNING, TANYA (2004)**

## BUSINESS EDUCATION

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

**DRECHSLER, BAILEY (1999)**

## HUMAN DEVELOPMENT

B.A., University of California, Berkeley

**DUMAS, BETH-ANN (1999)**

## LANGUAGES AND COMMUNICATIONS

B.A., M.A., California State University, Fullerton

**DUNN, BETSY (2006)**

## LANGUAGES AND COMMUNICATIONS

B.S., University of Washington;  
M.S., University of Tennessee

**EICKEMEYER, JAMES (1999)**

## PHYSICAL SCIENCES

M.S., University of California, Los Angeles;  
B.S., Ph.D., University of California, Santa Barbara

**FERNANDEZ, DAVID (2004)**

## ENGINEERING AND TECHNOLOGY

B. Arch., California Polytechnic State University, San Luis Obispo

**FINDLEY, VIRGINIA (1999)**

## BUSINESS EDUCATION

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

**FLEMING, MATTHEW (1999)**

## ENGLISH

B.A., California State University, Sacramento;  
M.A., California Polytechnic State University, San Luis Obispo

**FLOREZ-GUTIERREZ, JANET (1994)**

## EXTENDED OPPORTUNITY PROGRAMS AND SERVICES

B.A., M.A., California State University, San Diego

**GALCZENSKI, MARIAN (1990)**

## FINE ARTS

B.F.A., Tyler School of Art, Temple University, Pennsylvania;  
M.F.A., Carnegie Mellon University, Pennsylvania

**GILBERT, CHRISTOPHER (2000)**

## SOCIAL SCIENCES

B.A., Loyola Marymount University;  
M.A., Boston College, Massachusetts;  
Ph.D., University of California, Riverside

**GILLETTE, JAN (1997)**

## HUMAN DEVELOPMENT

B.S., State University of New York at Stony Brook;  
M.S.W., McGill University, Canada

**GIRARD, SALLY (1992)**

## LANGUAGES AND COMMUNICATIONS

A.B., Colby College, Maine;  
M.A., Middlebury College, Vermont

**GOLD, RANDALL (1968)**

## SOCIAL SCIENCES

A.B., University of California, Berkeley;  
M.A., San Francisco State University;  
Ph.D., Michigan State University

**GOSSARD, SUSAN (1986)**

## COUNSELING SERVICES

B.A., California State University, Chico;  
M.A., California State University, Sacramento

**GOUGH, DANA (1986)**

## COUNSELING SERVICES

B.A., University of California, Santa Barbara;  
M.A., California Polytechnic State University, San Luis Obispo

**GROVER, JEFFREY (1988)**

## PHYSICAL SCIENCES

B.S., University of Southern California;  
M.S., University of Arizona

**GUTIERREZ, ANTHONY (2006)**

## STUDENT DEVELOPMENT AND ACTIVITIES

B.A., Azusa Pacific University;  
M.A., Michigan State University

**HA, FRANCIS (2001)**

## SOCIAL SCIENCES

B.S., University of California, Berkeley;  
M.A., Ph.D., University of California, Santa Barbara

**HARDIMAN, TONYA (1995)**

## COUNSELING SERVICES

B.A., California Polytechnic State University, San Luis Obispo;  
M.S., University of La Verne

**HERBEKIAN, STEVE (1997)**

## MATHEMATICS

B.A., University of California, Los Angeles;  
M.A., San Francisco State University

**HIGHLAND, DOUGLAS (2004)**

## FINE ARTS

B.A., California Polytechnic State University, San Luis Obispo;  
M.A., University of Arizona

**HOFFMAN, JULIE (1999)**

## MATHEMATICS

B.A., University of California, Irvine;  
M.S., California State University, San Jose

**HUGHES, PATRICK (1989)**

## MATHEMATICS

B.S., M.A., Eastern Illinois University

**JIMISON, KATHERINE (1996)**

## PHYSICAL SCIENCES

B.S., University of Nevada, Reno;

M.S., University of California, Santa Barbara

**JOHNSON, FAY (1999)**

## NURSING/ALLIED HEALTH

A.A., Harbor College

**JOHNSON, JANI (2002)**

## PHYSICAL EDUCATION

B.S., California Polytechnic State University, San Luis Obispo;

M.S., Southern Illinois University, Carbondale

**JOHNSTON, LAURENCE (1990)**

## MATHEMATICS

B.S., California Polytechnic State University, San Luis Obispo;

M.S., University of California, Los Angeles

**JONES, JEFFREY (1990)**

## ENGINEERING AND TECHNOLOGY

B.S., M.S., San Jose State University

**JUDD, DENNIS (1999)**

## SOCIAL SCIENCES

B.A., California Polytechnic State University, San Luis Obispo;

M.A., University of California, Santa Barbara

**KAYSER, AMY (2006)**

## ENGLISH AS A SECOND LANGUAGE

B.A., University of Chicago;

M.A., Northern Arizona University;

Ed.D., University of Exeter, UK

**KINTER, MICHAEL (1999)**

## MATHEMATICS

B.A., University of California, Berkeley;

M.A., University of Houston, Texas

**KLINGER, ALISA (2001)**

## ENGLISH

B.A., University of Toronto, Canada;

M.A., Queen's University at Kingston, Canada;

Ph.D., University of California, Berkeley

**KNUDSEN, MATTHEW (2000)**

## MATHEMATICS

B.A., University of California, Santa Cruz;

M.S., University of California, Irvine

**KNUTSON, JOHN (2001)**

## PERFORMING ARTS

B.M., University of Minnesota, Twin Cities;

M.M., Northern Arizona University

**KOENINGER, ANTHONY (2001)**

## SOCIAL SCIENCES

B.A., M.A., Ph.D., University of California, Santa Barbara

**KORISHELI, MARGARET (2002)**

## FINE ARTS

B.S., University of California, Los Angeles;

M.A., California State University, Northridge

**KRULIKOWSKI, VICTOR (2001)**

## SOCIAL SCIENCES

B.A., University of Delaware;

M.A., University of California, Santa Barbara

**LAMON, BRENT (1999)**

## SOCIAL SCIENCES

B.S., California Polytechnic State University, San Luis Obispo;

M.Phil., Ph.D., Graduate School and University Center of the City

University of New York

**LARSEN, MARIE (1999)**

## MATHEMATICS

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

**LARSON, BEVERLY (1998)**

## BUSINESS EDUCATION

B.B.A., M.B.A., Wichita State University, Kansas

**LAU, CHRISTINA (1991)**

## LIBRARY/LEARNING RESOURCES

B.A., Southern California College;

M.L.S., University of California, Los Angeles;

**LEN, PATRICK (2003)**

## PHYSICAL SCIENCES

B.A., Washington State University, Missouri;

Ph.D., University of California, Davis

**LEONE, STEPHEN (1999)**

## ENGLISH

B.A., M.A., California State University, Fresno

**LEWIS, GREG (1992)**

## MATHEMATICS

B.S., University of California, Los Angeles;

M.S., California State University, Northridge

**LLOYD, SUSAN (1992)**

## LANGUAGES AND COMMUNICATIONS

B.A., California State University, Hayward;

B.A., University of Montpellier, France;

M.A., University of California, Santa Barbara

**LOVE, CARINA (2004)**

## LIBRARY/LEARNING RESOURCES

B.A., University of California, Santa Barbara;

M.A., University of California, Los Angeles

**MACHADO, CATHERINE (2006)**

## COUNSELING SERVICES

B.A., M.A., California Polytechnic State University, San Luis

Obispo

**MALISZEWSKI, ANN (2006)**

## BIOLOGICAL SCIENCES

B.S., Keene State College, New Hampshire;

M.A., Kent State University, Ohio;  
Ph.D., University of Massachusetts

**MANN, NANCY (1990)**

## BIOLOGICAL SCIENCES

B.A., M.A., California State University, Fullerton

**MARSALA, SUSAN (1989)**

## ENGLISH

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

**MARSH, JOHN (2004)**

## PHYSICAL EDUCATION

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

**MARTIN, JENNIFER (2004)**

## PERFORMING ARTS

B.A., California State University, Fullerton;  
M.M., University of Redlands

**MCAUSTIN, MICHELLE (1990)**

## BUSINESS EDUCATION

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

**MCCARLEY, RONALD (2005)**

## PERFORMING ARTS

B.A., Westmont College;  
M.F.A., California Institute of the Arts

**MCCONNICO, LAURIE (2007)**

## BIOLOGICAL SCIENCES

B.S., University of California, San Diego;  
M.S., Moss Landing Marine Laboratories, San Jose State University

**MCCORKLE, MARY (1988)**

## LANGUAGES AND COMMUNICATIONS

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

**MCDONALD, RONALD (2007)**

## ENGINEERING AND TECHNOLOGY

Cuesta College

**MC GEE, BARBARA (1989)**

## MATHEMATICS

B.A., University of California, Los Angeles;  
B.S., California State University, Northridge;  
M.S., University of Southern California

