Barstow Community College

2020-2021 Catalog

2020 - 2021

60 1959-2019 Years

TABLE OF CONTENTS

ACADEMIC CALENDAR 1
Location 1
PRESIDENT'S WELCOME/BOARD OF TRUSTEES 2
GENERAL INFORMATION 3
Accreditation 3
Open Enrollment 3
Non-Discrimination Policy 3
Academic Freedom 3
BCC Vision, Mission, Values & General Education Philosophy 4
2019-2024 Strategic Plan for Transformational Improvement 5
History and Description of BCC 6
ADMISSIONS & ENROLLMENT INFORMATION 8
Admissions 8
Residency Requirements 8
Steps to Become a Student 12
Special Admission of Minor Students 12
International Students 13
Priority Registration 14
Adding Courses 15
Waitlist Policy 15
FEES & TUITION 16
Enrollment Fee 16
Non-Resident Tuition 16
Supplemental Fees 16
Refund Policy 17
Outstanding Financial Obligations 17
SERVICES 18
Counseling & Student Success Services 18
Financial Aid & Scholarships 18
Special Programs 25
Support Services 27
Learning Support Services 30
ACADEMIC POLICIES 31
Academic Standing 31
Course Repetition 33
Honors 34
Drops & Withdrawals 34
Attendance 34
Grades 35
Prerequisites, Corequisites and Recommended Preparation 38

COLLEGE POLICIES, RULES & REGULATIONS 38
Student Right-to-Know Disclosure 38
Crime Awareness 39
Books & Materials 39
Computer Use 39
Student Conduct 40
Drug & Alcohol Policy 41
Prohibition of Harassment 42
Title IX Policy 42
Sexual Violence 43
Student Grievances 43
Student Records & Privacy Rights 53
ACADEMICS 43
Transfer of Credit 44
Credit for Foreign Schools 44
Credit by Examination 45
Credit for Test Equivalencies 45
Educational Options 50
Catalog Rights 50
Graduation 50
Multiple Degrees 50
Degree/Certificate Requirements 52
California State University General Education Breadth (CSU Breadth) 54
Intersegmental General Education Transfer Curriculum (IGETC) 55
Barstow Community College General Education Requirements 56
PROGRAMS OF STUDY 57
COURSE INFORMATION 111
APPENDICES
Appendix A: Administration
Appendix B: Full Time Faculty
Appendix C: Staff

2020-2021 ACADEMIC CALENDAR

Dates listed below, which are directly related to instruction, refer to the traditional academic year. Some courses may be offered over time periods for which these dates are not applicable.

Fall Semester 2020

Monday, August 17	Classes Begin
Monday, September 7	Observance of Labor Day
Thursday - Thursday, October 1 – 8	1st Nine-Week Final Exams (Online Classes)
Wednesday, November 11	Observance of Veterans Day
Thursday & Friday, November 26 – 27	Thanksgiving Holiday (Campus Closed)
Thursday – Thursday, December 10 – 17	2nd Nine-Week Final Exams (Online Classes)
Saturday – Friday, December 12 – 18	Final Exams
Friday, December 18	Last Day Fall Semester
December 24 – January 1	Winter Recess (Campus Closed)

Spring Semester 2021

Monday, January 11	Classes Begin
Monday, January 18	Observance of Martin Luther King Jr Day
Friday & Monday, February 12 & 15	Observance of President's Day Weekend
Thursday – Thursday, March 4 – 11	1st Nine-Week Term Final Exams (Online Classes)
Monday – Sunday, March 15 – 21	Spring Break
Friday, March 19	Spring Break Holiday (Campus Closed)
Thursday – Thursday, May 13 – 20	2nd Nine-Week Term Final Exams (Online Classes)
Saturday – Friday, May 15 – 21	Final Exams
Friday, May 21	Commencement
Monday, May 25	Observance of Memorial Day

Summer 2020

8 Week Session	June 7 – July 29
6 Week Session	June 21 – July 29
Monday, July 5	Observance of Independence Day
Wednesday – Wednesday, July 22 – 29	Final Exams (Online Classes)

Locations

Barstow Campus	**National Training Center – Fort Irwin**	**Career Education and Workforce Development Center**
2700 Barstow Road Barstow CA 92311	Building 285, Barstow Road Fort Irwin CA 92310	1501 State Street Barstow CA 92311

Disclaimer: The Barstow Community College catalog is an annual publication with an effective date of the first day of the Fall Semester. The catalog contains academic calendars, programs policies, tuition and fees, admissions requirements, and graduation requirements. Barstow Community College has endeavored to produce the most accurate catalog information available; however, approval of courses, programs and transfer occur asynchronously to the annual schedule. Changes in legislation or mandated reporting often affect the services or academic offering and are updated as required. Readers should be aware that there might be changes made in any print version of the catalog regarding policies and regulations, coursework and programs that may change information in this publication. Barstow Community College reserves the right to modify its programs, tuition and fees, admission and graduation requirements, schedules, and other policies, procedures, and regulations stated in this catalog without notice. Updated versions are posted on the college website and available in the appropriate administrative offices. Catalog addenda can be found on the Catalog web page.

On behalf of our dedicated faculty, staff, and administrators, it is my pleasure to welcome you to Barstow Community College (BCC) where we are committed to helping you achieve your academic and career goals especially during these unusually difficult times. Our hope is that you will continue to "Elevate Your Story" as we work together to help you move forward in your educational and career journey.

With the health and safety of our students and staff in mind, we have moved our courses and support services online and our operations to a remote format. We recognize this is not ideal for all students and want to assure you that we have staff ready to assist you in navigating this new virtual reality. Peer tutors, student support services, and basic need resources programs are available and ready to assist you in achieving your success.

BCC is pleased to announce the kick-off of Promise 2.0, which allows qualified students to attend the first two years of college for free. First-year, high school graduates, who are California residents or AB540 eligible may qualify and should contact the Welcome Center (welcome@barstow.edu) for more information.

Over the past year, our faculty have been hard at work developing new programs and learning opportunities for BCC students. Starting this fall we have several new certificate programs available, including options in the computer science area, administration of justice, and entrepreneurship. We have also expanded our Associate Degree for Transfer (ADT) programs, allowing students to earn guaranteed admission priority to the California State University system. New ADTs include Communications, Computer Science, Elementary Teacher Education, Kinesiology, Philosophy, and Studio Arts. Keep an eye out for an addendum in the fall as we are also awaiting final approval for ADTs in Biology, Chemistry, Environmental Science, and Social Justice.

At BCC, your success is our priority. It is the driving force behind everything we do. Our entire staff is committed to working with you to help make your time here as enjoyable and productive as possible. Thank you for selecting Barstow Community College. We are in this together Vikings!

Superintendent/President
Dr. Eva Bagg

President
Dr. Eva Bagg
760-252-2411 ext. 7215
ebagg@barstow.edu

Board of Trustees President
Timothy T. Heiden

Board of Trustees Members
Fernando (Fred) Baca
Dr. Ted Baca

Philip M. Harris
Paul Wilkey

GENERAL INFORMATION

Accreditation
Barstow Community College is accredited by the Accrediting Commission for Community and Junior Colleges (ACCJC) of Western Association of Schools and Colleges (WASC). ACCJC, 10 Commercial Boulevard, Suite 204, Novato, CA 94949; Phone: 415- 506-0234, is an institutional accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation and the U.S. Department of Education.

Alternate Catalog Versions
The material in this catalog is available in alternate formats. To access copies of alternative formats, contact Special Programs and Services at 760-252-2411 ext. 7225.

Open Enrollment
The policy of Barstow Community College District is that, unless specifically exempted by statue, every course, course section, or class that is reported for state apportionment, wherever offered and maintained by the District, shall be fully open to enrollment and participation by any person who has been admitted to the College and who meets such prerequisites as may be established pursuant to Title 5 of the California Code of Regulations, commencing with Section 55003.

Non-Discrimination Policy
The District is committed to equal opportunity in educational programs, employment and all access to institutional programs and activities.

The District, and each individual who represents the District, shall provide access to its services, classes, and programs without regard to age, race, religion, creed, color, national origin, ancestry, disability, gender, marital status, or sexual orientation. Students can present complaints regarding alleged violations of this policy to Human Resources at 760-252-2411 ext. 7277.

Section 504/Americans with Disabilities Act Policy
BCC supports the idea that no person shall, on the basis of a physical or mental disability, be unlawfully subjected to discrimination under any program or activity offered under the control of the college. Any student or applicant for admission who believes he/she has been subject to a discriminatory action on the basis of a physical or mental disability may file a complaint with the Vice President of Student Services at 760-252-2411 ext. 7309. An employee or applicant for employment may file a complaint with the Human Resources at 760-252-2411 ext. 7277.

Inquiries regarding federal laws and regulations concerning nondiscrimination in education or the college's compliance with those provisions may also be directed to:
Office for Civil Rights, Region IX
U.S. Department of Education
50 Beale Street, Suite 7200
San Francisco, CA 94105
or ocr.sanfrancisco@ed.gov

Academic Freedom
Academic freedom is essential to the mission of higher education, which is to allow and promote free inquiry into the environment of human endeavor. The faculty and administration of Barstow Community College jointly accept the responsibility for maintaining an atmosphere in which scholars may freely teach, conduct research, publish, and engage in other scholarly activities. This responsibility includes maintaining the freedom for the examination of controversial issues throughout the college, including classroom discussion when such issues are germane to the subject matter of the course. The college does not attempt to control the personal opinion, nor the public expression of that opinion, of any member of the faculty or staff of the institution. The faculty and administration of Barstow Community College feel a responsibility to protect the right of each employee to express his/her personal opinion, but in doing so, employees have an obligation to avoid any action which purports to commit the institution to a position on any issue without appropriate approval.

Academic Accommodation and Information Technology for Students with Disabilities
Printed BCC materials are available in alternate media upon request. To request publications in alternate formats for disability accommodation, please email access@barstow.edu or by phone at 760-252-2411 ext. 7225.

BCC complies with State and Federal law with regard to modifying academic policies and procedures and information technology as needed to ensure that they do not discriminate, or have the effect of discriminating on the basis of a disability, against qualified applicants or students with a disability. For details, contact the Accessibility Coordination Center and Educational Support Services (ACCESS) located in the K Building, Special Programs and Services. The procedure for seeking an academic adjustment (such as testing accommodation, alternate text format, etc.) is for the student to complete an application packet, provide appropriate medical documentation, and see the ACCESS counselor. Students requesting accommodations must provide their instructor with their Academic Accommodation Plan (AAP). It is the student's responsibility to discuss his/her accommodations with the instructor. The AAP form can be processed in ACCESS. For additional information please contact the ACCESS by phone 760-252-2411 ext. 7255 or email at access@barstow.edu.

BCC Vision, Mission, Values & General Education Philosophy

Vision
Empowering students to achieve their personal best through excellence in education.

Mission
Barstow Community College is an accredited, open access institution of higher learning committed to providing our students, community, and military population with the educational tools to achieve personal goals and professional growth. To accomplish this, the college offers traditional and distance education courses, programs, and pathways designed to enhance student success, leadership development, and career/workforce opportunities, enabling all in the community to thrive in a changing global society.

Values – BCC C.A.R.E.S.
Communicating consistently with others respectfully and professionally;
Accountability to our stakeholders as demonstrated through integrity and ethical behavior;
Reaching balance in the full appreciation for the institution as a whole;
Embracing a breadth and depth of perspectives;
Supporting our students and each other as we serve the educational needs of the community.

General Education Philosophy
Barstow Community College provides a general education for its students. The district seeks to develop the whole person where the individual is greater than the sum of his or her independent educational experiences, a person who will understand the world within and the world without. Barstow Community College's general education philosophy serves to enhance creativity, reasoning, ethical behavior, and human understanding, which are essential to the attainment of personal goals and effective participation in a rapidly changing society.

The district's general education philosophy ensures a coherent, interdisciplinary approach in the overall undergraduate curriculum. Students are provided with the breadth and intellectual challenges which stimulate discovery in a world full of different kinds of knowledge and social structures. Students are given the opportunity to develop an integrated overview of the varied components of human knowledge. The college's general education philosophy calls for student exposure to natural science, technical literacy, health and wellness, citizenship-community involvement, social and behavioral science, arts-humanities, communications-language skills, analytic reasoning, and cultural-ethnic diversity. All of these are basic and necessary to participate in and contribute to a balanced life in a democratic society.

Core Competencies

- Communication
- Critical Thinking and Questioning
- Global Awareness
- Personal and Professional Development

At Barstow Community College the assessment of student learning shall involve making expectations for learning explicit and public; setting appropriate criteria and high standards for learning quality; systematically gathering, analyzing, and interpreting evidence to determine the extent to which performance relates to stated expectations and standards; and using the resulting information to document and collaboratively discuss among all college groups strategies and practices designed to improve student performance.

2019-2024 Strategic Plan for Transformational Improvement

Strategic Priority #1 – Innovate to Achieve Equitable Student Success
Commitment: Focus relentlessly on Student's end goals and always design with the student in mind. Require high expectations and pair those with high support.

- ✓ Clarify the path
- ✓ Help students choose and enter a path
- ✓ Help students stay on the path
- ✓ Ensure students are learning
- ✓ Help students complete and transition

Strategic Priority #2 - Ignite a Culture of Learning and Innovation
Commitment: Transform the community by leading strategic partnership development and action to achieve collective impact.

- ✓ Strengthen and expand educational offerings by leading the work of partnering across systems.
- ✓ Align educational programs with Workforce Development.
- ✓ Build relevant and respectful offerings and scheduling patterns for our military partners.
- ✓ Be bold in engaging the community to promote advantages through education to build a better Barstow.

Strategic Priority #3 – Build Community
Commitment: Create a climate where internal stake holders feel included, valued, empowered, and seen, by taking ownership of goals and performance.

- ✓ Revitalize a positive, mutually supportive, and caring Barstow Community College that sustains a sense of belonging and affirms the contributions of all members.
- ✓ Create an environment that supports and celebrates diversity by developing a cohesive and caring community.
- ✓ Invest in continuous professional development for faculty and staff.

Strategic Priority #4 – Achieve Sustainable Excellence in all Operations
Commitment: Focus institutional resources on the structures, processes, and practices that support transformation.

- ✓ Sustain and cultivate an environment that strengthens the District's long-term fiscal health.
- ✓ Promote safety and security of all facets of the College community.
- ✓ Enhance and further an evidence-based framework that supports institutional planning and decision-making processes.
- ✓ Ensure a sustainable and state-of-the-art facilities and technology infrastructure.

Educational Opportunities
Curricula

Barstow Community College offers four types of curricula for students to choose from, depending on their goals. General education curriculum offers a prescribed core of general education courses that provide opportunities for lifelong learning in various fields, including fine and applied arts, literature, foreign languages, science, and many other instructional areas.

Students desiring to transfer to a four-year college or university may take a transfer curriculum consisting of academic courses that meet college and university lower-division major requirements in liberal arts, the sciences, and a variety of pre-professional fields. After completing the transfer curriculum at BCC, students may apply to transfer to a four-year educational institution to complete their upper-division coursework.

The Career Technical Education (CTE) curriculum prepares students for immediate employment or occupational upgrading. This can be done in two years or less of full-time training at Barstow Community College. Persons who are already employed may take courses that lead to promotion or salary enhancement.

Barstow Community College provides the community with many educational, cultural, social, and recreational programs to meet individual needs and personal interests. The programs include not-for-credit classes, art and photo gallery exhibits, concerts, theatrical productions, and planetarium shows.

Evening Classes
Barstow Community College offers a comprehensive selection of classes scheduled during evening hours to provide educational opportunities to students who are unable or do not wish to attend day classes. Evening classes are considered an integral part of BCC's educational program, and admission and enrollment procedures are the same for day or evening classes. All College policies — including those on admission, probation, and disqualification — apply equally to daytime or evening students.

Online Classes
Through its Office of Distance Education, Barstow Community College offers a selection of classes online over the Internet, which may be accessed from home, office, or other locations by using a computer with a browser and Internet access. Classes offered online are especially convenient for students who, for a variety of reasons, are unable or prefer not to travel to the BCC campus to attend classes. Online classes, like evening classes, are considered an integral part of BCC's educational program. All BCC policies — including those on admission, probation, and disqualification — apply equally to online students as they do to daytime or evening students. Online classes cover the same content, award the same credit, and are listed on student transcripts in the same way as on-campus classes; they differ from on-campus classes only in their delivery method. For details on BCC's online classes, enrollment procedures, and technical requirements, students should go to www.barstow.edu/online_students.html or see the Schedule of Classes. Hybrid classes are a combination of online-delivered coursework and mandatory meetings on the BCC campus. Please see the Schedule of Classes for details about specific on-campus meeting dates, times, and locations for hybrid classes.

History and Description of Barstow Community College
The Barstow Community College District (BCCD) was established in September of 1959 by the citizens of the upper High Desert region of Southern California. Afternoon and evening classes began the next year at Barstow Union High School and by the fall of 1962, enrollment had expanded, and classes were also conducted at Barstow First Methodist Church. In October of 1960, a $3 million bond was passed, and by 1963 construction commenced on the six-building complex at the present location on Barstow Road. College offices moved onto the new campus in spring of 1964 and by fall the college established a full-time program at the new location. There followed a technical building in 1967, an administration building in 1975 and an automotive laboratory in spring of 1978. The automotive laboratory was converted into a physical fitness center in 2000 and the 28,000-square-foot, state-of-the-art Learning Resource Center (LRC) opened in the fall of 2004.

In 2005 many campus facilities underwent a Remodel for Efficiency project; a two-phase improvement project that renovated and updated the K Building, the S Building, and the Norman Smith Center. Phase I included the renovation of the K Building (the old library) into the Interim Performing Arts Center (IPAC) which created an open space used primarily by the Performing Arts Department. Due to the

opening of the Performing Arts Center in October of 2014, the K Building received minor renovations and now serves as the Student Success Center.

The T Building was updated to be more efficient in use as a co-laboratory by the Science Department for courses that are offered on the Barstow Campus. Phase II transformed the Norman Smith Center into the Norman Smith Student Services Center, a one-stop services center for students that includes Admissions and Records, Financial Aid, Counseling Services, the Transfer Center, the Viking Game Room, the Viking Grill, and the Associated Student Government office.

In 2007 the Cosmetology Department, once located off campus, found a new home in the D Building. The building was fully renovated to meet the State of California Board Certification for Cosmetology approval and offers all the required hours to take the state licensure exam and achieve an associate degree. The D Building is also home to the Viking Bookstore.

In October of 2010 construction began for the 750-seat Performing Arts Center. The grand opening was held in February of 2015. The Wellness Center, located behind the James R. Parks Gymnasium, opened for classes in the fall of 2015. The State Street campus, currently known as the Career Technical Education and Workforce Development Center, started offering classes in workforce and economic development in the fall of 2011.

Location
Barstow Community College (BCC) is centrally located off Interstate 15 in the Mojave region of San Bernardino County, California, approximately 120 miles from both Los Angeles and Las Vegas. The college district encompasses a vast area from the Nevada border on the east to Kern County on the west and from Inyo County in the north to the San Bernardino Mountains. The college serves the communities of Barstow, Lenwood, Newberry Springs, Daggett, Yermo, Hinkley, Ludlow and Baker. The college also provides on-site programs to military personnel at the U.S. Army National Training Center in Fort Irwin and to distance education students through its large online program.

An open-admission, public institution, the college serves more than 4,000 students annually in degree and certificate programs with approximately 120 full-time employees and an $18 million budget. It provides the first two-years of college or university study as part of the California State Community College System of Higher Education. The college's educational program includes lower-division course work, general education offerings, transfer degrees and vocational courses for transfer to baccalaureate degree institutions. The college offers occupational programs designed to prepare students for entry into the workforce. Service learning and self-enrichment classes are also offered to the community.

Barstow College Foundation **760-252-6709**
barstowcollegefoundation.org **BCF@barstow.edu**
Public Information Office
Performing Arts Center P-103
"Building alliances for the financial benefit of the Barstow College community"
The Barstow College Foundation (BCF) is a non-profit, tax-exempt 501(c)(3) corporation established to support excellence in education at Barstow Community College. Its mission is accomplished through the support of various programs such as student scholarships, endowments, and student success programs. The Foundation is a vital link to the community and helps the college develop relationships that benefit both the college and the community. The Barstow College Foundation also service the BCC Alumni Relations Program. Viking Alumni are encouraged to continue to give back to their alma mater through volunteering and donations, when capable. Individuals, families, or businesses desiring to donate to BCF and/or alumni looking to give back, are invited to contact the Public Information Office or the Foundation. All donations are tax deductible to the extent allowed by law.

ADMISSIONS & ENROLLMENT INFORMATION

Eligibility for Admission
The following persons are eligible to enroll in Barstow Community College:

- Any high school graduate, OR
- Any person who has passed the High School Proficiency Exam or the General Educational Development (GED) test, OR
- Any person 18 years of age or older who can profit from instruction, OR
- Any K-12 student meeting the criteria listed under "Special Admission of Minor Students."

Holders of B (Visitors) Visas are NOT eligible for admissions.

Residency Requirements
To establish residency, a student needs to meet the three conditions below, subject to verification by submitting required proof as noted in the "Acceptable Proofs of California Residence" section. The burden of proof to demonstrate legal status, physical presence, and intent to establish residence in California is on the student (EC 68041).

1. Legal status that permits the establishment of domicile in the United States. Essentially, student must be a US citizen, permanent resident, eligible temporary resident, hold an eligible visa, etc. Legal status must be sustained for at least one year plus one day prior to the start of the academic term. This date is known as the "Residency Determination Date" (Title 5 § 54045).
2. Physical presence is proved by being physically and continuously present in California for one year plus one day prior to the start of the academic term (the Residency Determination Date). (Title 5 § 54020 and § 54022).
3. Intent to establish residence is proven by providing evidence demonstrating intent to make California a permanent home of residence (see "Acceptable Proofs of California Residence" section below). Taking any of the following actions (not an exhaustive list) demonstrates a lack of intent to make California a permanent home of residence: filing taxes in another state as a resident of that state; filing for divorce or a lawsuit in another state; paying resident tuition in another state; voting in another state. Moving to California for educational purposes alone does not grant residency (Education Code, § 68062(d)).

Residency Provisions

- Each person applying for admission to, or enrolled in, a California Community College is classified for tuition purposes as either a "resident" or a "nonresident" of the State of California.
- A "resident" is defined as a citizen of the United States or a person who holds a status that allows him or her to establish residency in the United States for a minimum of one year and one day, who has proof of physical presence in the State of California for one year and one day PRIOR TO the start of the semester for which California residency is being claimed, and who presents evidence of intention to make California his or her permanent home. Dates on any documentary evidence should correspond to dates of physical presence in California.
- A "nonresident" is a person who does not meet the residency requirements of the State of California or who is a citizen of a foreign country and holds only temporary status in the US.
- A student classified as a resident will be admitted to the College and be exempt from paying nonresident tuition. Enrollment fees still apply.
- A student classified as a nonresident is required to pay a tuition fee *in addition to the* enrollment fee. A student classified as a nonresident, with an out-of-status citizenship, and/or a nonresident US citizen who attended three years and graduated from a California high school may apply for nonresident tuition exemption.

- All nonresident students between the ages of 19 and 23 (inclusive) requesting reclassification to resident status must submit a Request for Residency Status Change, show proof of financial independence, provide documents that show the student was not claimed as dependent for income tax purposes by their parents in the past year, and present evidence of intent to establish California as their place of residence.

Residence of an Adult
A student who is 19 years of age or older and who has lived in California continuously for the last two years shall be presumed to have the intent to make California his or her home.

A student under 19 years of age shall be presumed to have the intent to make California his or her home if both the student and his or her parent(s) or legal guardian(s) have lived in California continuously for the last two years.

A student who is 19 years of age or older applying for admission who has less than two years, but more than one year, of residence in California should be prepared to show proof of residence. Examples of evidence that aid the College admissions officer in identifying intent include, but are not limited to, those noted in the "Acceptable Proofs of California Residence" section below.

Residence of a Minor
Unmarried minors (those younger than 18 years of age) are, by law, incapable of establishing their own residences, notwithstanding their physical presence within California. The Admissions Office will use the following guidelines for determining a minor's residence:

- A minor's residence is the residence of the parent or legal guardian with whom the minor is living.
- If the minor is not living with a parent or legal guardian, then the residence of the parent or legal guardian with whom the minor last lived will be the residence of the minor.

When the residence of a minor student is derived from the parent or legal guardian, the durational requirement (one year in California) must be met by the parent or guardian but is not required of the student.
A minor whose parents are not living and who does not have a legal guardian may establish his or her own residence.

Acceptable Proofs of California Residence
To establish California residence, a minimum of two (2) proofs of California residence in the student's or parent's or legal guardian's name, if the student is under the age of 19 must be submitted.
For all students, regardless of age, the following requirements apply:

- At least one proof of California residence must be a primary document (see below).
- Proofs must be dated at least one year and one day before the start of the term for which the student is seeking resident status. However, proofs should be recent enough to show that the student has been in California continuously.

BCC's Admissions and Records Office reserves the right to request additional proofs in instances when those presented do not sufficiently demonstrate legal status, physical presence, intent, financial independence (as relevant), and the "one year plus one day" requirement.

Primary Documents
At minimum, one proof of California residence from this list must be presented. All documents must have a valid California physical address in the name of the student or, if the student is under 19 years of age, in the name of the parent/legal guardian.

- California State Income Tax Form 540 (pages 1-2, as submitted to the Franchise Tax Board).
- California Driver License or California ID card or DMV printout.
- Military documents with home of record as California (DD214, military orders, etc.).
- California vehicle registration (California Registration Certificate).
- California voter registration card.
- Official license from California Department of Consumer Affairs for Business or Individual practice.
- California bank account (checking or savings) statements showing a California mailing address and documenting transactions primarily in California.

- Marriage license or divorce decree issued in California with a California mailing address.
- Paycheck stub or letter of employment verification on company letterhead with dates of employment noted ('wet' signature of Human Resources manager required).
- Receipt of benefits from a California State agency.
- Documentation of the purchase and occupancy of residential real estate in California (loan papers, escrow papers, property tax receipts).

Secondary Documents
Secondary documents proving California residence include the following:

- Selective Service registration showing California permanent address.
- California utility bill (e.g., electricity, phone, or water) covering a one-year period.
- California health insurance or Medi-Cal ID with effective date noted.
- Military discharge papers (DD214).
- Military documents indicating California as home of record3
- Federal W-2 form with a California address (only if taxes not yet filed for the year).
- California property taxes.
- Union membership in a California local.
- California public library membership (verified by letter or printout with letterhead or branch stamp).

Any two or more of the above items will give some indication of a student's intent to make California his or her permanent residence. Dates on documents must correspond with physical presence of one year and one day prior to the start of the term being attended.

As per California Code of Regulations Section 54026 the burden is on the student to demonstrate clearly both physical presence in California and intent to establish California residence. Below are some examples of conduct that might cause the state government to consider you a non-California resident. Conduct inconsistent with a CA residency claim includes but is not limited to:

- Driver's license and/or vehicle registration in another state.
- Being a petitioner in a divorce or lawsuit as a resident in another state.
- Attending an out-of-state educational institution as a resident of that state.
- Declaring non-residence for California income tax purposes.
- Presence in the United States as a citizen of another country with a nonresident visa.

Exceptions
Exceptions to the above guidelines will be made under certain circumstances as prescribed by California law and outlined in Administrative Procedure 4110 Residency Determination.

VACA Exception (VACA H.R. 3230)
According to the Veterans Access, Choice, and Accountability Act (VACA H.R. 3230), a "covered individual" is defined as:

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

the institution, even if the student enrolls in multiple programs, and shall continue to be exempt from paying nonresident tuition and other fees.

California Nonresident Tuition Exemption
Any student, other than one with United States Citizenship and Immigration Services (USCIS) **nonimmigrant** visa status (see exception below for students who have been granted T or U visa status), who meets all of the following requirements, shall be exempt from paying nonresident tuition (this exemption is often referred to "AB 540" after the Assembly Bill which enacted the exemption). A student is exempt from paying nonresident tuition if the student meets all the following four requirements:

1. The student must have:
    a. Attended a combination of California high school, adult school, and California Community College for the equivalent of three years or more, or
    b. Attained credits earned in California from a California high school equivalent to three or more years of full-time high school coursework and attended a combination of elementary, middle, and/or high schools in California for a total of three or more years, and
2. The student must have:
    a. Graduated from a California high school or attained the equivalent prior to the start of the term (for example, passing the GED or California High School Proficiency exam), or
    b. Completed an Associate degree from a California Community College, or
    c. Completed the minimum requirements at a California Community College for transfer to the California State University or the University of California, and
3. The student must register as an entering student at, or current enrollment at, an accredited institution of higher education in California, and
4. The student must file an affidavit with the college stating that if the student is a non-citizen without current or valid immigration status, the student has filed an application to legalize immigration status, or will file an application as soon as the student is eligible to do so.
    - Students who are nonimmigrants who are victims of trafficking, domestic violence, and other serious crimes who have been granted T or U visa status, under Title 8 of the United States Code §§ 1101(a) (15)(T) or (U) are eligible for this exemption.
    - Students who are nonimmigrants, other than those with T or U visa status as noted above, [for example, those who hold F (student) visas, B (visitor) visas, etc.] are not eligible for this exemption.
    - A year's equivalence at a California Community College is a minimum of 24 semester units of credit or 36 quarter units of credit. For noncredit courses, a year's attendance is a minimum of 420 hours, 210 hours for a semester, and 140 hours a quarter.
    - The accumulation of credit and/or noncredit in any academic year shall be calculated in reference to a year's equivalence. Partial completion in an academic year is allowed. (Example: 12 units of credit courses in an academic year is equal to a semester for purposes of determining eligibility.)
    - Attendance in credit courses at a California Community College toward the attendance requirements shall not exceed two years of full-time attendance.
    - The student must reside in California and file an exemption request including a signed affidavit with the college that indicates the student has met all applicable conditions described above. Student information obtained in this process is strictly confidential unless disclosure is required under law.
    - Students eligible for this exemption who are transferring to another California public college or university must submit a new request (and documentation if required) to each college under consideration.
    - Nonresident students meeting the criteria will be exempted from the payment of nonresident tuition, but they will not be classified as California residents. They continue to be "nonresidents."
    - The California Dream Act extends Cal Grant A and B Entitlement awards, Cal Grant C awards, the California Promise Grant (formerly known as the BOG fee waiver) and institutional financial aid to students that meet these criteria as well as the applicable criteria for eligibility for specific types of financial aid.

- AB540 does not provide federal student financial aid eligibility for undocumented students. These students remain ineligible for federal financial aid.

Military Personnel and Family Members
Military personnel and family members who list California as their home of record are considered residents regardless of duty station. Military personnel and family members not listing California as home of record who are stationed in California for other than educational purposes will be granted residency.

An individual who is the child or spouse of a person who, on or after September 11, 2001, died in the line of duty while serving on active duty as a member of the Armed Forces who resides in California and enrolls in the community college within three years of the Service Member's death in the line of duty following a period of active duty service of 90 days or more is entitled to resident classification.

Federal civil service employees and their natural or adopted dependent children are entitled to resident classification if the parent has moved to California as a result of a military mission realignment action that involves the relocation of at least 100 employees.

Residency remains in effect as long as the student is continuously enrolled. Continuous enrollment is defined as enrollment for the fall and spring semesters; summer enrollment is not required for continuous enrollment.

Residence Reclassification and Appeal Procedures
Barstow Community College notifies students of their residence determination upon processing of the students' application via email to the address listed on the application. If a student feels that the residence determination was made in error, a Request for Residency Status Change and supporting documentation should be submitted to Admissions and Records within 5 business days.

If a student is considered a nonresident at the time of application, but later establishes California Residency, a Request for Residency Status Change and supporting documentation should be submitted to Admissions and Records. If it is determined that a change in residency is warranted, the change will become effective the following term. Students who miss more than one semester (excluding summer) will be required to submit an updated admissions application and will be subject to a residency review.

Selective Service Requirement for Males
Federal law requires men age 18-25 to be registered with the Selective Service System (SSS) if they are US citizens or immigrant aliens (international students who hold valid student visas are exempt from this requirement). Men must be registered before they can receive federal or state financial aid (including loans and grants) for their education. Registration forms are available online at *sss.gov* and at any post office.

Steps to Become a Student
Application for Admission
A student who has never attended Barstow Community College (New Student), or who has been away for more than one semester (Returning Student), or who applied for a previous term but did not enroll must apply for admission. The application — available online at *www.barstow.edu/getting_started.html* — provides the College with information that satisfies State registration requirements and initiates the education planning process. If you are under the age of 13, contact Admissions and Records for a paper application.

Special Admission of Minor Students
Students, who are under the age of 18 and have not graduated high school, may dual enroll at Barstow Community College as a special part-time student to supplement their elementary or secondary school education if they meet the requirements outlined in Administrative Procedure 5011. These students can earn both high school and college credit.

Transitional College Students

Students participating in a Transitional College Program from a BCC feeder high school district (Baker Valley, Barstow, and Silver Valley Unified School District) may only enroll in classes offered as part of the program. Students should contact their high school counselor for more information.

Enrollment Process
For information on policies and the enrollment process visit www.barstow.edu/concurrent-students.html.

Admission of International Students
An international student (F-1 Visa) is defined as a student who has entered the United States temporarily and solely for the purpose of study, and who has a permanent residence in another country that he/she has no intention of abandoning.

An international student who is on probation at another community college or was disqualified from that college will not be considered for admission to Barstow Community College. A student with an academic deficiency from a four-year college or university may be considered for admission after review of his/her particular circumstances and/or upon recommendation of that college or university. Prospective students can review international student qualifications and access the application information online.

Students who have attended institutions outside the United States must provide an official transcript evaluation from a member of the National Association of Credential Evaluation Services, Inc., which is licensed and bonded to evaluate foreign transcripts. Students with transcripts evaluated by other agencies may appeal to the Vice President of Student Services to have them considered.

Student Success Steps
Step-by-Step Tutorials are available online to help students through the registration process.

Orientation
Barstow Community College provides all students policies, procedures, and information including:

- Academic expectations and progress and probation standards
- Maintaining registration priority
- Prerequisite and co-requisite challenge
- Maintaining California College Promise Grant (CCPG, formerly BOG) eligibility
- Description of available programs, support services, financial aid assistance, and campus facilities, and how they can be accessed
- Academic calendar and important timelines
- Registration and college fees
- Available education planning services

Placement
English and Math Placement

Due to the passage of Assembly Bill 705 (AB 705), new students will be placed into math and English classes one of two ways: using high school GPA/coursework information or Guided Self-Placement. Assembly Bill 705 requires California community colleges to help students enroll in and complete transfer-level coursework in English and math within one year. Testing and assessment are no longer required. You will be placed in English and math based on either your prior work or a guided self-placement, depending on when and where you completed your prior work, using one or more of the following measures for placement into transferable English and math courses:

- High School Coursework
- High School Grades
- High School Grade Point Average

To start the process of getting English or Math placement students should make an appointment with a counselor in the Counseling Department. When attending the appointment students should:

- Bring a current photo I.D.
- Know their student ID (B Number)
- Bring high school transcripts if the student has them
- A counselor will meet with you to discuss indicators, or "multiple measures," that will determine your placement. These indicators may include:
    - High School Transcripts
    - Your previous success and/or completion of college level work
    - Highest level of English and/or math you have completed
    - Past study habits and academic strengths
    - Obligations that can impact your coursework
    - Motivation to achieve your educational goal(s)

Exemptions
The following students may be eligible for exemption from assessment of placement:

- Students who have been previously assessed and have written verification of the assessment from other California Community Colleges.
- Students who have already completed an AA/AS or higher degree.
- Students who have successfully completed degree level English or math classes at another regionally accredited college or university. An official copy of the student's transcript must be provided.
- Students who are not otherwise being matriculated, except those who plan to register for English or math at Barstow Community College.

Student Education Plan
Students must meet with a counselor to develop a student education plan. The plan will detail the classes necessary to complete the declared program of study as well as the necessary timeframe for completion. Prior to their first semester of study, students may create a one-semester abbreviated educational plan with a counselor. Students must meet with a counselor to develop a comprehensive education plan once they have completed 15 units and have an updated plan once 45 units have been completed.

Priority Registration
The District will provide priority registration for students who enroll in a community college for the purpose of degree or certificate attainment, transfer to a four-year college or university, or career advancement for the fall and spring semesters. Summer will not have a priority system for registration.

Priority registration shall only be granted to those students who have completed orientation, assessment, and developed a student education plan. Education plans must be updated at 15 completed units and 45 completed units for continued eligibility for priority registration. Higher priority will be granted to those students who indicated an education goal of:

- Obtain an AA degree and transfer to a 4–year institution;
- Transfer to a four-year institution without an AA degree; or
- Obtain a two-year vocational degree without transfer; or
- Earn a vocational certificate without transfer; or
- Improve basic skills in English, reading or math.

Registration priority specified above shall be lost at the first registration opportunity after a student:

- Is placed on academic or progress probation or any combination thereof as defined by Board Policy and Procedure 4250 for two consecutive terms; or
- Has earned 100 or more degree-applicable units; or
- Has earned a degree.

Students will have the following registration priority, in the order of priority listed below:

- **Tier 1:** Active Duty Military, Veterans, Foster Youth and former Foster Youth, ACCESS, EOPS, CalWORKs, and Homeless.
- **Tier 2:** Athletes, Associated Student Government, students who have completed 60-90 units and have an appropriate education goal.

- **Tier 3:** Students who have completed 45-59.9 units have declared an appropriate education goal and active duty military family members.
- **Tier 4:** Students who have completed 15-44.9 units and have declared an appropriate education goal.
- **Tier 5:** All other fully matriculated continuing and returning students and newly admitted students who are fully matriculated.
- **Tier 6:** Transitional College students.
- **Tier 7:** Students who are not fully matriculated and those students who did not meet the requirements to receive priority registration, including special part time students (Dual enrolled (formerly concurrent) students).

Completed units include all units evaluated and posted on the student's BCC transcript, excluding ESL and basic skills units. Registration priority specified above shall be lost at the first registration opportunity after a student:

- Is placed on academic or progress probation or any combination thereof as defined by Board Policy and Procedure 4250 for two consecutive terms; or
- Has earned 90 or more degree applicable units (excludes ESL and basic skills); or
- Has earned a bachelor's degree or higher.

For this section, a unit is earned when a student receives a grade of A, B, C, D, or P.

Registration
Registration is the process of becoming officially enrolled in college. Students may register, add and/or drop courses online through the "my Barstow Portal" at www.barstow.edu.

The last day of registration, without instructor permission, for all classes is the Friday before the class begins. Students may continue to add classes after this only by obtaining an add authorization code from the instructor. Instructors may issue add codes for a semester long course for two weeks (14 calendar days) after the course begins or one week (7 calendar days) for nine-week courses. Under no circumstances will registration continue beyond census. Add deadlines are posted each semester online. Failure to register prior to these deadlines will result in the student not being allowed to attend classes or receive credit. Drop deadlines are listed on the student's Schedule and Account Information page by logging in through "my Barstow Portal" at www.barstow.edu.

Add and drop dates are mandated by the State of California and Barstow Community College administrative procedures. Separate deadline dates are listed for fee refunds (10% of class meetings), dropping without a "W" (20% of class meetings), and dropping with a "W" (75% of class meetings). Deadlines must be adhered to and failure to do so may result in a failing grade and/or owing fees.

Adding Courses
After a student completes registration, the student may add additional classes online through "my Barstow Portal" at www.barstow.edu. Once a course has begun, the instructor must issue an add authorization code for the student to register.

Waitlist Policy
Once a class is closed, students may add their names to the waitlist until the waitlist becomes full or until the Friday before the course begins, whichever occurs first. If a student drops the class, creating an opening for enrollment, the first student on the waitlist will be sent an automated email to the student's my.barstow.edu email address with information regarding the deadline by which registration must occur. The student will be allowed 72-hours to login to the web registration system and add the course. If the first student does not successfully add the course within 72-hours, the student will be deleted from the waitlist and the next student will be sent the automated email. If students miss the 72-hour period in which registration must occur, they must login and add their name back to the bottom of the waitlist. It is the student's responsibility to monitor their email and resolve any issues that may block registration before the 72-hour period expires.

The waitlist process will continue even when the college is closed. Notifications will go to students automatically via email. After the course begins, only instructors can add students into their classes. The instructor must issue add authorization codes to allow students to add the course. Instructors are

encouraged to give priority for add authorization codes to those students who are on the waitlist in the order they appear. Students who are still on the waitlist should attend the first day of class to obtain an add authorization code if they are allowed in the class by the instructor.

Students who were unable to add their name to the waitlist because of the waitlist being full, are encouraged to attend the first day of class. If space is available, an instructor may consent to allowing the student to add by issuing an add authorization code. The integrity of the waitlist will always be kept intact. Students will not be registered into a full class which overrides the waitlist.

Section Change
A section change denotes dropping a course and replacing it by transferring to the same course with different hours, days and/or instructor and/or transferring from a lower to a higher OR a higher to a lower level. Section changes require approval of the instructor of the course being added.

FEES & TUITION

Fees and Expenses
As a publicly supported community college, Barstow provides low-cost education; students pay nominal fees at registration. To ensure that students are not denied access to a college education, the college offers financial aid to assist with financial obligations. Fees are assessed each term and are to be paid online or in Admissions and Records at either the Barstow or Fort Irwin campus The deadline to pay fees is the second Friday of the semester or at the time of registration. Fees may be paid to Admissions and Records via cash, check, and money order; VISA, MasterCard, Discover or American Express. Failure to pay fees by the deadline will result in a hold on the student's account. Refer to Outstanding Financial Obligations for more information. Stopping payment on a check does not constitute a withdrawal from classes and will result in a $10 charge.

All fees are subject to change without notice by action of the California Legislature, the California Community Colleges Board of Governors, or the Board of Trustees of the Barstow Community College District.

Enrollment Fee
The enrollment fee is $46 per unit. All students determined to be California residents by Admissions and Records may apply for the California College Promise Grant (CCPG, formerly BOG Fee Waiver). For more information refer to Financial Aid or contact the Financial Aid Office by email at finaid@barstow.edu or by phone at 760-252-2411 ext. 7205. Dual enrolled students (formerly concurrently enrolled) registered in 11 or fewer units are exempt from paying any fees.

Non-Resident Tuition
For 2020-21, nonresidents of California and international students will be charged a tuition fee of $291 per unit, in addition to the enrollment fees.

Instructional Materials Fee
Some classes require a fee for instructional materials, testing, CPR card, etc. Charges vary and are subject to change. Students should consult the current Fees and Refunds page on our website for fee amounts, which are noted under the appropriate description. Material fees not subject to waiver. Students enrolled in courses with an Instructional Material Fee will be administratively dropped if fees for the course are not paid by noon the Wednesday *before* the class meets.

Supplemental Fees
Auditing: $15 per unit
Credit by Examination: Current enrollment fee per unit.
CLEP/DANTES exams: Exam fee is $70 plus a $45 administration fee.
Returned check fee: There is a service charge of $10 for returned checks or stop payment of checks. Returned checks must be paid in the form of cash or money order. Subsequently, checks will no longer be accepted as payment from the student. Fees not resolved in a timely manner will be turned over to the District Attorney's Office for collection.
Replacement of diploma or certificate: $11

Transcript: The first two copies are free. Online requests: $6.50 each; regular services are $7 each; same day rush service of $14 for each address requested.
Verifications of Enrollment are available immediately and free of charge through each student's self-service account. Students may request free enrollment verifications from Admissions and Records, and they will be processed within 10 business days. Requests for immediate enrollment verifications are a cost of $14 for each form completed.

Student Identification Card
Students are entitled to receive a free photo identification card. The I.D. card can be obtained from the Welcome Center. It is always imperative that all students be in possession of their student I.D. card while on the BCC campus. This card is required for the library, fitness lab and computer lab services. If a student has special circumstances and cannot be available to obtain the I.D. card during regular working hours (Monday – Thursday 9am – 4pm), special arrangements can be made by contacting 760-252-2411 ext. 7374 or studentlife@barstow.edu.

Associated Student Government (ASG) Fee
The optional $11 membership fee supports a wide range of student services, activities, and programs. Each semester when students register for classes, they are automatically assessed a Student Activities fee. If the student wishes to decline the fee, they must complete the Decline Student Activities Fee form. Below is a partial listing of the benefits of ASG membership:

- Discounts at the Viking Bookstore on textbooks.
- Discounts from local merchants and restaurants.
- Free admission to BCC sporting events.
- Discounted admission to musical, dance and theatrical programs.

For a complete listing of the benefits available, visit the ASG office.

Student Representation Fee
The Student Representation Fee is used to support students who lobby for legislative issues that benefit community college students or participate in CalSACC (California Student Association of Community Colleges) activities. Students may elect to waive the $1 fee for religious, political, financial, or moral reasons by completing the Decline Student Activities Fee form.

Refund Policy
Students who drop a class within the first 10% of class meetings are eligible for a 100% refund of enrollment fees and nonresident tuition. Cancelled classes are automatically refunded. Refunds are processed automatically, and students may expect to receive a refund check in two to four weeks. For refund drop deadlines for all classes, students should refer to their Schedule and Account Information page by logging into My Barstow Portal. It is the student's responsibility to check these dates immediately after registration, as deadlines can be as early as the first or second day of class.

For students who are active or reserve U.S. military personnel and receive PCS or TDY orders, Barstow Community College shall, upon receipt of student orders and petition from the student, refund enrollment fees unless a grade has already been granted.

Outstanding Financial Obligations
The College reserves the right to withhold grades, transcripts, diplomas and/or registration privileges, or any combination thereof, from any student or former student who fails to pay a proper financial obligation due to the college. A proper financial obligation shall include, but is not limited to: student fees, obligations incurred through the use of facilities, equipment, or materials, library fines, unreturned library books, returned check, materials remaining improperly in the possession of the student and/or any other unpaid obligation a student or former student owes to the college. A proper financial obligation does not include any unpaid obligation to a student organization. Any item(s) withheld shall be released when the student satisfactorily meets the obligation.

Barstow Community College participates in COTOP (Chancellor's Office Tax Offset Program), which collects outstanding fees through the California Franchise Tax Board (FTB) in the event the student is owed a state tax refund, wins a California Lottery prize or has unclaimed property to be distributed by the State of California Controller's Office. California State Government Code Sections 12419.2,

12419.7, 12419.9, 12419.10 and 12419.11 authorize the Office of the State Controller and the FTB to collect money owed to individuals and then redirect these funds to pay the individuals' debt owed to the agencies/colleges. An additional 25% will be included in the collection amount to cover collection costs. Students will receive two notifications via mail, one after the semester that the fees are owed and one 30 days prior to the outstanding account being sent COTOP for collections. Students may dispute the charges by submitting a letter with any supporting documentation to Admissions and Records prior to the deadline in the notification.

COUNSELING & STUDENT SUCCESS SERVICES

Counseling Services
www.barstow.edu/Student-Services-Counseling.html **760-252-2411 ext. 7351**
Barstow Community College's professional counseling staff provides essential academic advising, career counseling, and life planning activities to our students. Typical areas of assistance to students may include choosing a major, making career choices, coping with personal issues, and completion of the educational planning process. Counselors also help with course selection to meet degree and transfer requirements or achieve personal goals. Counseling services are available during the day and most evenings either by appointment, on a walk-in basis, by email and phone.

Student Success and Equity
www.barstow.edu/Student-Success.html **760-252-2411 ext. 7702**
The Student Success and Equity Department is dedicated to supporting BCC's diverse population of students in achieving their academic goals. This department aids new students in completing the enrollment process, including orientation, assessment, and educational planning. Services include workshops, special events, advising sessions and online student success resources.

Transfer & Career Center (TCC)
www.barstow.edu/TCPC.html **760-252-2411 ext. 7321**
The Transfer and Career Center offers a variety of services to students who need to learn more about transferring to a four-year college or university. The center also provides services relating to career issues with an emphasis on long-range planning toward career goals.

Services available include: instruction in the use of Project ASSIST, Eureka, and other computer resources; presentations by representatives from four-year institutions; group visits to CSU/UC campuses; assistance with four-year college/university admissions applications; assessment of aptitude and career interests; workshops on career exploration, decision-making and planning; instruction in proper resume writing; simulations of job and/or admissions interviews; college admissions test preparation; and job preparedness skills training.

FINANCIAL AID & SCHOLARSHIPS

www.barstow.edu/Financial-Aid.html
Norman Smith Student Services Center **760-252-2411 ext. 7205 /** finaid@barstow.edu

The College takes pride in a personal approach to helping students meet the cost of education. A variety of resources are available including fee waivers, scholarships, grants, and part-time employment on campus. Application for all Barstow Community College financial aid programs begins with completion of the Free Application for Federal Student Aid (FAFSA) online at www.fafsa.gov, which is available on October 1 for the following Fall semester (School Code 001119).

Students are urged to contact Financial Aid when they register to see if they qualify for any type of financial aid. The office aids students in completing all necessary applications and forms. It is the responsibility of the Financial Aid Office to ensure that students have the necessary knowledge to seek financial aid.

California Dream Act
The California Dream Act allows students with undocumented immigration status or those who have entered the U.S. on a T or U Visa and have attended a minimum of three years of a California High School and graduated from a California High School, the ability to apply for the California College Promise Grant (CCPG, formerly BOG) and Cal Grants. Students must complete the California Nonresident Tuition Exemption request and submit it to Admissions and Records to determine eligibility for waiver of out-of-state tuition. In addition, students who qualify must submit the Dream Act Application online at dream.csac.ca.gov, which is available on October 1 for the following Fall semester (School Code 001119).

California State Financial Aid Programs
California College Promise Grant (CCPG; formerly known as the Board of Governors Fee Waiver - BOG)
To apply for a CCPG, students should complete the FAFSA or California Dream Act Application.

Students can qualify for CCPG in several ways:

- Demonstrate financial need according to federal methodology based on completion of the FAFSA or California Dream Act Application or meets specific income criteria based on family size set by the State of California.
- Provide proof that the student or student's family is receiving CalWORKs (formerly TANF/AFDC), Supplement Social Security Income (SSI), or General Assistance/General Relief.
- Provide proof that the student is a disabled veteran or a dependent of a deceased or disabled veteran as certified by the California Department of Veterans Affairs.
- Provide proof that the student is a recipient or the child of a recipient of the Congressional Medal of Honor
- Provide proof that the student is a dependent of:
  - A victim of the 9/11/01 terrorist attack
  - Deceased law enforcement
  - Fire suppression personnel killed in the line of duty.

Effective fall 2016, students are required to meet minimum academic and progress standards adopted by the Board of Governors. Loss of Fee Waiver will occur if a student has two consecutive primary terms (fall and spring) of not meeting cumulative academic GPA (2.0 or above) or progress standards (more than 50% completion rate).

After completing the FAFSA or Dream Act, students who do not qualify may still have their fees waived for the first two years of attendance upon maintaining the following requirements:

- Determined to be a California resident or eligible for AB540 status by Admissions and Records
- Status as a first-time college student
- Maintain full-time enrollment each semester (12 or more units)
- Have an unmet need of more than $1104
- Complete 24 units during their first year with a minimum cumulative GPA of 2.0

Cal Grants
Cal Grant awards are state-funded grants given to students to help pay for college expenses. Cal Grant B provides funds for living expenses and is targeted to low-income students. Cal Grant C provides fund for books and supplies for those students enrolled in a vocational program. To apply for either of these grants, students must be California residents and must have filed a FAFSA or California Dream Act Application and a GPA verification form by March 2 for recent high school graduates and September 2 for community college students. Students must be actively enrolled in at least 6 units to receive Cal Grant benefits.

Cal Grant A assists low and middle-income students with tuition and fee costs at four-year colleges and universities. Grant recipients are selected based on financial need and grade point average.

Cal Grant B provides a living allowance and tuition/fee assistance for low-income students. Cal Grant B may be used at community colleges and four-year schools.

Cal Grant C helps vocational students with tuition and training costs. Recipients must be enrolled in a vocational program at a community college, independent college, or vocational school in a program from four months to two years in length.

Student Success Completion Grant (SSCG)
The purpose of the SSCG award is to provide the student with additional financial aid to help offset the total cost of community college attendance and encourage full time attendance and successful on-time completion.

To qualify for SSCG, students must:
- Be eligible for a Cal Grant B or C award
- Meet federal satisfactory academic progress (SAP)
- Have unmet need
- Maintain full time attendance

A maximum of $1,298 annually at $649 per semester for eligible students who enroll and attend 12-14.99 units per term.

A maximum of $4,000 annually at $2,000 per semester for eligible students who enroll and attend 15 or more units per term.

Chafee Grant Program
The program is available to former foster youth. Awards are $5,000 per year. Students may apply using the FAFSA and the separate Chafee Grant application. For more information visit www.chafee.csac.ca.gov.

Federal Financial Aid Programs
Eligibility Requirements for federal aid:
- Have unmet need
- Be enrolled in an eligible program of study leading to the completion of an AA or AS degree or certificate program
- Maintain satisfactory academic progress
- Be a U.S. citizen or eligible noncitizen with a Social Security Number
- Certify compliance with selective service registration requirements
- Not be in default on any student loan or owe a refund on any grant made under any Title IV program
- Have a high school diploma, GED, or equivalent
    - Students who were enrolled in an eligible educational program of study at a postsecondary institution prior to July 1, 2012, may continue to be considered Title IV eligible under either the ATB test or completion of six-degree applicable units.

Pell Grants
Pell Grants are a federally funded subsidy designed to be the foundation of financial aid for undergraduates who demonstrate need. The amount of the Pell grant is based on the student's enrollment status at the time of payment and is calculated by subtracting the expected family contribution from the cost of attendance. Award amounts vary according to eligibility and enrollment. Pell grants are limited to 6 years or 12 full time semester enrollments.

Supplemental Educational Opportunity Grant (SEOG)
This federally funded subsidy provides grants to students with exceptional financial need. Due to limited funds, there is no guarantee that every eligible student will receive this grant.

Federal Work Study (FWS)
This federal program provides employment opportunities for students with financial need, allowing them to earn money to help pay educational expenses. The salary is the current minimum wage. Federal Work Study awards depend on application date, level of need, and the funding level of the college. Federal Work Study is available to students enrolled in at least 6 units. To apply, students

must complete the FAFSA and submit a work study application to the Financial Aid Office. Those students selected to work in a department will be awarded FWS funds.

Direct Subsidized Loans
This federal program helps cover the costs of higher education and is for eligible undergraduate students who demonstrate financial need.

Direct Unsubsidized Loans
This federal program is made to eligible undergraduate students up to the student cost of attendance.

College Financing Plan
The College Financing Plan is a consumer tool used to notify students about their financial aid package. It is a standardized form that is designed to simplify the information that prospective students receive about costs and financial aid so that they can easily compare institutions and make informed decisions about where to attend school.

Scholarship Program
Each year BCC awards several scholarships ranging in amounts from $100 to $1,500. Awards are made on a competitive basis using the criteria for selection established by the donors of these scholarships. Consideration is given to scholastic achievement, academic promise, financial need, and community and campus involvement. The application is entirely online with a deadline of early March. Scholarships are awarded at the annual Honors Day ceremony in May.

Financial Aid Policies
Enrollment Status for Disbursement
Financial aid awards are based on presumed full-time status. Disbursements are based on the student's enrollment at the time of disbursement. To receive the full amount of the award students must be enrolled full-time, including summer. Some awards are not eligible to students enrolled less than half time.

Full Time	12 or more units (15 for SSCG)
Three Quarters Time	9-11.5 units
Half Time	6-8.5 units
Less than Half Time	Less than 6 units.

Bookstore Authorizations
Federal financial aid regulations require schools to provide a method for students to purchase books no later than the end of the first week of class IF the student is eligible for a financial aid disbursement ten days before the first day of class. BCC meets this federal regulation by authorizing bookstore vouchers at the Viking Shop Bookstore.

Students are not obligated to purchase their books from the bookstore, but BCC will not disburse financial aid until the 5th week of the semester. It is the student's responsibility to procure funds for purchasing books before the actual disbursement date if the choice is made to not utilize the bookstore authorization. For more information, view: Disbursing Based on Attending Hours.

Lifetime Eligibility Used (LEU)
Effective July 1, 2012, students receiving Federal Pell grants are limited to six years (12 semesters) or full time equivalent (600%) of aid. Students who have used more than 500% of LEU but have not yet reached 600% will have aid awarded at a prorated rate to ensure that the award does not exceed 600%. Students may opt to decline receiving the Pell Grant at BCC by submitting the Lifetime Pell Eligibility form. Once a student has received 600% of the Pell Grant, the student is no longer eligible for additional Pell Grant funds at any institution. There is no appeal process.

Satisfactory Academic Progress (SAP)
SAP is calculated for all students who were considered enrolled (remained in a class beyond the 20% point) during the semester. Calculations are cumulative, include all periods of enrollment and all units from transfer institutions that were posted to the student's BCC transcript, regardless of whether financial aid was received. SAP is only calculated at the end of the full-term semester. If a student

takes short term classes that end prior to the end of the full term, SAP will not be calculated at that time.

Students are sent email notices to their my.barstow.edu email at the end of each semester after SAP is calculated and directed to login to their account to view their newly calculated SAP status. Students may also receive this information in person at the Financial Aid Office.

