

Programs and Courses

ACCOUNTING (see Business)

Administration of Justice

Courses are currently being reviewed and revised to incorporate current P.O.S.T. curriculum changes. Please contact the Department at 530-634-7723 for more details.

Administration of Justice offers academy, degree, and certificate programs designed for entry into law enforcement, corrections, and related fields, and for already employed persons to further themselves academically and vocationally.

Yuba College offers:

- Academies for direct entry into employment. All academies and inservice training are P.O.S.T. and/or S.T.C. certified, meeting California State regulations for law enforcement.
- An *Associate in Science Degree* Program for students planning to enter law enforcement, corrections, or a related area after two years of course work (see specific degree requirements).
- A Transfer Program intended for students wishing to pursue a bachelor's degree.
- Inservice certificate programs providing specific courses suited to the individual needs of those currently employed by a criminal justice agency.

Certificate of Training for Administration of Justice and Corrections Programs

Upon completion of any certificate training course, an individual will receive P.O.S.T. (Peace Officer Standards and Training) and/or S.T.C. (Standards of Training for Corrections) certification. Rosters are submitted to these State agencies which include individual names, agency affiliation (if applicable), hours of training, and State-issued control numbers to verify law enforcement certified topics and dates of completion. A course can be certified with nine to 880 hours of training. Both State agencies require Continued Professional Training (CPT) every two years for P.O.S.T. and annually for S.T.C. for anyone working in a law enforcement environment.

Correctional Officer Academy (AJ 70R)

Juvenile Counselor Academy (AJ 202R)

Peace Office Orientation (AJ 54RA, 54RB)

Basic Requalification (AJ 219R)

Students are encouraged to contact the Administration of Justice Department Office at Yuba College in Marysville for current information regarding academy enrollment or employment requirements or for additional information about the courses and programs.

ACADEMIES

Employment in law enforcement or corrections usually requires completion of a related academy. Yuba College offers the following academies each year:

Basic Police Academy (AJ 58RA, 58RB, 58RC) --
Certificate of Completion program -- 41.5 units

Reserve Training Module III (AJ 50RA, 50RB) --
Certificate of Training program -- 7 units

Reserve Training Module II (AJ 51RA, 51RB) --
Certificate of Training program -- 13 units

Reserve Training Level I (AJ 52RA, 52RB, 52RC) --
Certificate of Completion program -- 18.5 units

Basic Specialized Investigator Academy (AJ 217RA,
217RB) -- Certificate of Completion program --
32 units

LAW ENFORCEMENT (Associate in Science Degree)

Required Courses	Units
AJ 10 Introduction to Law Enforcement	3
AJ 11 Criminal Law	3
AJ 13 Evidence	3
AJ 14 Criminal Justice Process	3
AJ 15 Criminal Investigation	3
AJ 19 Community Relations	3
Total units required for degree major	18
Additional Recommended Courses	
AJ 20 Juvenile Law and Procedures	3
AJ 21 Narcotics and Drugs	3
AJ 30 Introduction to Corrections	3
AJ 50R or 50RA, 50RB Reserve Training Module III	varies
AJ 51R or 51RA, 51RB Reserve Training Module II	varies
AJ 52R, 52RA, 52RB, 52RC Reserve Training Module I	varies
AJ 54R, 54RA, 54RB Peace Officer Orientation	varies

Programs and Courses

CORRECTIONS **(Associate in Science Degree)**

Required Courses	Units
AJ 11 Criminal Law	3
AJ 20 Juvenile Law/Procedures	3
AJ 30 Introduction to Corrections	3
AJ 31 Criminal and Delinquent Behavior	3
AJ 33 Introduction to Correctional Counseling	3
AJ 34 Correctional Treatment Programs	3
Plus three additional units from courses listed below	3
AJ 10 Introduction to Law Enforcement	3
AJ 14 Criminal Justice Process	3
AJ 19 Community Relations	3
AJ 21 Narcotics and Drugs	3
HUSEV 10 Introduction to Human Services	3
Psychology/Sociology electives	3
Total units required for degree major	21

AJ 10—Introduction to Law Enforcement (3 units) CSU/UC
History and philosophy of criminal justice; overview of criminal justice system identifying the various segments, their roles, and interrelationships. Required for all criminal justice majors. (L)

AJ 11—Criminal Law (3 units) CSU/UC
History, philosophy, and constitutional provisions of criminal law, including exploration of crimes against persons, property, and the State. (L)

AJ 13—Evidence (3 units) CSU
Origin, development, and philosophy of evidence; types, degrees, and rules governing admissibility; judicial decisions interpreting individual rights; arrest, and search and seizure. (L)

AJ 14—Criminal Justice Process (3 units) CSU
Legal processes from pre-arrest, arrest through trial, sentencing, and correction procedures; a review of the history of case and common law; conceptual interpretations of law as reflected in court decisions; a study of case law methodology and case research as the decisions impact upon the procedures of the justice system. (L)

AJ 15—Criminal Investigation (3 units) CSU
Fundamentals of investigation; techniques of crime scene search and recording; collection and preservation of physical evidence; modus operandi processes; sources of information; interview and interrogation; follow-up investigation. (L)

AJ 16—Police Operations (3 units) CSU
Philosophy, functions, organization, duties, and analysis of police operational functions, including public service responsibilities and special police problems. (L)

AJ 19—Community Relations (3 units) CSU/UC
Role of police service as perceived by various segments of the community and the officer: interrelationships between the criminal justice agencies, employees, and the public. (L)

AJ 20—Juvenile Law and Procedures (3 units) CSU
Organization, function and jurisdiction of juvenile agencies; processing and detention of juveniles; juvenile case disposition; legal statutes, and court procedures. (L)

AJ 21—Narcotics and Drugs (3 units) CSU
Analysis of narcotics and drugs, physical effects of addiction, and sociological problems of drug abuse. (L)

AJ 22—Specialized Criminal Investigation (4 units) CSU
Investigation concepts for specialized investigations involving major injury crimes and death investigation.

AJ 30—Introduction to Corrections (3 units) CSU
History, philosophy, and overview of corrections including probation, parole, and correctional institutions. (L)

AJ 31—Criminal and Delinquent Behavior (3 units) CSU
A study of the causes of crime and delinquency by analyzing various social, psychological, and cultural factors. (L)

AJ 33—Introduction to Correctional Counseling (3 units) CSU
History, objectives, and theories of counseling relevant to corrections; common methods, techniques, and interventions of counseling; understanding the client as a person. (L)

AJ 34—Correctional Treatment Programs (3 units) CSU
The study of correctional treatment programs concerning juveniles and adults, in both the casework setting and in a custody institution. (L)

AJ 40R—Basic Peace Officer Training (V.5 to 36.5 units) CSU
The Basic Academy consists of forty-two distinct and separate learning domains (880 hours of training) as mandated by Peace Officer Standards and Training (P.O.S.T.). Other areas of special instruction include twenty-four hours of controlled substance (11550 certified), expandable/side-handled baton training, computer basics, F.A.T.S. (Firearms Tactical Simulation), EVOC held at the C.H.P. Training Facility, and police oral board preparation. The student will receive a Basic Academy Certificate upon graduation, which is recognized and required by the State of California for employment as a peace officer. Prerequisite: Fingerprint clearance with D.O.J. (Penal Code Section 13511.5), background application, qualifying score on POST entrance exam (reading/writing assessment), demonstrate competency on essay, and physical agility. (L) (Repeatable: May be taken four times only.)

AJ 50R—Reserve Training Module III (v.5-6.5 units)
Designed to meet the requirements for the regular Basic Course (modular format), Level III Reserves. Prerequisite: AJ 54R. (L) (Repeatable: May be taken four times only.)

AJ 50RA—Reserve Training Module III (4.5 units)
Designed to meet the Peace Officer Standards and Training (POST) requirements for the regular Basic Course (modular format), Level III Reserves. Prerequisite: Current PC 832 training including firearms (AJ 54RA/54RB); medical/physician's clearance: health/history statement, Par Q; Corequisite: AJ50RB. (L) (Repeatable: May be taken four times only.)

AJ 50RB—Reserve Training Module III (2.5 units)
Designed to meet the Peace Officer Standards and Training (POST) requirements for the regular Basic Course (modular format), Level III Reserves. This course is Part II (B) of the necessary training for entry-level peace officer training. Prerequisite: Current PC 832 training including firearms (AJ 54RA/54RB); medical/physician's clearance; health/history statement, Par Q; Corequisite: AJ50RA. (L) (Repeatable: May be taken four times only.)

AJ 51R—Reserve Training Module II (v.5-11.5 units)
Designed to meet the *Peace Officer Standards and Training* (POST) requirements for the Regular Basic Course (modular format), Level II Reserves. This course consists of the necessary training requirements for back-up officer. Prerequisite: AJ 50R; current PC 832 training; current in First Aid/CPR with the last 3 years. (L) (Repeatable: May be taken four times only.)

AJ 51RA—Reserve Training Module II (9.0 units)

Designed to meet the *Peace Officer Standards and Training* (POST) requirements for the Regular Basic Course (modular format), Level II Reserves. Course is Part 1 (A) of the training requirements for back-up officers. Prerequisite: Successful completion of Level III modular format (AJ 50RA/50RB); current PC 832 training (AJ 54RA/54RB); current in First Aid/CPR with the last 3 years; DOJ fingerprint clearance. Corequisite: AJ51RB. (L) (Repeatable: May be taken four times only.)

AJ 51RB—Reserve Training Module II (4.0 units)

Motor skills designed to meet the *Peace Officer Standards and Training* (POST) requirements for the Regular Basic Course (modular format), Level II Reserves. Course is Part II (B) of the necessary training requirements for back-up officers. Prerequisite: Successful completion of Level III modular format (AJ 50RA/50RB); current PC 832 training (AJ 54RA/54RB); current in First Aid/CPR with the last 3 years; DOJ fingerprint clearance; medical clearance. Corequisite: AJ51RA. (L) (Repeatable: May be taken four times only.)

AJ 52R—Reserve Training Module I (v.5-17 units)

Final module in the regular Basic Course (modular format), Level 1 for *Peace Officer Standards and Training* (P.O.S.T.) *Basic Peace Officer Certification*. Completion accomplishes the same certification as the full police academy (AJ 40R). Prerequisite: AJ 50R and 51R; non-expired 832 P.C. (3 years current); current in First Aid/CPR (3 years current); D.O.J. print clearance; passing score on P.O.S.T. Level I Entrance Examination; medical clearance; physical agility assessment; and valid driver's license. (L) (Repeatable: May be taken four times only.)

AJ 52RA—Reserve Training Module I (14.5 units)

Final module in the regular Basic Course (modular format), Level 1 for *Peace Officer Standards and Training* (P.O.S.T.) *Basic Peace Officer Certification*. Completion of this final module accomplishes the same certification as the full police academy (AJ 58RA/58RB/58RC). Prerequisite: Current PC 832 training (AJ 54RA/54RB); successful completion of Level III and Level II modular format (AJ 50RA/50RB & AJ 51RA/51RB); current in First Aid/CPR within last 3 years; POST Exam; completed background application; DMV driving record printout. Corequisite: AJ 52RB and AJ 52RC (L) (Repeatable: May be taken four times only.)

AJ 52RB—Reserve Training Module I (3.5 units)

Final module, Part II (B) in the regular Basic Course (modular format), Level 1 for *Peace Officer Standards and Training* (P.O.S.T.) *Basic Peace Officer Certification*. Completion of these courses accomplishes the same certification as the full police academy (AJ 58RA/58RB/58RC). Prerequisite: Current PC 832 training (AJ54RA/54RB); successful completion of Level III and level II modular format (AJ50RA/50RB and AJ 51RA/51RB); current in First Aid/CPR within last 3 years; D.O.J. print clearance (or sponsorship letter stating clearance through background process); P.O.S.T. Exam; completed background application; medical/physician's release, Par Q; health/history statement. Corequisite: AJ 52RA and AJ 52RC (L) (Repeatable: May be taken four times only.)

AJ 52RC—Reserve Training Module I (.5 unit)

Final module, Part III (C) in the regular Basic Course (modular format), Level 1 for *Peace Officer Standards and Training* (P.O.S.T.) *Basic Peace Officer Certification*. Completion of these courses accomplishes the same certification as the full police academy (AJ 58RA/58RB/58RC). Prerequisite: Successful completion of Level III and level II modular format (AJ 50RA/50RB and AJ 51RA/51RB); medical/physician's release, Par Q; health/history statement. Corequisite: AJ 52RA and AJ 52RB (L) (Repeatable: May be taken four times only.)

AJ 54R—Peace Officer Orientation (v.5-3.5 units)

832 PC; laws of arrest, search and seizure; communications; arrest and control techniques; and firearms. Meets *Peace Officer Standards and Training* (POST) and *Standards and Training for Corrections Program* (STC). Prerequisite: *Department of Justice* fingerprint clearance for firearms portion of training (L) (Repeatable: May be taken four times only.)

AJ 54RA—Peace Officer Orientation (3 units)

832 PC; laws of arrest, search and seizure; communications; arrest and control techniques. Meets *Peace Officer Standards and Training* (POST) and *Standards and Training for Corrections Program* (STC). Increased curriculum hours included as regulated by POST. Corequisite: AJ 54RB. (L) (Repeatable: May be taken four times only.)

AJ 54RB—Peace Officer Orientation - Firearms (.5 units)

832 PC; firearms training. Meets *Peace Officer Standards and Training* (POST) and *Standards and Training for Corrections Program* (STC). Prerequisite: DOJ fingerprint clearance. Corequisite: AJ 54RA. (L) (Repeatable: May be taken four times only.)

AJ 58RA—Basic Peace Officer Training (28.0 units)

The Basic Academy consists of forty-two distinct and separate learning domains (880 hours of training) as mandated by Peace Officer Standards and Training (P.O.S.T.). Other areas of special instruction include twenty-four hours of controlled substance (11550 certified), expandable/side-handled baton training, computer basics, F.A.T.S. (Firearms Tactical Simulation), EVOC held at the C.H.P. Training Facility, and police oral board preparation. The student will receive a Basic Academy Certificate upon graduation, which is recognized and required by the State of California for employment as a peace officer. Students must take AJ 58RB and 58RC simultaneously. Prerequisite: Background application, qualifying score on POST entrance exam (reading/writing assessment), demonstrate competency on essay, and DMV driving record printout. Corequisites: AJ 58RB and AJ58RC. (L) (Repeatable: May be taken four times only.)

AJ 58RB—Basic Peace Officer Training (13.0 units)

Motor skills portion of the Basic Academy, Part II (B). Students must take AJ 58RA and 58RC simultaneously. Prerequisite: Background application, qualifying score on POST entrance exam (reading/writing assessment), demonstrate competency on essay, DMV driving record printout, DOJ fingerprint clearance, medical/physician clearance. Corequisites: AJ 58RA and AJ58RC. (L) (Repeatable: May be taken four times only.)

AJ 58RC—Basic Peace Officer Training (.5 unit)

Practice scenario portion of the Basic Academy, Part III (C). Students must enroll in AJ 58RA and 58RB simultaneously. Prerequisite: Background application, qualifying score on POST entrance exam (reading/writing assessment), demonstrate competency on essay, DMV driving record printout, DOJ fingerprint clearance, medical/physician clearance. Corequisites: AJ 58RA and AJ58RB. (L) (Repeatable: May be taken four times only.)

AJ 70R—Corrections Officer Core Course (8 units)

Theory and application of corrections officer training; meets *California Department of Corrections and Rehabilitation*. Units of course study include: criminal justice system, codes and statutes, professionalism/ethics, classification of inmates, contraband/evidence, assaultive behavior and restraint techniques, booking and receiving, releasing, maintaining security, report writing, supervising inmates, distribution of supplies, monitoring health, management of inmate workers, screening visitors and mail, transport of outside facilities, emergency procedures, testifying in court and physical tasks. Prerequisite: medical clearance, health/history statement, Par-Q. (L) (Repeatable: May be taken four times only.)

Programs and Courses

AJ 202R—Juvenile Counselor Core Course (v.5-6.5 units)

Basic concepts and skills for “entry level” Juvenile Counselors, including overall mission, role, and function in the California Justice System; major tasks and responsibilities; competency in various knowledge and skill requirements. Meets *State of California Board of Corrections* (STC) requirements for “entry level” Juvenile Counselors. Prerequisite: Presently employed as a Juvenile Counselor. (Repeatable: May be taken four times only.)

AJ 203R—Advanced Officer Training (.5 to v2.5 units)

Current topics in Administration of Justice areas, including legal updates, officer safety, community relations, use and control of weapons, and other subjects; directed toward law enforcement personnel and designed to satisfy State-mandated training. Information will be provided in nine-hour modules. Grades are CR/NC. (Repeatable: May be taken four times only.)

AJ 204R—Indicators of a Person Under Influence of Controlled Substances (v.5-1 or v.5-1.5 units)

History, characteristics, legal aspects, and methods of detecting the use of controlled substances. Grades are CR/NC. (Repeatable: May be taken four times only.)

AJ 206R—Hazardous Materials/Basic Awareness (0.5 unit)

Emergency procedures for the first responder to a hazardous materials spill. Open to all personnel that might be the first on the scene of a toxic spill. Emphasis on safety isolation and notifications. Meets the *State of California* mandates for “basic awareness” training as prescribed by the *California State Training Institute* (CSTI). Grades are CR/NC. (Repeatable: May be taken four times only.)

AJ 207R—CPR/First Aid (0.5 or v0.5-1 units)

Emphasis on medical emergencies, general first aid, and cardiopulmonary resuscitation. Certified with the *American Red Cross*; certification for CPR is valid for one year; certification for First Aid is valid for two years. Taught as 9 hours of CPR and 9 hours of First Aid. Primarily designed for law enforcement personnel, but is open to anyone. Grades are CR/NC. (Repeatable: May be taken four times only.)

AJ 208R—Police Report Writing Essentials (3 units)

Meets performance objectives for police report writing as prescribed by the *California Commission on Peace Officer Standards and Training* (POST) for the basic academy course. Deals with a broad range of police report writing problems, including grammar and composition, field notes, crime notes, characteristics of a good report, and communicating in a clear and understandable manner. (Repeatable: May be taken four times only.)

AJ 210R—Child Care Health and Safety (0.5 unit)

Designed to meet the requirements of *Assembly Bill 962*. Subject matter relates to child day care and is appropriate for anyone dealing with children on a regular basis where knowledge of CPR, Pediatric First Aid, and Health and Safety Training may be needed. Satisfies all requirements of the *American Red Cross California Childcare Course*. Grades are CR/NC. (Repeatable: May be taken four times only.)

AJ 211R—Gang Awareness (0.5 unit)

For inservice law enforcement officers, Administration of Justice students, and civic leaders with an interest in learning what constitutes a gang and how to identify gang members and their habits and movements. Grades are CR/NC. (Repeatable: May be taken four times only.)

AJ 212R—Satanic Cults (0.5 unit)

Examines law enforcement aspects of the Satanism cult history, signs, and symbols; crime scene investigation and officer safety issues are covered. Grades are CR/NC. (Repeatable: May be taken four times only.)

AJ 214R—Chemical Agents (0.5 unit)

Meets requirements for peace officers to carry and use chemical agents as mandated by the *Commission on Peace Officers Standards and Training*. Grades are CR/NC. (Repeatable: May be taken four times only.)

AJ 215R—Undercover Narcotics Operations (0.5 unit)

Provides new and journeyman-level law enforcement officers with knowledge and skills required to successfully conduct an undercover narcotics operation. Grades are CR/NC. (Repeatable: May be taken four times only.)

AJ 217RA—Specialized Investigator’s Basic Course (25.5 units)

Specifically designed as an entry-level course for State and county investigators. Meets requirements for State Investigators as prescribed by the *Commission of Peace Officer Standards and Training*. Prerequisite: Medical /physician’s release clearance, health/history statement, ParQ, DOJ fingerprint clearance. Corequisite: AJ 217RB. (L) (Repeatable: May be taken four times only.)

AJ 217RB—Specialized Investigator’s Basic Course (6.5 units)

Motor skills module specifically designed as an entry-level course for State and county investigators. Meets requirements for State investigators as prescribed by the Commission of Peace Officer Standards and Training. Prerequisite: DOJ fingerprint clearance, medical/physician’s release clearance, health/history statement, ParQ. Corequisite: AJ 217RA. (L) (Repeatable: May be taken four times only.)

AJ 218R—Field Training Officer (2.5 units)

Designed to provide an understanding of the goals and objectives of the *Peace Officer Standards and Training* (POST) Field Training Officer course. The material will be directed to law enforcement personnel and is designed to satisfy course expectations and requirements for new field training officer. The information is presented in nine-hour modules. Prerequisite: POST Basic Certificate or agency approval. Grades are CR/NC. (Repeatable: May be taken four times only.)

AJ 219R—Basic Requalification Course (6.5 units)

This course is for the recertification of persons who previously completed a POST certified basic course and who have a three year or longer break in service as a peace officer or level 1 reserve. Prerequisite: CA Basic Police Course certification; DOJ clearance; medical clearance, health history, Par Q. (Repeatable: May be taken four times only.)

AJ 220R—Radar Operator Course (1 unit)

Designed to train law enforcement officers in the operation of police radar devices; emphasis on the history, principles, theory, and laws relating to radar operation; includes the technical use of radar, set-up, equipment calibration, and courtroom testimony. Grades are CR/NC. (Repeatable: May be taken four times only.)

AJ 221R—Investigation and Trial Preparation (4 units)

Designed to orient peace officers who have been, or are about to be assigned to investigative staff of district attorney’s offices. Pursuant to P.O.S.T. regulations, Investigators must complete this course within one year of employment as a district attorney investigator. Successful students will receive a certificate of completion. Topics include: Roles of the investigator, professionalism and ethics, victimology, witness and informant management, special victim investigations, trial preparation and support, evidence search and seizure, civil process, investigative techniques, family support investigations, officer-involved incidents, and other relevant topics. \$200 non-refundable material fee. Students must have completed the POST Basic Police Academy or be sponsored by a law enforcement agency. (L) (Repeatable: May be taken four times only.)

Agriculture, Environmental Horticulture, and Plant Science

Career opportunities in agriculture, environmental horticulture and plant science are many and varied. They include jobs in the food, fiber, and nursery industries; jobs in air, land, water, and natural resources; as well as jobs in pest management, veterinary technology, environmental regulation and protection; biotechnology; accounting, and farm management.

Plant Science courses and the Veterinary Technology program (see Veterinary Technology) are offered at the Marysville campus. Environmental horticulture and plant science courses are offered at the Woodland campus. Courses in animal science and agricultural business are available over the Internet.

Students planning to transfer need to see a counselor to ensure they are taking the correct courses.

AGRICULTURE (Associate in Science)

Required Courses	Units
AG 14 Entrepreneurship	3
AG 32R Internship	3
PLSCI 20L Principles of Plant Science	4
PLSCI 22L Introduction to Soils	4
Agriculture OR Environmental Horticulture Electives	6
Total units required for degree major	20

AGRICULTURAL BUSINESS (Certificate of Completion)

Required Courses	Units
AG 11 Agricultural Accounting	3
AG 12 Computers in Agriculture OR BCA 15R Bus. Comp. Appl.	3
AG 13 Marketing	3
AG 14 Entrepreneurship	3
AG 32R Internship	3
Agriculture, Environmental Horticulture, OR Plant Science electives ...	6
Total units required	21

AG 11—Agricultural Accounting (3 units) CSU
Basic principles of accounting as applied to agricultural business and farm operations; development of skills needed to create a general ledger and then develop and analyze a balance sheet and profit and loss statement; standard accounting procedures are covered with emphasis on both hand and computer applications. (LM)

AG 12—Computers in Agriculture (3 units) CSU
Computer use in the workplace with emphasis on agri-business situations; computer applications, including word processing, spreadsheet, database, and presentation manager covered; also accessing information through the Internet and World Wide Web, telecommunications, introduction to web page design, and other software appropriate to agri-business. (LM)

AG 13—Marketing (3 units) CSU
Principles and applications of marketing applied to entrepreneurial ventures including concepts, methods, tactics, and strategies. Traditional methods of marketing as well as marketing on the Internet will be included. Students will develop a marketing plan for a business of their choice. (L)

AG 14—Entrepreneurship (3 units) CSU
Principles of establishing and managing a small business, including the preparation of a business plan; emphasis on goal-setting, types of business organizations, obtaining licenses and permits, financing options, accounting aspects, legal requirements, managing the enterprise, and other aspects in business entrepreneurship. (LM)

AG 32R—Internship (v1-4 units) CSU
On-the-job training which coordinates individual career goals with placement at a job site. A maximum of 8 semester units may be earned with a 4-unit maximum per semester. Students enrolling in this class are not eligible for work experience or other internship classes during the same semester. Prerequisite: Demonstrated knowledge in agricultural/production work with particular emphasis on the health and safety issues; demonstrated ability to work safely. Grades are CR/NC. (Repeatable: May be taken two times only.)

AG 33—SBDC Agriculture Entrepreneur Training (2 units) CSU
Designed to develop a business plan and financial documents for a new venture or to evaluate a current one, including market research and analysis, business structures, government regulations, financial management, money management, risk management, personnel issues, and funding sources. (LM)

AG 44—Horse Production (3 units) CSU
Overview of the principles of horse production, including anatomy, physiology, reproduction, nutrition, health, breeds and breeding, as well as basic horse vaccination and disease prevention. (LM)

AG 45—Principles of Animal Science (3 units) CSU/UC
Overview of the principles of animal science and the interrelationships of domestic animals and mankind; investigation of animal anatomy, physiology, reproduction, nutrition, health, products and by-products, as well as behavior and genetics from a scientific perspective. (LM)

Programs and Courses

Environmental Horticulture ENVIRONMENTAL HORTICULTURE (Associate in Science)

Required Courses	Units
ENVHR 20 Fundamentals of Environmental Horticulture	3
ENVHR 21 Plant Propagation	3
ENVHR 22A or 22B Landscape Plant Identification	3
ENVHR 23A Principles of Landscape Design	3
PLSCI 20L Principles of Plant Science	4
Agriculture, Environmental Horticulture, OR Plant Science electives ...	6
Total units required for degree major	22

ENVIRONMENTAL HORTICULTURE (Certificate of Completion)

Required Courses	Units
AG 32R Internship	3
ENVHR 20 Fundamentals of Environmental Horticulture	3
ENVHR 21 Plant Propagation	3
ENVHR 22A or 22B Landscape Plant Identification	3
ENVHR 23A Principles of Landscape Design OR ENVHR 24 Greenhouse Mgmt.	3
PLSCI 20L Principles of Plant Science	4
PLSCI 22L Introduction to Soils	4
Agriculture, Environmental Horticulture, OR Plant Science electives ...	6
Total units required	29

LANDSCAPE DESIGN (Certificate of Training)

Required Courses	Units
ENVHR 20 Fundamentals of Environmental Horticulture	3
ENVHR 22A Landscape Plant Identification	3
ENVHR 23A-23B Principles of Landscape Design/Advanced Design ...	6
Agriculture, Environmental Horticulture, OR Plant Science electives ...	6
Total units required	18

LANDSCAPE INSTALLATION/ MAINTENANCE (Certificate of Training)

Required Courses	Units
ENVHR 22A-22B Landscape Plant Identification	6
ENVHR 23A Principles of Landscape Design	3
ENVHR 26 Landscape Installation and Maintenance	3
Agriculture, Environmental Horticulture, OR Plant Science electives ...	6
Total units required	18

ENVHR 20—Fund of Environmental Horticulture (3 units) CSU

Fundamentals of environmental horticulture, including garden practices, environment and plant growth, pruning, propagation, soils, fertilizers, and greenhouse techniques.