**MCKEOWN, REGINA (2006)**

## ENGLISH AS A SECOND LANGUAGE

B.A., M.A., California Polytechnic State University

**MEDEIROS TAYLOR, MADELINE (2005)**

## ENGLISH AS A SECOND LANGUAGE

B.A., M.A., California State University, Chico

**MERZON, ALLISON (1996)**

## PHYSICAL EDUCATION

B.A., University of California, Davis;  
M.A., California Polytechnic State University, San Luis Obispo

**MEYER, JODI (2001)**

## MATHEMATICS

B.S., California Polytechnic State University, San Luis Obispo;  
M.S., Northern Arizona University

**MILLER, BARBARA (1996)**

## MATHEMATICS

B.A., College of St. Benedict, Minnesota;  
M.S., University of Colorado, Denver

**MILLER, KENNETH "BOB" (2003)**

## PHYSICAL EDUCATION

B.S., University of Redlands;  
M.S.S., United States Sports Academy, Alabama

**MISFUD, LISE (2008)**

## SOCIAL SCIENCES

B.A., University of California, Berkeley;  
M.A., University of Tennessee, Knoxville

**MOONEY, AMY (1997)**

## ENGLISH

B.A., M.A., Iowa State University

**MOORE, CHERIE (1995)**

## HUMAN DEVELOPMENT

B.A., University of Hawaii at Manoa;  
M.A., California Polytechnic State University, San Luis Obispo

**MORGAN, JANE (2001)**

## SOCIAL SCIENCES

B.S., San Diego State University;  
M.A., Ph.D., Florida International University

**MOSCOSO, GLENDA (2005)**

## COUNSELING SERVICES

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

**NORTON, DONALD (1989)**

## HUMAN DEVELOPMENT

B.A., Antioch University;  
M.A., Pacific Oaks College and Children's School

**NUNEZ, IRENE (1986)**

## COUNSELING SERVICES

B.S., California State University, Fresno;  
M.A., California State College, Bakersfield

**PARRISH, BERTA (1999)**ACADEMIC SUPPORT/DISABLED STUDENT  
PROGRAMS AND SERVICES

B.A., M.A., Ed.D., Arizona State University

**PATCHELL, THOMAS (2006)**

## ENGLISH

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

**PEACHEY, PAM (1995)**

## NURSING/ALLIED HEALTH

B.S.N., Azusa Pacific University;  
M.S.N., California State University, Dominguez Hills

**PEREZ SESSER, MARGIE (2005)**

## HUMAN DEVELOPMENT

A.A., Reedley College;  
B.A., California State University, Stanislaus

**PETERS, KATHLEEN (1997)**

## ACADEMIC SUPPORT/DISABLED STUDENT PROGRAMS AND SERVICES

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

**PILLSBURY, DOUGLAS (1990)**

## ENGLISH AS A SECOND LANGUAGE

B.A., University of Arizona;  
M.A., Fairleigh Dickinson University, New Jersey

**POINTER, STACY (2006)**

## ENGLISH

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

**PORTER KATHLEEN (2006)**

## COUNSELING SERVICES

B.A., California State University – Sacramento;  
M.A., California Polytechnic State University, San Luis Obispo

**PROCHASKA, DAVID (1997)**

## FINE ARTS

B.F.A., College of Creative Studies, University of California, Santa Barbara;  
M.F.A., University of California, Santa Barbara

**RALSTON, IRMTRAUD “WIESIE” (1986)**

## COUNSELING SERVICES

B.A., California State University, Long Beach;  
M.A., University of Southern California

**RECTOR-CAVAGNARO, ANTHONY (1989)**

## LANGUAGES AND COMMUNICATIONS

B.A., M.A., University of California, Irvine

**REED, BLAKE (1997)**

## COUNSELING SERVICES

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

**REHM, WALTER (1990)**

## PHYSICAL EDUCATION

B.A., University of California, Santa Barbara;  
M.S., California Polytechnic State University, San Luis Obispo

**REYES, REGINA (2001)**

## COUNSELING SERVICES

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

**RODRIGUES, AARON (1991)**

## SOCIAL SCIENCES

B.A., University of Southern California;  
M.A., Stanford University

**ROSS, ALAN (1998)**

## BUSINESS EDUCATION

B.S., M.S., Ph.D., University of California, Los Angeles

**ROSSA, MARILYN (1984)**

## ENGLISH

B.A., California Polytechnic State University, San Luis Obispo;  
M.A., San Francisco State University

**RUBIN, GARY (2004)**

## BUSINESS EDUCATION

B.S., DePaul University, Chicago;  
J.D., California Western School of Law

**RUPPERT, RON (1989)**

## BIOLOGICAL SCIENCES

B.A., M.A., California State University, Fullerton

**SANDERS-MORENO, JENNIFER (2001)**

## MATHEMATICS

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

**SAWZAK, VICKI (1989)**

## STUDENT HEALTH CENTER

B.S., Loma Linda University;  
M.S., Chapman University

**SCHWENNICKKE, ROBERT (1998)**

## MATHEMATICS

B.A., California State University, Long Beach;  
M.A., Ph.D., University of California, Santa Barbara

**SCOTT, MARCIA (1995)**

## NURSING/ALLIED HEALTH

B.S.N., Luther College, Decorah, Iowa  
M.S.N., California State University, Dominguez Hills

**SCOVIL, RANDY (2001)**

## BUSINESS EDUCATION

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

**SHERMAN, TERI (2002)**

## COUNSELING SERVICES

B.A., California State University, Fresno;  
M.A., California Polytechnic State University, San Luis Obispo

**SILVERBERG, BRUCE (2008)**

## ENGINEERING AND TECHNOLOGY

B.A., Dickinson College, Pennsylvania;  
B.Arch., Boston Architectural Center;  
M.S., Columbia University, New York



**SMITH, DARLENE (1988)**

## SOCIAL SCIENCES

B.A., M.A., California State University, Sacramento

**SMITH, DAWN (1999)**

## NURSING/ALLIED HEALTH

B.S.N., California State University, Dominguez Hills

**SMITH, JULIE (2006)**

## COUNSELING SERVICES

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

**SNIDER, WILLIAM (1989)**

## BUSINESS EDUCATION

B.S., California Polytechnic State University, Pomona;  
M.B.A., University of Southern California

**STAKES, DEBRA (2006)**

## PHYSICAL SCIENCES

B.A., Rice University;  
Ph.D., Oregon State University

**STALEY, RICHARD (2006)**

## NURSING/ALLIED HEALTH

B.S., California State University – Fresno;  
M.A., California Polytechnic State University

**STEVER, CINDY (2006)**

## COUNSELING SERVICES

B.A., M.A., California Polytechnic University, San Luis Obispo

**STEWART, JAMES (1986)**

## COUNSELING SERVICES

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

**STOKES, JOHN (2006)**

## ENGINEERING AND TECHNOLOGY

B.S., California Polytechnic University, San Luis Obispo

**STONE, GEORGE (1998)**

## PERFORMING ARTS

B.A., California State University, Northridge;  
M.A., University of La Verne

**SULLIVAN, JOHN (1989)**

## BUSINESS EDUCATION

B.B.S., New Hampshire College;  
M.S., University of Maine at Portland-Gorham

**SUTTER, RALPH (1992)**

## LANGUAGES AND COMMUNICATIONS

B.A., University of California, Riverside;  
M.A., University of California, Los Angeles

**TAYLOR, RICHARD (1999)**

## MATHEMATICS

B.A., M.A., San Jose State University

**THORESEN, GEORGE “ROB” (2005)**

## ENGINEERING AND TECHNOLOGY

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

**TOMES, MARK (1989)**ACADEMIC SUPPORT/DISABLED STUDENT  
PROGRAMS AND SERVICES

B.A., California State University, Chico;  
M.A., Humboldt State University

**TORREY, ANTONIA (2001)**

## NURSING/ALLIED HEALTH

A.D.N., Cuesta College;  
B.S.N., M.S.N., California State University, Dominguez Hills;  
Ph.D., Duquesne University, Pittsburgh, PA

**TURNER, MARK (1995)**

## MATHEMATICS

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

**VALLE, BREE (2001)**

## PERFORMING ARTS

B.A., B.Ed., Lakehead University, Canada;  
M.F.A., Arizona State University

**VASQUES, MATT (1998)**

## LANGUAGES AND COMMUNICATIONS

B.A., California Polytechnic State University, San Luis Obispo;  
M.A., University of Maine

**VASTA, JOSEPH (2001)**

## MATHEMATICS

B.S., M.S., Ph.D., University of California, Riverside

**VERES, JOHN (1999)**

## BIOLOGICAL SCIENCES

B.A., Rutgers University, New Jersey;  
M.S., Washington State University;  
Ph.D., Duke University, North Carolina

**VILLA, GARY (2001)**

## ENGINEERING AND TECHNOLOGY

B.A., California Polytechnic State University, San Luis Obispo

**WASKA, KAREN (2007)**ACADEMIC SUPPORT/DISABLED STUDENT  
PROGRAMS AND SERVICES

B.A., California State University, Fullerton;  
M.A., Claremont Graduate University