The Components of SAP include:

1. *Qualitative:* Cumulative GPA is calculated from all grades achieved by a student; not just from one term.
2. *Pace:* Students must complete 67% of cumulative units attempted.
3. *Maximum Timeframe:*
    - Once a student has completed an Associate Degree, aid eligibility will be suspended.
    - Students must complete their declared program of study within 150% of the published length of the program. Failure to complete a declared program by the number of allowable units will result in suspension of aid. BCC programs of study and maximum attempted units include:
        - Associate Degree-90 attempted units
        - High Unit Certificate-27 attempted units
        - Mid Unit Certificate-18 attempted units
        - Low Unit Certificate-9 attempted units
            - All English as a Second Language (ESL) classes and up to 30 units of basic skills course work are deducted from the units attempted when determining satisfactory academic progress for maximum time frame.

Students' records will be evaluated to determine if they will be able to complete a degree or certificate within the maximum timeframe allowed. When it is determined the student will not complete the program within the 150% credit limit, the student will be suspended from receiving financial aid. The 150% maximum credit rule is applicable to students who change their majors or pursue double majors and second degrees.

Grades, Course Withdrawals, Incompletes, and Repetitions
Passing grades include:

- A, B, C, D, and P (pass)

The following grades are considered attempted but not completed or passing credits:

- F, NP (no pass), W (withdrawal), I (incomplete), IP (in progress – course, has not yet ended), and RD (report delayed – course has ended but grade not yet reported).

If a student completes zero credits in a term for which financial aid was received, the student may owe a financial aid repayment.

Withdrawals before 20% of the semester will not count in attempted or completed units when calculating SAP. Withdrawals after 20% of the semester will count as attempted, but not completed and will adversely affect the Pace component of SAP.

Incompletes are granted in rare extenuating circumstances by instructors. Instructors are required to indicate the grade the student will earn if missing work is not submitted by the deadline. Incomplete grades are tracked as:

- IB-equal to a B grade
- IC-equal to a C grade
- ID-equal to a D grade
- IF-equal to an F grade
- INP-equal to a "no pass" for pass/no pass classes.

Incompletes of IF or INP will be treated as failing the class and will count as attempted, but not earned. All other classes will act as attempted and earned. An incomplete will not calculate into the GPA so will only have an impact on Pace.

A student may receive financial aid for a repeated class under these conditions:
- Until the student receives a passing grade for a non-completed or non-passed class (F, NP)
- Once for a previously passed class

Credits taken at another institution that are part of the student's BCC transcript will be used in the calculation of SAP standing.

Non-Traditional Credits (such as AP, CLEP, Credit by Exam, and Military Equivalencies) that are accepted for credit will not be used in the calculation of SAP standing, but will be counted in the calculation of the 150% maximum timeframe credit limit for financial aid.

Financial Aid Good Standing
- Student has a cumulative GPA of 2.0 or higher;
- Student is completing 67% of all attempted credits each term;
- Student can graduate within 150% maximum timeframe limit.

Financial Aid Warning
- Student's cumulative GPA dropped below a 2.0;
- Student did not complete 67% of all attempted credits in a term;
- Student can graduate within 150% maximum timeframe limit.

A student can receive financial aid while on financial aid warning status but must meet SAP standards during that term of enrollment to remain eligible for subsequent financial aid.

Financial Aid Suspension
- Student did not meet SAP standards while in Financial Aid Warning or Financial Aid Probation status;
- It is determined that the student will not be able to graduate within 150% maximum timeframe limit;
- Student in Financial Aid Academic Plan status fails to follow the plan;
- Student is not eligible to receive financial aid while on Financial Aid Suspension.

Financial Aid Probation
This status is only granted upon the approval of a financial Aid SAP Appeal. Student may receive financial aid for one term but must meet SAP standards by the end of that term to remain eligible for subsequent financial aid.

Financial Aid Probation with Academic Plan
- Student fails to meet SAP standards for the term in which the student is on Financial Aid Probation.
- This status is only granted upon the approval of a Financial Aid SAP Appeal with the condition the student follows an academic pan.
- The student is eligible to receive financial aid if the student continues to follow that academic plan.

Reestablishing Aid Eligibility
Students may reestablish aid eligibility, if they are able to complete their program of study within 150% of the length of the program, after suspension by meeting SAP qualitative (2.0 cumulative GPA) and pace progression (completion of 67% of units attempted). Once eligibility is reestablished the student will receive aid.

Appeal Procedures
A student may appeal for failure to meet satisfactory academic progress. The student must complete the Suspension of Financial Aid Eligibility Appeal form and is responsible for providing sufficient information in the written statement to substantiate the existence of extenuating circumstances.

Additionally, the student statement must address what steps will be taken to prevent a similar circumstance in the future. All suspended students with an overall GPA of less than 2.0 will be required to successfully complete the online Academic Probation Workshop. After successful completion students may submit the appeal form to Financial Aid. Students are encouraged to join the REBOUND program. Further information regarding the REBOUND program can be obtained by contacting the Student Success and Counseling Department.

The Financial Aid Office will review the appeal. The appeal process is final and cannot be appealed further unless the student meets the following criteria:

In the semester denied, the student must demonstrate academic success by:

1. Completion of 9-12 degree applicable, letter graded units with a 3.0 semester GPA; OR
2. Completion of 15 degree applicable, letter graded units with a 2.5 semester GPA.

Those completed units must be degree applicable to the educational objective as indicated on the student's most recent Student Educational Plan as determined by an academic counselor.

Students must make a request for consideration of this exception to the Financial Aid Office prior to any published Satisfactory Academic Progress deadlines for the term.

A student may appeal for exceeding the maximum time-period. The form can be downloaded from the Financial Aid Office website. The student is responsible for providing sufficient information in the written statement to substantiate the existence of extenuating circumstances. Additionally, the student statement must address 1) why the student has exceeded the maximum number of units and 2) include a timeline for educational goal achievement.

Title IV Refunds
Federal regulations assume that students earn financial aid over the course of a term by attending and participating in classes. Students cannot earn all funds unless attendance and class participation are maintained for more than 60% of the term. The calculation counts all calendar days including the first and last day of each term, weekends, and holidays. "No passed classes" is defined as W, NP, F, and drops.

Calculation of the Amount of Title IV Assistance Earned
The portion of Pell and SEOG, which must be returned to the financial aid accounts will be based on the date of withdrawal as determined by the college based on one of the following:

- The date the student officially withdrew; OR
- The date the instructor officially dropped the student; OR
- The midpoint of the term, if an unofficial withdraw; OR
- A date documented by the college

Withdrawal Date
BCC is required to take attendance for online, actual hours of attendance courses and Cosmetology courses. The last date of attendance for all online courses will be the last date of substantial interaction as determined by the learning management system. The last date of attendance for Cosmetology students will be the last reported date of attendance by the instructor.

BCC is not required to take attendance for all other courses and the withdrawal date will be the mid-point of term/module for all other withdrawals.

The percentage of the enrollment period earned is calculated by dividing the number of days attended by the number of days in the term including weekends and holidays.

Courses at BCC are typically offered as either full term courses (18 weeks) or in modules (2 nine-week sessions within the full term). Students enrolled in a combination of classes that meet for the entire 18 weeks will have the calculation based on the total number of days in the term. Students enrolled in one module will have their calculation based on the total number of days in the module. Calculation of the portion of financial aid earned up to the 60% point in time is done by subtracting the percentage earned from 100 to determine the percentage unearned. If withdrawal occurs after the 60% date, all

the financial aid received will have been earned and no refund will be required. Multiply the total federal financial aid by the calculated percentage unearned. This reflects the total amount of unearned federal aid. Subtract the unearned amount of institutional costs from the total amount of unearned aid, and this will equal the amount of federal financial aid the student will be responsible for repaying. Students will be notified by mail of the portion of unearned aid the school will refund from institutional costs and the portion the student will be responsible to pay. Students will have 30 days to repay the full amount shown. Failure to pay will result in the balance being turned over to collections. Unearned financial aid will be applied in the following order: to Pell Grant and then to the Federal Supplemental Educational Opportunity Grant. No more than 50% of the amount received by the student will be required to be returned. If after calculation it is determined that a student has earned more aid than they have received, the student will be notified and given the option of receiving the refund. The refund will be issued after the student submits the Post Withdrawal Disbursement Notification.

Policies are applied to all students receiving Title IV (Federal Student Aid) funds.

Financial Consequences of Financial Aid Overpayments
A financial aid overpayment may occur because of additional resources, such as scholarships, tuition waivers, agency benefits, or third-party payments. In addition, a financial aid overpayment may occur due to dropped classes. In these cases, your financial aid may be reduced.

SPECIAL PROGRAMS

www.barstow.edu/Special-Programs-and-Services.html
Special Programs and Services K Building **760-252-2411 ext. 7255**

Accessibility Coordination Center and Education Support Services (ACCESS)
Barstow Community College is committed to providing support services and special classes to students with a disability. ACCESS works with the departments throughout the college to assure the programs and facilities of the college are accessible to every student. ACCESS provides counseling services and reasonable accommodations that equalize educational opportunities for students.

CalWORKs
Barstow Community College CalWORKs Program is part of the San Bernardino County's compliance with federal welfare reform. It allows for individuals receiving cash aid Temporary Aid for Needy Families (TANF) to receive essential support services including academic and personal counseling, tutorial services through programs on campus, personal development workshops, work study opportunities and textbook assistance.

Cooperative Agencies Resources for Education (CARE)
The Cooperative Agencies Resources for Education (CARE) is a component of EOPS. CARE is a program designed to provide additional assistance to single parent students receiving cash aid with at least one child living at home.

Extended Opportunities Programs and Services (EOPS)
The Extended Opportunity Programs and Services (EOPS) is a state-funded program designed to provide academic support, financial assistance, and encouragement for eligible low income and educationally disadvantaged students.

Foster Youth
760-252-2411 ext. 6801
Barstow Community College has recognized that current and former foster youth sometimes have greater challenges when beginning college. To help address this potential need, BCC participates in the Foster Youth Success Initiative (FYSI) program outlined by the state Chancellor's Office. An FYSI Liaison has been established at BCC offering eligible students a single point of contact for most of their needs. Current and former foster youth qualify for first priority registration and should contact the Liaison prior to registering.

Youth Empowerment and Support Services (YESS) Program

760-252-2411 ext. 6801
The goal of the YESS Program is to improve access, retention, completion, and transfer rates for current and former foster and homeless youth at Barstow Community College. To this end, the program offers eligible participants assistance with textbooks, school supplies, transportation, food insecurity, and more.

Homeless Youth
760-252-2411 ext. 6801
BCC has recognized the potential needs of homeless youth who attend our community college. In accordance with the Chancellor's Office, a Homeless Youth Liaison has been established on campus to help address the needs of these students. In addition to accessing showers, students have access to towels, hygiene kits, food pantry and emergency items. Eligible students may have access to other resources as well, such as books, school supplies, bus passes, meal cards and more. In addition, the Homeless Youth Liaison has made connections with outside organizations to help resolve housing insecurity for some students.

Veterans Services
760-252-2411 ext. 6801/vets@barstow.edu
Veteran's Resource Center (VRC)
In accordance with the Chancellor's Office guidelines, BCC has dedicated a space for student veterans and their dependents called the Veterans Resource Center (VRC). Within the VRC students can find computers to work on, free printing, a quiet study space, school supplies and a textbook lending library. Veterans can also meet with peers for study groups. There is also a lounge space where student veterans can relax between classes, engage with other veterans, or meet with representatives from other Veteran agencies including the Department of Veterans Affairs, VA health, service organizations and more. Veterans, military personnel, and their dependents are welcome to enjoy a free cup of coffee or snack while visiting the VRC or between classes.

The Student Veterans Organization, a chapter of the national organization, Student Veterans of America, meets in the VRC on a bi-weekly basis in addition to workshops, support groups, and special events.

Priority Registration
Eligible veterans and active duty military members may qualify for priority registration and should contact the School Certifying Official prior to registering for courses.

Education Benefits
Students who are eligible for the GI Bill®, Dependents Educational Assistance (DEA), or Vocational Rehabilitation may choose to use their education benefits at Barstow Community College by completing a comprehensive educational plan and submitting it to the School Certifying Official along with the Veterans Request for Benefits, Certificate of Eligibility, a copy of the DD214 and all prior transcripts. Veterans will be certified with the VA within 30 days of submitting all their documentation.

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at https://www.benefits.va.gov/gibill.

Veterans Education and Transitional Support (VETS) Program
Veterans Services has developed the Veterans Education and Transitional Support (VETS) Program offering eligible students assistance with books, school supplies, transportation, and food insecurity as well as workshop opportunities and special events. This program is funded through Student Equity and aims to improve access, retention, completion, and transfer rates for military veterans at BCC.

To determine eligibility for Education Benefits or any of the available support programs, veterans should meet with the School Certifying Official to complete the necessary applications.

Vocational and Technical Education (VTEA)
The VTEA program assists eligible vocational students majoring in any of the following areas: Accounting, Administration of Justice, Automotive Technology, Business, Computer and Business

Information Systems, Cosmetology, Diesel Technology, Early Childhood Education, Heating, Ventilation, and Air Conditioning, Industrial Maintenance Electrical and Instrumentation, Industrial Maintenance Mechanic Technology, Management, Photography, Warehouse and Logistics and Welding. Student must be CCPG-eligible and enrolled in a qualified vocational class. VTEA provides book loans and academic/vocational counseling.

SUPPORT SERVICES

Athletics
www.barstowvikings.com
Fitness and Wellness Center **760-252-2411 ext. 7266**
Barstow Community College is a member of the Inland Empire Athletic Conference (IEAC) and the CCCAA (California Community College Athletic Association). The Vikings compete in men's basketball, men's baseball, women's basketball, women's softball, and women's volleyball.

Students must be actively enrolled in 12 or more units to be eligible for intercollegiate athletics. To be eligible for the second season of a sport, the student-athlete must complete and pass 24 units beginning from the first semester of competition and ending the day before the second season of competition begins, with 18 of those semester units coming from academic classes. Up to 6 semester units can come from Physical Education classes. Students must maintain a minimum cumulative grade point average of 2.0.

Bookstore/Viking Shop
www.bkstr.com/barstowccstore
D Building **760-252-2411 ext. 7262**
The Viking Shop is the campus and community resource for textbooks, supplies and other course materials. In addition to required class items, the Viking Shop has a variety of additional study aids available. The campus store offers a selection of college logo items, including clothing and gift items. An array of snack items can also be purchased at the bookstore. They are now located in the "D" Building, which is the first building from the Barstow Campus entrance. The Viking Shop offers used and rental books, when available, as a cost saving alternative.

Returns
Textbooks may be returned on full term classes up to two weeks after the class start date. Textbooks purchased for short term courses may be returned up to one week after the start of class. Some restrictions may apply. Please contact the Viking Shop for more information.

Book Buy Back
Textbook buy back is available every day. Buy back is an opportunity to receive money back for books used during the term that are not eligible for return. There is no guarantee by the bookstore that a book will be bought back at the end of the term. However, when a book is eligible to be bought back it may be worth up to 50% of the initial purchase price.

Rentals
Rentals are available to return for a refund for one week after the term begins. Rentals eligible for refund must be in the same condition as time of purchase.

Career Technical Education (CTE) **760-252-6799/cte@barstow.edu**
www.barstow.edu/Career-Technical-Education.html
1501 State Street
Career Technical Education (CE) programs at Barstow Community College offer industry-linked programs and courses that prepare students for entry-level and middle-skill employment opportunities, typically within one to four semesters. The courses are led by educators with extensive expertise in their field, with many CTE instructors and trainers also holding active positions outside of BCC. CTE programs leading to Associate degrees, Certificates of Achievement, and Certificates of Career Preparation are offered in a wide variety of fields, including:

- Accounting
- Administration of Justice
- Automotive Technology
- Business Administration
- Computer Business Information Systems
- Cosmetology
- Diesel Technology
- Early Childhood Education
- Entrepreneurship and Innovation
- Industrial Maintenance Technology
- Management
- Photography
- Warehousing and Logistics
- Welding Technology

Students who successfully complete a CTE program leave BCC with a wide range of knowledge — theoretical, hands-on, applied, and experiential — and a strong relationship with employers.

Distance Education
www.barstow.edu/online_students.html
L-14, Learning Resource Center (LRC) 760-252-2411 ext. 7319/Online@Barstow.edu
Barstow Community College offers distance education and services to students who, for a variety of reasons, are unable to travel to the campus. Distance education, sometimes referred to as distance learning, online learning, or e-learning, and provides students the opportunity to learn when learning is best for them.

Many courses are offered fully online, which means that students can complete their courses or programs of study without ever stepping on campus. If students have access to a computer and the Internet, students can complete courses from anywhere in the world (at home, at work, and even at play).

Hybrid courses combine on-campus (face-to-face) and online learning, allowing students to have the best of both worlds. Students can do course work online and also meet on campus for reinforcement, practice, lab, or discussion. With hybrid courses, students can reduce the number of trips to the campus.

Enrollment, registration, payment, academic counseling, books, library resources, and learning support services are available to students through the main website and through Canvas. For course offerings, technology requirements, admission and registration procedures, student services, and other information, please visit the main website.

Food Services – The Viking Grill
Norman Smith Student Services Building 760-252-2411 ext. 7374
Provides a variety of snacks and meals. Call for current service and hours of operation.

Health Insurance
Norman Smith Student Services Building
Applications for voluntary insurance may be obtained from Admissions and Records. All students are insured to provide benefits for accidental injury during regular attendance at the college, while attending college-sponsored activities and while traveling under college supervision to and from such activities. The benefits are secondary and paid after any valid and collectible benefits provided by other insurance plans covering a student, and benefits are paid to the limit of the policy only.

Servicemembers Opportunity College Services (SOC)
Building 285, Fort Irwin 760-252-2411 ext. 7601
In recognition of the special efforts extended to meet postsecondary needs of Service members, veterans and their dependents, Barstow Community College has been designated a Servicemembers Opportunity College by the American Association of Community and Junior Colleges. As much as 80%

of graduation requirements may be completed at other colleges and/or through nontraditional methods. Barstow Community College will honor SOC agreements for a period of three years, thereafter a re-evaluation and current catalog requirements will be imposed.

Student Email Address
Login.barstow.edu
Barstow Community College will provide a college email account to each admitted student. The primary purpose of these accounts is to ensure a standardized channel for faculty and staff to communicate with students as needed. Official college communications sent to all students will include reminders of important dates such as registration information, waitlist notifications, financial aid awards, deadlines to pay tuition fees, apply for graduation, etc. Students are responsible for checking their official student email regularly and reading college-related communications.

Student Housing
Barstow Community College does not maintain student housing.

Student Life and Associated Student Government
www.barstow.edu/Student-Life.html
Norman Smith Student Services Building **760-252-2411 ext. 7374**
Student Government at the college is represented by the Associated Student Government (ASG) of Barstow Community College which annually elects its own administrative officers and student senators who are provided with practical leadership training and education in the functions of government and leadership. In addition, the ASG elects its own student trustee to the District Board of Trustees. The Student Senate is afforded a variety of opportunities to participate in various college-wide committees and task forces. All these activities serve to provide students with opportunities to participate in the decision and policy-making processes of the college.

Student Activities programs at the college provide a rich variety of opportunities to participate in the planning, development, and implementation of a wide variety of educational, cultural, social, and recreational activities. Activities are offered in the game room, which is open Monday – Friday, except during the summer.

Honor Societies
Alpha Gamma Sigma
Alpha Gamma Sigma, or AGS, is the California Community College Scholastic Honor Society. The Greek letters in the name were selected because they are the initials from Greek words whose meanings represent the motto of AGS: "Add to good character, knowledge and judgement." ALPHA stands for "arête" meaning "excellence;" GAMMA stands for "gnosis" meaning "knowledge;" and SIGMA stands for "sophrosyne" meaning "wisdom." The purpose of AGS is to foster, promote, maintain, and recognize scholarship. The function of the state organization is to encourage local chapters to develop, in themselves or in cooperation with other chapters, programs offering cultural, social, or enrichment experiences as part of the total experience of community college students. The state organization annually awards scholarships to members and encourages chapters to provide opportunities for participation in service activities and to award scholarships of their own.

Temporary membership may be granted to all students entering BCC and all Life Members of the California Scholarship Federation. In addition, high school graduates who earned a minimum cumulative GPA of 3.5 will be offered a temporary membership in AGS. Continuing membership may be attained by achieving not less than a 3.0 GPA in the previous semester in courses of recognized college standing.

Phi Theta Kappa
Phi Theta Kapa is the international honor society of the community college system worldwide. Its central mission is to encourage scholarship among two-year college students. To achieve this purpose, Phi Theta Kappa provides opportunity for the development of leadership and service, for an intellectual climate for exchange of ideas and ideals, for lively fellowship for scholars and for stimulation of interest in continuing academic excellence. Students achieving a 3.5 cumulative grade point average for a total of 12 or more college transfer-level courses will be invited to join Phi Theta Kappa. As an

international organization, members have access to thousands of scholarship opportunities, and many private four-year colleges have specialized programs for the recruitment of Phi Theta Kappa members.

Welcome Resource Center
Norman Smith Student Services Building **760-252-2411 ext. 7254**
The Welcome Resource Center is a convenient "one-stop shop" where new students can find the information, services, and support they need to make a smooth transition to BCC. During enrollment periods, the Welcome Resource Center has academic advisors and trained student ambassadors on hand to answer questions and assist new students with admission and enrollment processes. At the Welcome Resource Center, new students can:

- Get help to resolve any admission or enrollment issues.
- Take part in one-on-one and small-group counseling sessions.
- Use computers to apply to BCC, enroll in classes, complete their online orientation, and access their education plans.

Tours of the Barstow Community College campus can be arranged through the Welcome Resource Center.

LEARNING SUPPORT SERVICES

Learning Resource Center (LRC)
www.barstow.edu/Learning-Resource-Center.html
The mission of the Learning Resource Center (LRC) is to support the instructional and student support needs of the campus community by providing the following:

Library
http://www.barstow.edu/Library.html **760-252-2411 ext. 7270/DG_Library@Barstow.edu**
Approximately 42,000 books, 150 magazine titles, 1,200 audio-visual materials (DVDs, videotapes, and musical recordings), and a selection of electronic databases and e-books that can be accessed in the library or remotely. In addition, the library provides quiet spaces to study, study rooms for group work, and access to over 40 computers. Please contact the library to obtain passwords for remote access to electronic resources. Most books and some DVDs can be checked out. Reserve and reference items cannot be checked out. The library also has textbooks on reserve for student use. The library can assist with research and answer students' reference questions in person, via email, or over the phone.

Teaching and Learning Support Center (TLSC)
LRC **760-252-2411 ext. 7288/TLSC@Barstow.edu**
http://www.barstow.edu/Tutorial.html
The Teaching and Learning Support Center (TLSC) is a comfortable and collaborative learning environment that provides various resources and services designed to help students succeed including:

- Tutorial Services – tutoring is free to all students in Math, English, and many other subject areas.
    - By Appointment – to ensure time with a tutor, students are encouraged to make appointments with a tutor. Appointments can be made online thru Starfish, by phone, or by email.
    - Walk-in Tutoring – peer tutors are generally available to take walk-ins, so even if students do not have appointments, they are welcome to walk-in and see if any tutors are available. While waiting for a tutor to become available, students are encouraged to use the NetTutor online tutoring service or many of the online resources available to them.
    - One-on-One or Group Tutoring – One-on-one tutoring is generally the preferred method for most students however, group tutoring is also available to students who want to get tutoring as a group.

    - Remote Tutoring – many peer tutors are available to provide tutoring services remotely. This means that students can schedule appointments for remote tutoring if they have access to a computer with a webcam and reliable Internet.
    - Online Tutoring Services – in addition to peer tutoring, students also have access, free of charge, to NetTutor, an online tutoring service.
    - Embedded Tutoring – some of courses offered have embedded tutors that can provide additional assistance to students.
- Test Proctoring Services – all online courses require at least one exam to be proctored. The proctored exam can be the final exam, the midterm exam, or any major exam given in the online course. On-site exam proctoring is available in the TLSC as well as at Fort Irwin. Online proctoring is provided, for a small fee for students unable to make it to campus. Please contact the TLSC for details.
- Access to Counseling and Instructional Faculty – in addition to the availability of Counseling and Instructional Faculty during their regular office hours, many of them are also available in the TLSC to provide academic advisement and assistance to students.
- The TLSC also provides the following:
    - Academic skills workshops and orientations
    - Study Hall
    - Basic computer assistance
    - Canvas login and navigation assistance
    - Single Sign-on and password reset assistance
    - Assistance with email and Office 365 (Word, Excel, PowerPoint, etc.)
    - Access to computers, Smartboard, copy machine, printer, and scanner
    - Access to and assistance with a variety of learning resources

The Instructional Technology Center (ITC)
L-14 LRC **760-252-2411 ext. 7319/Online@Barstow.edu**
Barstow Community College offers a comprehensive distance education program that includes fully online and hybrid courses. Additionally, many of the face-to-face course offerings are enhanced with Canvas and other instructional technologies. The mission of the Instructional Technology Center (ITC) is to enhance the teaching and learning process by providing support and training to faculty, staff, and students in the use of instructional technologies.

Fort Irwin
Building 285 Barstow Road, Fort Irwin, CA 760-252-2411 ext. 7601/FtIrwin@Barstow.edu
In addition to the Main Campus and the Career Education and Workforce Development Center, Barstow Community College also offers classes at the National Training Center in Fort Irwin. Student support services offered on the main campus such as tutoring and exam proctoring are also offered at the Fort Irwin satellite campus.

ACADEMIC POLICIES

Academic Standing
Probation
Each student is entitled to be notified of his/her academic difficulty and the availability of college support services to respond to the academic difficulty before the student is dismissed. Notification will consist, at a minimum, of the following: At the end of the semester in which the student's GPA falls below 2.0 in all units attempted, a notice that the student is on probation shall be sent to the student informing him/her that he/she is on probation. "All units attempted" is defined as all units of credit for which the student is enrolled in at the community college they attend.

If the percentage of a student's recorded entries of "W," "I," "NC" and "NP" reaches or exceeds 50% of all units in which a student has enrolled, the student shall be placed on progress probation.

At the end of the second semester in which the student is on academic or progress probation, a notice that the student is subject to dismissal will be sent to the student informing him/her that he/she is subject to dismissal and to continue enrollment, must meet with a counselor prior to the Friday before

classes begin for the upcoming semester. Failure to meet with a counselor will result in dismissal and the student will be administratively dropped from all classes for the upcoming semester.

Probationary Letter
The letter notifying the student of probation will cover the significance of probation and description of services available.

Removal from Probation
A student on academic probation shall be removed from probation when the student's cumulative grade point average is 2.0 or higher.

A student on progress probation shall be removed from probation when the cumulative percentage of entries of "W," "I," "NC" and "NP" no longer reaches or exceeds 50%.

Standards for Dismissal
A student who is on academic probation shall be subject to dismissal if the student has earned a cumulative GPA of less than 2.0 in all units attempted in two consecutive semesters. A student who has been placed on probation shall be subject to dismissal if the percentage of units in which the student has been enrolled, for which entries of "W," "I," "NC," and "NP" are recorded in two consecutive semesters, reaches or exceeds 50%.

Dismissal Letter
The letter notifying the student that he/she is subject to dismissal will reference this procedure, explanation of what dismissal means, procedure for reinstatement, and procedure to appeal the dismissal.

Appeal of Dismissal
The student has the right to appeal a proposed dismissal action if the student feels that facts exist that warrant an exception to the dismissal action.

First Level Dismissal Status
The student must meet with a counselor prior to the Friday before classes begin to be readmitted and continued on probation. If the student fails to meet with a counselor prior to the Friday before classes begin, the student will be dismissed and administratively dropped from any classes for which enrollment has occurred for the upcoming semester.

Second Level Dismissal Status
If a student has previously been continued on probation after dismissal, but does not make significant academic progress (semester GPA of 2.0 and/or the percentage of units in which the student has been enrolled, for which entries of "W," "I," "NC" and "NP", must be less than 50%), the student will be dismissed. If the student feels that facts exist that warrant an exception to the dismissal action, the student must file a written petition to Admissions and Records within one week after the dismissal letter was mailed. If the student fails to file a written petition within one week, the student waives all future rights to appeal the dismissal action. It is the student's responsibility to indicate on the petition a clear statement of the grounds on which continued enrollment should be granted and to provide evidence supporting the reasons. Petitions will be reviewed by the Academic Exceptions Committee.

The student will be continued on probation until the Academic Exceptions Committee decides on the student's appeal. The decision of the Academic Exceptions Committee will be communicated to the student in writing by the Director of Enrollment Services. The Director will notify the student of its action within two weeks of receipt of the student's appeal. The student may appeal the decision of the Academic Exceptions Committee in writing to the Vice President of Student Services, within five working days of the date of notification of the decision of the Academic Exceptions Committee. The decision of the Vice President of Student Services is final.

Standards for Evaluating Appeals
Dismissal appeals may be granted under the following circumstances:

- If the dismissal determination is based on the academic record for one semester in which the record does not reflect the student's usual level of performance due to accident, illness, or

other circumstances beyond the control of the student. Verification should be submitted with the appeal.
- The student enrolls in a corrective program designed to assist him/her in improving academic skills, such as obtaining academic counseling, and/or limiting course load.
- When there is evidence of significant improvement in academic achievement.

Re-Admission after Dismissal
In considering whether students may be re-admitted after a dismissal and two semesters absence, the following criteria will be considered:
- Documented extenuating circumstances (considered during appeal).
- Marked improvement between the semesters on which disqualification was based.
- Semesters on which disqualification was based were atypical of past academic performance.
- Formal or informal education experiences since completion of semesters on which disqualification was based.
- Improved GPA because of grade changes, fulfillment of incomplete courses, or academic renewal.

Course Repetition
Generally, students may take a course only once. Students may repeat a course if:
- The course is required to meet a legally mandated training requirement as a condition of paid or volunteer employment.
- If there has been a significant lapse of time of no less than 36 months and
    - BCC has established a recency requirement for a course or program OR
    - The institution the student is transferring has an established recency requirement that the student cannot satisfy without repeating the course.
- The student has earned a substandard grade (D, F or NP), or was assigned a withdrawal.
    - The student may attempt the course two additional times to successfully complete the course.
        - A fourth enrollment may be granted by the Academic Exceptions Committee if the student has documented extenuating circumstances of why they did not complete successfully during the third attempt.
            - Documented circumstances include verified cases of accidents, illness, or other circumstances beyond the student's control that prevented completion of the course. The student must submit required documentation with the repetition request.

In cases where the student earns a letter grade in the subsequent attempt, the most recent grade earned will be computed in the cumulative GPA and the student's record so notated.

Courses in which an incomplete has been recorded may not be repeated until an evaluative grade has been recorded. Student permanent records shall reflect all work attempted so that the student's transcripts are a true and complete academic record. Students must submit the Petition to Repeat a Class form.

Academic Renewal (without Course Repetition)
Academics renewal provides students the opportunity to reverse the negative impact of past academic failures at Barstow Community College without course repetition. Academic renewal may only be requested by students currently enrolled at BCC and only units taken at BCC may be disregarded in the computation of the student's cumulative GPA. A maximum of 30 units in no more than three semesters may be alleviated.

To qualify for academic renewal, a period of 12 months must have elapsed between the period for which renewal is petitioned and the time of submission of the petition and the student must meet one of the following requirements after the work to be disregarded:
1. Completion of a minimum of 12 semester units with a minimum GPA of 3.0; OR
2. Completion of a minimum of 30 semester units with a minimum GPA of 2.5; OR
3. Completion of a minimum of 45 units with a minimum GPA of 2.0.

Academic renewal is irreversible. Action taken under this regulation will not remove the courses, units, grades, or any other information from the official transcript. Academic renewal granted at BCC does not guarantee that other institutions will recognize such action. To request academic renewal, the student should complete the Academic Renewal petition and meet with a counselor.

Student Honors

Dean's and President's Lists

At the close of the fall and spring semesters, the Dean's and President's Lists are compiled. Students who have earned six or more graded units and have achieved a semester GPA of 3.5 or higher are placed on the Dean's List. Students who have earned 12 or more graded units and have achieved a semester GPA of 3.75 or higher are placed on the President's List.

Graduation Honors

The following graduation honors are assigned to those who fulfill the requirements for Certificates and Associate degrees and earn the following cumulative GPA for all units applied toward the degree:

- **Summa Cum Laude**-3.75 GPA or higher
- **Magna Cum Laude**-3.5 to 3.74 GPA
- **Cum Laude**-3.25 to 3.49 GPA

The GPA used to determine the student's honors status for commencement shall be based on the student's cumulative GPA at the end of the semester preceding graduation for spring graduates and the end of the semester of graduation for summer and fall graduates. The GPA used to determine the honors reflected on the student's diploma and academic transcript shall be based on the student's cumulative GPA as of the end of the semester of graduation.

Course Drops and Withdrawals

Dropping Courses

Should it become necessary to withdraw from a class, it is the student's responsibility to drop online. Failure to withdraw officially from a class will result in a failing grade. Drop deadlines are listed on the student's Schedule and Account Information page by logging into their personal account. Drop deadlines are mandated by the State of California and Barstow Community College administrative procedures. Separate deadline dates are listed for fee refunds (10% of class meetings), dropping without a "W" (approximately 20% of class meetings), and dropping with a "W." Deadlines should be adhered to and failure to do so may result in a failing grade or owing fees. Students may drop classes and still receive a "W" if the drop occurs before 75% of the total days the course meets has elapsed.

"W's" are considered honorable withdrawals and will not be used in calculating grade point averages. However, excessive "W's" will be used as factors in determining progress probation and dismissal status.

Dropping After the Drop Deadline

A student must have documented circumstances beyond his/her control to initiate a drop after the published deadline. Examples of circumstances beyond the control of the student may include, but are not limited to, accident, illness, change in work schedule, or other documented circumstances. Students should complete the Request for Late Withdrawal Form and submit it to the Academic Exceptions Committee through Admissions and Records. Requests will not be processed if initiated two years after the end of the semester in question.

Attendance

Instructors have the authority to establish attendance standards in classes, and it is the student's responsibility to meet these requirements. It is also the student's responsibility to drop a class that he/she no longer plans to attend. Failure to officially withdraw from a class may result in a failing grade. Failure to attend a class once enrolled does not absolve the student from payment of fees. Students will be held accountable for all fees incurred unless classes are dropped by the specified refund deadline.

It is the student's responsibility to keep your instructors informed of any need for absence, there is no such thing as an "excused absence" in college. Anticipated absences should be reported to instructors in advance to complete assigned work by due dates. All other absences should be reported to

instructors immediately upon returning to class. Messages may be left for instructors by voicemail, email, or in their mailboxes (located in the Administration Building).

It is extremely important to arrive to classes on time to not interrupt class. Check the course syllabus for each instructor's policy. If there is not a notice on the classroom door, and if no administrative representative appears to advise you of changed location or otherwise, it is generally required for you to wait 15 minutes. If no one shows at that point, contact the Academic Affairs Office at 760-252-2411 ext. 7223.

It is the student's responsibility to participate fully in class(es) prior to census (20% of class meetings). Failure to participate prior to census will result in an instructor drop. Instructors are required to drop all students considered a "no show" per state regulations. Instructors have the right to determine their own attendance and drop policy. ***Failure to attend the first class meeting may result in an instructor drop.*** If a student is unable to attend the first class meeting, it is the student's responsibility to notify the instructor before that class meeting and request that the seat be held. The instructor is under no obligations to honor this request.

Be sure to review all class syllabi to determine the instructor's attendance and drop policy. Failure to abide by the policy may result in an instructor drop. If a student is a no show, the student cannot be added back to the class, unless the drop was a mistake and the student did actually attend the course. If such a circumstance occurs, the student should complete the Late Add Petition and submit it to the instructor. After verifying attendance, the instructor should submit the form to Admissions and Records for processing.

Auditing Courses

Students may attend regular college classes for no credit. The following conditions apply:

- The student must be eligible for admission.
- The instructor must approve.
- Space must be available. Credit students have priority; therefore, auditing students may register only after the second class meeting.
- Audit status may not be changed to regular status or vice versa.
- The $15 per unit audit fee is non-refundable.
- Out-of-state tuition is not charged.
- Students who carry ten or more units will not be charged for auditing three or fewer units.

Grades, Units and Transcripts

Grading System

Evaluation of student achievement relates to the attainment of specified course objectives. At the beginning of each course, student learning objectives, along with the basis for the determination of the grades, are specified in the course syllabus.

The following symbols shall be used:

A	Excellent
B	Good
C	Satisfactory
D	Less than Satisfactory
F	Failing
P	**Pass:** At least satisfactory; units awarded not counted in GPA. Has the same meaning as "CR" as that symbol was defined prior to June 30, 2007.
NP	**No Pass:** Less than satisfactory or failing; units not counted in GPA. Has the same meaning as "NC" as that symbol was defined prior to June 30, 2007.
UG	Ungraded
W	**Withdrawal:** Not used in calculating GPA but shall be used in determining probation and dismissal.
MW	**Military Withdrawal:** Occurs when a student, who is a member of an active or reserve U.S. military service, receives orders compelling a withdrawal from courses. Upon verification of such orders, a withdrawal symbol will be assigned after 30% of the class. Military withdrawals

	shall not be used in calculating GPA or in determining progress probation and dismissal calculations.
I	**Incomplete:** Incomplete academic work for unforeseeable, emergency and justifiable reasons at the end of the term may result in an "Incomplete" symbol being entered in the student's record. For more information, review the tutorial: Petition for Incomplete Grade
IP	**In Progress:** Used only in those courses that extend beyond the end of the normal academic term. It indicates that the work is in progress, but the assignment of a grade must await its completion. The "IP" symbol shall not be used in calculating GPA.
RD	**Report Delayed:** Assigned by Admissions and Records when there is a delay in reporting a grade due to circumstances beyond the control of the student. The "RD" symbol shall not be used in calculating GPA.

Pass/No Pass
Petitions to be graded on a Pass/No Pass basis must be submitted to Admissions and Records prior to 30% of class meetings. Pass/No Pass grades may not be converted to a letter grade after the deadline. Students electing Pass/No Pass grading must meet all course requirements. Units earned on a "P" basis satisfy college requirements for degrees and certificates but are disregarded in computing grade point average (GPA). No more than 50% of all transcript classes may be graded as Pass/No Pass. Students planning to transfer to a four-year institution are urged to check with a counselor to determine if units earned as Pass/No Pass are acceptable for transfer.

Grade Points
Academic achievement is reported in terms of grade point average (GPA). This is derived from the following weighted system:

A	4 grade points per unit earned
B	3 grade points per unit earned
C	2 grade points per unit earned
D	1 grade point per unit earned
F	0 grade points per unit earned

Grade Point Average (GPA)
All units and grade points are counted on a cumulative basis. A student's GPA is calculated by dividing the total number of grade points earned by the total number of units attempted in which a grade was assigned.

Incomplete grades are not used in computing GPA, which include the following: W, MW, P, NP, IP, and RD; however, W, NP and "Incomplete" are used in determining progress probation and dismissal status.

Grade Notification
Grades are available approximately two weeks after the end of each term. Students may receive grades in one or more of the following ways:

- By web: login to "my Barstow Portal" at www.barstow.edu
- In person: request an unofficial transcript in Admissions and Records or from any counselor.

Grade Changes
To protect the student from an arbitrary change of a grade earned in a course, Education Code Section 76224 states:
"When grades are given for any course of instruction taught in a community college district, the grade given to each student shall be the grade determined by the instructor, and in the absence of mistake, fraud, bad faith, or incompetence, shall be final."

A student who thinks there is a grade error should first confer with the instructor concerning the error. Students having a grievance relative to a grade received from an instructor should follow the Student Rights and Grievance Procedure (AP 5530) available from the Office of Student Services.

In accordance with Title V (section 55024) a "W" shall not be assigned, or if assigned, shall be removed from a student's academic record, if a determination is made that the student withdrew from the course due to discriminatory treatment or due to retaliation for alleging discriminatory treatment or that the

student withdrew because he or she reasonably believed that remaining in the course would subject him or her to discriminatory treatment or retaliation for alleging discriminatory treatment.

Student Classifications

Fall/Spring Enrollment	
Full-time student	12 or more units
Part-time student	Less than 12 units
Three-quarters time student	9.5-11.5 units
Half-time student	6-7.5 units
Less than half-time student	Less than 6 units
Summer Enrollment	
Full-time student	6 or more units
Part-time student	Fewer than 6 units

Freshman: student who has completed fewer than 30 units.
Sophomore: student who has completed 30 units or more.
Graduate: student who has been awarded an AA or AS, or a higher degree by a recognized collegiate institute.

Maximum Units
To meet graduation requirements in four semesters, students must complete an average of 15 degree-applicable units each semester. During the fall and spring semesters, students may register for up to 18 units without approval. Students desiring to enroll in more than 18 units must have a 3.0 GPA and complete the Maximum Unit Increase Form.

During the summer session, students may enroll in 12 units or fewer without approval. Students desiring to enroll in more than 12 units must have a 3.0 GPA and complete the Maximum Unit Increase Form.

Unit of Credit
A unit of credit is earned based on one hour of lecture-recitation per week or on three hours of laboratory per week for one 18-week semester. In some physical education, art, drama, and music courses, a unit of credit is earned for each two hours of class time. In courses composed of learning activities resulting in combinations of lecture and recitation, independent and tutorial study or directed and individual laboratory experiences, the hours are equated with units of credit. The terms semester unit or hour and credit hour are synonymous.

Conversion of Units
Quarter units of credit are converted to semester units by dividing the number of quarter units by one and one-half (1.5). Semester units of credit are converted to quarter units by multiplying the number of semester units by one and one-half.

Transcripts
Transcripts of work at Barstow Community College will be furnished upon written request by the student. Students should allow up to ten (10) working days for processing. Students who attend Barstow Community College prior to 1993 should allow fifteen (15) working days to process. The first two official transcripts requested are provided without charge; if requested by paper, additional copies may be obtained at $7 per copy. Students may also request same day rush service for $14 for each separate address. Students may request transcripts online using the Transcript Request Form. Transcripts requested online are $6.50. When requested online, transcripts are typically mailed within three business days. Transcript charges are due and payable at the time of the request. Official sealed transcripts are sent to colleges, employers, government, or other agencies. Unofficial transcripts are available for student use and may be obtained online or from a counselor.

Independent Study
Upon petition a student may be allowed to take a course as independent study if the following criteria are met:

- Course is not offered during the current term;
- Course is needed to meet graduation requirements for student's program of study; and

- Student is within one semester of completing graduation requirements.

To begin the petition process a student should meet with a counselor. It is the student's responsibility to secure an instructor and submit the completed application to the appropriate Dean of Instruction for approval.

Class Schedule
Barstow Community College publishes a Schedule of Classes prior to each term that contains detailed information concerning registration, enrollment, and related administrative deadlines. Schedules are available online. The college reserves the right to make additions or deletions to the class schedule. Any class in which the enrollment is too small to justify continuance may be cancelled.

Barstow Community College classes are based on a 50-minute academic hour followed by a 10-minute break. Classes meet from one to five days per week (Monday – Saturday). Day classes being at 6:00 a.m. and run to 4:50 p.m.; evening classes begin at 5:00 p.m. and run to 10:00 p.m.

Prerequisites, Corequisites, and Recommended Preparation
Prerequisites, corequisites, and recommended preparation advice are listed with some courses in this catalog and the schedule of classes. A prerequisite is a course or assessment that must be completed before enrolling in a specific course. Satisfactory completion of a prerequisite course requires a grade of P, `C or better.

A corequisite is a course in which the student must be enrolled at the same time as a companion course. Corequisites are often used in science classes that include a lab. In some cases, a student may be allowed to complete the corequisite course in a prior semester.

A recommended preparation statement is a set of skills or a course that will significantly increase a student's probability of success but is not necessarily required for success.

If a student has completed a prerequisite or corequisite at another college or in high school, the student must submit a copy of the official transcript to Admissions and Records for clearance.

Challenging Course Requisites
Students may challenge a requisite for any of the following reasons:
- A requisite course is not reasonably available over a period of several semesters.
- The student believes the requisite was established in violation of a regulation or district-approved process for establishing requisites.
- The student believes the requisite is discriminatory or is being applied in a discriminatory manner.
- The student believes he or she has the documented knowledge or ability to succeed in the course.

A student may challenge the requisite using the following process:
- Meet with a counselor to discuss the challenge process and obtain a challenge form if appropriate
    - Student submits challenge form to the counselor with appropriate supporting documentation at least five business days prior to the start of the class.
    - If the challenge is approved, the student can enroll in the course.
    - If denied, the student, if already enrolled, will be administratively withdrawn from the class.

The student may appeal following the grievance process set forth in Administrative Procedure 5530.

COLLEGE POLICIES, RULES & REGULATIONS

Student Right-to-Know Disclosure
Completion Rate: 26.79%
Transfer Rate: 13.40%

In compliance with the Student Right-to-Know and Campus Security Act of 1990 (Public Law 101-542), it is the policy of our college district to make available its completion and transfer rates to all current and prospective students. Beginning in Fall 2016, 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 above. These rates do not represent the success rates of the entire student population at the College nor do they account for student outcomes occurring after this three-year tracking period.

Based upon the cohort defined above, a Completer is a student who attained a certificate or degree or became 'transfer prepared' during a three-year period, from Fall 2016 to Spring 2019. Students who have completed 60 transferable units with a GPA of 2.0 or better are considered 'transfer prepared '. Students who transferred to another post-secondary institution, prior to attaining a degree, certificate, or becoming 'transfer prepared' during a five-semester period, from Spring 2017 to Spring 2019, are transfer students.

Information about Student Right-to-Know rates and how they should be interpreted can be found at the California Community Colleges Student-Right-to-Know Information Clearinghouse website: http://srtk.cccco.edu/index.asp.

Crime Awareness and Campus Security (Cleary Act)
BCC is committed to a safe and secure work and learning environment. Information concerning occurrences of criminal and non-criminal acts for which records are required to be kept under the Crime Awareness and Campus Security Act of 1990 (as amended) and Education Code Section 67380 is published at www.barstow.edu/Consumer-Information.html.

Books & Materials
The Federal Higher Education Opportunity Act (HEOA) requires Barstow Community College to provide students with the International Standard Book Number (ISBN), retail price, and/or other information (subject to change) about the required or recommended textbooks and supplemental materials for each course offered at BCC. Please go to www.bkstr.com/barstowccstore and click on “Textbooks” for details as well as other book-related information.

Computer Use
Employees and students who use district computers and networks and the information they contain, and related resources, have a responsibility not to abuse those resources and to respect the rights of others. Users must respect software copyrights and licenses, respect the integrity of computer-based information resources, refrain from seeking to gain unauthorized access, and respect the rights of other computer users. Students failing to observe the college’s Computer and Network Use Policy and Procedure 3720 will be subject to disciplinary action.

Federal Tax Credit
Selected education expenses may be deducted from federal income taxes by qualifying students. As required by federal tax credit legislation, Barstow Community College ensures each registered student has access to a copy of IRS verification form 1098T (Tuition Statement) each year through my Barstow Portal. This information is also reported to the IRS. Students should be sure to have their correct Social Security number on file in the Admissions and Records Office for the sake of accurate reporting to the IRS. Students should check with their tax preparer to determine whether they are eligible to take advantage of this tax credit and the amount they may deduct from their federal and/or state taxes.

Name Changes, Date of Birth & Social Security Corrections
Name changes will be recorded only for students who are currently enrolled. Documentation, such as a marriage license, court order, or naturalization papers, may be require for verifying a legal name change. Requests to have a student’s name changed on official college records are submitted to Admissions and Records. Submit date of birth and Social Security Number corrections to Admissions and Records. Documentation substantiating correction will be required.

If the student completes a Free Application for Federal Student Aid (FAFSA), name, date of birth, and/or Social Security Number will be updated to reflect correct information provided on the FAFSA that has been verified through the Social Security Administration.

Student Conduct
A student admitted to BCC has an obligation to conduct him/herself in a manner compatible with the social and educational functions of this institution. District President, or his or her designee, shall establish procedures for the imposition of discipline on students in accordance with the requirements for due process of federal and state laws and regulations.

The procedures shall clearly define the conduct that is subject to discipline and shall identify potential disciplinary actions, including but not limited to the removal, suspension, or expulsion of a student.

The procedures shall be made widely available to students through the college catalog and other means. Regarding disciplinary action, all students shall be entitled to due process in accordance with Education Code Sections 66017 and 76037, and Board Procedure 5800.

The following conduct shall constitute good cause for discipline, including but not limited to the removal, suspension, or expulsion of a student.

1. Causing, attempting to cause, or threating to cause physical injury to another person.
2. Possession, sale or otherwise furnishing any firearm, knife, explosive or other dangerous object, including but not limited to any facsimile firearm, knife or explosive, unless, in the case of possession of any object of this type, the student has obtained written permission to possess the item from a district employee, which is concurred in writing by the District President.
3. Unlawful possession, use, sale, offer to sell, or furnishing, or being under the influence of, any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the CA Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind; or unlawful possession of, or offering, arranging or negotiating the sale of any drug paraphernalia, as defined in CA Health and Safety Code Section 11014.5.
4. Committing or attempting to commit robbery or extortion.
5. Causing or attempting to cause damage to district property or private property on campus.
6. Stealing or attempting to steal district property or private property on campus, or knowingly receiving stolen district property or private property on campus.
7. Willful or persistent smoking in any area where smoking has been prohibited by law or by regulation of the college or the District.
8. Committing sexual harassment as defined by law or by District policies procedures.
9. Engaging in harassing or discriminatory behavior based on race, sex (i.e., gender), religion, age, national origin, disability, sexual orientation, or any other status protected by law, including but not limited to verbal or written slurs or threats, physical attacks, or defacing property.
10. Willful misconduct which results in injury or death to a student or to college personnel or which results in cutting, defacing, or other injury to any real or personal property owned by the District or on campus.
11. Disruptive behavior, willful disobedience, habitual profanity or vulgarity, or the open and persistent abuse of, college personnel. Stalking, harassing, hazing, or abusing physically or verbally any College employee, any other student or visitor, or threatening to use force or violence against any member of the college community.
12. Cheating, plagiarism (including plagiarism in a student publication), or engaging in other academic dishonesty.
13. Dishonesty; forgery, alteration or misuse of college documents, records, or identification; or knowingly furnishing false information to the District.
14. Unauthorized entry upon or use of college facilities.
15. Lewd, indecent, or obscene conduct on District-owned or controlled property, or at District-sponsored or supervised functions.
16. Engaging in expression which is obscene, libelous or slanderous, or which so incites students as to create a clear and present danger of the commission of unlawful acts on college premises, or the violation of lawful District administrative procedures, or the substantial disruption of the orderly operation of the District.

17. Persistent, serious misconduct where other means of correction have failed to bring about proper conduct.
18. Violation of published College rules, policies, and/or procedures.
19. Unauthorized preparation, giving, selling, transfer, distribution, or publication, for any commercial purpose, of any contemporaneous recording of an academic presentation in a classroom or equivalent site of instruction, including but not limited to handwritten or typewritten class notes, except as permitted by any district policy or administrative procedure.
20. Failure to comply with directions of College officials or law enforcement officers acting in the performance of their duties; failure to identify oneself or provide identification to these persons when requested to do so.
21. Violating College or CA Education Code regulations pertaining to student organization, distribution of literature, and place and manner of public expression.
22. Unauthorized use of the name of Barstow Community College.
23. Failure to pay financial obligations to the College or to agencies for which the College acts as agent, or failure to return College property.
24. Solicitation of funds for political action or political party campaigns in violation of Board Policy.
25. Failure to appear at a disciplinary hearing after being cited as a defendant or as witness by a College administrator on behalf of either a plaintiff, or by a defendant under citation.
26. Disobeying traffic or parking regulations.
27. Attending or attempting to attend class(es) when not enrolled in the College or in the class(es).
28. Interfering with the instructional process, administrative duties, or other College activities or programs.
29. Abuse of computing facilities or computer time, including but not limited to unauthorized entry into a file to use, read or change the contents or any other purpose; unauthorized transfer of a file; unauthorized use of another individuals identification or password; use of computing facilities to interfere with the work of another student, faculty member or College official; use of computing facilities to interfere with a College computing system; and/or violation of the BCC "Computer Use Contract."
30. Responsibility:
    a. The Superintendent/President is responsible for establishing appropriate procedures for the administration of disciplinary actions. In this regard, refer to Administrative Procedure 5520, which will deal with matters of student discipline and student grievance.
    b. The Vice President of Student Services will be responsible for the overall implementation of procedures which are specifically related to all non-academic, student related matters contained in Administrative Procedure 5520.
    c. The Vice President of Academic Affairs will be responsible for the overall implementation of procedures which are specifically related to academic, student related matters contained in the Administrative Procedure 5520.
    d. The Associate Vice President for Human Resources will be responsible for the overall implementation of procedures which are specifically related to the prohibition of discrimination and harassment contained in Administrative Procedure 3430.

Academic Honesty
Academic honesty is expected from all students at Barstow Community College. Cheating, plagiarism, or knowingly furnishing false information to the college, or in the classroom, are all grounds for discipline.

Drug and Alcohol Policy
BCC supports a drug-free environment. Both the abuse and moderate use of alcohol and illegal drugs can result in injury and death. While chronic problems are associated with long-term abuse, damage can occur from moderate or even a single experimental use of a substance. Alcohol and drug use seriously impair learning and motivation; disrupts the classroom; jeopardizes physical and mental health; subjects the user to criminal penalties; injures families; erodes relationships; and inhibits ability to benefit from an education. BCC therefore asks for student support to maintain and actively promote a drug-free learning environment by being aware and informing others of college policies,

referral sources for help, and the substantial legal, personal, and health consequences associate with use. If you or someone you know is having problems with alcohol or drugs, seek out confidential assistance on-campus, or from one of the community agencies listed below.

- ***District Policy -*** In accordance with federal and state laws, it is unlawful to manufacture, possess, use, sell or distribute alcohol, narcotics or other controlled substances on college property or at any college-sponsored activities and is subject to disciplinary action.
- ***BCC Legal Sanctions –*** BCC students and employees are subject to both college regulations and the laws and penalties of the State of California for alcohol/drug offenses. As a student, if you are under the influence of alcohol and/or drugs, or if you are discovered selling, or dispensing drugs on campus or at any college function, you can be suspended, expelled, and criminally prosecuted. If you are an employee of BCC, you may be placed on probation, terminated, and criminally prosecuted for the use, sale, or possession of illegal drugs and/or alcohol on campus or at college-sponsored events.

Prohibition Harassment Policy
The District is committed to providing an academic and work environment that respects the dignity of individuals and groups. The District shall be free of sexual harassment and all forms of sexual intimidation and exploitation. It shall also be free of other unlawful harassment, including that which is based on any of the following: age, race, color, religion, ancestry, national origin, disability, gender, sexual orientation, or the perception that a person has one or more of the foregoing characteristics. Sexual harassment violates state and federal laws, as well as this policy, and will not be tolerated. It is also illegal to retaliate against any individual for filing a complaint of sexual harassment or for participating in a sexual harassment investigation, and retaliation constitutes a violation of this policy.

Sexual harassment is further defined as unwelcome sexual advances, requests for sexual favors and other conduct of a sexual nature when:

- Submission to the conduct is made a term or condition of an individual's employment, academic status, or progress.
- Submission to or rejection of the conduct by the individual is used as a basis of employment or academic decisions affecting the individual.
- The conduct has the purpose or effect of having a negative impact upon the individual's work or academic performance, or of creating an intimidating, hostile or offensive work or educational environment; or
- Submission to or rejection of the conduct by the individual is used as the basis for any decision affecting the individual.

Romantic or sexual relationships between supervisors and employees, or between administrators, faculty or staff members and students are discouraged. There is an inherent imbalance of power and potential for exploitation in such relationships. A conflict of interest may arise if the administrator, faculty, or staff member must evaluate the student's or employee's work or make decisions affecting the employee or student. The relationship may create an appearance of impropriety and lead to charges of favoritism by other students or employees. A consensual sexual relationship may change, with the result that sexual conduct that was once welcome becomes unwelcome and harassing. By definition, sexual harassment is not within the course and scope of an individual's employment with the District.

The policy applies to all aspects of the academic environment, including but not limited to classroom conditions, grades, academic standing, employment opportunities, scholarships, recommendations, disciplinary actions, and participation in any community college activity. In addition, this policy applies to all terms and conditions of employment, including but not limited to hiring, placement, promotion, disciplinary action, layoff, recall, transfer, leave of absence, training opportunities, and compensation. For more information regarding this policy and the procedures involved, contact the Human Resources Director (for staff) at 760-252-2411 ext. 7277 or the Vice President of Student Services (for students) at ext. 7353.

Title IX Policy
BCC is committed to support all regulations under Title IX of the Education Amendments of 1972. "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the

benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance." Questions regarding Title IX policies can be directed to the Vice President of Human Resources.

Sexual Violence – Prevention and Education (AB 1088: Sexual Violence)
Section 67385 of the Education Code requires that community college districts adopt and implement procedures to ensure prompt response to victims of sexual violence which occur on campus as well as providing them with information regarding treatment options and services. Any sexual violence or physical abuse, as defined by California law — whether committed by an employee, student, or member of the public — occurring on College owned or controlled property, at College-sponsored or supervised functions, or related to or arising from College attendance or activity is a violation of District policies and regulations, and is subject to all applicable punishment, including criminal and/or civil prosecution and employee or student discipline procedures. To report criminal behavior occurring on a BCC campus, students should call 760-252-2411 ext. 7353; staff, faculty, and members of the public should call 760-252-2411 ext. 7232.