ENVHR 21—Plant Propagation (3 units) CSU/UC

Principles and practices in propagating plants; cuttings, budding, grafting, layering, division, separation, and tissue culture; seed and asexual propagation will be covered, as will contemporary commercial techniques of propagation.

ENVHR 22A—Landscape Plant Identification (3 units) CSU/UC UC-Unit Limit

Identification, habits of growth, cultural requirements, and use of specific ornamental woody and herbaceous plants used in Northern California landscapes; covers different plants than those in ENVHR 22B.

ENVHR 22B—Landscape Plant Identification (3 units) CSU/UC UC-Unit Limit

Identification, habits of growth, cultural requirements, and use of specific ornamental woody and herbaceous plants used in Northern California landscapes. Covers different plants than those in ENVHR 22A.

ENVHR 23A—Principles of Landscape Design (3 units) CSU/UC UC-Unit Limit

Techniques of drafting and their relationship to landscape design. Emphasis on the use of landscape drafting equipment, drafting skills, and construction details.

ENVHR 23B—Advanced Landscape Design (3 units) CSU/UC UC-Unit Limit

Emphasis on landscape design, with projects on sun/shade analysis, conceptual design, site analysis, site planning, presentation drawings, and construction drawings. A set of landscape plans will be developed. Prerequisite: ENVHR 23A

ENVHR 24—Greenhouse Management (3 units) CSU

Management of plant materials in the greenhouse including greenhouse operations, propagation, growth and development, cultural practices, record keeping, and marketing.

ENVHR 26—Landscape Installation and Maintenance (3 units) CSU

Principles and practices of landscape installation and maintenance. Techniques for use in commercial, institutional, and home and landscaping situations including: construction techniques, pruning, lawn maintenance, disease and pest control.

ENVHR 50R—Workshop in Floral Design (1 unit)

Elements of design, color, care, and handling of floral materials; six selected arrangements vary from fall to spring semester; projects appropriate to the florist industry. Student must provide a floral knife, wire cutter, scissors, and hand towel. Grades are CR/NC. (Repeatable: May be taken four times only.)

ENVHR 210—Landscape Pruning (v.5-1 unit)

Principles and practices involved in the proper pruning of ornamental shrubs, ornamental trees, fruit trees, and roses. Grades are CR/NC.

ENVHR 211—Landscape Irrigation Systems (v.5-1 unit)

Introduces the basics of design, placement, installation, and maintenance of landscape irrigation systems. Grades are CR/NC.

ENVHR 220A—Gardening: Designing the Yard (v.5 unit)

The basics of designing a yard with emphasis on planting areas, the hard and softscape as well as actually doing a design sketch of a yard. Grades are CR/NC.

ENVHR 220B—Gardening: Selecting Trees & Shrubs (v.5 unit)

The basics of selecting trees and shrubs for home landscape will be covered with emphasis on trees and shrubs appropriate for the local area. Grades are CR/NC.

ENVHR 220C—Gardening: Controlling Yard Pests (v.5 unit)

The basics of controlling pests of the home yard: insects, diseases and weeds. A variety of techniques will be discussed including organic techniques. Grades are CR/NC.

ENVHR 220D—Gardening: Irrigation (v.5 unit)

The course will cover the basics of selecting and designing irrigation systems for the home yard including drip, sprinkler and flood irrigation will be covered. Grades are CR/NC.

ENVHR 220E—Gardening: The Organic Way (v.5 unit)

The course will cover the basics of managing the home landscape using organic techniques. Organic techniques of fertilizing as well as insect, disease and weed control will be examined. Grades are CR/NC.

Plant Science

PLSCI 20—Principles of Plant Science (3 units)***CSU/UC UC-Unit Limit***

Principles of plant growth including structure, growth processes, propagation, physiology, growth media, and biological competitors. Not open for students with credit in PLSCI 20L. (LM)

PLSCI 20L—Principles of Plant Science (4 units)***CSU/UC UC-Unit Limit***

Principles of plant growth including structure, growth processes, propagation, physiology, growth media, and biological competitors. Laboratory topics include microscope use, plant structures internal and external, photosynthesis, respiration and other aspects of plant growth and development. Not open for credit to student with credit in PLSCI 20. (LM)

PLSCI 22—Introduction to Soils (3 units)***CSU/UC UC-Unit Limit***

Physical, chemical, and biological properties of soils as related to plant growth and soil formation. Including the study of soil development, classification and characteristics; soil use and management including erosion, moisture retention, structure, cultivation, organic matter and microbiology. Not open for credit to student with credit in PLSCI 22L. (LM)

PLSCI 22L—Introduction to Soils (4 units) *CSU/UC UC-Unit Limit*

Physical, chemical, and biological properties of soils as related to plant growth and soil formation. Including the study of soil development, classification and characteristics; soil use and management including erosion, moisture retention, structure, cultivation, organic matter and microbiology. Not open for students with credit in PLSCI 22. (LM)

PLSCI 30—Principles of Pest Management (3 units)***CSU***

Principles of pesticide management including: pesticide laws and regulations; identification and symptoms of plant pests; modes of pesticide action; principles of integrated pest management; non-pesticide pest control; effective and safe use of herbicides, insecticides, fungicides, and other crop protection chemicals; and pesticide record-keeping. This course will assist students in preparation for the State applicator certification test. (LM)

PLSCI 52R—Pesticide Applicator Certification (1 unit)

Theory and practice of pesticide application. Preparation for the *California Pest Control Applicator's Licensing Examination*. 18 hours of continuing education credit has been applied for. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

PLSCI 60R—Sensory Wine Evaluation (1 unit)

A sensory course designed for individuals to learn organoleptic tasting techniques, characteristics and styles of wine varieties, regional varietal differences, wine growing regions and tasting techniques. This class has a \$40 materials fee above the regular enrollment fee. Must be at least 21 years of age. Grades are CR/NC. (Repeatable: May be taken four times only.)

Anthropology

ANTHR 1—Introduction to Physical Anthropology (3 units) (CAN ANTH 2) CSU/UC

Study of human biology, genetics, theory of evolution, primatology, changes in humans through time, human fossil record, human variations today, significance of culture. (L)

ANTHR 2—Cultural Anthropology (3 units) (CAN ANTH 4) CSU/UC

Diversity of cultures from aspects of universals of language, economics, kinship, art, religion, technology, etc.; functional aspects of culture and cultural change; varieties of customs and institutions of different peoples; significance of human culture. (L)

ANTHR 3—Introduction to Archaeology (3 units) CSU/UC

Introduction to the methods and theories of modern archaeology, including site exploration and interpretation; patterns of evidence for human behavior from the first humans to the beginnings of written history. (L)

ANTHR 48—Faces of Culture (2 units) CSU

Human adaptation to the environment from the beginning of the human species; focuses on the thesis that every society is based on an integrated culture which satisfies human needs and facilitates survival. (L)

Applied Science

APSCI 5R—Windows for the Technologist (1 unit) CSU

Introduction to the latest Windows version as it applies to Applied Technology, including a road map into start-up and main system functions, how to communicate with key points of interest to vocational student; applications, using desktop functions, entering and exiting technical programs, disk management, and printing samples. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

APSCI 22—Hydraulics (Fluid Power) (3 units) CSU

Application of hydraulics (fluid power) to the fields of automotive, machine trades, robotics, industry, and agriculture. Not open for credit to student with credit in AUTO 22 or AG 28. (L)

APSCI 23—Small Engines (3 units) CSU

Operation, measurement, and diagnosis of small power plants. Emphasis on diagnosis prior to tear down. Disassembly will include the measurement and machining processes consistent with industry standards. Not open for credit to student with credit in AUTO 23.

APSCI 24—Introduction to Physical Metallurgy (3 units) CSU

Mechanical testing, metal structure and metallurgical examination; including the production of metals and alloys as well as metallurgical problems. Not open for credit to student with credit in MFGT 24 or 24L or APSCI 24L. (LM)

APSCI 24L—Introduction to Physical Metallurgy (3 units) CSU

Metal structure, mechanical testing and metallurgical examination, including the historical and modern application and use of metals. Not open for credit to student with credit in MFGT 24 or 24L, or APSCI 24. (LM)

APSCI 86—Basic Residential Plumbing (2 units)

Fundamental knowledge of residential plumbing; including sewers and drains, water pipe fitting, water heaters, irrigation, and common plumbing fixture repair and selection.

APSCI 251—Fundamentals of Residential Wiring (2.5 units)

Fundamentals of house wiring, including basic wiring systems, installation procedures, and generation and distribution of electricity. Also covered will be local building codes and security systems. Grades are CR/NC.

APSCI 252R—Cabinet Making (1 unit)

Exploration and instruction in the basic areas of cabinet making with emphasis on designing, fabrication, and technical information required to complete hands-on class assignment. Provides training to enter the building trades; safety instruction on power and hand tools will be an integral part of the course. Grades are CR/NC. (Repeatable: May be taken four times only.)

APSCI 253R—Interior Carpentry Maintenance (1 unit)

New construction, installation, maintenance, and repair on doors, windows, cabinets, walls, drywall, flooring, keys, and locks. Grades are CR/NC. (Repeatable: May be taken four times only.)

APSCI 254R—Exterior Carpentry Maintenance (1 unit)

Maintenance and repair, new construction installation of siding, roofs, decks, stairways, docks, fences, handrails, and concrete forming. Grades are CR/NC. (Repeatable: May be taken four times only.)

Architectural Studies

ARCHITECTURAL STUDIES (Associate in Science)

Required Courses	Units
DRAFT 30 Intro.to Drafting Technology	3
DRAFT 32 Architectural Delineation	3
DRAFT 34 Architectural Computer-Aided Drafting	3
DRAFT 35 Architectural Design and Presentation	3
DRAFT 38 Intermediate Computer-Aided Drafting	3
DRAFT 39 Advanced Computer-Aided Drafting	3
Total units required for degree major	18

ARCHITECTURAL STUDIES (Certificate of Completion)

Required Courses	Units
DRAFT 30 Introduction to Drafting Technology	3
DRAFT 31 Descriptive Geometry (<i>recommended</i>)	3
DRAFT 32 Architectural Delineation	3
DRAFT 34 Architectural Computer-Aided Drafting	3
DRAFT 35 Architectural Design and Presentation	3
DRAFT 36 Drafting Design Problems (<i>recommended</i>)	3
DRAFT 38 Intermediate Computer-Aided Drafting	3
DRAFT 39 Advanced Computer-Aided Drafting	3
ENGR 3 Plane Surveying (<i>recommended</i>)	4
MATH 21 Plane Trigonometry	3
SPECH 1 Public Speaking (<i>recommended</i>)	3
Total units required	27

ARCHITECTURAL STUDIES (Certificate of Training)

Required Courses	Units
DRAFT 30 Introduction to Drafting Technology	3
DRAFT 32 Architectural Delineation	3
DRAFT 34 Architectural Computer-Aided Drafting	3
DRAFT 38 Intermediate Computer-Aided Drafting	3
DRAFT 39 Advanced Computer-Aided Drafting	3
Total units required	15

DRAFTING

DRAFT 20—Specifications, Drawing/Print Reading (3 units) **CSU**

An introduction to optical and mechanical blueprint reading and their manufacturing specifications. (LM)

DRAFT 30—Introduction to Drafting Technology (3 units) **CSU**

Fundamentals of drafting graphic communication and drawing; sketching and conventional drafting practices and methods will be covered, in addition to basic AutoCAD object creation and editing; ASME Y14 standards emphasized; AutoCAD will be used to complete the applied laboratory exercises. (LM)

DRAFT 30A—Technical Drafting (3 units) **CSU**

Introduction to technical drafting practices and conventions, including drafting instruments, lettering, geometric construction, multi-view orthographic projection, basic dimensioning, sectional, auxiliary, axionometric, oblique, and perspective projection. ASME standards are applied throughout all areas. All assignments will be completed using paper, pencil, and hand instruments. Not open for credit to student with credit in DRAFT 30. (LM)

DRAFT 31—Descriptive Geometry (3 units) **CSU**

Principles of descriptive geometry used for graphic representation and solution of space problems; application of skewed line theorems and advanced orthographic projection techniques to solve graphically applied problems dealing with points, lines, planes, and solids in space. Prerequisite: DRAFT 30 with a grade of "C" or better.

DRAFT 32—Architectural Delineation (3 units) **CSU/UC**

Study and process of creating three-dimensional representations of objects and structures on two-dimensional media, including perspectives, oblique, and axonometric paraline drawing systems; application of shades, shadows, and entourage (trees, shrubs, etc.) to three-dimensional representations; both freehand and constructed approaches will be used. (L)

DRAFT 34—Architectural Computer-Aided Drafting (3 units) **CSU/UC UC-Unit Limit**

The preparation of architectural working drawings with AutoCAD; introduction to design considerations, building codes, specifications, and architectural detailing; emphasis on CAD delineating, sheet layout, and communication through the use of freehand sketching; focuses on residential construction. Prerequisite: DRAFT 30 with a grade of "C" or better.

DRAFT 35—Architectural Design and Presentation (3 units) **CSU/UC**

Introduction to basic architectural design theory to develop knowledge and abilities in theories, processes, and methods related to design, organization, space, and form; development of design program specific to client needs; color applied to architectural renderings; analysis and preparation of architectural presentation drawings. Prerequisite: DRAFT 32, with a grade of "C" or better.

DRAFT 36—Drafting Design Problems (3 units) **CSU**

Topics in architecture selected to correspond with student and instructor interest to provide opportunity to explore areas of architecture not offered in the regular department curriculum. Both presentation and working drawings required will be produced using AutoCAD and architectural software. Prerequisite: DRAFT 32, 34, and 35.

DRAFT 38—Intermediate Computer-Aided Drafting (3 units) **CSU/UC UC-Unit Limit**

Intermediate 2D drawing and editing features of AutoCAD; creation of 3D wireframe, surface, and solid models. Development of assembly, orthographic and exploded views from solid models. Applications of CAD for architecture, civil engineering and mechanical drafting; rendering to produce photo-realistic images; introduction to Auto CAD customization. Prerequisite: DRAFT 30, or equivalent.

DRAFT 39—Advanced Computer-Aided Drafting (3 units) **CSU/UC UC-Unit Limit**

Presents the creation of three dimensional object based architectural models for residential and commercial structures using AutoCAD Architectural Desktop; creation of mass models for space planning, space boundaries and wall generation. Development of architectural working drawings from models; 3D architectural walk throughs; material mapping and rendering of architectural models to produce photo-realistic images and outputs. Prerequisite: DRAFT 38.

Art

ART (Associate in Arts)

Required Courses	Units
ART 1A History of Art OR ART 1B OR ART 1C	3
ART 4A-4B Drawing and Composition	4-6
ART 6A-6B Basic Design	6
Art 12A Ceramics OR Art 14A, Sculpture	2
Plus 3-5 units selected from:	
Art 2, 3A, 3B, 5, 7A, 7B, 7C, 8A, 9A, 12B, 14B, 15A, 15B, 18, 19A, 19B, 20A, 20B, 31R	3-5
Total units required for degree major	18

COMMERCIAL ART (Associate in Science)

Required Courses	Units
ART 2 Color Theory	3
ART 4A-4B Drawing and Composition	4-6
ART 6A-6B Basic Design	6
ART 19A Introduction to Commercial Art	2
ART 19B Commercial Art: Illustration	2
Plus 2-4 units selected from the following	2-4
Art 1A, 1B, 1C, 8A, 8B, 9A, 9B, 12A, 12B, 14A, 14B, 15A, 15B, 20B, 31R	
Total units required for degree major	18

PHOTOGRAPHIC IMAGING (Associate in Arts)

Required Courses	Units
ART 31R Basic Photography	3
ART 33 Advanced Photography	3
ART 35 Creative Photography Documentary	3
ART 36A Digital Photography	3
ART 36BR Introduction to Photoshop (3 units each)	6
Plus, select at least 10 units from the following:	
ART 32A & ART 32B Intermediate B&W Photography	6
ART 32CR Advanced Projects - Black & White	3-6
ART 34A & ART 34B Intro to Color	2-4
ART 34C Advanced Projects - Color	2-4
ART 36CR Advanced Projects - Digital	3-6
Total units required for degree major	28
Additional Recommended Courses	
ART 27LR Materials and Processes	1-4
ART 38R Field Workshops-Black and White	1-6
ART 39R Field Workshops-Color	1-6
ART 5 Art Appreciation	3
ART 6A Basic Design	3

PHOTOGRAPHIC IMAGING (Certificate of Completion)

Required Courses	Units
ART 31R Basic Photography	3
ART 32A-32B Intern. Black/White Photography	6
ART 33 Advanced Photography	3
ART 35 Creative Photography Documentary	3
ART 36A Digital Photography	3
ART 36C Introduction to Photoshop (3 units each)	6
Plus 4 additional units from the following courses:	
ART 34A Introduction to Color	2
ART 34B Intermediate Color	2
ART 32CR Advanced Projects - Black and White	3-6
ART 34CR Advanced Projects - Color	2-4
ART 36CR Advanced Projects - Digital	3-6
Total units required	28
Additional Recommended Courses:	
ART 27LR Materials and Processes	1-4
ART 38R Field Workshops-Black and White	1-6
ART 39R Field Workshops-Color	1-6
ART 6A Basic Design	3

PHOTOGRAPHIC IMAGING (Certificate of Training)

Required Courses	Units
ART 31R Basic Black/White Photography	3
ART 36A Digital Photography	3
ART 36BR Introduction to Photoshop (3 units each)	6
Plus 4 additional units from the following courses:	
ART 32A & ART 32B Intermediate B&W Photography	6
ART 34A Introduction to Color	2
ART 34B Introduction to Color	2
Total units required	16
Additional Recommended Courses:	
ART 27LR Materials and Processes	1-4
ART 38R Field Workshops-Black and White	1-6
ART 39R Field Workshops-Color	1-6

DIGITAL IMAGING (Certificate of Training)

Required Courses	Units
ART 31R Basic Black/White Photography	3
ART 36A Digital Photography	3
ART 36BR Introduction to Photoshop (3 units each)	6
Total units required	12

ART 1A—History of Art (3 units) (CAN ART 2) CSU/UC
Survey of art history; painting, sculpture, and architecture; primitive and pre-Columbian art from Paleolithic times through Early Christian World. (L)

ART 1B—History of Art (3 units) (CAN ART 4) CSU/UC
Survey of art history; painting, sculpture, and architecture; the Middle Ages through the Baroque. (L)

Programs and Courses

- ART 1C—History of Art (3 units) CSU/UC**
Survey of art history: painting, sculpture, photography, and architecture, including a survey of American art; the 19th through the 20th Century. Not open for credit to student with credit in ART 10. (L)
- ART 1LR—Ceramics Laboratory (.5 or 1 unit) CSU/UC**
Open laboratory for current ceramics student to increase skill through the use of the ceramics facility at times other than scheduled class time. May require corequisite or prerequisite based on the content of the course. Prerequisite: ART 12A or concurrent enrollment. Grades are CR/NC. (Repeatable: May be taken four times only.)
- ART 2—Color Theory (3 units) CSU/UC**
Study and application of color theory to solve studio problems in fine art, interior design, and graphics, including a historical overview of the uses of color, techniques of color mixing, interactions, and application; analysis of the use of color, composition, and design, and a thorough investigation of the function of color.
- ART 3A—Women in Art I (3 units) CSU/UC**
Role of women as artists in the Western World, beginning in the Middle Ages and concluding in the Twentieth Century art world. Not open for credit to student with credit in HUMAN 26A or WOMEN 26A. (L)
- ART 3B—Women in Art II (3 units) CSU/UC**
The role of women as visual artists in Europe and the Americas, focusing on the Twentieth Century. Not open for credit to student with credit in HUMAN 26B or WOMEN 26B. (L)
- ART 4A—Drawing and Composition (1 or 2 or 3 units) (CAN ART 8) CSU/UC**
Drawing and composition using various materials; basic instruction in perspective, landscape, still life, and other subjects. (L)
- ART 4B—Drawing and Composition (1 or 2 or 3 units) CSU/UC**
Drawing and composition using various materials; basic instruction in figure drawing and architectural studies. Prerequisite: ART 4A.
- ART 5—Art Appreciation (3 units) CSU/UC**
Introduction to art appreciation with an emphasis on basic 2D, 3D, and film mediums and their relationships to humanities. Historical and contemporary work with a multicultural focus will be emphasized. Not open for credit to student with credit in HUMAN 5. (L)
- ART 6A—Basic Design (3 units) CSU/UC**
Elements and principles of design as they relate to all forms of art, including two-dimensional problems.
- ART 6B—Basic Design (3 units) CSU/UC**
Elements and principles of design as they relate to all forms of art, including two- and three-dimensional problems.
- ART 7A—Creative Materials (3 units) CSU**
Creative activities for young children (2-8 years old), including planning and implementing painting, drawing, print-making, weaving, stitchery, batik, collage, sculpture, puppet-making, and modeling materials. Not open for credit to student with credit in ECE or ART 7 or 7A. (L)
- ART 7B—Worldwide Arts for Children (3 units) CSU**
Multicultural/ethnic art activities for young children, including planning and integrating projects across the curriculum; construction of age-appropriate art objects representative of cultures and religions in West Africa, the Middle East, Europe, Asia, Mexico, Central America, South America, Caribbean Islands, the United States, and Canada. Not open for credit to student with credit in ECE 7B or ART 23. (L)
- ART 7C—Theory and Processes of Children's Art (3 units) CSU**
Philosophies of how art should be taught to children; theories which explain how children develop artistically; processing skills involved in art making. Not open for credit to student with credit in ECE 7C. (L)
- ART 8A—Watercolor Painting (2 units) CSU/UC**
Basic principles and elements of watercolor painting in various techniques; wet on wet, washes, and drybrush; concepts of form, color, content, and space are explored. Recommend ART 4A.
- ART 8B—Watercolor Painting (2 units) CSU/UC**
Basic principles and elements of watercolor painting in various techniques; wet-on-wet, washes, and drybrush. Advanced techniques applied; portfolio of personal work developed. Prerequisite: ART 8A.
- ART 9A—Painting (1 or 2 or 3) (CAN ART 10) CSU/UC**
Basic instruction in painting and introduction to materials; emphasis on technique.
- ART 9B—Painting (1 or 2 or 3) CSU/UC**
Further exploration of painting media and techniques; emphasis on painting from life.
- ART 11—Mural Painting (3 units) CSU/UC**
Studio course focused on the actual creation of a large mural; design the composition, prepare the wall, and produce the mural. (M)
- ART 12A—Ceramics (1 or 2) CSU/UC**
Basic techniques and processes; artistic and creative expression through the use of clay.
- ART 12B—Ceramics (1 or 2) CSU/UC**
Advanced techniques and processes; artistic and creative expression through the use of clay and glazes. Prerequisite: ART 12A.
- ART 14A—Sculpture (2 units) CSU/UC**
Introductory course in sculpture; using and exploring the media of clay, wood, plaster, and armature building. (L)
- ART 14B—Sculpture (2 units) CSU/UC**
Further study of three-dimensional construction using clay, plaster, wood, and armature building. Prerequisite: ART 14A.
- ART 15A—Printmaking (2 units) CSU/UC**
Techniques and expression in printmaking; relief, stencil, intaglio processes; explore the visual and expressive potential of the fine print. (L)
- ART 15B—Printmaking (2 units) CSU/UC**
Practice of printmaking: relief, stencil, and intaglio processes; explore the visual and expressive potential of the fine print. Prerequisite: ART 15A.
- ART 19A—Introduction to Commercial Art (2 units) CSU**
Basic concepts of commercial art and its uses, stressing layout design, lettering, and simple illustration; special attention paid to studio problems from idea to production.
- ART 19B—Commercial Art: Illustration (2 units) CSU**
Studio practice in the basic concepts and techniques of commercial illustration, using typical projects that occur in employment situations; stress on various media, portfolio, and camera-ready work. Prerequisite: ART 19A.
- ART 27R—Photography Materials and Processes (1 unit) CSU**
Additional laboratory experience for those interested in further refinement and development of concepts attained in regular course offerings in photography area of Art. Prerequisite: PHOTO 1R or ART 31R or higher, or concurrent enrollment. (Repeatable: May be taken four times only.)

Programs and Courses

ART 28—Interior Design (3 units) CSU
Principles and theory of design as applied to family needs and selection of materials and furnishings. Not open for credit to student with credit in FCS 28 or 29. (L)

ART 29R—Individual Problems in Design (3 units) CSU
Advanced principles and elements of art and their function in design as related to all phases of art. Not open for credit to student with credit in ART 39R. Prerequisite: ART 6B. (Repeatable: May be taken two times only.)

ART 30R—Beginning Floral Design (3 units) CSU
Principles of design, color, and harmony; preparation of cut flowers; emphasis on Western design, basic corsage, and seasonal arrangements. Floral materials will be paid for at each lab. Designer knife, wire cutters, and scissors required. Lecture and lab required. (Repeatable: May be taken four times only.)

ART 31R—Basic Photography (3 units) CSU/UC
Exploration into basic camera operation and black and white processing and printing. History and development of photography. Emphasis is on personal expression. Adjustable camera preferred. (L) (R1) (Repeatable: May be taken two times only.)

ART 32A—Intermediate Black and White Photography (3 units) CSU
Advanced darkroom processes, zone system, archival processing, print and negative chemical manipulation; introduction to large format camera; discussion and critical analysis of assigned exercises. Field sessions included. Prerequisite: ART 31R, or MCOMM 11R, or PHOTO 1R. Not open for credit to student with credit in PHOTO 2A. (LM)

ART 32B—Intermediate Black and White Photography (3 units) CSU
Qualitatively oriented advanced black and white course allowing further development of concepts attained in 32A. Emphasis on advanced Zone System, large format camera, and individual creative problem solving. Prerequisite: ART 32A or PHOTO 2A. Not open for credit to student with credit in PHOTO 2B.

ART 32CR—Advanced Projects - Black and White (3 units) CSU
Individual exploration of advanced black and white photography concepts such as refining zone system, infrared photography, large format camera, etc. within a structured but non- confining framework. Prerequisite: ART 36BR. (Repeatable: May be taken two times only.)

ART 33—Advanced Photography (3 units) CSU
Black and white and color photography; further exploration within the area of interest. Assignments in creative problem-solving with studio lighting and the large format camera; a culminating experience within the department; preparation of final portfolios. Prerequisite: ART 32B or 34A or PHOTO 2B or 4A. Not open for credit to student with credit in PHOTO 3.