**WEBER, MARK (1989)**

## SOCIAL SCIENCES

B.A., Humboldt State University;  
M.A., Vanderbilt University, Tennessee

**WEST, JAMES (1999)**

## ENGLISH

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

**WRIGHT, PEGGY (1999)**

## MATHEMATICS

B.A., University of California, Los Angeles;  
M.S., California State University, Northridge

**ZIEHL, CHERYL (1990)**ACADEMIC SUPPORT/DISABLED STUDENT  
PROGRAMS AND SERVICES

B.A., University of California, Santa Barbara;  
M.A., California Polytechnic State University, San Luis Obispo

**ZIPPERIAN, KATHRYN (1998)**

## ENGLISH

B.A., California State University, Sacramento;  
M.A., California Polytechnic State University, San Luis Obispo

## FACULTY: PART-TIME AS OF JULY 1, 2011

**ACHTERKIRCHEN, CAROL**

## ENGLISH

B.S., M.A., University of Tennessee, Knoxville

**ALEXANDER, JOHN**

## BUSINESS EDUCATION

B.A., California State University, Sacramento;

M.A., University of San Francisco

**ALLEBE, ADRIENNE**

## FINE ARTS

B.A., University of California, Santa Barbara;

M.A., California State University, Long Beach

**ALLEN, JILLIAN**

## ENGLISH AS A SECOND LANGUAGE

B.A., Purdue University;

M.A., Point Loma Nazarene University

**ALLEN, LAURIE**

## LIBRARY/LEARNING RESOURCES

B.A., Temple University, Philadelphia;

M.A., University of Arizona

**ANDERSON, CHRISTOPHER**

## NURSING/ALLIED HEALTH

Cuesta College;

California Polytechnic State University, San Luis Obispo;

National California Training Institute

**ANDERSON, JAMES**

## ENGINEERING AND TECHNOLOGY

B.S., California Polytechnic State University, San Luis Obispo;

M.S., University of California, Davis

**ANDERSON, JILL**

## PERFORMING ARTS

B.A., Pomona College, Claremont;

M.M., University of Southern California;

D.M.A., University of California, Santa Barbara

**ANDERSON, TIMOTHY**

## FINE ARTS

B.A., Humboldt State University;

M.A., University of Oklahoma

**ANDRUS, RICHARD**

## ENGINEERING AND TECHNOLOGY

Cuesta College

**ARNOLD, PATRICIA**

## FINE ARTS

B.A., California Polytechnic State University, San Luis Obispo;

M.A. Lesley University, Massachusetts

**ASHLEY, JENNIFER**

## ENGLISH

B.A., M.A., California Polytechnic State University, San Luis

Obispo

**AYDELOTT, MATTHEW**WORKFORCE AND ECONOMIC DEVELOPMENT  
PROGRAMS

B.S., Excelsior College, New York

**BADRIGIAN, BRUCE**

## ENGLISH

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

Obispo

**BANFIELD, ROBERT**

## LANGUAGES AND COMMUNICATIONS

B.A., Brigham Young University, Utah

**BARBER, CHRISTINA**

## LANGUAGE AND COMMUNICATIONS

B.A., M.A., California State University, Sacramento;

M.A., University of Kent, UK

**BARBER, JENNIFER**

## ENGLISH AS A SECOND LANGUAGE

B.A., Dominican College of San Rafael;

M.A., Fresno Pacific College

**BARBIER, JANELLE**

## BIOLOGICAL SCIENCES

B.S., University of California, Santa Cruz

**BARCLAY, KENNETH**

## SOCIAL SCIENCES

B.A., Bowling Green State University, Ohio;

M.A., University of Massachusetts at Amherst;

Ph.D., Kent State University, Ohio

**BARKER, DEBORAH**

## BIOLOGICAL SCIENCES

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

**BARKHUFF, WILLIAM**

## ENGINEERING AND TECHNOLOGY

B.S., California Polytechnic State University, San Luis Obispo

**BARTH, MARY**

## LIBRARY/LEARNING RESOURCES

B.A., California Polytechnic State University, San Luis Obispo;

M.L.I.S., San Jose State University

**BATTLES, JAMES**

## PHYSICAL SCIENCES

B.A., M.A., Ph.D., University of California, Riverside

**BAUER, PAUL**

## PHYSICAL SCIENCES

B.A., University of Oregon;  
M.A., San Jose State University

**BAYHAN, RONALD**

## FINE ARTS

B.A., M.A., California State University, Fullerton

**BEATON, ERIC**

## ENGINEERING AND TECHNOLOGY

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

**BEATTY, DAVID**

## ENGINEERING AND TECHNOLOGY

B.A., California Polytechnic State University, San Luis Obispo

**BECHER, TIMOTHY**

## ENGINEERING AND TECHNOLOGY

B.S., California Polytechnic State University, San Luis Obispo

**BECK, JUNE**

## ENGLISH

B.A., Antioch University, Santa Barbara;  
M.A., California Polytechnic State University, San Luis Obispo

**BECKER, DAVID**

## PERFORMING ARTS

B.A., University of Florida

**BEEMAN, MICHAEL**

## NURSING/ALLIED HEALTH

A.S., Allan Hancock College

**BEHNKE, GINGER**

## HUMAN DEVELOPMENT

B.S., California Polytechnic State University, San Luis Obispo

**BERTRANDO, ETHAN**

## SOCIAL SCIENCES

B.A., California Polytechnic State University, San Luis Obispo;  
M.A., University of California, Santa Barbara

**BIERY, KAREN**

## BIOLOGICAL SCIENCES

B.S., University of California, Davis;  
M.S., Colorado State University;  
Ph.D., Texas A & M University

**BLACKIE, KIMBERLY**

## HUMAN DEVELOPMENT

Brooks College of Fashion & Design

**BLAIR, RUSSELL**

## PHYSICAL EDUCATION

B.S., University of Oregon;  
M.S., California Polytechnic State University, San Luis Obispo

**BLANC, SANDRA**

## ENGLISH AS A SECOND LANGUAGE

B.A., M.A., University of California, Riverside

**BLANCHARD, DANIELLE**

## PERFORMING ARTS

B.F.A., Boston Conservatory of Music;  
M.A., University of Arizona, Tucson

**BLAZEJ, DONALD**

## BUSINESS EDUCATION

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

**BOSTER, ELIZABETH**

## HUMAN DEVELOPMENT

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

**BRADLEY, IVAN**

## BUSINESS EDUCATION

B.A., Humboldt State University;  
M.A., Lesely University

**BRAUN, CHRISTINE**

## PHYSICAL SCIENCES

M.S., Ecole Nationale Supérieure de Chimie de Paris;  
M.S., Pierre et Marie Curie University, Paris;  
Ph.D., Joseph Fourier University, Paris

**BREWSTER, DONALD**

## WORKFORCE DEVELOPMENT PROJECTS

B.A., California State University, Long Beach;  
M.A., University of Idaho

**BROERSMA, BARBARA**

## COUNSELING SERVICES

B.A., M.P.A., California State University, Long Beach;  
M.A., California Polytechnic State University, San Luis Obispo

**BROGNO, COURTNEY**

## ENGLISH

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



**BROWN, DAWN**

WORKFORCE AND ECONOMIC DEVELOPMENT  
PROGRAMS

B.A., California Polytechnic State University, San Luis Obispo;  
M.A., Texas Women's University

**BROWN, PATRICIA**

HUMAN DEVELOPMENT

B.A., Ohio State University;  
M.S., Michigan State University

**BUCKLEY, DOUG**

ENGINEERING AND TECHNOLOGY

Cuesta College

**BUDGINAS, RUDOLFAS**

PERFORMING ARTS

B.A., Lithuanian State Music Academy, Vilnius;  
M.M., Ph.D., University of Southern California

**BURNS, MICHAEL**

FINE ARTS

B.A., University of California, Los Angeles;  
M.F.A., University of California, Santa Barbara

**BURTON, CHARLES**

WORKFORCE AND ECONOMIC DEVELOPMENT  
PROGRAMS

B.A., Chapman University

**BUSCHER, PATRICIA**

LIBRARY/LEARNING RESOURCES

B.A., University of California, Riverside;  
M.S.L.S., University of Southern California

**CAKSHIRI, BARBARA**

MATHEMATICS

B.A., University of California, Los Angeles;  
M.A., California State University, Los Angeles

**CAMPBELL, LISA**

HUMAN DEVELOPMENT

B.S., California Polytechnic State University, San Luis Obispo;  
M.A., California State University, Los Angeles

**CANESTRO, MIRANDA**

BIOLOGICAL SCIENCES

B.A., M.S., University of California, Santa Cruz

**CANNEY, DANIEL**

WORKFORCE AND ECONOMIC DEVELOPMENT  
PROGRAMS

B.A., M.A., California State University, Long Beach;  
D.A., University of Oregon