Student Grievances
BCC encourages a prompt and equitable method of open communication between students, faculty, and staff. A student may file a grievance when he/she believes that a college faculty or staff member has violated written campus policies or procedures, or acted in a manner that constitutes arbitrary, capricious, or unequal application of written campus policies or procedures. For additional information or a copy of the Student Rights and Grievance Policy and related procedures, contact the Office of Student Services.

Student Records and Privacy Rights
Pursuant to the Family Educational Rights and Privacy Act of 1974 (FERPA) and California Education Code, a student may request to inspect all his/her official school records, files, and related data that are classified as student records. The records will be available for review at a mutually convenient time during regular working hours. If information in the file is inaccurate, misleading, or inappropriate, a student may request removal of the information or include a statement disputing the material that is challenged. All documents provided to BCC become the property of the college.

Students have a right to consent to disclosures of personally identifiable information contained in their education records, except to the extent that FERPA authorizes disclosure without consent. FERPA permits disclosures without consent to "school officials" with "legitimate educational interests." "School officials" include BCC employees; agents of the College (such as an attorney or collection agent); or individuals, including students serving on official committees or assisting a school official perform his/her tasks. A school official has a "legitimate educational interest" if the official needs to review an education record to fulfill his/her professional responsibility. Upon request, Admissions and Records discloses education records without consent to officials of another school in which a student seeks to enroll.

BCC has designated as directory information a student's name, major field of study, participation in officially recognized activities and sports, dates of attendance, degrees and awards received, and number of units enrolled.

The college may release directory information at any time to any requesting party. Students may contact Admissions and Records to restrict the release of directory information.

Traffic and Parking Regulations
Parking permits are not required, except all vehicles utilizing disabled parking must have a state-issued placard, i.e. DMV issued placard, or DP or DV plates.

The speed limit unless otherwise posted is 25 MPH on campus roads and 10 MPH in campus parking lots. Repeated violations of BCC's traffic and parking regulations may result in disciplinary action.

ACADEMICS

Transfer of Credit from Other Colleges
Courses listed on official transcripts from regionally accredited colleges may be accepted for transfer to a degree or certificate program. Transcripts, once submitted, become the property of Barstow Community College, and will not be released to anyone, including the student.

Prior to submitting official transcripts, students should meet with a counselor to review unofficial transcripts to determine if any coursework is applicable to the current program of study. Once a counselor has affirmed that coursework is applicable, a student should submit official transcripts to Admission and Records along with a Request for Transcript Evaluation form.

- Students must register in a minimum of 6 units with Barstow Community College before requesting evaluation of official transcripts or MOS (military occupational specialty).

Students may clear prerequisites without submitting official transcripts by submitting the Prerequisite Validation Form to Admissions and Records.

Students may use lower division coursework from a regionally accredited institution to fulfill subject requirements of a comparable Barstow Community College course upon approval by the articulation officer and transcript evaluator. Students may use lower division coursework completed at another regionally accredited institution to fulfill program, general education, and/or elective unit requirements for the associate degree or certificate programs. Specifically, students may use lower division coursework from another regionally accredited institution to fulfill any of the following:

- Course or program requirements for a certificate or for the major in an associate degree
- General education graduation requirements, including approved course(s) in the same or similar general education area(s) at another California Community College; and
- Elective units to meet the 60-semester unit requirement for an associate degree.

Although Barstow Community College may receive and apply lower division coursework students earned at another regionally accredited institution towards specified program, general education, and/or elective unit requirements for the Barstow Community College degree, Barstow Community College cannot guarantee the same lower division coursework will transfer and be used for the same requirements at another institution.

Note: Students may NOT use outside coursework to satisfy the 12-unit Residency requirement.

Students who have already earned a bachelor's degree from a regionally accredited institution may be exempt from completion of Barstow Community Colleges general education requirements.

Credit for Foreign Schools
Students who have attended institutions outside the United States must provide an official transcript evaluation from a member of the National Association of Credential Evaluation Services, Inc., which is licensed and bonded to evaluate foreign transcripts. Students with transcripts evaluated by other agencies may appeal to the Vice President of Student Services to have it considered. Students should meet with a counselor to determine if evaluation of foreign transcripts will assist them in their educational endeavors at Barstow Community College prior to paying for the evaluation service.

Credit for Military Service
In accordance with the American Council on Education (ACE) Guide, Barstow Community College will allow a maximum of 30 semester units for military experience and training. Such units will be posted as "Military Credit" on the student's transcript following the completion of six units at the college. To apply for these units, the student must submit an official Joint Service Transcript (JST).

Completion of a minimum of one-year active duty with the Armed Forces of the United States, including completion of a basic or recruitment training program and receipt of an honorable discharge, provides six semester units of elective credit toward the associate degree.

To receive credit for military service, students must provide an original DD-214 or an official JST. The verification of this service credit may also be used to satisfy the subject and unit requirements for CSU GE Breadth Area E, Lifelong Learning and Self-Development.

Credit by Examination
Granting unit credit by examination for a course is based on the principle that previous experience, training, or instruction is the equivalent of a specific course taught by the college. If an examination shows that the student possesses adequate equivalency and mastery of the subject, credit is granted.

A fee equivalent to the current per unit change will be assessed for each examination administered. The credit by examination petition is available from a counselor.

Credit by Examination may be obtained by the following methods:

- Achievement of a score of 3 or higher on an Advanced Placement Examination administered by the College Entrance Examination Board.
- Achievement of a score that qualifies for credit by examination in the College Level Examination Program.
- Credit by satisfactory completion of an examination administered by the college in lieu of completion of a course listed in the college catalog.
- Achievement of an examination administered by other agencies approved by the college.

The requirements for Credit by Examination include:

- A student may petition to be examined only in subjects currently offered in the catalog and addendum and for which the student has not previously earned a grade or is currently enrolled.
- No student may earn more than 25 units toward graduation or more than 15 units in a single semester via credit by examination.
- A student must select the grading mode (if the Pass/No Pass option is available) prior to taking the exam.
- Units earned through Credit by Examination cannot be used to meet the 12-unit residency requirement for an associate degree.
- A fee equivalent to the per-unit charge will be assessed for each examination administered by the college.
- Students must meet with a counselor to initiate the credit by exam process and complete the petition form.
- The examination is to be prepared by a faculty member in the discipline of the course being challenged and administered to the student by this instructor. The examination is graded by the faculty member who prepares it and the results of the examination are reported to Admissions and Records for processing.

Credit for Test Equivalencies
Advanced Placement Test scores are accepted by Barstow Community College for college credit in certain classes. A student scoring a 3, 4 or 5 on College Board Advancement Placement (AP) exams should contact a counselor for more information.

The CLEP (College Level Examination Program) / DANTES (Defense Activity for Non Traditional Education Support) is a national program of examination to evaluate, confirm and assess academic achievement of people who have reached a college level of education through either traditional or non-traditional methods of study. There are five General Examinations in the basic liberal arts areas. Subject Examinations are also available in various areas. Equivalency credit is entered on the student’s permanent record for successful achievement on the CLEP and/or DANTES tests. Students will not receive CLEP/DANTES credit for courses in which they have already earned college credit. The fee for each of the exams (CLEP and DANTES) is $70 and the administration fee is $45. Fees are waived for active duty personnel and National Guardsmen.

Advanced Placement
Barstow Community College currently awards credit for Advanced Placement Test Scores as follows:

Advanced Placement Exam with Score of 3, 4, or 5	BCC Course Equivalency	BCC Unit Credit (Semester)	Semester Units Towards GE Breadth	CSU GE	IGETC
Art History	ARTS 1	6 units	3 units	Area C1 or C2	Area 3A or 3B
Biology	BIOL 2	4 units	4 units	Area B2 and B3	Area 5B and 5C
Calculus AB[4]	MATH 4A	4 units	3 units	Area B4	Area 2
Calculus BC[4] • **Score of 3** • **Score of 4 or 5**	 MATH 4A MATH 4B	4 units 4 units	3 units	Area B4	Area 2
Chemistry	CHEM 1	4 units	4 units	Area B1 and B3	Area 5A and 5C
Chinese-Language & Culture	N/A	4 units	3 units	Area C2	Area 3B and 6A
Computer Science AB[4]	CBIS 1	4 units	N/A	N/A	N/A
Economics – Micro	ECON 2	3 units	3 units	Area D2	Area 4B
Economics - Macro	ECON 1	3 units	3 units	Area D2	Area 4B
English – Language & Composition	ENGL 1A	4 units	3 units	Area A2	Area 1A
English - Literature & Composition	ENGL 1A	8 units	6 units (CSU)3 units (IGETC)	Area A2 and C2	Area 1A or 3B
Environmental Science[5]	N/A	4 units	4 units	Area B1 and B3; Area B2 and B3 (if before 2009)	Area 5A and 5C
French-Language & Culture	N/A	4 units	3 units	Area C2	Area 6A and 3B
French-Literature & Culture	N/A	4 units	3 units	Area C2	Area 6A and 3B
German-Language & Culture	N/A	4 units	3 units	Area C2	Area 6A and B
Government and Politics-American	POLI 1	3 units	3 units	Area D8 and US 2	Area 4H
Government and Politics-Comparative	POLI 2	3 units	3 units	Area D8	Area 4H
History-European	N/A	3 units	3 units	Area C2 or D6	Area 3B or 4F
History-U.S.	HIST 2A	3 units	3 units	Area C2 or D6 and US 1	Area 3B
History-World	HIST 8A	3 units	3 units	Area C2 or D6	Area 3B or 4F
Human Geography	N/A	3 units	3 units	Area D5	Area 4E
Italian Language & Culture	N/A	4 units	3 units	Area C2	Area 6A and 3B

Japanese Language & Culture	N/A	4 units	3 units	Area C2	Area 6A and 3B
Latin	N/A	4 units	3 units	Area C2	Area 6A and 3B
Latin Literature	N/A	4 units	3 units (if completed before fall 2009)	Area C2	Area 6A and 3B
Latin Vergil	N/A	4 units	3 units (if completed before fall 2012)	Area C2	Area 6A and 3B
Music-Theory	N/A	3 units	3 units (if completed prior to fall 2009)	Area C1 (if before 2009)	N/A
Physics B	N/A	4 units	4 units (if completed prior to fall 2013)	Area B1 and B3 (if before 2009)	Area 5A and 5C
Physics C-Mechanics5	N/A	4 units	4 units	Area B1 and B3	Area 5A and 5C
Physics C-Electricity & Magnetism5	N/A	4 units	4 units	Area B1 and B3	Area 5A and 5C
Physics 16	N/A	4 units	4 units	Area B1 and B3	Area 5A and 5C
Physics 26	N/A	4 units	4 units	Area B1 and B3	Area 5A and 5C
Psychology	PSYC 1	3 units	3 units	Area D9	Area 4I
Seminar	N/A	N/A	N/A	N/A	N/A
Spanish-Language & Culture	SPAN 1B	4 units	3 units	Area C2	Area 3B and 6A
Spanish-Literature & Culture	N/A	4 units	3 units	Area C2	Area 3B and 6A
Statistics	MATH 2	4 units	3 units	Area B4	Area 2
Studio Art 2D Design	ARTS 3	3 units	N/A	N/A	N/A
Studio Art 3D Design	ARTS 5	4 units	N/A	N/A	N/A
Studio Art Drawing	ARTS 7	3 units	N/A	N/A	N/A

[1]These units count toward eligibility for admission. The units may not all apply toward certification of the corresponding GE Breadth area. See Executive Orders 1033 and 1036 for details.

[2]Areas of GE Breadth (A1 through E) are defined in Executive Order 1100. Areas of American Institutions (US-1 through US-3) are set forth in Sections IA and IB of EO 1061, and at assist.org.

[3]Advanced Placement score of 3, 4, or 5 is required for general education certification.

[4]If a student passes more than one AP exam in calculus or computer science, only one examination may be applied to the baccalaureate.

[5]Students who pass AP Environmental Science earn 4 units of credit. Tests prior to Fall 2009 may apply to

either B1+B3 or B2+B3 of GE Breadth. Fall of 2009 or later, those credits may only apply to B1+B3.

[6]If a student passes more than one AP exam in physics, only six units of credit may be applied to the baccalaureate, and only four units of credit may be applied to a certification in GE Breadth.

AP Government & Politics: United States *does not satisfy CSU baccalaureate constitution requirement*.

Note: Barstow Community College does not have comparable courses for all courses listed above.

CLEP Credit

Barstow Community College currently awards credit for the CLEP subject standardized testing as follows:

CLEP Examinations	Minimum Scores	Satisfies BCC GE Area	BCC Semester Units	CSU GE Units/ Areas
Humanities				
American Literature	50	Humanities	3	3 units/C2
Analyzing and Interpreting Literature	50	Humanities	3	3 units/C2
English Literature	50	Humanities	3	3 units/C2
French – Level 1*	50	N/A	6	N/A
French – Level 2*	59	Humanities	12	3 units/C2
German – Level 1*	50	N/A	6	N/A
German – Level 2*	60	Humanities	12	3 units/C2
Spanish – Level 1*	50	N/A	6	N/A
Spanish - Level 2*	63	N/A	12	3 units/C2
Social and Behavioral Sciences				
American Government	50	Social and Behavioral Sciences	3	3units/D
History, United States I	50	Social and Behavioral Sciences	3	3 units/D & US 1
History, United States II	50	Social and Behavioral Sciences	3	3 units/D & US 1
Human Growth and Development	50	Social and Behavioral Sciences	3	3 units/E
Introductory Psychology	50	Social and Behavioral Sciences	3	3 units/D
Introductory Sociology	50	Social and Behavioral Sciences	3	3 units/D
Principles of Macroeconomics	50	Social and Behavioral Sciences	3	3 units/D
Principles of Microeconomics	50	Social and Behavioral Sciences	3	3 units/D
Western Civilization I	50	Social and Behavioral Sciences	3	3 units/C2 or D
Western Civilization II	50	Social and Behavioral Sciences	3	3 units/C2
Science and Mathematics				
Mathematics	50			
College Algebra	50	Math Competency	3	3 units/B4
College Algebra - Trigonometry	50	Math Competency	3	3 units/B4
Trigonometry	50	Math Competency	3	3 units/B4
Calculus	50	Math Competency	3	3 units/B4
Pre-Calculus	50	Math Competency	3	3 units/B4
Biology	50	Natural Science	3	3 units/B2
Chemistry	50	Natural Science	6	3 units/B1
Natural Sciences	50	Natural Science	3	3 units/B1 or B2
Business				
Introductory Business Law	50	N/A	3	N//A
Information Systems and Computer Applications	50	N/A	3	N/A
Principles of Management	50	N/A	3	N/A
Principles of Marketing	50	N/A	3	N/A

Note: All CSU campuses will accept the minimum units toward fulfillment of the designated general education breadth area if the examination is included in full or toward fulfillment subject area certification; individual CSU campuses may choose to accept more units than those
specified towards completion of general education breadth requirements.

CSU GE/Areas: This column reflects the number of units each campus system-wide will minimally grant for each exam. These units count toward eligibility for admission. Some CSU campuses may award more than the minimum units listed in this column. That information can be found in each CSU catalog.

* If a student passes more than one CLEP test in the same language other than English (e.g., two exams in French), then only one examination may be applied to the associate degree or to the baccalaureate.

N/A = Not Applicable

DANTES Credit (DSST)
Barstow Community College currently awards credit for the DANTES subject standardized testing as follows:

DANTES Examination	Minimum Scores	BCC Credit	BCC GE Credit/Area
Mathematics			
Fundamentals of College Algebra	400	3	3 units/Mathematics
Math for Liberal Arts	400	3	3 units/Mathematics
Principles of Statistics	400	3	3 units/Mathematics
Social Science			
Art of the Western World	400	3	3 units/Humanities
Human/Cultural Geography	400	3	3 units/Social and Behavioral Sciences
Introduction to Law Enforcement	400	0	N/A
Human/Cultural Geography	400	3	3 units/Social and Behavioral Sciences
History of the Soviet Union	400	3	N/A
A History of the Vietnam War	400	3	3 units/Social and Behavioral Sciences
The Civil War and Reconstruction	400	0	N/A
Foundations of Education	400	3	N/A
Lifespan/Developmental Psychology	400	3	3 units/Social and Behavioral Sciences
General Anthropology	400	3	3 units/Social and Behavioral Sciences
Substance Abuse	400	3	N/A
Criminal Justice	400	3	3 units/Social and Behavioral Sciences
Fundamentals of Counseling	400	3	N/A
Business			
Principles of Finance	400	0	N/A
Human Resource Management	400	3	N/A
Organizational Behavior	400	3	N/A
Principles of Supervision	400	3	N/A
Ethics and Society	400	3	N/A
Introduction to Computing	400	3	N/A
Introduction to Business	400	3	N/A
Money and Banking	400	0	N/A
Personal Finance	400	0	N/A
Management Information Systems	400	3	N/A
Business Mathematics	400	3	N/A
Physical Science			
Astronomy	400	3	3 units/Natural Science
Health and Human Development	400	3	3 units/Natural Science
Environmental Science	400	3	3 units/Natural Science
Physical Geography	400	3	3 units/Natural Science
Technology			
Computing and Information Technology	400	3	N/A

Fundamentals of Cybersecurity	400	3	N/A
Humanities			
Ethics in America	400	3	3 units/Humanities
Introduction to World Religions	400	3	3 units/Humanities
Principles of Public Speaking	400	3	3 units/Oral Communication
Principles of Advanced English Composition	400	3	N/A
*DANTES Subject Standardized Test (DSST) is evaluated for credit at Barstow Community College only. Check with individual institutions for details. N/A = Not Applicable			

Educational Options
Barstow Community College offers programs and courses designed to prepare students for a new career field or to upgrade work skills related to a current occupation; to earn an Associate Degree; an Associate Degree for Transfer (ADT) in Art (AA-T) or Science (AS-T); or to transfer to four-year colleges or universities.

Choosing a College Major
A major is a field of study that students emphasize in their college education. It is what students "specialize" in with their degrees. It is important to remember that a major is what students will study at the university they transfer to. To narrow down options, students often begin to select their major by one of the following techniques:

- If students have an idea of a career field they want to enter, you can find majors that are related to, or prepare for, that career field. Majors and career fields are not always "perfectly matched." However, knowing an intended career field can help narrow options.
- If students know what university they want to attend, they can select from the list of majors at that university. Lists of majors at California State Universities are available at www.assist.org.

Catalog Rights
Catalog rights dictate that a student may satisfy the requirements of a degree or certificate by completing the general education and major or area of emphasis requirements in effect at any time of their continuous enrollment. Continuous enrollment is defined as enrollment in consecutive fall and spring semester until completion. A student is entitled to receive a degree or certificate provide the student has met all degree or certificate requirements consistent with catalog rights. If a student's major includes course work that has been discontinued, the student must petition through a counselor the authorization of course substitutions. The "withdrawal" (W) symbol constitutes enrollment. If a student's major includes course work that has been discontinued, the student must petition through a counselor for the authorization of course substitutions. BCC may require a student changing majors to complete major requirements in effect at the time of the change.

Petitioning for Graduation
Degrees and certificates are granted three times a year – at the end of the fall, spring, and summer terms. Students may petition to graduate once all required courses are completed or the student is enrolled in all required courses. Petitions may be submitted to Admissions and Records up until the published Graduation Deadline. Students my submit petitions after the published Graduation Deadline but will not be included in the Commencement program.

All degrees and certificates will be awarded after successful completion of all requirements and after the end of the semester in which the petition was submitted.

BCC is authorized to confer upon a student a degree or certificate without requiring the student to first petition for conferral. Admissions and Records shall establish a procedure by which it notifies potential awardees of the intent to confer the degree or certificate and avail the student of the opportunity for postponement by a specified deadline.

Multiple Degrees
Students may earn more than one Associate degree by meeting the following conditions:

- Completion of additional major requirements for the subsequent degree.
- Courses used to fulfill general education requirements for the first degree will fulfill general education requirements for subsequent degrees
  - A minimum of 18 units are required for an AA
  - A minimum of 20 units are required for an AS

For an Associate Degree for Transfer (AA-T or AS-T), students must complete the remaining major requirements and California State University General Education Breadth (CSU GE Breadth) or Intersegmental General Education Transfer Curriculum (IGETC) for the specific major of the subsequent degree.

Commencement
Commencement exercises are held annually at the end of the spring semester. A student may participate in commencement exercises when all degree requirements have been met upon completion of his/her final semester of enrollment in required courses. Students who petition for summer may participate in the preceding commencement if they are completing requirements during the following summer, are enrolled in all required courses, and have petitioned, but should note that their information will not be included in the Commencement Program until the following year as the academic year is defined as summer, fall, and spring and will not be allowed to participate in the following Commencement. Students who participate in commencement but fail to complete their degree requirements will not be allowed to participate again for the same degree. Exceptions will be considered upon written petition to the Vice President of Student Services.

Transfer
Students planning to enter a university or four-year college after attending Barstow Community College, commonly referred to as transfer students, should take note of the following recommendations:

Consult the catalog of the college or university to which they intend to transfer for such requirements admissions information, major course requirements, and general education or breadth requirements. Students should make special note of courses which must be taken in preparation for the major as well as those required in the major.

Remember that community college courses transfer to four-year colleges in terms of specific or elective credit depending upon the school and major selected. Refer to the ASSIST (Articulation System Stimulating Interinstitutional Student Transfer) website at www.assist.org, which is the official California statewide database listing a selection of campus-approved transfer agreements, general education requirements, and information on UC and CSU transferable courses and major preparation. Students are advised to contact a BCC counselor for more information, and for details regarding other transfer agreements and options not available on ASSIST for other college choices.

Students should note policies regarding the maximum number of units which may be transferable. A maximum of 70 transferable units completed at the community college level may be applied toward the total number of units required for a bachelor's degree by the University of California or the California State University. Subject credit for transferable courses in excess of 70-units may also be granted to satisfy university graduation requirements. Any courses accepted as equivalent to those offered in lower-division by the transfer university completed at the community college, even if beyond the 70-unit maximum, will be applied where needed to meet specific lower-division major and/or general education/breadth requirements. Students are strongly advised to complete all courses designated as required lower-division preparation for the major prior to transfer, especially where admission to the major is contingent upon completion of specific courses.

Students should seek opportunities to meet with representatives of colleges and universities scheduled throughout the academic year in the Transfer and Career Center.

The Transfer and Career Center has resources available from the University of California, California State University, and other institutions to support transfer research. Additionally, please review college and university websites for current catalog editions.

All students must assume complete responsibility for compliance with regulations and instructions set forth in university or college catalogs for their intended transfer institution, and for selecting the courses which will permit them to meet their educational objectives and for satisfying prerequisites for any programs or courses which they plan to take for transfer.

Associate Degrees for Transfer (ADT) Requirements
ADTs are designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an AA-T or AS-T degree are guaranteed admission with junior standing to the CSU system and given priority admission consideration to their local CSU campus or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or campuses. Students who have been awarded an AA-T or AS-T are able to complete their remaining requirements for the 120-unit baccalaureate degree within 60 semester or 90 quarter units.

The following are required for all AA-T and AS-T degrees:

- Completion of a minimum of 60 CSU-transferable semester units.
- Minimum grade point average (GPA) of at least 2.0 in all CSU-transferable coursework. (While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information).
- Completion of all required courses identified as part of an AA-T or AS-T as indicated in the College Catalog with a "C" or better (or a "P" if the course is taken on a "pass/no pass" basis).
- Completion of the California State University General Education-Breadth pattern (CSU GE Breadth) or the Intersegmental General Education Transfer Curriculum (IGETC) pattern general education requirements.

Students pursuing an ADT in Biology, Chemistry, or Environmental Science may complete the following:

- CSU GE Breadth for STEM (33 units) or
- IGETC for STEM (31 units) and
- Defer one lower division course in CSUGE Area C or IGETC Area 3 and one lower division course in CGUGE Area D or IGETC Area 4 until after transfer.

BCC offers several Associate Degrees for transfer. To view the most current list of BCC's Associate Degrees for Transfer and to find out which CSU campuses accept each degree, please meet with a counselor or view online at www.barstow.edu/TCPC-Articulation-Information.html.

Certificate Requirements
Barstow Community College shall award a Certificate of Achievement or Career Preparation to students who fulfill the following requirements:

- Completion of all course work in a designated certificate program with a "C" or better.
- Completion of a minimum of 12 units at Barstow Community College or all required coursework for the Certificate of Career Preparation if less than 12 units.

Certificates of Career Preparation
Awarded after completing specific courses related to a specific occupational area. They are intended for students seeking quick employment or job skills in a specific career field. Certificates of Career Preparation are awarded for programs of at least six, but less than 16 units, which are approved locally. Certificates of Career Preparation are not posted to student transcripts. Certificates of Career Preparation are not eligible for financial aid.

Certificate of Achievement
Certificates of Achievement are presented to students who satisfactorily complete certain business, vocational and technical programs that are part of the programs approved by the California Community Colleges Chancellor's Office. The required units range from 12-18 or more. They are intended for students seeking employment, improving their job skills, or pursuing career advancement in a specific career field.

Associate Degree Requirements
Educational objectives and intellectual interests of students working for an associate degree may differ; however, the awarding of the degree is based on the concept that students must achieve a defined minimum level of knowledge. The granting of the degree assures the community that the individual has acquired those common areas of knowledge and processes of thought and work that are expected of a community college graduate by the general populace. The program for obtaining the associate degree has been designed based on this philosophy.

The following requirements apply to all Associate of Art or Associate of Science degrees offered by Barstow Community College:

Unit Requirements
A minimum of 60 semester units to include 18 units (Humanities/Social Science/Physical Education) or 18 units (Natural Science/Math) in the chosen program of study, specified units in general education, competency requirements, and any remaining units in elective course work.

Competency Requirements
Must complete one course from each of the following areas with a grade of "C" or better.

- Written Communication: ENGL 1A
- Oral Communication: COMM 1 (formerly SPCH 1) or COMM 3 (formerly SPCH 3)
- Mathematics: MATH 55, 1, 2, 3, 4A, 4B, 4C, 5, 6
- Humanities: Any one class from HUMA

Scholarship Requirement
An institutional and cumulative GPA of 2.0 or higher in all work attempted and grades of "C" or better in course work for the major.

Residence Requirement
Completion of a minimum of 12 semester units at the college. This requirement may be waived under the provisions of the Servicemembers Opportunity College.

Associate Degree Option: CSU GE-Breadth
The general education requirements are the same as the requirements for the California State University General Education Breadth Requirements (CSU GE-Breadth). This pathway is designed for students who plan to transfer to a California State University campus (CSU) or a private university.

Associate Degree Option: IGETC
The general education requirements are the same as the requirements for the Intersegmental General Education Transfer Curriculum (IGETC). This pathway is designed for students who plan to transfer to a University of California campus (UC) or a private university.

Associate Degree Option: Local
The general educational requirements satisfy the local degree requirements and are designed for students who are planning to seek immediate employment after graduation. Students intending to transfer to a y-year institution should follow either the CSU GE-Breadth or IGETC options.

Courses listed in red on the following pages have been inactivated. Please see a counselor for more information and available course substitutions.

CALIFORNIA STATE UNIVERSITY GENERAL EDUCATION
2020 - 2021 CERTIFICATION COURSE PATTERN

Each candidate for the bachelor's degree from a CSU institution shall complete a pattern of general education courses which total a minimum of 48 semester units. BCC may certify a maximum of 39 semester units toward meeting this requirement; the remaining 9 semester units must be compoleted at the CSU at the upper-division level.

A course may be used in only one area of the CSU GE certification and must be on the approved list in the year completed. Coursework used to fulfill areas A1, A2, A3, and B4 must be completed with a grade of "C" or better.

Courses count in one area only. Full general education certification from BCC requires a minimum of 39 units distributed as follows:

AREA A: English Language Communication & Critical Thinking

(Minimum 9 units)

A1 - Oral Communication (Required)

Communications 1

A2 - Written Communication (Required)

English 1A

A3 - Critical Thinking: (Required - 1 course)

English 1C

Philosophy 1C, 3

AREA B: Scientific Inquiry and Quantitative Reasoning

(Minimum 9 units - Choose at least one course from each category. At least one of the Physical Science or Life Science courses must include a laboratory. Lab courses are underlined.

B1 - Physical Science:

Astronomy 1, 1 & 1L

Chemistry 1, 2A, 2B, 3A, 3B, 10

Geology 1L, 3, 4

Oceanography 1

Physical Science 2

Physics 2A

B2 - Life Science:

Biology 1, 2, 4, 5, 8, 20A, 20B

Geology 4

Oceanography 1

Psychology 11

B3 - Laboratory Activity:

This requirement is satisfied by completion of any course in B1 or B2 with a laboratory. Lab courses are underlined.

B4 - Mathematical Concepts:

Mathematics 1, 2, 3, 4A, 4B, 4C, 5, 6

AREA C: Arts and Humanities

(Minimum 9 units - Choose at least one course from each category. The third course "C3" can be from C1 or C2)

C1 - Arts

Arts 1, 2, 3, 7, 10A, 13A, 16, 17

Humanities 1, 4

Music 2, 3, 12A

Theatre Arts 1, 3

C2 - Humanities

English 1B, 2, 3, 4, 5, 6, 11, 12, 12B

History 1A, 1B, 8A, 8B

Humanities 1, 2, 3, 4, 5

Philosophy 1, 3, 4, 5, 6, 7, 8

C2 - Humanities (continued)

Spanish 1A, 1B

Theatre Arts 3

AREA D: Social Sciences

(Minimum 9 units - A minimum of three courses from at least two different disciplines.

Administration of Justice 1, 2, 3, 5, 8

Anthropology 1

Business Administration 2, 5

Child Development 4, 6

Communications 5, 6

Economics 1, 2

Ethnic Studies 1

Geography 3

History 1A, 1B, 2A, 2B, 4, 5, 8A, 8B

Political Science 1, 2, 3

Psychology 1, 2, 6, 11, 12, 14

Student Development 5

Sociology 1, 2, 3, 7, 9, 10, 12, 20

AREA E: Lifelong Learning and Self-Development

(Minimum 3 units - Veterans may meet Area E requirements via DD-214)

Athletics 1, 2, 3, 9, 10, 20, 21, 22, 23, 25, 31

Child Development 4

Communications 3

Health 1, 2

Kinesiology 2A, 3A, 4A, 5A, 6A, 7A, 8A, 9A, 10A, 16A, 17A 18A, 21A, 22A, 23A, 30A, 31A

Kinesiology Lecture 1

Psychology 6, 11, 14

Student Development 1, 5

CSU GRADUATION REQUIREMENT IN U.S. HISTORY, CONSTITUTION, and AMERICAN IDEALS

May be completed prior to transfer. At the discretion of each CSU, these courses may also count for CSU GE certification.

US 1: Historical Development of American Institutions & Ideals

History 2A, 2B, 4

US 2: U.S. Constitution and Government

Political Science 1

US 3: California State and Local Government

Political Science 1

INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULUM
2020 - 2021 CERTIFICATION COURSE PATTERN

Completion of the Intersegmental General Education Transfer Curriculum (IGETC) ensures that a student does not need to take additional lower-division general education courses to satisfy campus general education requirements.

Courses used for certification must be completed with grades "C" or better, and be a minimum of 3 semester units. A course cannot be certified unless it was on the IGETC list during the year in which it was taken by the student. Students beginning in Fall 2020 must follow the 2020-2021 IGETC requirements.

Partial IGETC certification is allowed with a maximum of two courses missing, which have to be completed after transfer. Students need Areas 1 and 2 to meet minimum transfer admission requirements. Partial certification acknowledging a deficiency in Area 1 and/or Area 2 may also indicate a student does not meet the minimum transfer requirements.

AREA 1: English Communication

1A - English Composition (Required CSU/UC)

English 1A

1B - Critical Thinking and Composition (Required CSU/UC)

English 1C

Philosophy 1C

1C - Oral Communication (CSU Requirement Only - 1 course)

Communications 1, 4

AREA 2: Mathematical Concepts and Quantitative Reasoning

(Required CSU/UC - 1 course)

Mathematics 2, 3, 4A, 4B, 4C, 5

AREA 3: Arts and Humanities

(Required CSU/UC - 3 courses minimum, with at least one course from Arts and one from Humanities)

3A - Arts:

Arts 1, 2, 13A

Humanities 1, 4

Music 2, 3

3B - Humanities:

Arts 13A

English 1B, 2, 3, 4, 5, 6, 11, 12, 12B, 13A

History 1A, 1B

Humanities 1, 2, 3, 4, 5

Philosophy 1, 4, 5, 6, 7, 8

Theatre Arts 3

AREA 4: Social and Behavorial Science

(Required CSU/UC - 3 courses minimum, courses must be from at least two different academic disciplines)

Administration of Justice 1, 3, 5

Anthropology 1

Child Development 4, 6

Economics 1, 2

Ethnic Studies 1

History 1A, 1B, 2A, 2B, 4, 5, 8A, 8B

Political Science 1, 2, 3

Psychology 1, 2, 6, 11, 12, 14

Sociology 1, 2, 3, 7, 9, 10, 12, 20

AREA 5: Physical and Biological Sciences

(Required CSU/UC - 2 courses minimum, with at least one Physical Science course and one Biological Science course, one of which must include a laboratory. Lab courses are underlined.

5A - Physical Sciences:

Astronomy 1, 1L

Chemistry 1, 2A, 3A, 3B

Geology 1L, 3, 4

Oceanography 1

Physical Science 2

Physics 2A

5B - Biological Sciences:

Biology 1, 2, 4, 5, 8, 20A, 20B

5C - Laboratory Science:

This requirement is satisfied by completion of any course in 5A or 5B with a laboratory. Lab courses are underlined.

AREA 6: Language Other Than English (UC Requirement Only)

Complete 2 years of the same foreign language of high school level work with a grade of C or better, OR complete the following course:

Spanish 1B

Other methods for verifying language competency exist. Contact Counseling for more information.

CSU GRADUATION REQUIREMENT IN U.S. HISTORY, CONSTITUTION, and AMERICAN IDEALS

Not a UC requirement. May be completed prior to transfer. At the discretion of each CSU, these courses may also for IGETC certification.

US 1: Historical Development of American Institutions & Ideals

History 2A, 2B, 4

US 2: U.S. Constitution and Government

Political Science 1

US 3: California State and Local Government

Political Science 1

COURSES MAY COUNT IN ONLY ONE AREA, EXCEPT FOR COURSES IN LANGUAGES OTHER THAN ENGLISH WHICH CAN BE COUNTED IN BOTH 3B AND 6.

BARSTOW COMMUNITY COLLEGE GENERAL EDUCATION BREADTH
2020 - 2021

Completion of the general education requirements satisfy the local degree requirements and is designed for students who are planning to seek immediate employment after graduation. Students intending to transfer to a 4-year institution should follow either the CSUGE-Breadth requirements or the IGETC requirements.

Courses in Areas I, II, and III must be completed with grades "C" or better.

While a course might satisfy more than one general education requirement, it may not be used more than once within the general breadth. However, a course may be used to satisfy both a general education requirement and a major requirement. See a counselor for more details regarding double counting courses.

I. Written Communication Competency (Minimum 3 units)	
(1 course minimum required)	
English 1A	
II. Oral Communication Competency (Minimum 3 units)	
(1 course minimum required)	
Communications 1, 3	
III. Mathematics Competency (Minimum 3 units)	
(1 course minimum required)	
Mathematics 1-99	
IV. Humanities (Minimum 3 units)	
(1 course minimum required)	
Arts 1-99	Philosophy 1-99
English 1B-99	Photography 1-99
Humanities 1-99	Spanish 1A-99
Music 1-99	Theatre Arts 1-99
V. Social and Behavioral Science (Minimum 3 units)	
(1 course minimum required)	
Administration of Justice 1-99	Geography 1
Anthropology 1	History 1A-99
Business Adminstration 1-99	Political Science 1-99
Child Development 1-99	Psychology 1-99
Economics 1-99	Sociology 1-99
Ethnic Studies 1	
VI. Natural Sciences (Minimum 3 units)	
(1 course minimum required)	
Astronomy 1, 1L	Oceanography 1
Biology 1-99	Physical Science 2
Chemistry 1-99	Psychology 11
Geology 1-99	
VII. Lifelong Understanding and Self-Development (Minimum 2 units)	
(1 course minimum required)	
Allied Health 51, 63	
OR A valid/current American Heart Association or American Health and Safety Institute CPR and ARC or AHS First Aid Care	
Child Development 4	
Health 1-99	
Music 1-99	
Student Development 1-99	
Kinesiology 1-99	**Total General Education Units: 20**

PROGRAMS OF STUDY

Business and Industry

Associate of Science Degree, Automotive Technology

Upon completion of the Automotive Technology program, students will have acquired entry-level knowledge and understanding of the tools, techniques, and procedures used in automotive repair.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Possess skills for entry-level placement utilizing the laboratory/shop requirements identified by NATEF.
- Successfully complete the ASE certification examination.
- Develop effective communication and interpersonal skills and future continuing education.

Subject	Course Title	Units
Required Core Courses		
AUTO 51A	Introduction to Automotive Technology	4.0
AUTO 52	Automotive Electrical Systems	4.0
AUTO 53	Automatic Transmissions and Transaxle	4.0
AUTO 54	Automotive Brakes	4.0
AUTO 55	Suspension and Steering	4.0
AUTO 56	Engine Performance	4.0
	Subtotal	**24.0**
Choose any 9 units from the following		
AUTO 52A	Introduction to Hybrid and Alternative Fuel Vehicles	4.0
AUTO 57	Heating and Air Conditioning	4.0
WELD 50	Oxyacetylene Welding and Cutting	3.0
WELD 51	Shielded Metal Arc Welding and Cutting	3.0
WELD 54	Gas Metal Arc Welding	3.0
WELD 56	Blueprint Reading (Metal Trades)	3.0
DESL 63	Diesel Engine Fundamentals (formerly Auto 63)	4.0
DESL 64	Diesel Fuel Injection Systems (formerly Auto 64)	4.0
DESL 65	Diesel Starting, Charging, and Electrical Systems (formerly Auto 65)	4.0
DESL 67	Diesel Engine Auxiliary Systems (formerly Auto 67)	4.0
DESL 70	Steering, Suspension, and Brakes (formerly Auto 70)	4.0
BCTT 54	Safety Orientation	1.0
CBIS 1	Computer Concepts (formerly CSIS 1)	4.0
	Subtotal	**9.0**
	Major Units Required	**33.0**
	General Education Coursework	**20.0-39.0**
	Electives Required	**0-7.0**
	Total Units Required	**60.0**

Associate of Science Degree, Diesel Technology

Upon completion of the Diesel Technology program, students will be prepared for employment in diesel service and repair management services. The student will be prepared to pass the National Institute for Automotive Services Excellence (ASE) exam for Diesel Certification.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Possess skills for entry-level placement utilizing the laboratory/shop requirements identified by NATEF.
- Successfully complete the ASE certification examination.
- Develop effective communication and interpersonal skills and future continuing education.

Subject	Course Title	Units
Required Core Courses		
DESL 63	Diesel Engine Fundamentals (Formerly AUTO 63)	4.0
DESL 64	Diesel Fuel Injection Systems (Formerly AUTO 64)	4.0
DESL 65	Diesel Starting, Charging, and Electrical Systems (Formerly AUTO 65)	4.0
DESL 67	Diesel Engine Auxiliary Systems (Formerly AUTO 67)	4.0
DESL 70	Steering, Suspension, and Brakes (Formerly AUTO 70)	4.0
	Major Units Required	**20.0**
	General Education Coursework	**20.0-39.0**
	Electives Required	**1.0-20.0**
	Total Units Required	**60.0**

Certificate of Achievement, Automotive Technology

This certificate provides entry-level marketable skills that give the student a basic understanding of terminology, tools, equipment, materials, and techniques used in automotive repair. Students will have the fundamental skills required to gain employment in the automotive industry.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Possess skills for entry-level placement utilizing the laboratory/shop requirements identified by NATEF.
- Successfully complete the ASE certification examination.
- Develop effective communication and interpersonal skills and future continuing education.

Subject	Course Title	Units
Required Core Courses		
AUTO 51A	Introduction to Automotive Technology	4.0
AUTO 52	Automotive Electrical Systems	4.0
AUTO 53	Automotive Transmissions and Transaxles	4.0
AUTO 54	Automotive Brakes	4.0
AUTO 55	Suspension and Steering	4.0
AUTO 56	Engine Performance	4.0
	Total Units Required	**24.0**

Certificate of Achievement, Diesel Technology

Upon completion of the Diesel Technology program, students will be prepared for employment in diesel service and repair management services. The student will be prepared to pass the National Institute for Automotive Services Excellence (ASE) exam for Diesel Certification.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Possess skills for entry-level placement utilizing the laboratory/shop requirements identified by NATEF.
- Successfully complete the ASE certification examination.
- Develop effective communication and interpersonal skills and future continuing education.

Subject	Course Title	Units
Required Core Courses		
DESL 63	Diesel Engine Fundamentals (Formerly AUTO 63)	4.0
DESL 64	Diesel Fuel Injection Systems (Formerly AUTO 64)	4.0
DESL 65	Diesel Starting, Charging, and Electrical Systems (Formerly AUTO 65)	4.0
DESL 67	Diesel Engine Auxiliary Systems (Formerly AUTO 67)	4.0
DESL 70	Steering, Suspension, and Brakes (Formerly AUTO 70)	4.0
	Total Units Required	**20.0**

Associate of Science Degree for Transfer, Business Administration

The Associate of Science in Business Administration for Transfer degree is intended for students who plan to complete a bachelor's degree in Business Administration at a California State University system. This degree includes lower division coursework that is required for transfer and provides students with solid, foundational insight into the complexities of the contemporary business environment. Coursework in the areas of accounting, business law, and economics will equip students to recognize and analyze business, ethical, and financial issues in order to make informed decisions. Students who transfer to a California State University campus will be able to pursue degrees in areas such as accounting, finance, human resources management, international business, management, operations management, and marketing.

Upon completion of the Associate of Science in Business Administration for Transfer, students will have a strong academic foundation in the field and be prepared for upper division baccalaureate study. Students who have completed the Associate in Science in Business Administration for Transfer will have satisfied the lower division requirements for transfer into Business Administration or similar major for many campuses in the California State University system.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Evaluate the performance business environments and their impact on organizational growth.
- Demonstrate a basic understanding of monetary and legal aspects of the business environment.
- Analyze the function of business and their impact on organizational performance.

Subject	Course Title	Units
Required Core Courses		
ACCT 1	Financial Accounting	3.0
ACCT 4	Managerial Accounting	3.0
BADM 1	Business Law I	3.0
ECON 1	Macroeconomics	3.0
ECON 2	Microeconomics	3.0
	Subtotal	**15.0**
List A		
MATH 2	Introduction to Statistics	4.0
	Subtotal	**4.0**
List B: *Choose any 2 courses from the following*		
BADM 5	Introduction to Business	3.0
BADM 6	Business Communications	3.0
CBIS 1	Computer Concepts (formerly CSIS 1)	4.0
	Subtotal	**6.0-7.0**
	Major Units Required	**25.0-26.0**
	CSU GE Breadth or IGETC General Education Coursework	**37.0-39.0**
	Total Units Required	**60.0**

Associate of Science Degree, Accounting

This degree prepares students for entry-level positions in industry and service occupations, such as payroll, accounts receivable, accounts payable, and management.

Program Level Outcomes

Upon successful completion, the student will be able to:

- Understand the role of accounting and apply basic accounting information to business decision-making.
- Demonstrate the ability to analyze, interpret, and prepare financial statements and reports in accordance with generally accepted accounting procedures.
- Demonstrate ethical conduct in accounting functions.

Subject	Course Title	Units
Required Core Courses		
ACCT 1	Financial Accounting	3.0
ACCT 4	Managerial Accounting	3.0
	Subtotal	**6.0**
Choose any 4 courses from the following		
ACCT 5	Personal Financial Planning	3.0
ACCT 68	Federal Tax I	3.0
BADM 1	Business Law I	3.0
BADM 19	Marketing	3.0
CBIS 1	Computer Concepts (formerly offered as CSIS 1)	4.0
CBIS 40	Spreadsheet Applications	4.0
ECON 1	Macroeconomics	3.0
ECON 2	Microeconomics	3.0
	Subtotal	**12.0-14.0**
	Major Units Required	**18.0-19.0**
	General Education Coursework	**20.0-39.0**
	Electives Required	**1.0-22.0**
	Total Units Required	**60.0**

Associate of Science Degree, Business

The Associate of Science in Business degree focuses on the study of Business and allows the student to obtain a fundamental background in business principles and techniques, or a focus on specific areas or specialties. Students can obtain a degree with a focus in four areas: Management, Accounting, Entrepreneurship, and General Business. Each focus area shares a core of business courses that provide a foundation for a business career with an emphasis on ethics and collaboration.

The Management focus prepares students with practical knowledge of the skills utilized by managers to facilitate efficiency and effectiveness in small, medium, or large organizations. An Accounting focus prepares students to gain entry level employment in a financial environment. The Entrepreneurship focus introduces the concept of small business ownership with course options that cover entrepreneurial mindset, design thinking, startup, and money and finance. The General Business focus is designed for the students who want to acquire or enhance their speaking, writing, collaboration, and overall efficiency/effectiveness in the contemporary work environment.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Demonstrate a working knowledge of the 21st century skills common to the contemporary business environment.
- Speak and write business communications efficiently and effectively.
- Demonstrate a basic understanding of monetary and legal aspects business.

Subject	Course Title	Units
Required Core Courses		
ACCT 1	Financial Accounting	3.0
BADM 1	Business Law	3.0
BADM 5	Introduction to Business	3.0
BADM 19	Marketing	3.0
	Subtotal	**12.0**
Select 1 Track		
Track 1: Accounting *Choose any 2 courses from the following*		
ACCT 4	Managerial Accounting	3.0
ACCT 5	Personal Financial Planning	3.0
ACCT 68	Federal Tax I	3.0
	Subtotal	**6.0**
Track 2: Business *Choose any 2 courses from the following*		
BADM 6	Business Communications	3.0
ECON 1	Macroeconomics	3.0
ECON 2	Microeconomic	3.0
	Subtotal	**6.0**
Track 3: Entrepreneurship *Choose any 2 courses from the following*		
ENTR 1	Entrepreneurship (formerly BADM 3)	3.0
ENTR 2	Entrepreneurship Basic: Design Thinking and Supply Chain	3.0
ENTR 3	Starting a Business with Limited Resources	3.0
ENTR 4	Money, Finance and Accounting for Entrepreneurs	3.0
	Subtotal	6.0
Track 4: Management *Choose any 2 courses from the following*		
MGMT 1	Introduction to Management	3.0
MGMT 3	Human Resource Management	3.0
MGMT 5	Organization and Management	3.0
MGMT 7	Small Business Management	3.0
	Subtotal	**6.0**
	Major Units Required	**18.00**
	General Education Coursework	**20.0-39.0**

	Electives Required	**3.0-22.0**
	Total Units Required	**60.0**

Associate of Science Degree, Management

This degree prepares students with entry-level knowledge in management concepts and procedures. Student will gain understanding of management terms, functional applications, and communication skills.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Apply a comprehensive understanding of 21st century workforce skills as they relate to success in the modern business environment.
- Collaborate successfully and develop successful group or team relationships that support organizational goals in both the public and private sectors.
- Implement emotional intelligence/soft skills for managing themselves and others in the work environment.

Subject	Course Title	Units
Required Core Courses		
MGMT 1	Introduction to Management	3.0
MGMT 3	Human Resource Management	3.0
MGMT 5	Organization and Management	3.0
CBIS 13	Management Information Systems	3.0
	Subtotal	**12.0**
Choose any 2 courses from the following		
ACCT 1	Financial Accounting	3.0
ACCT 4	Managerial Accounting	3.0
BADM 2	Business Law II	3.0
BADM 19	Marketing	3.0
CBIS 40	Spreadsheet Applications	4.0
CBIS 41	Beginning Word Processing	4.0
CBIS 42	Advanced Word Processing	4.0
CBIS 43	Presentation Applications and Media	3.0
ENTR 1	Entrepreneurship	3.0
	Subtotal	**6.0-8.0**
	Major Units Required	**18.0-20.0**
	General Education Coursework	**20.0-39.0**
	Electives Required	**1.0-22.0**
	Total Units Required	**60.0**

Certificate of Achievement, Accounting

This certificate prepares students for entry-level positions in industry and service occupations, such as payroll, accounts receivable, accounts payable, and management.

Program Level Outcomes

Upon successful completion, the student will be able to:

- Understand the role of accounting and apply basic accounting information to business decision-making.
- Demonstrate the ability to analyze, interpret, and prepare financial statements and reports in accordance with generally accepted accounting procedures.
- Demonstrate ethical conduct in accounting functions.

Subject	Course Title	Units
Required Core Courses		
ACCT 1	Financial Accounting	3.0
ACCT 4	Managerial Accounting	3.0
ACCT 68	Federal Tax I	3.0
BADM 1	Business Law I	3.0
BADM 2	Business Law II	3.0
ENTR 1	Entrepreneurship (formerly BADM 3)	3.0
	Total Units Required	**18.0**

Certificate of Achievement, Entrepreneurship, and Innovation

This certificate prepares students for entry-level positions in industry and service occupations, such as payroll, accounts receivable, accounts payable, and management.

Program Level Outcomes

Upon successful completion, the student will be able to:

- Demonstrate the ability to plan, organize, and execute a project or new venture with the goal of bringing new products and service to the market.
- Demonstrate a fundamental comprehension of business opportunity evaluation, from the perspective of a prospective investor.
- Compile and interpret for basic financial statements used by business owners to attract potential investors to finance start-ups and/or expansion of the business.
- Effectively communicate, interpersonally and collaboratively, with basic computer proficiency, including the use of word processing, presentation, and spreadsheet software packages, as well as a basic facility with the internet and other research tools.

Subject	Course Title	Units
Required Core Courses		
BADM 5	Introduction to Business	3.0
CBIS 43	Presentation, Applications, and Media	3.0
ENTR 1	Entrepreneurship (formerly BADM 3)	3.0
ENTR 2	Entrepreneurship Basic: Design Thinking and Supply Chain	3.0
ENTR 3	Starting a Business with Limited Resources	3.0
ENTR 4	Money, Finance and Accounting for Entrepreneurs	3.0
	Total Units Required	**18.0**

Certificate of Achievement, Management

This certificate prepares students with entry-level positions in industry and service occupations, such as payroll, accounts receivable, accounts payable, and management.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Apply a comprehensive understanding of 21st century workforce skills as they relate to success in the modern business environment.
- Collaborate successfully and develop successful group or team relationships that support organizational goals in both the public and private sectors.
- Implement emotional intelligence/soft skills for managing themselves and others in the work environment.

Subject	Course Title	Units
Required Core Courses		
ACCT 1	Financial Accounting	3.0
BADM 19	Marketing	3.0
ENTR 1	Entrepreneurship (formerly BADM 3)	3.0
MGMT 1	Introduction to Management	3.0
MGMT 3	Human Resource Management	3.0
MGMT 5	Organization and Management	3.0
	Total Units Required	**18.0**

Associate of Science, Computer Business Information Systems

This degree is designed to prepare students for the employment market at the entry level in computer and business information technology in all sizes and types of organizations. The program provides a foundation for those students who plan to complete a four-year program in computer business information systems or related fields of study. The program also provides skills to upgrade current skills to assume greater responsibility in a current employment position. This major prepares students for Information Technology careers in networking, hardware support, cyber security, Internet and Web development, or other emerging technologies.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Demonstrate the use, knowledge and application of computer and business information technology skills required to assume an entry-level position in all sizes and types of organizations.
- Apply the use, knowledge and application of computer and business information technology skills required to upgrade current skills to assume greater responsibility in a current or new employment position.
- Demonstrate the use and application of computer and business information technology skills required to transfer to a four-year college or university program in Computer Information Systems or related majors in Information Technology.

Subject	Course Title	Units
Required Core Courses		
CBIS 1	Computer Concepts (formerly CSIS 1)	4.0
	Subtotal	**4.0**
Choose one course from the following		
MATH 1	Trigonometry	4.0
MATH 2	Introduction to Statistics	4.0
MATH 3	College Algebra	4.0
MATH 4A	Calculus I	4.0
MATH 4B	Calculus II	4.0
MATH 4C	Calculus III	4.0

MATH 5	College Math: for Liberal Arts Majors	3.0
MATH 6	Mathematical Concepts for Elementary Teachers	3.0
MATH 55	Intermediate Algebra	4.0
	Subtotal	**3.0-4.0**
Select 1 Track		
Track 1: Computer and Cyber Security Specialist (Security+) *(must complete the following courses)*		
CBIS 2	The Internet	3.0
CBIS 14	Internet Security (formerly CSIS 14)	4.0
CBIS 15	Information Networking	3.0
CSIS 29A	Web Development: HTML, XHTML, and CSS	3.0
	Subtotal	**13.0**
Track 2: Computer and Network Specialist (Network+) *(must complete the following courses)*		
CBIS 13	Management of Information Systems	3.0
CBIS 15	Information Networking	3.0
CBIS 22A	Business Operating Software: Using UNIX	3.0
CSIS 10	Computer Architecture and Organization with Assembly Programming	3.0
	Subtotal	**12.0**
Track 3: *Management Information Systems (must complete the following courses)*		
CBIS 13	Management of Information Systems	3.0
CBIS 15	Information Networking	3.0
CBIS 17	Database Design and Management-Microsoft Access	3.0
CBIS 19	Systems Analysis and Design	3.0
	Subtotal	**12.0**
Track 4: *Microsoft Office Specialists (must complete the following courses)*		
CBIS 17	Database Design and Management-Microsoft Access	3.0
CBIS 40	Spreadsheet Applications	4.0
CBIS 41	Beginning Word Processing	4.0
CBIS 42	Advanced Word Processing	4.0
CBIS 43	Presentation Applications and Media	3.0
CBIS 74	Microsoft Outlook	1.5
	Subtotal	**19.5**
Track 5: *Unix Administrator (Linux+) (must complete the following courses)*		
CBIS 14	Internet Security (formerly CSIS 14)	4.0
CBIS 15	Information Networking	3.0
CBIS 22A	Business Operating Software: Using UNIX	3.0
CSIS 29C	Web Development: Flash and Dreamweaver	3.0
	Subtotal	**13.0**
Elective: *Choose one course from the following*		
CBIS 60	Data Entry I	1.5
CBIS 61	Data Entry II and Document Processing	1.5
	Subtotal	**1.5**
	Major Units Required	**19.0-26.5**
	General Education Coursework	**20.0-39.0**
	Electives Required	**0-21.0**
	Total Units Required	**60.0**

Certificate of Achievement, Computer and Cyber Security Specialist (Security+)

This certificate is designed to provide students with the knowledge to configure, install, diagnose, and support hardware and software issues and design, analyze, and support computer networks. Completion of this certificate provides opportunities of employment in the information technology industry with an emphasis in computer and cyber security for potential positions as information security specialists, information security technicians, information assurance technicians, networking security technicians, and cyber security technicians.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Configure, install, diagnose, and support hardware and software issues and design, analyze, and support computer networks.
- Utilize identifying tools and methodologies that hackers, use to break into a network computer and defend a computer and local area networks against a variety of different types of security attacks using a number of hands-on techniques.
- Apply problem-solving, programming, and application development including the ability to design, test, debug, and implement complex computer programs.
- Read and interpret technical information, as well as communicate with and write clearly for wide ranges of audiences.

Subject	Course Title	Units
Required Core Courses		
CBIS 1	Computer Concepts (formerly CSIS 1)	4.0
CBIS 2	The Internet	3.0
CBIS 14	Internet Security (formerly CSIS 14)	4.0
CBIS 15	Information Networking	3.0
CSIS 29A	Web Development: HTML, XHTML, and CSS	3.0
	Total Units Required	**17.0**

Certificate of Achievement, Computer and Network Specialist (Network+)

This certificate is designed to prepare students to develop the skills to plan, install, configure and troubleshoot a computer network operating systems and network hardware. It also prepares students to perform diagnostic procedures to troubleshoot network malfunctions, implement/manage network security, organize, and support an organization's computer network systems, including local area networks (LANs), and wide area networks (WANs). Upon completion of the required courses with at least a "C" grade or better in each course, the student will be awarded a Certificate of Achievement, Computer and Networking Specialist (Network+).

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Demonstrate the expertise necessary to support computer networks in organizations of all sizes.
- Analyze, text, troubleshoot and evaluate existing network systems, such as local area network, wide area network and internet systems or a segment of network systems.
- Perform maintenance to ensure networks operate correctly with minimal interruption.