ART 34A—Introduction to Color Photography (2 units) CSU
Traditional and alternate methods of color printing and processing; toning; hand coloring, painting on film. Appreciation of creative uses of color photography. Prerequisite: ART 31R or PHOTO 1R or consent of instructor. Not open for credit to student with credit in PHOTO 4A.

ART 34B—Intermediate Color Photography (2 units) CSU
Further exploration in creative uses of color materials and processes. Slide production, duping, masking, inter-negatives. Not open for credit to student with credit in PHOTO 4B. Prerequisite: PHOTO 4A or ART 34A.

ART 34CR—Advanced Projects - Color Photography (2 units) CSU
Individual exploration of advanced color photography concepts such as multiple imagery, image transfer manipulation, etc., within a structured but non-confining framework. Prerequisite: ART 34B. (Repeatable: May be taken two times only.)

ART 35—Creative Photo Documentary (3 units) CSU
Intended to develop an understanding and appreciation of the photograph as it is used in social and personal commentary. Individual exploration and creativity is encouraged. Prerequisite: ART 31R or PHOTO 1R or MCOMM 11R. Not open for credit to student with credit in PHOTO 5.

ART 36A—Digital Photography (3 units) CSU
Introduction to digital photography, including exposure control, file formats, archiving, and basic image editing/manipulation. Knowledge of basic computer operation is highly recommended. Prerequisite: Completion of ART 31R or MCOMM 11R, or consent of instructor.

ART 36BR—Introduction to Photoshop (3 units) CSU
Introduction to the vast image editing possibilities of Adobe Photoshop, including global and local color/tonal/contrast controls via selections, masks and adjustment layers to produce reproduction quality output, creative retouching and montaging, and transmissive/reflective scanning. Prerequisite: ART 38AR or ART 36A. (Repeatable: May be taken two times only.)

ART 36CR—Advanced Projects - Digital (3 units) CSU
Individual exploration of advanced digital imaging concepts within a structured environment. Projects may include advanced montaging, text layers, web authoring, integration with other 2D/3D mediums. Self-generated projects are emphasized. Prerequisite: ART 36BR. (Repeatable: May be taken two times only.)

ART 38AR—Digital Imaging (2 units) CSU
Designed to familiarize the artist with electronic imaging fundamentals. Basic Photo shop, scanning, and electronic pre-press; electronic dissemination, ethics, and copyright issues. Basic computer operation is recommended. Prerequisite: ART 34A. (R2) (Repeatable: May be taken three times only.)

ART 38R—Field Workshop-Black/White Photography (1 or 2 units) CSU
Intensive weekend field workshops covering specific topics in black and white photography especially suited for the particular season and geographic location. Student responsible for cost of lodging, transportation, and materials. Prerequisite: PHOTO 1R, or MCOMM 11R, or ART 31R, or concurrent enrollment. (Repeatable: May be taken four times only.)

ART 39R—Field Workshops-Color (1 or 2 units) CSU
Intensive weekend field workshops covering specific topics in color photography especially suited for the particular season and geographic location. Student responsible for cost of lodging, transportation, and materials. Prerequisite: PHOTO 1R, or MCOMM 11R, or ART 31R, or concurrent enrollment. (Repeatable: May be taken four times only.)

ART 40R—Individual Problems in Watercolor (2 units) CSU/UC
Advanced work in principles and elements of watercolor painting in various techniques; exploration and development of personal style. (Repeatable: May be taken two times only.)

ART 41R—Individual Problems in Painting (1 or 2 or 3 units) CSU/UC
Advanced painting in which student works on individual painting problems in consultation with instructor. Prerequisite: ART 9A and 9B. (Repeatable: May be taken two times only.)

ART 42R—Individual Problems in Ceramics
(1 or 2 units) *CSU/UC*

Supervised work as a studio potter; development of advanced techniques and personal expression. Prerequisite: ART 12B. (R1) (Repeatable: May be taken two times only.)

ART 43R—Individual Problems in Printmaking
(2 units) *CSU/UC*

Advanced exploration and in-depth approach to printmaking. Prerequisite: ART 15A and 15B. (Repeatable: May be taken two times only.)

ART 44R—Individual Problems in Drawing
(2 or 3 units) *CSU/UC*

Development of a personal drawing style at an advanced level, working in series with the goal of producing a coherent group of works. Prerequisite: ART 4B. (Repeatable: May be taken two times only.)

ART 45R—Individual Problems in Commercial Art
(2 units) *CSU*

Further development of skills in techniques and mechanics of illustration, lettering, and layout; advanced level mastery and critique. (Repeatable: May be taken two times only.)

ART 46R—Individual Problems in Sculpture
(2 units) *CSU/UC*

Advanced techniques and processes; creative and personal expression in three-dimensional forms. Prerequisite: ART 14B. (Repeatable: May be taken two times only.)

ASIAN-AMERICAN STUDIES (see Ethnic Studies)

Astronomy

ASTRO 1—Introduction to Astronomy (3 units)
CSU/UC UC-Unit Limit

Survey of the solar system, stars, galaxies; history and tools of astronomy, cosmology, and exploration of space. (LM)

ASTRO 10—General Astronomy (3 units)
CSU/UC UC-Unit Limit

Descriptive course of modern Astronomy with laboratory; emphasis on properties, structure, and evolution of our solar system, stars, galaxies, and the universe. Other topics include history of Astronomy, pulsars, black holes, quasars, life elsewhere in the universe, and interstellar communication. (L)

ASTRO 11—Astronomy Laboratory (1 unit) *CSU/UC*

Study and interpretation of astronomical observations through the use of prepared astronomy exercises, use of telescopes, naked eye observation of celestial bodies, and laboratory activities using various quantitative measuring devices; emphasis on quantitative and qualitative analyses of observational data. (L)

Automotive Technology

The *Automotive Technology Program* is designed to provide students with the qualifications needed to fill entry-level positions in the automotive and other related repair fields. The *Certificate* program also provides additional training for those already employed who desire to improve their skills and abilities. These programs can be completed in one or more semesters. The various *Certificates of Training* parallel the national voluntary mechanics testing program offered by A.S.E., and are designed to prepare students to pass the A.S.E. tests.

AUTOMATIC TRANSMISSION/TRANSAXLE (Certificate of Training)

Required Courses	Units
AUTO 20 Automotive Technical Skills	3
AUTO 22 Hydraulics (Fluid Power)	3
AUTO 31 Automatic Transmissions Gas and Diesel	4
AUTO 62AR Automotive Transmission/Transaxle Experience	2
Total units required	12

BODY AND PAINT (Associate in Science OR Certificate of Completion)

*required for Certificate=30 units

Required Courses	Units
AUTO 20 Automotive Technical Skills	3
AUTO 36 Air Conditioning and Heating Systems	3
AUTO 41 Alignment and Suspensions	4
AUTO 63AR Body Repair Experience	3
AUTO 63BR Painting and Refinishing Experience	3
AUTO 70 Auto Body Repair	3
AUTO 76 Auto Body Refinishing	3
AUTO 77 Advanced Auto Body and Painting	2
METAL 30 Gas Welding	2
Total units required for degree major	26
*AUTO 271 Unibody Technology	2
*AUTO 278 Automotive Appearance Detailing	2

BODY REPAIR (Certificate of Training)

Required Courses	Units
AUTO 20 Automotive Technical Skills	3
AUTO 63AR Body Repair Experience	5
AUTO 70 Auto Body Repair	3
AUTO 271 Unibody Technology	2
Total units required	13

BRAKES (Certificate of Training)

Required Courses	Units
AUTO 20 Automotive Technical Skills	3
AUTO 22 Hydraulics (Fluid Power)	3
AUTO 40 Brake Systems	4
AUTO 62DR Brakes Experience	2
Total units required	12

CHASSIS (Associate in Science) or (Certificate of Completion)

Required Courses	Units
APSCI 22 Hydraulics (Fluid Power)	3
AUTO 20 Automotive Technical Skills	3
AUTO 40 Brake Systems	4
AUTO 41 Alignment/Suspensions	4
AUTO 62CR Suspension/Steering Experience	2
AUTO 62DR Brakes Experience	2
Total units required for degree major	18

DRIVE TRAINS (Associate in Science OR Certificate of Completion)

Required Courses	Units
AUTO 20 Automotive Technical Skills	3
AUTO 22 Hydraulics (Fluid Power)	3
AUTO 30 Drive Trains	3
AUTO 31 Automatic Transmissions Gas and Diesel	4
AUTO 62AR Auto. Transmission/Transaxle Experience	2
AUTO 62BR Manual Drive Train/Axles Experience	2
Plus 1 additional unit of AUTO classes	1
Total units required for degree major	18

ELECTRICAL SYSTEMS (Certificate of Training)

Required Courses	Units
AUTO 20 Automotive Technical Skills	3
AUTO 44 Electrical Systems	6
AUTO 61CR Electrical Systems Experience	1
AUTO 94R State Light License	1
Total units required	11

ENGINE MACHINING (Certificate of Training)

Required Courses	Units
AUTO 20 Automotive Technical Skills	3
AUTO 46 Engine Machining/Reconditioning	3
AUTO 61BR Engine Machining/Reconditioning Experience	3
Total units required	9

ENGINE PERFORMANCE (Certificate of Training)

Required Courses	Units
AUTO 33 Fuel Systems	4
AUTO 44 Electrical Systems	6
AUTO 61DR Engine Performance Experience	1
AUTO 95R State Emission Control License	5.5
Total units required	16.5

ENGINE REPAIR

(Certificate of Training)

Required Courses	Units
AUTO 20 Automotive Technical Skills	3
AUTO 45 Engine Diagnosis/Rebuilding	4
AUTO 61AR Engine Repair Experience	1
Total units required	8

HEATING AND AIR CONDITIONING

(Certificate of Training)

Required Courses	Units
AUTO 20 Automotive Technical Skills	3
AUTO 36 Air Conditioning and Heating Systems	3
AUTO 62ER Heating/Air Conditioning Experience	2
Total units required	8

MANUAL DRIVE TRAIN AND AXLES

(Certificate of Training)

Required Courses	Units
AUTO 20 Automotive Technical Skills	3
AUTO 30 Drive Trains	3
AUTO 62BR Manual Drive Train/Axles Experience	2
Total units required	8

MASTER MECHANIC *(Associate in Science) or (Certificate of Completion)*

Required Courses	Units
AUTO 20 Automotive Technical Skills	3
AUTO 21 Introduction to Automobiles	3
AUTO 22 Hydraulics (Fluid Power)	3
AUTO 30 Drive Trains Gas and Diesel Vehicles	3
AUTO 31 Automatic Transmissions Gas and Diesel	4
AUTO 33 Fuel Systems	4
AUTO 36 Air Conditioning and Heating Systems	3
AUTO 40 Brake Systems	4
AUTO 41 Alignment/Suspensions	4
AUTO 44 Electrical Systems	6
AUTO 45 Engine Diagnosis/Rebuilding	4
AUTO 61AR-BR OR 62AR-BR OR 63AR-BR OR 64AR series	1
Total units required for degree major	42

PAINTING AND REFINISHING

(Certificate of Training)

Required Courses	Units
AUTO 20 Automotive Technical Skills	3
AUTO 63BR Painting/Refinishing Experience	3
AUTO 76 Auto Body Refinishing	3
AUTO 77 Advanced Auto Body and Painting	2
AUTO 278 Automotive Appearance Detailing	2
AUTO 279R Automotive Topcoat Application Experience	1
Total units required	14

SUSPENSION AND STEERING

(Certificate of Training)

Required Courses	Units
AUTO 20 Automotive Technical Skills	3
AUTO 41 Alignment/Suspensions	4
AUTO 62CR Suspension/Steering Experience	2
Total units required	9

TUNE-UP AND DRIVABILITY

(Associate in Science) or (Certificate of Completion)

Required Courses	Units
AUTO 20 Automotive Technical Skills	3
AUTO 33 Fuel Systems	4
AUTO 36 Air Conditioning and Heating Systems	3
AUTO 44 Electrical Systems	6
AUTO 55 Advanced Tune-Up	5
AUTO 61DR Engine Performance Experience	1
AUTO 95R State Emission Control License	5.5
Total units required for degree major	27.5

AUTO 20—Automotive Technical Skills (3 units) CSU

Includes basic technical skills used by all automotive service and repair technicians, including tool selection, use, and maintenance; practical measuring skills; and useful bolt, nut, and thread repair techniques; also includes electrical circuit meter usage and problem-solving techniques.

AUTO 21—Introduction to Automobiles (3 units) CSU

Comprehensive study of the automobile, including fundamental operating principles, nomenclature, structural analysis, major design theories, systems functions, systems service, minor repair procedures, major repair complexities, current laws and regulations, political action, and personal economics and decision-making.

AUTO 22—Hydraulics (Fluid Power) (3 units) CSU

Application of hydraulics (fluid power) to the fields of automotive, machine trades, robotics, industry, and agriculture. Not open for credit to student with credit in APSCI 22 or AG 28. (L)

AUTO 23—Small Engines (3 units) CSU

Operation, measurement and diagnosis of small power plants. Emphasis on diagnosis prior to tear down. Disassembly will include the measurement and machining processes consistent with industry standards. Not open for credit to student with credit in APSCI 23.

AUTO 30—Drive Trains (3 units) CSU

Basic operating principles of automotive drive trains which consist of clutches, standard transmissions/transaxles, drive shafts, drive axle assemblies, and transfer cases. Emphasis on related gear, bearing, and lubrication theory; normal maintenance, service, and adjustment operations; problem diagnosis; and overhaul.

AUTO 31—Automatic Transmissions (4 units) CSU

Basic operating principles of automatic transmissions and transaxles, including planetary gear sets, hydraulic operation, electronic controls, and torque converters; normal maintenance, service, and adjustment operations; problem diagnosis procedures; and overhaul procedures.

AUTO 32—Basic Fuel and Emission Systems (3 units) CSU

Study of conventional and late model fuel system theory along with emission system service is reviewed throughout course. Intended for preparation for engine performance certification.

Programs and Courses

AUTO 32A—Fundamentals Fuel and Emission Systems (1.5 units) CSU

Provides a basic background of automotive fuel emission systems as it relates to diagnosis, service, and repair; theory and service procedures are included for basic carburetion, fuel injection, and emission control systems. Not open for credit to student with credit in AUTO 32.

AUTO 32BR—Fuel and Emissions Diagnosis and Service (1.5 units) CSU

Introduction to computer operations, computer-controlled carburetors, and electronic fuel injection, including practical application of basic troubleshooting, service, and repair skills as they relate to fuel and emission control systems on late-model domestic and import vehicles. (Repeatable: May be taken four times only.)

AUTO 33—Fuel Systems (4 units) CSU

An in-depth study of conventional and state-of-the-art fuel systems; strong emphasis is placed on electronic fuel injection and computerized fuel management systems; additional study in 5-gas analyzers and combustion theory included. Corequisite: None; Concurrent enrollment in AUTO 44 recommended.

AUTO 34—Basic Electrical Systems (3 units) CSU

Electron theory, DC circuits and wiring, starting and charging system study and diagnosis; emphasis is on conventional, electronic and distributorless ignition systems; troubleshooting skills will be emphasized throughout the course.

AUTO 34A—Fundamentals of Auto Electrical Systems (1.5 units) CSU

Fundamentals of automotive electrical systems with emphasis on electron theory and circuits, wiring, batteries, standard and electronic ignition systems, starting and charging circuits, and lighting systems. Not open for credit to student with credit in AUTO 34.

AUTO 34BR—Auto Electrical System Diagnosis/Service (1.5 units) CSU

Review of electron theory, circuits, wiring, battery, ignition systems, starting and charging circuits; emphasis on later model electrical systems, including computer systems and their related components, diagnostic troubleshooting, and servicing. (Repeatable: May be taken four times only.)

AUTO 36—Air Conditioning & Heating Systems (3 units) CSU

Basic operating principles of automotive air conditioning, heating, and ventilating systems. Includes air conditioner and heater operation and engine cooling system, system operation with normal service and adjustment procedures, problem diagnosis, repair procedures, and an introduction to automatic temperature systems.

AUTO 40—Brake Systems (4 units) CSU

Basic operating principles of automotive braking systems, including brake theory, hydraulic operation, hydraulic control valves, power brake units, electronic control systems/anti-lock brake systems (ABS); normal maintenance and adjustment operations; problem diagnosis; and complete rebuilding procedures.

AUTO 41—Alignment and Suspension (4 units) CSU

Basic operating principles of automotive suspension and steering systems with an emphasis on 4-wheel alignment, including suspension and steering operating theory, tire repair and balancing, operating replacement of all suspension and steering components, rebuilding of steering gears, and front- and rear-wheel alignment.

AUTO 42—Principles of Diesel Engines (3 units) CSU

Concepts of diagnosis, tune-up, repair, removal, testing, repairing, adjusting and replacement of industrial and agricultural diesel engines.

AUTO 44—Electrical Systems (6 units) CSU

Comprehensive study of current automotive electrical systems with a strong emphasis on diagnosis, service, and repair of wiring, ignitions, charging, starting, instrument panels, domestic and import computer management systems. Usage of manuals, meters, scanners, and state-of-the-art test equipment. Recommend enrollment in Auto 33.

AUTO 45—Engine Diagnosis and Rebuilding (4 units) CSU

Subject matter will include engine theory of operation, pre-tear down diagnosis, disassembly techniques, engine cleaning methods, measurement tools, component identification, lubrication systems, and assembly break-in procedures. Alternative fuels and hybrid vehicles will also be presented.

AUTO 46—Engine Machining and Reconditioning (3 units) CSU

Applied principles of engine machining and reconditioning techniques with a strong emphasis on high performance production machining. Intended for students who desire further study and skills working with automotive machining and assembly methods.

AUTO 50A—Fundamentals of Engine Performance & Diagnostics (2 units)

Introductory course emphasizing electrical and electronic control systems relating to engine performance. Activities include system identification, diagnostic equipment usage, service and repair information methods, and fundamental trouble-shooting skills. Not open for credit to student with credit in AUTO 50.

AUTO 50BR—Advanced Engine Performance & Diagnosis (2 units)

Advanced study with current automotive/diesel diagnostic tools and methods used to trouble-shoot and repair complex problems related to fuel, electrical, computer, and emission controls, including diagnostic skills in driveability, on-board diagnostics I and II, including scan tools, meter usage, lab scopes, computerized analyzers and dynamometer five-gas emission diagnostic equipment, and other related equipment as it pertains to gas or diesel electronic engine management systems. (Repeatable: May be taken four times only.)

AUTO 51BR—Advanced Engine Performance/Emissions Systems, Bureau of Automotive Repair Certification (1.5 units)

The Advanced Engine Performance/Emissions Systems meets the California State Bureau of Automotive Repair (B.A.R.) certification requirements for the basic and enhanced smog technician license upgrade certification as well as alternative training for ASE (Automotive Service Excellence) L-1 certification. Successful completion of this course allows technicians to maintain and update B.A.R. Emission Control Emission Advanced (EA) and Emission Basic (EB) license requirements. Grades are CR/NC. (Repeatable: May be taken four times only.)

AUTO 55—Advanced Tune-Up (5 units)

Advanced automotive tune-up emphasizing problems pertaining to fuel ignition, emission, computers, wiring systems, and mechanical engine diagnostics. Latest diagnostic, tune-up equipment, and service skills will be demonstrated and used. Prerequisite: AUTO 33 and 44.

AUTO 61AR—Engine Repair Experience (1 unit)

Individualized lab activities intended to meet the specific needs of advanced students through specialized training in automotive engine repair. Activities include in-depth operations not normally covered in the basic course. Intended primarily for students with prior practical experience in automotive engine repair. Prerequisite: AUTO 45 or 42 or concurrent enrollment. (Repeatable: May be taken four times only.)

AUTO 61BR—Engine Machining & Reconditioning Experience (1 unit)

Individualized activities intended to meet the specific needs of advanced students through specialized training in automotive engine machining and reconditioning. Activities include in-depth operations not normally covered in the basic courses. Intended primarily for students with prior practical experience in automotive engine machining and reconditioning. Prerequisite: AUTO 46 or 42 or equivalent or concurrent enrollment. (Repeatable: May be taken four times only.)

AUTO 61CR—Electrical Systems Experience (1 unit)

Individualized lab activities intended to meet the specific needs of advanced students through specialized training in automotive electrical systems. Activities include in-depth operations not normally covered in the basic course. Intended primarily for students with prior practical experience in automotive electrical systems. Prerequisite: AUTO 44 or 34 or concurrent enrollment. (Repeatable: May be taken four times only.)

AUTO 61DR—Engine Performance Experience (1 unit)

Individualized lab activities intended to meet the specific needs of advanced students through specialized training in automotive engine performance. Activities include in-depth operations not normally covered in the basic course. Intended primarily for students with prior practical experience in automotive engine performance. Prerequisite: AUTO 33 or 44 or concurrent enrollment. (Repeatable: May be taken four times only.)

AUTO 62AR—Automatic Transmission/Transaxle Experience (1 unit)

Individualized activities intended to meet the specific needs of advanced students through specialized training in automotive transmission/transaxles. Activities include in-depth operations not normally covered in the basic course. Intended primarily for students with prior practical experience in automotive transmission/transaxles. Corequisite: AUTO 31 which may be taken prior to the current semester. (Repeatable: May be taken four times only.)

AUTO 62BR—Manual Drivetrain and Axles Experience (1 unit)

Individualized activities intended to meet the specific needs of advanced students through specialized training in automotive manual drivetrains and axles. Activities include in-depth operations not normally covered in the basic course. Intended primarily for students with prior practical experience in automotive manual drivetrains and axles. Corequisite: AUTO 30 which may be taken prior to the current semester. (Repeatable: May be taken four times only.)

AUTO 62CR—Suspension and Steering Experience (1 unit)

Individualized activities intended to meet the specific needs of advanced students through specialized training in automotive suspension and steering. Activities include in-depth operations not normally covered in the basic course. Intended primarily for students with prior practical experience in automotive suspension and steering. Corequisite: AUTO 41 which may be taken prior to the current semester. (Repeatable: May be taken four times only.)

AUTO 62DR—Brakes Experience (1 unit)

Individualized activities intended to meet the specific needs of advanced students through specialized training in automotive brakes. Activities include in-depth operations not normally covered in the basic course. Intended primarily for students with prior practical experience in automotive brakes. Corequisite: AUTO 40 which may be taken prior to the current semester. (Repeatable: May be taken four times only.)

AUTO 62ER—Heating and Air Conditioning Experience (1 unit)

Individualized activities intended to meet the specific needs of advanced students through specialized training in automotive heating and air conditioning. Activities include in-depth operations not normally covered in the basic course. Intended primarily for students with prior practical experience in automotive heating and air conditioning. Corequisite: AUTO 36 which may be taken prior to the current semester. (Repeatable: May be taken four times only.)

AUTO 63AR—Body Repair Experience (1 or 2 or 3 units)

Individualized lab activities intended to meet the specific needs of advanced students through specialized training in automotive body repair, including in-depth operations not normally covered in the basic course. Intended primarily for student with prior practical experience in automotive body repair. (Repeatable: May be taken four times only.)

AUTO 63BR—Painting and Refinishing Experience (1 or 2 or 3 units)

Individualized lab activities intended to meet the specific needs of advanced students through specialized training in automotive painting and refinishing, including in-depth operations not normally covered in the basic course. Intended primarily for student with prior practical experience in automotive painting and refinishing. (Repeatable: May be taken four times only.)

AUTO 64AR—Small Engines Experience (v.5-3 units)

Individualized lab activities intended to meet the specific needs of advanced students through specialized training in automotive small engines, including in-depth operations not normally covered in the basic course. Intended primarily for those with prior practical experience in automotive small engines. Prerequisite: AUTO 23. (Repeatable: May be taken four times only.)

AUTO 70—Auto Body Repair (3 units)

Current methods of auto body repair; emphasis on developing basic skills and procedures using hand and power tools.

AUTO 76—Auto Body Refinishing (3 units)

Automotive surface preparations and undercoat products applications; spray gun use and care is emphasized; lacquer, enamel, and urethane color application, including base coat and clear coat.

AUTO 77—Advanced Auto Body and Painting (2 units)

Application of basic auto body techniques and shop equipment; emphasis on spot repairs and color matching, paint problems, remedies, and damage estimation.

AUTO 90R—Air Conditioning Retrofit (1.5 units)

Designed for those with some background in automotive air conditioning, but want to learn how to retrofit the system to R134A refrigerant. (L) (Repeatable: May be taken four times only.)

AUTO 91R—Transmission and Brakes Electronics (1.5 units)

Designed for those who deal with the ever-changing electronics field in the area of brakes and auto motive transmissions; emphasis on electrical fundamentals and testing tools, semi-conductors, onboard computers, scanners, and wire repair/oscilloscopes. (L) (Repeatable: May be taken four times only.)

Programs and Courses

AUTO 92R—Anti-Lock Brake Systems (1.5 units)

Emphasis on anti-lock brake systems (ABS), components, and service; designed for technicians who already know the basic fundamentals of the automotive brake system. (L) (Repeatable: May be taken four times only.)

AUTO 93R—State Brake License (1.5 units)

Review of automotive brake theory and service needed to pass the *California State Brake Examination* for a brake license. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

AUTO 94R—State Light License (1 unit)

Review of automotive light theory and service needed to pass the *California State Examination* for a light license. Grades are CR/NC. (Repeatable: May be taken four times only.)

AUTO 95R—State Emission Control License (6.5 units)

Emphasis on preparing individuals who desire to be qualified in order to pass the *State Emission Control License*; intended for automotive technicians and majors. Prerequisite: One year full-time employment with tune-up and drivability work experience or nine semester units in automotive fuel, electrical, and drivability course work, or ASE/BAR A-6, A-8 certification. Grades are CR/NC. (Repeatable: May be taken four times only.)

AUTO 271—Uni-Body Technology (2 units)

Factory-approved repair procedures related to uni-body structural repair; includes automotive design, materials, and details of uni-body construction that affect load-bearing structure; emphasis on systematic damage evaluation, evaluation, straightening, replacing, sectioning, and the use of heat. Hands-on measuring, pulling, and welding using state-of-the-art equipment. Grades are CR/NC.

AUTO 278—Automotive Appearance Detailing (2 units)

Professional detailing techniques and tips including care, maintenance and restoration of automotive appearance quality. Emphasis on automobile washing, paint polishing and glazing, upholstery and carpet care, tire and wheel service, trim and under-hood detailing.

AUTO 279R—Auto Topcoat Application Experience (1 unit)

Preparation and procedures for applying alkyd enamels, acrylic enamels, urethane, and polyurethane color coats, including base coat and clear coat and multiple stage color techniques; spray booth operation and automotive masking is emphasized. Corequisite: AUTO 70 or 76, or refinishing trade experience recommended. (Repeatable: May be taken four times only.)