**CARDINALE, JOSEPH**

COUNSELING SERVICES

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

**CARDINALI, SARAH**

WORKFORCE AND ECONOMIC DEVELOPMENT  
PROGRAMS

B.A., San Francisco State University

**CARLTON, KRISTIN**

HUMAN DEVELOPMENT

B.A., The American College, London, England

**CARRO, JOSEPH**

BUSINESS EDUCATION

B.S., Loyola University;  
M.B.A., Pepperdine University

**CASTRO, CHRIS**

MUSIC THEORY

B.M., Azusa Pacific University;  
M.Mus., M.Th., Azusa Pacific University

**CHAUSSÉ, DELBERT**

LIBRARY/LEARNING RESOURCES

B.S., Southern Oregon College;  
M.A., University of Denver

**CHILTON, SUSAN**

LANGUAGES AND COMMUNICATIONS

American River College

**CHINICHIAN, MOSTAFA**

ENGINEERING AND TECHNOLOGY

B.S., Tehran Polytechnic University;  
M.S., P.E., George Washington University;  
Ph.D., Florida Institute of Technology

**CIZMAR, PAULA**

WORKFORCE AND ECONOMIC DEVELOPMENT  
PROGRAMS

B.A., Ohio University

**CLARIN, SARA**

PHYSICAL EDUCATION

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

**CLARK WARNISHER, JUDE**

PHYSICAL EDUCATION

B.A., California State University, Chico;  
M.A., University of California, Irvine

**CLARKE, JEFFERSON**

FINE ARTS

B.S., California Polytechnic State University, San Luis Obispo;  
M.F.A., University of California, Santa Barbara

**CLEEVES, MARILYNE**

BUSINESS EDUCATION

Long Beach City College

**CLICKARD, CHRISTINE****HEALTH CENTER**

B.S., University of California, Santa Cruz;  
B.S.N., University of California, San Francisco

**COATES, BRIAN****ENGINEERING AND TECHNOLOGY**

B.S., California Polytechnic State University, San Luis Obispo

**COFFMAN, CARYN****HUMAN DEVELOPMENT**

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

**COLEY, ELNA****ENGLISH**

B.A., Wheaton College, Illinois;  
M.A., California State University, Long Beach;  
M.E.D., California Polytechnic State University, San Luis Obispo

**COLLIER, MYLA****EMERITUS COLLEGE**

B.A., M.A., California State University, Long Beach

**CONARY, JEFFREY****MUSIC/PERFORMING ARTS**

B.M., B.S., DePaul University

**CONKLIN, LUCY****ENGLISH**

B.A., California State University, Long Beach

**COOPER, SOLVEG****BUSINESS EDUCATION**

B.S., Texas A & M University;  
M.B.A., University of Southern California

**CREAMER, TONYA****ENGLISH AS A SECOND LANGUAGE**

B.A., University of South Carolina;  
M.A., Old Dominion University

**CROSS, JUDITH****SOCIAL SCIENCES**

B.A., California State University, Sacramento;  
M.A., Ph.D., University of California, Davis

**CROSS, WILLIAM****MATHEMATICS**

B.A., University of California, Santa Barbara;  
M.A., University of San Francisco

**CULLEN, BONNIE****FINE ARTS**

B.A., University of Illinois;  
M.A., University of Chicago, Illinois;  
M.A., University of London, England

**D'AVIGON, INDIA****PERFORMING ARTS**

B.M.E., Wittenberg University;  
M.A., Ohio State University

**DANIELS, DENNIS****MATHEMATICS**

B.A., California State University, Northridge;  
M.A., California Polytechnic State University, San Luis Obispo

**DANIELS, SHIRLEY****MATHEMATICS**

B.A., University of Massachusetts at Amherst

**DANSBY, JOE****PHYSICAL EDUCATION**

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

**DAVIES, THOMAS****PERFORMING ARTS**

B.M., Bowling Green State University, Ohio;  
M.M., D.M.A., University of Southern California

**DELKESKAMP, JUDITH****PHYSICAL EDUCATION**

B.S., California State University, Long Beach;  
M.P.H., University of Hawaii at Manoa

**DEPASS, CALVIN****BUSINESS EDUCATION**

B.A., Portland State University, Oregon;  
M.A., University of Oregon

**DETOMASO, SALLEE****ACADEMIC SUPPORT/DISABLED STUDENT****PROGRAMS AND SERVICES**

B.A., California State University, Bakersfield;  
M.A., California Polytechnic State University, San Luis Obispo

**DEVITT, MICHAEL****BUSINESS EDUCATION**

B.A., Santa Clara University;  
J.D., Loyola Law School

**DIAMOND, DIANE****ENGLISH AS A SECOND LANGUAGE**

B.A., California State College, San Francisco;  
M.A., School for International Training, Vermont

**DIN, JENNIFER****NURSING/ALLIED HEALTH**

Santa Barbara Business College

**DOCKSTADER, MARY ANN****ACADEMIC SUPPORT/DISABLED STUDENT****PROGRAMS AND SERVICES**

B.A., M.A., State University of New York at Binghamton;  
Ed.D., University of San Francisco

**DOE, KRISTOPHER**

## EMERITUS COLLEGE

B.F.A., Art Center College of Design

**DONALDSON, JANE**

## BIOLOGICAL SCIENCES

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

**DOWELL, DAVID**

## LIBRARY/LEARNING RESOURCES

B.A., Oklahoma Baptist University;  
M.S., University of Illinois;  
Ph.D., University of North Carolina**DRAGOO, LESLIE**

## HUMAN DEVELOPMENT

B.A., Fresno State University

**DUARTE, LISHA**

## LANGUAGES AND COMMUNICATIONS

B.A., M.A., University of Iowa

**DUKEHART, FRAN**

## WORKFORCE AND ECONOMIC DEVELOPMENT PROGRAMS

A.A., Saint Xavier University, Chicago

**EASTMAN, SILSBY**

## WORKFORCE AND ECONOMIC DEVELOPMENT PROGRAMS

B.A., Occidental College;  
M.A., Indiana University**EGAN, DENISE**

## HUMAN DEVELOPMENT

B.A., San Diego State University;  
M.A., Chapman University, Orange**ELGHANDOUR, ELTAHRI**

## ENGINEERING AND TECHNOLOGY

B.S., M.S., Helwan University, Cairo, Egypt;  
Ph.D., California Polytechnic State University, San Luis Obispo**ELLENBOGEN, SUSAN**

## WORKFORCE AND ECONOMIC DEVELOPMENT PROGRAMS

B.A., University of California, Los Angeles;  
J.D., San Fernando Valley College of Law**EMERSON, ALYSSA**

## ENGLISH

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

**EMERSON, DENISE**

## HUMAN DEVELOPMENT

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

**EPSTEIN, WILLIAM**

## ENGINEERING AND TECHNOLOGY

B.S.C.E., B.S.A.E., University of Miami;  
M.A., University of Florida;  
Ph.D., University of Florida**ESTES, JASON**

## MATHEMATICS

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

**FAHY, DANIEL**

## ENGLISH

B.A., University of California, Santa Cruz;  
M. Phil., University of Oxford, England**FARAHMAND, MITRA**

## PHYSICAL SCIENCES

B.A., Sharif University of Technology, Iran;  
M.A., University of Sydney, Australia**FARINO, ROBERT**

## NURSING/ALLIED HEALTH

B.A., California Polytechnic State University, San Luis Obispo

**FARRER, VICKI**

## ACADEMIC SUPPORT/DISABLED STUDENT PROGRAMS AND SERVICES

B.A., M.A.T., Wayne State University, Michigan;  
M.B.A., Webster University, Missouri**FARRIS, TOM**

## PHYSICAL SCIENCES

B.A., University of California, Berkeley;  
M.A., Ph.D., University of California, Davis**FETCHO, JOHN**

## MATHEMATICS

B.S., California Polytechnic State University, Pomona;  
M.A., California Polytechnic State University, San Luis Obispo**FEUERBERG, DAWN**

## LANGUAGES AND COMMUNICATIONS

B.A., University of California, Irvine;  
M.A., University of California, Santa Barbara**FONTES, MICHAEL**

## ENGINEERING AND TECHNOLOGY

California Polytechnic State University, San Luis Obispo

**FOURIE, DENISE**

## LIBRARY/LEARNING RESOURCES

B.A., University of California, Berkeley;  
M.L.S., University of Southern California**FOURNIER, ELAINE**