Subject	Course Title	Units
Required Core Courses		
CBIS 1	Computer Concepts (formerly CSIS 1)	4.0
CBIS 13	Management of Information Systems	3.0
CBIS 15	Information Networking	3.0
CBIS 22A	Business Operating Software: Using UNIX	3.0
CSIS 10	Computer Architecture and Organization with Assembly Programming	3.0
	Total Units Required	**16.0**

Certificate of Achievement, Management Information Systems

This certificate program will prepare students to acquire basic knowledge in developing skills needed to analyze and solve business problems using the tools of information technology. Areas of interest emphasized include information system design and methodologies, system hardware and software, system analysis and design, database systems development and management, data communication, and Web development.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Apply information technology (IT) principles, and information systems knowledge, such as database management, and use of basic understating of Personal Computer (PC) systems in achieving business competitiveness, and informed decision making of business operation.
- Gain a variety of professional skills, such as utilizing database technology to streamline a company's business process.
- Analyze a business IT need, identify different components required to solve the problem, create a solution that uses appropriate combination of software applications, and employ Internet-based systems necessary to solve that need and/or problem.
- Receive comprehensive instruction in such IT fundamentals as organizational analysis, technological development, and organizational intelligence.
- Think critically and creatively to identify, formulate and solve problems involved with information systems management.

Subject	Course Title	Units
Required Core Courses		
CBIS 1	Computer Concepts (formerly CSIS 1)	4.0
CBIS 13	Management of Information Systems	3.0
CBIS 15	Information Networking	3.0
CBIS 17	Database Design and Management-Microsoft Access	3.0
CBIS 19	Systems Analysis and Design	3.0
	Total Units Required	**16.0**

Certificate of Achievement, Microsoft Office Specialist

This certificate is designed to prepare students to demonstrate proficiency in one or more Office programs and to take the Microsoft Office Specialist Certification exams. It also prepares students for entry-level positions in data entry and the clerical field as a receptionist or typist. Entry level duties include general clerical duties, filing, and basic/advanced computer related tasks.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Demonstrate how to use current productivity software applications and learn to create professional office documents using the Microsoft Office Suite including Word, Excel, Outlook, and PowerPoint.
- Establish the ability to perform a number of Word tasks, such as creating, editing, managing documents, and formatting text. Create, edit, and manage presentation slides, insert and format shapes and slides contents.
- Demonstrate the fundamentals of spreadsheet applications with Excel such as creating, editing, and managing worksheets and workbooks, creating cells, applying formulas, functions and creating charts and objects.
- Demonstrate the ability to use principle Access features to independently create custom, browser-based database applications, such as creating and managing a database, building tables, creating queries, creating forms and reports.
- Customize the Outlook user interface, format message content, create or insert graphic elements, and send and respond to emails and meeting requests.
- Develop additional expertise in each of the Microsoft Office productivity software applications. This specialization assists in preparation for the Microsoft Office Specialist (MOS) certification exams.

Subject	Course Title	Units
Required Core Courses		
CBIS 17	Database Design and Management-Microsoft Access	3.0
CBIS 40	Spreadsheet Applications	4.0
CBIS 41	Beginning Word Processing	4.0
CBIS 42	Advanced Word Processing	4.0
CBIS 43	Presentation Applications and Media	3.0
CBIS 74	Microsoft Outlook	1.5
	Total Units Required	**19.5**

Certificate of Achievement, Unix Administrator (Linux+)

This certificate is designed to give students the knowledge they need to understand and maintain networks with the Unix/Linux Operating Systems. Completion of this certificate provides opportunities of employment in the information technology industry as a potential systems administrator, networking administrator, network technician, network technology specialist or a networking specialist of Unix/Linux systems.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Learn how to navigate and understand the UNIX and Linux Operating Systems.
- Apply knowledge and skills towards designing, implementing, and maintaining both UNIX and Linux Operating Systems.
- Demonstrate the ability to handle day-to-day operations associated with a UNIX based network.

Subject	Course Title	Units
Required Core Courses		
CBIS 1	Computer Concepts (formerly CSIS 1)	4.0
CBIS 14	Internet Security (formerly CSIS 14)	4.0
CBIS 15	Information Networking	3.0
CBIS 22A	Business Operating Software: Using UNIX	3.0
CSIS 29C	Web Development: Flash and Dreamweaver	3.0
	Total Units Required	**17.0**

Associate of Science Degree, Cosmetology

This degree provides students with the knowledge and skills to pass the state test and obtain a License in Cosmetology.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Demonstrate proficiency in state Board regulations in sanitation and safety; perform appropriate cosmetology procedures with emphasis in all aspects of hair, skin, and nails.
- Demonstrate logic and critical thinking when presented with difficult situations such as color correction, customer service, handling difficult clients, and/or contraindications.
- Demonstrate a commitment to their education and understanding the value of advancement of education; students will assess by participation level.
- Enter the job market with clear knowledge of current trends, standard, and technology.

Subject	Course Title	Units
Required Core Courses		
COSM 50A	Beginning Cosmetology	6.0
COSM 50B	Beginning Cosmetology	6.0
COSM 50C	Beginning Cosmetology	6.0
COSM 51A	Intermediate Cosmetology	6.0
COSM 51B	Intermediate Cosmetology	6.0
COSM 51C	Intermediate Cosmetology	6.0
COSM 52	Advanced Cosmetology	6.0
	Major Units Required	**42.0**
	General Education Coursework	**20.0-39.0**
	Total Units Required	**60.0**

Certificate of Achievement, Cosmetology

This certificate is designed to exceed minimum Board of Cosmetology standards. A combination of lecture and laboratory instruction includes personal hygiene and grooming; salesmanship; and skills in serving the public; antisepsis, bacteriology, sterilization, and principles of sanitation; safety requirements in operation of a beauty salon; principles of chemistry; laws and administrative regulations.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Demonstrate proficiency in state Board regulations in sanitation and safety; perform appropriate cosmetology procedures with emphasis in all aspects of hair, skin, and nails.
- Demonstrate logic and critical thinking when presented with difficult situations such as color correction, customer service, handling difficult clients, and/or contraindications.
- Demonstrate a commitment to their education and understanding the value of advancement of education; students will assess by participation level.
- Enter the job market with clear knowledge of current trends, standard, and technology.

Subject	Course Title	Units
Required Core Courses		
COSM 50A	Beginning Cosmetology	6.0
COSM 50B	Beginning Cosmetology	6.0
COSM 50C	Beginning Cosmetology	6.0
COSM 51A	Intermediate Cosmetology	6.0
COSM 51B	Intermediate Cosmetology	6.0
COSM 51C	Intermediate Cosmetology	6.0
COSM 52	Advanced Cosmetology	6.0
	Total Units Required	**42.0**

Associate of Science Degree, Industrial Maintenance Electrical and Instrumentation

This degree prepares students for entry-level positions in industry and service occupations requiring skills in Industrial Maintenance Electrical and Instrumentation. This program is based on nationally recognized industry standards.

Program Level Outcomes

Upon successful completion, the student will be able to:

- Apply the skills necessary to implement electrical circuits following the National Electrical Code (NEC) guidelines.
- Recognize the required materials of the trade and have the ability to install them properly.
- Have the skills to potentially receive industry-recognized certifications in a variety of crafts.

Subject	Course Title	Units
Required Core Courses		
BCTT 54	Safety Orientation	1.0
ELCT 70A	Electrical Safety and Hand Bending	1.0
ELCT 70B	Fasteners and Electrical Theory	1.0
ELCT 70C	Electrical Test Equipment, National Electrical Code (NEC)	2.0
ELCT 70D	Introduction to Electrical Blueprints	1.0
ELCT 70E	Electrical Level 1 Performance Testing	1.0
IMEI 80A	Alternating Current (Formerly IMMT 80A)	2.0
IMEI 80B	Electrical and Instrumentation Test Equipment (formerly IMMT 80B)	1.0
IMEI 80C	Flow, Pressure, Level and Temperature (formerly IMMT 80C)	1.0
IMEI 80D	Process Quantitative Skills (Formerly IMMT 80D)	2.0
IMEI 80E	Process Tubing Installation and Testing (Formerly IMMT 80E)	2.0
IMEI 80F	Introduction to Instrument Drawings and Documents (Formerly IMMT 80F)	2.0
WELD 50A	Introduction to Welding	3.0
	Major Units Required	**20.0**
	General Education Coursework	**20.0-39.0**
	Electives Required	**1.0-10.0**
	Total Units Required	**60.0**

Certificate of Achievement, Industrial Maintenance Electrical and Instrumentation, Level 3

This certificate prepares students for entry level positions in industry and service occupations requiring skills in Industrial Electrical and Instrumentation.

Program Level Outcomes

Upon successful completion, the student will be able to:

- Apply the skills necessary to implement electrical circuits following the National Electrical Code (NEC) guidelines.
- Recognize the required materials of the trade and have the ability to install them properly.
- Potentially receive industry recognized certifications in a variety of crafts.

Subject	Course Title	Units
Required Core Courses		
BCTT 54	Safety Orientation	1.0
ELCT 70A	Electrical Safety and Hand Bending	1.0
ELCT 70B	Fasteners and Electrical Theory	1.0
ELCT 70C	Electrical Test Equipment, National Electrical Code (NEC)	2.0
ELCT 70D	Introduction to Electrical Blueprints	1.0
ELCT 70E	Electrical Level 1 Performance Testing	1.0
IMEI 80A	Alternating Current (Formerly IMMT 80A)	2.0
IMEI 80B	Electrical and Instrumentation Test Equipment (formerly IMMT 80B)	1.0
IMEI 80C	Flow, Pressure, Level and Temperature (formerly IMMT 80C)	1.0
IMEI 80D	Process Quantitative Skills (Formerly IMMT 80D)	2.0
IMEI 80E	Process Tubing Installation and Testing (Formerly IMMT 80E)	2.0
IMEI 80F	Introduction to Instrument Drawings and Documents (Formerly IMMT 80F)	2.0
	Total Units Required	**17.0**

Certificate of Career Preparation, Electrical Skills Level I

This certificate prepares students for entry level positions in industry and service occupations requiring electrical skills. This certificate provides a focused pathway for students to obtain knowledge and skills in the industrial electrical field.

Program Level Outcomes

Upon successful completion, the student will be able to:

- Apply the skills necessary for electrical procedures following the National Electrical Code (NEC) guidelines.
- Demonstrate knowledge of the required tools, equipment, and materials of the trade and can operate them in a safe manner.
- Demonstrate knowledge of electrical theory and utilize electrical test equipment.

Subject	Course Title	Units
Required Core Courses		
ELCT 70A	Electrical Safety and Hand Bending	1.0
ELCT 70B	Fasteners and Electrical Theory	1.0
ELCT 70C	Electrical Test Equipment, National Electrical Code (NEC)	2.0
ELCT 70D	Introduction to Electrical Blueprints	1.0
ELCT 70E	Electrical Level 1 Performance Testing	1.0
	Total Units Required	**6.0**

Associate of Science Degree, Industrial Maintenance Mechanic Technology

This degree prepares students for entry level positions in industry and service occupations requiring skills in Industrial Maintenance Mechanics. This program is based on nationally recognized industry standards.

Program Level Outcomes

Upon successful completion, the student will be able to:

- Use tools safely and equipment commonly used in the trade.
- Do basic layout on a jobsite using scribing and quantitative skills.
- Work with various types of piping on the jobsite.
- Work with various types of valves and perform hydrostatic and pneumatic testing on the jobsite.

Subject	Course Title	Units
Required Core Courses		
BCTT 54	Safety Orientation	1.0
IMMT 60	Fundamentals of Industrial Maintenance Mechanics	1.0
IMMT 62	Oxyfuel Cutting	1.0
IMMT 64	Craft-Related Quantitative Skills	1.0
IMMT 66	Construction Drawings	1.0
IMMT 68	Gaskets, Packing, Pumps, Drivers, Valves and Lubrication	1.5
IMMT 69	Material Handling, Hand Rigging, Mobile and Support Equipment	1.5
IMMT 70	Basic Layout	1.0
IMMT 71	Introduction to Piping	1.0
IMMT 73	Identify, Install, and Maintain Valves	1.0
IMMT 74	Introduction to Bearings	1.0
IMMT 75	Introduction to Steam Systems	2.0
IMMT 76	Distillation Towers and Vessels	1.0
IMMT 77	Heaters, Furnaces, Heat Exchanges, Cooling	2.0
WELD 50A	Introduction to Welding Technology	3.0
	Major Units Required	**20.0**
	General Education Coursework	**20.0-39.0**
	Electives Required	**1.0-20.0**
	Total Units Required	**60.0**

Certificate of Achievement, Industrial Maintenance Mechanic Technology, Level 3

This certificate prepares students for entry level positions in industry and service occupations requiring skills in Industrial Maintenance Mechanics. This program is based on nationally recognized industry standards.

Program Level Outcomes

Upon successful completion, the student will be able to:

- Demonstrate use of tools and equipment commonly used in the trade.
- Demonstrate the ability to use scribing and quantitative skills pertaining to a basic layout on the jobsite.
- Work with various types of piping, valves and perform basic hydrostatic and pneumatic testing on the jobsite.

Subject	Course Title	Units
Required Core Courses		
IMMT 60	Fundamentals of Industrial Maintenance Mechanics	1.0
IMMT 62	Oxyfuel Cutting	1.0
IMMT 64	Craft-Related Quantitative Skills	1.0
IMMT 66	Construction Drawings	1.0
IMMT 68	Gaskets, Packing, Pumps, Drivers, Valves and Lubrication	1.5
IMMT 69	Material Handling, Hand Rigging, Mobile and Support Equipment	1.5
IMMT 70	Basic Layout	1.0
IMMT 71	Introduction to Piping	1.0
IMMT 73	Identify, Install, and Maintain Valves	1.0
IMMT 74	Introduction to Bearings	1.0
IMMT 75	Introduction to Steam Systems	2.0
IMMT 76	Distillation Towers and Vessels	1.0
IMMT 77	Heaters, Furnaces, Heat Exchanges, Cooling	2.0
	Total Units Required	**22.0**

Certificate of Achievement, Industrial Maintenance Mechanic Technology, Level 1

This certificate offers students the skills to begin a pathway to either the Industrial Maintenance Electrical and Instrumentation or Industrial Maintenance Mechanic Technology Certificate of Achievement or Associate of Science Degree.

Program Level Outcomes
Upon successful completion, the student will be able to:

- Interpret construction drawings and effectively use craft related quantitative skills in an industrial setting.
- Identify, troubleshoot, and maintain a variety of gaskets, packets, pumps, drivers, valves, and lubrication used in the industry.
- Safely demonstrate the use of tools and equipment commonly used in the trade.

Subject	Course Title	Units
Required Core Courses		
IMMT 60	Fundamentals of Industrial Maintenance Mechanics	1.0
IMMT 62	Oxyfuel Cutting	1.0
IMMT 64	Craft Related Quantitative Skills	1.0
IMMT 66	Construction Drawings	1.0
IMMT 68	Diesel Steering, Suspension, and Brakes	1.5
IMMT 69	Material, Handling, Hand Rigging, Mobile and Support Equipment	1.5
	Total Units Required	**7.0**

Associate of Science Degree, Photography

This degree prepares students with a broad base of technical skills in photography with additional emphasis on visual communication. It prepares students to enter the photographic field in a variety of positions such as production printer, studio photographer, photo lab technician, and free-lance photographer.

Program Learning Outcomes
Upon successful completion, the student will be able to:

- Demonstrate the technical knowledge for using the photographic digital camera.
- Define digital photography terminology and identify image editing software features and their proper use.
- Create photo-based artwork that demonstrates proficiency in digital photography techniques giving completer the skill to enter or advance in the work force in the field of photography.

Subject	Course Title	Units
Required Core Courses		
PHOT 1C	Introduction to Digital Photography	4.0
PHOT 2C	Digital Photography	4.0
PHOT 3C	Studio and Outdoor Lighting in Digital Photography	4.0
PHOT 4C	Advanced Digital Photography	4.0
PHOT 9	Introduction to Adobe Photoshop (formerly also offered as ARTS/CBIS 9)	3.0
	Major Units Required	**22.0**
	General Education Coursework	**20.0-39.0**
	Electives Required	**0-18.0**
	Total Units Required	**60.0**

Certificate of Achievement, Photography

This certificate provides the student with a broad base of technical skills in photography with additional emphasis on visual communication. Prepares students to enter the photographic field in a variety of positions such as production printer, studio photographer, photo lab technician, and freelance photographer.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Demonstrate the technical knowledge for using the photographic digital camera.
- Define digital photography terminology and identify image editing software features and their proper use.
- Create photo-based artwork that demonstrates proficiency in digital photography techniques giving completer the skill to enter or advance in the work force in the field of photography.

Subject	Course Title	Units
Required Core Courses		
PHOT 1C	Introduction to Digital Photography	4.0
PHOT 2C	Digital Photography	4.0
PHOT 3C	Studio and Outdoor Lighting in Digital Photography	4.0
PHOT 4C	Advanced Digital Photography	4.0
	Total Units Required	**16.0**

Associate of Science Degree, Warehousing and Logistics

The Associate of Science Degree in Warehousing and Logistics is designed for people working in the fields of logistics and/or operations management with a desire to expand their knowledge of the industry. The degree is also applicable for persons with an interest to enter the industry with knowledge that will rapidly lead to expanding responsibilities.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Develop strategic understanding of logistics and supply chain management and be able to take into account the relationships between this discipline and other areas of business to make holistic judgements when analyzing business solutions.
- Demonstrate critical thinking skills, making the intellectual connection between quantitative and qualitative tools, theories and context to properly and effectively solve problems and make decisions, as well as develop new and innovative business opportunities to strategically navigate the complex demands of the current and dynamic national and international business environments.
- Read, interpret, comprehend and apply the theories of warehousing and logistics and how they relate to the supply chain management.
- Ability to address logistical supply chain management (LCSM) problems in a holistic approach by taking into account general management concepts, human resources, environmental concerns, and qualify, technological and economic aspects.

Subject	Course Title	Units
Required Core Courses		
WARE 51	Introduction to Operations and Supply Chain Management	3.0
WARE 52	Introduction to Warehousing and Distribution	3.0
WARE 54	Material Handling	3.0
WARE 55	Principles of Logistic	3.0
WARE 59	Introduction to Purchasing	3.0
CBIS 40	Spreadsheet Applications	4.0
	Major Units Required	**19.0**
	General Education Coursework	**20.0-39.0**
	Electives Required	**2.0-21.0**
	Total Units Required	**60.0**

Certificate of Achievement, Warehousing and Logistics, Level 2

The Certificate of Achievement in Warehousing and Logistics is designed for people working in the fields of logistics and/or operations management with a desire to expand their knowledge of the industry. The certificate is also applicable for persons with an interest to enter the industry with knowledge that will rapidly lead to expanding responsibilities.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Develop strategic understanding of logistics and supply chain management and be able to take into account the relationships between this discipline and other areas of business to make holistic judgements when analyzing business solutions.
- Demonstrate critical thinking skills, making the intellectual connection between quantitative and qualitative tools, theories and context to properly and effectively solve problems and make decisions, as well as develop new and innovative business opportunities to strategically navigate the complex demands of the current and dynamic national and international business environments.
- Read, interpret, comprehend and apply the theories of warehousing and logistics and how they relate to the supply chain management.
- Address logistical supply chain management (LCSM) problems in a holistic approach by taking into account general management concepts, human resources, environmental concerns, and qualify, technological and economic aspects.

Subject	Course Title	Units
Required Core Courses		
WARE 51	Introduction to Operations and Supply Chain Management	3.0
WARE 52	Introduction to Warehousing and Distribution	3.0
WARE 54	Material Handling	3.0
WARE 55	Principles of Logistic	3.0
WARE 59	Introduction to Purchasing	3.0
CBIS 40	Spreadsheet Applications	4.0
	Total Units Required	**24.0**

Associate of Science Degree, Welding Technology

This degree prepares students for entry-level positions in industry and service occupations requiring skills in Welding Technology.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Apply the skills necessary for the Welding for the American Welding Society (AWS) guidelines.
- Demonstrate knowledge about the required materials of the trade and can operate equipment in a safe manner.
- Demonstrate skills necessary to receive industry recognized certification in the Shielded Metal Arc Welding (SMAW), Semi-Automatic Arc Welding (GMAW/FCAW), and Gas Tungsten Arc Welding (GTAW) processes. In addition, students will possess Blueprint Reading and Fabrication skills.

Subject	Course Title	Units
Required Core Courses		
WELD 50A	Introduction to Welding	3.0
WELD 51	Shielded Metal Arc Welding and Cutting	3.0
WELD 52	Position Welding (Arc Welding)	3.0
WELD 53	Soldering and Brazing	3.0
WELD 56	Blueprint Reading (Metal Trades)	3.0
	Subtotal	**15.0**
Choose one course from the following		
WELD 54A	Gas Metal Arc Welding (GMAW)	3.0
WELD 54B	Flux Cored Arc Welding (FCAW)	3.0
	Subtotal	**3.0**
Choose one course from the following		
WELD 55A	Gas Tungsten Arc-Ferrous	3.0
WELD 55B	Gas Tungsten Arc-NonFerrous	3.0
	Subtotal	**3.0**
Choose one course from the following		
WELD 57A	Welding Fabrication using Ferrous Metals	3.0
WELD 57B	Welding Fabrication using Non-Ferrous Metals	3.0
	Subtotal	**3.0**
	Major Units Required	**24.0**
	General Education Coursework	**20.0-39.0**
	Electives Required	**0-16.0**
	Total Units Required	**60.0**

Certificate of Achievement, Welding Technology

This certificate prepares students for entry-level positions in industry and service occupations requiring skills in Welding Technology.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Apply the skills necessary for the Welding for the American Welding Society (AWS) guidelines.
- Demonstrate knowledge about the required materials of the trade and can operate equipment in a safe manner.
- Demonstrate skills necessary to receive industry recognized certification in the Shielded Metal Arc Welding (SMAW), Semi-Automatic Arc Welding (GMAW/FCAW), and Gas Tungsten Arc Welding (GTAW) processes. In addition, students will possess Blueprint Reading and Fabrication skills.

Subject	Course Title	Units
Required Core Courses		
WELD 50A	Introduction to Welding	3.0
WELD 51	Shielded Metal Arc Welding and Cutting	3.0
WELD 52	Position Welding (Arc Welding)	3.0
WELD 53	Soldering and Brazing	3.0
WELD 56	Blueprint Reading (Metal Trades)	3.0
	Subtotal	**15.0**
Choose one course from the following		
WELD 54A	Gas Metal Arc Welding (GMAW)	3.0
WELD 54B	Flux Cored Arc Welding (FCAW)	3.0
	Subtotal	**3.0**
Choose one course from the following		
WELD 55A	Gas Tungsten Arc-Ferrous	3.0
WELD 55B	Gas Tungsten Arc-NonFerrous	3.0
	Subtotal	**3.0**
Choose one course from the following		
WELD 57A	Welding Fabrication using Ferrous Metals	3.0
WELD 57B	Welding Fabrication using Non-Ferrous Metals	3.0
	Subtotal	**3.0**
	Total Units Required	**24.0**

Certificate of Career Preparation, Pipe Welding

This certificate advances opportunities for entry level position in industry and service occupations requiring welding and provides a focused pathway for students to obtain knowledge and skills in pipe welding. Prerequisite requirement for this program will include WELD 51, 52, 54, 55, and 56.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Students will be able to apply the skills necessary for advanced topics of Welding following the American Welding Society (AWS) guidelines.
- Students will be knowledgeable about the required materials of the trade and can operate equipment in a safe manner.
- Students will have the skills necessary to receive industry recognized certification in SMAW, GMAW/FCAW, and GTAW on pipe.

Subject	Course Title	Units
Required Core Courses		
WELD 58A	Basic Pipe Welding - Shielded Metal Arc Welding	3.0
WELD 58B	Basic Pipe Welding - Gas Metal and Flux Cored Arc Welding	3.0
WELD 58C	Basic Pipe Welding - Gas Tungsten Arc Welding	3.0
	Total Units Required	**9.0**

Humanities

Associate of Art Degree for Transfer, Art History

This degree prepares students for transfer to four-year colleges and universities as well as for careers in education, museums, research, and related fields. The program prepares the student to further their studies of the history of the practice and production of visual arts and uses the study of art history as the study of objects within their historical, cultural and stylistic context. This is complemented by the requirement of two studio classes where the art history student learns the basic skills and concepts inherent in creating a work of art.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Develop critical interdisciplinary thinking, both in oral and written form, through comparative analysis and development of visual acuity.
- Discern and appreciate the wide range of ethnically, culturally, and socially diverse art forms, representations, and practices.
- Apply art history terminology in the analysis and evaluation of works of art and architecture through written tests, presentations, and oral discussions; the intersection of form, content and patronage in the formation of visual culture.

Subject	Course Title	Units
Required Core Courses		
ARTS 1	Art History and Appreciation: Prehistory through the Middle Ages	3.0
ARTS 2	Art History and Appreciation: Early Renaissance to Post Modern	3.0
ARTS 7	Drawing and Composition	3.0
	Subtotal	**9.0**
List A		
ARTS 13A	Asian Art History: Early Cultures	3.0
	Subtotal	**3.0**
List B: *Choose one course from the following*		
ARTS 3	Two-Dimensional Design	3.0
ARTS 5	Three-Dimensional Design	3.0
ARTS 10A	Beginning Painting (formerly ARTS 10)	3.0
ARTS 18A	Beginning Ceramics	3.0
ARTS 19	Beginning Sculpture	3.0
PHOT 1C	Introduction to Digital Photography	4.0
	Subtotal	**3.0-4.0**
List C: *Choose one course from the following or any course not previously used from List A or B*		
ARTS 17	Watercolor Painting	3.0
HIST 8B	Survey of World Civilizations II: From the 1300s to the Present	3.0
HUMA 4	Survey of Film	3.0
	Subtotal	**3.0**
	Major Units Required	**18.0-19.0**
	CSU GE Breadth or IGETC General Education Coursework	**37.0-39.0**
	Transferable Electives Required	**2.0-5.0**
	Total Units Required	**60.0**

Associate of Art Degree for Transfer, Communications

The Associates in Arts in Communication Studies for Transfer Degree focuses on concepts such as public communication, argument, rhetoric, and theories of human communication. The core courses are designed to provide students with a background and foundation to explore any of the various fields in communication in depth. The curriculum will provide students with knowledge and understanding of how to apply effective communication in their daily lives. The program is designed for students who intend on transferring to a four-year institution to pursue a bachelor's degree in preparation for a career in government, social service, industry, and/or further education in areas such as teaching, announcing, public relations, and law.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Demonstrate an ability of effective communication in its many forms, as well as develop research skills and understand and critically analyze the theories as they relate to various contexts.
- Take foundational courses that will allow them to understand and apply concepts in communication and that will support transfer to an institution that provides upper level courses to ultimately receive their Bachelors, as well as help prepare them for careers in the field of communication.

Subject	Course Title	Units
Required Core Courses		
COMM 1	Elements of Public Speaking (formerly SPCH 1)	3.0
	Subtotal	**3.0**
List A: *Choose 2 courses from the following*		
COMM 3	Interpersonal Communications (formerly SPCH 3)	3.0
COMM 4	Argumentation and Debate	3.0
	Subtotal	**6.0**
List B: *Choose 2 courses from the following*		
COMM 2	Oral Interpretation of Literature	3.0
COMM 5	Introduction to Communication Theory	3.0
COMM 6	Intercultural Communication	3.0
	Subtotal	**6.0**
List C: *Choose one course from the following or any course not previously used from List A or B*		
ANTH 1	Introduction to Cultural Anthropology	3.0
PSYC 1	Introduction to Psychology	3.0
SOCI 1	Introduction to Sociology	3.0
	Subtotal	**3.0**
	Major Units Required	**18.0**
	CSU GE Breadth or IGETC General Education Coursework	**37.0-39.0**
	Transferable Electives Required	**3.0-5.0**
	Total Units Required	**60.0**

Associate of Art Degree for Transfer, English

The Associate in Arts in English for Transfer Degree AA-T helps prepare students for transfer to a 4 - year institution by developing strong writing and revisioning skills, research skills, critical thinking and problem solving skills, discussions skills, and the overall ability to organize, and analyze and present ideas. In addition, the skills and abilities cultivated by the study of English are excellent preparation for any field, which requires wide literacy and solid writing ability, including teaching/education, advertising, law, public relations, and work in print and electronic media.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Write essays that demonstrate college-level composition skills, such as organization, a strong thesis, credible content, and appropriate citations.
- Learn research and analytical techniques that will benefit them across many disciplines, including those needed for business and technical writing situations. In some classes, students will learn analysis of literature and writing in appropriate contexts.

Subject	Course Title	Units
Required Core Courses		
ENGL 1B	Introduction to Literature	3.0
ENGL 1C	Critical Thinking and Composition	4.0
	Subtotal	**7.0**
List A: *Choose 2 courses from the following*		
ENGL 2	Survey of English Literature to the Romantic Era	3.0
ENGL 3	Survey of English Literature: Romantic Era to Present	3.0
ENGL 12	Survey of American Literature to 1865	3.0
ENGL 12B	Survey of American Literature II 1865-Present	3.0
	Subtotal	**6.0**
List B: *Choose one from the following or any course not previously used from List A*		
ENGL 4	Introduction to Shakespeare	3.0
ENGL 7	Creative Writing	3.0
	Subtotal	**3.0**
List C: *Choose one from the following or any course not used from List A or B*		
ENGL 5	Introduction to Children's Literature	3.0
ENGL 6	Bible as Literature (formerly also offered as RLGS 5)	3.0
ENGL 11	Graphic Novel as Literature	3.0
ENGL 13A	African American Literature	3.0
SPAN 1A	Beginning Spanish	4.0
	Subtotal	**3.0-4.0**
	Major Units Required	**19.0-20.0**
	CSU GE Breadth or IGETC General Education Coursework	**37.0-39.0**
	Transferable Electives Required	**1.0-4.0**
	Total Units Required	**60.0**

Associate of Art Degree for Transfer, Philosophy

The Associate in Arts in Philosophy degree for Transfer (AA-T) prepares the student to transfer to the CSUs as a junior to further their studies of Philosophy. This degree concentrates on providing students with knowledge of the primary methodologies and practices relevant to philosophy. As a practice, philosophy is concerned with the establishment and exploration of fundamental questions about human beings, the world they live in, and how to make good decisions. The practical skills learned in philosophy include the construction and critical evaluation of logical arguments, critical thinking skills, detailed analysis, problem solving, interpersonal relations, formulating new solutions, ethical reasoning, and a historical understanding of western thought. These skills are foundational for preparation for a number of careers including medicine, law, business, and education. Furthermore, a philosophy major not only provides a foundation for general career education, it is the foundation of creating good people that are active and concerned citizens.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Analyze critically and creatively the work of major figures in philosophy.
- Express philosophical ideas and defend them effectively in argument, both in writing and orally.
- Demonstrate a basic understanding of methods of philosophy.
- Evaluate the most important topics in a range of areas which are typically regarded as lying at the center of contemporary philosophical thought, including ethics, logic, metaphysics, theory of knowledge, religion, aesthetics, political philosophy, Asian philosophy, or feminist philosophy.

Subject	Course Title	Units
Required Core Courses		
PHIL 3	Logic	3.0
Choose one course from the following		
PHIL 1	Introduction to Philosophy	3.0
PHIL 4	Ethics	3.0
	Subtotal	**6.0**
List A: *Choose one course from the following or any course not previously used from Required Core Courses*		
PHIL 7	Ancient and Medieval Philosophy	3.0
PHIL 8	Modern Philosophy	3.0
	Subtotal	**3.0**
List B: *Choose 2 from the following or any course not previously used from List A*		
HIST 1A	Survey of Western Civilization: The Ancient Near East to 1648	3.0
HIST 1B	Survey of Western Civilization II: The Renaissance to Present Day	3.0
PHIL 5	World Religions (formerly also offered as RLGS 10)	3.0
	Subtotal	**6.0**
List C: *Choose one course from the following or any course not previously used from List A or B*		
HUMA 1	Humanities through the Arts	3.0
HUMA 2	Antiquity to Renaissance	3.0
HUMA 3	Renaissance to Modern	3.0
HUMA 4	Survey of Film	3.0
HUMA 5	Multi-Cultural Mythology	3.0
PHIL 6	Introduction to the Bible (formerly also offered as RLGS 1)	3.0
	Subtotal	**3.0**
	Major Units Required	**18.0**
	CSU GE Breadth or IGETC General Education Coursework	**37.0-39.0**
	Transferable Electives Required	**3.0-5.0**
	Total Units Required	**60.0**

Associate of Art Degree for Transfer, Studio Arts

This program offers academic and career preparation that provides students with the skills and knowledge needed to transfer to a four-year college or to establish a career as a studio artist—or to achieve both opportunities. In addition to preparing students to enter the professions or acquire jobs that require a bachelor's degree or higher, the program offers courses of study that enhance the creativity of students who choose different careers.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Employ technical skills, creativity, critical thinking, and conceptual problem-solving in completing independent projects in the Visual Arts, Design, and Studio Arts.
- Demonstrate expert and safe use of a variety of equipment, materials, software, and tools, when performing, writing about, and/or creating works of art.
- Participate in a variety of visual arts, demonstrate accomplishment of skills, techniques and processes involved in their creation through a portfolio of work.

Subject	Course Title	Units
Required Core Courses		
ARTS 2	Art History and Appreciation: Early Renaissance to Post Modern	3.0
ARTS 3	Two-Dimensional Design	3.0
ARTS 5	Three-Dimensional Design	3.0
ARTS 7	Drawing and Composition	3.0
	Subtotal	**12.0**
List A: *Choose one course from the following*		
ARTS 1		3.0
ARTS 13A		3.0
	Subtotal	**3.0**
List B: *Choose any 3 courses from the following*		
ARTS 10A	Beginning Painting (formerly ARTS 10)	3.0
ARTS 18A	Beginning Ceramics	3.0
ARTS 19	Beginning Sculpture	3.0
PHOT 1C	Introduction to Digital Photography	4.0
	Subtotal	**9.0-10.0**
	Major Units Required	**23.0-24.0**
	CSU GE Breadth or IGETC General Education Coursework	**37.0-39.0**
	Total Units Required	**60.0**

Associate of Art Degree, Humanities

This degree emphasizes the study of cultural, literary, humanistic activities, and 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 in artistic and cultural creation.

Program Level Outcomes

Upon successful completion, the student will be able to:

- Demonstrate communication skills in written, musical, verbal, and visual forms.
- Analyze the cultural and historical foundation of contemporary human experiences; recognize the interconnectedness of all things, historical context, writing, composing poetry, creating art, singing, acting, and have developed a healthy curiosity about the world and its peoples.
- Analyze different historical/artistic/literary movements throughout history and how those movements developed; demonstrate skills to become more historically and culturally literate; and demonstrate a deeper appreciation of people's use of history, language, and cultural mediums.
- Demonstrate the willingness to explore and discover through writing, performing or creating works of art; demonstrate respect and appreciation for humans' place in the world and the

diversity of the human experience; and demonstrate an appreciation for history, art, music, literature, culture and philosophy.

Subject	Course Title	Units
Choose 6 courses (18 units) from three different subjects		
ARTS 1	Art History and Appreciation: Prehistory through the Middle Ages	3.0
ARTS 2	Art History and Appreciation: Early Renaissance to Post Modern	3.0
ARTS 3	Two-Dimensional Design	3.0
ARTS 5	Three-Dimensional Design	3.0
ARTS 7	Drawing and Composition	3.0
ARTS 10A	Beginning Painting (formerly ARTS 10)	3.0
ARTS 10B	Intermediate Painting	3.0
ARTS 13A	Asian Art History: Early Cultures	3.0
ARTS 16	Freehand Sketching	3.0
ARTS 17	Watercolor Painting	3.0
ARTS 18A	Beginning Ceramics	3.0
ARTS 18B	Intermediate Ceramics	3.0
ARTS 18C	Advanced Ceramics	3.0
ARTS 19	Beginning Sculpture	3.0
COMM 1	Elements of Public Speaking (formerly SPCH 1)	3.0
COMM 2	Oral Interpretation of Literature	3.0
COMM 3	Interpersonal Communications (formerly SPCH 3)	3.0
COMM 4	Argumentation and Debate	3.0
COMM 5	Introduction to Communication Theory	3.0
COMM 6	Intercultural Communication	3.0
ENGL 1A	English Composition and Reading	4.0
ENGL 1B	Introduction to Literature	3.0
ENGL 1C	Critical Thinking and Composition	4.0
ENGL 2	Survey of English Literature to the Romantic Era	3.0
ENGL 3	Survey of English Literature: Romantic Era to Present	3.0
ENGL 4	Introduction to Shakespeare	3.0
ENGL 5	Introduction to Children's Literature	3.0
ENGL 6	Bible as Literature (formerly also offered as RLGS 5)	3.0
ENGL 7	Creative Writing	3.0
ENGL 11	Graphic Novel as Literature	3.0
ENGL 12	Survey of American Literature to 1865	3.0
ENGL 12B	Survey of American Literature II 1865-Present	3.0
ENGL 13A	African American Literature	3.0
HIST 1A	Survey of Western Civilization: The Ancient Near East to 1648	3.0
HIST 1B	Survey of Western Civilization II: The Renaissance to the Present Day	3.0
HIST 2A	Survey of US History I: Colonial Period through Reconstruction	3.0
HIST 2B	Survey of US History II: From the End of Reconstruction to the 21st Century	3.0
HIST 4	The US in the 20th Century	3.0
HIST 5	History of California	3.0
HIST 8A	Survey of World Civilizations I: From the Dawn of Humankind to the 1300s	3.0
HIST 8B	Survey of World Civilizations II: From the 1300s to the Present	3.0
HUMA 1	Humanities through the Arts	3.0
HUMA 2	Antiquity to Renaissance	3.0
HUMA 3	Renaissance to Modern	3.0
HUMA 4	Survey of Film	3.0
HUMA 5	Multi-Cultural Mythology	3.0
MUSI 2	Music Appreciation – Classical	3.0
MUSI 3	Music Appreciation - American Music	3.0
MUSI 4A	Beginning College Choir	1.0

MUSI 4B	Intermediate College Choir	1.0
MUSI 4C	Advanced College Choir I	1.0
MUSI 4D	Advanced College Choir II	1.0
MUSI 5A	Beginning Concert Band	1.0
MUSI 5B	Intermediate Concert Band	1.0
MUSI 5C	Advanced Concert Band	1.0
MUSI 5 D	Advanced Concert Band II	1.0
MUSI 6A	Beginning Symphonic Band	1.0
MUSI 6B	Intermediate Symphonic Band	1.0
MUSI 6C	Advanced Symphonic Band	1.0
MUSI 7	Beginning Jazz Ensemble	1.0
MUSI 7B	Intermediate Jazz Ensemble	1.0
MUSI 7C	Advanced Jazz Ensemble	1.0
MUSI 7D	Masters Jazz Ensemble	1.0
MUSI 8A	Beginning Chamber Singers	1.0
MUSI 8B	Intermediate Chamber Singers	1.0
MUSI 8C	Advanced Chamber Singers I	1.0
MUSI 8D	Advanced Chamber Singers II	1.0
MUSI 12A	Beginning Piano	2.0
MUSI 12B	Intermediate Piano	1.0
MUSI 12C	Advanced Piano	1.0
MUSI 14	Beginning Guitar I	2.0
PHIL 1	Introduction to Philosophy	3.0
PHIL 1C	Critical Thinking	3.0
PHIL 4	Ethics	3.0
PHIL 5	World Religions (formerly also offered as RLGS 10)	3.0
PHIL 6	Introduction to the Bible (formerly also offered as RLGS 1)	3.0
PHIL 7	Ancient and Medieval Philosophy	3.0
PHIL 8	Modern Philosophy	3.0
PHOT 1C	Introduction to Digital Photography	4.0
PHOT 2C	Digital Photography	4.0
PHOT 3C	Studio and Outdoor Lighting in Digital Photography	4.0
PHOT 4C	Advanced Digital Photography	4.0
PHOT 9	Introduction to Adobe Photoshop (formerly also offered as ARTS/CBIS 9)	3.0
TART 1	Beginning Acting	3.0
TART 3	Theatre Appreciation	3.0
TART 4	Beginning Broadway Voice	1.0
TART 4B	Intermediate Broadway Voice	1.0
TART 4C	Advanced Broadway Voice I	1.0
TART 4D	Advanced Broadway Voice II	1.0
TART 5	Beginning Contemporary Theatre Production	0.5-4.0
TART 5B	Intermediate Contemporary Theatre Production	0.5-4.0
TART 5C	Advanced Contemporary Theatre Production I	0.5-4.0
TART 5D	Advanced Contemporary Theatre Production II	0.5-4.0
TART 13A	Beginning Musical Theatre Production	0.5-4.0
TART 13B	Intermediate Musical Theatre Production	0.5-4.0
TART 13C	Advanced Musical Theatre Production I	0.5-4.0
TART 13D	Advanced Musical Theatre Production II	0.5-4.0
TART 23	Beginning Jazz Dance	1.0
TART 24	Beginning Modern Dance	1.0
	Major Units Required	**18.0**
	General Education Coursework	**20.0-39.0**
	Electives Required	**3.0-22.0**
	Total Units Required	**60.0**

Social Science

Associate of Science Degree for Transfer, Administration of Justice

This degree is designed for those who wish to enter the law enforcement field and related employment or to provide in-service training for employed officers. Upon completion of this degree, students will have a strong academic foundation in the field and be prepared for upper division baccalaureate study. Students who have completed the Associate of Science for Transfer in Administration of Justice will have satisfied the lower division requirements for transfer into Administration of Justice or similar major for many campuses in the California State University system.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Evaluate and analyze the political and public administrative aspects of criminal justice organizations.
- Understand and apply principles and procedures of the justice system from law enforcement to courts and corrections.
- Demonstrate an understanding of the functions of police, courts, and corrections.
- Analyze various forms of evidence and evaluate how they are obtained, evaluated, and presented in trial.

Subject	Course Title	Units
Required Core Courses		
ADJU 1	Introduction to the Administration of Justice	3.0
ADJU 3	Concepts of Criminal Law	3.0
	Subtotal	**6.0**
List A: *Choose any 2 courses from the following*		
ADJU 2	Principles and Procedures of the Justice System	3.0
ADJU 4	Legal Aspects of Evidence	3.0
ADJU 5	Community Relations of the Justice System	3.0
ADJU 7	Principles of Investigation	3.0
ADJU 8	Juvenile Crime and Delinquency (formerly also offered as SOCI 8)	3.0
ADJU 14	Introduction to Corrections	3.0
	Subtotal	**6.0**
List B: *Choose any 2 courses from the following or any course not previously from List A*		
ADJU 6	Concepts of Enforcement Services	3.0
ADJU 15	Legal Aspects of Corrections	3.0
ADJU 16	Control and Supervision in Corrections	3.0
ADJU 17	Correctional Interviewing and Counseling	3.0
ADJU 18	Fundamentals of Probation and Parole (formerly also offered as SOCI 18)	3.0
MATH 2	Introduction to Statistics	4.0
PSYC 1	Introduction to Psychology	3.0
SOCI 1	Introduction to Sociology	3.0
SOCI 12	Research in Social Sciences	3.0
	Subtotal	**6.0-7.0**
	Major Units Required	**18.0-19.0**
	CSU GE Breadth or IGETC General Education Coursework	**37.0-39.0**
	CSU Transferable Elective	**2.0-5.0**
	Total Units Required	**60.0**

Associate of Science Degree, Administration of Justice

This degree is designed for those who wish to enter the law enforcement field and related employment or to provide in-service training for employed officers.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Evaluate and analyze the political and public administrative aspects of criminal justice organizations.
- Understand and apply principles and procedures of the justice system from law enforcement to courts and corrections.
- Demonstrate an understanding of the functions of police, courts, and corrections.
- Analyze various forms of evidence and evaluate how such evidence is obtained, evaluated, and presented in trial.

Subject	Course Title	Units
Required Core Courses		
ADJU 1	Introduction to the Administration of Justice	3.0
ADJU 2	Principles and Procedures of the Justice System	3.0
ADJU 3	Concepts of Criminal Law	3.0
ADJU 4	Legal Aspects of Evidence	3.0
ADJU 5	Community Relations of the Justice System	3.0
	Subtotal	**15.0**
Choose any 2 courses from the following		
ADJU 6	Concepts of Law Enforcement	3.0
ADJU 7	Principles of Investigation	3.0
ADJU 8	Juvenile Crime and Delinquency (formerly also offered as SOCI 8)	3.0
ADJU 14	Introduction to Corrections	3.0
ADJU 15	Legal Aspects of Corrections	3.0
ADJU 16	Control and Supervision in Corrections	3.0
ADJU 17	Correctional Interviewing and Counseling	3.0
ADJU 18	Fundamentals of Probation and Parole (formerly offered as SOCI 18)	3.0
	Subtotal	**6.0**
	Major Units Required	**21.0**
	General Education Coursework	**20.0-39.0**
	Electives Required	**0-19.0**
	Total Units Required	**60.0**

Certificate of Achievement, Administration of Justice

The certificate was designed to enhance student success, leadership development, and career/workforce opportunities, enabling all in the community to thrive in a changing global society. The Administration of Justice program provides students with an understanding of the U.S. Criminal Justice system and introduces students to job opportunities in Law Enforcement, Corrections, and the Courts. This certificate is designed for those who wish to enter the law enforcement field and related employment or to provide in-service training for employed officers.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Evaluate and analyze the political and public administrative aspects of criminal justice organizations.
- Understand and apply principles and procedures of the justice system from law enforcement to courts and corrections.
- Demonstrate an understanding of the functions of police, courts, and corrections.
- Analyze various forms of evidence and evaluate how they are obtained, evaluated, and presented in trial.

Subject	Course Title	Units
Required Core Courses		
ADJU 1	Introduction to the Administration of Justice	3.0
ADJU 2	Principles and Procedures of the Justice System	3.0
ADJU 3	Concepts of Criminal Law	3.0
ADJU 4	Legal Aspects of Evidence	3.0
ADJU 5	Community Relations of the Justice System	3.0
	Subtotal	**15.0**
Choose any 2 courses from the following		
ADJU 6	Concepts of Law Enforcement	3.0
ADJU 7	Principles of Investigation	3.0
ADJU 8	Juvenile Crime and Delinquency (formerly also offered as SOCI 8)	3.0
ADJU 14	Introduction to Corrections	3.0
ADJU 15	Legal Aspects of Corrections	3.0
ADJU 16	Control and Supervision in Corrections	3.0
ADJU 17	Correctional Interviewing and Counseling	3.0
ADJU 18	Fundamentals of Probation and Parole (formerly offered as SOCI 18)	3.0
	Subtotal	**6.0**
	Total Units Required	**21.0**

Certificate of Achievement, Corrections

The certificate was designed to enhance student success, leadership development, and career/workforce opportunities, enabling all in the community to thrive in a changing global society. The Administration of Justice program provides students with an understanding of the U.S. Criminal Justice system and introduces students to job opportunities in Law Enforcement, Corrections, and the Courts. This certificate is designed for those who wish to enter the law enforcement field and related employment or to provide in-service training for employed officers.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Evaluate and analyze the political and public administrative aspects of criminal justice organizations.
- Understand and apply principles and procedures of the justice system from law enforcement to courts and corrections.
- Demonstrate an understanding of the functions of police, courts, and corrections.
- Analyze various forms of evidence and evaluate how they are obtained, evaluated, and presented in trial.

Subject	Course Title	Units
Required Core Courses		
ADJU 1	Introduction to the Administration of Justice	3.0
ADJU 14	Introduction to Corrections	3.0
ADJU 15	Legal Aspects of Corrections	3.0
ADJU 16	Control and Supervision in Corrections	3.0
ADJU 17	Correctional Interviewing and Counseling	3.0
ADJU 18	Fundamentals of Probation and Parole (formerly offered as SOCI 18)	3.0
	Total Units Required	**18.0**

Associate of Science Degree for Transfer, Elementary Teacher Education

The Associate in Arts in Elementary Teacher Education for Transfer Degree offers students a breadth of study across disciplines. The courses are designed to inspire and prepare students, future educators, to teach in urban classrooms, to learn essential professional knowledge including professional teaching standards and ethics, to conduct fieldwork in order to learn how to meet the diverse needs of students and roles of the teacher, and to gain a broad foundation of knowledge across the disciplines that will be necessary to teach elementary students. Students also develop critical reading, writing, and thinking skills that are pertinent to working in the era of a standards-based classroom instruction.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Demonstrate introductory subject matter competency and knowledge of integrated studies found in liberal studies.
- Summarize practical knowledge of the teaching profession after completing 45 hours of fieldwork in a public elementary classroom.

Subject	Course Title	Units
Required Core Courses		
EDUC 1	Introduction to Teaching and Learning in K-12 Education	3.0
CHLD 4	Child Growth and Development (formerly offered as PSYC 4)	3.0
BIOL 2	Concepts in Biology	4.0
CHEM 10	Survey of Chemistry and Physics	4.0
PHSC 2	Introduction to Earth Science	4.0
MATH 6	Mathematical Concepts for Elementary Teachers	3.0
COMM 1	Elements of Public Speaking (formerly SPCH 1)	3.0
ENGL 1A	English Composition and Reading	4.0
ENGL 1B	Introduction to Literature	3.0
GEOG 3	World Regional Geography	3.0
HIST 8A	Survey of World Civilizations I: From the Dawn of Humankind to the 1300s	3.0
HIST 2A	Survey of US History I: The Colonial Period through Reconstruction	3.0
POLI 1	American Political Institutions	3.0
	Subtotal	**43.0**
List A: *Choose one course from the following*		
ENGL 1C	Critical Thinking and Composition	4.0
	Subtotal	**4.0**
List B: *Choose one course from the following*		
MUSI 2	Music Appreciation – Classical	3.0
TART 3	Theatre Appreciation	3.0
	Subtotal	**3.0**
	Major Units Required	**50.0**
	CSU GE Breadth or IGETC General Education Coursework	**37.0-39.0**
	Total Units Required	**60.0**

Associate of Science Degree for Transfer, Early Childhood Education

The Associate of Science Degree for Transfer in Early Childhood Education (AS-T) is designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an AS-T degree are guaranteed admission with junior standing somewhere in the CSU system and given priority admission consideration to their local CSU campus or to a program that is deemed similar to the Early Childhood Education major. This priority does not guarantee admission to specific majors or campuses. Students who have been awarded an AA-T or AS-T are able to complete their remaining requirements for the 120-unit baccalaureate degree within 60 semester units.

Upon completion of the Associate of Science Degree for Transfer in Early Childhood Education, students will have a strong academic foundation in the field and be prepared for upper division baccalaureate study. Students who have completed the AS-T in Early Childhood Education will have satisfied the lower division requirements for transfer into Early Childhood Education or similar major for many campuses in the California State University system.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Apply research theories, social interrelationships and developmentally age appropriate activities, teaching strategies, and develop a curriculum based on their observations and assessments that contribute toward the development of the young child.
- Advocate for young children, to ensure appropriate resources and best practices for their education.
- Demonstrate skills learned to create a high quality-learning environment that facilitates the emotional, cognitive, language, physical and social domains of the child.

Subject	Course Title	Units
Required Core Courses		
CHLD 4	Child Growth and Development (formerly offered as PSYC 4)	3.0
CHLD 6	Child, Family, Community (formerly offered as SOCI 6)	3.0
CHLD 9	Introduction to Early Childhood Curriculum	3.0
CHLD 11A	Principles and Practices in Early Childhood Education	3.0
CHLD 14	Child Health, Safety, and Nutrition	3.0
CHLD 20	Observation and Assessment	3.0
CHLD 25	Teaching in a Diverse Society	3.0
CHLD 49	Practicum Field Experience	4.0
	Subtotal	**25.0**
	Major Units Required	**25.0**
	CSU GE Breadth or IGETC General Education Coursework	**37.0-39.0**
	Total Units Required	**60.0**

Associate of Science Degree, Child Development

The child development tracks are designed for students to select based on personal needs or interest regarding their career or possible job opportunities. Recommendation is to review the catalog description for each certificate.

Program Level Outcomes

Upon successful completion, the student will be able to:

- Apply research theories, social interrelationships and developmentally age appropriate activities, teaching strategies, and develop a curriculum based on their observations and assessment that contribute toward the development of the young child.
- Advocate, identify and implement policies, principles, and laws which support infants and toddlers, or preschool age children or children with special needs, or after-school aged children.
- Demonstrate skills learned to create a high qualify learning environment that facilitates the emotional, cognitive, language and social domains of the child.

Subject	Course Title	Units
Required Core Courses		
CHLD 4	Child Growth and Development (formerly also offered as PSYC 4)	3.0
CHLD 9	Introduction to Early Childhood Curriculum	3.0
	Subtotal	**6.0**
Select 1 Track for Specialization		
Track 1: Family Day Care		
CHLD 12A	Creative Activities for Early Childhood Education	3.0
CHLD 15	Infants and Toddlers: Care and Education	3.0
CHLD 25	Teaching in a Diverse Society	3.0
CHLD 61	Family Daycare Provider	3.0
	Subtotal	**12.0**
Track 2: Associate Teacher		
CHLD 6	Child, Family, Community	3.0
CHLD 11A	Principles and Practices in Early Childhood Education	3.0
CHLD 12A	Creative Activities for Early Childhood Education	3.0
CHLD 14	Child Health, Safety, and Nutrition	3.0
	Subtotal	**12.0**
Track 3: Teacher		
CHLD 6	Child, Family, Community	3.0
CHLD 11A	Principles and Practices in Early Childhood Education	3.0
CHLD 14	Child Health, Safety, and Nutrition	3.0
CHLD 20	Observation and Assessment	3.0
CHLD 25	Teaching in a Diverse Society	3.0
CHLD 49	Practicum Field Experience	4.0
	Subtotal	**19.0**
Track 4: Master Teacher: Infant and Toddler Specialization		
CHLD 6	Child, Family, Community	3.0
CHLD 11A	Principles and Practices in Early Childhood Education	3.0
CHLD 14	Child Health, Safety, and Nutrition	3.0
CHLD 15	Infants and Toddlers: Care and Education	3.0
CHLD 15A	Infants and Toddlers: Development	3.0
CHLD 19C	Adult Supervision and Mentoring in Early Childhood Education	3.0
CHLD 20	Observation and Assessment	3.0
CHLD 25	Teaching in a Diverse Society	3.0
CHLD 49	Practicum Field Experience	4.0
	Subtotal	**28.0**
Track 5: Master Teacher: School-Age Children Specialization		
CHLD 6	Child, Family, Community	3.0
CHLD 11A	Principles and Practices in Early Childhood Education	3.0
CHLD 14	Child Health, Safety, and Nutrition	3.0
CHLD 17	Programs for School-Age Children: Curriculum and Teaching	3.0
CHLD 17A	Activities for School-Age Children	3.0
CHLD 19C	Adult Supervision and Mentoring in Early Childhood Education	3.0
CHLD 20	Observation and Assessment	3.0
CHLD 25	Teaching in a Diverse Society	3.0
CHLD 49	Practicum Field Experience	4.0
	Subtotal	**28.0**
Track 6: Master Teacher: Language and Literacy Specialization		
CHLD 6	Child, Family, Community	3.0
CHLD 11A	Principles and Practices in Early Childhood Education	3.0
CHLD 14	Child Health, Safety, and Nutrition	3.0
CHLD 30	Child Language Development	3.0
CHLD 30A	Early Childhood Literacy	3.0
CHLD 19C	Adult Supervision and Mentoring in Early Childhood Education	3.0

CHLD 20	Observation and Assessment	3.0
CHLD 25	Teaching in a Diverse Society	3.0
CHLD 49	Practicum Field Experience	4.0
	Subtotal	**28.0**
Track 7: Master Teacher: Children with Special Needs Specialization		
CHLD 6	Child, Family, Community	3.0
CHLD 11A	Principles and Practices in Early Childhood Education	3.0
CHLD 14	Child Health, Safety, and Nutrition	3.0
CHLD 35	Introduction to Children with Special Needs	3.0
CHLD 35A	Children with Challenging Behaviors	3.0
CHLD 19C	Adult Supervision and Mentoring in Early Childhood Education	3.0
CHLD 20	Observation and Assessment	3.0
CHLD 25	Teaching in a Diverse Society	3.0
CHLD 49	Practicum Field Experience	4.0
	Subtotal	**28.0**
Track 8: Site Supervisor		
CHLD 6	Child, Family, Community	3.0
CHLD 11A	Principles and Practices in Early Childhood Education	3.0
CHLD 14	Child Health, Safety, and Nutrition	3.0
CHLD 19A	Administration I: Programs in Early Childhood Education	3.0
CHLD 19B	Administration I: Personnel and Leadership in Early Childhood Education	3.0
CHLD 19C	Adult Supervision and Mentoring in Early Childhood Education	3.0
CHLD 20	Observation and Assessment	3.0
CHLD 25	Teaching in a Diverse Society	3.0
CHLD 49	Practicum Field Experience	4.0
		28.0
	Major Units Required	**18.0-34.0**
	General Education Coursework	**20.0-39.0**
	Electives Required	**0-21.0**
	Total Units Required	**60.0**

Certificate of Achievement, Child Development Level I – Associate Teacher Permit

The Level I certificate is the first step in entering the career path for early childhood education. Upon completion of this level the recipient meets the minimum state requirements to teach in a private preschool and school age program. This level requires 12 units of ECE/CD. This course work aligns with California. "Child Development Associate Teacher Permit" (on the State Matrix Level additional requirements are 50 days of 3+ hours per day within 2 years). For further information on these requirements, contact the Child Development Training Consortium at www.childdevelopment.org or the Commission on Teacher Credentialing via email at www.ctc.ca.gov.