Biology

BIOL 1—Principles of Biology (5 units)
(CAN BIOL 2) (CAN BIOL SEQ A=BIOL 1+2+3)
CSU/UC

Introduction to biology for majors that emphasizes the molecular, cellular, and environmental processes that are common to most organisms, including respiration, photosynthesis, molecular genetics, heredity, and evolution. Background in high school biology or chemistry is recommended. Prerequisite: MATH 52. (L)

BIOL 2—General Zoology (4 units) (CAN BIOL 4)
CSU/UC

Survey of the animal kingdom with emphasis on relationships, adaptation, development, morphology, physiology, and evolution of the major groups. Designed for biology majors and related fields but open to all qualified students. Prerequisite: BIOL 1 or BIOL 15 AND MATH 52. (L)

BIOL 3—General Botany (4 units) (CAN BIOL 6)
CSU/UC

Survey of the plant kingdom with emphasis on morphology, physiology, and systematics of the higher plants. Designed primarily for biology majors and related fields, but open to all qualified students. Prerequisite: BIOL 1 or BIOL 15 AND MATH 52. (L)

BIOL 4—Human Anatomy (4 units) (CAN BIOL 10)
(CAN BIOL SEQ B=BIOL 4+5)
CSU/UC

Introduction to the gross and microscopic structure of the human body; emphasis placed on the structure and the role of the tissues, organs, and organ systems. Prerequisite: BIOL 1 or 15. (L)

BIOL 5—Human Physiology (4 units) (CAN BIOL 12)
CSU/UC

Introduction to the physiological mechanisms of the human body that lead to homeostasis; emphasis on the interrelationship of the cells, tissues, organs, and systems. Prerequisite: BIOL 1 or 15. (L)

BIOL 6—Introductory Microbiology (4 units) *CSU/UC*

History, structure, metabolism, genetics, and ecology of microscopic life forms; their relationship to disease, immunology, agriculture, and industry. Laboratory emphasizes the development of techniques for the detection, isolation, and identification of both harmless and pathogenic species. Prerequisite: BIOL 1 or 15. (L)

BIOL 10—General Biology (3 units)
CSU/UC UC-Unit Limit

General course for non-science majors about the science of life; explores origin, characteristics, regulation, replication, and interrelationship of living organisms. Not open for credit with credit in BIOL 10L. (L)

BIOL 10L-General Biology (4 units)
CSU/UC UC-Unit Limit

The science of life for non-science majors; exploration of the origin, characteristics, regulation, replication, and interrelationships of living organisms. Labs and lectures. Not open for credit with credit in BIOL 10. (L)

BIOL 11—General Biology Laboratory (1 unit)
CSU/UC UC-Unit Limit

Hands-on laboratory study for non-science majors; exploration of origin, characteristics, regulation, energy utilization, replication, and interrelationships of living organisms. Not open for credit to student with credit in BIOL 10L. Corequisite: None; BIOL 10 or equivalent may be taken. (L)

BIOL 15—Bioscience (4 units) *CSU/UC UC-Unit Limit*
 Introduction to basic biological principles, including cellular and organismal structure, energetics, control, physiology, genetics, evolution, and environmental interaction. (L)

BIOL 20R—Field Studies in Biology (2 units) *CSU*
 Field studies of the flora and fauna of selected areas of northern California; includes field trips that may require weekends, hiking, and an overnight trip. (L) (Repeatable: May be taken four times only.)

BIOL 25—Human Genetics (3 units) *CSU/UC*
 Designed for non-science majors to provide an understanding of basic principles of genetics, current developments in genetics, and the influence of genes and the environment in determining human characteristics. (L)

BIOL 35R—Problem-Solving in Physiology (1 unit) *CSU*

Companion course to BIOL 5, Human Physiology; appropriate for those wishing additional review in Physiology; lectures, discussions, and case histories used to explore difficult concepts such as osmolality, nervous system function, acid-base balance, hormonal control, and immunity; time will be allowed for consideration of topics chosen by students. (L) (Repeatable: May be taken four times only.)

Business

Accounting

ACCOUNTING (Associate in Science)

Required Courses	Units
ACCT 3R Computerized Accounting	3
ACCT 1L Principles of Accounting - Financial	4.5
ACCT 2L Principles of Accounting - Managerial	5
BCA 15R Business Computer Applications - Beg.	3
BCA 17R Business Computer Applications-Advanced	3
BCA 34R Advanced Excel	1
BCA 41BR Windows	1
GNBUS 10 Intro. to Business	3
GNBUS 18A Business Law or equivalent	3
GNBUS 56 Business Mathematics	3
OA 22 Machine Calculation	1
Total units required for degree major	29.5
Additional Recommended Courses:	
ACCT 6R Individual Income Taxes-Federal/State	4
ACCT 9 Business Payroll Procedures	3.5
ACCT 10A General Accounting	3
ECON 1A Elementary Economics-Macro	3
OA 15A Elementary Typewriting	3
SPECH 6 Group Communication	3
CWEE 45R Occ. Wrk Experience OR INTRN 46R Internship	1-4

ACCOUNTING (Certificate of Completion)

Required Courses	Units
ACCT 3R Computerized Accounting	3
ACCT 1L Prin. of Accounting-Financial	4.5
ACCT 2L Principles of Accounting-Managerial	5
BCA 15R Business Computer Applications - Beg.	3
BCA 17R Business Computer Applications-Advanced	3
BCA 34R Advanced Excel	1
BCA 41BR Windows	1
GNBUS 10 Intro. to Business	3
GNBUS 56 Business Mathematics	3
OA 22 Machine Calculation	1
Plus at least 6 units from the following:	
ACCT 6R Individual Income Taxes-Federal/State	4
ACCT 9 Business Payroll Procedures	3.5
GNBUS 18A Business Law	3
SPECH 6 Group Communication	3
CWEE 45R Occ. Wrk Experience OR INTRN 46R Internship	1-4
Total units required	32.5

ACCOUNTING (Certificate of Training)

Required Courses	Units
ACCT 3R Computerized Accounting	3
ACCT 10A General Accounting	3
BCA 15R Business Computer Applications - Beg.	3
GNBUS 56 Business Mathematics	3
OA 22 Machine Calculation	1
Plus at least 4 units from the following:	
ACCT 1/1L Principles of Accounting - Financial	4-4.5
ACCT 2/2L Principles of Accounting - Managerial	4-5
ACCT 6R Individual Income Taxes-Federal/State	4
ACCT 9 Business Payroll Procedures	3.5
GNBUS 10 Intro. to Business	3
CWEE 45R Occ. Wrk Experience	
OR INTRN 46R Internship	1-4
Total units required	17

BUSINESS ADMINISTRATION (Associate in Science)

Required Courses	Units
ACCT 1L Prin. of Accounting - Financial	4.5
ACCT 2L Prin. of Accounting - Managerial	5
ECON 1A Elementary Economics - Macro	3
ECON 1B Elementary Economics - Micro	3
Select one of the following classes:	3-4
STAT 1 Statistics	4
or MATH 9 Calculus for Business, Social and Life S (CSU Sacramento)	3
or MATH 25 Finite Math (CSU Chico)	3
GNBUS 56 Business Mathematics	3
Plus three units from the following:	3
BCA 15R Business Computer Applications (CSU Sacramento)	3
COMSC 10L Computer Literacy (CSU Chico)	3
GNBUS 10 Introduction to Business (CSU Chico)	3
Total units required for degree major	21.5

INCOME TAX PREPARATION (Associate in Science) or (Certificate of Training)

Required Courses	Units
ACCT 3R Computerized Accounting	3
ACCT 6R Individual Income Taxes-Federal/State	4
ACCT 10A General Accounting	
OR 1L Principles of Accounting - Financial	3-4.5
BCA 33AR Introduction to Excel	1
GNBUS 10 Intro. to Business	3
GNBUS 56 Business Mathematics	3
OA 22 Machine Calculation	1
Total units required for degree major	18

**ACCT 1—Principles of Accounting—Financial (4 units)
(CAN BUS 2) CSU/UC UC-Unit Limit**

Accounting for business activities, general ledger, special journals, accounts receivable, cash control, depreciation, inventories, and other aspects. Same as ACCT 1L, but does not include computer applications for accounting partnerships and corporations. Not open for credit to student with credit in ACCT 1L. Prerequisite: ACCT 10A with a grade of "C" or better OR achieve a math placement score of at least 2004 (Math-111 level); AND BCA 15R or BCA 33AR or equivalent. (LM)

**ACCT 1L—Principles of Accounting-Financial
(4.5 units) (CAN BUS 2) CSU/UC UC-Unit Limit**

Accounting for business activities, general ledger, special journals, accounts receivable, cash control, depreciation, inventories, and other aspects. Same as ACCT 1, but includes computer applications for accounting partnerships and corporations. Not open for credit to student with credit in ACCT 1. Prerequisite: ACCT 10A with a grade of "C" or better OR achieve a math placement score of at least 2004 (Math-111 level); AND BCA 15R or BCA 33AR or equivalent. (LM)

**ACCT 2—Principles of Accounting—Managerial
(4 units) (CAN BUS 4) CSU/UC UC-Unit Limit**

Emphasizes accounting principles and tools used by management in the decision-making process, including management accounting, budgetary techniques, cost flow procedures, financial statements and management reporting procedures. Same as Acct 2L, but does not include computer applications for accounting partnership and corporations. Not open for credit to student with credit in ACCT 2L. Prerequisite: ACCT 1 or 1L with a grade of "C" or better. (LM)

**ACCT 2L—Principles of Accounting-Managerial
(5 units) (CAN BUS 4) CSU/UC UC-Unit Limit**

Emphasizes accounting principles and tools used by management in the decision-making process, including management accounting, budgetary techniques, cost flow procedures, financial statements, management reporting procedures, and computer applications in accounting. Not open for credit to student with credit in ACCT 2. Prerequisite: ACCT 1 or 1L with a grade of "C" or better. (CAN BUS SEQA=Acct 1 & 2 or Acct 1L & 2L)

ACCT 3R—Computerized Accounting (3 units) CSU

Computerized accounting using QuickBooks Pro. Basic through intermediate features for small and medium size businesses including banking, sales and customers, purchases and vendors, inventory, reports and graphs. Application of all aspects of accounting cycle. Prerequisite: ACCT 10A or equivalent. (LM)

**ACCT 6R—Individual Income Taxes-Federal/State
(4 units) CSU**

Individual income tax preparation, forms, and computations; business and professional returns; federal and state returns. Meets *State of California* certification as a tax preparer. Recommendation: Completion of ACCT 10A or some experience will be helpful. (LM) (Repeatable: May be taken four times only.)

**ACCT 9—Business Payroll Procedures
(3.5 units) CSU**

Introduction to payroll terminology, procedures, calculations, record-keeping, timelines, percentages, limitations, and laws that relate to maintaining payroll for business firms in California; pegboard and computerized payroll procedures also presented. No prior accounting knowledge is necessary. (LM)

ACCT 10A—General Accounting (3 units) CSU

Introductory accounting course covering accounting principles and practices, the complete accounting cycle and creation of financial reports. Use of the general journal and special journals, general ledger, accounts payable, accounts receivable and proper financial reporting. (LM)

**ACCT 51AR—Introduction to Accounting for
Managers (1 unit)**

Introduction to financial and managerial accounting concepts that are valuable tools for managers. This course includes the use and analysis of financial statements and other managerial reports as tools for achieving and measuring progress and controlling responsibility centers. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

**ACCT 51BR—Introduction to Payroll Regulation &
Procedures (Fed. & CA) (1 unit)**

Introduction to payroll procedures and regulations (Federal and California) for the person who has no knowledge of payroll operations, including payroll compensation, payroll withholdings, payroll reports and tax liabilities, workman's compensation, and computerized payroll procedures. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

Programs and Courses

Business Computer Applications

BUSINESS COMPUTER APPLICATIONS (Associate in Science)

Required Courses	Units
ACCT 3R Computerized Accounting	3
ACCT 10A General Accounting	3
BCA 15R Business Computer Applications - Beg.	3
BCA 17R Business Computer Applications-Advanced	3
BCA 23R Microsoft Outlook	1
BCA 25R Desktop Publishing	2
BCA 37AR Introduction to Access	1
BCA 41BR Windows	1
GNBUS 56 Business Mathematics	3
Total units required for degree major	20
Additional Recommended Courses	
GNBUS 10 Introduction to Global Business	3
OA 15C Advanced Keyboarding	3
OA 17AR Word Processing I	3
OA 17BR Word Processing II	3
OA 21 Business Communications	2
OA 52/GNBUS 52 Business English	3
OA 60 General Office Procedures	4
SPECH 1 Public Speaking	3
CWEE 45R Occ. Wrk Experience OR INTRN 46R Internship	1-4

BUSINESS COMPUTER APPLICATIONS (Certificate of Completion)

Required Courses	Units
ACCT 3R Computerized Accounting	3
BCA 15R Business Computer Applications - Beg.	3
BCA 17R Business Computer Applications-Advanced	3
BCA 22BR Advanced Microsoft Word	1
BCA 25R Desktop Publishing	2
BCA 34R Advanced Excel	1
BCA 41BR Windows	1
OA 22 Machine Calculation	1
Plus at least 10 units from the following	10
ACCT 10A General Accounting	3
BCA 23R Microsoft Outlook	1
BCA 26R Microsoft Power Point	1
BCA 37AR Introduction to Access	1
BCA 37BR Advanced Access	1
COMSC 10L Computer Literacy	3
GNBUS 10 Intro. to Business	3
GNBUS 56 Business Mathematics	3
Total units required	28

BUSINESS COMPUTER APPLICATIONS (Certificate of Training)

Required Courses	Units
BCA 15R Business Computer Applications-Beg.	3
BCA 22BR Advanced Microsoft Word	1
BCA 23R Microsoft Outlook	1
BCA 25R Desktop Publishing	2
BCA 34R Advanced Excel	1
BCA 41BR Windows	1
Plus at least 6 units from the following	6
ACCT 1L Principles of Accounting-Financial	4.5
ACCT 2L Principles of Accounting-Managerial	5
ACCT 3R Computerized Accounting	3
ACCT 10A General Accounting	3
BCA 26R Microsoft PowerPoint	1
BCA 37AR Introduction to Access	1
BCA 37BR Advanced Access	1
COMSC 10L Computer Literacy	3
Total units required	15

BCA 13A—Business Computer Laboratory (0) CSU

Laboratory to accompany many BCA short-term courses offered the first half of the semester, including BCA 26R, 33AR, 34R, 37AR, 37BR, 39, or 41BR. Students use IBM-compatible computers to learn operating systems, spreadsheets, databases, or other applications. Each student is required to have two computer diskettes to store files created. (LM)

BCA 13B—Business Computer Laboratory (0) CSU

Laboratory to accompany many BCA short-term courses offered the second half of the semester, including BCA 26R, 33AR, 34R, 37AR, 37BR, 39, 41BR or ACCT 1L. Students use IBM-compatible computers to learn operating systems, spreadsheets, databases, or other applications. Each student is required to have two computer diskettes to store files created. (LM)

BCA 13C—Business Computer Laboratory (0) CSU

Laboratory to accompany many BCA and Accounting full-semester courses, including BCA 15R, 17R, and ACCT 2L. Students use IBM-compatible computers to learn operating systems, spreadsheets, databases, and/or Accounting. Each student is required to have two computer diskettes to store files created. (LM)

BCA 15R—Business Computer Applications - Beginning (3 units) CSU

Develop a beginning/intermediate level of skills using the Microsoft Office Professional Edition Program. Basic features of Word, Excel, Access and PowerPoint are covered along with how to create simple integrated office documents. No prior experience is required. (LM) (Repeatable: May be taken two times only.)

BCA 17R—Business Computer Applications - Advanced (3 units) CSU

Develop an intermediate/advanced level of skills using the Microsoft Office Professional Edition Program. Advanced features of Word, Excel, Access and PowerPoint are covered along with how to use Object linking and Embedding (OLE) to create integrated Office documents. Prior experience using Windows, Internet, and the Office Suite is assumed. Prerequisite: BCA 15R or equivalent. (LM) (Repeatable: May be taken two times only.)

BCA 21AR—Introduction to WordPerfect Windows (1 unit) CSU

Introduction to basic word processing concepts and functions using WordPerfect Windows word processing software and IBM-compatible computer. Learn to create, save, edit, and print; also basic formatting and text enhancements. File management concepts and Windows basics are discussed. First of two-part series. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

BCA 21BR—Intermediate WordPerfect for Windows (1 unit) CSU

Overview of advanced features of WordPerfect Windows word processing software and IBM-compatible computer, including tables, merging, labels, macro basics, columns, blocking text, and advanced format options. Can be followed with BCA 25. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

BCA 22AR—Introduction to Microsoft Word (1 unit) CSU

Overview of the basic features of Microsoft Word: learn to create, edit, and save documents; file management; basic text, paragraph, and page formatting; page numbering; printing options; tables and columns. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

BCA 22BR—Advanced Microsoft Word (1 unit) CSU

Overview of advanced features of Microsoft Word, including advanced formatting, charts, forms, styles, graphics, borders, shading, drawing, macros, sort, and merging features. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

BCA 23R—Microsoft Outlook (1 unit) CSU

Beginning and intermediate level features of the personal information manager; record contacts, create and manage e-mail communication in a network or Internet; improve personal efficiency using calendar, tasks, notes, and journal features. Preparation for Microsoft Office User Specialists Outlook Expert User Examinations. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

BCA 25R—Desktop Publishing (2 units) CSU

Fundamentals of document design and layout with emphasis on the importance of visual communication in business documents such as newsletters, flyers, and brochures; use of advanced software; creation of portfolio with selected software applications; can be repeated for more advanced study; intermediate level knowledge of Word or WordPerfect recommended. (L) (Repeatable: May be taken four times only.)

BCA 26R—Microsoft PowerPoint (1 unit) CSU

Learn the basics and more; create presentations, add text information, add visual elements, bring in data from other sources, modify a presentation, prepare for distribution, customize a presentation, and deliver presentations. Familiarity with keyboard recommended. Preparation for Microsoft Office User Specialists PowerPoint Expert User Examinations. Grades are CR/NC. (Repeatable: May be taken four times only.)

BCA 27—Introduction to Computers (0.5 unit) CSU

Designed for the novice computer user or anyone thinking about purchasing a computer system; introduction to the basics of hardware, software, and operating systems and their use, as well as an overview of common software and the Internet. Grades are CR/NC. (L)

BCA 33AR—Introduction to Excel (1 unit) CSU

Basic features of Microsoft Excel spreadsheet software; using toolbars; moving, copying, and formatting text; using spreadsheets for decision-making; creating graphs and charts; and list and data management. Hands-on course with business applications used. Grades are CR/NC. (LM) (Repeatable: May be taken four times only.)

BCA 34R—Advanced Excel (1 unit) CSU

Learn advanced features of Microsoft Excel spreadsheet software, including advanced formatting options, graphs and charts, decision-making tools, and sorting and data management options. Hands-on course with business applications used. Grades are CR/NC. Prerequisite: BCA 33AR or equivalent. (LM) (Repeatable: May be taken four times only.)

BCA 37AR—Introduction to Access (1 unit) CSU

Use of Microsoft Access to create simple to complex databases in a Windows environment, to sort the database records, and to create report formats for printed reports. Grades are CR/NC. (LM) (Repeatable: May be taken four times only.)

BCA 37BR—Advanced Access (1 unit) CSU

Extends capabilities of Access and builds upon a student's knowledge of databases in general; includes creation of multiple databases, students will design and use forms and subforms to input data, use Query by Example (QBE) to extract data and create reports from multiple tables, and use macros to manipulate files. Prerequisite: BCA 37AR. Grades are CR/NC. (Repeatable: May be taken four times only.)

BCA 39—Exploring the Internet (1 unit) CSU

Overview of the Internet and World Wide Web with emphasis on hands-on business uses, global communications, finding things on the World Wide Web, conversations on the Internet, legal and societal issues, as well as web publishing. Grades are CR/NC. (LM)

BCA 41BR—Windows (1 unit) CSU

Introduction to Windows environment and its capabilities; use of Windows and its graphical user interface to communicate with personal computers; apply Windows features, concepts, applications, and procedures. Grades are CR/NC. (LM) (Repeatable: May be taken four times only.)

BCA 42AR—Internet Literacy and Safety (3 units) CSU

Exposes the student to a wide range of topics relating to the Internet. Students will learn how to perform basic searches, work with email, manage and tune the web browser, and make the Internet a practical and functional part of everyday life. Designed to ease the fears of the novice and enhance the ability of the intermediate user. (L) (Repeatable: May be taken four times only.)

BCA 42BR—Web Page Management and Design (3 units) CSU

Fundamentals of Web publishing using Adobe Systems Sponsored Curriculum and software from Cisco Academies world-wide program. The course will focus on HTML, design, writing, editing, and maintenance of web pages; emphasis on web page elements such as HTML, image editing, ADA design, and project management. Real-life informational and interactive presentations to include testing and maintenance of web sites on the World Wide Web. (L) (Repeatable: May be taken four times only.)

BCA 44DR—Digital Imaging for Small Office Home Office (2 units) CSU

An introduction to digital photography that explores the composition and aesthetics of photography. Emphasis is on concepts and techniques of image manipulation software. The course addresses printing and displaying photographic portfolios. It will show the use of digital images in webpage and graphic publications. (L) (Repeatable: May be taken four times only.)

Programs and Courses

**BCA 46AR—Computer Certification Lab-Word
(1 unit) CSU**

Entry-level to advanced level skill development. Prepare for software certification in Microsoft Word; task focused, self-paced, and self-directed; individualized, interactive lessons and learning tools with instructional support. Preparation for industry-recognized *Microsoft Office Specialist MOS Certification*. Open-entry, open-exit. Recommend 1-unit BCA software course in area of interest. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

**BCA 46BR—Computer Certification Lab-Excel
(1 unit) CSU**

Entry-level to advanced level skill development. Prepare for software certification in Microsoft Excel; task focused, self-paced, and self-directed; individualized, interactive lessons and learning tools with instructional support. Preparation for industry-recognized *Microsoft Office Specialist MOS Certification*. Open-entry, open-exit. Recommend 1-unit BCA software course in area of interest. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

**BCA 46CR—Computer Certification Lab-Access
(1 unit) CSU**

Entry-level to advanced level skill development. Prepare for software certification in Microsoft Access; task focused, self-paced, and self-directed; individualized, interactive lessons/learning tools with instructional support; preparation for industry-recognized *Microsoft Office Specialist MOS Certification*. Open-entry, open-exit. Recommend 1-unit BCA software course in area of interest. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

**BCA 46DR—Computer Certification Lab-PowerPoint
(1 unit) CSU**

Entry-level to advanced level skill development. Prepare for software certification in Microsoft PowerPoint; task focused, self-paced, and self-directed; individualized, interactive lessons/learning tools with instructional support; prepare for industry-recognized *Microsoft Office Specialist MOS Certification*. Open-entry, open exit. Recommend 1-unit BCA software course in area of interest. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

**BCA 46ER—Computer Certification Lab-Outlook
(1 unit) CSU**

Entry-level to advanced level skill development. Prepare for software certification in Microsoft Outlook; task focused, self-paced, and self-directed; individualized, interactive lessons and learning tools with instructional support. Preparation for industry-recognized *Microsoft Office Specialist MOS Certification*. Open-entry, open-exit. Recommend 1-unit BCA software course in area of interest. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

**BCA 90AR—Introduction to Word Processing-Apple/
Macintosh (1 unit)**

Introduction to the fundamentals of word processing using Apple and Macintosh computers, including saving and retrieving text; editing techniques; text formatting and layout; moving, merging, and printing text. Prerequisite: None; recommend typing speed of 20 wpm. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

General Business

GENERAL BUSINESS MANAGEMENT (Associate in Science)

Required Courses	Units
BCA 15R Business Computer Applications - Beg.	3
GNBUS 10 Intro. to Business	3
GNBUS 18A Business Law	3
GNBUS 56 Business Mathematics	3
ECON 1A Elementary Economics-Macro	3
MGMT 5 Introduction to Supervision	
OR MGMT 10 Principles of Management	3
Plus three additional units from	
courses listed below	3
ACCT 1L Principles of Accounting-Financial	4.5
ACCT 2L Principles of Accounting-Managerial	5
ACCT 6R Individual Income Tax	4
GNBUS 25 Career Planning	3
MGMT 35 Management Psychology	3
OA 52/GNBUS 52 Business English	3
SPECH 1 Public Speaking OR 6 Group Communication	3
Total units required for degree major	21

GENERAL BUSINESS MANAGEMENT (Certificate of Completion)

Required Courses	Units
BCA 15R Business Computer Applications-Beg.	3
GNBUS 10 Introduction to Business	3
GNBUS 18A Business Law	3
ECON 1A Elementary Economics-Micro	3
MGMT 5 Introduction to Supervision OR 10 Prin. of Management	3
MGMT 35 Management Psychology	3
Plus at least 12 units from the following	12
ACCT 1L Principles of Accounting-Financial OR	
ACCT 10A General Accounting	3-4.5
GNBUS 25 Career Planning	3
GNBUS 56 Business Mathematics	3
MGMT 75 Business Promotional Planning	3
OA 52 Business English	3
Total units required	30

GENERAL BUSINESS MANAGEMENT (Certificate of Training)

Required Courses	Units
BCA 15R Business Computer Applications-Beg.	3
GNBUS 10 Introduction to Business	3
GNBUS 18A Business Law	3
MGMT 5 Introduction to Supervision OR 10 Prin. of Management	3
MGMT 35 Management Psychology	3
Total units required	15

GNBUS 10—Introduction to Global Business (3 units) CSU/UC

Introduction to the diverse activities of business in a changing environment. Topics include ethics, e-commerce, diversity, motivation, management, organization, marketing, and human resources with an emphasis on global business. Focus on the exploration and understanding of race, culture, gender, and ethnicity in corporate America. Understand the development of a competitive advantage in global and international business. (L)

GNBUS 18A—Business Law (3 units) (CAN BUS 12) CSU/UC

Law and its relationship to business. Laws and regulations affecting managerial decisions. Dispute resolution, torts, contracts, government regulations and other area of commercial law explored through case analysis. Other legal concepts explored include ethics, employment, consumer transactions, competition, the environment, agency, and business organizations. Not open for credit to student with credit in GNBUS 20A, 20B, and 20C. (L)

GNBUS 20AR—Constitutional Law for Businesses (1 unit) CSU

Overview of Constitutional law as it applies to business; courts and procedures (particular emphasis on business torts); intellectual property; basic criminal law with an emphasis on business; and ethics and social responsibilities in business. Not open for credit with credit in GNBUS 18A. (L) Grades are CR/NC. (Repeatable: May be taken four times only.)

GNBUS 20BR—Basic Contract Law for Businesses (1 unit) CSU

Includes the nature and classification of contracts; the elements of contracts; agreement and consideration; capacity of the parties to a contract; legality of the subject matter of contracts; defenses to the enforceability of contracts; third party rights under contracts; discharge of contractual obligation; breach and remedies; the Uniform Commercial Code and the formation of sales and lease contracts. Not open for credit to student with credit in GNBUS 18A. (L) Grades are CR/NC. (Repeatable: May be taken four times only.)