## PERFORMING ARTS

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

**FRANKLIN, JULIE****HUMAN DEVELOPMENT**

B.S., California Polytechnic State University, San Luis Obispo

**FUESS, KATHERINE****SOCIAL SCIENCES**

B.A., M.A., Michigan State University

**FULLWOOD, RALPH****PHYSICAL SCIENCES**

B.A., Texas Technological University;  
M.A., Harvard University, Massachusetts

**GAISI, NORA****SOCIAL SCIENCES**

B.A., University of North Carolina;  
M.A. Hunter College, New York

**GALANTI, TERA****FINE ARTS**

B.A., M.A., California State University, Long Beach

**GANES, CLYDE****ENGINEERING AND TECHNOLOGY**

B.S., University of Redlands

**GARNSEY, CHERYL****BUSINESS EDUCATION**

B.A., California State University, Fresno;  
M.A., Chapman University

**GARY, FRANK****WORKFORCE AND ECONOMIC DEVELOPMENT PROGRAMS**

B.A., San Jose State University

**GARZA, KAREN****ENGLISH AS A SECOND LANGUAGE**

B.A., Humboldt State University;  
M.A., San Jose State University

**GAW, CYNTHIA****ENGLISH**

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

**GEE, MARYSUE****PERFORMING ARTS**

B.A., M.A., Morehead State University, Kentucky

**GEIBEL, WILLIAM****WORKFORCE AND ECONOMIC DEVELOPMENT PROGRAMS**

B.A., California State College, Fullerton

**GENET, CHERYL****SOCIAL SCIENCES**

B.A., M.A., California State University, Fullerton

**GENET, RUSS****PHYSICAL SCIENCES**

B.A., University of Oklahoma;  
M.A., Air Force Institute of Technology;  
Ph.D., Union Institute & University

**GERICH, ROBERT****SOCIAL SCIENCES**

B.A., California Polytechnic State University, San Luis Obispo;  
M.A., California State University, Chico

**GERMAN, EUGENIA****PERFORMING ARTS**

B.A., Rubin Academy of Music, Israel;  
M.A., University of Denver, Colorado

**GIN, SUE****PHYSICAL EDUCATION**

B.A., California State University, Fresno;  
M.A., University of Arizona, Tucson

**GLAVAN, TIFFANY****BIOLOGICAL SCIENCES**

B.A., Tufts University, Medford, MA

**GLIDDEN, STEDMAN****MAHEMATICS**

B.A., California State University, Long Beach;  
M.A., Wesleyan University, Middletown, CT

**GOLDEN, MARY****WORKFORCE AND ECONOMIC DEVELOPMENT PROGRAMS**

B.A., Washington State University;  
M.F.A., Colorado State University

**GOLDINER, ARTHUR****SOCIAL SCIENCES**

B.A., Skidmore College, Saratoga Springs, NY;  
M.A., New York University

**GORDON JOHNSON, PAMELA MICHELE****HUMAN DEVELOPMENT**

B.A., University of California, Santa Barbara;  
M.A., Sonoma State University

**GREENAWAY, SCOTT****ENGINEERING AND TECHNOLOGY**

B.S., California Polytechnic State University, San Luis Obispo

**GROVER, L. JOANN****ENGINEERING AND TECHNOLOGY**

B.A., California Polytechnic State University, San Luis Obispo

**GUGLIELMO, SARAH****PHYSICAL EDUCATION**

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

**GUNDERSON, MATT****ENGINEERING AND TECHNOLOGY**

West Valley Occupational, Los Angeles



**HAFLEY-KLUVER, HAILA****HUMAN DEVELOPMENT**

B.A., M.A., Pacific Oaks College

**HAGGMARK, JENNELLE****WORKFORCE AND ECONOMIC DEVELOPMENT PROGRAMS**

B.A., University of California, Santa Barbara;

M.A., California State University, Fresno

**HALDERMAN, ANTHONY****ENGLISH AS A SECOND LANGUAGE**

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

**HALL, ZACHARY****LANGUAGES AND COMMUNICATIONS**

B.A., California State University, Northridge;

M.A., San Jose State University

**HALLMARK, TIMOTHY****NURSING/ALLIED HEALTH**

Cuesta College, Compton College, Allan Hancock College

**HALSTED, DIANE****WORKFORCE AND ECONOMIC DEVELOPMENT PROGRAMS**

B.A., University of California, Davis;

M.A., College of William and Mary, Virginia

**HARMON, CLAUDIA****HUMAN DEVELOPMENT**

B.F.A., University of California, Irvine

**HART, NANCY****ENGLISH**

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

**HASTINGS, MARY****ACADEMIC SUPPORT/DISABLED STUDENT PROGRAMS AND SERVICES**

B.A., United States International University;

M.A., California Polytechnic State University, San Luis Obispo

**HAYNER, CLAUDIA****BUSINESS EDUCATION**

A.A., Cuesta College

**HAYS, ROBERT****MATHEMATICS**

B.A., M.A.T., Cornell University, Ithaca, NY

**HEGWOOD, DENNIS****ENGINEERING AND TECHNOLOGY**

B.A., California State University, Long Beach;

M.A., California Polytechnic State University, Pomona

**HENDERSON, BRUCE****ENGLISH**

B.A., Oberlin College, Ohio;

M.A., University of Washington, Seattle;

Ph.D., University of Albany, New York

**HENDERSON, JENNIFER****BUSINESS EDUCATION/ENGLISH AS A SECOND LANGUAGE**

B.A., California Polytechnic State University, San Luis Obispo;

Chapman University

**HENDY-MCKEE, KEALOHA****HUMAN DEVELOPMENT**

A.A., Cuesta College

**HENDRICKS, STEVEN****BIOLOGICAL SCIENCES**

B.A., Humboldt State University;

M.A., Oregon State University

**HERTZ, TONY****FINE ARTS**

B.S., California Polytechnic State University, San Luis Obispo

**HESSON, JC****ENGLISH**

B.S., M.S., Indiana University Bloomington;

Ed.D., University of New Mexico

**HIGDON, CONSTANCE****SOCIAL SCIENCES**

B.A., University of California, Santa Cruz;

M.A., Indiana University;

Ph.D., University of Texas

**HIGGINS, NEIL****BUSINESS EDUCATION**

B.A., University of California, Davis;

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

**HILLIER, COLLETTE****BUSINESS EDUCATION**

B.S., University of Redlands;

J.D., Santa Barbara College of Law

**HITCHMAN, RICHARD****SOCIAL SCIENCES**

B.A., M.A., University of California, Santa Barbara

**HOEKMAN, LARRY****WORKFORCE AND ECONOMIC DEVELOPMENT PROGRAMS**

B.A., Western Washington State College;

M.A., University of LaVerne

**HOEY, FREDERICK****BUSINESS EDUCATION**

A.A., College of San Mateo

**HOLLIS, THOMAS****PHYSICAL SCIENCES**

B.S., M.S., California State University, Long Beach

**HOLMES, MICHAEL****BIOLOGICAL SCIENCES**

B.S., California Polytechnic State University, San Luis Obispo;  
M.S., University of Oregon

**HORSLEY, JOHN****PHYSICAL SCIENCES**

B.A., Ph.D., Oxford University, England

**HOWE, PATRICK****LANGUAGES AND COMMUNICATIONS**

B.A., University of Minnesota

**HUBBARD, JENNIFER****BUSINESS EDUCATION**

B.A., Purdue University, Indiana

**HUET, LISA****HUMAN DEVELOPMENT**

B.S., California Polytechnic State University, San Luis Obispo;  
M.S.W., University of California, Berkeley

**HUGHES, GARY****PHYSICAL SCIENCES**

B.A., Northwestern University, Illinois;  
M.A., University of California, Santa Barbara;  
Ph.D., University of Pennsylvania

**HUNTER, PIPER****WORKFORCE AND ECONOMIC DEVELOPMENT PROGRAMS**

B.S., Pepperdine University

**HURD, NANCY****HUMAN DEVELOPMENT**

B.A., Hillsdale College, Michigan;  
M.A., Ohio State College, Columbus

**HUSTAD, KEN****PERFORMING ARTS**

B.A., St. Cloud State University, Minnesota

**IRVING, MARCELINE****PERFORMING ART**

B.M., California State University, Northridge;  
M.M., University of Nevada

**IVERSEN, TONYA****HUMAN DEVELOPMENT**

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

**JACKSON, RICHARD****PERFORMING ARTS**

B.F.A., Sam Houston State University, Texas;  
M.A., California Polytechnic State University, San Luis Obispo

**JAGGER, ELLEN****LIBRARY/LEARNING RESOURCES**

B.A., University of California, Santa Cruz;  
M.A., Syracuse University, New York

**JANZEN, LINDA****LANGUAGES AND COMMUNICATIONS**

A.B., Indiana State University;  
M.A.T., Indiana University;  
M.S., California State University, Bakersfield

**JENKIN, BRYCE****MATHEMATICS**

B.A., California Polytechnic State University, San Luis Obispo

**JENSEN, JACQUELINE****NURSING/ALLIED HEALTH**

B.S.N., University of Massachusetts;  
M.S.N., University of Phoenix

**JETER, LENORA****COUNSELING SERVICES/WORKFORCE****DEVELOPMENT PROJECTS**

B.S., California Polytechnic State University, San Luis Obispo;  
M.S., University of LaVerne

**JOHNSON, DAREL****NURSING/ALLIED HEALTH**

B.A., M.A., Pepperdine University

**JOHNSON, JR MARSHALL****LANGUAGES AND COMMUNICATIONS**

B.A., California State University, Northridge;  
M.A., California State University, Los Angeles

**JONES, MELINDA****HUMAN DEVELOPMENT**

B.A., Whitman College, Washington;  
M.A., Seattle University, Washington;  
M.A., University of Denver, Colorado