Program Level Outcomes

Upon successful completion, the student will be able to:

- Begin to understand how to research theories, social interrelationships and create developmentally age appropriate activities, implement teaching strategies, and develop a curriculum based on observations and assessments that contribute toward the development of the young child.
- Begin the journey of becoming an advocate for young children, understand how to seek appropriate resources that support best practices for young children.
- Articulate the components of a learning environment that supports the emotional, cognitive, language, physical and social domains of the child.

Subject	Course Title	Units
Required Core Courses		

CHLD 4	Child Growth and Development (formerly also offered as PSYC 4)	3.0
CHLD 6	Child, Family, Community (formerly also offered as SOCI 6)	3.0
CHLD 9	Introduction to Early Childhood Curriculum	3.0
CHLD 11A	Principles and Practices in Early Childhood Education	3.0
CHLD 12A	Creative Activities for Early Childhood Education	3.0
CHLD 14	Child Health, Safety and Nutrition	3.0
	Total Units Required	**18.0**

Certificate of Achievement, Child Development Level II – Teacher Permit

The Level II certificate fulfills the educational and practical requirements for students interested in working with children from infancy through third grade. This level requires 25 units of ECE/CD (including 8 core lower division courses). This course work aligns with California "Child Development Teacher Permit" (on the State Matrix Level additional requirements are 16 general education units, and 175 days of 3+ hours per day within 4 years). For further information on these requirements, contact the Child Development Training Consortium at www.childdevelopment.org or the Commission on Teacher Credentialing via email at www.ctc.ca.gov.

Program Level Outcomes

Upon successful completion, the student will be able to:

- Apply research theories, social interrelationships and developmentally age appropriate activities, teaching strategies, and develop a curriculum based on their observations and assessments that contribute toward the development of the young child.
- Advocate for young children, to ensure appropriate resources and best practices for their education.
- Demonstrate skills learned to create a high quality-learning environment that facilitates the emotional, cognitive, language, physical and social domains of the child.

Subject	Course Title	Units
Required Core Courses		
CHLD 4	Child Growth and Development (formerly also offered as PSYC 4)	3.0
CHLD 6	Child, Family, Community (formerly also offered as SOCI 6)	3.0
CHLD 9	Introduction to Early Childhood Curriculum	3.0
CHLD 11A	Principles and Practices in Early Childhood Education	3.0
CHLD 14	Child Health, Safety and Nutrition	3.0
CHLD 20	Observation and Assessment	3.0
CHLD 25	Teaching in a Diverse Society	3.0
CHLD 49	Practicum Field Experience	4.0
	Total Units Required	**25.0**

Certificate of Achievement, Child Development Level III – Master Teacher Permit

The Level III certificate is considered a stackable certificate that follows Level II. This certificate aligns with California "Child Development Master Teacher Permit" (on the State Matrix Level additional requirements are 25 units of ECE/CD (including 8 core lower division courses), 16 general education units, and 350 days of 3+ hours per day within 4 years). For further information on these requirements, contact the Child Development Training Consortium at www.childdevelopment.org or the Commission on Teacher Credentialing via email at www.ctc.ca.gov.

Program Level Outcomes

Upon successful completion, the student will be able to:

- Apply current theory and research, to support working with infants and toddlers, or children with special needs, or after school-aged children, or the development of language and literacy.
- Identify and implement policies, principles, and laws, which support infants and toddlers, or children with special needs, or after-school aged children.
- Create a learning environment that supports an infant and toddler program, or children with special needs, or after school-aged children, or approaches to language development.

Subject	Course Title	Units
Required Core Courses		
CHLD 4	Child Growth and Development (formerly also offered as PSYC 4)	3.0
CHLD 6	Child, Family, Community (formerly also offered as SOCI 6)	3.0
CHLD 9	Introduction to Early Childhood Curriculum	3.0
CHLD 11A	Principles and Practices in Early Childhood Education	3.0
CHLD 14	Child Health, Safety and Nutrition	3.0
CHLD 20	Observation and Assessment	3.0
CHLD 25	Teaching in a Diverse Society	3.0
CHLD 19C	Adult Supervision and Mentoring in Early Childhood Education	3.0
CHLD 49	Practicum Field Experience	4.0
	Subtotal	**28.0**
Choose one of the following specializations		
CHLD 15 & 15A	Infant/Toddler Specialization	6.0
CHLD 17 & 17A	School-Age Children Specialization	6.0
CHLD 30 & 30A	Literacy Specialization	6.0
CHLD 35 & 35A	Special Needs Specialization	6.0
	Subtotal	**6.0**
	Total Units Required	**34.0**

Certificate of Achievement, Child Development Level IV – Site Supervisor Teacher Permit

The Level IV certificate is considered a stackable certificate that follows Level II and/or Level III. This certificate aligns with California "Child Development Site Supervisor Permit" (on the State Matrix Level additional requirements are 25 units of ECE/CD (including 8 core lower division courses), 16 general education units, and 350 days of 3+ hours per day within 4 years including 100 days of supervising adults). For further information on these requirements, contact the Child Development Training Consortium at www.childdevelopment.org or the Commission on Teacher Credentialing via email at www.ctc.ca.gov.

Program Level Outcomes

Upon successful completion, the student will be able to:

- Identify and apply various techniques to organize and operate an early care and education program.
- Advocate for and implement legal and ethical responsibilities including professionalism supportive of a diverse and inclusive early care and education program.
- Research and articulate roles of early childhood professionals with the emphasis of supervising student teachers, volunteers, and staff.

Subject	Course Title	Units
Required Core Courses		
CHLD 4	Child Growth and Development (formerly also offered as PSYC 4)	3.0
CHLD 6	Child, Family, Community (formerly also offered as SOCI 6)	3.0
CHLD 9	Introduction to Early Childhood Curriculum	3.0
CHLD 11A	Principles and Practices in Early Childhood Education	3.0
CHLD 14	Child Health, Safety, and Nutrition	3.0
CHLD 19A	Administration I: Programs in Early Childhood Education	3.0

CHLD 19B	Administration II: Personnel and Leadership in Early Childhood Education	3.0
CHLD 19C	Adult Supervision and Mentoring in Early Childhood Education	3.0
CHLD 20	Observation and Assessment	3.0
CHLD 25	Teaching in a Diverse Society	3.0
CHLD 49	Practicum Field Experience	4.0
	Total Units Required	**34.0**

Certificate of Achievement, Family Daycare

This certificate meets the training needs of family day care providers, individuals who are licensed to care for children in their homes. The following course of study will prepare the student to meet the competency standards for the Family Daycare Provider's permit. There may be additional requirements through Child Care Licensing/Community Care licensing. Information can be found at http://www.cdss.ca.gov/inforesources/Child-Care-Licensing.

Program Level Outcomes

Upon successful completion, the student will be able to:

- Demonstrate an understanding in promoting social interrelationships and developmentally age appropriate activities, teaching strategies, and develop a curriculum based on their observations and assessments that contribute toward the development of the young child.
- Articulate the requirements to prepare for and open a family day care program with using Community Care Licensing.
- Demonstrate skills learned to develop high quality family daycare program that facilitates the emotional, cognitive, language, physical and social domains of the child.

Subject	Course Title	Units
Required Core Courses		
CHLD 9	Introduction to Early Childhood Curriculum	3.0
CHLD 12A	Creative Activities for Early Childhood Education	3.0
CHLD 14	Child Health, Safety and Nutrition	3.0
CHLD 15	Infants and Toddlers: Care and Education	3.0
CHLD 25	Teaching in a Diverse Society	3.0
CHLD 61	Family Daycare Provider	3.0
	Total Units Required	**18.0**

Associate of Art Degree for Transfer, History

The curriculum in the History program is designed to provide the transfer student the opportunity to achieve an Associate for Transfer (AA-T) degree in History by providing the necessary breadth in the field, an introduction to the methods used, and the ability to complete both major preparatory coursework along with courses required for general education.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Demonstrate a thorough knowledge of the roots and early history of world civilizations, including political, social, economic, scientific, technological, and artistic changes and achievements.
- Distinguish between primary and secondary historical sources and use them to compose a well-researched argument.
- Effectively conduct research and write a coherent historical essay or research paper that articulates a clear argument, effectively uses and interprets multiple forms of evidence, identifies arguments in secondary historical texts, and uses appropriate citations.

Subject	Course Title	Units
Required Core Courses		
HIST 2A	Survey of US History I: The Colonial Period through Reconstruction	3.0
HIST 2B	Survey of US History II: From the End of Reconstruction to the 21st Century	3.0
	Subtotal	**6.0**
List A, Area 1: *Choose one course from the following*		
HIST 1A	Survey of Western Civilization: The Ancient Near East to 1648	3.0
HIST 8A	Survey of World Civilizations I: From the Dawn of Humankind to the 1300s	3.0
	Subtotal	**3.0**
List A, Area 2: *Choose one course from the following*		
HIST 1B	Survey of Western Civilization II: The Renaissance to the Present Day	3.0
HIST 8B	Survey of World Civilizations II: From the 1300s to the Present	3.0
	Subtotal	**3.0**
List B, Area 1 Diversity: *Choose one course from the following not previously used in List A*		
HIST 1A	Survey of Western Civilization: The Ancient Near East to 1648	3.0
HIST 1B	Survey of Western Civilization II: The Renaissance to the Present Day	3.0
HIST 8A	Survey of World Civilizations I: From the Dawn of Humankind to the 1300s	3.0
HIST 8B	Survey of World Civilizations II: From the 1300s to the Present	3.0
	Subtotal	**3.0**
List B, Area 2: *Choose one course from the following or any one course not previously used from List A*		
HIST 4	The US in the 20th Century	3.0
HIST 5	History of California	3.0
POLI 1	American Political Institutions	3.0
POLI 2	Comparative Government	3.0
PSYC 1	Introduction to Psychology	3.0
SOCI 1	Introduction to Sociology	3.0
	Subtotal	**3.0**
	Major Units Required	**18.0**
	CSU GE Breadth or IGETC General Education Coursework	**37.0-39.0**
	CSU Transferable Elective	**3.0-5.0**
	Total Units Required	**60.0**

Associate of Art Degree for Transfer, Political Science

The Associates in Arts in Political Science for Transfer (AA-T) helps students learn about the operation of political authority at the local, national, and international levels. Besides studying American political institutions, students will examine other governments, their civil codes, policy issues, and decision making. In addition, appreciation will be gained for the growing role of international actors, and importance of global issues. The AA-T in political science is intended for political science majors who seek a bachelor's degree in a similar major at a CSU campus. This program will be a general preparation for careers in government, conflict resolution, criminal justice, civil service, international organizations or corporations, education, journalism, law, public administration, public service, and research.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Identify the institutions, players, and processes in both American national, state government, local government and the democratic citizenship skills needed to navigate and actively participate in government and its decision-making process.
- Analyze the language, exercise the power, and technology in formal governmental institutions and non-governmental institutions, form interest groups to human rights organizations to corporate board rooms.
- Compare and analyze the political development, situation, experience, and interaction of various countries.

Subject	Course Title	Units
Required Core Courses		
POLI 1	American Political Institutions	3.0
	Subtotal	**3.0**
List A: *Choose any 3 courses from the following*		
POLI 2	Comparative Government	3.0
POLI 3	Introduction to International Relations	3.0
MATH 2	Introduction to Statistics	4.0
	Subtotal	**10.0**
List B: *Choose any 2 courses from the following*		
ADJU 1	Introduction to the Administration of Justice	3.0
HIST 2A	Survey of US History I: The Colonial Period through Reconstruction	3.0
HIST 2B	Survey of US History II: From the End of Reconstruction to the 21st Century	3.0
PSYC 1	Introduction to Psychology	3.0
SOCI 1	Introduction to Sociology	3.0
SOCI 12	Research in Social Sciences	3.0
	Subtotal	**6.0**
	Major Units Required	**19.0**
	CSU GE Breadth or IGETC General Education Coursework	**37.0-39.0**
	CSU Transferable Elective	**2.0-4.0**
	Total Units Required	**60.0**

Associate of Art Degree for Transfer, Psychology

A diverse field of academic study and practical application, psychology deals with personal behaviors, such as a single individual's mental life and personal development, abstract and philosophical issues such as the nature of knowledge, and how that knowledge depends on individual and cultural experience and biological variables. Students investigate how humans adapt to everyday problems, and how maladaptive behavior creates personal, interpersonal, cultural, and species difficulties, and how these difficulties can be avoided or removed.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Demonstrate knowledge, orally and in written form, of the major concepts, theoretical perspectives, and historical trends in psychology.
- Demonstrate and apply basic research methods in psychology, including research design, data analysis, interpretation, and ethical guidelines.
- Demonstrate knowledge and apply psychological principles to personal, social, and organizational issues.

Subject	Course Title	Units
Required Core Courses		
PSYC 1	Introduction to Psychology	3.0
PSYC 12	Research in Social Sciences	3.0
MATH 2	Introduction to Statistics	4.0
	Subtotal	**10.0**
List A: *Choose one course from the following*		
BIOL 2	Concepts in Biology	4.0
	Subtotal	**4.0**
List B: *Choose one course from the following*		
PSYC 11	Human Sexuality	3.0
PSYC 2	Developmental Psychology	3.0
SOCI 1	Introduction to Sociology	3.0
	Subtotal	**3.0**
List C*: Choose one course from the following or any course not previously used in List A or B*		
PSYC 14	Introduction to Drug and Alcohol Studies (formerly also offered as SOCI 14)	3.0
PSYC 15	Introduction to Guidance and Counseling (formerly also offered as SOCI 15)	3.0
	Subtotal	**3.0**
	Major Units Required	**20.0**
	CSU GE Breadth or IGETC General Education Coursework	**37.0-39.0**
	CSU Transferable Elective	**1.0-3.0**
	Total Units Required	**60.0**

Associate of Art Degree for Transfer, Sociology

Sociology is the study of human social behavior, groups, and how environments influence behavior. Sociologists focus on the origins, organizations, institutions, and developments of society. Students take courses to prepare for a sociology major or to fulfill general education requirements. In addition to helping students meet general education and core requirements for transfer, sociology courses are also designed to help students understand the structure, processes, and functions of society. Further, the program seeks to foster critical and systemic thinking and increase self-knowledge and awareness of the diversity of the human condition. Career options include social work, human services, law enforcement, legal professions, business, and teaching.

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Demonstrate knowledge of the three major theoretical perspectives (functionalist perspective, the conflict perspective, and the interactionist perspective) as evidenced by applying a theoretical framework to one of the social topics discussed in course, i.e. culture, gender, race, deviance, and family.
- Describe the advantages and disadvantages of various sociological methods.

Subject	Course Title	Units
Required Core Courses		
SOCI 1	Introduction to Sociology	3.0
	Subtotal	**3.0**
Required Core Courses*: Choose any 2 courses from the following*		
SOCI 2	American Social Problems	3.0
SOCI 12	Research in Social Sciences	3.0
MATH 2	Introduction to Statistics	4.0
	Subtotal	**6.0-7.0**
List A*: Choose any 2 courses from the following or any course not previously used in Required Core*		
SOCI 3	Sociology of Modern Family Life (formerly also offered as PSYC 33)	3.0
SOCI 7	Introduction to Race and Ethnicity	3.0
SOCI 9	Sociology of Gender	3.0
SOCI 10	Introduction to Criminology	3.0
	Subtotal	**6.0**
List B*: Choose one course not previously used in Required Core or List A*		
	Subtotal	**3.0**
	Major Units Required	**18.0-19.0**
	CSU GE Breadth or IGETC General Education Coursework	**37.0-39.0**
	CSU Transferable Elective	**2.0-5.0**
	Total Units Required	**60.0**

Associate of Science Degree, Social Science

These courses emphasize the study of humankind and the individual as viewed within a historical, sociological, and psychological perspective. Students will evaluate and interpret the ways in which individuals through the ages and in different cultures respond to themselves and the world around them within past, present, and future contexts. This program requires 18 units in Social Science including a minimum of 3 units in at least three different departments from the list below

Program Learning Outcomes

Upon successful completion, the student will be able to:

- Evaluate and interpret the ways in which individuals through the ages and in different cultures respond to themselves and the world around them within past, present, and future contexts.
- Analyze/identify the relationship between themselves and the various social, political, and/or economic institutions.
- Read, interpret, comprehend, and apply the theories of social sciences.

Subject	Course Title	Units

Minimum of 6 courses		
ADJU 1	Introduction to the Administration of Justice	3.0
ADJU 2	Principles and Procedures of the Justice System	3.0
ADJU 3	Concepts of Criminal Law	3.0
ADJU 4	Legal Aspects of Evidence	3.0
ADJU 5	Community Relations of the Justice System	3.0
ADJU 7	Principles of Investigation	3.0
ADJU 8	Juvenile Crime and Delinquency (formerly also offered as SOCI 8)	3.0
ADJU 14	Introduction to Corrections	3.0
ADJU 15	Legal Aspects of Corrections	3.0
ADJU 16	Control and Supervision in Corrections	3.0
ADJU 17	Correctional Interviewing and Counseling	3.0
ADJU 18	Fundamentals of Probation and Parole	3.0
ANTH 1	Introduction to Cultural Anthropology	3.0
BADM 1	Business Law I	3.0
BADM 2	Business Law II	3.0
BADM 5	Introduction to Business	3.0
BADM 6	Business Communications	3.0
BADM 19	Marketing	3.0
CHLD 4	Child Growth and Development (formerly also offered as PSYC 4)	3.0
CHLD 6	Child, Family, Community (formerly also offered as SOCI 6)	3.0
CHLD 9	Introduction to Early Childhood Curriculum	3.0
CHLD 11A	Principles and Practices in Early Childhood Education	3.0
CHLD 12A	Creative Activities for Early Childhood Education	3.0
CHLD 14	Child Health, Safety, and Nutrition	3.0
CHLD 15	Infants and Toddlers: Care and Education	3.0
CHLD 15A	Infants and Toddlers: Curriculum	3.0
CHLD 17	Programs for School-Age Children: Curriculum and Teaching	3.0
CHLD 17A	Activities for School-Age Children	3.0
CHLD 19A	Administration I: Programs in Early Childhood Education	3.0
CHLD 19B	Administration II: Personnel and Leadership in Early Childhood Education	3.0
CHLD 19C	Adult Supervision and Mentoring in Early Childhood Education	3.0
CHLD 20	Observation and Assessment	3.0
CHLD 25	Teaching in a Diverse Society	3.0
CHLD 30	Child Language Development	3.0
CHLD 30A	Early Childhood Literacy	3.0
CHLD 35	Introduction to Children with Special Needs	3.0
CHLD 35A	Children with Challenging Behaviors	3.0
CHLD 49	Practicum - Field Experience	4.0
CHLD 61	Family Day Care Provider	3.0
ECON 1	Macroeconomics	3.0
ECON 2	Microeconomics	3.0
ETHN 1	Introduction to Ethnic Studies	3.0
GEOG 3	World Regional Geography	3.0
HIST 1A	Survey of Western Civilization: The Ancient Near East to 1648	3.0
HIST 1B	Survey of Western Civilization II: The Renaissance to the Present Day	3.0
HIST 2A	Survey of US History I: The Colonial Period through Reconstruction	3.0
HIST 2B	Survey of US History II: From the End of Reconstruction to the 21st Century	3.0
HIST 4	The US in the 20th Century	3.0
HIST 5	History of California	3.0
HIST 8A	Survey of World Civilizations I: From the Dawn of Humankind to the 1300s	3.0

HIST 8B	Survey of World Civilizations II: From the 1300s to the Present	3.0
POLI 1	American Political Institutions	3.0
POLI 2	Comparative Government	3.0
POLI 3	Introduction to International Relations	3.0
PSYC 1	Introduction to Psychology	3.0
PSYC 2	Developmental Psychology	3.0
PSYC 6	Adult Development and Aging	3.0
PSYC 11	Human Sexuality (formerly also offered as BIOL 11)	3.0
PSYC 12	Research in Social Sciences	3.0
PSYC 14	Introduction to Drug and Alcohol Studies (formerly also offered as SOCI 14)	3.0
PSYC 15	Introduction to Guidance and Counseling (formerly also offered as SOCI 15)	3.0
SDEV 1	College Success (formerly ORIE 1)	3.0
SDEV 5	Career and Life Planning (formerly PSYC 5)	3.0
SOCI 1	Introduction to Sociology	3.0
SOCI 2	American Social Problems	3.0
SOCI 3	Sociology of Modern Family Life (formerly also offered as PSYC 33)	3.0
SOCI 7	Introduction to Race and Ethnicity	3.0
SOCI 9	Sociology of Gender	3.0
SOCI 10	Introduction to Criminology	3.0
SOCI 12	Research in Social Sciences	3.0
SOCI 20	Introduction to Social Justice	3.0
SOCI 22	Introduction to LGBTQ Studies	3.0
	Major Units Required	**18.0-19.0**
	General Education Coursework	**20.0-39.0**
	Electives Required	**2.0-22.0**
	Total Units Required	**60.0**

STEM – Science, Technology, Engineering, Math

Associate of Science Degree for Transfer, Computer Science

Computer science is the study of the theory and methods of processing information in digital computers, the design of computer software and hardware, and the applications of computers. Students will learn about programming fundamentals, discrete structures, data structures and computer architecture along, with specific programming languages.

Program Level Outcomes

Upon successful completion, the student will be able to:

- Design and implement algorithms using pseudocode computer program to solve real world applications.
- Demonstrate knowledge of basic concepts in Data Structures; such as linked lists, stacks, queues, and hash tables.
- Understand the organizational structure of computer hardware and its relation to computer software.

Subject	Course Title	Units
Required Core Courses		
CSIS	Programming Concepts and Methodology I Using C++	3.0
CSIS 35	Data Structures	3.0
CSIS 10	Computer Architecture and Organization with Assembly Programming	3.0
CSIS 18	Discrete Structures	3.0
MATH 4A	Calculus I	4.0
MATH 4B	Calculus II	4.0
CHEM 2A	General Chemistry I	5.0
PHYS 2A	General College Physics I: Mechanics of Solids and Fluids	4.0
	Major Units Required	**29.0**
	CSU GE Breadth or IGETC General Education Coursework	**37.0-39.0**
	Total Units Required	**60.0**

Associate of Science Degree for Transfer, Environmental Science

The Associate in Science in Environmental Science for Transfer Degree, prepares students to think like scientists, using concept-based knowledge in multiple scientific fields. The professors of BCC are dedicated to teaching environmental science in an interdisciplinary manner that prepares future scientists to discover and convey new information. As a discipline, environmental science integrates fundamental science ideas and unifying concepts with the scientific method to expand our understanding of the natural world. We endeavor to provide an academic program that supports student preparation and integration of scientific ideas.

Program Level Outcomes

Upon successful completion, the student will be able to:

- Describe Earths' environmental systems including conditions, processes, and functions of the atmosphere, hydrosphere, lithosphere, and biosphere.
- Compare perspectives of the social sciences and humanities to critically understand human perceptions of the environment.
- Integrate scientific and humanistic approaches to address complex environmental issues.
- Apply diverse methods to collect, analyze, and communicate information about the environment.

Subject	Course Title	Units
Required Core Courses		
BIOL 1	Environmental Biology	3.0
BIOL 20A	Cell and Molecular Biology	4.0
CHEM 2A	General Chemistry I	5.0
CHEM 2B	General Chemistry II	5.0
ECON 2	Macroeconomics	3.0
GEOL 1L	Physical Geology	4.0
MATH 2	Introduction to Statistics	4.0
MATH 4A	Calculus I	4.0
PHYS 2A	General College Physics I: Mechanics of Solids and Fluids	4.0
PHYS 2B	General College Physics II: Electricity and Magnetism	4.0
	Major Units Required	**40.0**
	CSU GE Breadth or IGETC General Education Coursework	**37.0-39.0**
	Total Units Required	**60.0**

Associate of Science Degree for Transfer, Kinesiology

The Associate in Science in Kinesiology for Transfer (AA-T), also called the Kinesiology AA-T Degree, prepares students to transfer to CSU campuses that offer a bachelor's degree in Kinesiology. Ed Code Section 66746-66749 states students earning the Kinesiology AA-T degree will be granted priority for admission as a Kinesiology major to a local CSU, as determined by the CSU campus to which the student applies. Students with a degree in Kinesiology may pursue careers in a variety of health science professions including physical training, physical therapy, fitness instruction, coaching, and athletics. The completion of this curriculum will demonstrate commitment to the field and provide comprehensive preparation for upper-division work. The Kinesiology AA-T Degree requires a total of 22-25 units in required courses and restricted Electives Required from the categories below as indicated.

Program Level Outcomes

Upon successful completion, the student will be able to:

- Demonstrate an understanding of the scientific, functional, and mechanical processes of the human body.
- Demonstrate competencies as it relates to psychomotor, cognitive, and affective domains relating to kinesiology.
- Examine and evaluate physical activities and their relationships to wellness and fitness.

Subject	Course Title	Units
Required Core Courses		
KINL 1	Introduction to Kinesiology (formerly PELC 2)	3.0
BIOL 4	Human Anatomy	5.0
BIOL 5	Human Physiology	5.0
	Subtotal	**13.0**
Movement Based Courses: *Choose one course from three of the following Areas*		
Area 2: Combatives		
KINA 30A	Beginning Self-Defense and Karate	1.0
KINA 31A	Beginning Cardio Kickboxing	1.0
	Subtotal	**1.0**
Area 4: Fitness		
KINA 3A	Circuit Weight Training-Machines Only (formerly PEAC 3)	1.0
KINA 4A	Basic Weight Training and Conditioning (formerly PEAC 4)	1.0
KINA 5A	Cardiovascular Lab (formerly PEAC 29)	1.0
KINA 6A	Fitness Walking, Jogging and Running	1.0
	Subtotal	**1.0**
Area 5: Individual Sports		
KINA 21A	Beginning Tennis	1.0
KINA 22A	Beginning Badminton (formerly PEAC 33)	1.0
KINA 23A	Beginning Golf	1.0
		1.0
Area 6: Team Sports		
KINA 16A	Beginning Volleyball (formerly PEAC 11)	1.0
KINA 17A	Beginning Basketball	1.0
KINA 18A	Beginning Softball	1.0
	Subtotal	**1.0**
List A: *Choose any 2 courses from the following*		
CHEM 2A	General Chemistry I	5.0
KINL 23	First Aid and Safety	3.0
MATH 2	Introduction to Statistics	4.0
PHYS 2A	General Physics I: Mechanics of Solids and Fluids	4.0
	Subtotal	**7.0-9.0**
	Units Required in Major	**23.0-25.0**
	CSU GE Breadth or IGETC General Education Coursework	**37.0-39.0**
	Total Units Required	**60.0**

Associate of Science Degree, Natural Science and Math

This degree encompasses a broad exposure to the major science disciplines of biology, chemistry, the earth sciences, and mathematics. The multidisciplinary and broad education in the areas of science and math obtained within this degree is a plus for applicants to programs in conservation, teaching, nursing, dentistry, veterinary, allied health, and pharmacy.

Program Level Outcomes

Upon successful completion, the student will be able to:

- Demonstrate knowledge of natural phenomena and recognize the processes that explain them.
- Demonstrate knowledge of scientific methodologies with solving a problem.
- Apply formal systems of reasoning, critical thinking, and mathematical methods in solving or analyzing problems.

Subject	Course Title	Units
Math: *Choose one course from the following*		
MATH 1	Trigonometry	4.0
MATH 2	Introduction to Statistics	4.0
MATH 3	College Algebra	4.0
MATH 4A	Calculus I	4.0
MATH 4B	Calculus II	4.0
MATH 4C	Calculus III	4.0
MATH 55	Intermediate Algebra	4.0
MATH 6	Mathematical Concepts for Elementary Teachers	3.0
	Subtotal	**3.0-4.0**
Choose any one course from both Life Science and Physical and Earth Science. At least one course must be a (L) Lab course.		
Life Science: *Choose one course from the following*		
BIOL 1	Environmental Biology	3.0
BIOL 2(L)	Concepts in Biology	4.0
BIOL 4(L)	Human Anatomy	5.0
BIOL 5(L)	Human Physiology	5.0
BIOL 8(L)	Microbiology	5.0
BIOL 20A(L)	Cell and Molecular Biology	4.0
BIOL 20B(L)	Evolution and Organismal Biology	4.0
OCEA 1	Introduction to Marine Environment	3.0
	Subtotal	**3.0-5.0**
Physical and Earth Science: *Choose one course from the following*		
ASTR 1	Introduction to Astronomy	3.0
CHEM 1(L)	Introductory Chemistry	4.0
CHEM 2A	General Chemistry I	5.0
CHEM 2B	General Chemistry II	5.0
CHEM 10	Survey of Chemistry and Physics	4.0
GEOL 1L	Physical Geology	4.0
GEOL 4	The Age of the Dinosaurs	3.0
OCEA 1	Introduction to the Marine Environment	3.0
PHSC 2	Introduction to Earth Science	4.0
PHYS 2A	General Physics I: Mechanics of Solids and Fluids	4.0
PHYS 2B	General Physics II: Electricity and Magnetism	4.0
	Subtotal	**3.0-5.0**
Choose any 3 additional courses from Math, Life Science or Physical and Earth Science for a total of 18 units		
	Subtotal	**6.0-11.0**
	Major Units Required	**20.0-23.0**
	General Education Coursework	**20.0-39.0**
	Electives Required	**0.0-20.0**
	Total Units Required	**60.0**

COURSE INFORMATION

Courses are designated by subject matter area, number, course title, and units of credit. Course subjects are listed in alphabetical order. Students planning to transfer units to a four-year institution should consult the articulation agreement with the four-year college or consult the institution's catalog to determine specific requirements. Barstow Community College does not offer all the courses listed each semester or year. Some are scheduled only when there is sufficient demand and qualified instructor is available. Others may be offered in a planned sequence of alternate semesters or years. For current offerings, consult the Class Schedule found at www.barstow.edu/Schedule.html.

Lecture Classes
For a lecture class, one unit is one hour of lecture class time and two hours per week of homework. For the typical three-unit class, a student spends three hours per week in class and should do six hours per week of homework.

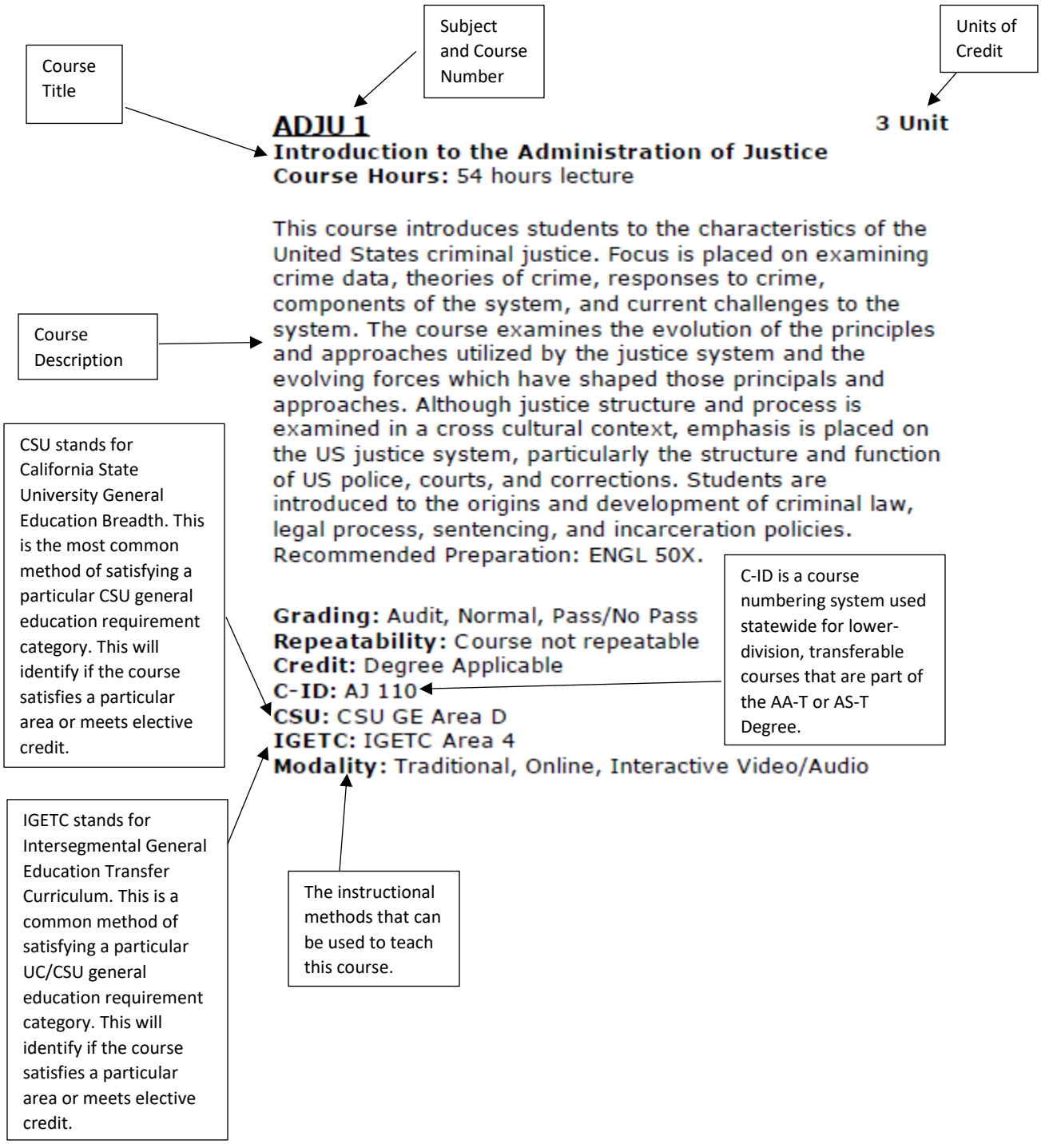
Laboratory Classes
For a laboratory class, the hours per week are all in class with no outside assignments. Thus, one unit is three hours per week of laboratory time.

Course Outline of Record and Course Syllabus
Course outlines and course syllabi are made available to students to provide them with information about courses. The course outline of record is mandated by state laws and is generic in nature. The syllabus is distributed to students during the first week of class by the instructor and gives specific details about the course.

Numbering of Courses
1-49 are courses designated baccalaureate level courses. These courses are designed to transfer to other colleges or universities and meet Barstow Community College graduation requirements and are therefore degree applicable.
50-99 are courses that meet degree and certificate program requirements. These courses may transfer after evaluation by the transfer institution.
100-149 may meet associate degree requirements. These courses are generally non-transferrable courses emphasizing remediation and/or specific community needs.
150-199 are non-transferable, developmental courses.

COURSE DESCRIPTIONS

How to Read the Course Description



Accounting

ACCT 1
3 Unit

Financial Accounting
Course Hours: 54 hours lecture

This course is the study of accounting as an information system, examining why it is important and how it is used by investors, creditors, and others to make decisions. The course covers the accounting information system, including recording and reporting of business transactions with a focus on the accounting cycle, the application of generally accepted accounting principles, the financial statements, and statement analysis. This course includes issues relating to asset, liability, and equity valuation, revenue and expense recognition, cash flow, internal controls, and ethics. Recommended Preparation: ENGL 1A and MATH 3.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

ACCT 4
3 Unit

Managerial Accounting
Course Hours: 54 hours lecture

This course defines the uses of accounting data in management planning control, and decision-making with emphasis on the differences between financial accounting and managerial accounting. It identifies the nature, usage, and limitations of managerial accounting reports as management information and decision tools by emphasizing the non-structured, critical thinking aspects. Prerequisite: ACCT 1.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

ACCT 5
3 Unit

Personal Financial Planning
Course Hours: 54 hours lecture

This course covers management of personal and family economic affairs. It specifically covers the areas of budgeting, money management, and commercial record keeping. Principles of good buying, analysis of advertising, insurance, and investment planning, taxation and consumer protection are also examined. The American Economic System and citizenship responsibilities in this system are reviewed. For successful completion of this course, students will submit a detailed financial plan encompassing budget principles and savings techniques discussed in class.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

ACCT 68
3 Unit

Federal Tax I
Course Hours: 54 hours lecture

This course is designed to serve as an introduction to Federal Taxes as they relate to individuals. Aspects of figuring individual income tax and methods to maximize deductions and credits are studied. This course covers filing status, gross income, capital gains, Personal deductions, bad debts and tax credits.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

Administration of Justice

ADJU 1 — 3 Unit

Introduction to the Administration of Justice
Course Hours: 54 hours lecture

This course introduces students to the characteristics of the United States criminal justice system. Focus is placed on examining crime data, theories of crime, responses to crime, components of the system, and current challenges to the system. The course examines the evolution of the principles and approaches utilized by the justice system and the evolving forces which have shaped those principals and approaches. Although justice structure and process is examined in a cross cultural context, emphasis is placed on the US justice system, particularly the structure and function of US police, courts, and corrections. Students are introduced to the origins and development of criminal law, legal process, sentencing, and incarceration policies. Recommended Preparation: ENGL 50X.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: AJ 110
CSU: CSU GE Area D
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

ADJU 14 — 3 Unit

Introduction to Corrections
Course Hours: 54 hours lecture

This course provides students with an overview of the history and trends of adult and juvenile corrections. It will focus on probation, parole, legal issues, laws, and general operations in correctional institutions. The relationship between corrections and other components of the criminal justice system will also be examined. Students will also explore employment opportunities and entry requirements in the criminal justice field. Recommended preparation: ENGL 50X

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: AJ 200
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

ADJU 15 — 3 Unit

Legal Aspects of Corrections
Course Hours: 54 hours lecture

This course provides students with the historical framework, concepts and precedents that guide correctional practice. Corrections environment, civil rights of prisoners and responsibilities of corrections staff will be covered. Recommended Preparation: ENGL 50X.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

ADJU 16 — 3 Unit

Control and Supervision in Corrections
Course Hours: 54 hours lecture

This course explores the methods, practices, and theory related to the custodial supervision of incarcerated persons in Federal, State, and local correctional facilities. Issues of custodial control from day-to-day institutional living through crisis situations will be discussed. Interaction between the offender and the correctional employee will be examined. Recommended Preparation: ENGL 50X.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

ADJU 17 — 3 Unit

Correctional Interviewing and Counseling
Course Hours: 54 hours lecture

Techniques in counseling and interviewing available to practitioners in corrections will be covered. Students will also explore techniques and theories in confidence building used by correctional employees in interviews and counseling. This course is for students planning to enter or who are already employed in the correctional science field. Recommended Preparation: ENGL 50X.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

ADJU 18 — 3 Unit

Fundamentals of Probation and Parole (formerly also offered as SOCI 18)
Course Hours: 54 hours lecture
This course is an overview of the history and philosophical foundations of probation and parole. Organization and operations of probation will be explored. Issues and problems relating to the pre-sentence report, determinate versus indeterminate sentencing, role of the probation and parole officer, legal decisions affecting probation and parole practice will be examined. Recommended Preparation: ENGL 50X.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

ADJU 2 — 3 Unit

Principles and Procedures of the Justice System
Course Hours: 54 hours lecture

This course provides an in-depth study of due process in criminal proceedings from pre-arrest through final disposition utilizing statutory law and state and constitutional law precedents. This course also covers the roles and responsibilities of law enforcement, the courts, and corrections in the criminal justice system. Recommended Preparation: ENGL 50X.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: AJ 122
CSU: CSU GE Area D
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

ADJU 3 — 3 Unit

Concepts of Criminal Law
Course Hours: 54 hours lecture

This course offers an analysis of the doctrines of criminal liability in the United States and the classification of crimes against persons, property, morals, and public welfare. Special emphasis is placed on the classification of crime, the general elements of crime, the definitions of common and statutory law, and the nature of acceptable evidence. This course utilizes case law and case studies to introduce students to criminal law. The completion of this course offers a foundation upon which upper-division criminal justice course will build. The course will also include some limited discussion of prosecution and defense decision making, criminal culpability, and defenses to crimes. Recommended Preparation: ENGL 50X.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: AJ 120
CSU: CSU GE Area D
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

ADJU 4 — 3 Unit

Legal Aspects of Evidence
Course Hours: 54 hours lecture

This course examines categories of evidence as well as the rules governing the admission and exclusion of evidence in the criminal process. Topics that will be addressed include rules of admissibility, types of evidence, witnesses, privileged communications, hearsay, the collection and preservation of evidence, and the exclusion of evidence on constitutional grounds. Recommended Preparation: ENGL 50X.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: AJ 124
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

ADJU 5 — 3 Unit

Community Relations of the Justice System
Course Hours: 54 hours lecture

This course examines the complex, dynamic relationship between communities and the justice system in addressing crime and conflict with an emphasis on the challenges and prospects of administering justice within a diverse multicultural population. Topics may include the shared and conflicting values in culture, religion, and law. Crime prevention, conflict resolution, and ethics may also be discussed. Recommended Preparation: ENGL 50X.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: AJ 160
CSU: CSU GE Area D
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

ADJU 6 — 3 Unit

Concepts of Enforcement Services
Course Hours: 54 hours lecture

This course is designed to provide an overview of police field operations. Topics that will be covered include techniques of patrol enforcement such as basic patrol and traffic duties; handling requests for services; conducting field interviews, searches, and arrests; interceding in civil and domestic disturbances; and responding to disaster situations. Ethical issues as they relate to the performance of field police work will also be discussed. Recommended Preparation: ENGL 50X.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

ADJU 7
3 Unit

Principles of Investigation
Course Hours: 54 hours lecture

This course addresses the techniques, procedures, and ethical issues in the investigation of crime. Topics that will be covered include organization of the investigative process, crime scene searches, interviewing and interrogating, surveillance, sources of information, utility of evidence, scientific analysis of evidence, and the role of the investigator in the trial process. Recommended Preparation: ENGL 50X.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: AJ 140
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

ADJU 8
3 Unit

Juvenile Crime and Delinquency (formerly also offered as SOCI 8)
Course Hours: 54 hours lecture
This course examines the origin, development, and organization of the juvenile justice system as it evolved in the American justice system. The course explores theories of juvenile law and delinquency, courts and processes, and the constitutional protections extended to juveniles. An emphasis will be placed on the prevention and repression of delinquency, diagnosis and referral of juvenile offenders, and organization of community resources. Recommended preparation: ENGL 50X

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: AJ 220
CSU: CSU GE Area D
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

Allied Health

AHLT 51
0.5 Unit

First Aid and Personal Safety
Course Hours: 9 hours lecture

This course teaches techniques of emergency treatment to be used by laypersons when professional medical assistance is not immediately available. The course will be taught using current standards for first aid, external defibrillation, and resuscitation. Students will earn or recertify American Cross Adult CPR and Standard First Aid Course Completion cards. The course may be repeated as needed for recertification.

Fees: Instructional Materials $28.00
Grading: Audit, Pass/No Pass
Repeatability: Unlimited
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online

AHLT 55A
9 Unit

Emergency Medical Technician - Basic
Course Hours: 153 hours lecture; 27 hours laboratory

The field of pre-hospital care is an extension of the medical profession. The Emergency Medical Technician is the entry level for emergency response personnel. Successful completion of this course also includes field work experiencing actual emergency situations and will qualify the student for National Registry of EMT's Testing/Certification which is required by the State of California and the Inland Counties Emergency Medical Agency (ICEMA) to obtain employment as an Emergency Medical Technician-Basic.Prerequisite: Healthcare Provider or Equivalent CPR Card

Grading: Audit, Normal, Pass/No Pass
Repeatability: Unlimited
Credit: Degree Applicable
C-ID: None
CSU: Non-transferable
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Hybrid Interactive Video/Audio

AHLT 62A — 2 Unit

Emergency Medical Technician Basic Refresher - EMSA Certificaion
Course Hours: 24 hours lecture; 8 hours laboratory
Prerequisite: Current EMT Certification and CPR card level C. Required for renewal of Emergency Medical Technician I certificate. Approved by the Department of Public Health, Bureau of Medical Services, and Inland Counties Emergency Medical Authority. 32 hours total. May be repeated as needed (once every 2 years) for recertification through EMS Agency.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Unlimited
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

AHLT 63 — 0.5 Unit

Basic CPR
Course Hours: 9 hours lecture

This course teaches a combination of prudent heart living and emergency first aid procedures. Students will learn how to recognize respiratory and cardiac arrest and start the proper application of cardiopulmonary resuscitation until life support is available. Course will be taught using current resuscitation standards. Upon successful completion of the course the student will receive a Health Care Provider CPR Card from the American Red Cross, which is valid for a one year period.

Fees: Instructional Materials $19.00
Grading: Audit, Normal, Pass/No Pass
Repeatability: Unlimited
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online

Anthropology

ANTH 1 — 3 Unit

Introduction to Cultural Anthropology
Course Hours: 54 hours lecture

This course explores how anthropologists study and compare human culture. Cultural anthropologists seek to understand the broad arc of human experience focusing on a set of central issues: how people around the world make their living (subsistence patterns); how they organize themselves socially, politically and economically; how they communicate; how they relate to each other through family and kinship ties; what they believe about the world (belief systems); how they express themselves creatively (expressive culture); how they make distinctions among themselves such as through applying gender, racial and ethnic identity labels; how they have shaped and been shaped by social inequalities such as colonialism; and how they navigate culture change and processes of globalization that affect us all. Ethnographic case studies highlight these similarities and differences, and introduce students to how anthropologists do their work, employ professional anthropological research ethics and apply their perspectives and skills to understand humans around the globe. Recommended Preparation: Eligibility for ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: ANTH 120
CSU: CSU GE Area D
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

Arts

ARTS 1 — 3 Unit

Art History and Appreciation: Prehistory through the Middle Ages
Course Hours: 54 hours lecture
This course provides an overview of western art and architecture from prehistory through the medieval period. The course content includes primitive features of art and the aesthetic experience; understanding of the resources for and the value of the arts and the significance of taste and style; the history of painting, sculpture and architecture from the earliest times to Gothic Art. A field trip may be required. Recommended Preparation: HIST 8A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area C1
IGETC: IGETC Area 3A
Modality: Traditional, Online, Interactive Video/Audio

ARTS 10A — 3 Unit

Beginning Painting (formerly ARTS 10)
Course Hours: 36 hours lecture; 54 hours laboratory

Introduction to principles, elements, and practices of painting. Focus on exploration of painting materials, perceptual skills and color theory, paint mixing and technique, as well as creative responses to materials and subject matter.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: ARTS 210
CSU: CSU GE Area C1
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online

ARTS 10B — 3 Unit

Intermediate Painting
Course Hours: 36 hours lecture; 54 hours laboratory

The continued study of materials and techniques in painting with oils and pastels. Course includes canvas preparation and plein-aire painting. Prerequisite: ARTS 10A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

ARTS 13A — 3 Unit

Asian Art History: Early Cultures
Course Hours: 54 hours lecture

This course offers an overview of art and architecture as an integral part of Asian culture: India and Southeast Asia, China, Korea, and Japan from prehistory to modern times. The course focuses on the identification and analysis of artistic styles and the connection of art to the lives and beliefs of contemporary people. A field trip may be required. Recommended Preparation: HIST8A and HIST8B.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area C1
IGETC: IGETC Area 3A, IGETC Area 3B
Modality: Traditional, Online, Interactive Video/Audio

ARTS 16 — 3 Unit

Freehand Sketching
Course Hours: 36 hours lecture; 54 hours laboratory

An introduction to the sketching process, emphasizing skill development in various media. Course includes analyzing visual fields and developing hand-to-eye coordination.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area C1
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

ARTS 17 — 3 Unit

Watercolor Painting
Course Hours: 36 hours lecture; 54 hours laboratory

This course explores methods of painting with transparent and opaque water-based media, including but not limited to watercolor, gouache, water-based inks. Focus is on the personal development of technique and expression.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area C1
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

ARTS 18A — 3 Unit

Beginning Ceramics
Course Hours: 36 hours lecture; 54 hours laboratory

Introduction to ceramics materials, concepts, and processes including basic design principles, creative development, hand-building, throwing, glaze techniques, firing and ceramic terminology. The course covers aesthetics and creative development of clay objects examining historical, contemporary, and personal modes of expression across cultures.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online

ARTS 18B — 3 Unit

Intermediate Ceramics
Course Hours: 36 hours lecture; 54 hours laboratory

An intermediate level studio course in ceramics providing continuing education and design projects in hand building and wheel throwing with the addition of alternative firing techniques. Course includes glaze and firing techniques for pit firing, sagger firing, raku firing and barrel firing. The techniques learned are similar to ceramic processes used by indigenous peoples and the early creators of ceramic technique. Prerequisite: ARTS 18A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

ARTS 18C — 3 Unit

Advanced Ceramics
Course Hours: 36 hours lecture; 54 hours laboratory

An advanced level studio course in ceramics providing continuing education and design projects with an emphasis on wheel throwing and the combination of wheel thrown and hand-built techniques. Students will play a large role in designing their own projects. Prerequisite: ARTS 18A and 18B.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

ARTS 19 — 3 Unit

Beginning Sculpture
Course Hours: 36 hours lecture; 54 hours laboratory

Introduction to three-dimensional sculptural principles, techniques, and concepts utilizing a wide range of materials and practices. Various sculpture methods are practiced with attention to creative self-expression and historical context.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online

ARTS 2 — 3 Unit

Art History and Appreciation: Early Renaissance to Post Modern
Course Hours: 54 hours lecture
This course provides an overview of art and architecture from the Renaissance to the Contemporary period. Recommended Preparation: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area C1
IGETC: IGETC Area 3A
Modality: Traditional, Online, Interactive Video/Audio

ARTS 3 — 3 Unit

Two-Dimensional Design
Course Hours: 36 hours lecture; 54 hours laboratory

Introduction to the concepts, applications, and historical references related to two-dimensional art and composition, including the study of the basic principles and elements of line, shape, texture, value, color and spatial illusion. Development of a visual vocabulary for creative expression through lecture presentations, studio projects, problem solving, and written assignments.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: ARTS 100
CSU: CSU GE Area C1
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online

ARTS 5 — 3 Unit

Three-Dimensional Design
Course Hours: 36 hours lecture; 54 hours laboratory

This course is an Introduction to the concepts, applications, and historical references related to three-dimensional design and spatial composition, including the study of the elements and organizing principles of design as they apply to three-dimensional space and form. It includes the development of a visual vocabulary for creative expression through lecture presentations and use of appropriate materials for representational and non-representational three-dimensional studio projects. It is a foundation course for students of the Visual Arts.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: ARTS 101
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

ARTS 7 **3 Unit**
Drawing and Composition
Course Hours: 36 hours lecture; 54 hours laboratory

Introduction to principles, elements, and practices of drawing, employing a wide range of subject matter and drawing media. Focus on perceptually based drawing, observational skills, technical abilities, and creative responses to materials and subject matter.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: ARTS 110
CSU: CSU GE Area C1
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

Astronomy

ASTR 1 **3 Unit**
Introduction to Astronomy
Course Hours: 54 hours lecture

This class covers principles of astronomy, including motions of the earth, time measurement, the solar system, stellar and galactic phenomena and cosmology. Star and constellation identification are also covered as well as viewing of telescopic objects. A field trip may be required.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area B1
IGETC: IGETC Area 5A-Phys Sci
Modality: Traditional, Online, Interactive Video/Audio

ASTR 1L **1 Unit**
Observational Astronomy
Course Hours: 54 hours laboratory

This is a laboratory course which examines the major principles of astronomy, and utilizes observations through the telescope to explore the planets and moons of the solar system, stars, nebulas and galaxies. Passing both ASTR 1 and ASTR 1L satisfies a physical science lab requirement. Corequisite: ASTR 1.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area B3
IGETC: IGETC Area 5C-Science Lab
Modality: Traditional, Online

Athletics

ATHL 1 **3 Unit**
Intercollegiate Basketball (Men) "In-season"
Course Hours: 162 hours laboratory

This course provides an opportunity for interconference, invitational, sectional and state competition. Students will learn advanced techniques and strategies of the individual sport and the development of mental, muscular and cardiovascular endurance. Field trips will be required to participate in games.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Repeatable four semesters
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

ATHL 10 **3 Unit**
Intercollegiate Softball "In-season"
Course Hours: 162 hours laboratory

This course is designed for female student athletes. The focus will be on the advancement of techniques and strategies of Intercollegiate Softball and the development of mental, muscular and cardiovascular endurance. In addition, this course provides the opportunity for inter-conference, invitational, sectional or state competition. Field trips are required.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Repeatable four semesters
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

ATHL 14 **2 Unit**
Intercollegiate Volleyball (Women) "Out-of-Season"
Course Hours: 108 hours laboratory

This course is designed for student athletes in the off-season. The fundamentals of game including passing, hitting and setting as well as strategies of play patterns, defenses, team play and rules interpretation are covered. In addition, off-season conditioning and physical preparation are stressed. Field trips may be required.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Repeatable four semesters
Credit: Degree Applicable
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional

ATHL 2 — 3 Unit

Intercollegiate Basketball (Women) "In-season"
Course Hours: 162 hours laboratory

This course provides an opportunity for interconference, invitational, sectional and state competition. Students will learn advanced techniques and strategies of the individual sport and the development of mental, muscular and cardiovascular endurance. Field trips to participate in games will be required.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Repeatable four semesters
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

ATHL 20 — 2 Unit

Intercollegiate Basketball (Men) "Out-of-season"
Course Hours: 108 hours laboratory

This course is designed for student athletes in the off-season. The fundamentals of game including shooting, passing, dribbling, pivoting, rebounding and tipping as well as strategies of play patterns, defenses, team play and rules interpretation are covered. In addition, off-season conditioning and physical preparation are stressed. Field trips may be required.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Repeatable four semesters
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

ATHL 21 — 0.5-1 Unit

Individual Basic Skills of Basketball (Women)
Course Hours: 27-54 hours laboratory

This course is designed for student athletes in the off-season. The fundamentals of game including shooting, passing, dribbling, pivoting, rebounding and tipping. In addition, off-season conditioning and physical preparation are stressed. Field trips may be required.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Repeatable four semesters
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

ATHL 22 — 2 Unit

Intercollegiate Basketball (Women) "Out-of-season"
Course Hours: 108 hours laboratory

This course is designed for student athletes in the off-season to focus on rules of basketball, with respect to team skills. The fundamentals of game strategies and team work including team skills, motion offense, fast break, transition defense, full-court press, press-breakers, scrimmage situations, out-of-bounds sets, zone defenses, and player-to-player defense. In addition, off-season conditioning and physical preparation are stressed.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Repeatable four semesters
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

ATHL 23 — 2 Unit

Intercollegiate Baseball "Out-of-season"
Course Hours: 108 hours laboratory

This course is designed for student athletes in the off-season. The fundamentals of game including throwing, catching, base running, and hitting are covered. In addition, off-season conditioning and physical preparation are stressed. Field trips may be required.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Repeatable four semesters
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

ATHL 25 — 2 Unit

Intercollegiate Softball "Out-of-season"
Course Hours: 108 hours laboratory

This course is designed for female student athletes. In addition to skill and technique acquisition, students will acquire knowledge of the rules and strategies of the game necessary for intercollegiate competition. Field trips may be required.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Repeatable four semesters
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

ATHL 3 — 3 Unit

Intercollegiate Baseball (Men) "In-season"
Course Hours: 162 hours laboratory

This course is designed for student athletes. This course provides an opportunity for intercollegiate competition. The use of advanced techniques and strategies of baseball along with the development of mental, muscular, and cardiovascular conditioning. Course may be taken three times for credit. Field trips are required to participate in games.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Repeatable four semesters
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

ATHL 31 — 1 Unit

Sports Conditioning for Intercollegiate Athletes
Course Hours: 54 hours laboratory

This course is designed for male and female athletes. The focus will be on specific physical fitness related to intercollegiate athletic participation in an advanced exercise program contributing to the improvement of athletic performance using individual and group activities that contribute to specific improvement in the sport.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Repeatable four semesters
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

ATHL 4 — 3 Unit

Intercollegiate Volleyball (Women's) "In-Season"
Course Hours: 162 hours laboratory

This course provides an opportunity for inter-conference, invitational, sectional and state competition. Students will learn advanced techniques and strategies of the individual sport and the development of mental, muscular and cardiovascular endurance. Field trips will be required to participate in games.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Repeatable four semesters
Credit: Degree Applicable
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional

ATHL 9 — 3 Unit

Women's Soccer
Course Hours: 162 hours laboratory

This intercollegiate athletic course provides an opportunity for inter-conference, invitational, sectional and/or state competition. Advanced techniques and strategies of the individual sport and the development of mental muscular and cardiovascular wellness will be stressed. Field trips will be required.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Repeatable four semesters
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

Automotive Technology

AUTO 51A — 4 Unit

Introduction to Automotive Technology
Course Hours: 54 hours lecture; 54 hours laboratory

This course was designed for a student's first exposure to all areas of automotive technology based upon the National Technicians Education Foundation (NATEF) general service standards. All major components and systems pertaining to automotive repair and service will be lightly covered to prepare each student.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: AUTO 110 X
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

AUTO 52 — 4 Unit

Automotive Electrical Systems
Course Hours: 54 hours lecture; 54 hours laboratory

This course covers the theory of electricity, use of meters and test equipment, use of wiring diagrams, diagnosis and repair or replacement of major electrical components of automotive and light trucks. Major areas of study include batteries, starting, charging and ignition systems as well as electrical accessories. This course will assist the student in preparing for the ASE A6 exam.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

AUTO 52A — 4 Unit

Introduction to Hybrid and Alternative Fuel Vehicles
Course Hours: 54 hours lecture; 54 hours laboratory

This course covers Hybrid Vehicles and Alternative Fuels used in modern vehicles for transportation. Topics covered will include safety when working with high voltage, hybrid and electric vehicle drive systems and battery technology. Hybrid and electric vehicle service and maintenance procedures will be covered.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

AUTO 53 — 4 Unit

Automatic Transmissions and Transaxles
Course Hours: 54 hours lecture; 54 hours laboratory

This course covers diagnosis, repair and maintenance of automatic transmissions and transaxles. Systems covered in this course include, clutches, bands, servos, valve bodies, hydraulic pumps, torque converters and electronic controls. Automatic transmissions and related parts will be disassembled, inspected and a determination made of serviceability of existing parts.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: AUTO 120 X
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

AUTO 54 — 4 Unit

Automotive Brakes
Course Hours: 54 hours lecture; 54 hours laboratory

This course covers diagnosis, repair and maintenance of the brake systems. Systems covered in this course include, basic hydraulics, drum brakes, disc brakes, turning drums and rotors. Brake system parts will be disassembled inspected and a determination made of the serviceability of existing parts. The need for replacement parts will be established as the components are disassembled inspected and reassembled.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

AUTO 55 — 4 Unit

Suspension and Steering
Course Hours: 54 hours lecture; 54 hours laboratory

This course covers diagnosis, repair and maintenance of steering and suspension systems, including power assist units, front and rear suspension systems, shocks and struts, steering linkages and power steering systems. All aspects of alignments will be covered including two and four wheel. Maintenance of all parts of the steering and suspension systems will be covered.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: AUTO 140 X
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

AUTO 56 — 4 Unit

Engine Performance
Course Hours: 54 hours lecture; 54 hours laboratory

This course covers techniques used by the automotive industry to diagnose and repair ignition systems, fuel systems, and emission control systems. Instruction will cover the diagnosis and repair of conventional and electronic ignition systems, fuel injection, emission control devices and introduction to automotive computers.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

AUTO 57 — 4 Unit

Heating and Air Conditioning
Course Hours: 54 hours lecture; 54 hours laboratory

This course covers diagnosis and repair of the components of the automotive air-conditioning and heating systems: evaporators, compressors, control valves, condensers, blowers, heater cores, lines and hoses, mechanical and electronic temperature controls. Air-conditioning and heating related parts will be disassembled, inspected and determination made of serviceability of existing parts. The need for replacement parts will be established as the components are reassembled. Recovery and charging of different systems will be covered from both R-12 and R134A systems.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: AUTO 170 X
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

Biology

BIOL 1 — 3 Unit

Environmental Biology
Course Hours: 54 hours lecture

This course is an introduction to environmental issues, focusing on physical, chemical, and biological processes within the Earth system, the interaction between humans and these processes, and the role of science in finding sustainable solutions. Interpretation of data in drawing a conclusion is stressed, along with the ability to criticize methods of data collection and experimentation. Topics include human populations, energy flow through systems, bioenergetics, ecological principles, biodiversity, climate change, sustainability, renewable and non-renewable energy, water resources, air and water pollution, and solid waste management.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area B2
IGETC: IGETC Area 5B-Life/Biol Sci
Modality: Traditional, Online, Interactive Video/Audio

BIOL 2 — 4 Unit

Concepts in Biology
Course Hours: 54 hours lecture; 54 hours laboratory

This course offers an integrated approach to the inter-relationships of the life sciences. Basic processes common to all life forms are explored, including concepts of chemistry, cell biology, genetics, ecology, populations, evolution, physiology and classification.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area B2, CSU GE Area B3
IGETC: IGETC Area 5B-Life/Biol Sci, IGETC Area 5C-Science Lab
Modality: Traditional, Online, Interactive Video/Audio

BIOL 20A — 4 Unit

Cell and Molecular Biology
Course Hours: 54 hours lecture; 54 hours laboratory

This is the first semester of a one-year survey of biology. It includes a survey of the general principles of cell, molecular and evolutionary biology. Emphasis is on the following topics: chemistry of life, cellular organization, biological membranes, energetics, genetics, evolution and diversity of prokaryotes, Protista, and fungi. Laboratory exercises emphasize the application of these topics, especially to biotechnology. This course along with BIOL 20B is the recommended sequence for STEM majors. It is recommended that students contact the anticipated transfer institution to ascertain specific transfer requirements. Prerequisite: MATH 3 and CHEM 2A. Recommended Preparation: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: BIOL 135 S, BIOL 190
CSU: CSU GE Area B2
IGETC: IGETC Area 5B-Life/Biol Sci
Modality: Traditional, Online, Interactive Video/Audio

BIOL 20B — 4 Unit

Evolution and Organismal Biology
Course Hours: 54 hours lecture; 54 hours laboratory

This is the second semester of a one-year survey of biology. It includes a survey of the study and forms of life utilizing evolution as a unifying theme and presenting organismal diversity within a phylogenetic framework. The relationships of environment and fundamental ecological principles, trophic roles and lifestyles to form and function will be explored through examination of comparative structure and the physiology, nutrition, circulation, gas exchange reproduction and development of organism found in the three domains of life. The laboratory component emphasizes the ecological and evolutionary processes using the methods of scientific inquiry. Diversity of an overview of structures and life processes in plants and animals, animal and plant taxonomies, ecology, and behavior. This course along with BIOL 20A is the recommended biology sequence for STEM majors. It is suggested that students contact the transfer institution and ascertain specific transfer requirements for their major. Prerequisite: BIOL 20A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: BIOL 135 S, BIOL 140
CSU: CSU GE Area B2
IGETC: IGETC Area 5B-Life/Biol Sci
Modality: Traditional, Online, Interactive Video/Audio

BIOL 4 — 5 Unit

Human Anatomy
Course Hours: 54 hours lecture; 108 hours laboratory

This course is an introduction to the structure and function of the human body. Included are lectures and demonstrations using models, isolated specimens and multimedia images of human anatomy. Laboratory study includes demonstrations and dissections of a cat and other animal material. Completion of this class requires full participation and use of all lab materials. This course provides the basic knowledge and lab skills to meet the needs of pre-nursing, physical education, physical therapy, and allied health majors.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: BIOL 110 B
CSU: CSU GE Area B2, CSU GE Area B3
IGETC: IGETC Area 5B-Life/Biol Sci, IGETC Area 5C-Science Lab
Modality: Traditional, Online, Interactive Video/Audio

BIOL 5 **5 Unit**
Human Physiology
Course Hours: 72 hours lecture; 54 hours laboratory

This course is the study of the functioning of the human body at the molecular, cellular, organ and organ system level. Laboratory experiments reinforce the concepts and allow students to gain experience with standard physiology equipment. This course is designed for pre-nursing, physical therapy, occupational therapy, physical education and other allied health majors. Recommended Preparation: 1) Eligible for college-level English. 2) Eligible for college-level math. 3) BIOL 2, BIOL 4 and CHEM 1 (or equivalent).