GNBUS 20CR—Agencies Relationships in Business (1 unit) CSU

Entrepreneurs' options with reference to business formation; sole proprietorships; partnerships; corporate formation and financing; corporate directors; officers' and shareholders' responsibilities; an overview of anti-trust law; an overview of consumer and environmental law; labor and employment law with a particular emphasis on sexual harassment in the work place. The Americans with Disabilities Act; wrongful termination; affirmative action; employment discrimination; and international law in a global economy. Not open for credit to student with credit in GNBUS 18A. (L) Grades are CR/NC. (Repeatable: May be taken four times only.)

GNBUS 25—Career Planning and Development (3 units) CSU

Survey of techniques of career exploration and selection; in the context of a study of the changes that occur during a typical life span, construct a personal profile of current and projected interests, aptitudes, skills, values, personality, and life and personal circumstances. Not open for credit to student with credit in COUNS 25 or PSYCH 25. (L)

GNBUS 28—Investments (3 units) CSU

Types of investments with emphasis on the stock market; evaluation of investment objectives; factors affecting investment decisions; assessment of the "Wall Street Journal". (L)

GNBUS 52—Business English (3 units)

Review of English grammar with applications for written and oral business communications. Not open for credit to student with credit in OA 52. (L)

Programs and Courses

GNBUS 56—Business Mathematics (3 units)

Math for accounting, management, real estate, and marketing, including trade and cash discounts, simple and compound interest, present value, annuities and sinking funds, discounting of notes, buying and selling of mutual funds and stocks, depreciation, financial statements, and real estate loans. Not open for credit to student with credit in GNBUS 26. Prerequisite: GNBUS 100 or MATH 111, or a qualifying score on mathematics portion of *Placement Examination*.

GNBUS 85—Stock and Bond Market for Investors (1 unit)

Fundamental understanding of individual stock and bond market. How to buy and sell, interpret financial news, and explain mutual funds. Grades are CR/NC. (L)

GNBUS 100—Elementary Business Mathematics (3 units)

Mathematics operations involving whole numbers, fractions, decimals, and percents; applications including income, property and social security taxes; averages; wages and salaries; bank records; and algebraic solutions to find unknowns. (LM)

Information Technology

INFORMATION TECHNOLOGIES (Associate in Science)

Required Courses	Units
IT 44AR A+ Test Certification	4
IIT 45CR Networking Technologies	3
IT 45DR Unix Systems Management	3
IT 45ER Supporting Network Clients	3
Computer language	3
Plus 9 additional units from any other courses in the IT series	9
Total units required for degree major	25

INFORMATION TECHNOLOGIES (Certificate of Completion)

Required Courses	Units
BCA 15R Business Computer Applications - Beg.	3
IT 45CR Networking Technologies	3
IT 45DR Unix Systems Management	3
IT 45ER Supporting Network Clients	3
Plus 9 additional units from the IT series	9
Total units required	21

IT 31AR—Networking Fundamentals (3 units) CSU
Review of the underlying technology of computer networking, comparing the various network protocols, digital encoding systems, international industry standards and related topics. (L) (Repeatable: May be taken four times only.)

IT 31BR—Router and Routing Fundamentals (3 units) CSU
In an accelerated format, the course focuses on initial router configuration, router operating system management, routing protocols, TCP/IP and access control lists in addition to topics covering routers and their role in Wide Area Networking and remote router access. (L) (Repeatable: May be taken four times only.)

IT 31CR—Switching and Intermediate Routing Fundamentals (3 units) CSU
Focus on intermediate router configuration and introduces command-line configuration of switching devices Virtual Local Area Networks and trunking protocols. (LM) (Repeatable: May be taken four times only.)

IT 31DR—Wide Area Networking Fundamentals (3 units) CSU

In an accelerated format, the course introduces Advanced IP addressing topics, Wide Area Networking (WAN) technology and terminology introducing common WAN protocols, in addition to network management practices and techniques. (LM) (Repeatable: May be taken four times only.)

IT 34BR—Network Plus N+ Test Certification Fundamentals (3 units) CSU

Fundamentals of networking hardware and software including network topology, OSI (open system interconnect) communications model, networking practices, installation, maintaining and troubleshooting network hardware and software. Course stresses skills required to pass the CompTIA N+ Certification test. Lecture, computer aided instruction and lab exercises are included. (LM) (Repeatable: May be taken four times only.)

IT 34CR—Security + Fundamentals (3 units) CSU
The course provides an overview of network security basics including general security concepts, communication security, infrastructure security, operational and organizational security and cryptography basics. (LM) (Repeatable: May be taken four times only.)

IT 35AR—Supporting Network Clients - Fundamentals (3 units) CSU

Implementation and support of network clients, which includes installation and deployment, configuration, administration, monitoring, and troubleshooting. Preparation for certification examination. (LM) (Repeatable: May be taken four times only.)

IT 35BR—Supporting Network Servers - Fundamentals (3 units) CSU

Implementation and support of network servers, which includes installation and deployment, configuration, administration, monitoring, and troubleshooting. Provide network services such as file and print, security, fault-tolerance, printing, remote access and cross-platform, multi-protocol interoperability. Preparation for certification examination. Knowledge of supporting network clients is highly recommended. (LM) (Repeatable: May be taken four times only.)

IT 35CR—Network Infrastructure Administration Fundamentals (3 units) CSU
Administration of a Distributed Networking Services Infrastructure. (LM) (Repeatable: May be taken four times only.)

Programs and Courses

IT 40AR—Emerging Technologies (3 units) CSU

This course is an introduction to telecommunications and emerging technologies. Designed as a student's first course in information technology, the class will explore traditional and emerging communication technologies, and the effects of globalization. Students will get the necessary foundation in information systems -- a base needed by every business person, regardless of his or her specialization. (LM) (Repeatable: May be taken four times only.)

IT 40BR—Digital Imaging for Small Office Home Office (SOHO) (2 units) CSU

An introduction to digital photography that explores the composition and aesthetics of photography. Emphasis is on concepts and techniques of image manipulation software. The course addresses printing and displaying photographic portfolios. It will show the use of digital images in webpage and graphic publications. (L) (Repeatable: May be taken four times only.)

IT 40CR—Voice and Data Cabling (3 units) CSU

Overview of physical aspects of voice and data network cabling and installation. Focuses on cabling issues related to data and voice connections, provides an understanding of the industry and its worldwide standards, types of media and cabling, physical and logical networks, and signal transmission. Helps prepare students for the BICSI Registered Certified Installer, Level 1 exam. (LM) (Repeatable: May be taken four times only.)

IT 41AR—Networking Technologies (4 units) CSU

Review the history and development of computer networking, contrasting the various current network protocols; materials will cover digital encoding schemes, international industry standards, models for telecommunication, and other topics related to modern computer networking. (LM) (Repeatable: May be taken four times only.)

IT 41BR—Routing Technologies (3 units) CSU

Review all current major routing protocols and technology in Wide Area Networks (WAN). (LM) (Repeatable: May be taken four times only.)

IT 41DR—Wide-Area Networking (4 units) CSU

Cisco Systems Wide-Area Networking configuration and maintenance of wide-area network (WAN) routers, switches, and virtual LANS. Prerequisite: IT 41BR. (LM) (Repeatable: May be taken four times only.)

IT 42AR—Internet Literacy and Safety (3 units) CSU

Exposes the student to a wide range of topics relating to the Internet. Students will learn how to perform basic searches, work with email, manage and tune the web browser, and make the Internet a practical and functional part of everyday life. Designed to ease the fears of the novice and enhance the ability of the intermediate user. (L) (Repeatable: May be taken four times only.)

IT 42BR—Web Page Management and Design (3 units) CSU

Fundamentals of Web publishing using Adobe Systems Sponsored Curriculum and software from Cisco Academies world-wide program. The course will focus on HTML, design, writing, editing, and maintenance of web pages; emphasis on web page elements such as HTML, image editing, ADA design, and project management. Real-life informational and interactive presentations to include testing and maintenance of web sites on the World Wide Web. (L) (Repeatable: May be taken four times only.)

IT 44AR--A+ Test Certification (4 units) CSU

Fundamentals of personal computer (PC) hardware including ports, boards, buses, memory, disk drives, controllers, monitors, printers as well as PC configuration, preventative maintenance and diagnostics. Course stresses the skills required to pass the CompTIA *A+ Certification Test*. Computer aided instruction and lab exercises included. (LM) (Repeatable: May be taken four times only.)

IT 44NR—Network Plus N+ Test Certification (3 units) CSU

Fundamentals of networking hardware and software including network topology, OSI (open system integration) communications model, networking practices, installation, maintaining and troubleshooting network hardware and software. Course stresses the skills required to pass the CompTIA *N+ Certification Test*. Lecture, computer-aided instruction and lab exercises are included. (LM) (Repeatable: May be taken four times only.)

IT 44UR—Server Management (3 units) CSU

Advanced course in installing, configuring, and securing web, e-mail, file dhcp and DNS servers. Prerequisite: IT 45DR; (LM) (Repeatable: May be taken four times only.)

IT 45AR—Supporting Network Clients (3 units) CSU

Implementation and support of network clients, which includes installation and deployment, configuration, administration, monitoring, and troubleshooting. Preparation for certification examination. (LM) (Repeatable: May be taken four times only.)

IT 45BR—Supporting Network Servers (3 units) CSU

Implementation and support of network servers, which includes installation and deployment, configuration, administration, monitoring, and troubleshooting. Provide network services such as file and print, security, fault-tolerance, printing, remote access and cross-platform, multi-protocol interoperability. Preparation for certification examination. Knowledge of supporting network clients is highly recommended. (LM) (Repeatable: May be taken four times only.)

IT 45CR—Network Infrastructure Administration (3 units) CSU

Administration of a distributed networking services infrastructure. (LM) (Repeatable: May be taken four times only.)

IT 45DR—UNIX System Management (3 units) CSU

Responsibilities and operations of a UNIX System Manager, including installation of a UNIX-type operating system, management of the file structure, user creation, security systems, system commands, implementation of various environment shells, script construction, and network management. Lab exercises under the Linux Operating System to demonstrate proper system management techniques. (LM) (Repeatable: May be taken four times only.)

IT 45RR—Data Base Structured Query Language (3 units) CSU

Introduces the learner to relational database concepts and the use of SQL for storing, retrieving, and manipulating data in a relational database. This course covers relational database principles and Oracle concepts; writing basic SQL statements; restricting and sorting data; and using single-row functions. (L) (Repeatable: May be taken four times only.)

Programs and Courses

Management and Supervision

MANAGEMENT FOR BUSY PEOPLE (Certificate of Training)

Required Courses	Units
MGMT 95AR Managerial Accounting	1
MGMT 95BR Time Management and Planning	1
MGMT 95CR Legal Concerns for Employers	1
MGMT 95DR Recruitment, Interviewing/Hiring5
MGMT 95ER Evaluation/Performance Appraisal5
MGMT 95FR Disciplinary Actions and Grievances	1
MGMT 95GR Training Employees5
MGMT 95HR Leadership	1
MGMT 95JR Stress Management5
MGMT 95KR Computer Concepts for Managers	1
MGMT 95LR Transition to Being a Supervisor5
MGMT 95MR Safe Workplace5
MGMT 95NR Written Communication Skills	1
MGMT 95QR Introduction to Quality Management5
MGMT 95WR Customer Service5
Total units required	11

PERSONNEL MANAGEMENT (Associate in Science)

Required Courses	Units
GNBUS 10 Introduction to Business	3
GNBUS 18A Business Law	3
GNBUS 56 Business Mathematics	3
MGMT 5 Introduction to Supervision	3
MGMT 10 Principles of Management	3
MGMT 35 Management Psychology	3
Plus three additional units selected from courses listed below	3
Total units required for degree major	21
BCA 15R Business Computer Applications	3
OA 52/GNBUS 52 Business English	3
PSYCH 1A General Psychology	3
SPECH 1 Public Speaking OR 6 Group Communication	3

PERSONNEL MANAGEMENT (Certificate of Completion)

Required Courses	Units
BCA 15R Business Computer Applications -	
Beginning OR equivalent	3
GNBUS 10 Introduction to Business	3
GNBUS 18A Business Law or equivalent	3
MGMT 5 Introduction to Supervision	3
MGMT 10 Principles of Management	3
MGMT 35 Management Psychology	3
Plus at least 12 units from the following	12
ACCT 1L Prin. of Accounting-Financial	
OR 10A General Accounting	3-4.5
GNBUS 25 Career Planning	3
GNBUS 56 Business Mathematics	3
MGMT 75 Business Promotional Planning	3
OA 52 Business English	3
Total units required	30

RETAIL MANAGEMENT (Certificate of Completion)

Required Courses	Units
ACCT 10A General Accounting	3
BCA 15R Business Computer Applications - Beginning OR equiv	3
GNBUS 56 Business Mathematics	3
GNBUS 10 Introduction to Business	3
GNBUS 18A Business Law or equivalent	3
MGMT 10 Principles of Management	3
MGMT 15 Human Resource Management	3
MGMT 35 Management Psychology	3
MRKT 82R Marketing Management	3
MRKT 83R Retail Merchandise Management	3
OA 21 Business Communications	2
SPECH 1 Public Speaking	3
Total units required	29

Small Business Management

The Small Business Management Associate in Science Degree is primarily for students who plan to manage a small business or work in a small business environment. The Small Business curriculum provides students with the basic understanding of existing business practices. Students will be able to understand and apply the principles of business ethics, social responsibilities of a business, basic functions of management, and the qualifications required in business management and/or ownership.

SMALL BUSINESS MANAGEMENT (Associate in Science)

Required Courses	Units
ACCT 3R Computerized Accounting	3
BCA 15R Business Computer Applications - Beginning OR equivalent	3
GNBUS 10 Introduction to Business	3
GNBUS 18A Business Law or equivalent	3
GNBUS 52/OA 52 Business English	3
GNBUS 56 Business Mathematics	3
Total units required for degree major	18
Additional recommended courses:	
BCA 33AR Intro to Excel	1
BCA 34R Advanced Excel	1
MGMT 5 Introduction to Supervision	3
MGMT 10 Principles of Management	3
MGMT 35 Management Psychology	3

SMALL BUSINESS MANAGEMENT (Certificate of Completion)

Required Courses	Units
BCA 15R Business Computer Applications - Beginning	3
GNBUS 18A Business Law or equivalent	3
MGMT 5 Introduction to Supervision OR 10 Prin. of Management	3
MGMT 35 Management Psychology	3
Plus at least 15 units from the following	
ACCT 1L Prin. of Accounting-Financial OR 10A Gen. Accounting	3-4.5
GNBUS 10 Introduction to Business	3
GNBUS 25 Career Planning	3
GNBUS 56 Business Mathematics	3
MGMT 75 Business Promotional Planning	3
OA 52 Business English	3
Total units required	27

SMALL BUSINESS MANAGEMENT (Certificate of Training)

Required Courses	Units
BCA 15R Business Computer Applications - Beginning OR equiv.	3
GNBUS 10 Introduction to Business	3
GNBUS 18A Business Law or equivalent	3
MGMT 5 Introduction to Supervision OR 10 Prin. of Management	3
MGMT 35 Management Psychology	3
Total units required	15

MGMT 5—Introduction to Supervision (3 units) CSU
Introduction to the role of the supervisor; understanding the basic fundamentals of supervision; designed for the potential working supervisor. (L)

MGMT 10—Principles of Management (3 units) CSU
Managerial and organizational theory and practice; planning, organizing, influencing, and controlling; focus on the role, functions, and responsibilities of management in a contemporary organization. (L)

MGMT 12—Taking the Lead (2 or 3 units) CSU
Emphasizes fundamental management functions of planning, organizing, staffing, directing, and controlling; includes forecasting, decision-making, organizational communication, leadership styles, information systems, quality control and social responsibility; also includes application of managerial skills to a variety of contemporary business situations. (L)

MGMT 15—Human Resource Management (3 units) CSU
Foundations for the contemporary theory and practices relating to the management of people; managing human resources within an organization; basic personnel processes. Not open to students with credit in M&S 88. (L)

MGMT 20—Organizational Communications (3 units) CSU
Analysis of communication activities in organizations, both formal and informal; practical communication skill development for activities such as briefings, group meetings, memorandum, and press releases. (L)

MGMT 25—Small Business Management (3 units) CSU
Study of business planning and procedures as they relate particularly to small businesses: valuation of a business, types of business opportunities, organizational forms, the management team, financial requirements, and promotion and advertising; entrepreneurial approach emphasized. Core course for Small Business Management Certificate Program. (L)

MGMT 30—Introduction to Public Administration (3 units) CSU
Fundamental principles in administration and their application to governmental operations. Administrative organization, budgeting, planning, personnel management, administrative law, career service, and conditions of public employment are all examined with particular reference to state and local government. (L)

Programs and Courses

MGMT 35—Management Psychology (3 units) CSU

The application of theories of management and psychology to human behavior in the workplace; increases awareness of individual and group behaviors, conflict resolution, and organizational dynamics. (L)

MGMT 40A—Managing Diversity (1 unit) CSU

Explore the social, political, and cultural changes in our society from managerial, economic, business, and ethical perspectives, and their influence in the workplace. (L)

MGMT 75—Business Promotional Planning (3 units)

Principles of, and practices in, planning and executing a sales promotional plan. (L)

MGMT 80A—Total Quality Management Work Group (1 unit)

Introduction to the philosophy and techniques of Total Quality Management/Quality Management (TQM/QM) Style. Participation in group activities to provide a fundamental understanding of function analysis, work-process analysis, and basic Total Quality Management/Quality Improvement (TQM/QI) tools. Grades are CR/NC. (LM)

MGMT 92ER—Conflict Resolution (0.5 unit)

Analysis of attitudes and behaviors which create conflict between individuals and groups within an organization; methods for analyzing and solving conflicts. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

MGMT 94CR—Working With Difficult People (1 unit)

Skills and techniques needed to handle difficult people; specific communication, motivational, and conflict resolution approaches that managers need to be effective in dealing with difficult people. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

MGMT 95AR—Managerial Accounting (1 unit)

Role of the budget; essential elements of the budgeting process, control, and accountability. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

MGMT 95BR—Time Management and Planning (1 unit)

Improvement of time management strategies; focus on dealing with multiple problems and the most effective use of time. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

MGMT 95CR—Legal Concerns for Employers (1 unit)

Current developments in the field of personnel law and legal concerns of management who oversee employees; emphasis on personnel laws and policies related to equal opportunity, affirmative action, and sexual harassment. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

MGMT 95DR—Recruitment, Interviewing, Hiring (0.5 unit)

Personnel recruitment, including affirmative action considerations, interviewing techniques, checking references, and orientation for new employees. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

MGMT 95ER—Evaluation and Performance Appraisal (0.5 unit)

Exploration of the use of periodic interactive discussion centering on employees' contributions to organizational goals; introduction to evaluation tools such as job inventories and appraisal documents. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

MGMT 95FR—Disciplinary Actions (1 unit)

Analysis of employee discipline systems, rights of management and employees, collective bargaining agreements, and general grievance procedures. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

MGMT 95GR—Training Employees (0.5 unit)

Aspects of establishing an effective employee training program, including identification of training needs, preparation of training objectives, and psychological approaches to training. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

MGMT 95HR—Leadership (1 unit)

Analysis of basic human behavior on the job, focusing on various leadership styles, motivational techniques, and improvement of employee productivity. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

MGMT 95JR—Stress Management (0.5 unit)

Cause-and-effect factors of stress and the skills and strategies supervisors can use to help cope with stress; stress as both enemy and ally. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

MGMT 95KR—Computer Concepts for Managers (1 unit)

Introduction to basic concepts of computer application for managers in planning, organizing, directing, and controlling. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

MGMT 95LR—Transition to Being a Supervisor (0.5 unit)

Exploration of management potential for emerging supervisors; focuses on role transition and organizational need in directing and controlling. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

MGMT 95MR—Safe Workplace (0.5 unit)

Responsibilities of the supervisor for development of safety attitudes and practices; emphasis on accident prevention procedures as well as components of report forms. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

MGMT 95NR—Written Communication Skills (1 unit)

Advanced verbal, nonverbal, written, and group communication skills; business meetings, public speaking, and other management communication skills covered. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

MGMT 95OR—SBDC Entrepreneur Training (2 units)

Designed to develop a business plan for a new venture or to evaluate a current one, including market research, organizational structure, customer sales and service, financial record-keeping, sales licensing, insurance, employee/employer concerns and funding sources. Grades are CR/NC. (Repeatable: May be taken four times only.)

MGMT 95PR—Business Ethics (1 unit)

Provides a practical approach to business ethics useful in responding to business problems in a range of areas including accounting, finance, marketing, and management. Grades are CR/NC. (Repeatable: May be taken four times only.)

MGMT 95QR—Introduction to Quality Management (0.5 unit)

Introduction to the philosophy, tools, and techniques of quality improvement efforts in organizations. Emphasis on understanding the quality systems approach to customer focus, continuous improvement, and employee involvement. Focus on the relationship of customer satisfaction and organization success. This is the foundation for understanding many quality improvement initiatives in organization. (L) (Repeatable: May be taken four times only.)

Programs and Courses

MGMT 95WR—Customer Service (0.5 unit)

Focus on customer service improvement; development of customer service strategy and attitude, treating clients appropriately, phone etiquette, e-mail etiquette, and the do's and don'ts of customer service. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

MGMT 280AR—Writing a Business Plan (0.5 unit)

Development of a business plan. Emphasis on market identification, sources of funding, assessment of strengths and weaknesses of the business managers, and preparation and evaluation of the plan. Intended for potential or existing business owners and managers. (L) Grades are CR/NC.

MGMT 280BR—Legal Aspects of Starting a Small Business (0.5 unit)

Legal issues encountered by the small business owner; intended for potential or existing business owners and managers. (L) Grades are CR/NC.

MGMT 280CR—Marketing Analysis for a Small Business (0.5 unit)

Provide students with the information and tools to analyze marketing strategies of a small business. Intended for potential or existing business owners and managers. (L) Grades are CR/NC.

MGMT 280DR—Market Research for your Local Area (0.5 unit)

Provide students with the knowledge of research tools to conduct market research of their local business area. Intended for potential or existing business owners and managers. (L) Grades are CR/NC.

MGMT 280ER—Marketing Strategy for Small Business Owners (0.5 unit)

The importance of promoting your business and taking the time to develop a solid marketing strategy. Intended for potential eliciting business owners and managers. (L) Grades are CR/NC.

MGMT 280FR—Personnel Management and Operations (0.5 unit)

Introduction to the complicated laws regarding hiring and maintaining employees. Intended for potential eliciting business owners and managers. (L) Grades are CR/NC.

MGMT 280GR—Small Business Financing (0.5 unit)

Fundamentals of financing a business venture, including establishing an accounting system, tools to forecast business needs, establish an overall cash management system, and what a lender wants to see. Intended for potential or existing business owners and managers. (L) Grades are CR/NC.

Marketing

MKT 82R—Marketing Management (3 units)

Principles and procedures of modern marketing, including the process of planning a marketing design, pricing, promotion, and distribution of ideas, goods, and services. (L) (Repeatable: May be taken four times only.)

MKT 83R—Retail Merchandising Management (3 units)

Detailed overview of the planning, buying, pricing, and inventory control responsibilities of a retail buyer. (LM) (Repeatable: May be taken four times only.)

Programs and Courses

Office Administration

ADMINISTRATIVE ASSISTANT (Associate in Science)

Required Courses	Units
GNBUS 56 Business Mathematics	3
OA 15B Intermediate Keyboarding	3
OA 17BR Word Processing II OR equivalent	3
OA 21 Business Communications	3
OA 22 Machine Calculations	1
OA 52/GNBUS 52 Business English	3
OA 53 Filing	1
OA 60 General Office Procedures	4
OA 61 Advanced Office Procedures	4
Total units required for degree major	25
Additional Recommended Courses	
ACCT 10A, ACCT 1L, ACCT 2L	3-5
BCA 15R Business Computer Applications - Beg.	3
BCA 22AR Introduction to Microsoft Word	1
BCA 22BR Advanced Microsoft Word	1
BCA 37AR Introduction to Access	1
BCA 41BR Windows OR equiv. operating system	1
GNBUS 10 Introduction to Business	3
GNBUS 18A Business Law or equivalent	3
OA 15C Advanced Keyboarding	3
MGMT 5 Introduction to Supervision	3
MGMT 10 Principles of Management	3
MGMT 15 Human Resources Management	3
SPECH 1 Public Speaking	3
CWEE 45R Occ. Wrk Experience	1-4

ADMINISTRATIVE ASSISTANT (Certificate of Completion)

First Semester	Units
OA 15B Intermediate Keyboarding	3
OA 17AR Word Processing I	3
OA 22 Machine Calculations	1
OA 52 Business English	3
OA 60 General Office Procedures	4
Second Semester	
OA 17BR Word Processing II	3
OA 21 Business Communications	3
OA 53 Filing	1
OA 61 Advanced Office Procedures	4
Total units required	25

CLERICAL (Certificate of Training)

Required Courses	Units
OA 15B Intermediate Keyboarding	3
OA 17AR Word Processing I	3
OA 17BR Word Processing II	3
OA 52 Business English	3
OA 60 General Office Procedures	4
Plus at least 5 units from the following	5
ACCT 10A General Accounting OR ACCT 1L Principles of Accounting-Financial	3-4.5
BCA 41BR Windows	1
GNBUS 56 Business Mathematics	3
OA 22 Machine Calculations	1
OA 53 Filing	1
Total units required	21

LEGAL OFFICE SKILLS (Associate in Science)

Required Courses	Units
BCA 33AR Introduction to Excel OR equivalent	1
OA 15B Intermediate Keyboarding	3
OA 17AR Word Processing I	3
OA 17BR Word Processing II	3
OA 52 Business English	3
OA 53 Filing	1
OA 60 General Office Procedures	4
OA 63 Legal Office Procedures	3
Total units required for degree major	21
Additional Recommended Courses	
ACCT 10A General Accounting OR 1L Principles of Accounting-Financial	3-4.5
ACCT 2L Principles of Accounting-Managerial	4-4.5
BCA 15R Business Computer Applications - Beginning OR equiv	3
BCA 22AR Introduction to Microsoft Word	1
BCA 22BR Advanced Microsoft Word	1
BCA 37AR Introduction to Access	1
BCA 41BR Windows OR equiv. operating system	1
GNBUS 10 Introduction to Business	3
GNBUS 18A Business Law or equivalent	3
OA 21 Business Communications	3
OA 22 Machine Calculations	1
OA 61 Advanced Office Procedures	4
MGMT 5 Introduction to Supervision	3
MGMT 10 Principles of Management	3
SPECH 1 Public Speaking	3

Programs and Courses

LEGAL OFFICE SKILLS (Certificate of Completion)

First Semester	Units
OA 15B Intermediate Keyboarding	3
OA 17AR Word Processing I OR equivalent	3
OA 52 Business English	3
OA 60 General Office Procedures	4
OA 63 Legal Office Procedures	3
Second Semester	
GNBUS 18A Business Law or equivalent	3
OA 17BR Word Processing II	3
OA 21 Business Communications	3
OA 22 Machine Calculations	1
OA 53 Filing	1
OA 61 Advanced Office Procedures	4
Total units required	31

MEDICAL OFFICE SKILLS (Associate in Science)

Required Courses	Units
NURS 51A Medical Terminology I	2
NURS 51B Medical Terminology II	2
GNBUS 56 Business Mathematics	3
OA 15B Intermediate Keyboarding	3
OA 17BR Word Processing II	3
OA 52/GNBUS 52 Business English	3
OA 55 Medical Transcription	3
OA 65 Medical Office Procedures	3
Total units required for degree major	22
Additional Recommended Courses	
ACCT 10A General Accounting OR	
1L Prin. of Accounting-Financial	3-4.5
BCA 15R Business Computer Applications - Beginning OR equiv	3
BCA 33AR Introduction to Excel	1
BCA 37AR Introduction to Access	1
BCA 41BR Windows OR equiv. operating system	1
GNBUS 10 Introduction to Business	3
GNBUS 18A Business Law or equivalent	3
OA 17AR Word Processing I	3
OA 21 Business Communications	3
OA 22 Machine Calculations	1
OA 53 Filing	1
OA 60 General Office Procedures	4
OA 61 Advanced Office Procedures	4
MGMT 5 Introduction to Supervision	3
MGMT 10 Principles of Management	3
SPECH 1 Public Speaking	3

MEDICAL OFFICE PROCEDURES (Certificate of Completion)

First Semester	Units
NURS 51A Medical Terminology I	2
OA 15B Intermediate Keyboarding	3
OA 17AR Word Processing I	3
OA 52 Business English	3
OA 60 General Office Procedures	4
Second Semester	
BCA 41BR Windows OR equiv. operating system	1
NURS 51B Medical Terminology II	2
OA 21 Business Communications	3
OA 22 Machine Calculations	1
OA 53 Filing	1
OA 55 Medical Transcription	3
OA 65 Medical Office Procedures	3
Total units required	29

WORD PROCESSING (Associate in Science)

Required Courses	Units
BCA 15R Business Computer Applications OR equivalent	3
BCA 41BR Windows OR equiv. operating system	1
OA 15B Intermediate Keyboarding	3
OA 17AR Word Processing I	3
OA 17BR Word Processing II	3
OA 21 Business Communications	3
OA 53 Filing	1
OA 60 General Office Procedures	4
OA 61 Advanced Office Procedures	4
Total units required for degree major	25

WORD PROCESSING (Certificate of Completion)

First Semester	Units
BCA 41BR Windows OR equiv. operating system	1
OA 15B Intermediate Keyboarding	3
OA 17AR Word Processing I	3
OA 52 Business English	3
OA 60 General Office Procedures	4
Second Semester	
BCA 15R Business Computer Applications - Beginning OR equiv	3
OA 17BR Word Processing II	3
OA 21 Business Communications	3
OA 22 Machine Calculations	1
OA 53 Filing	1
OA 61 Advanced Office Procedures	4
Total units required	29

OA 13A—Office Administration Laboratory (0) CSU
Laboratory to accompany BCA word processing courses and OA courses offered the first half of the semester including BCA 22AR and BCA 22BR. Students use IBM compatible computers to complete assignments for these classes. Each student required to have two diskettes to store files.