**KAHANE UNCH, ALEXANDRA****PHYSICAL SCIENCES**

B.S., State University of New York;  
Ph.D., Ohio State University

**KARAMATIC SHANER, LISA****NURSING/ALLIED HEALTH**

B.S., University of Washington

**KAUL, MICHELLE****MATHEMATICS**

B.A., University of South Florida;  
M.S., New Mexico State University

**KENNEDY, LISA****PHYSICAL SCIENCES**

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

**KENNEDY, ROBERT****WORKFORCE AND ECONOMIC DEVELOPMENT PROGRAMS**

B.F.A., M.F.A., Ohio University

**KERR, CLARK**  
MATHEMATICS

B.A., Brigham Young University, Utah;  
M.A., California State University, Los Angeles

**KINSEY, JACQUELINE**  
LIBRARY/LEARNING RESOURCES

B.A., Texas Lutheran College;  
M.S.L.S., University of North Texas

**KIRKHART, DAVID**  
BIOLOGICAL SCIENCES

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

**KIRKPATRICK, JANNIE**  
WORKFORCE AND ECONOMIC DEVELOPMENT  
PROGRAMS

B.A., Chatham College, Pittsburgh, PA;  
M.A., Kean University, Union, NJ

**KLIPPENSTEIN, SELINA**  
MATHEMATICS

B.A., Pepperdine University;  
M.A., California State University, Northridge

**KNERR, ARLENE**  
WORKFORCE AND ECONOMIC DEVELOPMENT  
PROGRAMS

B.A., M.A., San Jose State University

**KNIGHT, ELI**  
ENGINEERING AND TECHNOLOGY  
Cuesta College, Tulsa Welding School**KNOWLES, JULIET**  
BUSINESS EDUCATION

B.S., University of California, Santa Barbara;  
M.A., San Francisco State University

**KOOS, JENNIFER**  
NURSING/ALLIED HEALTH

B.S., California Polytechnic State University, San Luis Obispo;  
B.S., Loma Linda University;  
M.S., University of California, Los Angeles

**KRAUSE, DAVID**  
BIOLOGICAL SCIENCES

B.S., M.S., San Diego State University

**KREOWSKI, BRIAN**  
SOCIAL SCIENCES

B.A., California Polytechnic State University, San Luis Obispo;  
J.D., California Western School of Law

**KRULL, JOY**  
WORKFORCE AND ECONOMIC DEVELOPMENT  
PROGRAMS

University of California, Irvine;  
California State University, Long Beach

**LABARBERA, JEANNE**  
FINE ARTS

B.A., M.A., University of California, Los Angeles;  
Ph.D., University of California, Santa Barbara

**LABRENZ, THEA**  
COUNSELING SERVICES

B.A., University of California, San Diego;  
M.S., San Diego State University

**LAIDLAW, REBECCA**  
LANGUAGES AND COMMUNICATIONS

B.A., M.A., San Jose State University

**LAMON, MADELEINE**  
ACADEMIC SUPPORT/DISABLED STUDENT  
PROGRAMS AND SERVICES

B.A., Hunter College, City University of New York

**LAVOIE, DERRICK**  
BIOLOGICAL SCIENCES

B.A., M.A., California Polytechnic State University, San Luis  
Obispo;  
Ph.D., Florida State University

**LEBRANE, LAWRENCE**  
WORKFORCE AND ECONOMIC DEVELOPMENT  
PROGRAMS

B.A., M.A., Otis Art Institute

**LEE, ROGER**  
FINE ARTS

B.S., San Jose State University;  
M.A., Stanford University

**LEMUS, JOSE**  
ENGINEERING AND TECHNOLOGY  
B.S., California Polytechnic State University, San Luis Obispo**LESAGE, PAUL**  
PHYSICAL EDUCATION  
B.A., California State University, Long Beach**LINGGI, MONICA**  
ENGLISH AS A SECOND LANGUAGE  
B.A., M.A., University of California, Davis**LOCHER, BRIAN**  
PHYSICAL EDUCATION  
B.S., Chico State University;  
M.S., California Polytechnic State University, San Luis Obispo**LOGAN, KATHRYN**  
SOCIAL SCIENCES  
B.A., California Polytechnic State University, San Luis Obispo;  
M.A., University of Kent, England**LOHMAN, LAURIE**  
ENGLISH DIVISION  
B.A., California Polytechnic State University, San Luis Obispo;  
M.A., Chapman University

**LOOMIS, MARIAN**

## FINE ARTS

Chicago Art Institute;  
 Colorado College;  
 University of Illinois at Urbana – Champaign;  
 Colorado State University

**LUTHI, LOUISE**

## FINE ARTS

B.A., University of California, Santa Barbara;  
 M.F.A., Yale University School of Art

**LYMAN, JOSHUA**

## LANGUAGES AND COMMUNICATIONS

B.A., California State University, Fullerton;  
 M.A., California State University, Chico

**LYONS, MARGUERITE**

## WORKFORCE AND ECONOMIC DEVELOPMENT PROGRAMS

B.A., University of Southern California;  
 M.S. California State University, Dominguez Hills

**MACARTHUR, SUZANNE**

## MATHEMATICS

B.A., California Polytechnic State University, San Luis Obispo

**MACINTYRE, ERIN**

## STUDENT HEALTH CENTER

B.A., California State University, Fresno;  
 M.A., Ph.D., Alliant International University

**MAIN, DAVID**

## ENGINEERING AND TECHNOLOGY

B.A., University of New Mexico;  
 M.A., California Polytechnic State University, San Luis Obispo

**MAIN, ROY**

## PERFORMING ARTS

M.A., California State University, Los Angeles

**MANOR, SONJA**

## MATHEMATICS

B.A., M.S., Humboldt State University

**MANSEAU, DIANA**

## WORKFORCE AND ECONOMIC DEVELOPMENT PROGRAMS

B.A., M.A., University of California, Long Beach

**MARCHANT, CHRISTINE**

## ENGLISH

B.A., University of Strasbourg, France;  
 M.A., California Polytechnic State University, San Luis Obispo

**MARCOVE, KATHLEEN**

## BUSINESS EDUCATION

B.A., American College of Switzerland;  
 M.A., School for International Training, Vermont

**MAROTTO, EMILY**

## BIOLOGICAL SCIENCES

B.S., University of Vermont;  
 M.S., California Polytechnic State University, San Luis Obispo

**MARTIGNONI, KELLI**

## BUSINESS EDUCATION

B.A., California State University, Fresno

**MARTIN, SADIE**

## ENGLISH

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

**MARTIN, SANDRA**

## WORKFORCE AND ECONOMIC DEVELOPMENT PROGRAMS

B.A., Lawrence University Conservatory of Music

**MASUCCI, JACQUELINE**

## MATHEMATICS

B.S., Loyola University, Los Angeles;  
 M.A., Loyola Marymount University, Los Angeles

**MAY, PHILIP**

## WORKFORCE AND ECONOMIC DEVELOPMENT PROGRAMS

B.A., Michigan State University

**MCBRIDE, BARBARA**

## WORKFORCE AND ECONOMIC DEVELOPMENT PROGRAMS

B.S., University of Oregon;  
 M.A., University of Phoenix

**MCBRIDE, RHONDA**

## HUMAN DEVELOPMENT

Fashion Institute of Design and Merchandising

**MCGRATH, KIMBERLY**

## ENGLISH DIVISION

B.S., University of Texas;  
 M.A., University of Louisiana

**MCNEELEY, GALE**

## PERFORMING ARTS

B.A., John Carroll University, University Heights, OH

**MEANS, JOHN**

## ENGINEERING AND TECHNOLOGY

B.A., Tarkio College, Missouri

**MEDHURST, MECHELLE**

## PHYSICAL EDUCATION

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

**MEDLEY, CARSON**

## ENGLISH

B.A., University of California, Berkley;  
 M.A., California Polytechnic State University, San Luis Obispo



**MEHL, MARTIN**  
LANGUAGES AND COMMUNICATIONS

B.A., Iowa State University;  
M.A., Emerson College, Boston, MS

**MEHLSCHAU, ANDREW**  
ENGINEERING AND TECHNOLOGY

Allan Hancock College;  
Cuesta College

**MENDEL, NORMAN**  
SOCIAL SCIENCES

B.A., University of Southern California;  
M.A.H.L., D.D., Hebrew Union College;  
Ph.D., University of South Africa

**MICHAELIS, MATTHEW**  
SOCIAL SCIENCES

B.A., University of California, Santa Barbara;  
M.A., University of California, Irvine

**MICHAUD, REBECCA**  
MATHEMATICS

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

**MIFSUD, LISE**  
SOCIAL SCIENCES

B.A., University of California, Berkeley;  
M.A., University of Tennessee, Knoxville

**MIGLER, THERESA**  
MATHEMATICS

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

**MILEY, JEFFREY**  
PERFORMING ARTS

B.M., California State University, Northridge

**MILLARD, MONICA**  
NURSING/ALLIED HEALTH

B.S., University of California, Santa Barbara;  
A.S., Santa Barbara City College