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: BIOL 120 B
CSU: CSU GE Area B2, CSU GE Area B3
IGETC: IGETC Area 5B-Life/Biol Sci, IGETC Area 5C-Science Lab
Modality: Traditional, Online, Interactive Video/Audio

BIOL 8 **5 Unit**
Microbiology
Course Hours: 54 hours lecture; 108 hours laboratory

This course is an introduction to the anatomy of bacteria, fungi, protozoa, viruses and prions. It covers microbial metabolism, pathogenesis of bacteria & viruses, control of micro-organisms, microbial nutrition and growth, the most common genera of micro-organisms and their connection to disease processes, and the replication of viruses and prions. Aspects of the course that are particularly helpful to health fields include a study of epidemiology and human-microbe interactions, host defenses and the immune system, and the most common infectious diseases of the body systems. Recommended Preparation: 1. Eligible for college-level English (C-ID ENGL 100). 2. Eligible for college-level math (C-ID MATH 110, 120, 130, 140, 150, 151 OR any other course with Intermediate Algebra as a prerequisite) 3. BIOL 2 or equivalent and CHEM 1 or equivalent.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area B2, CSU GE Area B3
IGETC: IGETC Area 5B-Life/Biol Sci, IGETC Area 5C-Science Lab
Modality: Traditional, Online, Interactive Video/Audio

Building Construction Trade Technology

BCTT 54 **1 Unit**
Safety Orientation
Course Hours: 18 hours lecture

This course is designed to give students a general overview of the most common job-site hazards and their related safety guidelines. This class meets the requirements for the OSHA 10-hour course.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

Business Administration

BADM 1 **3 Unit**
Business Law I
Course Hours: 54 hours lecture

This course focuses on the relationship between the law and business as it pertains to the legal and social environment of business. Concepts covered include the regulatory environment in which business operates and the basic principles of law as applied to ordinary business transactions. Further, this course emphasizes business' responsibility for consumer protection, crimes, torts, computers and the internet, intellectual property, and the Uniform Commercial Code and California Law. The essential elements of contracts are presented and used to analyze and criticize related case studies. Recommended Preparation: ENGL1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: BUS 125
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

BADM 19
3 Unit

Marketing
Course Hours: 54 hours lecture

This course is a survey of major marketing methods, institutions, and practices. Topics covered include the distribution of goods and services from producer to consumer; trade channels, agencies of distribution, trends in marketing practices. In addition, the role of the consumer in marketing process is emphasized via the study of market research, product planning, pricing, marketing costs, and marketing legislation.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

BADM 2
3 Unit

Business Law II
Course Hours: 54 hours lecture

This course will aid in the identification of the law as it is applied to business transactions, personal property and bailments, sales, commercial paper, secured transactions, creditors' rights, insurance agency, and employment. The students will be studying the Uniform Commercial Code and California Law through representative cases.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area D
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

BADM 5
3 Unit

Introduction to Business
Course Hours: 54 hours lecture

This course is a survey of functions, objectives, organization, and structure of business within the American free enterprise system from a local and global perspective. It is designed to illustrate how business influences impact the primary areas of business such as organizational structure, leadership, human resource management and therefore affect a business' ability to reach its organizational goals and objectives. Recommended Preparation: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: BUS 110
CSU: CSU GE Area D
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

BADM 51
3 Unit

Business Math
Course Hours: 54 hours lecture

This course is an introduction to basic arithmetic as it applies to business transactions and activities. The aim of this class is to improve upon computational skills (addition, subtraction, multiplication, division) working number and word problems using whole numbers, fractions, decimals, percentages, interest, and equations, to solve problems.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

BADM 6
3 Unit

Business Communications
Course Hours: 54 hours lecture

This course is a survey of the principles and techniques of business communications as a tool for business decision making. Focus is on effective oral and written business communications. Included are methods of investigating, organizing, and presenting business data and ideas developed through practical involvement. Ethical and legal implications as well as other critical thinking techniques are emphasized. Prerequisite: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: BUS 115
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

Chemistry

CHEM 1
4 Unit

Introductory Chemistry
Course Hours: 54 hours lecture; 54 hours laboratory

A survey of the principles of chemistry, including general, organic and biochemistry, primarily for pre-nursing, liberal arts, and home economics students. Topics covered: Atomic structure, chemical bonding, stoichiometry, periodic table, trends of elements and periodic table, states of matter, oxidation numbers and redox equations, electrochemistry, solutions, equilibrium, acids and bases, nuclear chemistry, organic nomenclature, basic organic reactions and biochemistry. Recommended Preparation: MATH 50.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: CHEM 101
CSU: CSU GE Area B1, CSU GE Area B3
IGETC: IGETC Area 5A-Phys Sci, IGETC Area 5C-Science Lab
Modality: Traditional, Online, Interactive Video/Audio

CHEM 10 — 4 Unit

Survey of Chemistry and Physics
Course Hours: 54 hours lecture; 54 hours laboratory

This is a one semester, inquiry-based physical science course suitable for satisfying the general education requirements of non-science majors and especially of students who aspire to become elementary school teachers. Students construct a meaningful understanding of physics and chemistry concepts through lecture and laboratory activities. The course covers: matter, physical and chemical properties, energy, motion, light, atomic structure, bonding, solutions and chemical reactions. The inter-dependence of chemistry and physics, their applications in everyday life, and the power and limitations of scientific inquiry will be emphasized. A field trip may be required. Prerequisite: MATH 50.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: CHEM 140
CSU: CSU GE Area B1, CSU GE Area B3
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CHEM 2A — 5 Unit

General Chemistry I
Course Hours: 54 hours lecture; 108 hours laboratory

This is the first semester of a two-semester General Chemistry course sequence. Laboratory work is included. Topics include the structure of atoms and molecules, stoichiometry, types of chemical bonding and chemical reactions, gas laws, molecular structure, acid-base chemistry, and thermodynamics. Laboratory focuses on collection and interpretation of data, and includes spectroscopy. This sequence is required for science, engineering, and pre-dental and pre-medical majors. Prerequisite: MATH 55 or higher.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: CHEM 110
CSU: CSU GE Area B1, CSU GE Area B3
IGETC: IGETC Area 5A-Phys Sci, IGETC Area 5C-Science Lab
Modality: Traditional, Online, Interactive Video/Audio

CHEM 2B — 5 Unit

General Chemistry II
Course Hours: 54 hours lecture; 108 hours laboratory

This course represents the second semester of a two-semester General Chemistry course sequence intended for majors in the natural sciences (chemistry, biochemistry, biology, physics, pre-medicine), mathematics, and engineering. Topics to be covered include thermodynamics, chemical equilibrium, chemical kinetics, electrochemistry, and chemical applications. Prerequisite: CHEM 2A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: CHEM 120 S
CSU: CSU GE Area B1, CSU GE Area B3
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CHEM 3A — 4 Unit

Organic Chemistry I
Course Hours: 54 hours lecture; 54 hours laboratory

This course emphasizes molecular structure, chemical and physical properties, and the preparation and reactivities of organic molecules with an emphasis on reaction mechanisms, synthesis, structure determination, and applications. Undergraduates through laboratory work, will gain understanding and identification of organic compounds discussed in the lecture portion of this course. Prerequisite: CHEM 2A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: CHEM 150
CSU: CSU GE Area B1, CSU GE Area B3
IGETC: IGETC Area 5A-Phys Sci
Modality: Traditional, Online, Interactive Video/Audio

CHEM 3B — 4 Unit

Organic Chemistry II
Course Hours: 54 hours lecture; 54 hours laboratory

This course emphasizes the study of functional groups such as carboxylic acids and their derivatives, other carbonyl-containing compounds, amines, and aromatics. Undergraduates will learn reaction mechanisms, synthesis, and structure determination using nuclear magnetic resonance and infrared spectroscopy. Laboratory experience involves multi-step synthetic routes, chromatography, and applications of basic techniques. Prerequisite: CHEM 3A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area B1, CSU GE Area B3
IGETC: IGETC Area 5A-Phys Sci, IGETC Area 5C-Science Lab
Modality: Traditional, Online, Interactive Video/Audio

Child Development

CHLD 11A — 3 Unit

Principles and Practices in Early Childhood Education
Course Hours: 54 hours lecture

An examination of the underlying theoretical principles of developmentally appropriate practices applied to programs, environments, emphasizing the key role of relationships, constructive adult-child interactions, and teaching strategies in supporting physical, social, creative and intellectual development for all children. This course includes a review of the historical roots of early childhood programs and the evolution of the professional practices promoting advocacy, ethics and professional identity.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: ECE 120
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CHLD 12A — 3 Unit

Creative Activities for Early Childhood Education
Course Hours: 54 hours lecture

This course is designed to offer students an understanding of developmentally age appropriate activities as they relate to literature, dramatization, finger plays, puppetry, and presentation of language experiences.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CHLD 14 — 3 Unit

Child Health, Safety, and Nutrition
Course Hours: 54 hours lecture

Introduction to the laws, regulations, standards, policies and procedures and early childhood curriculum related to child health, safety, and nutrition. The key components that ensure physical health, mental health, and safety will be identified along with the importance of collaboration with families and health professionals.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: ECE 220
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CHLD 15 — 3 Unit

Infants and Toddlers: Care and Education
Course Hours: 54 hours lecture

This course applies current theory and research to the care and education of infants and toddlers in group settings. Student's will examine essential policies, principles and practices that lead to quality care and developmentally appropriate curriculum for children birth to 36 months.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CHLD 15A — 3 Unit

Infants and Toddlers: Curriculum
Course Hours: 54 hours lecture

This course studies infants and toddlers from pre-conception to age three including physical, cognitive, language, social, and emotional growth and development. This includes applying theoretical frameworks to interpret behavior and interactions between heredity and environment, and with an emphasis in the role of family and relationships in development.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CHLD 17 — 3 Unit

Programs for School-Age Children: Curriculum and Teaching
Course Hours: 54 hours lecture
This course is designed to teach students programs and curriculum for the school-age child in a before-and-after school environment. It will teach students to establish an appropriate environment in the classroom, while planning activities and interacting with children.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CHLD 17A — 3 Unit

Activities for School-Age Children
Course Hours: 54 hours lecture

This course is designed to teach students how to create, implement, and evaluate developmentally appropriate activities for school-age children (K-8). It will emphasize instruction in providing activities for individuals and groups that stimulate growth, discovery, and learning with a hands on component of the student creating the work and implementing it in a classroom setting. Recommended Preparation: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CHLD 19A — 3 Unit

Administration I: Programs in Early Childhood Education
Course Hours: 54 hours lecture
This is an introduction to the administration of early childhood programs. This course covers program types, budget, management, regulations, laws, development and implementation of policies and procedures. Students will examine administrative tools, philosophies, and techniques needed to organize, open, and operate an early care and education program. Prerequisite: CHLD 4, CHLD 6, CHL 9 and CHLD 11A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CHLD 19B — 3 Unit

Administration II: Personnel and Leadership in Early Childhood Education
Course Hours: 54 hours lecture
This course introduces effective strategies for personnel management and leadership in early care and education settings. This includes legal and ethical responsibilities, supervision techniques, professional development, and reflective practices for a diverse and inclusive early care and education program. Prerequisite: CHLD 19A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CHLD 19C — 3 Unit

Adult Supervision and Mentoring in Early Childhood Education
Course Hours: 54 hours lecture
This course reviews methods and principles of supervising student teachers, volunteers, staff, and other adults in early care and education settings. There is an emphasis in the roles and development of early childhood professionals as mentors and leaders.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CHLD 20 — 3 Unit

Observation and Assessment
Course Hours: 54 hours lecture

This course will focus on appropriate use of assessment and observation strategies to document development growth, play and learning in order to join with families and professionals in promoting children's success and maintaining quality programs. Recording strategies, rating systems, portfolio, and multiple assessment methods are explored. California Law SB792 mandates students submit proof of immunization prior to student participation in the courses which require direct contact or interaction with children. Students must provide documentation of pertussis (TDap), measles (MMR), and flu (influenza-able to refuse) immunization, as well as TB clearance, as required by SB792 prior to student participation of courses (CHLD 4, CHLD 9, CHLD 20, & CHLD 49) which require direct contact or interaction with children. Go to http://www.barstow.edu/chldt.html for additional information.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: ECE 200
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CHLD 25 — 3 Unit

Teaching in a Diverse Society
Course Hours: 54 hours lecture

This course examines the development of social identities in diverse societies including theoretical and practical implications of oppression and privilege as they apply to young children, families, programs, classrooms and teaching. Various classroom strategies will be explored emphasizing culturally and linguistically appropriate anti- bias approaches supporting all children in becoming competent members of a diverse society. The course includes self- examination and reflection on issues related to social identity, stereotypes and bias, social and educational access, media and schooling.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: ECE 230
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CHLD 30 — 3 Unit

Child Language Development
Course Hours: 54 hours lecture

This course will examine communicative and linguistic development of children, with emphasis upon development of oral language at various levels: vocabulary, sentences, discourse structures, and metalinguistic awareness. Children's knowledge of phonology, semantics, syntax, and pragmatics will be addressed, with attention to individual, gender, and cultural differences and special issues such as bilingualism. Empirical descriptions and contrastive theoretical approaches to language development will be covered.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CHLD 30A — 3 Unit

Early Childhood Literacy
Course Hours: 54 hours lecture

This course explores and explains the developmental stages of language and communication and techniques that support and promote building a foundation for reading, writing, listening, and speaking through the use of developmentally appropriate practices. Students develop activities and an environment that promotes language and literacy development in young children. Students also produce research quality literature suitable for children up to eight years old, with emphasis on techniques of selection and presentation of books. Recommended Preparation: ENGL 1A and CHLD 30.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CHLD 35 — 3 Unit

Introduction to Children with Special Needs
Course Hours: 54 hours lecture

This is an introduction course to the variations in development of children with special needs ages birth through eight and the resulting impact on families. This includes an overview of historical and societal influences, laws relating to children with special needs, and the identification and referral process.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CHLD 35A — 3 Unit

Children with Challenging Behaviors
Course Hours: 54 hours lecture

This course introduces effective strategies for working with children who have challenging behaviors in the early childhood classroom environment. Emphasis is placed on the teacher's role in working with parents and supporting children through emotional difficulties.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CHLD 4 — 3 Unit

Child Growth and Development (formerly also offered as PSYC 4)
Course Hours: 54 hours lecture
This course examines the major physical, psychosocial, and cognitive/language developmental milestones for children, both typical and atypical, from conception through adolescence. There will be an emphasis on interactions between maturational processes and environmental factors. While studying developmental theory and investigative research methodologies, students will observe children, evaluate individual differences and analyze characteristics of development at various stages. California Law SB792 mandates students submit proof of immunization prior to student participation in the courses which require direct contact or interaction with children.Students must provide documentation of pertussis (TDap), measles (MMR), and flu (influenza-able to refuse) immunization, as well as TB clearance, as required by SB792 prior to student participation of courses (CHLD 4, CHLD 9, CHLD 20, & CHLD 49) which require direct contact or interaction with children. Go to http://www.barstow.edu/chldt.html for additional information.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: CDEV 100
CSU: CSU GE Area D
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

CHLD 49 — 4 Unit

Practicum - Field Experience
Course Hours: 36 hours lecture; 108 hours laboratory

This course is designed for students to demonstrate developmentally appropriate early childhood teaching competencies under guided supervision. Students will utilize practical classroom experiences to make connections between theory and practice, develop professional behaviors, and build a comprehensive understanding of children and families. Child centered, play-oriented approaches to teaching, learning, and assessment; and knowledge of curriculum content areas will be emphasized as student teachers design, implement and evaluate experiences that promote positive development and learning for all young children. California Law SB792 mandates students submit proof of immunization prior to student participation in the courses which require direct contact or interaction with children. Students must provide documentation of pertussis (TDap), measles (MMR), and flu (influenza-able to refuse) immunization, as well as TB clearance, as required by SB792 prior to student participation of courses which require direct contact or interaction with children. Go to http://www.barstow.edu/chldt.html for additional information. Prerequisite: CHLD 4; CHLD 6; CHLD 9; CHLD 11A; CHLD 20.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: ECE 210
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CHLD 6 — 3 Unit

Child, Family, Community (formerly also offered as SOCI 6)
Course Hours: 54 hours lecture
An examination of the developing child in a societal context focusing on the interrelationship of family, school and community and emphasizes historical and socio- cultural factors. The process of socialization and identity development will be highlighted, showing the importance of respectful, reciprocal relationships that support and empower families.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: CDEV 110
CSU: CSU GE Area D
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

CHLD 61 — 3 Unit

Family Day Care Provider
Course Hours: 54 hours lecture

This course introduces factors involved in providing quality child care in one's home. This course also explains the importance of an establishment of a safe, healthy and stimulating environment; refining or developing policies and parent contracts.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CHLD 9 — 3 Unit

Introduction to Early Childhood Curriculum
Course Hours: 54 hours lecture

This course presents an overview of knowledge and skills related to providing appropriate curriculum and environments for young children from birth to age 6. Students will examine a teacher's role in supporting development and fostering the joy of learning for all young children using observation and assessment strategies emphasizing the essential role of play. An overview of content areas will include but not be limited to: Language and literacy, social and emotional learning, sensory learning, art and creativity, math and science. California Law SB792 mandates students submit proof of immunization prior to student participation in the courses which require direct contact or interaction with children. Students must provide documentation of pertussis (TDap), measles (MMR), and flu (influenza-able to refuse) immunization, as well as TB clearance, as required by SB792 prior to student participation of courses (CHLD 4, CHLD 9, CHLD 20, & CHLD 49) which require direct contact or interaction with children. Go to http://www.barstow.edu/chldt.html for additional information.
Prerequisite: CHLD 4.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: ECE 130
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

Communications

COMM 1 — 3 Unit

Elements of Public Speaking (formerly SPCH 1)
Course Hours: 54 hours lecture

This course covers the principles of oral communication in audience situations. The focus will be on development of poise in front of an audience, research, speech organization, and effectiveness in delivery.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area A1
IGETC: IGETC Area 1C
Modality: Traditional, Online, Interactive Video/Audio

COMM 2 — 3 Unit

Oral Interpretation of Literature
Course Hours: 54 hours lecture

This is an introduction to performance studies. Student's will focus on analysis, appreciation and application of interpretive performance of various forms of literature including poetry, prose and drama.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

COMM 3 — 3 Unit

Interpersonal Communications (formerly SPCH 3)
Course Hours: 54 hours lecture

This course will blend the important areas of interpersonal communication and the art of platform speaking. Theory and practical skills are analyzed and practiced as they apply to all forms of communication, including one-to-one situations, small group situations and public speaking situations. There is a focus on the creative processes of informative and persuasive deliveries.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

COMM 4 — 3 Unit

Argumentation and Debate
Course Hours: 54 hours lecture

In this course students will learn methods of critical inquiry and advocacy. They will also learn rhetoric, concepts in argumentation, identifying fallacies in reasoning and language, testing evidence and evidence sources, and defending and refuting arguments.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Non-transferable
IGETC: IGETC Area 1C
Modality: Traditional, Online

COMM 5 — 3 Unit

Introduction to Communication Theory
Course Hours: 54 hours lecture

This course is a survey of the discipline with an emphasis on the epistemological, theoretical, and methodological issues that are significant to the study of human communication. In addition, the course explores topics such as the basic history, assumptions, principles, processes, variables, specializations, and methods of human communication as an academic field of study.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area D
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

COMM 6 — 3 Unit

Intercultural Communication
Course Hours: 54 hours lecture

This course is an introduction to intercultural communication both within a domestic and a global context. There is a focus on cultures, languages and social patterns and how they influence communication of members within a group and communication between cultures. This course will foster and appreciation of communication among diverse groups within the larger context of American culture.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area D
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

Computer and Business Information Systems

CBIS 1 — 4 Unit

Computer Concepts (formerly CSIS 1)
Course Hours: 54 hours lecture; 54 hours laboratory

Overview of computer technology, theory, and concepts for multidisciplinary majors. Introduction to microcomputer and supercomputer terminology including history, societal impact, and peripherals. Functions and capabilities of word processors, spreadsheets, databases, and graphics are covered through lecture, discussion, and hands-on assignments. Concepts include types of software and hardware, data structure and management, communications and network fundamentals, and an introduction to basic programming language.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CBIS 13 — 3 Unit

Management of Information Systems
Course Hours: 36 hours lecture; 54 hours laboratory

Introduction to management information systems concepts. The course will present a variety of data processing facilities. Course topics include: The computer as an organizational information system, systems methodologies, and the computer as a problem-solving tool, the computer-based information system, and organizational information systems. Recommended Preparation: CSIS 1.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CBIS 14 — 4 Unit

Internet Security (formerly CSIS 14)
Course Hours: 54 hours lecture; 54 hours laboratory

This course will provide an overview of the field of information security and assurance. A spectrum of security activities, methods, methodologies, and procedures will be covered. Additional topics include: inspection and protection of information assets, detection of and reaction to threats to information assets, and examination of pre- and post-incident procedures, technical and managerial responses, an overview of the information security planning and staffing functions, cryptogenic techniques and applications, and security ethical and legal issues. The course covers cross site scripting, SQL injection, rootkits, and virtualization. Prerequisite: CBIS 1.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CBIS 15 — 3 Unit

Information Networking
Course Hours: 36 hours lecture; 54 hours laboratory

An introduction to the data communication field for the information technology student. Covers the introductory topics of hardware, software, protocols, channels, modems, local area networks, wide area networks, and various applications. Students will gain hands-on experience with current popular communications systems.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CBIS 17 — 3 Unit

Database Design and Management-Microsoft Access
Course Hours: 36 hours lecture; 54 hours laboratory

Fundamentals of data base structure, design and development. Topics include user requirements, file organizations, data structure and security, database processing, database management systems, and database development. Students design and develop database applications using a popular business database program.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CBIS 19 — 3 Unit

System Analysis and Design
Course Hours: 36 hours lecture; 54 hours laboratory

Traditional systems analysis and design methods and tools. Topics include role of the Systems Analyst, feasibility studies, modeling technique systems design, reporting and documentation, and implementation strategies. Computer-Aided Software Engineering (CASE) tools will be utilized to design and develop Information Systems. Prerequisite: CBIS 1.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CBIS 2 — 3 Unit

The Internet
Course Hours: 36 hours lecture; 54 hours laboratory

This course will serve as an overview of the computing and networking technologies that support the Internet and the World Wide Web. Topics include: email, World Wide Web, chat, instant messaging, voice over IP, internet search, streaming media, Web pages and Web sites, blogs, wikis, podcasting, RSS, social networking, online gaming, and eCommerce. Students will also be made aware of the various web services and have the opportunity to create a simple web page.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CBIS 22A — 3 Unit

Business Operating Software, Using UNIX
Course Hours: 36 hours lecture; 54 hours laboratory

This course introduces students to the UNIX operating system. Topics include basic common UNIX commands, multi-user concepts, terminal emulation, use of system editor, command-line interface, file manipulation, file editing, file & directory structure, and how to utilize business-office-related tools available with UNIX. This hands-on course is designed for the technology novice who wants to get productive with the UNIX operating system, and understand the fundamentals of operating systems in the shortest time possible.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CBIS 40 — 4 Unit

Spreadsheet Applications

Course Hours: 54 hours lecture; 54 hours laboratory
This course is an introductory course in the principles of spreadsheets. The course covers all of the important features from basic spreadsheet design and creation through formulas, functions, charts, data, tables, multiple worksheets, scenario manager, and what-if-analysis. The student will develop skill in the use of spreadsheets to create, edit, format and print computerized spreadsheet data in the solution of common business problems. Recommended Preparation: CBIS 1; familiarization with basic concepts, Windows, office applications and keyboarding skills.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CBIS 41 — 4 Unit

Beginning Word Processing
Course Hours: 54 hours lecture; 54 hours laboratory

This course is intended to provide the student with learning word processing concepts and applications. Students will learn to use word processing software for creating, formatting, inserting, customizing, editing, enhancing, and printing appropriate word documents, business letters, envelopes, labels, bound and unbound reports, memorandums, tables, charts, templates, and other business documents. Current software in place includes Microsoft & Corel. Recommended preparation: Familiarization with Basic Computer, Windows, Office Applications and Keyboarding Skills.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CBIS 42 — 4 Unit

Advanced Microsoft Word Essentials
Course Hours: 54 hours lecture; 54 hours laboratory

Designed for students with word processing experience. Assimilate word processing features that are used to enhance the visual display of business documents with graphic elements. Other topics include newsletter layout, creating electronic forms, macros, mail merge, advanced tables, footnotes, endnotes, outlines, indexes, table of contents, master documents, hyperlinks, and web pages. Current software in place includes Microsoft & Corel. Recommended Preparation: Familiarization/strong background using current version of Word Processing Software. Prerequisite: CBIS 41.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CBIS 43 — 3 Unit

Presentation Applications and Media
Course Hours: 36 hours lecture; 54 hours laboratory

This course integrates the aspects of learning and creating Microsoft PowerPoint Presentations. Students will learn how to create, format, customize, edit, and enhance business multimedia presentations. Topics and functions covered include creating a slide, customizing presentations, and enhancing it with contents like text, graphics, objects and pictures. Publishing presentations on the Internet, and adding multimedia elements such as sound and video, import files and graphics into PowerPoint from other Office application programs.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CBIS 60 — 1.5 Unit

Data Entry I
Course Hours: 18 hours lecture; 27 hours laboratory

This course is an introduction to computer keyboarding and word processing software. The course is designed to build and develop effective keyboarding skills with an emphasis on building correct touch-typing techniques for alphanumeric, symbol, and punctuation keys. Instruction will include the foundation required to develop keyboarding speed and accuracy on straight-copy, alphabetic keys, numeric keys, and special symbol keys.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CBIS 61 — 1.5 Unit

Data Entry II and Document Processing
Course Hours: 18 hours lecture; 27 hours laboratory

Improve keyboarding technique, develop language-arts skill, and build data-entry proficiency, speed and accuracy. Learn to produce typical office and personal documents efficiently and correctly by applying the current formatting and efficiency standards used in business and industry. Prerequisite: CBIS 60.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CBIS 74 — 1.5 Unit

Microsoft Outlook
Course Hours: 18 hours lecture; 27 hours laboratory

This course introduces personal management software and Microsoft Outlook functions. Instructions in the use of Microsoft Outlook, a personal information management program used to communicate with others using email, create, manage, and schedule appointments and tasks using the calendar, create and record information about personal and business contacts, and organize files. Recommended Preparation: Familiarization with computer, Windows.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

Computer and Information Science

CSIS 10 — 3 Unit

Computer Architecture and Organization with Assembly Programming
Course Hours: 36 hours lecture; 54 hours laboratory
This course provides an overview of the architecture and organization of a modern computer. Topics include: data representation, digital logic, digital systems, CPU, control unit, pipelining, I/O organization, memory, storage systems, sequential and parallel architecture, instruction set architecture and programming in assembly language.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: COMP 142
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CSIS 18 — 3 Unit

Discrete Structures
Course Hours: 54 hours lecture

This course is an introduction to the discrete structures used in Computer Science with an emphasis on their applications. Topics covered include: Functions, Relations and Sets; Basic Logic; Proof Techniques; Basics of Counting; Graphs and Trees; and Discrete Probability. Prerequisite: CSIS 33.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: COMP 152
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CSIS 29A — 3 Unit

Web Development: HTML, XHTML, and CSS
Course Hours: 36 hours lecture; 54 hours laboratory

Fundamentals of webpage development using Hypertext Markup Language (HTML) and Extensible Hypertext Markup Language (XHTML). Students will learn how to produce a multi-page Web site with text, hypertext, images, links; tables, frames, inline styles, embedded styles, and external style sheets. Cascading Style Sheets (CSS) will be covered and used to format and lay out webpage content. CSS is used to format text, links, set fonts, colors, margins and position text and graphics on a page.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CSIS 29B — 3 Unit

Web Development: PHP +MySQL
Course Hours: 36 hours lecture; 54 hours laboratory

This course will cover the use of PHP and MySQL to provide the skills to build professional-quality, database-driven Web sites. By integrating PHP and MySQL with the XHTML and CSS frameworks, the student will develop the skills to build interactive Web sites with authentication and security. Topics include an introduction to PHP and syntax, configuring a Web server for use with PHP, programming in PHP using basic scripting, data types, looping, conditional constructs, functions, operators, lists and arrays, databases and data files, e-mail, forms, and cookies.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CSIS 29C — 3 Unit

Web Development: Flash and Dreamweaver
Course Hours: 36 hours lecture; 54 hours laboratory

This course covers web development using Multimedia Development software, like Macromedia Flash and Dreamweaver. Animation and web-authoring tools will be used to develop and design industry-standard 3D animation and multimedia program. Students will acquire skills required to creating animations, using special effects, drawing objects, incorporating sound and video. Topics include Multimedia Development tools basics, tweening, toolbox, symbols, libraries, buttons, masking, graphics, animation, interactive authoring, and audio and video integration.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CSIS 29D — 3 Unit

Web Development: JavaScript
Course Hours: 36 hours lecture; 54 hours laboratory

JavaScript is a programming language that web developers use to create Dynamic Webpages. When incorporating JavaScript into HTML documents, web page contents become dynamic and interactive. Topics include: integrating JavaScript and HTML; creating pop-up windows; adding scrolling messages; validating forms; enhancing the use of images and form objects; working with cookies, arrays, and frames; and developing online dynamic content and client-side Web applications.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CSIS 3 — 3 Unit

Programming in Visual Basic
Course Hours: 36 hours lecture; 54 hours laboratory

An introductory course in the visual BASIC programming language. Analysis of problems for computer solution using visual BASIC language. Applications drawn from business, mathematics, and physical science.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CSIS 33 — 3 Unit

Programming Concepts and Methodology I Using C++
Course Hours: 36 hours lecture; 54 hours laboratory

Computer software design, implementation, methods, and environment using C++ programming language. Survey of computers, applications, and other areas of computer science. Program design, coding, debugging, and documentation using techniques of good programming style. Program development in a powerful operating environment.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: COMP 122
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CSIS 33B — 4 Unit

Object Oriented Programming with C++ (formerly CBIS 33B)
Course Hours: 54 hours lecture; 54 hours laboratory
The second C++ computer-programming course in a sequence. Develops an understanding of object-oriented programming. Students will be introduced to classes, objects, constructors and destructors, operator overloading, inheritance, multiple-inheritance, polymorphism, function templates and standard template library. Students also will be introduced to data structure concepts such as link-lists and dynamic memory allocation. Prerequisite: CSIS 3 or CSIS 6 or CSIS 33.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CSIS 35 — 3 Unit

Data Structures
Course Hours: 36 hours lecture; 54 hours laboratory

Application of software engineering techniques to the design and development of large programs; data abstraction and structures and associated algorithms. Abstract data structures including lists, stacks, queues and trees; their storage allocation and associated application algorithms. Additional concepts will be covered: recursion, hashing, searching, sorting, B-trees, and graph theory. Prerequisite: CSIS 33.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: COMP 132
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

CSIS 6 — 3 Unit

Programming in Java
Course Hours: 36 hours lecture; 54 hours laboratory

Introduction to computer programming using JAVA. Writing and using new objects, calling standard JAVA libraries, calling JAVA applets with HTML that will execute over the World Wide Web, and integrating JAVA with VRML and JAVASCRIPT. Emphasis on practical applications of programming. Laboratory instruction includes program development and execution.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

Cosmetology

COSM 50A — 6 Unit

Beginning Cosmetology
Course Hours: 36 hours lecture; 216 hours laboratory

Beginning Cosmetology (COSM 50A) is an introduction to the basic fundamentals of cosmetology. Theory in rules, regulations, and sanitation, professional image, bacteriology, basic procedures of draping, shampooing, thermal, and wet hairstyling are taught by lecture and demonstration with supervised work practice. In order to meet state requirements for testing, students must have a high school diploma or its equivalent (GED) or have completed 10th grade and passed an ability to benefit (ATB) and be at least 17 years old.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

COSM 50B — 6 Unit

Beginning Cosmetology
Course Hours: 36 hours lecture; 216 hours laboratory

Beginning Cosmetology (COSM 50B) is a continuation of a fundamentals of cosmetology. Theory in rules, regulations, and sanitation, professional image, bacteriology, basic procedures of draping, shampooing, haircutting, thermal iron techniques and hair augmentation are taught by lecture and demonstration of supervised work practice. To meet state board requirements for testing, students must have a (GED) or have completed 10th grade and passed an ability to benefit (ATB) and at least 17 years old. Prerequisite: COSM 50A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

COSM 50C — 6 Unit

Beginning Cosmetology
Course Hours: 36 hours lecture; 216 hours laboratory

Beginning Cosmetology (COSM 50C) is the completion of basic fundamentals of cosmetology. Theory in rules, regulations, and sanitation, professional image, bacteriology, basic procedures of draping, shampooing, permanent waving and hair coloring are taught by lecture and demonstration with supervised work practice. In order to meet state requirements for testing, students must have a high school diploma or its equivalent (GED) or have 10th grade and passed an ability to benefit (ATB) and be at least 17 years old. Fees outside of the ordinary enrollment fee prescribed in Education Code section 76300 will include required textbook purchases, materials and supplies. Prerequisite: COSM 50B.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

COSM 51A — 6 Unit

Intermediate Cosmetology
Course Hours: 36 hours lecture; 216 hours laboratory

Cosmetology 51A is an intermediate study of Cosmetology. Theory in nail growth, structure, diseases and disorders. Nail technology including manicuring/ pedicuring, wraps, acrylic (methacrylate), tips, and gel nails are taught by lecture and demonstration with supervised work under instructor on clients. In order to meet state requirements for testing, students must have a high school diploma or its equivalent (GED) or have completed 10th grade and passed an ability to benefit (ATB) and at least 17 years old. Prerequisite: COSM 50C.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

COSM 51B **6 Unit**
Intermediate Cosmetology
Course Hours: 36 hours lecture; 216 hours laboratory

This course is a continuation of the Cosmetology 51 sequence. Theory in cells, anatomy, physiology, and chemistry are covered. Basic facials, acne facials, facials with scrubs, dermal light treatments, hair removal, and makeup procedures are reviewed. This class allows for practice of all salon industry techniques learned in the Cosmetology 50 sequence. In this class students will work under instructor supervision on clients and doll heads. Prerequisite: COSM 51A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

COSM 51C **6 Unit**
Intermediate Cosmetology
Course Hours: 36 hours lecture; 216 hours laboratory

This course consists of business management theory, records preparation, accounting, and employment as it pertains to the cosmetology industry. Students will cover concepts such as strategies for obtaining employment, portfolio development, team-building and positive workplace behaviors, salon ownership, advertising, and how to build a client base. Recommended Preparation: COSM 50A, COSM 50B, COSM 50C, COSM 51A and COSM 51B.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

COSM 51D **6 Unit**
Barbering
Course Hours: 36 hours lecture; 216 hours laboratory

This course covers a combination of lecture and laboratory instruction and includes personal hygiene and grooming; salesmanship and skills in serving the public; antisepsis, bacteriology, sterilization, and principles of sanitation. This course provides information in safety requirements in operation of a beauty salon; principles of chemistry; laws and administrative regulations. Completion of this certificate provides opportunities of employment in the Cosmetology field requiring skills specifically in Barbering. Fees outside of the ordinary enrollment fee prescribed in Education Code section 76300 will include required textbook purchases, materials and supplies. Prerequisite: COSM 51C.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

COSM 52 **6 Unit**
Advanced Cosmetology
Course Hours: 36 hours lecture; 216 hours laboratory

This course provides an intensive study of and practice in the completion of all Cosmetology theory hours and all practical operations required for state board testing. Timed practice for state board testing. Prerequisite: COSM 51C.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

Diesel Technology

DESL 63 **4 Unit**
Diesel Engine Fundamentals (formerly AUTO 63)
Course Hours: 54 hours lecture; 54 hours laboratory

This course is designed to provide students with a working knowledge of diesel engines. The development, uses, advantages/ disadvantages, design, components, operating principles, diesel fuels, combustion process, and exhaust emissions will be covered within this course. The student will perform pre-operational services, initial inspections, identifying engine components, and generally touch on all systems in regards to diesel engines. Students will gain hands-on experience of tools and test equipment used in the repair and servicing of diesel engines.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

DESL 64 **4 Unit**
Diesel Fuel Injection Systems (formerly AUTO 64)
Course Hours: 54 hours lecture; 54 hours laboratory

This course is designed to prepare the student with the basic understanding of the maintenance, diagnosis, and repair of diesel fuel-injection systems. Topics covered will include various fuel systems, requirements and standards of fuel systems, safety precautions, basic operations, principles, hand-on repair and diagnosis, service procedures for several types of fuel injectors and nozzles, and hands-on testing of selected fuel injectors. This course also provides the student with hands-on experience of fuel-injection equipment, tools and the preparation of the ASE T2 examination.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

DESL 65 — 4 Unit

Diesel Starting, Charging, and Electrical Systems (formerly AUTO 65)
Course Hours: 54 hours lecture; 54 hours laboratory
This course is designed to provide students with a working knowledge of diesel engine starting and charging systems, including basic electrical principles, batteries and battery service, electronic devices, AC and DC charging systems, and cranking systems. An emphasis will be placed on theory, use of test equipment, diagnosis of electrical problems, and repair/ replacement of charging and starting systems and their components.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

DESL 67 — 4 Unit

Diesel Engine Auxiliary Systems (formerly AUTO 67)
Course Hours: 54 hours lecture; 54 hours laboratory

This Course is designed to provide the students with the working knowledge of the diesel engine auxiliary systems. Topics covered include component identification and function, design, initial inspection diagnosis, component removal and replacement, troubleshooting and repair of air induction and exhaust systems, cooling systems, hydraulic systems, lubrication systems, and an overview of diesel fuel-injection systems. This course also provides preparation for the T2 ASE examination.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

DESL 70 — 4 Unit

Steering, Suspension and Brakes (formerly AUTO 70)
Course Hours: 54 hours lecture; 54 hours laboratory

This course is designed to illustrate theory of operation and service procedures involved in the diesel braking systems and the use of repair tools and equipment. Emphasis will be focused on power brakes, duel braking systems, hydraulic systems, and PN systems. Students will develop an understanding of the functions, theory of operation, maintenance, diagnosis, and service procedures involved in steering and suspension systems.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

Economics

ECON 1 — 3 Unit

Macroeconomics
Course Hours: 54 hours lecture

An introductory course focusing on aggregate economic analysis. Topics include: market systems, aggregate measures of economic activity, macroeconomic equilibrium, money and financial institutions, monetary and fiscal policy, international economics, and economic growth. Prerequisite: MATH 50 or MATH 55. Recommended Preparation: MATH 55.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area D
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

ECON 2 — 3 Unit

Microeconomics
Course Hours: 54 hours lecture

An introductory course focusing on choices of individual economic decision-makers. Topics include scarcity, specialization and trade, market equilibrium, elasticity, production and cost theory, market structures, factor markets, and market failure: pure monopoly, monopolistic competition, ologopoly, wage determination, and pricing of resources. Prerequisite: MATH 50 or MATH 55. Recommended Preparation: MATH 55.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area D
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

Education

EDUC 1 — 3 Unit

Introduction to Teaching and Learning in K-12 Education
Course Hours: 54 hours lecture
This course introduces students to the concepts and issues related to teaching diverse learners in today's contemporary schools, transitional-kindergarten through grade 12. Topics will include teaching as a profession and career, historical and philosophical foundations of the American education system, contemporary educational issues, California's content standards and frameworks, and teacher performance standards. In addition to class time, the course requires a minimum of 45 hours of structured fieldwork in public school elementary classrooms that represent California's diverse student population, and includes cooperation with at least one carefully selected and campus-approved certificated classroom teacher. Note: A clear criminal background fingerprint check (Live Scan) and a clear tuberculosis (TB) test are required prior to participation in the observation segment of this class. A misdemeanor and/or felony conviction (including DUI) may result in a student's inability to be assigned to a school for observation experiences. Recommended Preparation: ENGL 1A. There will be a materials fee of $35 for the Live Scan and $20 for the TB test/clearance.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: EDUC 200
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

Electrical Technology

ELCT 70A — 1 Unit

Electrical Safety and Hand Bending
Course Hours: 18 hours lecture

This course is designed to introduce the safety rules as applied to handling and working with electrical systems and circuits. Students will learn about the precautions to take for various electrical hazards found on the jobsite and required OSHA mandated lock out and tag out procedures. Methods and procedures will be introduced on cutting, bending, and reaming conduit.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

ELCT 70B — 1 Unit

Fasteners and Electrical Theory
Course Hours: 18 hours lecture

This course teaches applications and installation procedures for various types of fasteners and anchors. Students will learn, basic electric theory, circuit calculations involving the application of Ohm's and Kirchoff's laws.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

ELCT 70C — 2 Unit

Electrical Test Equipment, National Electrical Code (NEC)
Course Hours: 36 hours lecture
This course is designed to operate and apply various types of electrical test equipment. Students will learn the National Electrical Code (NEC), various types of raceways, boxes, fittings, and conductors including installation procedures and NEC requirements.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

ELCT 70D — 1 Unit

Introduction to Electrical Blueprints
Course Hours: 18 hours lecture

This course teaches electrical blueprint reading, including the interpretation of various types of scales, drawings, schedules, and specifications. Students will learn various types of switches and receptacles used in residential, commercial, and industrial wiring, along with their basic installation procedures and NEC requirements.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

ELCT 70E **1 Unit**
Electrical Level 1 Performance Testing
Course Hours: 54 hours laboratory

This course provides student's the opportunity to participate in a laboratory class that is designed to enhance their knowledge and develop skill application in electrical construction and repair procedures. Students will demonstrate electrical safety, hand bending, fasteners and electrical theory, test equipment, NEC, raceway boxes, fittings, and conductors.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

English

ENGL 11 **3 Unit**
Graphic Novel as Literature
Course Hours: 54 hours lecture

This course is an introduction to the graphic novel as a literary form. English 11 will cover the evolution of sequential art through the present, focusing on themes of autobiography, biography, identity, society, culture, history, and intertextuality. The course will also include visual analysis necessary for understanding the medium and the formation of literary canon. Prerequisite: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area C2
IGETC: IGETC Area 3B
Modality: Traditional, Online, Interactive Video/Audio

ENGL 12 **3 Unit**
Survey of American Literature to 1865
Course Hours: 54 hours lecture

English 12 offers a survey of significant American prose, poetry, and fiction from the late 1400's to 1865. It focuses on the analysis and discussion of the cultural, multicultural, intellectual and artistic trends embodied within the literature and its era. Prerequisite: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: ENGL 130
CSU: CSU GE Area C2
IGETC: IGETC Area 3B
Modality: Traditional, Online, Interactive Video/Audio

ENGL 12B **3 Unit**
Survey of American Literature II 1865-Present
Course Hours: 54 hours lecture

This course is a survey of significant American prose, poetry, and fiction from 1865-present. The course will include substantial reading as well as analysis and discussion of the cultural, multicultural, intellectual and artistic trends embodied within the literature and its era. Prerequisite: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: ENGL 135
CSU: CSU GE Area C2
IGETC: IGETC Area 3B
Modality: Traditional, Online, Interactive Video/Audio

ENGL 13A **3 Unit**
African American Literature
Course Hours: 54 hours lecture

This course is an introductory survey of oral and written literature by African-Americans with an emphasis on the social, cultural, and political texts created by African-American writers through eras such as the Colonial, Antebellum, Postbellum, Reconstruction, Harlem Renaissance, and Civil Rights to the present. Prerequisite: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area C1
IGETC: IGETC Area 3A, IGETC Area 3B
Modality: Traditional, Online, Interactive Video/Audio

ENGL 194 **0 Unit**
Bridge to College Success - English Level 4
Course Hours: 18-54 hours lecture

Course is non-credit for those who completed the assessment test and who scored at transfer level but for some reason may not have full skills to adapt to college English instruction. Students will be refreshed on necessary writing and reading processes. Aimed at students who would like to prepare for ENGL 1A and/or who have not been in English or school recently and would like a brief refresher and introduction to college presentation of English.

Grading: Audit, Non Credit
Repeatability: Unlimited
Credit: Support course - Noncredit
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ENGL 1A — 4 Unit

English Composition and Reading
Course Hours: 72 hours lecture

English composition and reading offers instruction in expository and argumentative writing, appropriate and effective use of language, close reading, cogent thinking, research strategies, information literacy, and documentation. Prerequisite: ENGL 50X (or proper placement based on AB705 mandates).

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: ENGL 100
CSU: CSU GE Area A2
IGETC: IGETC Area 1A
Modality: Traditional, Online, Interactive Video/Audio

ENGL 1B — 3 Unit

Introduction to Literature
Course Hours: 54 hours lecture

This course is an introduction to literature and includes substantial reading of a variety of literary genres, including expository, poetry, short story, novel, and drama. Students will read works from a variety of eras and genres, then respond in written analyses using various literary criticisms and schools of thought. Prerequisite: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: ENGL 120
CSU: CSU GE Area C2
IGETC: IGETC Area 3B
Modality: Traditional, Online, Interactive Video/Audio

ENGL 1C — 4 Unit

Critical Thinking and Composition
Course Hours: 72 hours lecture

Critical Thinking and Composition offers instruction in the reading and evaluation of English prose in a critical and logical way. The emphasis will be on critical analysis and upon the student's development of effective written argument. Prerequisite: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: ENGL 105
CSU: CSU GE Area A3
IGETC: IGETC Area 1B
Modality: Traditional, Online, Interactive Video/Audio

ENGL 2 — 3 Unit

Survey of English Literature to the Romantic Era
Course Hours: 54 hours lecture

This course includes the reading and critical analysis of 8th through 18th Century English literature, including poetic, prose, and dramatic work. Students are to read, identify, and discuss famous authors and works of literature in terms of time period and themes, composing original essays with emphasis on tools for literary analysis in terms of universal, historical, societal, and human context. Prerequisite: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: ENGL 160
CSU: CSU GE Area C2
IGETC: IGETC Area 3B
Modality: Traditional, Online, Interactive Video/Audio

ENGL 3 — 3 Unit

Survey of English Literature: Romantic Era to Present
Course Hours: 54 hours lecture

English 3 is a continuation of English 2. It covers representative works in 18th through 20th century literature. Prerequisite: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: ENGL 165
CSU: CSU GE Area C2
IGETC: IGETC Area 3B
Modality: Traditional, Online, Interactive Video/Audio

ENGL 4 — 3 Unit

Introduction to Shakespeare
Course Hours: 54 hours lecture

This course focuses on reading, analysis, and discussion of representative Shakespearean comedies, histories, tragedies and poems. Prerequisite: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area C2
IGETC: IGETC Area 3B
Modality: Traditional, Online, Interactive Video/Audio

ENGL 5 **3 Unit**
Introduction to Children's Literature
Course Hours: 54 hours lecture

This course introduces representative works of children's literature and develops students' close reading and analytical writing skills while promoting an appreciation for the aesthetic qualities of literature written for children. Prerequisite: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: ENGL 180 (ENGL-LIT 145)
CSU: CSU GE Area C2
IGETC: IGETC Area 3B
Modality: Traditional, Online, Interactive Video/Audio

ENGL 50X **3 Unit**
Intensive Writing Preparation for College
Course Hours: 54 hours lecture

As accelerated preparation for English Composition (ENGL 1A) this course offers intensive instruction in the academic reading, reasoning, and writing expected in transfer and associate degree courses. Students will read 200 pages of college-level texts and write a minimum of 5,000 words. Classroom instruction integrates Writing and Reading activities. This course is an alternative pathway to reach ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Not Degree Applicable
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ENGL 6 **3 Unit**
Bible as Literature (formerly also offered as RLGS 5)
Course Hours: 54 hours lecture

This class is an introduction to the literature of the Bible, including the Apocrypha. This class includes a study of the literary and human dimension of scripture through selected readings in English from the various books of the Old and New Testaments and Apocrypha. Recommended Preparation: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area C2
IGETC: IGETC Area 3B
Modality: Traditional, Online, Interactive Video/Audio

ENGL 7 **3 Unit**
Creative Writing
Course Hours: 54 hours lecture

This course will focus on the creative writing process in which students produce a body of creative work for publication: poetry, short story and drama. Students are to discuss a variety of forms of literary works, terms, and techniques in attempt to integrate these terms and techniques into their own writing through the drafting and editing process, gaining transferable skills in the process. Prerequisite: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: ENGL 200
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

English as a Second Language

ESL 100 **2 Unit**
Fundamentals of ESL Grammar
Course Hours: 36 hours lecture

This intermediate credit ESL course focuses on the development of fundamental grammar skills in context. Course emphasis is on word forms and common constructions of phrases, building to types of clauses. This course takes a content-based approach to instruction, connecting skills to cultural context, focusing on topics of health and/or learning to earn as students plan for success in present and future goals. Prerequisite: ESL 192.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Not Degree Applicable
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 105 — 3 Unit

ESL: The Language of Math
Course Hours: 54 hours lecture

This intermediate credit ESL course focuses on the development of the language of math in context. Course emphasis is on math-specific vocabulary development, fundamentals of mathematical directions, and comprehension and resolution of word problems. This course takes a content-based approach to instruction, connecting skills to cultural context, focusing on problem solving in arithmetic and business math, as well as building a fundamental knowledge of algebra, statistics, and accounting. Prerequisite: ESL 192.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Not Degree Applicable
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 106 — 3 Unit

Fundamentals of ESL Oral Communication
Course Hours: 54 hours lecture

This intermediate credit ESL course focuses on the development of fundamental interactive, oral communication skills in context. Course emphasis is on conversational fluency and norms, small and whole group discussions, and listening comprehension. This course takes a content-based approach to instruction, connecting skills to cultural context, focusing on topics of health and/or learning to earn and planning for success in present and future goals. Prerequisite: ESL 192.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Not Degree Applicable
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 107 — 3 Unit

Pronunciation of American English
Course Hours: 54 hours lecture

This course provides intensive instruction in the oral production of American English, designed for intermediate and advanced ESL students. Course emphasis is on speaking and pronunciation skills to improve fluency and clarity of the sounds common to standard American English. Topics include sound systems of consonants and vowels, pitch and intonation patterns, rhythm and phrasing, homophones, and sound reductions. Prerequisite: ESL 192.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Not Degree Applicable
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 108 — 4 Unit

Fundamentals of ESL Reading and Writing
Course Hours: 72 hours lecture

This intermediate ESL course focuses on the development of fundamental reading and writing skills. Course emphasis is on developing reading strategies for comprehension, responding to intermediate-level readings, and sentence and paragraph development. This course takes a content-based approach to instruction, connecting skills to cultural context, focusing on topics of health and/or learning to earn and planning for success in present and future goals. Prerequisite: ESL 192.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Not Degree Applicable
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 109 — 3 Unit

American Culture and Film
Course Hours: 54 hours lecture

This advanced credit ESL course focuses on American English and culture throughout our history, exploring themes, trends, and events in the American cultural experience that have significantly shaped American culture and interactions of today, facilitating comprehension of context as students build language and communication strategies in their personal, social, educational, and career paths. This course is designed to prepare students for college level coursework. Prerequisite: ESL 116 or ESL 166.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Not Degree Applicable
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 110 — 2 Unit

Intermediate ESL Grammar
Course Hours: 36 hours lecture

This high-intermediate ESL course focuses on the continued development of grammar skills in context. Course emphasis is on refinement of use of word forms and strengthening constructions of phrases, clauses, and sentence types. This course takes a content-based approach to instruction, connecting skills to cultural context, focusing on topics of health and/or learning to earn as students plan for success in present and future goals. Prerequisite: ESL 100 or ESL 150.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Not Degree Applicable
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 116
3 Unit

Intermediate ESL Oral Communication
Course Hours: 54 hours lecture

This high-intermediate credit ESL course focuses on the continued development of oral communication skills. Course emphasis is on building fluency in conversations, small and whole group discussions, short informal and formal speeches, beginning note taking, and listening comprehension. This course takes a content-based approach to instruction, connecting skills to cultural context, focusing on topics of health and/or learning to earn and planning for success in present and future goals. Prerequisite: ESL 106 or ESL 156.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Not Degree Applicable
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 118
4 Unit

Intermediate ESL Reading and Writing
Course Hours: 72 hours lecture

This high-intermediate ESL course focuses on refining fundamental reading and writing skills. Course emphasis is on independent reading, strengthening reading comprehension, analysis of main ideas and significant details, response to facts and opinions, vocabulary enrichment, writing process, paragraph development and organization, purpose, audience, and sentence types. This course takes a content-based approach to instruction, connecting skills to cultural context, focusing on topics of health and/or learning to earn and planning for success in present and future goals. Prerequisite: ESL 108 or ESL 158.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Not Degree Applicable
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 120
2 Unit

Advanced ESL Grammar
Course Hours: 36 hours lecture

This low-advanced ESL course focuses on the refinement of grammar skills in context. Course emphasis is on developing more sophisticated grammatical structures, focusing on adjective clauses, adverbial clauses, noun clauses, and passive voice. Students will also expand knowledge of error correction. This course takes a content-based approach to instruction, connecting skills to cultural context, focusing on topics of U.S. history, religion, and/or politics in order to support students as they work toward college-level coursework. Prerequisite: ESL 110 or ESL 160.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Not Degree Applicable
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 126
3 Unit

Advanced ESL Oral Communication
Course Hours: 54 hours lecture

This low-advanced ESL course focuses on the development of oral communication skills in academic and professional settings. Students listen and respond to lectures, presentations, and discussions on advanced academic and professional topics. Course emphasis is on critical discussion and presentations, strengthening of comprehension and fluency, search for bias, effective note-taking strategies, and vocabulary enrichment. Students build strategies of analysis and evaluation of main ideas, details, facts, and opinions. This course takes a content-based approach to instruction, connecting skills to cultural context, focusing on topics of U.S. history, religion, and/or politics in preparation for college-level coursework. Prerequisite: ESL 116 or ESL 166.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Not Degree Applicable
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 128 — 4 Unit

Advanced ESL Reading and Writing
Course Hours: 72 hours lecture

This advanced ESL course focuses on strengthening reading and writing skills. Course emphasis is on independent reading, strengthening comprehension, evaluation of main ideas and significant details, analysis and evaluation of facts and opinions, search for bias, vocabulary enrichment, essay development and organization, purpose, audience, and sentence types. This course takes a content-based approach to instruction, connecting skills to cultural context, focusing on topics of U.S. history, religion, and/or politics in preparation for college-level coursework. Prerequisite: ESL 118 or ESL 168.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Not Degree Applicable
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 130 — 2 Unit

Bridge to Academic Success: Grammar for Editing
Course Hours: 36 hours lecture

This high-advanced ESL course focuses on grammar for editing in context. Course emphasis is on advanced error correction in strengthening clarity in writing and presentations. This course takes a content-based approach to instruction, connecting skills to cultural context, focusing on topics of U.S. history, religion, and/or politics. Designed to prepare students for degree-applicable courses. Prerequisite: ESL 120 or ESL 170.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Not Degree Applicable
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 136 — 3 Unit

Bridge to Academic Oral Communication
Course Hours: 54 hours lecture

This high-advanced ESL course focuses on the expansion of oral communication skills in academic and professional settings. Students listen and respond to lectures, presentations, and discussions on advanced academic and professional topics. Course emphasis is on logical, argumentative presentations, identification of research as support, critical discussion, strengthening of comprehension and fluency, evaluation of presented ideas, analysis of bias, expanding effective note-taking strategies, and vocabulary enrichment. This course takes a content-based approach to instruction, connecting skills to cultural context, focusing on topics of U.S. history, religion, and/or politics. Designed to prepare students for degree-applicable courses. Prerequisite: ESL 126 or ESL 176.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Not Degree Applicable
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 138 — 4 Unit

Bridge to College Reading and Writing
Course Hours: 72 hours lecture

This high-advanced ESL course is designed to prepare students for college-level coursework. Through the reading and analysis of academic texts, students will build their reading comprehension and fluency in English as they focus on essay structure and development. Course emphasis is on developing thesis statements, building paragraphs into essays, refining approach to the writing process, purpose, audience, and advanced sentence production. Study and research skills are also covered in this course. This course takes a content-based approach to instruction, connecting skills to cultural context, focusing on topics of U.S. history, religion, and/or politics. Prerequisite: ESL 128 or ESL 178.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Not Degree Applicable
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 150 — 0 Unit

Fundamentals of ESL Grammar
Course Hours: 36 hours lecture

This intermediate ESL course focuses on the development of fundamental grammar skills in context. Course emphasis is on word forms and common constructions of phrases, building to types of clauses. This course takes a content-based approach to instruction, connecting skills to cultural context, focusing on topics of health and/or learning to earn as students plan for success in present and future goals. This is a non-credit course mirroring ESL 100 (credit). Prerequisite: ESL 192.