OA 13B—Office Administration Laboratory (0) CSU
Laboratory to accompany BCA word processing courses and OA courses offered the second half of the semester including BCA 22AR and 22BR. Students use IBM compatible computers to complete assignments for these classes. Each student is required to have two diskettes to store files.

Programs and Courses

OA 13C—Office Administration Laboratory (0) CSU

Laboratory to accompany BCA word processing courses and OA courses offered for the full semester including OA 15A, OA 15B, OA 15C, OA 17AR, OA 17BR, OA 21, OA 60, OA 61, and OA 63. Students use IBM compatible computers to complete assignments for these classes. Each student is required to have two diskettes to store files.

OA 15A—Beginning Keyboarding (3 units) CSU

Acquire basic beginning level of keyboarding and basic document formatting. Not open for credit to student with 3 units of credit in S&O or OA 15R. (L)

OA 15B—Intermediate Keyboarding (3 units) CSU

Refinement of basic keyboarding skills and to complete more advanced level of document formatting to the intermediate level of competency. Not open for credit to student with 6 units of credit in S&O or OA 15R. (L)

OA 15C—Advanced Keyboarding (3 units) CSU

Keyboarding skill development to the advanced professional level of competency. Not open for credit to student with 9 units of credit in S&O or OA 15R. (L)

OA 15R-O—Typewriting (v1-3 units) CSU

Typewriting skill development to the advanced professional level of competency. Open entry, open exit. (L)

OA 16R-O—Shorthand (v1-4 units) CSU

Comprehensive coverage of Gregg shorthand principles; development of speed in writing shorthand; transcription speed and accuracy; spelling, punctuation, and grammar; development of skill in transcribing letters to mailable standards. Prerequisite: Typewriting, which may be taken concurrently. (L)

OA 17AR—Word Processing I (3 units) CSU

Introduction to basic word processing operations such as document formatting, editing, saving and retrieving, printing, and merging. (L) (Repeatable: May be taken four times only.)

OA 17BR—Word Processing II (3 units) CSU

Advanced word processing operations involving long and multiple-part documents, macros, and tables; document presentation. Prerequisite: None; OA 17AR or equivalent recommended. (Repeatable: May be taken four times only.)

OA 21—Business Communications (3 units) CSU

Development and refinement of written and oral business communication skills, including composing, editing, proofreading, and document preparation to mailable standards. Prerequisite: None; OA 52 or GNBUS 52 with a grade of "C" or better recommended; ability to type and use word processing (OA 15A or equivalent) as all work must be typed/printed from disk. (L)

OA 22—Machine Calculation (1 unit) CSU

Skill development in the operation of the electronic display and printing calculator, including addition, subtraction, multiplication, division, memory, percentages, and interest calculations to solve typical business problems. Speed and accuracy by touch method emphasized. (LM)

OA 22R-O—Machine Calculation (v.5-2 units) CSU

Skill development in the operation of the electronic, display and printing calculators. Functions include: addition, subtraction, multiplication, division, memory, percentages, and interest calculations to solve typical business problems. Speed and accuracy by touch method emphasized. Open-entry/open-exit. Not open for credit to student with 2 units of credit in SEC 22, 22A, 22B, or 54D.

OA 51—Keyboarding (1 unit)

Develop basic keyboarding skills necessary for efficient data entry through a traditional alphanumeric keyboard; designed for non-secretarial, non-clerical student; instruction is on IBM-compatible computer. Not open for credit to student with credit in OA 15A, 15B, 15C, or S&O 15A, 15B, or 15C. Grades are CR/NC. (L)

OA 52—Business English (3 units)

Review of English grammar with applications for written and oral business communications. Not open for credit to student with credit in GNBUS 52. (L)

OA 53—Filing (1 unit)

Introduction to the methods in coding and filing business correspondence for manual storage and retrieval; filing systems covered include alphabetic, serial numeric, terminal digit numeric, subject, and geographic. (L)

OA 54A—Beginning Medical Terminology (2 units)

Familiarization with medical terminology from programmed text outlining word structure, definitions, and usage. Primarily intended for those who are preparing for a career in health or business, with an emphasis on clerical support staff responsibilities. Not open for credit to student with credit in OA 54. (L)

OA 54B—Advanced Medical Terminology (2 units)

Continuation of OA 54A; further development and refinement of medical terminology skills; primarily intended for those who are preparing for a career in health or business with an emphasis on clerical support staff responsibilities.

OA 55—Medical Word Processing (3 units)

Medical document editing utilizing partial speech recognition documentation/voice processing and transcription from physician dictation. Course work will encompass general medical/surgical and specialties such as OB-GYN, pediatrics, orthopedics, and cardiovascular medicine. Prerequisite: OA 17BR, OA 52/GNBUS 52, and NURS 51A; can enroll concurrently in NURS 51B. Experience or course work equivalent to the preceding is acceptable. (L)

OA 59—General Transcription (2 units)

Method and practice in editing and transcribing dictated business correspondence. Material simulates correspondence in various areas of business. (L)

OA 60—General Office Procedures (4 units)

Skills and procedures necessary in an automated office; office information systems, technology, and procedures; telecommunications; information processing; mail and telephone systems; time management; public relations; and human relations skills. (L)

OA 61—Advanced Office Procedures (4 units)

Develop and apply advanced level of principles, knowledge, and skills necessary for the proper operation of the automated office; emphasis is on higher level administrative assistant skills such as analysis, communication, decision-making, and supervision principles. Prerequisite: GNBUS 56, OA 52, and OA 17AR. (LM)

OA 63—Legal Office Procedures (3 units)

Legal office environment, current legal office procedures, and preparation of legal documents using automated equipment. Not open for credit to student with credit in SEC 63.

OA 65—Medical Office Procedures (3 units)

Medical office duties, medical transcription, and training in preparation of medical records and standard forms; role of the allied health clerical support staff. Prerequisite: Ability to type/use word processing (equivalent to OA 15A) as all work must be typed/printed from disk. (L)

Real Estate

RE 30—Real Estate Principles (3 units) **CSU**
Introduction to real estate principles for the prospective broker, salesperson, informed participant, or observer. Required course for California Real Estate Exam. (LM)

RE 91—California Real Estate Practices (3 units)
Actual practice of real estate by putting what is learned in principles and life to use. Covers laws and regulations affecting dynamic and ever-changing subjects, including capital gains treatment of taxes, loan brokerage fees, interest rates, government participation loans, recovery fund amounts, agency relationships, Easton liabilities and other vital changes. Required course for *Real Estate Broker License Examination and Real Estate Appraiser License Examination*. (LM)

RE 92—Real Estate Appraisal (3 units)
Fundamentals of real estate appraisal stressing the residential market. Emphasis will be given to the forces which create and influence market value in real estate. Required course for *Real Estate Broker License Examination*. (LM)

Chemistry

CHEM 1A—General Chemistry (5 units)
(CAN CHEM 2) CSU/UC UC-Unit Limit

Fundamental principles of inorganic chemistry; nomenclature of inorganic compounds, chemical formulas, equations, and reactions; stoichiometry; structure of atoms, ions, and molecules and periodic table; oxidation-reduction and acid-base reactions; equilibrium; and gas laws. Not open for credit with credit in CHEM 3A and 3B. Prerequisite: MATH 52 or equivalent with a "C" or better, and one year of high school chemistry with a grade of "B" or better, or CHEM 2A or 50 or equivalent with a grade of "C" or better. (LM)

CHEM 1B—General Chemistry (5 units)
(CAN CHEM 4) CSU/UC UC-Unit Limit

Principles of inorganic chemistry, including kinetics, thermodynamics, equilibrium, electrochemistry, and acid-base chemistry; descriptive chemistry and qualitative analysis. Prerequisite: CHEM 1A or 3B with a grade of "C" or better. (LM)

(Note: CAN CHEM SEQ A = CHEM 1A + 1B)

CHEM 2A—Introductory Chemistry (5 units)
(CAN CHEM 6) CSU/UC UC-Unit Limit

Introduction to fundamental principles of inorganic chemistry; structure and bonding, nomenclature, chemical equations and reactions, stoichiometry, acids, bases, and chemical equilibrium, redox, gases, solutions, and nuclear chemistry. Not open for credit to student with credit in CHEM 1A or equivalent. MATH 50 with a "C" or better strongly recommended. (LM)

CHEM 2B—Introductory Chemistry (4 units)
(CAN CHEM 8) CSU/UC UC-Unit Limit

Introduction to fundamental organic chemistry and biochemistry; structure and nomenclature; reactions, stereochemistry; bioenergetics and metabolism. Prerequisite: CHEM 1A or 2A. (LM)

(Note: CAN CHEM SEQ B = CHEM 2A + 2B)

CHEM 3A—Fundamental Chemistry (3 units)
CSU/UC UC-Unit Limit

First semester of a two-year semester sequence in general chemistry covering the metric system, fundamental atomic and molecular structure, chemical reactions, chemical energetics, and solutions. CHEM 3A/3B sequence is equivalent to CHEM 1A. Not open for credit to student with credit in CHEM 1A. Prerequisite: MATH 52 and CHEM 50 with a grade of "C" or better or one year in high school chemistry with a grade of "B" or better. (LM)

CHEM 3B—Fundamental Chemistry (3 units)
CSU/UC UC-Unit Limit

Second semester of a two-semester sequence in general chemistry covering the chemical structure and bonding, periodicity, solution chemistry, and gasses. CHEM 3A/3B sequence is equivalent to CHEM 1A. Not open for credit to student with credit in CHEM 1A. Prerequisite: CHEM 3A with a grade of "C" or better. (LM)

CHEM 8—Organic Chemistry (3 units) CSU/UC

Study of carbon compounds including nomenclature and structures involving physical properties, chemical reactions, representative preparation, and reaction mechanisms. Prerequisite: CHEM 1A with a grade of "C" or better. (LM)

CHEM 9—Organic Chemistry Laboratory (2 units)
CSU/UC

Laboratory course to accompany CHEM 8. Prerequisite: CHEM 1A with grade of "C" or better; Corequisite: CHEM 8 which may be taken concurrently. (LM)

CHEM 10—Concepts of Chemistry (3 units)
CSU/UC UC-Unit Limit

Survey of basic concepts and practices of chemistry; designed for non-science majors desiring an introduction to fundamental chemistry concepts and skills. Not intended for students who will enroll in subsequent chemistry coursework. (L)

CHEM 50—Chemical Problem Solving (3 units)

Introduction to chemical calculations, terminology, fundamental concepts, and laboratory techniques with emphasis on problem-solving methodology. Recommended as preparation for CHEM 1A. (LM) Prerequisite: MATH 50 or equivalent with a grade of "C" or better.

COMMUNICATIONS (see Speech)

Computer Science

COMPUTER SCIENCE (Associate in Science)

Required Courses	Units
COMSC 9A Beginning C++ Programming Language	3
COMSC 9B Data Structures	3
Plus 12 units from the following:	
COMSC 2 Computer Assembly Language	4
COMSC 3 FORTRAN Programming	3
COMSC 4 COBOL Programming	3
COMSC 6 BASIC Language Programming	3
COMSC 7 Intro. to Visual Basic Programming	3
COMSC 11 Advanced C++ Programming	3
COMSC 12 JAVA Programming	3
Total units required for degree major	18
Additional Recommended Courses	
ACCT 1 OR 1L Principles of Accounting-Financial	4-4.5
COMSC 10 OR 10L Computer Literacy	3
ENGL 1A College Composition and Reading	3
MATH 1A AND 1B Calculus	3
OR 9 Calculus for Bus/Social Sci./Life Sci.	3-8
MATH 25 Finite Math	3
SPECH 1 Public Speaking	3
STAT 1 Introduction to Statistical Methods	4

COMPUTER SCIENCE (Certificate of Training)

Students may earn a *Certificate of Training* by receiving a grade of "C" or better in 9A and five additional courses from those listed below.

Required Courses	Units
COMSC 9A Beginning C++ Programming Language	3
Plus five additional courses from the following:	
COMSC 2 Computer Assembly Language	4
COMSC 3 FORTRAN Programming	3
COMSC 4 COBOL Programming	3
COMSC 6 BASIC Language Programming	3
COMSC 7 Intro. to Visual Basic Programming	3
COMSC 10 OR 10L Computer Literacy	3
Minimum units to total	18

COMSC 2—Computer Assembly Language (4 units) (CAN CSCI 10) CSU/UC

Basic operating principles and structure of digital computers, including addressing modes, stack manipulation, interrupt processing, fixed and floating point formats, subroutine features of assemblers, directives, symbol table, macros; programs are written using Microsoft Assembler (MASM). Not open for credit to student with credit in ELECT 25. (LM)

COMSC 3—Fortran Programming (3 units) CSU/UC

Introduction to the FORTRAN programming language, including problem-solving, algorithm analysis, and structured programming; emphasis on the writing of FORTRAN program solutions to various problems from business, mathematics, and/or science. Corequisite: COMSC 13. Prerequisite: MATH 52 or equivalent. (LM)

COMSC 4—Cobol Programming (3 units) CSU

Introduction to the COBOL programming language including analyzing, solving, coding, and debugging business-related programming problems on microcomputers. Emphasis on problem-solving, algorithm analysis, data representation, file manipulation, and structured programming. Corequisite: COMSC 13. (LM)

COMSC 6—Basic Language Programming (3 units) CSU/UC

Introduction to programming on microcomputers using the language QBASIC, including problem-solving techniques, developing algorithms, coding solutions, and debugging programs. Corequisite: COMSC 13 (LM)

COMSC 7—Introduction to Visual Basic Programming (3 units) CSU/UC

Introduction to event-driven programming in the Windows environment using Microsoft Visual BASIC. Intended for those with prior experience or course work in at least one formal programming language. Includes objects, properties, user interfaces, forms, event procedures, custom controls, graphics, data access, report creation, and debugging methods. Corequisite: COMSC 13. (LM)

COMSC 9A—Beginning C++ Programming Language (3 units) CSU/UC

Introduction to the C++ programming language. Emphasis on structured programming methods, object-oriented design, and structured data types. The programming cycle from problem-solving to debugging is emphasized. Corequisite: COMSC 13. Prerequisite: MATH 52 or equivalent. COMSC 6 is STRONGLY recommended. (LM)

COMSC 9B—Data Structures (3 units) CSU/UC

A continuation of Computer Science 9A using Object Oriented Programming techniques. An introduction to abstract data types, algorithm analysis, data structures including lists, trees, and graphs. Required for Computer Science majors. Not open for credit to student with credit in COMSC 5B. Corequisite: COMSC 13. Prerequisite: COMSC 9A with a "C" or better grade. (LM)

COMSC 10—Computer Literacy (3 units) CSU/UC

Introduction to the computer and its applications. A survey of the history of computers, hardware, software, social aspects, and problem-solving techniques. Concepts of word processing, database, and spreadsheet applications on microcomputers will be discussed along with several entry level programs in the language of BASIC. Not open for credit to student with credit in COMSC 10L. (L)

COMSC 10L—Computer Literacy (3 units) CSU/UC

Introduction to the computer and its applications; survey of the history of computers, hardware, software, social aspects, and problem-solving techniques; hands-on microcomputer programs in the language QBASIC will be examined. Not open for credit to student with credit in COMSC 10. (LM)

COMSC 11—Advanced C++ Programming (3 units) CSU/UC

Topics in object-oriented programming using the C++ programming language, including C++ programming techniques, streaming input/output, dynamic memory allocation, classes and data abstraction, operator overloading, inheritance, and polymorphism. Corequisite: COMSC 13. Prerequisite: COMSC 9A or equivalent. (LM)

Programs and Courses

COMSC 12—Java Programming (3 units)

CSU/UC

Introduction to Java Programming; intended for those with prior experience or course work in at least one formal programming language, preferably C or C++; includes Java and HTML, Applet user interfaces, graphics and multimedia, objects, classes and methods, input and output streaming, networking, threads, packages, and the Java AWT and API. Corequisite: COMSC 13. (LM)

COMSC 13—Computer Lab (0)

CSU

Laboratory required for enrollment in computer language courses. Corequisite: COMSC 3, 4, 6, 7, 9A, 9B, 10L, 11, 12.

COMSC 20—Beginning Web Publishing with HTML (3 units)

CSU

Fundamentals of Web publishing using HTML, including design, writing, editing, and maintenance of web pages; emphasis on real-life informational and interactive presentations to include testing, revising, and maintenance of web presentations on the World Wide Web. Corequisite: COMSC 13. (L)

COMSC 44AR—A+ Test Certification (4 units)

CSU

Fundamentals of personal computer (PC) hardware including ports, boards, buses, memory, disk drives, controllers, monitors, and printers, as well as PC configuration, preventive maintenance, and diagnostics; stresses the skills required to pass the CompTIA A+ Certification Test. Computer-aided instruction and lab exercises included. (Repeatable: May be taken four times only.) (LM)

COMSC 44NR—Network Plus N+ Test Certification (3 units)

CSU

Fundamentals of networking hardware and software including network topology, OSI (open system integration) communications model, networking practices, installation, maintaining and troubleshooting network hardware and software. Course stresses the skills required to pass the CompTIA N+ Certification Test. Lecture, computer-aided instruction and lab exercises are included. (Repeatable: May be taken four times only.) (LM)

COMSC 44SR—Security + (3 units)

CSU

The course provides an overview of network security basics including general security concepts, communication security, infrastructure security, operational and organizational security and cryptography basics. (Repeatable: May be taken four times only.) (LM)

COMSC 45—Introduction to UNIX Operating System (3 units)

CSU

Introduction to the user interface of the UNIX operating system and UNIX networking, including text editing, file manipulation, electronic mail, directory structures, input/output handling, and pattern expressions; introduction to shell commands, simple scripts and UNIX utilities, and UNIX networking and management commands. Not open for credit to student with credit in BCA 45DR. (L)

Cooperative Work Experience Education

CWEE 44R—General Work Experience (v1-3 units)

CSU

Coordination of on-the-job learning with college experience to develop desirable work habits, attitudes, and career awareness through supervised employment. Maximum of 6 units can be earned in General Work Experience during enrollment with a 3-unit maximum in any one semester. Maximum of 4 enrollments or 16 units can be earned in any combination of Work Experience (Occupational/General) and Internship enrollment. Those enrolling in this class are not eligible for other work experience/internship classes during the same semester. Corequisite: Must have a job; Fall/Spring: Must maintain enrollment in and complete 7 units, including W.E. units, through the Yuba Community College District; Summer: Must be enrolled in and complete one other class through the Yuba Community College District. Grades are CR/NC. (L)

CWEE 45R—Occupational Work Experience (v1-4 units)

CSU

Coordination of on-the-job learning with college major to improve employment skills and career goals through supervised employment. Maximum of 16 units can be earned in Occupational W.E. during enrollment at the college, with a 4-unit maximum in any one semester. Maximum of 4 enrollments or 16 units can be earned in any combination of Work Experience (Occupational/General) and Internship enrollment. Those enrolling in this class are not eligible for other work experience/internship classes during the same semester. Corequisite: Must have a job; Fall/Spring: must maintain enrollment in and complete minimum of 7 units, including Work Experience units, through the Yuba Community College District; Summer: must be enrolled in and complete one other class through the Yuba Community College District. Grades are CR/NC. (L)

CORRECTIONS (see Administration of Justice)

Cosmetology

Yuba College, in cooperation with Career Colleges of Cosmetology in Yuba City offers an associate degree with an emphasis in Cosmetology. The academic requirements for the degree are completed at Yuba College, and the vocational-professional requirements at one of the beauty colleges. Career College is accredited by the *National Accrediting Commission for Cosmetology Arts and Sciences*, Washington, D.C.

All beauty colleges are licensed and governed, under the *State of California Cosmetology Act*, by the *Department of Professional and Vocational Standards*, and provide a complete course of 1600 hours of training. Yuba College awards forty units of credit for this 1600 hours of vocational training. Upon successful completion of additional academic course work satisfying General Education requirements and the health/physical education requirement, students receive the associate degree. The academic course work may be taken before, during, or after completion of the vocational training. Students must be at least 17 years of age and have completed the 10th grade level or equivalent to be eligible to take the *California State Board of Cosmetology Examinations*.

The vocational course work will include theory, modeling, reception or desk work, laboratory, wet hairdressing, shampoo and comb-out, hair cutting and shaping, permanent waving, hair coloring and bleaching, scalp and hair treatment, facials, makeup and arching, manicuring, and miscellaneous studies. Academic work at Yuba College will be in courses as selected by the student and counselor, to meet the requirements for the associate degree as listed elsewhere in this Catalog.

The Yuba City program is in operation throughout the academic year, including the summer months. A one-half day, part-time Cosmetology Program is also available. In addition, a 400-hour Manicuring Program and a 600-hour Cosmetician (Esthetician) Program is offered.

COSMETOLOGY (Associate in Science)

Required Courses	Units
Cosmetology	40
General Education Requirements	18
Electives	4
Total units required	62

COSMETOLOGY (Certificate of Completion)

Students may earn a *Certificate of Completion* upon successful completion of 1600 hours of vocational training in Cosmetology.

Required Courses	Units
COSMT 54 Intro. to Cosmetology OR 54A AND 54B Intro. to Cosmetology	5
COSMT 55 Intern. Cosmetology AND/OR 55AR AND 55BR Intern. Cosmetology	15-20
COSMT 56 Cosmetology Practical AND/OR 56AR AND 56BR Cosmetology Practical	15-20
Total units required	40

MANICURING (Certificate of Training)

Students may earn a *Certificate of Training* upon successful completion of 400 hours of vocational training in Manicuring.

Required Courses	Units
COSMT 60R Manicuring	10
Total units required	10

COSMT 54—Introduction to Cosmetology (5 units)

Introduction to theory, techniques, and technical knowledge required for employment as a licensed cosmetologist. First in a series designed to prepare for examination for a cosmetologist license. Not open for credit to student with credit in COSMT 201. Prerequisite: Satisfactory completion of 10th grade or a minimum age of 16 years. Grades are CR/NC.

COSMT 54A—Introduction to Cosmetology (2.5 units)

For part-time enrollment; introduction to theory, techniques, and technical knowledge required for employment as a licensed cosmetologist. First in a series designed to prepare for examination for a cosmetologist license. Not open for credit to student with credit in COSMT 54 OR 201. Prerequisite: Satisfactory completion of 10th grade or a minimum age of 16 years. Grades are CR/NC.

COSMT 54B—Introduction to Cosmetology (2.5 units)

For part-time enrollment; a continuation course in introduction to theory, techniques, and technical knowledge required for employment as a licensed cosmetologist. Second in a series designed to prepare for examination for a cosmetologist license. Not open for credit to student with credit in COSMT 201 or 54. Prerequisite: Satisfactory completion of 10th grade or a minimum age of 16 years. Grades are CR/NC.

COSMT 55AR—Intermediate Cosmetology (2.5 units)

For part-time enrollment; instruction of theory, techniques, and salon skills at the intermediate level in all phases of cosmetology. Prerequisite: Satisfactory completion of 10th grade or minimum age of 16 years. Grades are CR/NC. (Repeatable: May be taken four times only.)

COSMT 55BR—Intermediate Cosmetology (2.5 units)

For part-time students; a continuation of COSMT 55AR which continues and completes instruction equivalent to COSMT 55R. Prerequisite: Satisfactory completion of 10th grade or minimum age of 16 years. Grades are CR/NC. (Repeatable: May be taken four times only.)

Programs and Courses

COSMT 55R—Intermediate Cosmetology (5 units)

Instruction of theory, techniques, and salon skills at the intermediate level in all phases of Cosmetology. Second in a series designed to prepare for a cosmetologist license. Prerequisite: Satisfactory completion of 10th grade or minimum of 16 years of age. Grades are CR/NC. (Repeatable: May be taken four times only.)

COSMT 56AR—Cosmetology Practical (2.5 units)

For part-time enrollment; supervised instruction for perfection of technical skills in cosmetology. Prerequisite: Satisfactory completion of 10th grade or minimum age of 16 years. Grades are CR/NC. (Repeatable: May be taken four times only.)