**MILLICH, STACY**  
BUSINESS EDUCATION

B.A., California State University, Chico;  
J.D., Santa Clara University School of Law

**MINTON, CORAL**  
PHYSICAL EDUCATION

B.A., California State University, Hayward;  
M.A., California Polytechnic State University, San Luis Obispo

**MINTZ, LINDA**  
HUMAN DEVELOPMENT

B.A., Sophia University, Japan;  
M.A., Chapman University

**MOLONEY, PATRICK**  
LIBRARY/LEARNING RESOURCES

B.A., University of California, Santa Barbara;  
M.L.S., San Jose State University;  
J.D., Peninsula University

**MONTEATH, DOUGLAS**  
MATHEMATICS

B.A., University of California, Los Angeles

**MORGAN TAMES, BRENDA**  
WORKFORCE AND ECONOMIC DEVELOPMENT  
PROGRAMS

B.A., California State University, Northridge

**MOUGALIAN, CATHERINE**  
ENGLISH AS A SECOND LANGUAGE

B.A., The Colorado College;  
M.A., Monterey Institute of International Studies

**MOYE, ANTHONY**  
PHYSICAL SCIENCES

B.A., Upsala College, New Jersey;  
M.A. Ph.D., Iowa State University

**MUELLER, STEPHAN**  
BIOLOGICAL SCIENCES

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

**MULHALL, JAMES**  
ENGINEERING AND TECHNOLOGY

A.A., Cuesta College

**MURTHA, ROBERT**  
ENGLISH

B.S., Stanford University;  
M.A., University of California, Riverside

**MUSOLFE, EDWARD**  
PHYSICAL EDUCATION

B.A., California State University, Fresno;  
M.A., San Diego State University

**MYERS, KATHRYN**  
NURSING/ALLIED HEALTH/WORKFORCE AND  
ECONOMIC DEVELOPMENT PROGRAMS

B.A., Central Michigan University

**NAPOLI, MIKE**  
PHYSICAL EDUCATION

B.A., California State University, Chico

**NASH, SUE**  
FINE ARTS

B.A., M.A., Ph.D., University of North Texas

**NEIDHARDT, KATHERINE**  
SOCIAL SCIENCES

B.A., M.A., Humboldt State University

**NIEBUHR, DAVID****PHYSICAL SCIENCES**

B.S., California Polytechnic State University, San Luis Obispo;  
Ph.D., Oregon Graduate Institute

**NYSTROM, ROCHE****PHYSICAL EDUCATION**

B.A., California State University, Fresno

**O'BRIEN, JENNIFER****PHYSICAL EDUCATION**

B.S., California Polytechnic State University, San Luis Obispo;  
M.A., University of Arizona

**O'NEILL, MEGAN****BIOLOGICAL SCIENCES**

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

**OLDS, ALEXIS****LANGUAGES AND COMMUNICATIONS**

B.A., M.A., San Jose State University;  
Ph.D., University of Utah

**OLIVARES ARANDA, MARIA****LANGUAGES AND COMMUNICATIONS**

M.S., University of Chile

**OLSON, DONALD****PHYSICAL EDUCATION**

B.A., University of La Verne;  
M.A., University of California, Los Angeles

**ORTIZ, NORMA****BUSINESS EDUCATION/LANGUAGES AND COMMUNICATIONS**

B.A., Hunter College of the City of New York;  
M.A., Indiana University Bloomington;  
M.Ed., University of Arkansas at Fayetteville

**ORTON, PAUL****WORKFORCE AND ECONOMIC DEVELOPMENT PROGRAMS**

B.S., M.Ed., University of Illinois

**PELFREY, ROBERT****FINE ARTS**

B.A., University of California, Los Angeles;  
M.A., California State University, Los Angeles

**PELUSO, MARTA****FINE ARTS**

B.A., Allegheny College, Pennsylvania;  
M.F.A., University of California, Davis

**PENDERGAST, JAMES****WORKFORCE AND ECONOMIC DEVELOPMENT PROGRAMS**

B.S., Humboldt State University;  
M.F.A., San Jose State University

**PERRIN, ROBIN****PHYSICAL EDUCATION**

B.S., California Polytechnic State University, San Luis Obispo

**PERRY-BOADA, AMITY****BUSINESS EDUCATION**

B.A., California Polytechnic State University, Pomona

**PETERS, GARY****SOCIAL SCIENCES**

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

**PHIPPS, RICHARD****FINE ARTS**

B.A., M.F.A., University of California, Santa Barbara

**PIERCE, KERRY****BIOLOGICAL SCIENCES**

B.A., M.A., Florida State University

**PISCOTTY, JOSEPH****WORKFORCE AND ECONOMIC DEVELOPMENT PROGRAMS**

B.A., Statue University of New York;  
M.A., Saint Michael's College, Vermont

**POMFRET, DAVID****PHYSICAL EDUCATION**

B.A., Bucknell University, Pennsylvania;  
California Polytechnic State University, San Luis Obispo

**PONTI, STEPHANIE****NURSING/ALLIED HEALTH**

State of California Phlebotomy Certification

**PORTUGES, PAUL****ENGLISH**

B.A., University of California, Los Angeles;  
M.A., American Film Institute;  
Ph.D., University of California, Berkley

**POWERS, ROBIN****ACADEMIC SUPPORT/DISABLED STUDENT PROGRAMS AND SERVICES**

B.S., M.S., Kent State University, Ohio

**PRITZLAFF, ROSALIE****WORKFORCE AND ECONOMIC DEVELOPMENT PROGRAMS**

B.A., San Diego State University;  
M.A., William Carey International University

**PRY, DANIEL****PHYSICAL EDUCATION**

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

**QUIGLEY, CORRENE****HUMAN DEVELOPMENT**

A.A., Cuesta College;  
Culinary Arts Academy

**RACKLEY, DAVID**

## PERFORMING ARTS

B.M., M.A., California State University, San Francisco

**RAMEY, MARIE**

## FINE ARTS

B.A., M.A., California State University, Stanislaus

**RANDOLPH, KAREN**

## NURSING/ALLIED HEALTH

A.A., Cuesta College

**RAPUANO, MARY ANNE**WORKFORCE AND ECONOMIC DEVELOPMENT  
PROGRAMS

B.S., Southern Connecticut State University;  
M.A., California State University, Northridge

**RATHBUN, GUY**

## LANGUAGES AND COMMUNICATIONS

A.A., Cuesta College

**RAYBOULD RODGERS, JULIA**

## ENGLISH AS A SECOND LANGUAGE

B.A., Manchester Polytechnic, England;  
M.A., Bosphorus University, Istanbul

**RENZI, MARY**

## FINE ARTS

B.A., University of California, Davis

**REPUCCI, DONALD**

## ENGINEERING AND TECHNOLOGY

B.A., Humboldt State University;  
M.A., Temple University, Philadelphia

**RICCOMINI, PHILLIP**

## HUMAN DEVELOPMENT

Culinary Institute of America, New York

**RIDGELY, PAM**

## ENGINEERING AND TECHNOLOGY

B.A., Massachusetts Institute of Technology;  
M.A., University of California, Berkeley

**RIED, RAYMOND**

## ENGINEERING AND TECHNOLOGY

B.A., University of California, Santa Barbara;  
B.S., California Polytechnic State University, San Luis Obispo

**RIGGENBACH, KERSTIN**

## MATHEMATICS

B.A., California Polytechnic State University, San Luis Obispo

**ROBASCIOTTI, KATHRYN**

## LANGUAGES AND COMMUNICATIONS

B.S., University of New Mexico

**ROBICHAUD, TRACI**

## BUSINESS EDUCATION

Cuesta College;  
California Polytechnic State University, San Luis Obispo

**ROBINSON, MARSHA**ACADEMIC SUPPORT/DISABLED STUDENT  
PROGRAMS AND SERVICES

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

**ROBINSON, PAULA**ACADEMIC SUPPORT/DISABLED STUDENT  
PROGRAMS AND SERVICES/FINE ARTS

B.A., California State University, Fresno;  
M.A., California State University, Dominguez Hills

**ROBINSON, ROGER**WORKFORCE AND ECONOMIC DEVELOPMENT  
PROGRAMS

B.S., Mankato State College, Minnesota;  
M.A., California Polytechnic State University, San Luis Obispo

**RODRIGUES, DANIEL**

## ENGINEERING AND TECHNOLOGY

B.A., California State University, Fresno

**RODRIGUEZ, FRANK**

## ENGINEERING AND TECHNOLOGY

Moorpark College;  
University of Southern California;  
Ventura College;  
Cuesta College

**ROJAS, XELINA**WORKFORCE AND ECONOMIC DEVELOPMENT  
PROGRAMS

B.A., University of Texas;  
M.A., California Polytechnic State University, San Luis Obispo

**RONCA, STEPHEN**

## BUSINESS EDUCATION

B.A., California Polytechnic State University, San Luis Obispo;  
J.D., Western State University

**ROOF, VIRGINIA**

## HUMAN DEVELOPMENT

B.A., University of California, Berkeley;  
M.A., University of Illinois, Urbana-Champaign