Grading: Audit, Non Credit
Repeatability: Unlimited
Credit: Noncredit
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 151
0 Unit

U.S. Citizenship
Course Hours: 54 hours lecture

This intermediate noncredit ESL course focuses on the pathway to citizenship for eligible immigrants. This course develops fundamental and interactive oral communication, reading, and writing skills relating to U.S. history, civics, and the N-400. Course emphasis is on preparing students for the naturalization process, interview, and oath of allegiance. Prerequisite: ESL 192.

Grading: Audit, Non Credit
Repeatability: Unlimited
Credit: Noncredit
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 155
0 Unit

ESL: The Language of Math
Course Hours: 54 hours lecture

This intermediate noncredit ESL course focuses on the development of the language of math in context. Course emphasis is on math-specific vocabulary development, fundamentals of mathematical directions, and comprehension and resolution of word problems. This course takes a content-based approach to instruction, connecting skills to cultural context, focusing on problem solving in arithmetic and business math, as well as building a fundamental knowledge of algebra, statistics, and accounting. This course mirrors ESL 105 (credit). Prerequisite: ESL 192.

Grading: Audit, Non Credit
Repeatability: Unlimited
Credit: Noncredit
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 156
0 Unit

Fundamentals of ESL Oral Communication
Course Hours: 54 hours lecture

This intermediate ESL course focuses on the development of fundamental interactive, oral communication skills in context. Course emphasis is on conversational fluency and norms, small and whole group discussions, and listening comprehension. This course takes a content-based approach to instruction, connecting skills to cultural context, focusing on topics of health and/or learning to earn and planning for success in present and future goals. This is a non-credit course mirroring ESL 106 (credit). Prerequisite: ESL 192.

Grading: Audit, Non Credit
Repeatability: Unlimited
Credit: Noncredit
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 157
0 Unit

Pronunciation of American English
Course Hours: 54 hours lecture

This course provides intensive instruction in the oral production of American English, designed for intermediate and advanced ESL students. Course emphasis is on speaking and pronunciation skills to improve fluency and clarity of the sounds common to standard American English. Topics include sound systems of consonants and vowels, pitch and intonation patterns, rhythm and phrasing, homophones, and sound reductions. This is a non-credit course mirroring ESL 107 (credit). Prerequisite: ESL 192.

Grading: Audit, Non Credit
Repeatability: Unlimited
Credit: Noncredit
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 158
0 Unit

Fundamentals of ESL Reading and Writing
Course Hours: 72 hours lecture

This intermediate ESL course focuses on the development of fundamental reading and writing skills. Course emphasis is on developing reading strategies for comprehension, responding to intermediate-level readings, and sentence and paragraph development. This course takes a content-based approach to instruction, connecting skills to cultural context, focusing on topics of health and/or learning to earn and planning for success in present and future goals. This is a non-credit course mirroring ESL 108 (credit). Prerequisite: ESL 192.

Grading: Audit, Non Credit
Repeatability: Unlimited
Credit: Noncredit
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 159
0 Unit

American Culture and Film
Course Hours: 54 hours lecture

This advanced ESL course focuses on American English and culture throughout our history, exploring themes, trends, and events in the American cultural experience that have significantly shaped American culture and interactions of today, facilitating comprehension of context as students build language and communication strategies in their personal, social, educational, and career paths. This course is designed to prepare students for college level coursework. This noncredit course mirrors ESL 109. Prerequisite: ESL 116 or ESL 166.

Grading: Audit, Non Credit
Repeatability: Unlimited
Credit: Noncredit
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 160
0 Unit

Intermediate ESL Grammar
Course Hours: 36 hours lecture

This high-intermediate ESL course focuses on the continued development of grammar skills in context. Course emphasis is on refinement of use of word forms and strengthening constructions of phrases, clauses, and sentence types. This course takes a content-based approach to instruction, connecting skills to cultural context, focusing on topics of health and/or learning to earn as students plan for success in present and future goals. This is a non-credit course mirroring ESL 110 (credit). Prerequisite: ESL 100 or ESL 150.

Grading: Audit, Non Credit
Repeatability: Unlimited
Credit: Noncredit
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 166
0 Unit

Intermediate ESL Oral Communication
Course Hours: 54 hours lecture

This high-intermediate ESL course focuses on the continued development of oral communication skills. Course emphasis is on building fluency in conversations, small and whole group discussions, short informal and formal speeches, beginning note taking, and listening comprehension. This course takes a content-based approach to instruction, connecting skills to cultural context, focusing on topics of health and/or learning to earn and planning for success in present and future goals. This is a non-credit course mirroring ESL 116 (credit). Prerequisite: ESL 106 or ESL 156.

Grading: Audit, Non Credit
Repeatability: Unlimited
Credit: Noncredit
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 168
0 Unit

Intermediate ESL Reading and Writing
Course Hours: 72 hours lecture

This high-intermediate ESL course focuses on refining fundamental reading and writing skills. Course emphasis is on independent reading, strengthening reading comprehension, analysis of main ideas and significant details, response to facts and opinions, vocabulary enrichment, writing process, paragraph development and organization, purpose, audience, and sentence types. This course takes a content-based approach to instruction, connecting skills to cultural context, focusing on topics of health and/or learning to earn and planning for success in present and future goals. This noncredit course mirrors ESL 118 (credit). Prerequisite: ESL 108 or ESL 158.

Grading: Audit, Non Credit
Repeatability: Unlimited
Credit: Noncredit
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 170
0 Unit

Advanced ESL Grammar
Course Hours: 36 hours lecture

This low-advanced ESL course focuses on the refinement of grammar skills in context. Course emphasis is on developing more sophisticated grammatical structures, focusing on adjective clauses, adverbial clauses, noun clauses, and passive voice. Students will also expand knowledge of error correction. This course takes a content-based approach to instruction, connecting skills to cultural context, focusing on topics of U.S. history, religion, and/or politics in order to support students as they work toward college-level coursework. This non-credit course mirrors ESL 120 (credit). Prerequisite: ESL 110 or ESL 160.

Grading: Audit, Non Credit
Repeatability: Unlimited
Credit: Noncredit
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 176
0 Unit

Advanced ESL Oral Communication
Course Hours: 54 hours lecture

This low-advanced ESL course focuses on the development of oral communication skills in academic and professional settings. Students listen and respond to lectures, presentations, and discussions on advanced academic and professional topics. Course emphasis is on critical discussion and presentations, strengthening of comprehension and fluency, search for bias, effective note-taking strategies, and vocabulary enrichment. Students build strategies of analysis and evaluation of main ideas, details, facts, and opinions. This course takes a content-based approach to instruction, connecting skills to cultural context, focusing on topics of U.S. history, religion, and/or politics in preparation for college-level coursework. This is a non-credit course mirroring ESL 126 (credit). Prerequisite: ESL 116 or ESL 166.

Grading: Audit, Non Credit
Repeatability: Unlimited
Credit: Noncredit
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 178
0 Unit

Advanced ESL Reading and Writing
Course Hours: 72 hours lecture

This advanced ESL course focuses on strengthening reading and writing skills. Course emphasis is on independent reading, strengthening comprehension, evaluation of main ideas and significant details, analysis and evaluation of facts and opinions, search for bias, vocabulary enrichment, essay development and organization, purpose, audience, and sentence types. This course takes a content-based approach to instruction, connecting skills to cultural context, focusing on topics of U.S. history, religion, and/or politics in preparation for college-level coursework. This noncredit course mirrors ESL 128 (credit). Prerequisite: ESL 118 or ESL 168.

Grading: Audit, Non Credit
Repeatability: Unlimited
Credit: Noncredit
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 180
0 Unit

ESL Grammar for Academic Writing and Editing
Course Hours: 36 hours lecture

This high-advanced ESL course focuses on grammar for editing in context. Course emphasis is on advanced error correction in strengthening clarity in writing and presentations. This course takes a content-based approach to instruction, connecting skills to cultural context, focusing on topics of U.S. history, religion, and/or politics. Designed to prepare students for degree-applicable courses. This non-credit course mirrors ESL 130 (credit). Prerequisite: ESL 120 or ESL 170.

Grading: Audit, Non Credit
Repeatability: Unlimited
Credit: Noncredit
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 186
0 Unit

Bridge to Academic Oral Communication
Course Hours: 54 hours lecture

This high-advanced ESL course focuses on the expansion of oral communication skills in academic and professional settings. Students listen and respond to lectures, presentations, and discussions on advanced academic and professional topics. Course emphasis is on logical, argumentative presentations, identification of research as support, critical discussion, strengthening of comprehension and fluency, evaluation of presented ideas, analysis of bias, expanding effective note-taking strategies, and vocabulary enrichment. This course takes a content-based approach to instruction, connecting skills to cultural context, focusing on topics of U.S. history, religion, and/or politics. Designed to prepare students for degree-applicable courses. This is a non-credit course mirroring ESL 136 (credit). Prerequisite: ESL 126 or ESL 176.

Grading: Audit, Non Credit
Repeatability: Unlimited
Credit: Noncredit
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 188
0 Unit

Bridge to College Reading and Writing
Course Hours: 72 hours lecture

This high-advanced ESL course is designed to prepare students for college-level coursework. Through the reading and analysis of academic texts, students will build their reading comprehension and fluency in English as they focus on essay structure and development. Course emphasis is on developing thesis statements, building paragraphs into essays, refining approach to the writing process, purpose, audience, and advanced sentence production. Study and research skills are also covered in this course. This course takes a content-based approach to instruction, connecting skills to cultural context, focusing on topics of U.S. history, religion, and/or politics. This noncredit course mirrors ESL 138 (credit). Prerequisite: ESL 128 or ESL 178.

Grading: Audit, Non Credit
Repeatability: Unlimited
Credit: Noncredit
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 190
0 Unit

Developing Literacy
Course Hours: 72 hours lecture

This is a beginning course in English as a Second Language that focuses on developing literacy. This course focuses on survival English skills through building vocabulary and developing speaking, listening, reading, and writing skills. Students are introduced to common practices in the American classroom and norms of social exchanges in the United States. This course, in conjunction with ESL 192, will prepare students for intermediate courses in ESL.

Grading: Audit, Non Credit
Repeatability: Unlimited
Credit: Noncredit
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

ESL 192
0 Unit

Expanding Foundations in ESL
Course Hours: 72 hours lecture

This is an English as a Second Language course that focuses on expanding the foundations of literacy. This course continues to build on the use of language in everyday contexts through focus on vocabulary development, pronunciation, speaking practice, listening comprehension, and fundamental reading and writing skills. This course, in conjunction with ESL 190, is designed to prepare students for intermediate ESL coursework. This is a non-credit course. Prerequisite: ESL 190.

Grading: Audit, Non Credit
Repeatability: Unlimited
Credit: Noncredit
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

Entrepreneurship

ENTR 1
3 Unit

Entrepreneurship (formerly BADM 3)
Course Hours: 54 hours lecture

To thrive in today's world, one has to be resourceful, creative, innovative, competitive, and entrepreneurial. Entrepreneurship explores the process and skills students need to recognize enterprising opportunities in the 21st Century environment and understand how to benefit from them. Also presented in this course are descriptions of real entrepreneurs in action, facing the challenges that entrepreneurs must deal with, when making good and even some not-so-good decisions. Special emphasis is placed on three key aspects of entrepreneurship: (1) the individual, their attitudes, behaviors, and skills that make entrepreneurs successful; (2) the generation, validation, and execution of business opportunities; (3) the strategy and plans for the business.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

ENTR 2
3 Unit

Entrepreneurship Basic: Design Thinking and Supply Chain
Course Hours: 54 hours lecture
Entrepreneurship has been described as the capacity and willingness to develop, organize, and manager a new business venture along with any of its risks in order to make a profit. This course will expose students to entrepreneurial concepts such as supply chain management, problem solving, and communication with an emphasis on design thinking. Design thinking encourages organizations to focus on the people they are creating for and leads to human-centered products, services, and internal processes. Recommended Preparation: ENTR 1.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

ENTR 3 **3 Unit**
Starting a Business with Limited Resources
Course Hours: 54 hours lecture

Entrepreneurs start and grow businesses in home offices, garages, and even on public transportation using a laptop or smartphone. Social media and technology have leveled the playing field for the ordinary person wanting to become an entrepreneur. These entrepreneurs are finding creative ways of starting businesses, in spite of limited networks and financial resources. This course will introduce students to bootstrapping: limited-resource startup concepts and strategies. Additionally, this course will engage students by focusing on lean market strategies for testing product/service validity and identifying social media strategies, platforms, and tactics to launch their business, or expand their reach. Students will experience entrepreneurial situations and best practices through case studies, interactive sessions, and class exercises. Recommended Preparation: ENTR 1.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

ENTR 4 **3 Unit**
Money, Finance and Accounting for Entrepreneurs
Course Hours: 54 hours lecture

One of the more challenging aspects of entrepreneurship deals with financing. Determine how much you need and how entrepreneurial finance works: where, when and how to get financing, equity, bootstraps, angel investors and venture capitalists. Learn the critical importance of leveraging resources. Discover what you really need to know about bookkeeping, accounting, and using numbers to make smarter decisions. Recommended Preparation: ENTR 1.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

Ethnic Studies

ETHN 1 **3 Unit**
Introduction to Ethnic Studies
Course Hours: 54 hours lecture

This course provides a multidisciplinary introduction to and analysis of ethnic groups in the United States. Students will apply various theories and perspectives so as to develop a comprehension of the effects of institutional racism, economic and environmental marginalization, and socioeconomic and political discrimination on American ethnic and racial groups.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area D
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

Geography

GEOG 3 **3 Unit**
World Regional Geography
Course Hours: 54 hours lecture

This course is an introduction to world regional geography, emphasizing the nature of major cultural regions of the world. Through a comprehensive regional analysis including spatial and historical influences, students will learn social structures, religions, languages, political systems, economics, environmental relationships, transportation networks, population dynamics, and urban development across the globe. Recommended Preparation: Reading college-level text and eligibility for English Composition.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area D
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

Geology

GEOL 1L — 4 Unit

Physical Geology
Course Hours: 54 hours lecture; 54 hours laboratory

This course is an introduction to the science of the earth with emphasis on: minerals and rocks, plate tectonics, volcanic activity, earthquakes, geologic processes which shape the earth's surface, and structure of the earth. The lab includes the identification of common rocks and minerals and the interpretation of geologic features from maps, aerial photos, and field observations. A one-day (8-10 hours) field trip is required.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: GEOL 101
CSU: CSU GE Area B1, CSU GE Area B3
IGETC: IGETC Area 5A-Phys Sci, IGETC Area 5C-Science Lab
Modality: Traditional, Online, Interactive Video/Audio

GEOL 3 — 4 Unit

Natural Disasters
Course Hours: 54 hours lecture; 54 hours laboratory

This course is a study of the interrelationship between humans and the geologic environment, focusing on the causes and consequences of such natural hazards as volcanism, earthquakes, landslides, and flooding. Also emphasized are the geological aspects of waste disposal. The lab includes the interpretation and investigation of geologic hazards from topographic maps and field observations. (A one-day field trip may be required)

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area B1, CSU GE Area B3
IGETC: IGETC Area 5A-Phys Sci, IGETC Area 5C-Science Lab
Modality: Traditional, Online, Interactive Video/Audio

GEOL 4 — 3 Unit

The Age of the Dinosaurs
Course Hours: 54 hours lecture

This course covers the historical geology and paleontology of the Mesozoic era including dinosaur evolution, ecology, lifestyles, habitat and extinction. Current controversies in dinosaur research will also be discussed. One-day (8-10 hours) field trip required.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area B1, CSU GE Area B2
IGETC: IGETC Area 5A-Phys Sci
Modality: Traditional, Online, Interactive Video/Audio

Health

HEAL 1 — 3 Unit

Health Education
Course Hours: 54 hours lecture

This course focuses on the exploration of major health issues and behaviors in the various dimensions of health. Emphasis is placed on health topics which include: health care systems; substances including alcohol, caffeine, narcotics and other drugs; ecology; birth to death cycle; self-awareness; effective consumer practices; nutrition and physical conditioning.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

HEAL 2 — 3 Unit

Nutrition
Course Hours: 54 hours lecture

This course covers the fundamentals of nutrition, the interaction of carbohydrates, fats, proteins, vitamins, minerals and water in the human body. Students will learn how food choices affect disease and energy balance. Students will also learn to distinguish between scientific information and popular nutrition misinformation. Students will understand how their own personal choices impact their overall health.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

Heating, Ventilation and Air Conditioning

HVAC 50 — 3 Unit

Fundamental Heating, Ventilation and Air Conditioning Maintenance and Service (formerly AIRC 50)
Course Hours: 36 hours lecture; 54 hours laboratory
This course is the entry level for maintenance, installation and safety procedures involved with all HVAC equipment, including gas/oil heaters, evaporative coolers, and air conditioning systems. This course includes the introduction for entry-level refrigeration fundamentals and basic electrical procedures required for maintenance of specialized circuitry of air conditioning and heating equipment.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

HVAC 51 — 3 Unit

Fundamentals of Heating, Ventilation and Air Conditioning Control (formerly AIRC 51)
Course Hours: 36 hours lecture; 54 hours laboratory
This course examines refrigeration fundamentals including heat transfer, energy, and basic refrigeration systems that include understanding the refrigeration cycle of domestic AIRC units, refrigerators and repair of electrical circuits and maintenance of specialized circuitry of air conditioning and refrigeration equipment. Prerequisite: HVAC 50.

Fees: Instructional Materials $40.00
Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

HVAC 52 — 3 Unit

Commercial Refrigeration (formerly AIRC 52)
Course Hours: 36 hours lecture; 54 hours laboratory

This course is an advanced study for commercial refrigeration and freezer applications including various types of product storage, display, basic service procedures, and applications including heat loads, installation and service procedures. Basic "hands-on" service procedures are included in the lab portion of this class. Prerequisite: HVAC 51.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

HVAC 53 — 3 Unit

Advanced Heating, Ventilation and Air Conditioning (formerly AIRC 53)
Course Hours: 36 hours lecture; 54 hours laboratory
Study of commercial and domestic air-conditioning and heating applications including various types and designs of systems. Advanced study of heat load calculations, design, and installation and service procedures. Basic "hands-on" service procedures are included in the lab portion of this class. Prerequisite: HVAC 52; HVAC 51

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

History

HIST 1A — 3 Unit

Survey of Western Civilization: The Ancient Near East to 1648
Course Hours: 54 hours lecture
This class will cover the emergence of Western Civilization from its roots in the Middle East, its flourishing in Greece and Rome, through Medieval society, to the Renaissance. It is a survey course covering political, economic, social and technological developments and their effect on future generations. There is a focus on major historical personages and important historical problems.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area C2, CSU GE Area D
IGETC: IGETC Area 3B, IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

HIST 1B — 3 Unit

Survey of Western Civilization II: The Renaissance to the Present Day
Course Hours: 54 hours lecture
This course provides an overview of the political, cultural and philosophical development of western civilization from the Renaissance to the present. It focuses on major historical personages, solutions for and alternatives to historical problems, and how history instructs and inspires future generations.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: HIST 180
CSU: CSU GE Area C2, CSU GE Area D
IGETC: IGETC Area 3B, IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

HIST 2A — 3 Unit

Survey of US History I: The Colonial Period through Reconstruction
Course Hours: 54 hours lecture
Students examine the development of the United States from the European colonization of North America and the United States through the Reconstruction Period. This course includes an in-depth study of the U.S. Constitution.There is a focus on major historical personages and important historical problems.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area D
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

HIST 2B — 3 Unit

Survey of US History II: From the End of Reconstruction to the 21st Century
Course Hours: 54 hours lecture
This course covers the political, economic, and social development of the United States from the end of Reconstruction to the 21st century. The course will focus on the historical significance of major economic, technological and scientific developments as well as major political changes, ideologies, conflicts and events. A field trip may be assigned.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: HIST 140
CSU: CSU GE Area D
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

HIST 4 — 3 Unit

The US in the 20th Century
Course Hours: 54 hours lecture

Students will survey and assess the economic, political, and social problems faced by the United States in the twentieth century. In their studies, students will infer the historic causes of these challenges, and hypothesize draw inferences about the future trends of various issues the U.S. faces in the twenty-first century. A field trip may be required.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area D
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

HIST 5 — 3 Unit

History of California
Course Hours: 54 hours lecture

Students survey the history of California from the Ice Age to the present. This includes investigations and analysis of prehistoric human settlement, historic Native Americans, Spanish and Mexican occupations, the 49ers, the founding of the state, its growth in the 20th century, and its current role as a political and economic giant. A field trip may be required.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area D
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

HIST 8A — 3 Unit

Survey of World Civilizations I: From the Dawn of Humankind to the 1300s
Course Hours: 54 hours lecture
World Civilizations 8A surveys world history from the dawn of the humankind to the 1400s. The course will emphasize major forces, trends and developments that have shaped human history, such as the Agricultural Revolution, the development of early river civilizations, the development of empires, the Axial Age, the Silk Road trade routes, the fall of the Roman empire and rise of Germanic and Muslim kingdoms, and the impact of the Crusades and the Black Death on society. Major historical personages and problems are analyzed.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: HIST 150
CSU: CSU GE Area C2, CSU GE Area D
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

HIST 8B — 3 Unit

Survey of World Civilizations II: From the 1300s to the Present
Course Hours: 54 hours lecture
This course covers world history from the 14th century to the present. The course will emphasize global trends and developments that have shaped human history, such as the Age of Exploration, the Protestant Reformation, the era of colonization, wars of independence, the world wars, the Cold War, and the development of Third World countries after World War II. Important historical problems and personages will be analyzed.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area C2, CSU GE Area D
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

Humanities

HUMA 1 — 3 Unit

Humanities through the Arts
Course Hours: 54 hours lecture

This course is a survey of the central themes of the humanities through the arts. It is an introduction to the humanities through the study of the elements, interconnectedness, and historical significance of films, drama, music, literature, painting, sculpture, and architecture. Students will develop skills to understand, interpret, and critique the arts. Recommended Preparation: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area C1, CSU GE Area C2
IGETC: IGETC Area 3A, IGETC Area 3B
Modality: Traditional, Online, Interactive Video/Audio

HUMA 2 — 3 Unit

Antiquity to Renaissance
Course Hours: 54 hours lecture

This course is an interdisciplinary study of the movements in art, music, literature, and philosophy from Ancient Western Civilization to the 1500s within a cultural and historical perspective. Special attention is paid to the history of arts, religion, and philosophy. Recommended Preparation: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area C2
IGETC: IGETC Area 3B
Modality: Traditional, Online, Interactive Video/Audio

HUMA 3 — 3 Unit

Renaissance to Modern
Course Hours: 54 hours lecture

An interdisciplinary study of the movements in art, music, literature, and philosophy from 1500s Western Civilization to the modern era within a cultural and historical perspective. Special attention is paid to the history of arts, religion, and philosophy. Recommended Preparation: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area C2
IGETC: IGETC Area 3B
Modality: Traditional, Online, Interactive Video/Audio

HUMA 4 — 3 Unit

Survey of Film
Course Hours: 54 hours lecture

This course will focus on major films, including classics, from 1900s which will be viewed and discussed. Director's techniques, cinematography, filmic means, and grammar of film, philosophy, and literary value will be studied.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area C1, CSU GE Area C2
IGETC: IGETC Area 3A, IGETC Area 3B
Modality: Traditional, Online, Interactive Video/Audio

HUMA 5 — 3 Unit

Multi-Cultural Mythology
Course Hours: 54 hours lecture

An introductory survey course in comparative mythology. Students will read, discuss, and write about basic myths as they have appeared in different civilizations. Basic myths, such as those dealing with creation, earliest times, the flood, tales of love, tales of heroes, journeys to other worlds, and some examination of the concept of myth itself and its values in today's society will be explored. Recommended Preparation: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area C2
IGETC: IGETC Area 3B
Modality: Traditional, Online, Interactive Video/Audio

Industrial Maintenance Electrical and Instrumentation

IMEI 80A — 2 Unit

Alternating Current (formerly IMMT 80A)
Course Hours: 27 hours lecture; 27 hours laboratory

This course is designed to give the fundamental skills necessary to understand alternating current. Covered in this course are properties and calculations for AC waveforms, resistive, inductive, and capacitive AC circuits. Also covered are power triangle calculations, transformers, and series/parallel circuits. A variety of topics will be addressed, including electrical safety, the National Electrical Code, and electrical theory. This course will be appropriate for students who wish to pursue a career in the residential, commercial or industrial electrical field. Prerequisite: ELCT 70E.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

IMEI 80B — 1 Unit

Electrical and Instrumentation Test Equipment (formerly IMMT 80B)
Course Hours: 13.5 hours lecture; 13.5 hours laboratory
This course is designed to give the fundamental skills necessary to use electrical testing equipment. Covered in this course are test instruments, troubleshooting, meter polarity, reading and converting scales, use of a frequency meter, and use of digital and analog meters. In this course, a student will learn to use a variety of test instruments and select the correct instrument for a given measurement. This course will be appropriate for students who wish to pursue a career in the residential, commercial or industrial electrical field. Prerequisite: IMEI 80A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

IMEI 80C — 1 Unit

Flow, Pressure, Level and Temperature (formerly IMMT 80C)
Course Hours: 13.5 hours lecture; 13.5 hours laboratory
This course is designed to give the fundamental skills necessary to understand various measurements used in the electrical field. Covered in this course are properties and calculations for flow, pressure, level, and temperature. The student will learn how these values are used and measured in instrumentation systems. This course will be appropriate for students who wish to pursue a career in the residential, commercial or industrial electrical field. Prerequisite: IMEI 80B.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

IMEI 80D — 2 Unit

Process Quantitative Skills (formerly IMMT 80D)
Course Hours: 27 hours lecture; 27 hours laboratory

This course is designed to give the fundamental skills necessary to perform various mathematical operations used in the field. Covered in this course are basic mathematical operations necessary in instrumentation, pressure measurement, and factor conversion. This course will also cover conduit hand bending. A variety of bends will be addressed, including 90-degree, offsets, back-to-back, and saddle bends. This course will be appropriate for students who wish to pursue a career in the residential, commercial or industrial electrical field. Prerequisite: IMEI 80C.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

IMEI 80E — 2 Unit

Process Tubing Installation and Testing (formerly IMMT 80E)
Course Hours: 27 hours lecture; 27 hours laboratory
This course is designed to give the fundamental skills necessary to choose and install tubing for different applications. Covered in this course are properties and purposes of tubing including proper handling. A variety of topics will be addressed, including fittings, cutting, bending, flaring, proper tools, and safety procedures. This course will be appropriate for students who wish to pursue a career in the industrial maintenance mechanical field. Prerequisite: IMEI 80D.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

IMEI 80F — 2 Unit

Introduction to Instrument Drawings and Documents (Formerly IMMT 80F)
Course Hours: 27 hours lecture; 27 hours laboratory
This course is designed to give the fundamental skills necessary to extract and use information found on drawings and documents commonly used in the field. Covered in this course are standard Instrument Society of America (ISA) instrument symbols and abbreviations, instrument indexes, general instrument specifications, general notes and details. A variety of topics will be addressed, including installation detail drawings, location drawings, and control loops. This course will be appropriate for students who wish to pursue a career in the industrial maintenance mechanical field. Prerequisite: IMEI 80E.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

IMEI 90A — 0.5 Unit

Electrical and Instrumentation Hazardous Locations (formerly IMMT 90A)
Course Hours: 9 hours lecture
This course is designed to give the student an understanding of hazardous locations commonly found in the field. Covered in this course are various classifications of hazardous locations, wiring methods permitted, use of seals and drains, wiring methods for Class I, Class II, and Class III hazardous locations. Also covered are the NEC requirements for installing explosion-proof fittings in specific hazardous locations. Prerequisite: IMEI 80F.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

IMEI 90B — 1 Unit

Electrical Components and Drawings (formerly IMMT 90B)

Course Hours: 13.5 hours lecture; 13.5 hours laboratory

This course is designed to give the student an understanding of electrical components and drawings commonly found in the field. Covered in this course are electronic system components of solid-state devices including transistors, diodes, rectifiers, fuses, leads, integrated circuits, pin numbers, and logic gates. Also covered are common types of electrical and instrumentation diagrams and drawings including wiring, ladder, one-line, motor controller, P & ID, loop, and raceway diagrams. Prerequisite: IMEI 90A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

IMEI 90C — 1 Unit

Electrical and Instrumentation Motor Controls (formerly IMMT 90C)

Course Hours: 13.5 hours lecture; 13.5 hours laboratory

This course is designed to give the student an understanding of motor controls commonly found in the field. Covered in this course are contactors, relays, pilot devices, and motor control wiring. Prerequisite: IMEI 90B.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

IMEI 90D — 2 Unit

Electrical and Instrumentation Distribution Systems and Transformer Applications (formerly IMMT 90D)

Course Hours: 27 hours lecture; 27 hours laboratory

This course is designed to give the student an understanding of distribution equipment and transformer applications commonly found in the field. Covered in this course are overcurrent protection, fuses and circuit breakers, switchgear, visual and mechanical inspections, and ground fault relay systems. Also covered are three-phase transformers, specialty transformers, NEC requirements, and harmonic derating. Prerequisite: IMEI 90C.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

IMEI 90E — 2 Unit

Electrical and Instrumentation Conductor Selection and Calculations (formerly IMMT 90E)

Course Hours: 27 hours lecture; 27 hours laboratory

This course is designed to give the student an understanding of conductor and calculations commonly found in the field. Covered in this course are the selection of electrical conductors for specific applications, calculation of voltage drops, NEC regulations, calculate and apply NEC tap rules. Also covered are conductor sizing, conductor derating, and selection of conductors for various temperature ranges and atmospheres. Prerequisite: IMEI 90D.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

IMEI 90F — 2 Unit

Electrical and Instrumentation Temporary Grounding (formerly IMMT 90F)

Course Hours: 27 hours lecture; 27 hours laboratory

This course is designed to give the student an understanding of temporary grounding practices commonly found in the field. Covered in this course are the purpose of temporary grounding, temporary grounding device requirements, and temporary grounding equipment. Also covered are the procedures for installation and removal of temporary grounding devices. Prerequisite: IMEI 90E.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

IMEI 90G — 2 Unit

Layout and Installation of Tubing and Piping Systems (formerly IMMT 90G)

Course Hours: 27 hours lecture; 27 hours laboratory

This course is designed to give the student an understanding of layout and installation of tubing & piping commonly found in the field. Covered in this course are scope of the layout, proper methods for routing piping or tubing, and the application of fitter's math. Also covered are the processes for cutting tubing & piping, accurately bend piping or tubing, installation of various piping, fittings, and tubing support. Prerequisite: IMEI 90F.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

IMEI 90H **2 Unit**
Machine Bending of Conduit (formerly IMMT 90H)
Course Hours: 27 hours lecture; 27 hours laboratory

This course is designed to give the student an understanding of machine bending of conduit commonly found in the field. Covered in this course are the process of conduit using power tools, parts of electric and hydraulic benders, offsets, kicks, saddles, segmented, and parallel bends. Also covered are the quantative skills required to bend conduit. Prerequisite: IMEI 90G.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

IMEI 90I **1 Unit**
Hydraulic and Pneumatic Controls (formerly IMMT 90I)
Course Hours: 13.5 hours lecture; 13.5 hours laboratory
This course is designed to give the student an understanding of hydraulic and pneumatic controls commonly found in the field. Covered in this course are hydraulic system safety, principles of hydraulics, hydraulic devices, symbols and functions, and hydraulic systems in a process application. Also covered are pneumatic system safety, physical characteristics of gases, compressing gases, pneumatic transmission of energy, principles of compression operation, types of compressors, compressed-air treatment, pneumatic system components and symbols. Prerequisite: IMEI 90H.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

IMEI 90J **1 Unit**
Motor Operated Valves (formerly IMMT 90J)
Course Hours: 13.5 hours lecture; 13.5 hours laboratory

This course is designed to give the student an understanding of motor operated valves commonly found in the field. Covered in this course are safety regulations associated with motor operated valves (MOV's), operating principles of various types of MOV's, and applications of MOV's. Also covered are MOV set-up procedures and replacing limit switches. Prerequisite: IMEI 90I.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

Industrial Maintenance Mechanic Technology

IMMT 60 **1 Unit**
Fundamentals of Industrial Maintenance Mechanics
Course Hours: 13.5 hours lecture; 13.5 hours laboratory

This course is designed to give the student the fundamental skills necessary to increase success in the workforce. Covered in this course are orientation to the trade, tools of the trade, fasteners and anchors, and an introduction to test equipment.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

IMMT 62 **1 Unit**
Oxyfuel Cutting
Course Hours: 13.5 hours lecture; 13.5 hours laboratory

This course is designed to give the student the fundamental skills necessary to safely use Oxyfuel cutting equipment.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

IMMT 64 **1 Unit**
Craft-Related Quantitative Skills
Course Hours: 13.5 hours lecture; 13.5 hours laboratory

This course is designed to give the student the fundamental quantitative skills commonly used by industrial maintenance mechanics.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

IMMT 66 — 1 Unit

Construction Drawings
Course Hours: 13.5 hours lecture; 13.5 hours laboratory

This course is designed to give the student the fundamental skills to read commonly used blueprints by industrial maintenance mechanics.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

IMMT 68 — 1.5 Unit

Gaskets, Packing, Pumps, Drivers, Valves and Lubrication
Course Hours: 22.5 hours lecture; 13.5 hours laboratory
This course is designed to give the student the fundamental skills in gasket selection, packing types, pumps, drivers, valves and lubrication used for industrial maintenance mechanics.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

IMMT 69 — 1.5 Unit

Material Handling, Hand Rigging, Mobile and Support Equipment
Course Hours: 22.5 hours lecture; 13.5 hours laboratory
This course is designed to give the student the fundamental skills in material handling, hand rigging, mobile and support equipment used for industrial maintenance mechanics.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

IMMT 70 — 1 Unit

Basic Layout
Course Hours: 13.5 hours lecture; 13.5 hours laboratory

This course is designed to give the student the fundamental skills necessary to perform basic layout on the jobsite. The skills covered in this course are tools used for layout, basic layout techniques, scribing, and using quantitative skills required in layout.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

IMMT 71 — 1 Unit

Introduction to Piping
Course Hours: 13.5 hours lecture; 13.5 hours laboratory

This course is designed to give the student the fundamental skills necessary to work with various types of piping on the jobsite. This course covers concepts in copper and plastic piping and introduction to ferrous metal piping practices.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

IMMT 73 — 1 Unit

Identify, Install and Maintain Valves
Course Hours: 13.5 hours lecture; 13.5 hours laboratory

This course is designed to give the student the fundamental skills necessary to work with various types of valves and perform basic hydrostatic and pneumatic testing on the jobsite.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

IMMT 74 **1 Unit**
Introduction to Bearings
Course Hours: 13.5 hours lecture; 13.5 hours laboratory

This course is designed to give the student the fundamental skills necessary to work with various types of bearings on the jobsite.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

IMMT 75 **2 Unit**
Introduction to Steam Systems
Course Hours: 27 hours lecture; 27 hours laboratory

This course is designed to give the student the fundamental skills necessary to work with various types of bearings on the jobsite.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

IMMT 76 **1 Unit**
Distillation Towers and Vessels
Course Hours: 13.5 hours lecture; 13.5 hours laboratory

This course is designed to give the student the fundamental skills necessary to work with various types of distillation towers and vessels found on the jobsite.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

IMMT 77 **2 Unit**
Heaters, Furnaces, Heat Exchanges, Cooling
Course Hours: 27 hours lecture; 27 hours laboratory

This course is designed to give the student the fundamental skills necessary to work with various types of heaters, furnaces, heat exchangers, cooling towers and fin fans commonly found on the jobsite.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

Kinesiology

KINA 10A **2 Unit**
Fitness and Wellness
Course Hours: 108 hours laboratory

This course provides for the study of and practice in Fitness & Wellness techniques and principles. Physical fitness tests are administered before, during and after exercise programs to improve reserve capacity in endurance, muscular strength and joint mobility. Lectures and assignments focus on nutrition and diet, exercise, and modifications of lifestyle to enhance the quality of life and reduce health risks.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online

KINA 150 **0 Unit**
Fitness and Wellness Lab
Course Hours: 54-108 hours laboratory

This course is a physical fitness course that is designed for cardiorespiratory, strength and flexibility exercises within a prescribed fitness program. This course is available to students/faculty/staff of Barstow Community College.

Grading: Audit, Non Credit
Repeatability: Unlimited
Credit: Noncredit
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online

KINA 16A — 0.5-1 Unit
Beginning Volleyball (formerly PEAC 11)
Course Hours: 27-54 hours laboratory

This course focus will be on the fundamentals, team play, rules and strategy, of the game of volleyball.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

KINA 17A — 0.5-1 Unit
Beginning Basketball
Course Hours: 27-54 hours laboratory

This course teaches the fundamentals of shooting, passing, dribbling, pivoting, rebounding and tipping. Basic play patterns, defenses, team play and rules interpretation are included.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

KINA 18A — 0.5-1 Unit
Beginning Softball
Course Hours: 27-54 hours laboratory

This course teaches the fundamentals of offensive strategies (hitting, bunting, base running); defensive strategies (positioning, fielding groundballs, fielding fly balls, throwing, receiving); pitching strategies (technique/mechanics, assortment of pitches).

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

KINA 21A — 0.5-1 Unit
Beginning Tennis
Course Hours: 27-54 hours laboratory

This course teaches the theory and practice in grips, basic strokes, basic positions, scoring formulas, rules and regulations and terminology.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

KINA 22A — 0.5-1 Unit
Beginning Badminton (formerly PEAC 33)
Course Hours: 27-54 hours laboratory

This course is an activity course in which students will develop the basic skills necessary to play the game of badminton. Technical skills include the overhead and underhand clears, the short & low serve, drop shots and the smash. Emphasis will be placed on the fundamental strategies and rules used in both singles and doubles play.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

KINA 23A — 0.5-1 Unit
Beginning Golf
Course Hours: 27-54 hours laboratory

This course has an emphasis on learning the fundamental aspects of golf. There will be instruction in all areas of basic golf, including: rules, etiquette, and swing mechanics. Use of all golf clubs including woods, fairway metals, long irons, and short irons. Emphasis on the "short game" including chipping and putting. Class will be held at an off-campus golf facility.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

KINA 2A — 1 Unit

General Activity (formerly PEAC 30)
Course Hours: 54 hours laboratory

This course is intended primarily for on-line students interested in furthering physical and mental wellbeing through meaningful experiences in physical activities. In the course, students will choose approved activities and maintain a weekly log of these activities that will fulfill the required number of hours to pass the course. The activities will be monitored by the instructor using off-site monitor, software, student interaction, or other appropriate evaluation of activity.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

KINA 30A — 0.5-1 Unit

Beginning Self-Defense and Karate
Course Hours: 27-54 hours laboratory

This course teaches the basic skills needed for the art of unarmed self-defense. Includes the use of blocking, shifting, punching, striking and kicking. Develops coordination, builds self-confidence, improves reflexes and increases stamina. A physical art form that is beneficial to all types of people, regardless of age.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

KINA 31A — 0.5-1 Unit

Beginning Cardio Kickboxing
Course Hours: 27-54 hours laboratory

This course includes a non-contact, aerobic and anaerobic conditioning workout, which consists of kickboxing and martial arts moves. Designed to help improve each participant's strength and cardiovascular fitness level. A rested interval-training program emphasizing safe and effective body movement, flexibility, and improvement in strength.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

KINA 3A — 0.5-1 Unit

Circuit Weight Training-Machines Only (formerly PEAC 3)
Course Hours: 27-54 hours laboratory
Circuit weight training provides the student an opportunity to improve in cardiovascular endurance and muscular strength. Training is intended to improve cardiovascular and skeletal muscle function in a controlled workout setting.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

KINA 4A — 0.5-1 Unit

Basic Weight Training and Conditioning (formerly PEAC 4)
Course Hours: 18-54 hours laboratory
Instruction on the basics of weight training and aerobic conditioning. Recommended for students interested in muscle toning, weight redistribution, physical rehabilitation, and aerobic conditioning. Individual workout programs developed at the basic level under supervision of the instructor.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online

KINA 5A — 0.5-1 Unit

Cardiovascular Lab (formerly PEAC 29)
Course Hours: 18-54 hours laboratory

This course is designed to focus on performing vigorous aerobic exercise in cardiovascular training (Treadmills, Stairmasters, Stationary Bikes, Ellipticals, Track, etc.). Individual workout programs will be developed based on required assessment tests and will be monitored through daily recording of workouts and weekly self-testing.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online

KINA 6A — 0.5-1 Unit

Fitness Walking, Jogging and Running
Course Hours: 27-54 hours laboratory

This course offers cardiovascular training through aerobic walking, jogging, running. Start at your current level of fitness and add resistance in terms of speed, duration and varied terrain.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

KINA 7A — 1 Unit

Tai Ji Quan (formerly PEAC 20)
Course Hours: 54 hours laboratory

The focus will be on the practice of Tai Ji Quan (Tai Chi), a Chinese traditional exercise for the body and mind, which tones muscles, improves flexibility and reduces stress. Students will gain an understanding in how Tai Ji Quan, as a slow, rhythmic movement with meditation has been recognized by medical experts worldwide as an effective way to achieve relaxation, decrease high blood pressure, promote cardiovascular fitness and slow aging process.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

KINA 8A — 1 Unit

Breathing, Meditation, Relaxation (formerly PEAC 21)
Course Hours: 54 hours laboratory

This course is designed for male and female students. The focus will be on the theory, practice, physical and physiological relation, and other benefits of breathing meditation through the exercise of Qi Gong.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

KINA 9A — 1 Unit

Fitness and Wellness
Course Hours: 54 hours laboratory

This course provides for the study of and practice in Fitness & Wellness techniques and principles. Physical fitness tests are administered before, during and after exercise programs to improve reserve capacity in endurance, muscular strength and joint mobility. Lectures and assignments focus on nutrition and diet, exercise, and modifications of lifestyle to enhance the quality of life and reduce health risks.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online

KINL 1 — 3 Unit

Introduction to Kinesiology (formerly PELC 2)
Course Hours: 54 hours lecture

An introduction to the philosophies and purposes of physical education. Examines the qualifications for various professional opportunities in the physical education field.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

KINL 23 — 3 Unit

First Aid and Safety
Course Hours: 54 hours lecture

This course will introduce students to the techniques and the principles involved in rendering prompt and necessary emergency care to the injured or ill. Instruction will cover material for breathing and cardiac material for breathing and cardiac emergencies, sudden illnesses, soft tissue injuries, environmental incidents, musculoskeletal injuries, and other special circumstances. Students will practice the skills and procedures for cardiopulmonary resuscitation (CPR), rescue breathing, and the proper use of an Automatic External Defibrillator (AED). With the successful completion of this course students will have the opportunity to become certified in the Standard First Aid and Personal Safety and Cardiopulmonary Resuscitation (CPR) Certificates granted by the American Red Cross.

Fees: Instructional Materials $70.00
Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

Management

MGMT 1 — 3 Unit

Introduction to Management
Course Hours: 54 hours lecture

The Introduction to Management course represents a synthesis of management theory and application. The course encompasses theory and practice, including the role that management functions of planning, organizing, leading, and controlling play in the contemporary organization. It is a practical approach to issues such as sustainability, ethics, and social media. Management concepts in the course are emphasized via discussions, standard pedagogical tools, lively and current topics, and by highlighting organizational behavior. Recommended Preparation: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

MGMT 3 — 3 Unit

Human Resource Management
Course Hours: 54 hours lecture

This course examines the role of the human resource professional as a strategic partner in managing today's organizations. Key functions such as recruitment, selection, development, appraisal, retention, compensation, and labor relations are examined. Recommended Preparation: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

MGMT 5 — 3 Unit

Organization and Management
Course Hours: 54 hours lecture

In this course you will attain an understanding of the key factors that contribute to organizational success and the role that leader/managers plays in helping their organizations become more successful at reaching goals. Gaining a clear understanding of the impact of human resource issues allows students to become more effective when mapping their future career. Specifically, this course explores how human resource professionals develop winning strategies that support legal and ethical issues that impact the organization's social relationships, tasks, human resource practices in an increasingly diverse and global workforce environment. Recommended Preparation: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

MGMT 7 — 3 Unit

Small Business Management
Course Hours: 54 hours lecture

This course is an introduction to business management techniques used by small businesses in the free enterprise system. This course focuses on the issues that concern a small business owner's process when developing product ideas, evaluating the market, planning the start-up and problems, structuring the organization, obtaining financing, purchasing inventory, finding a location, hiring personnel, as well as business laws, taxes, permits, and insurance. Students may be required to prepare of a simple business plan project at the end of the course. Recommended Preparation: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

Mathematics

MATH 1 — 4 Unit

Trigonometry
Course Hours: 72 hours lecture

This course offers a study of trigonometric functions and equations. Fundamental properties of functions, their graphs, and their inverses of trigonometric functions is covered. Solving triangles using the Law of Cosines and the Law of Sines. Verification of trigonometric identities, inverse trigonometric functions, half and multiple angles, vectors and their applications, parametric equations, polar coordinates and polar equations.

Grading: Audit, Normal
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area B4
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

MATH 191
0 Unit

Bridge to College Success - Math Level 1
Course Hours: 18 hours lecture; 9 hours laboratory

Course is non-credit for those who completed the assessment test and who scored below transfer level. This course is a refresher course only. Students will be refreshed on basic math processess and problems. Aimed at students who assessed into ACSK 150, 151, 152, or MATH 101.

Grading: Audit, Non Credit
Repeatability: Unlimited
Credit: Noncredit
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

MATH 192
0 Unit

Bridge to College Success - Math 2
Course Hours: 18-54 hours lecture

This accelerated course prepares students for transfer-level Statistics. It covers core concepts from elementary algebra, intermediate algebra, and descriptive statistics. Topics include ratios, rates, and proportional reasoning; arithmetic reasoning using fractions, decimals and percents; evaluating expressions, solving equations, analyzing algebraic forms to understand statistical measures; use of linear, quadratic, absolute value, exponential, and logarithmic functions to model bivariate data; graphical and numerical descriptive statistics for quantitative and categorical data; probability; introduction to StatCrunch Software. This course is designed for students who intend to take transfer level statistics.

Grading: Audit, Non Credit
Repeatability: Unlimited
Credit: Noncredit
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

MATH 193
0 Unit

Bridge to College Success - Math 3
Course Hours: 18-54 hours lecture

This course is a non-credit support class for those students who are currently taking Math 3. This will also provide opportunity to review prerequisite math skills that are required for the course. In addition, students will be exposed to using different techniques in time management and study skills.

Grading: Audit, Non Credit
Repeatability: Unlimited
Credit: Noncredit
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

MATH 194
0 Unit

Bridge to College Success - Math Level 4
Course Hours: 18-54 hours lecture

Course is non-credit for those who completed the test and who scored below transfer level. This course is a refresher course only. Students will be refreshed on basic math processes and problems. Aimed at students who assessed into MATH 3.

Grading: Audit, Non Credit
Repeatability: Unlimited
Credit: Noncredit
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

MATH 195
0 Unit

Bridge to College Success - Math 5
Course Hours: 18-54 hours lecture

This course is a non-credit support class for those students who are currently taking Math 5. This will also provide opportunity to review prerequisite math skills that are required for the course. In addition, students will be exposed to using different techniques in time management and study skills.

Grading: Audit, Non Credit
Repeatability: Unlimited
Credit: Noncredit
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

MATH 2
4 Unit

Introduction to Statistics
Course Hours: 54 hours lecture; 54 hours laboratory

This course is an introduction of basic statistical concepts and techniques, which includes descriptive and inferential statistics, construction of statistical tables, display data with statistical graphs, t-tests and chi-squares. Topics will include correlation and regression, probability, statistical distributions, central limit theory, testing hypotheses & confidence interval of a single population for a population mean, population proportion, and standard deviation. Students will also learn about inference about two population proportions and means, tests for independence and the homogeneity of proportions, and ANOVA. Applications using data from a broad range of disciplines. Prerequisite: MATH 55 (or appropriate placement based on AB705 mandate).

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area B4
IGETC: IGETC Area 2
Modality: Traditional, Online, Interactive Video/Audio

MATH 3 — 4 Unit

College Algebra
Course Hours: 72 hours lecture

The topics to be covered include review of the fundamentals of algebra, relations, functions, solutions of first and second degree equations and inequalities, systems of linear equations, matrices, permutations, combinations, binomial theorem, mathematical induction, polynomial and rational functions, exponential and logarithmic functions, analytic geometry and conic sections, geometric and arithmetic sequences, series, and probability. Prerequisite: Completion of MATH 55 or appropriate placement based on AB705 mandates.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area B4
IGETC: IGETC Area 2
Modality: Traditional, Online, Interactive Video/Audio

MATH 4A — 4 Unit

Calculus I
Course Hours: 72 hours lecture

This course offers an introduction to the calculus of single variables. Topics covered include limits, using limits of functions to determine continuity, finding derivatives and integrals of functions, basic properties of derivatives and integrals, the relationship between derivatives and integrals as given by the Fundamental Theorem of Calculus, and application. Prerequisite: MATH 1 and MATH 3.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: MATH 210
CSU: CSU GE Area B4
IGETC: IGETC Area 2
Modality: Traditional, Online

MATH 4B — 4 Unit

Calculus II
Course Hours: 72 hours lecture

This is the second course of calculus in differential and integral of a single variable. Topics covered include integration and its techniques of integration. Series and sequences including both finite and infinite sequences and series are covered. Topics also include both polar and parametric equations, and applications of integration. This course is primarily for Science, Technology, Engineering, and Math Majors. Prerequisite: MATH 4A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area B4
IGETC: IGETC Area 2
Modality: Traditional

MATH 4C — 4 Unit

Calculus III
Course Hours: 72 hours lecture

This course is the continuation of second course of calculus in differential and integral. Emphasis of the course is calculus in three dimensions. Topics covered include vector analysis, vector fields, multiple integrals, partial derivatives, solid analytic geometry, parametric curves and surfaces, line integrals, surface integrals, Green's Theorem, Stocks and Gauss Theorem. This course is primarily for Science, Technology, Engineering, and Math Majors. Prerequisite: MATH 4B.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area B4
IGETC: IGETC Area 2
Modality: Traditional

MATH 5 — 3 Unit

College Math: For Liberal Arts Majors
Course Hours: 54 hours lecture

This course is designed for liberal arts students and uses the concepts learned in algebra. It is a survey course of college mathematics with emphasis placed on the nature of mathematics, problem solving, and thinking patterns. Using and expanding upon the skills gained from algebra, this course offers the student an applications-oriented, problem-solving exploration into a variety of mathematical fields including portions of courses offered in sets and logic, algebraic expressions and inequalities, fundamental counting principles and probability, quantitative reasoning and statistics, and geometry. An important aspect of this course is to help students appreciate the value of mathematics in everyday life. Prerequisite: MATH 55 (or appropriate placement based on AB705 mandates).