COSMT 56BR—Cosmetology Practical (2.5 units)

For part-time students; a continuation of COSMT 56AR, which continues and completes instruction equivalent to COSMT 56R. Prerequisite: Satisfactory completion of 10th grade or minimum age of 16 years. Grades are CR/NC. (Repeatable: May be taken four times only.)

COSMT 56R—Cosmetology Practical (5 units)

Supervised instruction for perfection of technical skills in cosmetology. Third in a series designed to prepare for examination for licensing as a cosmetologist. Prerequisite: Satisfactory completion of 10th grade or minimum age of 16 years. Grades are CR/NC. (Repeatable: May be taken four times only.)

COSMT 60R—Manicuring (5 units)

Preparation for the *Board of Cosmetology Manicurist Examination*; includes theory, manicure, pedicure, artificial nails/tips/wraps, sanitation, and bacteriology; training and experience as a receptionist is provided. Program completion requires 400 hours of attendance. Prerequisite: Satisfactory completion of 10th grade or minimum age of 16 years. Grades are CR/NC. (Repeatable: May be taken three times only.)

COSMT 220RO—Instructor Training Course (v1-15 units)

Advanced training for individuals who intend to seek employment as cosmetology instructors; meets requirements of the *California Bureau of Barbering and Cosmetology*. Open-entry, open-exit. License requires 600 hours of total instruction. Prerequisite: Valid Cosmetology License from the *California Bureau of Barbering and Cosmetology*. Grades are CR/NC. (Repeatable: May be taken four times only.)

COSMT 250AR—Cosmetology Brush Up (2.5 units)

Refresher course intended to provide a review of the theories, techniques, and technical knowledge required to apply for a cosmetology license from the *California Bureau of Barbering and Cosmetology*; designed for part-time students who have satisfactorily completed 1600 hours of Cosmetology training, but did not take the Bureau's licensing examination or for those whose license was canceled due to non-renewal. Prerequisite: Completion of 1600 hours in Cosmetology. Grades are CR/NC. (Repeatable: May be taken four times only.)

COSMT 250BR—Cosmetology Brush Up (2.5 units)

Continuation of part-time refresher course intended to provide a review of the theories, techniques, and technical knowledge required to apply for a cosmetology license from the *California Bureau of Barbering and Cosmetology*; designed for part-time students who have satisfactorily completed 1600 hours of Cosmetology training, but did not take the Bureau's licensing examination or for those whose license was canceled due to non-renewal. Prerequisite: Completion of 1600 hours in Cosmetology. Grades are CR/NC. (Repeatable: May be taken four times only.)

COSMT 250R—Cosmetology Brush Up (5 units)

Refresher course of the theories, techniques, and technical knowledge required to apply for a cosmetology license from the *California Bureau of Barbering and Cosmetology*; designed for those who have satisfactorily completed 1600 hours of Cosmetology training, but did not take the Bureau's licensing examination or for those whose license was canceled due to non-renewal. Prerequisite: Completion of 1600 hours in Cosmetology. Grades are CR/NC. (Repeatable: May be taken four times only.)

Counseling

COUNS 10—College Success (3 units)

CSU

Study skills and knowledge necessary to college success, including time management, memory techniques, note taking, reading skills, test-taking skills, critical thinking, writing, learning styles, diversity, communication skills, career planning, assessment, and other resources. (L)

COUNS 12R—Life Transitions (1 unit)

CSU

Explores topics basic to the transitions and challenges that students face when they change careers, educational goals, and experience losses. Emphasis will be placed on personal assessment, academic planning, personal goal setting and relationships. Grades are CR/NC. (Repeatable: May be taken four times only.) (L)

COUNS 15AR—Orientation to College (0.5 unit)

CSU

Designed to provide information and facilitate transition to college; familiarization with college community, rules, regulations, and policies; introduce the use of student and campus services; develop a thorough understanding of program requirements and the knowledge necessary for sound educational planning (L) (Repeatable: May be taken four times only.)

COUNS 15BR—Orientation to College (0.5 unit)

CSU

Designed to provide students with information and skills to facilitate their transition to college. Familiarize students with college community, rules, regulations, and policies. Introduce the use of student and campus services. Develop a thorough understanding of program requirements and the knowledge necessary for sound educational planning. (L) (Repeatable: May be taken four times only.)

COUNS 15R—Orientation to College (1 unit)

CSU

Designed to provide information and skills to facilitate transition to college; familiarization with college community, rules, regulations, and policies; introduce the use of student and campus services; develop a thorough understanding of program requirements and the knowledge necessary for sound educational planning. (L) (Repeatable: May be taken four times only.)

COUNS 22—Peer Advising Seminar (2 or 3 units)

CSU

Designed for peer advisors; methods of working with students from a wide variety of backgrounds, with the emphasis on individualized assistance to help in all areas of counseling; orientation to materials and resources; development of interpersonal skills. Grades are CR/NC. (L)

Programs and Courses

COUNS 24—Career Readiness (1 unit) CSU
Career exploration and job selection, including methods of finding, applying, and interviewing for a job. Not open for credit to student with credit in PSYCH 24. Grades are CR/NC. (L)

COUNS 25—Career Planning and Development (3 units) CSU
Survey of techniques of career exploration and selection. In the context of a study of the changes that occur during a typical life span, construct a personal profile of current and projected interests, aptitudes, skills, values, personality, and life and personal circumstances. Not open for credit to student with credit in GNBUS 25 or PSYCH 25. (L)

COUNS 26R—The Emerging Worker (0.5 unit) CSU
Focus will be on the worker's ability to be successful in the rapidly changing society and workplace: developing broad skills, balancing roles and obligations, identifying resources, and creating strategies for personal and financial independence. Explores career and personal issues critical to success now and in the next century. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

COUNS 27R—Tutoring Skills (0.5 unit) CSU
Development of tutoring skills in a college setting for individual or group assistance; emphasis is on communication across gender, ethnic, and age dimensions. Tutoring strategies will center on working with different learning styles and assisting fellow students in enhancing skills within a formal tutoring session. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

COUNS 30—Transfer Preparation (2 units) CSU
Preparation for a successful transfer experience to a university; emphasis on understanding the public and private university systems in California. (L)

COUNS 35—College Study Skills (1 unit)
Improvement of study skills including reading comprehension, note taking, time management, and test taking strategies. Grades are CR/NC. (L)

COUNS 37—Drugs, Aids, and Sexuality (1 unit) CSU
Issues of concern to young adults in making lifestyle behavior choices. The emphasis will be awareness and prevention in areas of substance abuse, birth control, stress reduction, and acquaintance rape. Open to all students and is highly recommended for dormitory students. Grades are CR/NC. (L)

COUNS 41A—Problem Management (0.5 unit) CSU
Introduction to problem solving techniques which are applicable to personal &/or work related concerns. Not open for credit to student with credit in PSYCH 41A or WOMEN 41A. Grades are CR/NC. (L)

COUNS 41B—Problem Management (0.5 unit) CSU
Additional problem solving approaches with practice of the techniques; especially focusing upon goal setting, prioritizing chosen values and decreasing procrastination. Not open for credit to student with credit in PSYCH 41B or WOMEN 41B. Grades are CR/NC. (L)

COUNS 42R—Confidence Building (1 unit) CSU
Techniques for enhancing self-confidence; identification and analysis of methods which heighten self-image and reduce self-defeating behavior. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

COUNS 44AR—Assertive Communication Skills (0.5 unit) CSU
Introduction to the theory and practice of assertive communication skills in both personal and business settings, including assertive values, disengagement, overcoming guilt, setting limits, and saying "no". Not open for credit to student with credit in COUNS 44R. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

COUNS 44BR—Assertive Communication Skills (0.5 unit) CSU
Advanced theory and practice of assertive communication skills in both personal and business settings, including dealing with criticism, anger, manipulation, negotiation, and confrontation. Not open for credit to student with credit in COUNS 44R. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

COUNS 44R—Assertive Communication Skills (1 unit) CSU
Theory and practice of assertive communication skills in both personal and business settings. Topics include assertive values; disengagement; conversations; requests; saying no; dealing with criticism, anger, and manipulation; and negotiation. Not open to students with 4 units of credit in COUNS 44AR and 44BR. Grades are CR/NC. (Repeatable: May be taken four times only.)

COUNS 45R—Career - College Planning (1 unit) CSU
Designed to assist student in the decision-making process as it relates to maximizing potential in career, education, and personal development. Contact Counseling Department to schedule an appointment within one week after adding class. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

COUNS 46R—Development of Self-Esteem (1 unit) CSU
Exploration of the development of self-esteem in children and adults. Designed to assist student in personal self-esteem enhancement and methods of facilitating the development of self-esteem in others. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

COUNS 52—Pre-Employment Skills Training (1 unit)
Exploration of various skills and methods vital to obtaining and retaining employment, including developing positive attitudes, writing resumes, and interviewing techniques. Not open for credit to student with credit in PSYCH 52. Grades are CR/NC.

COUNS 55—Mind-Body Dynamics (0.5 unit)
Exploration of the intra-relationship between the physical body and the mind; emphasis on techniques for stress reduction, various forms of bodywork, and research of major theorists; psychodynamics of illness/disease; methods of combating illness. Not open for credit to student with credit in PSYCH 45 or WOMEN 45. Grades are CR/NC. (L)

COUNS 56R—Effective Parenting (1 unit)
Development of effective parent-child relationships, including behavior, emotions, encouragement, and communications. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

Programs and Courses

Course “47” or “97” or “197” or “297”

47 OR 97 OR 197 OR 297--SPECIAL TOPICS (.5 to 3 units)CSU

Exploration of selected areas or topics in a subject area. Procedures for implementing the course involve cooperative planning by instructor, Division Dean or Executive Dean, and Vice President of Instruction. Course “47” is intended for transfer and meets the definition of a baccalaureate-level course. Course “97” is not intended for transfer but is of the associate degree level. Course “197” non-associate degree credit basic skills remedial courses intended to prepare students to succeed in courses at the associate degree level. Course “297” non-associate degree credit courses that are either vocational courses intended to prepare students for postsecondary vocational education or for occupations not requiring associate degree level skills for entry; or academic development courses, other than remedial basic skills, intended to prepare students to succeed in associate degree level course work. On the transcript, the course will be shown with a regular department prefix, viz Art 47, followed by a title.

Course “48”

48A-B-C-D--INDEPENDENT STUDIES (1 to 3 units)

CSU/UC unit limitation

The granting of transfer credit at any *University of California* campus for any “Course 48” is contingent upon an evaluation of the course outline by the individual U.C. campus. These courses are used whenever circumstances warrant offering courses not yet part of an established curriculum. For example, media courses which are offered as Independent Studies requiring prior approval by the *Chancellor's Office*. Other Independent Studies courses may originate from the needs and curiosities of groups of students and faculty to study areas of mutual interest and concern. Media courses will be developed by the Instructional Services Division/or the *Northern California Telecommunications Consortium*. Students and faculty may identify areas of interest not taught in other courses to: (1 unit) Describe problems within identifiable areas of interest; (2 units) use procedures likely to develop further knowledge; (3 units) develop ways of acting on basis of new knowledge; and (4 units) use integrated approach to solution of problems. These courses are intended for transfer and meet the requirements of a baccalaureate-level course.

Course “49”

49R--SPECIAL PROJECTS (1 unit)

CSU/UC unit limitation

When special circumstances warrant offering a special course to the individual student outstanding in a particular area, an instructor, with approval, may register a student in an individual Special Projects course which will be identified by the name of the department, the course number of “49”, and the title “Special Projects.” Registration in the course involves signing a contract under which the student and instructor agree upon the accomplishment which must be demonstrated by the student in order to receive credit, and which is approved by the cognizant Division Dean or Executive Dean and Vice President of Instruction. These courses are intended for transfer and meet the requirements of a baccalaureate-level course. Grades are CR/NC. (Repeatable: May be taken four times in the area only.)

DRAFTING (see Architectural Studies)

Early Childhood Education

Training and experience in Early Childhood Education provides several career options.

EARLY CHILDHOOD EDUCATION (Associate in Science)

First Semester	Units
ECE 1A Preschool Teaching Practices (Programs)	3
ECE 3 Child Growth/Development	3
ECE 11 Techniques of Observing Children	1
Second Semester	
ECE 1B Preschool Teaching Practices (Curriculum)	3
ECE 31 Child, Family, Community	3
ECE 46R Field Experience	3
Third & Fourth Semesters	
Additional ECE Electives	8
Total units required for degree major	24
ECE 2A Administration of Children's Centers (<i>recommended</i>)	

FAMILY DAY CARE PROVIDER—Many Yuba College ECE courses provide valuable training for the in-home child care provider, i.e. ECE 3, 1A, 1B, 31, and electives The *California Resource and Referral Network* conducts orientations for prospective providers. Call your local *Resource and Referral Agency* for details. To become a licensed provider, contact your county *Community Care Licensing Division* at <http://www.cclcd.ca.gov/>.

CHILD DEVELOPMENT ASSOCIATE TEACHER (Certificate of Training)

	Units
ECE 1A Preschool Teaching Practices (Programs)	3
ECE 1B Preschool Teaching Practices (Curriculum)	3
ECE 3 Child Growth/Development	3
ECE 31 Child, Family, Community	3
Total units required	12

Director of Private Day Care Center/ Preschool Options

Requires 15 postsecondary units, the same 12 units as listed in above, plus ECE 2A Administration of Children's Center. Other requirements for the director include:

- High school graduation or GED, and at least four years of teaching in a licensed child care or comparable group child care program; or
- Associate degree with a major or emphasis in early childhood education or child development and at least two years of teaching experience in a licensed child care center; or
- A bachelor's degree with a major or emphasis in early childhood education or child development and at least one year of teaching experience in a licensed child care center.

To apply for a license to operate private day care center, write to **State of California Health/Welfare Agency, Department of Social Services, Community Care Licensing**.

CHILD DEVELOPMENT TEACHER (Certificate of Completion)

These programs are required to possess the *California Child Development (Teacher) Permit* issued by *Commission on Teacher Credentialing*. After completing required course work of 40 total units and 175 days of experience, apply for the permit at local county schools office.

Required Courses	Units
ECE 1A Preschool Teaching Practices (Programs)	3
ECE 1B Preschool Teaching Practices (Curriculum)	3
*ECE 1C Positive Social Dev. in Young Children (Guidance)	3
ECE 3 Child Growth/Development	3
*ECE 7A Creative Materials OR 7B Worldwide Arts OR 7C Theory of Children's Art	2
*ECE 10 Health, Safety, and Nutrition	3
*ECE 11 Techniques of Observing Children	1
ECE 31 Child, Family, Community	3
*ECE 46R Field Experience	3
Total units required	24
ECE 2A Administration of Children's Centers (<i>strongly recommended</i>)	

PLUS GENERAL EDUCATION ELECTIVES. 16 diversified units with at least one course in each of the following General Education (graduation requirement) areas: Humanities, Social Science, Mathematics or Natural Science, or English 1A.

EXPERIENCE. In addition to specified courses, 175 days (3 or more hours per day) of experience. Renewals are issued for five-years with verification of 105 hours of professional development.

*ECE 11, 10, 7, 1C, 46R are required for certificate only. The Child Development Teacher Permit can be obtained with ANY 12 ECE elective units after completion of ECE 3, 31, 1A, 1B.

DIVERSITY IN ECE (Certificate of Completion)

Required Courses	Units
ECE 1A Preschool Teaching Practices (Programs)	3
ECE 1B Preschool Teaching Practices (Curriculum)	3
ECE 3 Child Growth/Development	3
ECE 6 Early Childhood Language Dev.	3
ECE 7B Worldwide Arts for Children	2
ECE 11 Techniques of Observing Children	1
ECE 23 Cultural Diversity in ECE Classrooms OR	
ECE 27 Early Childhood Multicultural Curriculum and Issues	3
ECE 31 Child, Family, Community	3
SPECH 8 Intercultural Communications	3
Total units required	24
Additional ECE <i>Recommended courses</i> :	
ECE 5 Physical Activities for Young Children	
ECE 16 Preschool Music Activities	
ECE 25 Group Experience in Outdoor Environment	
ECE 39 Children's Literature	
ECE 83 Techniques of Story telling	

Programs and Courses

INFANT AND TODDLER (Certificate of Completion)

Required Courses	Units
ECE 1A Preschool Teaching Practices (Programs)	3
ECE 1B Preschool Teaching Practices (Curriculum)	3
ECE 3 Child Growth and Development	3
ECE 10 Health, Safety, Nutrition	3
ECE 11 Techniques of Observing Children	1
ECE 31 Child, Family, Community	3
ECE 33 Infants/Toddlers	3
ECE 46R Field Experience (with Infants/Toddlers)	3
Additional ECE electives	2
Total units required	24
Recommended ECE courses:	
ECE 17 Preschoolers with Exceptional Needs	1-3
ECE 23 Cultural Diversity in ECE Classrooms5-3

PEDIATRIC FIRST AID/CPR (Certificate of Training)

Required Courses	Units
ECE 210R California Child Care Health Safety5

SCHOOL AGE CHILDREN (Certificate of Completion)

Required Courses	Units
ECE 1A Preschool Teaching Practices (Programs)	3
ECE 1B Preschool Teaching Practices (Curriculum)	3
ECE 3 Child Growth/Development	3
ECE 7A Creative Materials OR ART 7A Creative Materials	2
ECE 11 Techniques of Observing Children	1
ECE 14 The School Age Child	3
ECE 31 Child, Family, Community	3
ECE 46R Field Experience (with School-Age Children)	3
Additional ECE electives	3
Recommended:	
ECE 1C Positive Social Dev. in Young Children (Guidance)	3
ECE 5 Physical Activities for Young Children	1
ECE 25 Group Experience/Outdoor Env.	3
Total units required	24

ECE 1—Introduction to ECE Curriculum (1 unit) CSU
Introduction to the early childhood center environment and playgrounds and appropriate curriculum activities for young children. Developmentally appropriate practices and activities in all areas of learning will be introduced and explored. Examples of planning for short-term and long-term projects, with appropriate evaluation and documentation will be given. Grades are CR/NC. (L)

ECE 1A—Preschool Teaching Practices (Programs) (3 units) CSU
Overview of early childhood education, including goals and philosophies of child development programs, exploration of various types of programs, and job potential for students; developmentally appropriate practices in early childhood education will be stressed. Corequisite: ECE 3, or concurrent enrollment. (L)

ECE 1B—Preschool Teaching Practices (Curriculum) (3 units) CSU
Curriculum, methods, and materials used in early childhood education; planning, implementing, and evaluating curriculum with appropriate content for preschool children; special focus on children's language skills, cognitive development, and creative expression. Prerequisite: ECE 1A. (L)

ECE 1C—Positive Social Development in Young Children (Guidance) (3 units) CSU
Designed to help teachers and caregivers of young children to establish relationships with children and apply principles of behavior management; basic principles include helping young children develop positive self-esteem, enter into group play, form friendships, and learn pro-social behavior. (L)

ECE 2A—Administration of Children's Centers (3 units) CSU
Administrative skills, knowledge, and techniques needed to organize and operate a child development center; emphasis on budget, program management, regulatory laws, and development of policies and procedures. (L)

ECE 2B—Administration of Children's Center (3 units) CSU
Role of the program director; staff development and staff relations; techniques for effective supervision; management theory; personnel policies and procedures; professional ethics and growth. Prerequisite: ECE 2A. (L)

ECE 3—Child Growth and Development (3 units) CSU/UC UC-Unit Limit
The study of the physical, cognitive, psychosocial and emotional changes in the development of the child from conception through adolescence. Practical application of developmental principles and patterns of growth. Exposure to critical thinking as it relates to child development in a professional setting. It is designed as a foundation course for careers in education, human services, health and related fields. (L)

ECE 5—Physical Activities for Young Children (1 unit) CSU
Designed to give adults working with preschool and school-age children a variety of hands-on activities useful in creating stimulating outdoor environments; practice using equipment like bean bags and hula hoops, as well as become familiar with games from diverse ethnic groups. Not open for credit to student with credit in PE 5. (L)

ECE 6—Early Childhood Language Development (3 units) CSU
Language development and influences in early childhood including theories of language acquisition, inter-relatedness of growth, stages of development, and appropriate curriculum for enhancing speaking, listening, pre-reading, and pre-writing skills. (L)

ECE 7A—Creative Materials (3 units) CSU
Creative activities for young children (2-8 years), including planning and implementation of painting, drawing, printmaking, weaving, stitchery, batik, collage, sculpture, puppet-making, and modeling materials. Not open for credit to student with credit in ECE or ART 7 or 7A. (L)

ECE 7B—Worldwide Arts for Children (3 units) CSU
Multicultural/ethnic art activities for young children, including planning and integrating projects across the curriculum; construction of age-appropriate art objects representative of cultures and regions in West Africa, the Middle East, Europe, Asia, Mexico, Central America, South America, Caribbean Islands, the United States, and Canada. Not open for credit to student with credit in Art 23 or 7B. (L)

Programs and Courses

ECE 7C—Theory and Processes of Children’s Art (3 units) CSU

Philosophies of how art should be taught to children; theories which explain how children develop artistically; processing skills involved in art making. Not open for credit to student with credit in Art 7C. (L)

ECE 8—Children’s Nutrition (1 unit) CSU

Nutritional needs of children from birth through the school years; emphasis on meal planning for various age groups in child care facilities. Grades are CR/NC. Not open for credit to student with credit in FCS 8. (L)

ECE 9—Children’s Cooking Activities (1 unit) CSU

Process of cooking as it relates to the developmentally oriented early childhood curriculum; cooking activities that promote language acquisition, cognitive development, psycho-motor skills, and social and emotional growth; includes the importance of good nutrition education and how to prepare nutritious snacks and simple meals. Grades are CR/NC. (L)

ECE 10—Health, Safety, and Nutrition (3 units) CSU

Concepts of health, safety, and nutritional needs of children from prenatal period through early childhood; emphasis on providing safe and healthy environments; understanding the effects of foods and nutrition on behavioral patterns, learning abilities, physical stamina, and growth; and presenting appropriate health, safety, and nutrition curriculum for children. (L)

ECE 11—Techniques of Observing Children (1 unit) CSU

Objective versus subjective observation; exploration and application of a variety of techniques in relation to observing children’s developmental stages and interest areas; portfolio assessment. (L)

ECE 12—Science for Young Children (1 unit) CSU

Designed to provide teachers and caregivers of young children with principles of appropriate science curriculum; emphasis on informal science experiences and the cognitive connections made by young children as they observe, manipulate, process, and communicate. Classroom organization and management, readily-found materials, and connections with other curriculum areas are also included. (L)

ECE 13—Piaget’s Learning Theory Applications (1 unit) CSU

Overview of Piaget’s theory of intellectual development and practice in relating theory to the development of games and activities for the preschool and primary classroom. Grades are CR/NC. (L)

ECE 14—The School Age Child (3 units) CSU

Developmental characteristics and needs of the 6-12 year old child at home or in a group care setting; includes developmental stages; program environment; developmentally appropriate curriculum, activities, and materials; meeting the needs of families; classroom management; communication techniques; administrative requirements, skills, and characteristics of caregivers. (L)

ECE 16—Preschool Music Activities (1 unit) CSU

Storytelling, movement, and games to involve children in music; development of music programs that integrate instruments into daily activities for children; basic instruction in the autoharp will be provided. Grades are CR/NC. (L)

ECE 17—The Exceptional Child (3 units) CSU

Focus on identification of children with special needs; resource and referral, full inclusion, activities, and teaching strategies within the preschool setting; normal and exceptional development, family partnerships, the Individual Education Plan (IEP) and Individual Family Service Plan (IFSP); approaches to environment, behavior, and planning are topics for individual and group study. (L)

ECE 21—Music Skills for Pre-Education Majors (3 units) CSU

Development and application of basic music skills; study of notation, rhythm, melody, harmony, keyboard, recorder, and autoharp. For education majors and others who have no previous experience in reading or playing music notation. Required music skills drill one hour a week minimum. Not open for credit to student with credit in MUSIC 1. (L)

ECE 22—Developing Number Concepts (1 unit) CSU

Focuses on ways adults can help make mathematical concepts meaningful to preschool and kindergarten children rather than emphasizing counting and number recognition. Grades are CR/NC. (L)

ECE 23—Cultural Diversity in ECE Classrooms (0.5 unit) CSU

Strategies for working with children and families of culturally diverse backgrounds; emphasis on self-awareness; guidelines for classroom materials, curriculum, and resources. Grades are CR/NC. (L)

ECE 25—Group Experience in Outdoor Environments (3 units) CSU

Developing creative outdoor learning environments, including playgrounds, activities and cooperative games. Circle time, or daily planned group experiences will also be explored and developed through integrated, thematic instruction. (L)

ECE 27—Early Childhood Multicultural Curriculum and Issues (3 units) CSU

A comparison of strategies for working with children and families of culturally diverse backgrounds; emphasis on self-awareness; guidelines for classroom materials, curriculum, and resources, as well as a comparison of at least three cultural groupings represented in the local population. (L)

ECE 31—Child, Family, and Community (3 units) CSU/UC

Study of the environmental influences on growth and development of the child in the family, including social class, ethnicity, disability or risk conditions, education, interaction of family members, and awareness of community resources. Not open for credit to student with credit in FCS 31. (L)

ECE 32—Parenting (3 units) CSU

Techniques and advise for encouraging a positive parenting style and effective child-rearing procedures; interaction patterns and levels of communication between family members. Not open for credit to student with credit in FCS 32. (L)

ECE 33—Infants and Toddlers (3 units) CSU

Introduction to infants and toddlers; development, curriculum, and program planning; intervention, observation, and assessment; children with special needs; and infant/adult relationships. (L)

ECE 33A—Developing Relationships (1 unit) CSU

Development of knowledge and abilities for providing high quality group care services to infants, toddlers, and their families. Part A focuses on developing close, caring relationships with children and their families. Grades are CR/NC. (L)

ECE 33B—Environments and Routines (1 unit) CSU

Development of knowledge and abilities for providing high quality group care services to infants, toddlers, and their families. Part B focuses on environments and routines. Grades are CR/NC. (L)

ECE 33C—Culture, Family, and Providers (1 unit) CSU

Knowledge and abilities for providing high quality care services to infants, toddlers, and their families. Part C focuses on sensitivity to cultural differences and learning styles, elements necessary to become a knowledgeable, responsive caregiver. Grades are CR/NC. (L)

Programs and Courses

ECE 35—Parents as Partners in ECE (3 units) CSU
In-depth study of the relationship between parents, teachers, and children in the education process, including communication skills necessary for parent-teacher conferences, increasing parent volunteer involvement, family lifestyles, families with special needs, leadership, and advocacy; intended for experienced teachers. (L)

ECE 37—Mentor Teacher (2 units) CSU
Methods and principles of supervising student teachers in Early Childhood classrooms. Emphasis is on the role of experienced classroom teachers who function as Mentors to new teachers while simultaneously addressing the needs of children, parents, and other staff. Satisfies adult supervision requirement for State Department of Social Services. (L)

ECE 38AR—Mentor Seminar A (1 unit) CSU
Selection as an early childhood mentor is required. This is the initial seminar. Early childhood mentors attend monthly seminars to explore issues related to their new role as supervisors of early childhood students. Seminar content will be individualized to meet the needs of each Mentor. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

ECE 39—Children's Literature (3 units) CSU
Introduction to children's literature: history, elements, and types of books of interest to children from birth through eight years old. Students will read, share, and plan activities around classical, cultural, and award-winning books. Methods of selecting and evaluating books will be applied. Not open for credit to student with credit in ENGL 39. (L)

ECE 41—Child Guidance and Discipline (1 unit) CSU
Introduces the major theories of social, emotional, and moral development with particular emphasis placed on the implications of the utilization of a developmental approach to child guidance and discipline in the preschool setting. Grades are CR/NC. (L)

ECE 43—Montessori Theory and Methods (1 unit) CSU
Principles and practices of preschool teaching following the philosophy of Maria Montessori: sensory, hands-on experiences of cognitive development. Grades are CR/NC. (L)

ECE 44—High/Scope Key Experiences (1 unit) CSU
Communication techniques responsive to children's interest and emerging abilities. Includes activities to facilitate problem solving, strategies for planning activities, enhancing children's ideas during outdoor play and providing choices while interacting with children in large group time. Grades are CR/NC. (L)

ECE 46AR—Field Experience - Infant/Toddler (3 units) CSU
Provide practical experience for the student teacher in an early childhood program with emphasis on infants and toddlers, under qualified supervision. Tuberculosis check required for admission. (L) (Repeatable: May be taken four times only.)