**RUNSTROM, ALISA**

## LANGUAGES AND COMMUNICATIONS

B.A., California Polytechnic State University, San Luis Obispo

**RUPPERT, III, JOHN**

## ENGINEERING AND TECHNOLOGY

B.A., California State University, Long Beach

**SACHS, RALPH**

## MATHEMATICS

B.S., University of California, Davis

**SACHS, SANDY**

## BIOLOGICAL SCIENCES

B.A., University of California, Santa Barbara;

M.A., University of Oregon;  
D.C., Palmer College of Chiropractic, Pennsylvania

**SADIG, SAAD**

## ENGINEERING AND TECHNOLOGY

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

**SANCHEZ, DAVID**

## ENGINEERING AND TECHNOLOGY

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

**SANDERS BROWN, TERI**

## FINE ARTS

B.A., California State University, Northridge;  
M.A., The Claremont Graduate School

**SARBECK, DAVID**

## WORKFORCE AND ECONOMIC DEVELOPMENT PROGRAMS

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

**SATTERWHITE, ROBERT**

## MATHEMATICS

B.S., University of California, Irvine;  
M.A., University of Santa Barbara

**SCHEIDERER, RANDY**

## ENGINEERING AND TECHNOLOGY

B.A., Northern California Bible College;  
M.A., Fuller Seminary

**SCHICKER, LISA**

## BIOLOGICAL SCIENCES

B.A., Hiram College, Ohio;  
M.A., North Carolina State University

**SCHLANSER, DEBORAH**

## HUMAN DEVELOPMENT

B.S., California Polytechnic State University, San Luis Obispo;  
M.S., University of Southern California

**SCHMITT, PAUL**

## PHYSICAL EDUCATION

B.A., Kutztown University, Pennsylvania;  
M.S., California Polytechnic State University, San Luis Obispo

**SCHNOOR, GAIL**

## LANGUAGES AND COMMUNICATIONS

B.A., M.A., California State University, Los Angeles

**SCHOLL, SUSAN**

## BUSINESS EDUCATION

B.A., University of Wisconsin-Stout

**SCHROEDER, FERDIE**

## PHYSICAL SCIENCES

B.S., University of California, Berkeley;

M.A., San Francisco State University;  
Ph.D., McMaster University, Hamilton, ON Canada

**SCHUBERT, JILL**

## BUSINESS EDUCATION

B.A., University of California, Santa Cruz;  
M.A., Claremont Graduate University

**SCHULER, PETER**

## PHYSICAL EDUCATION

B.A., Pepperdine University

**SCHULTZ, LAURA**

## NURSING/ALLIED HEALTH

A.S., Cuesta College;  
B.A., California Polytechnic State University, San Luis Obispo

**SCHWIND, WENDY**

## WORKFORCE AND ECONOMIC DEVELOPMENT PROGRAMS

B.A., Biola University

**SCOTT, DAVID**

## FINE ARTS

A.A., San Bernardino Valley College

**SCOTT, PATRICK**

## SOCIAL SCIENCES

B.A., University of Idaho;  
M.A., Ph.D., University of Chicago

**SCOVIL, TRACY**

## ENGLISH

B.S., California Polytechnic State University, San Luis Obispo;  
B.A., California State University;  
M.A., University of Dayton, Ohio

**SEILER, NANCY**

## ENGLISH AS A SECOND LANGUAGE

B.A., California Polytechnic State University, San Luis Obispo;  
M.A., School for International Training

**SHAW, SAUNDERS**

## FINE ARTS

B.A., Chapman College;  
M.F.A., California College of Arts and History

**SHERR, ELAINE**

## ENGLISH

B.S., Southwest Missouri State University;  
M.A., California Polytechnic State University, San Luis Obispo

**SIMOE, PRISCILLA**

## BUSINESS EDUCATION

B.S., University of San Francisco;  
M.S., Golden Gate University

**SIMONEAU, PATRICK**

## NURSING /ALLIED HEALTH

A.S., Cuesta College



**SIMS, MARK**

## ENGINEERING AND TECHNOLOGY

Pennsylvania State University College of Engineering

**SINE, ELIZABETH**

## SOCIAL SCIENCES

B.A., University of California, Santa Barbara;

M.A., Pepperdine University, Mailbu

**SMITH, ELEANOR**

## NURSING/ALLIED HEALTH

B.S.N., California State University, San Bernardino

**SMITH SCRUGGS, JUDY**

## MATHEMATICS

B.A., M.A., San Diego State University

**SOLIS, YOLANDA**

## LANGUAGES AND COMMUNICATIONS

B.A., California Polytechnic State University, San Luis Obispo;

M.A., University of California, Santa Barbara

**SOUTHARD, SUSAN**

## PHYSICAL EDUCATION

B.A., California Institute of the Arts

**SPADA, JENNIFER**WORKFORCE AND ECONOMIC DEVELOPMENT  
PROGRAMS

B.A., California State University, San Jose

**SPEIDEL, MARY**

## LEARNING RESOURCES

B.S., California Polytechnic State University, San Luis Obispo;

M.S., University of Pittsburgh

**ST. JOHN, LESLIE**

## ENGLISH

B.A., University of Arkansas;

M.A., Purdue University, Lafayette, IN

**STANFORD, EVELYN**

## SOCIAL SCIENCES

B.A., Ohio State University;

M.A., San Jose State University

**STEIN, JEFF**

## WORKFORCE DEVELOPMENT PROJECTS

B.A., B.S., M.A., California State University, Northridge

**STEINBERG, ELIZABETH**

## HUMAN DEVELOPMENT

B.S., University of Wisconsin, Madison

**STEINER, LYNN**

## ENGLISH

B.S., University of Wisconsin, Madison;

M.A., Northeastern Illinois University

**STERN, STANLEY**WORKFORCE AND ECONOMIC DEVELOPMENT  
PROGRAMS

B.A., M.F.A., Brooklyn College, New York;

Ph.D., University of California, Los Angeles

**STORK, GIL**

## MATHEMATICS

B.A., M.A., California Polytechnic State University,

San Luis Obispo;

Ed.D., Brigham Young University, Utah

**STROUD, WILLIAM**

## ENGINEERING AND TECHNOLOGY

B.S., California Polytechnic State University, San Luis Obispo

**STURAS, JONAS**

## ENGINEERING AND TECHNOLOGY

B.A., M.A., Kent State University, Ohio

**SUTCLIFFE, LESLIE**

## FINE ARTS

B.A., University of California, Irvine;

M.A., California State University, Fullerton

**SWEARINGEN, DON**

## ENGINEERING AND TECHNOLOGY

B.A., Oklahoma State University, Oklahoma City;

M.A., University of Illinois at Urbana - Champaign

**SWEARINGEN, INGA**

## PERFORMING ARTS

B.A., California Polytechnic State University, San Luis Obispo;

M.M.P., Florida State University

**SWIFT, CARLA**

## LANGUAGES AND COMMUNICATIONS

B.A., M.A., California State University, Northridge

**TARANTINO, CASSANDRA**

## PERFORMING ARTS

B.A., Westmont College;

M.M., California State University, Northridge

**TARICA, RON**WORKFORCE AND ECONOMIC DEVELOPMENT  
PROGRAMS

B.S., Illinois Institute of Technology;

M.S., Ph.D., Northwestern University, Illinois

**THEUMER, KATHRIN**

## LANGUAGES AND COMMUNICATIONS

B.A., California Polytechnic State University, San Luis Obispo;

M.A., University of Nevada

**THOMPSON, CHRISTOPHER**

## PHYSICAL EDUCATION

B.A., University of California, Davis;

M.A., University of San Francisco

**TIBSTRA, ROBERT**

## BIOLOGICAL SCIENCES

B.A., M.A., California State University, Fresno

**TICE, KIRK**

## WORKFORCE AND ECONOMIC DEVELOPMENT PROGRAMS

B.A., California State University, Long Beach

**TONE, BOBBI**

## HUMAN DEVELOPMENT

A.A., Cuyahoga College, Cleveland, OH;

A.S., Cuesta College

**VALLE, PHILIP**

## PERFORMING ARTS

B.A., University of Wisconsin;

M.A., Arizona State University

**VAN FLEET, JUDY**

## MATHEMATICS

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

**VAN MEEL, LESLIE ANNE**

## WORKFORCE AND ECONOMIC DEVELOPMENT PROGRAMS

B.A., California Polytechnic State University, San Luis Obispo;

A.A., Cuesta College;

A.A., Heald College School of Business

**VASQUES, JULIE**

## WORKFORCE AND ECONOMIC DEVELOPMENT PROGRAMS

B.A., Sonoma State University;

M.S., San Francisco State University

**VICKREY, WALT**

## WORKFORCE AND ECONOMIC DEVELOPMENT PROGRAMS

A.A., San Joaquin Delta College;

B.A., Bellevue University

**VINKE, DAVID**

## WORKFORCE AND ECONOMIC DEVELOPMENT PROGRAMS

B.A., California State University, San Bernardino

**VOELKER, KURT**

## BUSINESS EDUCATION

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