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area B4
IGETC: IGETC Area 2
Modality: Traditional, Online, Interactive Video/Audio

MATH 55 — 4 Unit
Intermediate Algebra
Course Hours: 72 hours lecture

This course reviews and extends the concepts of elementary algebra with problem solving skills. Topics that are reviewed and extended include linear and quadratic equations, factoring, polynomials, rational expressions, exponents, rational exponents including complex number, radicals, equations of lines, and systems of equations. New topics include graphs and their translations and reflections, functions, exponential and logarithmic functions, graphs of quadratic functions, conic sections, polynomial, rational, and absolute value inequalities.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

MATH 6 — 3 Unit
Mathematical Concepts for Elementary Teachers
Course Hours: 54 hours lecture

This course covers the real number system, numeration system, elementary number theory, geometry, and problem solving. Technology and hands-on experiences are integrated in this course. It is designed to fulfill the lower division mathematics requirement for students who are planning to enter a multiple subject teaching credential programs. Prerequisite: MATH 55 or appropriate placement based on AB 705 mandates.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area B4
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

Music

MUSI 12A — 2 Unit
Beginning Piano I
Course Hours: 18 hours lecture; 54 hours laboratory

Class instruction in basic keyboard techniques and theory, including scales, chords, selected solos and studies. This includes, but is not limited to, skills in reading music, familiarization with the keyboard, hand and finger control, basic chord progressions and scales. Recommended that students have a keyboard available to them for regular practice.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area C1
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

MUSI 12B — 1 Unit
Beginning Piano II
Course Hours: 54 hours laboratory

Class instruction in basic to intermediate keyboard techniques and theory, including scales, chords, selected solos and studies. This includes, but is not limited to, skills in reading music, familiarization with the keyboard, hand and finger control, basic chord progressions, major scales and melody harmonization. Recommended that students have a keyboard available to them for regular practice. Prerequisite: MUSI 12A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

MUSI 12C — 1 Unit
Intermediate Piano
Course Hours: 54 hours laboratory

Class instruction in intermediate keyboard techniques and theory, including scales, chords, selected solos and studies. This includes, but is not limited to, skills in reading music, familiarization with the keyboard, hand, finger and pedal control, chord progressions, scales, transpositions and historical stylistic markings. Recommended that students have a keyboard available for regular practice. Prerequisite: MUSI 12B.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

MUSI 14 — 2 Unit

Beginning Guitar I
Course Hours: 18 hours lecture; 54 hours laboratory

This course entails beginning guitar instruction, which includes string tuning, introductory fingering and fretting, instrumental technique, tablature and standard notation, primary chords and chord progressions, and performance of simple melodies and accompaniment. Students must have a guitar available for regular practice.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

MUSI 2 — 3 Unit

Music Appreciation - Classical
Course Hours: 54 hours lecture

A survey of art music in western civilization. Topics studied include, but are not limited to, elements of music, basic musical forms, music periods, styles, and the role of music and musicians in the western world.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: MUS 100
CSU: CSU GE Area C1
IGETC: IGETC Area 3A
Modality: Traditional, Online, Interactive Video/Audio

MUSI 3 — 3 Unit

Music Appreciation - American Music
Course Hours: 54 hours lecture

The survey of American music from the American Revolution to the present. It will cover presentation, history, and analysis of traditional, country, blues, rock, jazz, musical theatre, classical, and commercial popular music. It will include examination of historical and sociological influences on the music.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area C1
IGETC: IGETC Area 3A
Modality: Traditional, Online, Interactive Video/Audio

MUSI 4A — 1 Unit

Beginning College Choir
Course Hours: 54 hours laboratory

This course covers the study and performance of choral music from early classics to contemporary works. No experience or sight-reading skills are necessary.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online

MUSI 4B — 1 Unit

Intermediate College Choir
Course Hours: 54 hours laboratory

This course covers the continued study and performance of choral music from early classics to contemporary works. No experience or sight-reading skills are necessary. Prerequisite: MUSI 4.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

MUSI 4C — 1 Unit

Advanced College Choir I
Course Hours: 54 hours laboratory

This course covers the study and performance of choral music from early classics to contemporary works at an advanced level. No experience or sight-reading skills are necessary. Prerequisite: MUSI 4B.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

MUSI 4D — 1 Unit
Advanced College Choir II
Course Hours: 54 hours laboratory

This course covers the continued study and performance of choral music from early classics to contemporary works at an advanced level. No experience or sight-reading skills are necessary. Prerequisite: MUSI 4C.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

MUSI 5A — 1 Unit
Beginning Concert Band
Course Hours: 54 hours laboratory

Introduction to study and performance of collegiate band literature from early classics to contemporary works. Basic instrumental and aural skills will be developed through the study of assigned sheet music. Recommended Preparation: Previous band experience.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

MUSI 5B — 1 Unit
Intermediate Concert Band
Course Hours: 54 hours laboratory

Intermediate study and performance of collegiate band literature from early classics to contemporary works. Intermediate instrumental and aural skills will be developed through the study of assigned sheet music. Prerequisite: MUSI 5A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

MUSI 5C — 1 Unit
Advanced Concert Band
Course Hours: 54 hours laboratory

Advanced study and performance of collegiate band literature from early classics to contemporary works. Advanced instrumental and aural skills will be developed through the study of assigned sheet music. Prerequisite: MUSI 5B.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

MUSI 5D — 1 Unit
Advanced Concert Band II
Course Hours: 54 hours laboratory

This course involves an increasingly advanced level of study and performance of collegiate band literature from early classics to contemporary works, with an emphasis on performance of featured soloist music. As the final course in the MUSI 5 series, students will have the opportunity to showcase their musical skills learned throughout the series by performing virtuosic solos in the semester's concert program. Students will learn how to be successful soloists, building upon the previous skills acquired in the MUSI 5 prerequisites, which prepares them to be well rounded musicians and performers. Prerequisite: MUSI 5C.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

MUSI 6A — 1 Unit
Beginning Symphonic Band
Course Hours: 54 hours laboratory

Introduction to the study and performance of symphonic band literature from renaissance to modern era works. Basic instrumental and aural skills, as well as music history and performance practice will be developed through the study of assigned sheet music. Recommended Preparation: Previous band experience.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

MUSI 6B — 1 Unit

Intermediate Symphonic Band
Course Hours: 54 hours laboratory

Intermediate study and performance of symphonic band literature from renaissance to modern era works. Intermediate instrumental and aural skills, as well as music history and performance practice, will be developed through the study of assigned sheet music. Prerequisite: MUSI 6A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

MUSI 6C — 1 Unit

Advanced Symphonic Band
Course Hours: 54 hours laboratory

Advanced study and performance of symphonic band literature from renaissance to modern era works. Advanced instrumental and aural skills, as well as music history and performance practice, will be developed through the study of assigned sheet music. Prerequisite: MUSI 6B.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

MUSI 7 — 1 Unit

Beginning Jazz Ensemble
Course Hours: 54 hours laboratory

Rehearsal and performance of standard jazz band literature, including original and published arrangements for dance bands, radio, television, and motion picture orchestras. Introduction to collegiate level jazz music and development of basic jazz skills. Recommended Preparation: Previous band experience.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

MUSI 7B — 1 Unit

Intermediate Jazz Ensemble
Course Hours: 54 hours laboratory

Rehearsal and performance of standard jazz band literature, including original and published arrangements for dance bands, radio, television, and motion picture orchestras at an intermediate level. Practice of collegiate level jazz music and development of intermediate jazz skills, including improvisation. Prerequisite: MUSI 7.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

MUSI 7C — 1 Unit

Advanced Jazz Ensemble
Course Hours: 54 hours laboratory

Rehearsal and performance of standard jazz band literature, including original and published arrangements for dance bands, radio, television, and motion picture orchestras at an advanced level. Practice of collegiate level jazz music and development of advanced jazz skills, including improvisation and soloing. Prerequisite: MUSI 7B.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

MUSI 7D — 1 Unit

Masters Jazz Ensemble
Course Hours: 54 hours laboratory

Rehearsal and performance of standard jazz band literature, including original and published arrangements for dance bands, radio, television, and motion picture orchestras at a master level. Practice of collegiate level jazz music and development of virtuosic jazz skills, including improvisation, soloing and featured songs. Prerequisite: MUSI 7C.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

MUSI 8A — 1 Unit

Beginning Chamber Singers
Course Hours: 54 hours laboratory

This course is an introduction to the performance of choral music from various periods and styles of the choral repertoire by a select group of singers. Emphasis includes part-singing, breath control, and choral balance. Admission to the class is with the consent of the instructor based on an audition (students must contact instructor for an audition appointment). There will be a required performance at the end of the semester.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

MUSI 8B — 1 Unit

Intermediate Chamber Singers
Course Hours: 54 hours laboratory

This course is an intermediate level to the performance of choral music from various periods and styles of the choral repertoire by a select group of singers. Emphasis includes part-singing, breath control, vocal development, intonation, and choral balance. Admission to the class is with the consent of the instructor based on an audition (students must contact instructor for an audition appointment). There will be a required performance at the end of the semester.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

MUSI 8C — 1 Unit

Advanced Chamber Singers I
Course Hours: 54 hours laboratory

This course is an advanced level to the performance of choral music from various periods and styles of the choral repertoire by a select group of singers. Emphasis includes part-singing, breath control, vocal development, intonation, blend, and choral balance. Admission to the class is with the consent of the instructor based on an audition (students must contact instructor for an audition appointment). There will be a required performance at the end of the semester.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

MUSI 8D — 1 Unit

Advanced Chamber Singers II
Course Hours: 54 hours laboratory

This course is an advanced level to the performance of choral music from various periods and styles of the choral repertoire by a select group of singers. Emphasis includes part-singing, breath control, vocal development, intonation, blend, tone coloring, and choral balance. Admission to the class is with the consent of the instructor based on an audition (students must contact instructor for an audition appointment). There will be a required performance at the end of the semester.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

Oceanography

OCEA 1 — 3 Unit

Introduction to the Marine Environment
Course Hours: 54 hours lecture

This introductory course explores the major physical features of the world's oceans. Course topics include the formation and history of the ocean basins, ocean-atmosphere interactions, ocean circulation, and the dynamics of waves, tides, and coastlines. This course also reviews ocean chemical and sedimentation cycles as well as the general distribution of marine life. The ocean as a resource for people and human impact on the marine environment will also be considered. Class will include an instructional field trip.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area B1, CSU GE Area B2
IGETC: IGETC Area 5A-Phys Sci
Modality: Traditional, Online, Interactive Video/Audio

Philosophy

PHIL 1 — 3 Unit

Introduction to Philosophy
Course Hours: 54 hours lecture

This course is a survey of Western analytic philosophy: metaphysics and epistemology, ethics, philosophy of mind, philosophy of language, philosophy of religion, and philosophy of science. Students focus on primary texts to explore such concepts as knowledge of the world; moral behavior and the nature of morality; the relationship between minds and bodies; arguments for and against the existence of God; and how to employ logical analysis and empirical observations to evaluate arguments. Recommended Preparation: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: PHIL 100
CSU: CSU GE Area C2
IGETC: IGETC Area 3B
Modality: Traditional, Online, Interactive Video/Audio

PHIL 1C — 3 Unit

Critical Thinking
Course Hours: 54 hours lecture

This course focuses on the study and development of critical reasoning and effective argumentation in the context of philosophy. Emphasis is placed on the application of philosophical critical thinking skills to clear, well - argued position papers and to the linguistic and logical analysis of the writings of others. Topics include introductions to inductive and deductive logic - including fallacies, cogency, validity, soundness. Prerequisite: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: ENGL 105
CSU: CSU GE Area A3
IGETC: IGETC Area 1B
Modality: Traditional, Online, Interactive Video/Audio

PHIL 3 — 3 Unit

Logic
Course Hours: 54 hours lecture

This course is an introduction to the principles of sound reasoning with emphases on propositional logic, deduction, induction, language, and fallacies. Students will also learn how to practically apply the concepts of sound reasoning and critical thinking. Recommended Preparation: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: PHIL 110
CSU: CSU GE Area A3, CSU GE Area C2
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

PHIL 4 — 3 Unit

Ethics
Course Hours: 54 hours lecture

This course is an examination of classical ethical theories and their associated figures, including deontology, utilitarianism, and virtue ethics. Students will apply these theories to modern ethical problems, such as artificial intelligence, while comparing the competing systems and theories. Recommended Preparation: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: PHIL 120
CSU: CSU GE Area C2
IGETC: IGETC Area 3B
Modality: Traditional, Online, Interactive Video/Audio

PHIL 5 — 3 Unit

World Religions (formerly also offered as RLGS 10)
Course Hours: 54 hours lecture

An introduction to the major world religions: Hinduism, Buddhism, Judaism, Christianity, Islam, Confucianism, Taoism, and Shintoism. A critical study of the fundamental religious beliefs of each religion and an examination of their philosophical presuppositions. Recommended Preparation: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area C2
IGETC: IGETC Area 3B
Modality: Traditional, Online, Interactive Video/Audio

PHIL 6 — 3 Unit

Introduction to the Bible (formerly also offered as RLGS 1)
Course Hours: 54 hours lecture
A preparation for informed study of the Bible as an introduction to biblical studies. Contemporary interpretive stances, history, methods, and major themes will be examined. Significant portions of the Bible will be studied in the process. Recommended Preparation: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area C2
IGETC: IGETC Area 3B
Modality: Traditional, Online, Interactive Video/Audio

PHIL 7 — 3 Unit

Ancient and Medieval Philosophy
Course Hours: 54 hours lecture

This course offers a chronological examination of Western philosophical thought developed between 600 B.C.E. and 1300 C.E., including the principle ancient and medieval philosophies of this time period. Topics include Greek and Roman thought, and the rise and development of Christianity. Recommended Preparation: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area C2
IGETC: IGETC Area 3B
Modality: Traditional, Online, Interactive Video/Audio

PHIL 8 — 3 Unit

Modern Philosophy
Course Hours: 54 hours lecture

This course addresses 17th and 18th century philosophy with an emphasis on metaphysical, epistemological, political, and psychological developments of rationalism and empiricism in philosophical thought. This course covers thinkers from Descartes to Kant and may include approximate precursors and successors. Recommended Preparation: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: PHIL 140
CSU: CSU GE Area C2
IGETC: IGETC Area 3B
Modality: Traditional, Online, Interactive Video/Audio

Photography

PHOT 1C — 4 Unit

Introduction to Digital Photography
Course Hours: 36 hours lecture; 108 hours laboratory

Introduction to the world of photography through the lens of the digital camera. Students will learn the basic operations of the digital camera, exposure metering, shutter speed, aperture, white balance, ISO, and on camera flash. With the use of different imaging software the student will learn to produce quality photographs. Students are required to provide their own digital camera.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online

PHOT 2C — 4 Unit

Digital Photography
Course Hours: 36 hours lecture; 108 hours laboratory

Continuation in investigation of the digital camera. See the world through the lens of the digital camera. By controls of the exposure, Shutter, Aperture, ISO, framing and white balance. Through the different imaging controls on the Digital camera. To produce professional quality photographs using digital imaging software. Students are required to provide their own digital camera. Prerequisite: PHOT 1C.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online

PHOT 3C — 4 Unit

Studio and Outdoor Lighting in Digital Photography
Course Hours: 36 hours lecture; 108 hours laboratory

This course is designed to investigate and implement setting up a studio set for indoor/outdoor environments with appropriate use of light meters, reflectors, light modifiers and studio strobe lighting equipment. In addition, manipulating the digital cameras shutter speed and aperture for correct exposures. Students are required to provide their own digital camera. Prerequisite: PHOT 2C.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online

PHOT 4C **4 Unit**
Advanced Digital Photography
Course Hours: 36 hours lecture; 108 hours laboratory

Effective implementation and understanding to retouch and restore photographs. Creating a portfolio which includes preparation of photographs for display and presentation, photographing under different types of natural and artificial lighting conditions and varying camera settings. Prerequisite: PHOT 3C.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online

PHOT 9 **3 Unit**
Introduction to Adobe Photoshop (formerly also offered as ARTS/CBIS 9)
Course Hours: 36 hours lecture; 54 hours laboratory
This course is designed to introduce the student into the world of digital imaging and computer graphics. The student will learn photo editing, text overlays, multi-layer imaging, graphic design and layouts. Adobe PhotoShop will develop hands on skills to produce professional quality photographs and presentations for private and business applications.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

Physical Science

PHSC 2 **4 Unit**
Introduction to the Earth Science
Course Hours: 54 hours lecture; 54 hours laboratory

This is an inquiry-based Earth Science course that fulfills general education requirements, especially for students aspiring to become elementary school teachers. Students will develop a meaningful understanding of the geosphere, atmosphere, hydrosphere and solar system through lecture and laboratory activities. An earth-system approach will be emphasized to explain natural phenomenon that impact human societies. Focusing on the interactions between physical and chemical systems of the Earth such as the tectonic cycle, rock cycle, hydrologic cycle, weather and climate, the course will cover the breadth and depth of Earth Science topics covered in the Next Generation Science Standards (NGSS). Included with the class is a required field trip to acquaint the student with field examples of topics covered in the class.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: GEOL 120, GEOL 121
CSU: CSU GE Area B1, CSU GE Area B3
IGETC: IGETC Area 5A-Phys Sci, IGETC Area 5C-Science Lab
Modality: Traditional, Online, Interactive Video/Audio

Physics

PHYS 2A **4 Unit**
General Physics I: Mechanics of Solids and Fluids
Course Hours: 54 hours lecture; 54 hours laboratory

This course is the first course of a calculus-based sequence for majors in biology, chemistry, computer science, kinesiology, mathematics, engineering, astronomy and certain other fields. This course covers statics and dynamics of particles and rigid bodies, Newton's Laws of Motion, conservation principles, rotational motion, simple harmonic motion, wave motion and sound, and introduction to hydrostatics and hydrodynamics. Corequisite: MATH 4A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: PHYS 205
CSU: CSU GE Area B1, CSU GE Area B3
IGETC: IGETC Area 5A-Phys Sci, IGETC Area 5C-Science Lab
Modality: Traditional, Online, Interactive Video/Audio

PHYS 2B **4 Unit**
General Physics II: Electricity and Magnetism
Course Hours: 54 hours lecture; 54 hours laboratory

This course is the second course of a calculus-based sequence for majors in biology, chemistry, computer science, kinesiology, mathematics, engineering, astronomy and certain other fields. This course covers electrostatics, Coulomb's Law, Gauss' Law, capacitors and dielectrics, DC circuits, Ohm's Law, magnetism, and electromagnetism, Ampere's Law, Faraday's Law, alternating current theory, electrical oscillators, electromagnetic radiation and electromagnetic waves. Physics 2B is an advanced lower division course, designed for science majors who have the ability to think and work problems at the calculus and elementary differential equations level.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

Political Science

POLI 1 — 3 Unit

American Political Institutions
Course Hours: 54 hours lecture

This course is an introduction to the fundamental principles of the United States and California governments and politics, including their constitutions, political institutions and processes, and political actors. This course includes an examination of political behavior, political issues, and public policy.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: POLS 110
CSU: CSU American Ideals, CSU GE Area D
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

POLI 2 — 3 Unit

Comparative Government
Course Hours: 54 hours lecture

This course covers fundamental political principles, structure, political parties, and public policies of major foreign governments. This course includes a comparison of Western democracies and past and present totalitarian systems.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: POLS 130
CSU: CSU GE Area D
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

POLI 3 — 3 Unit

Introduction to International Relations
Course Hours: 54 hours lecture

This course is an introduction to international relations theory with an examination of national, international, transnational, and sub-national actors and their institutions, interactions and processes as they relate to global issues. This course focuses on the nature of political relations among nations, including the basic factors which influence international relations, with additional emphasis placed on an examination of contemporary world politics.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: POLS 140
CSU: CSU GE Area D
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

Psychology

PSYC 1 — 3 Unit

Introduction to Psychology
Course Hours: 54 hours lecture

Introduction to Psychology includes the consideration of the development of psychology, sensation and perception, learning and memory, motivation, emotion, states of consciousness, stress, health and adjustment, abnormal behavior and psychotherapy, development, and sex roles and sexual behavior.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: PSY 110
CSU: CSU GE Area D
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

PSYC 11 — 3 Unit

Human Sexuality (formerly also offered as BIOL 11)
Course Hours: 54 hours lecture

Human sexuality content includes anatomy, physiology and behavior as related to sexual reproduction, including fertilization, pregnancy, child birth and birth control. Consideration will also be given to genetics, homosexuality, sexually transmitted infections, love and attachment, and sexual intercourse and response.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: PSY 130
CSU: CSU GE Area B2, CSU GE Area D, CSU GE Area E
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

PSYC 12 — 3 Unit

Research Methods in Psychology
Course Hours: 54 hours lecture

This course surveys various research methods used in psychology with an emphasis on research design, experimental procedures, descriptive methods, instrumentation, and the collection, analysis, interpretation, and reporting of research data. Research design and methodology will be examined through peer-reviewed scholarly journal articles in a variety of fields of psychology. Prerequisite: PSYC 1 and MATH 2.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: PSY 200
CSU: CSU GE Area D
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

PSYC 14 — 3 Unit

Introduction to Drug and Alcohol Studies (formerly also offered as SOCI 14)
Course Hours: 54 hours lecture
This course surveys the historical perspective of drug and alcohol abuse, as well as addiction's impact on the individual, the family, community, and society. The course covers terminology used in the study of drugs, addiction and alcoholism; and explore myths, images and stereotypes of substance abuse and substance users. Students will explore causes and effects of substance abuse and addiction. Students will also analyze the effectiveness and economic impact related to addiction prevention and treatment strategies.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: ADS 110 X
CSU: CSU GE Area D, CSU GE Area E
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

PSYC 15 — 3 Unit

Introduction to Guidance and Counseling (formerly also offered as SOCI 15)
Course Hours: 54 hours lecture
This course provides an introduction to the whole guidance process, communication, functions, and various counseling theories. The course includes an integrated approach to basic helping skills utilizing theory, practice, and case application. Students develop the skills needed to establish effective, helping relationships.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

PSYC 2 — 3 Unit

Developmental Psychology
Course Hours: 54 hours lecture

The content of Human Development includes theories, research methods and findings concerning physical, cognitive, and psychosocial development of the individual from conception through the entire life span.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: PSY 180
CSU: CSU GE Area D
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

PSYC 6 — 3 Unit

Adult Development and Aging
Course Hours: 54 hours lecture

This course surveys the basic principles in the field of adult development and aging from adolescence to the aged including changes in memory, personality, and relationships later in life. The course covers terminology used in the study of aging and adult development including phases of aging, transitions, coping, and constructive or positive adaptation. Students will also analyze theoretical and research methodological issues in the study of adult maturation including challenges related to physiological changes, societal expectations, and challenges views on death and dying.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area D, CSU GE Area E
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

Sociology

SOCI 1 — 3 Unit

Introduction to Sociology
Course Hours: 54 hours lecture

An introductory study of the basic concepts, theoretical approaches, and methods of sociology. Topics typically include the analysis and explanation of social structure, group dynamics, socialization and the self, social stratification, culture and diversity, social change and global dynamics. Course objectives include the ability to apply sociological ideas to everyday life. Recommended Preparation: Eligibility or concurrent enrollment in college level English.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: SOCI 110
CSU: CSU GE Area D
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

SOCI 10 — 3 Unit
Introduction to Criminology
Course Hours: 54 hours lecture

This course will provide a sociological analysis of crime, criminal behavior, and the criminal justice system. It will examine the definition of crime and its violations, as well as the laws and methods used to control criminal behavior. The course will discuss measurement of crime and basic theoretical explanations of criminal behavior as well as the impact of crime on society.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: SOCI 160
CSU: CSU GE Area D
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

SOCI 12 — 3 Unit
Research in Social Sciences
Course Hours: 54 hours lecture

This course surveys various research methods with an emphasis on research design, experimental procedures, descriptive methods, instrumentation, and the collection, analysis, interpretation and reporting of research data. Research design and methodology will be illustrated through a selected review of peer-reviewed scholarly journal articles in a variety of subfields in psychology/sociology. Recommended Preparation: Eligibility for ENGL 1A. Prerequisite: SOCI 1 and MATH 2.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: SOCI 120
CSU: CSU GE Area D
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

SOCI 2 — 3 Unit
American Social Problems
Course Hours: 54 hours lecture

An analysis of the major social problems of the 21st century with an emphasis on future trends. Topics will include crime, alcohol and drug abuse, deviance, problems of inequality, global social problems, and problems of social institutions.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: SOCI 115
CSU: CSU GE Area D
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

SOCI 20 — 3 Unit
Introduction to Social Justice
Course Hours: 54 hours lecture

This course examines social justice movements as they advocate for people marginalized on the basis of race, nationality, gender, sexuality, and/or religion in the United States. It explores theories of justice, the history of social justice movements, and contemporary issues through the lenses of sociology, history, media studies, art and music. Social justice movements in relation to ethnic and racial groups in the United States are examined to provide a basis for a better understanding of the socio-economic, cultural and political conditions among key social groups. Interdisciplinary study of race and ethnicity in the United States is analyzed.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: SJS 110
CSU: CSU GE Area D
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

SOCI 22 — 3 Unit
Introduction to LGBTQ Studies
Course Hours: 54 hours lecture

This introductory course examines a broad range of contemporary gay, lesbian, bisexual, transgender, and queer issues in various contexts including bio-medical, sociological, political, racial and sexual.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: SJS 130
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

SOCI 3 — 3 Unit
Sociology of Modern Family Life (formerly also offered as PSYC 33)
Course Hours: 54 hours lecture
Sociological analysis of the family as an institution. An exploration of human relationships in anticipation of, preparation for, and participation in marriage and family life. An examination of social change as it affects the institution of the family. Analysis of social aspects which make for success or failure in relationships.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: SOCI 130
CSU: CSU GE Area D
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

SOCI 7 — 3 Unit

Introduction to Race and Ethnicity
Course Hours: 54 hours lecture

This course will provide a sociological analysis of race, ethnicity, and racism. Topics will include political, economic, religious, judicial, and familial organization of ethnic communities. The effects of the dominant society on these institutions will also be discussed. The course will emphasize recent socio-political movements as well as historical and contemporary patterns of interaction between various racial and ethnic groups.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: SOCI 150
CSU: CSU GE Area D
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

SOCI 9 — 3 Unit

Sociology of Gender
Course Hours: 54 hours lecture

This course provides a sociological analysis of the social construction of gender, masculinity, and femininity historically and cross-culturally. It analyzes the impact of economic and political change on gender expectations and practices. This course will examine the role and status of women and men in society, emphasizing sexual inequality and recent changes that affect the family, education, economy, law, and other societal institutions. The course may also focus on microanalyses of how individuals are socialized and how they "do" and practice gender.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: SOCI 140
CSU: CSU GE Area D
IGETC: IGETC Area 4
Modality: Traditional, Online, Interactive Video/Audio

Spanish

SPAN 1A — 4 Unit

Beginning Spanish
Course Hours: 72 hours lecture

This introductory course teaches beginning language acquisition in a cultural context through listening, speaking, reading and writing. Students will interact with authentic language in cultural context. Proficiency- oriented approach to Spanish, designed to give students skills in orally communicating in the target language. This course focuses instruction of Spanish within cultural context.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: SPAN 100
CSU: CSU GE Area C2
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

SPAN 1B — 4 Unit

Beginning Spanish II
Course Hours: 72 hours lecture

This course is a continuation of Spanish 1A and builds upon language acquisition in a cultural context through listening, speaking, reading and writing at the second semester level. Students will continue to interact with authentic language in a cultural context. Prerequisite: SPAN 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: SPAN 110
CSU: CSU GE Area C2
IGETC: IGETC Language other than Engl
Modality: Traditional

Student Development

SDEV 1 — 3 Unit

College Success (formerly ORIE 1)
Course Hours: 54 hours lecture

This course provides the academic skills necessary to succeed in college and provide an orientation to college life. These include structured, self-awareness activities to identify goals, interests, skills, values, lifestyles, and to help make sound educational and career choices. This course will also cover time and stress management, learning skills, study techniques and effective interpersonal communication skills to improve student performance, retention and instructor-student relations. Emphasis on life-long success in academic, professional, and personal development.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

SDEV 150 — 0 Unit

Basic Study Skills Laboratory (formerly EDUC 150)
Course Hours: 54 hours laboratory

This is a non-credit course in basic study skills. This course covers a variety of basic learning strategies and study skills techniques including note-taking, test-taking, memory enhancement, and time management. Individualized instruction will occur through media and readings.

Grading: Non Credit
Repeatability: Unlimited
Credit: Noncredit
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Online

SDEV 151 — 0 Unit

Supervised Tutoring
Course Hours: 54 hours laboratory

This course is designed to provide students with individual and small-group tutoring in specific subject areas to improve academic performance. Tutoring appointments will be scheduled, per the guidelines established by the specific location at which tutoring is offered, on a recurring, as-needed, and/or drop-in basis.

Grading: Non Credit
Repeatability: Unlimited
Credit: Noncredit
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Online

SDEV 160 — 0 Unit

Basic Skills Education Program (formerly COMM 160)
Course Hours: 18-108 hours lecture

SDEV 160 is a study of mathematics, reading, and vocabulary skills. The mathematics skills include mathematical concepts, whole numbers, fractions, decimals, percents, measures, and story problems. The reading skills include main idea, restatement, inference, and supporting details. Vocabulary skills include Latin and Greek roots and prefixes and vocabulary in context.

Grading: Audit, Non Credit
Repeatability: Unlimited
Credit: Noncredit
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional

SDEV 5 — 3 Unit

Career and Life Planning (formerly PSYC 5)
Course Hours: 54 hours lecture

This course guides students through a decision-making process that will help them envision and plan for a future that is productive, achievable, and stimulating. The culmination of this process is the development of a career and educational plan that will create a pathway for students to reach their career and academic goals. Critical thinking skills will be utilized through a systematic approach to career development by examining values, interests, skills, life roles, personality types, personal self-management, decision-making and goal-setting throughout the life span.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: CSU GE Area D, CSU GE Area E
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

Supply Chain Management

WARE 51 — 3 Unit

Introduction to Operations and Supply Chain Management
Course Hours: 54 hours lecture
This course is designed to explore logistical business process, managing quality, product development, services, operations planning and supply chain layout decisions in manufacturing. This exploration will expand the breadth of knowledge using simulation modeling and theory exploration.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

WARE 52 — 3 Unit

Introduction to Warehousing and Distribution
Course Hours: 54 hours lecture

This course integrates the aspects of warehousing and distribution processes and techniques, including distribution planning and terminology. Topics addressed include transportation methods, Occupational Safety and Health Administration requirements, shipping, marketing, receiving procedures, and inventory control.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

WARE 54 — 3 Unit

Material Handling
Course Hours: 54 hours lecture

This course is designed to explore various applications of automated material handling systems in the warehousing and distribution industry. Students will examine the dynamics of inventory movement as it pertains to the functionality and infrastructure of mechanized warehousing and distribution facilities.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

WARE 55 — 3 Unit

Principles of Logistics
Course Hours: 54 hours lecture

This course introduces the new student to the concepts in product distribution, including supply chain management, integrated logistics and associated activities.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

WARE 59 — 3 Unit

Introduction to Purchasing
Course Hours: 54 hours lecture

This course is designed to explore the basics of purchasing principles and management. A variety of topics will be addressed, including objectives and organizations, key purchasing variables, applications, and systems and controls.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

Theatre Arts

TART 1 — 3 Unit

Beginning Acting
Course Hours: 54 hours lecture

This course prepares a student to apply basic acting theory to performance and develops the skills of interpretation of drama through acting. Special attention is paid to skills for performance: memorization, stage movement, vocal production, and interpretation of text.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: THTR 151
CSU: CSU GE Area C1
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online

TART 13 — 0.5-4 Unit

Beginning Musical Theatre Production
Course Hours: 27-216 hours laboratory

This course provides an introduction to instruction and supervised participation in rehearsal and performance of a musical. This class provides an opportunity for students to perform in their first role in a Barstow Community College musical production as a member of the cast and/or crew. It includes applied study and the basic practice of script analysis, acting techniques, technical theatre, singing, choreography, and other performance skills. All actors are required to audition for roles. An audition/interview will be required for entrance into the course.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

TART 13B — 0.5-4 Unit

Intermediate Musical Theatre Production
Course Hours: 27-216 hours laboratory

This course provides instruction and supervised participation in rehearsal and performance of a musical. This class provides an opportunity for students to perform in their second role in a Barstow Community College musical production as a member of the cast and/or crew. Students investigate more sophisticated performance techniques as well as develop intermediate approaches to script analysis and characterization along with singing and dancing with accuracy and character. All actors are required to audition for roles. Limitation on Enrollment: Audition/Interview. Prerequisite: TART 13.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

TART 13C — 0.5-4 Unit

Advanced Musical Theatre Production I
Course Hours: 27-216 hours laboratory

This course provides instruction and supervised participation in rehearsal and performance of a musical. This class provides an opportunity for students to perform in their third role in a Barstow Community College musical production as a member of the cast and/or crew. Students apply increasingly advanced rehearsal and performance techniques to the study of characters with great complexity and depth along with singing and dancing with accuracy, character, and depth. All actors are required to audition for roles. Limitation on Enrollment: Audition/Interview. Prerequisite: TART 13B.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

TART 13D — 0.5-4 Unit

Advanced Musical Theatre Production II
Course Hours: 27-216 hours laboratory

This course provides instruction and supervised participation in rehearsal and performance of a musical. This class provides an opportunity for students to perform in their fourth role in a Barstow Community College musical production as a member of the cast and/or crew. Students apply an advanced skill set of acting techniques toward rehearsal and performance, and will be expected to chart in detail with critical analysis of the process from page to stage. Students will sing and dance with commitment, flair, and with a nuanced character development. This will include background research of their character, the playwright, reviews, and previous productions. All actors are required to audition for roles. Limitation on Enrollment: Audition/Interview. Prerequisite: TART 13C.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

TART 23
1 Unit

Beginning Jazz Dance
Course Hours: 54 hours laboratory

This course is an introduction to the highly stylized dance form known as jazz which incorporates African, Latin, Theatrical, and Contemporary movement and music styles. Since jazz dance is an important American vernacular dance genre, the most current trends in television, film, and stage dance may be included. The historical roots and development of jazz as a fusion dance form of North America will be studied.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

TART 24
1 Unit

Beginning Modern Dance
Course Hours: 54 hours laboratory

This course focuses on the "inner impulse" of modern dance and draws upon the movement vocabularies that have developed since the late 1880s. Approaches to movement may include Graham, Holm, HumphreyWeidman, Limon, Cunningham, Horton, Hawkins, Taylor, Tharp, Hay, and Farber. The development of dynamic alignment, suppleness, flexibility, rhythmicality, musicality, endurance, balance, modern dance movement vocabulary and historicity is emphasized.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

TART 3
3 Unit

Theatre Appreciation
Course Hours: 54 hours lecture

This survey course will foster a student's appreciation of theatre and the performing arts. The course examines the duties and responsibilities of the various creative artists such as director, actor, designers, and playwrights and the process of creating live theatre.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: THTR 111, THTR 112
CSU: CSU GE Area C1, CSU GE Area C2
IGETC: IGETC Area 3B
Modality: Traditional, Online, Interactive Video/Audio

TART 4
1 Unit

Beginning Broadway Voice
Course Hours: 54 hours laboratory

This course is an introductory study of efficient vocal production and performance. Beginning exercises for breath management, extending the vocal range, increasing vocal resonance and volume, and singing in an expressive manner are introduced. Application of technique will be employed through the study of different musical genres within musical theatre literature.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

TART 4B
1 Unit

Intermediate Broadway Voice
Course Hours: 54 hours laboratory

This course is an in-depth study of specific elements of efficient vocal technique and performance, including vowel purity, belt singing, and song interpretation. Application of technique will be employed through the study of different musical genres within musical theatre literature. Prerequisite: TART 4.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

TART 4C
1 Unit

Advanced Broadway Voice I
Course Hours: 54 hours laboratory

This course is an in-depth study of specific elements of efficient vocal technique and performance. This includes breath management in relation to posture, expressive singing via physical movement, unifying the register and range extension, resonance and vocal registers, expressive singing, and stage presence. Application of technique will be employed through the study of different musical genres within musical theatre literature. Prerequisite: TART 4B.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

TART 4D — 1 Unit

Advanced Broadway Voice II
Course Hours: 54 hours laboratory

This course is an in-depth study of specific elements of efficient vocal technique and performance. This includes breath management using an efficient onset and release, managing the performance, and song analysis to prepare a vocal piece for performance. Application of technique will be employed through the study of different musical genres within musical theatre literature. Prerequisite: TART 4C.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional

TART 5 — 0.5-4 Unit

Beginning Contemporary Theatre Production
Course Hours: 27-216 hours laboratory

This course provides an introduction to instruction and supervised participation in theatre rehearsal and performance. This class provides an opportunity for students to perform in their first role in a Barstow Community College production as a member of the cast and/or crew. It includes applied study and the basic practice of script analysis, acting techniques, technical theatre, and other performance skills through preparation and performance of a contemporary, non-musical theatre production. All actors are required to audition for roles.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online

TART 5B — 0.5-4 Unit

Intermediate Contemporary Theatre Production
Course Hours: 27-216 hours laboratory

This course provides instruction and supervised participation in theatre rehearsal and performance. This class provides an opportunity for students to perform in their second role in a Barstow Community College production as a member of the cast and/or crew. Students investigate more sophisticated performance techniques as well as develop intermediate approaches to script analysis and characterization. All actors are required to audition for roles. Limitation on Enrollment: Audition/Interview. Prerequisite: TART 5.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online

TART 5C — 0.5-4 Unit

Advanced Contemporary Theatre Production I
Course Hours: 27-216 hours laboratory

This course provides instruction and supervised participation in theatre rehearsal and performance. This class provides an opportunity for students to perform in their third role in a Barstow Community College production as a member of the cast and/or crew. Students apply increasingly advanced rehearsal and performance techniques to the study of characters with great complexity and depth. All actors are required to audition for roles. Limitation on Enrollment: Audition/Interview. Prerequisite: TART 5B.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online

TART 5D — 0.5-4 Unit

Advanced Contemporary Theatre Production II
Course Hours: 27-216 hours laboratory

This course provides instruction and supervised participation in theatre rehearsal and performance. This class provides an opportunity for students to perform in their fourth role in a Barstow Community College production as a member of the cast and/or crew. Students apply an advanced skill set of acting techniques toward rehearsal and performance, and will be expected to chart in detail with critical analysis of the process from page to stage. This will include background research of their character, the playwright, reviews, and previous productions. All actors are required to audition for roles. Limitation on Enrollment: Audition/Interview. Prerequisite: TART 5C.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: Transferable as elective credit only
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online

Welding

WELD 50A — 3 Unit

Introduction to Welding
Course Hours: 36 hours lecture; 54 hours laboratory

This course will cover the materials, equipment, and safety practices utilized in oxyacetylene welding and cutting along with soldering and brazing. Recommended Preparation: ENGL 1A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

WELD 51 — 3 Unit

Shielded Metal Arc Welding and Cutting
Course Hours: 36 hours lecture; 54 hours laboratory

This course will cover the use of welding electrodes, metals, and welding machines in shielded metal arc welding and the safe handling and use of oxyacetylene cutting. Prerequisites: WELD 50A and WELD 56.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

WELD 52 — 3 Unit

Position Welding (Arc Welding)
Course Hours: 36 hours lecture; 54 hours laboratory

Advanced shielded metal arc welding. Electrodes and welding symbols. Prerequisite: WELD 51.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

WELD 54A — 3 Unit

Gas Metal Arc Welding (GMAW)
Course Hours: 36 hours lecture; 54 hours laboratory

This course will cover special welding processes and applications with the use of gas metal arc welding equipment. Using safe practices, students will operate welding equipment to produce acceptable GMAW welds in all positions and prepare students to obtain industry recognized certifications. Prerequisites: WELD 50A and WELD 56.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

WELD 54B — 3 Unit

Flux Cored Arc Welding (FCAW)
Course Hours: 36 hours lecture; 54 hours laboratory

This course will cover special welding processes and applications with the use of flux cored arc welding (FCAW) equipment. Using safe practices, students will operate welding equipment to produce acceptable GMAW welds in all positions and prepare students to obtain industry recognized certifications. Prerequisites: WELD 50A and WELD 56.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

WELD 55A — 3 Unit

Gas Tungsten Arc Welding - Ferrous
Course Hours: 36 hours lecture; 54 hours laboratory

This course will cover special welding processes and applications with the use of gas tungsten arc welding on ferrous metals and position welding. Prerequisites: WELD 50A and WELD 56.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

WELD 55B — 3 Unit

Gas Tungsten Arc Welding - Non-Ferrous
Course Hours: 36 hours lecture; 54 hours laboratory

This course will cover special welding processes and applications with the use of gas tungsten arc welding on non-ferrous metals and position welding. Prerequisites: WELD 50A and WELD 56.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

WELD 56 — 3 Unit

Blueprint Reading (Metal Trades)
Course Hours: 36 hours lecture; 54 hours laboratory

This course teaches basic techniques of interpreting and using engineering drawings or prints used in the metal trades. It also introduces visualization of objects, sectional drawings, orthographic and isometric projections, symbols, scales and practices used in blueprints for the metal trades.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

WELD 57A — 3 Unit

Welding Fabrication using Ferrous Metals
Course Hours: 36 hours lecture; 54 hours laboratory

This course is designed for the accomplished welding student to gain welding fabrication and repair welding principles and skills. Also, it introduces the construction of complex and useful projects using ferrous metals. Prerequisites: WELD 52 or WELD 54 (A or B), or WELD 55A.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

WELD 57B — 3 Unit

Welding Fabrication using Non-Ferrous Metals
Course Hours: 36 hours lecture; 54 hours laboratory

Designed for the accomplished welding student to gain welding fabrication and repair welding principles and skills. Also, construction of complex and useful projects using non-ferrous metals. Prerequisites: WELD 52 or WELD 54 (A or B) or WELD 55B.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

WELD 58A — 3 Unit

Basic Pipe Welding - Shielded Metal Arc Welding
Course Hours: 36 hours lecture; 54 hours laboratory

Theory and practical application of pipe joint preparation and design. AWS (American Welding Society), API (American Petroleum Institute), and ASME (American Society of Mechanical Engineers) welding code specifications for pipe and pipe fittings: electrode selections; welding blueprint and pipe welding symbols; and SMAW pipe joints. Destructive and non-destructive testing and methods of inspection and testing. Prerequisite: WELD 52 and WELD 56.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

WELD 58B — 3 Unit

Basic Pipe Welding - Gas Metal and Flux Cored Arc Welding
Course Hours: 36 hours lecture; 54 hours laboratory
Theory and practical application of pipe joint preparation and design. AWS (American Welding Society), API (American Petroleum Institute), and ASME (American Society of Mechanical Engineers) welding code specifications for pipe and pipe fittings: electrode selections; welding blueprint and pipe welding symbols; and GMAW and FCAW pipe joints. Destructive and nondestructive testing and methods of inspection and testing. Prerequisite: WELD 54 and WELD 56.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

WELD 58C **3 Unit**
Basic Pipe Welding - Gas Tungsten Arc Welding
Course Hours: 36 hours lecture; 54 hours laboratory

Theory and practical application of pipe joint preparation and design. AWS (American Welding Society), API (American Petroleum Institute), and ASME (American Society of Mechanical Engineers) welding code specifications for pipe and pipe fittings: electrode selections; welding blueprint and pipe welding symbols; and GTAW pipe joints. Destructive and non-destructive testing and methods of inspection and testing. Prerequisite: WELD 55 and WELD 56.

Grading: Audit, Normal, Pass/No Pass
Repeatability: Course not repeatable
Credit: Degree Applicable
C-ID: None
CSU: May transfer as elective credit after institutional evaluation
IGETC: May transfer as elective credit after institutional evaluation
Modality: Traditional, Online, Interactive Video/Audio

Workforce Development

WKFC 101 **1 Unit**
Attitude in the Workplace
Course Hours: 18 hours lecture

This course is designed to provide the participant with certain key skills in the area of attitude so that they may effectively maintain a positive attitude in the workplace and at home. The participant will be introduced to the concepts of how attitudes are communicated, the three types of attitudes, and how to adjust ones attitude. Topics will also include the primary causes of bad attitude. Turnaround strategies to battle them, and specific techniques to raise the attitudes of others.

Grading: Audit, Pass/No Pass
Repeatability: Course not repeatable
Credit: Not Degree Applicable
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

WKFC 102 **1 Unit**
Dealing with Difficult People
Course Hours: 18 hours lecture

This course will explore the causes and impact that conflict can have on customer service. Students will learn strategies and techniques for resolving through issues, and how to turn a difficult customer into a loyal one.

Grading: Audit, Pass/No Pass
Repeatability: Course not repeatable
Credit: Not Degree Applicable
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

WKFC 103 **1 Unit**
Mastering Communication
Course Hours: 18 hours lecture

This course covers verbal and non-vernal communications, as well as superior listening skills. The communication process model will be discussed as well as barriers to effective communications. The course also covers various techniques to improve the clarity of communication.

Grading: Audit, Pass/No Pass
Repeatability: Course not repeatable
Credit: Not Degree Applicable
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

WKFC 104 **1 Unit**
Time and Stress Management
Course Hours: 18 hours lecture

This course explores ways in which time and stress impact employee performance. Furthermore, the course will also cover the utilization of time management techniques to increase employee efficiency and productivity.

Grading: Audit, Pass/No Pass
Repeatability: Course not repeatable
Credit: Not Degree Applicable
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

WKFC 105 — 1 Unit

Decision Making and Problem Solving
Course Hours: 18 hours lecture

This course is designed to introduce the participant to decision making and problem solving. Emphasis will be placed on decision making and problem solving techniques and steps in the decision making process.

Grading: Audit, Pass/No Pass
Repeatability: Course not repeatable
Credit: Not Degree Applicable
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

WKFC 106 — 1 Unit

Managing Change
Course Hours: 18 hours lecture

This course will explore the natural nature of change and its impact on an organization. Students will learn techniques for handling workplace change, and how to introduce change to their customers. Furthermore, change management techniques will be explored.

Grading: Audit, Pass/No Pass
Repeatability: Course not repeatable
Credit: Not Degree Applicable
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

WKFC 107 — 1 Unit

Team Building
Course Hours: 18 hours lecture

This course explores how working as teams in business can increase productivity, enhance project management, reduce business conflicts, and create superior customer service. Students will learn the roles in a team and how to be both a leader and team player.

Grading: Audit, Pass/No Pass
Repeatability: Course not repeatable
Credit: Not Degree Applicable
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

WKFC 108 — 1 Unit

Business Ethics
Course Hours: 18 hours lecture

This business ethics course offers an introduction into the concept of values, morality, as well as cultural beliefs and upbringing in all areas of business, from consumer rights to corporate social responsibility. Decisions made by shift managers or corporate presidents may affect thousands of individuals or entire communities. Consumers today expect and demand integrity, honesty, and transparency in all levels of their environment. Understanding those expectations is the key to communicating core values and behavior not only to employees, but society in general.

Grading: Audit, Pass/No Pass
Repeatability: Course not repeatable
Credit: Not Degree Applicable
C-ID: None
CSU: Non-transferable
IGETC: Non-transferable
Modality: Traditional, Online, Interactive Video/Audio

APPENDIX A: ADMINISTRATION

Superintendent/President
Dr. Eva Bagg

Executive Assistant to the President
Michelle Henderson

Executive Vice President of Student Services and Academic Affairs
Karen Kane

Vice President of Administrative Services
Dave Clausen

Budget Analyst
Terri Walker

Vice President of Academic Affairs
Tim Botengan

Vice President of Student Services
Herbert English

Vice President of Human Resources (Interim)
Laura Benson

Senior Human Resource Service Partner
Rosalinda Palakiko

Human Resources Service Partner
Paulette Pereira

Human Resources Administrative Service Partner
Barbara Rose

Dean of Counseling and Student Success
Tanesha Young

Dean of Instruction – Workforce & Economic Development (Interim)
Lisa Holmes

Dean of Instruction, Academic Support and Online Learning
Jennifer Rodden

Director of Instructional Technology and Online Learning (Interim)
Nancy Olson

Director of Learning Support Services (Interim)
Bryan Asdel

Director of Guided Pathways, Equity and Achievement
Eartha Johnson

Director of Human Resources Organizational Development & Process Improvement
Kim Young

Director of Public Relations, Communication & Marketing
Amanda Simpson

Director of Research, Development & Planning
Lisa Holmes

Director of Information Technology
Bryce Prutsos

Director of Fiscal Services
Patricia Granados

Director of Maintenance & Operations
Rick Hernandez

Director of Military Programs (Interim)
Robbie Evans

Dean of Enrollment Management and Services
Heather Minehart

Director of Student Development & Outreach
Joann Garcia

Director of CTE Grants/TAACCT
James Lee

Director of Maintenance & Operations
Rick Hernandez

Director of Special Programs
Christina Calderon

Consortium Director, Barstow Area Consortium for Adult Education
Maria Elena Rivera

Program Manager – Homeless/Housing Insecurity Grant (Interim)
Melissa Meadows

Civic Center & College Event Manager
Ed Will, Jr.

APPENDIX B: FULL TIME FACULTY

Aboud, Ibrahim (2014)
English
B.A. CSU, San Bernardino
M.A. CSU, San Bernardino

Batarseh, Ayoub (Jacob) (2001)
Computer Information Systems
B.S. University of Illinois, Chicago
M.S. University of Illinois, Chicago

Bento, Gustavo (2013)
Psychology
B.A. University of California, Los Angeles
M.A. University of California, Los Angeles
M.A. CSU, San Bernardino

Blaine, Eric (2012)
Automotive/Diesel
A.S. Barstow Community College
B.S. CSU, San Bernardino

Blake, Carole (2014)
Cosmetology
A.S. Barstow Community College

Bulkley, Scott (1999)
Earth Sciences
B.A. CSU, Hayward
M.A. Northern Arizona University

Christensen, Randy (2003)
Counselor, General
B.A. CSU, Fresno
M.A. CSU, Fresno

Duque, Rodolfo (2014)
Math
B.A. CSU, San Bernardino
M.A. Claremont Graduate School

Esperanza, Peter (2019)
Math
B.S. De La Salle University
M.A. Southwestern University

Firtha, Christie (2008)
English
B.A. University of California, Riverside
M.A. University of California, Riverside
Ph.D. University of California, Riverside

Franco, Lilia (2018)
Counselor, General
B.A. University of California, Riverside
M.A. University of Redlands

Freeman, Kyri (2006)
Library Sciences
B.A. University of California, Santa Cruz
M.A. University of California, Los Angeles
M.A. San Jose State University

Garrison, Emily (2017)
Counselor
B.S. University of Phoenix
M.S. University of Phoenix
M.A. Brandman University

Goldstein, Lewis (2005)
Art
B.F.A. University of Hawaii
M.F.A. University of Hawaii

Greenlee, Elsa (2008)
Cosmetology
A.A. Barstow Community College
A.S. Barstow Community College

Howey, Dawn (2005)
Sociology
B.A. CSU, Fullerton
M.A. CSU, Fullerton

Jiang, Zhenying (1991)
Exercise Sport Science/Health
B.A. International Language Institute
M.S. University of Utah
Ph.D. University of Utah

Karpel, Michael (2008)
Physical Education
M.Ed. Azusa Pacific University
Ph.D. Brigham Young University

Lealofi, Apineru (2008)
Counselor, General
B.A. CSU, San Bernardino
M.A. CSU, Long Beach

Macias, John (1980)
Political Science
B.A. University of California, Los Angeles
M.P.A. University of Southern California

Matteson, Melissa (2018)
Counselor, Special Programs
B.A. CSU, East Bay
M.A. Azusa Pacific University

Mendoza, Mynor (2019)
Kinesiology
B.A. CSU, Dominguez Hills
M.A. CSU, Dominguez Hills
Ed.D. University of Southern California

Murphy, Jill (2009)
English as a Second Language
B.A. University of California, San Diego
M.A. CSU, San Bernardino

Nalbandian, Christopher (2019)
Chemistry
B.A. CSU, Channel Islands
M.A. San Diego State University
Ph.D. University of California, San Diego

Nunes-Gill, Nance (2009)
Child Development
B.S. Excelsior College, New York
M.S. University of La Verne

Nylander, Susan (2013)
English
B.A. University of California, Riverside
M.A. CSU, San Bernardino

O'Neal, Roland (2014)
Industrial Maintenance
A.S. Barstow Community College

Pasley, Denise (2015)
Business Management
B.A. Chatham University
M.S.M. Colorado Technical University

Puryear, Ellis Taylor (2004)
Health/Physical Education
B.A. Southern California College
M.S. CSU, Fullerton

Ranney, Beverly (2013)
Biology
B.S. Eastern Washington University
M.S. Eastern Washington University
Ph.D. University of Alaska

Ramos, Nelson (2019)
Math
B.A. CSU, Northridge
M.S. CSU, Northridge

Rehfeld, Andrew (2017)
Philosophy
B.A. Azusa Pacific University
M.A. University of Leuven

Rodriguez, Jaime (2015)
Counselor/Articulation Officer
B.A. CSU, San Bernardino
M.A. Azusa Pacific University

Ross, Amy (2002)
Music/Theater
B.A. Sonoma State University
M.F.A. University of Nevada, Las Vegas

Sage, Bret (2003)
Biology
B.S. CSU, Bakersfield
M.S. CSU, Long Beach

Shreve-Smith, Penny (2004)
English
B.A. CSU, Fullerton
M.A. CSU, Fullerton

Vartanian, Sona (2000)
Math
B.S. CSU, Fresno
M.S. University of California, Los Angeles

Vasconcellos, Ramon (2004)
History/Economics/Accounting/Business
B.A. CSU, Northridge
M.A. CSU, Los Angeles
M.B.A. Woodbury University

Vasquez, Eduardo (2015)
Counselor, Special Programs
B.A. University of California, Riverside
M.S. University of La Verne

Vizenor, Ashley (2020)
Chemistry
B.S. CSU, San Bernardino
Ph.D. University of Riverside

Williams, Joseph (2018)
Computer Business Information Systems
B.S. Park University
M.B.A./M.A.F.M. Keller

Worland, Jennafer (2017)
Television, Film, Theatre
B.A. UC, Riverside
M.F.A. CSU, Los Angeles

APPENDIX C: STAFF

Office of the President

PIO/Foundation Secretary - Vacant

Web Content Editor - Amir Paniagua

Office of Institutional Research
Research Analyst – Stephanie Ingalls

Institutional Planning & Research Specialist - Keiry Borruel

Administrative Services

Institutional Technology
Database Analyst II
Felicia Martinez

Database Analyst
Aviel Millan

Network Administrator
Mike Mayoros

PC/Network Specialist
Glenn Barr

PC/Network Specialist
Carl Delzell

PC/Network Specialist
Timothy West

Business Office
Purchasing/Payroll Technician – Sijuan Cantrell

Accounting Technician II – Amy Caasi

Accounting Technician I – Lisa Lavarias

Accounting Assistant – Richard Mendoza

Payroll Specialist – Maria (Jojo) Juat

Purchasing Technician – Lorena Aguilar

Maintenance & Operations
M&O Technician – Ana Flores

Multi-Craft Maintenance Specialist– Jeffery Bowen and Lucas Majourau

HVAC Specialist – Ken Young

Grounds Specialist – Carlos Zetina, Jesus Ramirez and Brian Jones

Custodian –Martin Zetina, Danny Martinez, and Lorenzo Martinez

Student Services

Administrative Assistant – Gloria Basinger

Enrollment Services
Curriculum & Scheduling Specialist – Heather Brang

A&R Office Coordinator – Heather Robbins

A&R Evaluator – Tannessa Tinley

A&R Technician II – Rosemary Velez and Shirley Villafana

Financial Aid Technician III – Wendy Packer

Financial Aid Technician I – LeAnah Madrid, Grecia Vazquez and Mauca Brina Willis

College Promise
Student Success Advisor – Elias Valencia

Athletics
Athletic Director – Mynor Mendoza

Athletic Trainer/Assistant – Rachael Kirkpatrick

Special Programs & Services
Student Support Services Coordinator – Michelle Bond

Special Programs Specialist – Nora Aguayo

Student Success Advisor, Basic Needs – Joanna Escalante

Student Success Advisor – Mattie Mendibles

EOPS Secretary – Griselda Montano

EOPS Coordinator – Lesia Louro

Special Programs & Services Secretary – Cortney Raspliçka

Assistant Coordinator of ACCESS – Linda Pugliese

Teaching Assistant: ACCESS Programs – Mary Arreola

Student Success & Equity
Student Success Secretary – April Yanez

Student Success & Equity Coordinator – Samera Kabir

Coordinator, Transfer & Career Center – Aleah Jameson-Goodvich

Student Success Advisor –Lucia De La Rosa, Sabrina Alcantara, Jenea Rodriguez-Haywood, Melissa Church and Chadd Shipley

Academic Affairs

Administrative Assistant – Jasmine Elagha

Instruction
Curriculum & Scheduling Specialist – Jessica Tainatongo

Instructional Lab Assistant, Sciences – Tracy Miller

Library
Library Technician II – John Macomber

Library Technician I – Jodi Treuhaft, Jennifer Lealofi, Courtney Quenga, and vacant

Fort Irwin
Student Services Technician – Ceri Satur

Custodian – Vacant

Computer Commons
Learning Support Services Specialist – Anissa Mitchell, Zephyr Riley, Crystal Villafana-Tafoya and Gloria Webster

Career Technician Education (CTE)
Administrative Secretary – Riley Murray

FKCE Secretary – Jacqueline Diaz

Site Office Coordinator – Andrew Church

Grant Technician – Michelle Berndt

Project Career Technician - Danielle Jeffers

Distance Education & Learning Support Services
Instructional Design Specialist – Aniko Kegyulics, Adrianne Rodriguez and vacant