ECE 46BR—Field Experience - School Age Children (3 units) CSU
Provide practical experience for the student teacher in an early childhood program with emphasis on school age children, under qualified supervision. Tuberculosis check required for admission. (L) (Repeatable: May be taken four times only.)

ECE 46CR—Introductory Practicum With Children With Special Needs (3 units) CSU
Supervised practicum with children with special needs in schools and agencies in the local area, including learning specific techniques used by parents, staff, and care providers. Lecture is one hour per week in addition to six hours per week in field placement. TB and criminal clearances required. Corequisite: ECE 17. Prerequisite: ECE 1A and 11A. (L)

ECE 46R—Field Experience - Preschool (3 units) CSU
Provide practical experience for the student teacher in an early childhood program for ages 2-6, under qualified supervision. Tuberculosis check required for admission. (L) (Repeatable: May be taken four times only.)

ECE 48A—Time to Grow (2 units) CSU
Child growth and development from conception through adolescence, including basic concepts and the inter-relationship to the physical, motor, cognitive, social, and emotional development of human beings. This is an independent study course. (L)

ECE 51R—Special Topics in ECE (.5 to 2.5 units)
Contemporary issues and practices for teachers and caregivers in the early childhood area, including curriculum, health and safety, legislation and advocacy, licensing regulations, and other related subjects. Students will apply the principles to their own work setting and age groups. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

ECE 56R—Effective Parenting (1 unit)
Development of effective parent-child relationships, including behavior, emotions, encouragement, and communication. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

ECE 59—Child Abuse: Causes, Effects, Remedies (0.5 unit)
Overview of the nature and types of child abuse and its effects; procedures for reporting child abuse and crisis counseling. Grades are CR/NC. (L)

ECE 70RO—Family Child Care (v.5-5 units)
Introduction to management, environment, appropriate learning activities, nutrition, and child care food program requirements; guidance and discipline techniques, child abuse prevention and reporting, ages and stages of young children, and other licensing and staffing requirements for the *State of California*. May be taken in modules. Grades are CR/NC. (L)

ECE 75—Play: Key to Positive Growth (0.5 unit)
Play as a learning medium; cognitive, social, emotional, and physical factors directly involved in play and child growth; Piaget's analysis of play and cognitive development. Grades are CR/NC. (L)

ECE 83—Techniques of Story Telling (1 unit)
Methods of effective storytelling, including classroom use and ways to develop stories. Students will produce at least one story. Grades are CR/NC. (L)

ECE 210R—California Child Care Health Safety Course (0.5 unit)
Designed to meet requirements of Assembly Bill 962; relates to child day care and is appropriate for anyone dealing with children on a regular basis where knowledge of CPR, Pediatric First Aid, and Health and Safety Training may be needed. Satisfies all requirements of the *American Red Cross California Childcare Course*. Grades are CR/NC. (Repeatable: May be taken four times only.)

Ecology

ECOL 10—Environment-Concepts and Issues (3 units) CSU/UC

Study of the interrelationships between organisms and their environment, including the human impact on natural resources. (L)

ECOL 11—Environment Lab (1 unit) CSU/UC

Laboratory and field study of physical and biological components of ecosystems. Prerequisite: ECOL 10 or equivalent, which may be taken concurrently. (L)

ECOL 12—Marine Ecology (3 units) CSU/UC

Introduction to the physical marine environment, marine life, and the interactions between the two including human interaction in the marine environment. (L)

Economics

Economic wisdom is nearly proverbial, but in a negative sort of way. Despite this prevailing prejudice, economics does have useful lessons for understanding the world. The purpose of the economics program is to contribute to this understanding. The courses are aimed at providing a basic level of sophistication in economic matters that will help to explain both the U.S. and global economies. Thus the program is divided into the traditional categories of macro-economics: How governments act to constrain or release economic forces (ECON 1A); and micro-economics: How individuals and businesses operate in the context of supply and demand (ECON 1B).

Course topics and terms that are frequently encountered in newspapers, both on the front page and in the business section, will be explained: Supply and demand, interest rates, wages, financial markets, public goals versus private interests, regulation and deregulation, unemployment, the poverty level, inflation, trade balances, budget and deficits, taxation, exchange rates, and the new “global economy.”

ECON 1A—Elementary Economics-Macro (3 units) (CANECON 2) CSU/UC

Economic principles, problems, and policies; theories related to various economic problems and policies, i.e., inflation, recession, taxation, poverty, agriculture, economic development, and the environment; includes possible solutions to these problems; emphasizes macro economics. (L)

ECON 1B—Elementary Economics-Micro (3 units) (CANECON 4) CSU/UC

Economic principles, problems, and policies, including price theory or theory of the firm, labor economics, foreign trade, and comparative economic systems; emphasizes micro economics. (L)

Education

EDUC 1—Introduction to Teaching (3 units) CSU

Survey of American educational institutions and teaching principles, including student participation as a teacher’s aide in an elementary or secondary classroom. (L)

EDUC 1L—Introduction to Teaching (3 units) CSU

Survey of American educational institutions and teaching principles, including student participation as a teacher aide in an elementary or secondary classroom. (L)

EDUC 20—Tutoring Seminar (1 unit) CSU

Tutor training involving the role and function of tutoring, the phases through which each tutoring session should progress, the behaviors of tutors and tutees during tutoring activities, and the principal strategies by which the business of teaching and learning is handled in tutorials. Not open for credit to student with credit in EDUC 21. (L)

EDUC 21—Advanced Tutoring Seminar (1 unit) CSU

Builds on skills acquired in EDUC 20. Application and analysis of techniques that enable tutors to communicate underlying thought processes of a task and enhance the tutee’s comprehension. Tutors will evaluate the effectiveness of their tutorials and monitor the tutee’s progress. Prerequisite: EDUC 20 with a minimum grade of ‘B’. (L)

EDUC 40—Introduction to Online Learning (1 unit) CSU

This course will prepare you to successfully complete an online course through introduction to the technology and the online environment; how to use the software tools that manage an online course; and how to problem-solve online issues. Not open for credit to student with credit in MCOMM 40. Grades are CR/NC.

EDUC 222—Learning Disabilities Tutor Training (1 unit)

Methods and materials for tutoring learning disabled adults; exploration of the causes and symptoms of learning disability. College proficiency in reading strongly recommended. Not open for credit to student with credit in EDUC 22.

Educational Assistant

EDAST 52—Teacher Aide in the School System (3 units)

Study of personal qualifications of the teacher aide; child behavior and discipline; proficiency examination standards for vocational preparation of aide in the classroom. (L)

Electronics Technology

The Electronics Technology Program prepares students for entry-level jobs as electronics and industrial electronics technicians. The following suggested course patterns are to assist students in selecting a logical sequence of progression. Students who have previously mastered specific courses, or segments of course material, may challenge this material for full credit. This is done on an individual basis with the instructor.

ELECTRONICS TECHNOLOGY (Associate in Science)

Required Courses	Units
ELECT 12 Basic Electronics	4
ELECT 15 Digital Electronics	4
ELECT 16R Electronic Equipment Construction	1
ELECT 22 Linear Solid-State Circuits	4
ELECT 25 Computer Assembly Language	4
Plus 3 units selected from recommended section below	3
Total units required for degree major	20
Recommended	
APSCI 22 Hydraulics (Fluid Power)	3
COMSC 10L Computer Literacy	3
DRAFT 30 Introduction to Drafting Technology	3
ELECT 42 Electronic Instrumentation	4
MFGT 20 Principles of Machine Shop	3
MFGT 24 Introduction to Physical Metallurgy	3
MFGT 38 Manufacturing Processes	3
MATH 21 Plane Trigonometry	3
MATH 52 Intermediate Algebra	3
PHYS 2A General Physics	3
PHYS 3A General Physics Laboratory	1
PHYS 15 Applied Physics OR PHYSC 10B Phys. Sci-Physics/ Chemistry AND PHYSC 10C Phys. Sci-Phys/Chem Lab	4

INDUSTRIAL ELECTRONICS TECHNICIAN (Certificate of Completion)

First Semester (Fall)	Units
COMSC 10L Computer Literacy	3
ELECT 1 Electronics Fundamentals AND 1L Electronics Fund Lab	4
PHYS 15 Applied Physics OR PHYSC 10B Phys. Sci-Physics/Chemistry AND PHYSC 10C Phys. Sci-Phys/Chem Lab OR PHYSICS 10L Basic Concepts in Physics	4
Second Semester (Spring)	
ELECT 12 Basic Electronics	4
ELECT 25 Computer Assembly Language	4
Electives (<i>Select at least one course from following</i>)	3
APSCI 22 Hydraulics (Fluid Power)	3
DRAFT 30 Introduction to Drafting Technology	3
MFGT 38 Manufacturing Processes	3
MFGT 24 Introduction to Physical Metallurgy	3
Third Semester (Fall)	
ELECT 15 Digital Electronics	4
ELECT 16R Electronic Equipment Construction	1
ELECT 22 Linear Solid-State Circuits	4
Fourth Semester (Spring)	
ELECT 35 Microprocessor Technology	4
ELECT 46 Industrial Electronics	4
ELECT 53 Industrial Programmable Controllers	3
Total units required	42

ELECT 1—Electronics Fundamentals (3 units) CSU
State-of-the-art survey of electricity and electronics theory and applications, including AC-DC theory, magnetic theory, electrical measurements, and introduction to digital electronics. (L)

ELECT 1L—Electronics Fundamentals Laboratory (1 unit) CSU
Designed to support the theory in ELECT 1. Experiments will develop skills in using basic laboratory equipment, including the digital multimeter, function generator, and oscilloscope. Corequisite: ELECT 1. (LM)

ELECT 12—Basic Electronics (4 units) CSU
Fundamentals of DC and AC passive components and circuits, Kirchoff's laws, and network theorems; phasor analysis of reactive circuits, diodes, and power supplies; laboratory experiments reinforce theory and develop skill in the use of test equipment. Prerequisite: ELECT 1 or 1L; MATH 50 or equivalent with a grade of "C" or better.

ELECT 15—Digital Electronics (4 units) CSU
Introduction to modern digital integrated circuit technology, including basic logic gates, flip flops, counters, registers, decoding circuits and programmable logic devices; introduction to microprocessor hardware; lab experiments constructing digital circuits. Prerequisite: ELECT 1 and 1L. (LM)

ELECT 16R—Electronic Equipment Construction (1 unit) CSU
Basic skills for equipment construction; use of hand tools, design and manufacturing of printed circuit boards, wiring circuits, and soldering. (LM) (Repeatable: May be taken four times only.)

ELECT 22—Linear Solid-State Circuits (4 units) CSU
Analysis of modern solid state devices and circuits, including bipolar and field effect transistors in various applications including power supplies and audio amplifiers; introduction to linear integrated circuits including operational amplifiers. Laboratory experiences reinforce theory and develop skill in the use of test equipment. Prerequisite: ELECT 12 or equivalent. (LM)

ELECT 25—Computer Assembly Language (4 units) CSU
Basic operating principles and structure of digital computers, including addressing modes, stack manipulation, interrupt processing, fixed and floating point formats, subroutine features of assemblers; directives, symbol table, macros; programs are written using Microsoft Assembler (MASM). Not open for credit to student with credit in COMSC 2. (LM)

ELECT 32—Operational Amplifiers/Linear Int. Circuits (4 units) CSU
Frequency effect, Miller's theorem, multistage direct coupled amplifiers, negative and positive feedback, operational amplifiers, including linear and non-linear circuits, regulators, oscillators, timers, and thyristors; lab experiments.

ELECT 35—Microprocessor Technology (4 units) CSU

Analysis of a typical 16-bit microprocessor system with arithmetic unit, memory, input/output circuits, and control unit; microcomputer architecture, software, interfacing, and peripheral devices; laboratory experiments. Prerequisite: ELECT 15 and 25, or equivalent.

ELECT 42—Electronic Instrumentation (4 units) CSU

Theory and application of electronic measuring instruments, including maintenance and calibration; analysis of errors, laboratory standards, automatic test systems, basic video signals, and problems with measurement systems; laboratory experiments.

ELECT 44AR—A+ Test Certification (4 units) CSU

Fundamentals of personal computer (PC) hardware, including ports, boards, buses, memory, disk drives, controllers, monitors, and printers, as well as PC configuration, preventive maintenance, and diagnostics; stresses the skills required to pass the CompTIA A+ Certification Test. Computer-aided instruction and lab exercises included. (Repeatable: May be taken four times only.) (LM)

ELECT 44NR—Network Plus N+ Test Certification (3 units) CSU

Fundamentals of networking hardware and software including network topology, OSI (open system integration) communications model, networking practices, installation, maintaining and troubleshooting network hardware and software. Course stresses the skills required to pass the CompTIA N+ Certification Test. Lecture, computer-aided instruction and lab exercises are included. (Repeatable: May be taken four times only.) (LM)

ELECT 44SR—Security + (3 units) CSU

The course provides an overview of network security basics including general security concepts, communication security, infrastructure security, operational and organizational security and cryptography basics. (Repeatable: May be taken four times only.) (LM)

ELECT 45—Computer Technology (4 units) CSU

Analysis of mini and microcomputer architecture; emphasis on diagnostic procedures, both hardware and software, using industry standard equipment; hands-on experience with laboratory computers.

ELECT 46—Industrial Electronics (4 units) CSU

Electrical and electronic systems used in industrial environments; motors, motor controls, sensors and transducers, thyristors, and integrated circuits for industrial applications safety, preventative maintenance, and troubleshooting. Prerequisite: ELECT 22.

ELECT 50—Basic Electronics Calculations (2 units)

Reinforcement of mathematical concepts and calculator skills as applied to electronics. Designed to parallel basic electronics course. Corequisite: ELECT 1 or 12 recommended. Grades are CR/NC. (LM)

ELECT 53—Industrial Programmable Controllers (3 units)

Writing and documentation of programs for Industrial Programmable Logic Controllers using discrete and box functions and data manipulations; trouble-shooting techniques are included. Prerequisite: ELECT 12, 1, or equivalent. (M)

Emergency Medical Technician

The Emergency Medical Technician class prepares students to take the certification examination as an EMT-1 and meet State EMT-1 training standards. In addition, the class provides for review and updating of information and skills necessary for recognition and pre-hospital care of medical emergencies, satisfying State EMT-1 Refresher requirements.

**EMT-1
(Certificate of Training)**

Units

EMT 61 Emergency Medical Technician 1 4.5

EMT 61—Emergency Medical Technician I (4.5 units)

Preparation for taking the certification examination as an EMT I. Meets State EMT I training standards. Prerequisite: Current CPR certification for the health care provider or for the professional rescuer. (LM)

**EMT-1 REFRESHER
(Certificate of Training)**

Units

EMT 252R EMT-1A Refresher 1

EMT 252R—EMT-I Refresher (1 unit)

Review and update of information and skills necessary for pre-hospital care of medical and traumatic emergencies. Satisfies State EMT-I refresher requirements. Prerequisite: EMT 53 or EMT 51 or EMT 61 or FIRSC 53 and EMT 54, or current certification as EMT IFS and EMT 63. Grades are CR/NC. (Repeatable: May be taken four times only.)

Engineering

ENGR 3—Plane Surveying (4 units)
(CAN ENGR 10)

CSU/UC

Theory and applications; use of instruments in linear and angular measurements; traverse, level, topographic/mapping surveys; earth work computation; horizontal and vertical curves, introduction to state coordinate system and GPS. Prerequisite: MATH 21 or equivalent. (LM)

ENGR 4—Engineering Graphics (3 units)
(CAN ENGR 2)

CSU/UC

Descriptive geometry, graphical mathematics, and introduction to computer graphics, including computer-aided drafting, data presentation and analysis using computers, sketching, and introduction to design including group project. Prerequisite: DRAFT 30 or equivalent. (LM)

ENGR 17—Circuits for Engineers (3 units)
(CAN ENGR 12)

CSU/UC

Circuits laws and theorems; natural and forced response analysis of first and second order systems; solutions using differential equations. Some emphasis on steady state A.C. analysis. Introduction to devices and systems, including operational amplifiers. Introduction to frequency-selective circuits. Prerequisite: PHYS 4B, MATH 2B, which may be taken concurrently. (LM)

ENGR 17L—Circuits for Engineers (1 unit) **CSU/UC**

Electronic and electrical experiments to reinforce the principles taught in ENGR 17. Corequisite: ENGR 17.

ENGR 35—Statics (3 units)
(CAN ENGR 8)

CSU/UC

Force systems and equilibrium conditions; engineering problems covering structures, machines, distributed forces, and friction; methods of virtual work; trigonometric and vector methods used. Prerequisite: PHYS 4A, MATH 2A, or concurrent enrollment.

ENGR 45—Properties of Materials (3 units)
(CAN ENGR 4)

CSU/UC

Mechanical, electrical, and thermal properties of materials as related to internal structures; metals, alloys, polymers, ceramics, and composite materials. Prerequisite: CHEM 1A and PHYS 4A.

English

ENGLISH
(Associate in Arts)

Required Courses

Units

ENGL 1A College Composition and Reading	3 or 4
ENGL 1B Critical Thinking and Writing About Literature	3
ENGL 30A Introduction to American Literature I or	
ENGL 30B Introduction to American Literature II	3
ENGL 46A Intro to English Literature I	
OR 46B Intro to English Literature II	3
Plus 6 additional units selected from	
ENGL 1C, 11, 22R, 23, 30A, 30B, 31A, 31B, 32R, 36,	
37, 38, 39, 42, 43R, 44A, 44B, 45, 46A or 46B	6
Total units required for degree major	18

ENGL 1A—College Composition and Reading (4 units)
(CAN ENGL 2) **CSU/UC**

Development of analytical reading and the writing of college-level essays, including critical analysis, rhetorical forms, and collegiate research. Prerequisite: Satisfactory score on *Placement Examination* and appropriate skills and knowledge or a grade of "C" or better in ENGL 51 or 51L. (L)

ENGL 1B—Critical Thinking/Writing About Literature (3 units) **(CAN ENGL 4)** **CSU/UC**

Critical thinking and writing about literature; develops critical thinking, reading, and writing skills applicable to the analysis of prose, poetry, drama, and criticism from diverse cultural sources and perspectives; emphasis on the techniques and principles of effective written argument; some research required. Prerequisite: ENGL 1A with a grade of "C" or better.

(NOTE: CAN ENGL SEQ A = ENGL 1A + 1B; CAN ENGL SEQ B = ENGL 46A + 46B)

ENGL 1C—Critical Thinking/Advanced Composition (3 units) **CSU/UC**

Principles of critical thinking, reading, and writing beyond freshman composition; focuses on the principles of, and the development of, logical and analytical reasoning, argumentative writing, and on the principles of rhetoric (invention, arrangement, style, memory, delivery, modes of discourse, audience). Prerequisite: ENGL 1A with a grade of "C" or better. (L)

ENGL 1LR—English Writing Lab (.5 or v.5-1 unit) **CSU**

Improvement of the writing of essays for college level composition and literature courses; includes familiarity with basic word processing commands for the purpose of revising, editing, and printing essays. Corequisite: ENGL 1A, 1B, 41, or English literature course. (Repeatable: May be taken four times only.)

ENGL 2—Oral Interpretation of Literature (3 units) **CSU/UC**

Introduction to analysis and interpretation of literature for oral reading; encourages a deeper, richer experience of prose, poetry and drama; enables sharing the love of literature in the oral tradition. Prerequisite: ENGL 51 or 51L or satisfactory score on English *Placement Examination*. Not open for credit to student with credit in SPECH 2.

ENGL 4—Introduction to Linguistics (3 units) **CSU/UC**

Survey of the sounds, structures, changes, and social and cultural functions of language, including language acquisition and the relationships among languages. Recommended for English, foreign language, TESOL, education, and child development majors, but open to all other qualified students. Prerequisite: Eligibility for ENGL 1A. (L)

ENGL 11—Grammar for College Writers (3 units) **CSU**

A systematic approach to understanding the principles and rules of English grammar, including a study of parts of speech, syntax, punctuation, and common grammatical problems. (L)

Programs and Courses

ENGL 19—News Writing and Reporting (3 units) *CSU/UC*

Recognizing, gathering, and writing the news in accepted journalistic style; learning to conduct personal interviews and cover speeches, meetings, and other events; understanding the legal and ethical issues related to reporting; emphasis on language and style, accuracy in news gathering, and research and organization of various types of stories. Prerequisite: ENGL 51L or eligibility for ENGL 1A. (L)

ENGL 20LR—Newspaper Production (3 or 4 units) *CSU*

Production of the Yuba College newspaper; become familiar with all phases of newspaper production, including reporting, writing, editing, photographing, advertisement marketing, and desktop publishing. Editor positions assigned to those demonstrating initiative, leadership, and superior writing skills. Corequisite: ENGL 19 or MCOMM 19 or MCOMM 8 or prior completion of one of these classes. (L) (Repeatable: May be taken four times only.)

ENGL 22R—Literacy Field Trip (1 or 2 or 3 units) *CSU*

Intensive field trips of varying duration studying and analyzing literature by visiting various sites of literary merit. Students are responsible for transportation, lodging, and other expenses. (L) (Repeatable: May be taken four times only.)

ENGL 23—Literature Through Film (3 units) *CSU/UC*

A close analysis of selected themes in literature and its fundamental elements as interpreted on film. Students view and analyze film interpretations of the traditional genres of fiction, poetry, and drama. (L)

ENGL 30A—Introduction to American Literature, I (3 units) *CSU/UC*

Survey of American Literature from its beginning in 1620 to 1865. Writers include, among others, Bradstreet, Taylor, Franklin, Emerson, Thoreau, Hawthorne, Melville, Poe, Whitman, Dickenson. Special attention will be paid to major literature genres, themes, and historical backgrounds. (L)

ENGL 30B—Introduction to American Literature II (3 units) *CSU/UC*

Survey of American Literature from 1865 through the Twentieth Century; writers include, among others, Clemens, James, Wharton, Frost, Faulkner, Hughes, Lowell, Warren, Walker, Brooks, Wright, and Rich; special attention is paid to the major literature genres, themes, and historical backgrounds. (L)

ENGL 31A—Creative Writing (3 units) *CSU*

Craft of writing poetry, drama, fiction, and non-fiction to aid the student; examples by professional writers. Conducted primarily as a workshop where students read their materials for constructive criticism.

ENGL 31B—Creative Writing (3 units) *CSU*

Craft of writing poetry, drama, fiction, and non-fiction to aid the student; examples by professional writers. Conducted primarily as a workshop where students read their materials for constructive criticism. Prerequisite: ENGL 31A with a grade of "C" or better.

ENGL 32R—Film Studies: Focus on ... (3 units) *CSU/UC*

Study of a particular director/artist, genre, or national cinema. Students view and discuss full-length feature films; topic to be specified in class schedule. (Same as HUMAN 32R, THART 32R) (Repeatable: May be taken four times only.)

ENGL 33—History of Film (3 units) *CSU/UC*

Chronological survey of the motion picture; traces the development of the art, technology, and social importance of film during the last 100 years; screenings of significant and representative narrative, documentary, and experimental films from the silent to the modern era. Not open for credit to student with credit in HUMAN 33 or THART 33. (L)

ENGL 34—Introduction to Film (3 units) *CSU/UC*

Study of film as art and its influence on society including interpretation, criticism, and technical developments; view and discuss full-length feature films. Not open for credit with credit in HUMAN 34 or THART 34. (L)

ENGL 36—Many Voices: 20th Century American Lit (3 units) *CSU/UC*

Survey of Twentieth Century American ethnic writers, including works by authors of African, European, Native American, Latin, and Middle Eastern descent, focusing on how these writings fit in the dialogue of American voices and how they both reflect and shape a definition of American culture. (L)

ENGL 37—Literature by Women (3 units) *CSU/UC*

Survey of women writers from ancient Greece to modern times, focusing mainly upon the contemporary period. Not open to student with credit in WOMEN 37. (L)

ENGL 38—The Bible As Literature (3 units) *CSU/UC*

Study of the Bible as literature, including analysis of genre, authors, themes, translations, and influence on Western culture; develops critical reading and writing skills in analyzing Biblical literature. (L)

ENGL 39—Children's Literature (3 units) *CSU*

Introduction to children's literature: history, elements, and types of books of interest to children from birth through eight years old. Students will read, share, and plan activities around classical, cultural, and award-winning books. Methods of selecting and evaluating books will be applied. Not open for credit to student with credit in ECE 39. (L)

ENGL 40A—Tutoring Writing (0.5 unit) *CSU*

Training program in English composition to prepare student to tutor writing skills in a coherent and supportive manner. Corequisite: ENGL 1A. Prerequisite: ENGL 51L with a grade of "C" or better.

ENGL 40B—Tutoring Writing (0.5 unit) *CSU*

Training program in English composition to prepare student to tutor writing skills in a coherent and supportive manner. Corequisite: ENGL 1A. Prerequisite: ENGL 51L and 40A with a grade of "C" or better.

ENGL 42—Introduction to Shakespeare (3 units) *CSU/UC*

Introduction to the major works of Shakespeare with special attention given to the tragedies, comedies, and histories. Not open for credit to student with credit in both 42A and 42B. (L)

ENGL 43R—Shakespearean Festival (1 or 2 units) *CSU*

Study of literature through reviewing, analyzing, and viewing selected plays of Shakespeare and other major playwrights offered at the Ashland Shakespearean Festival. Students are responsible for transportation, lodging, and other expenses. (L) (Repeatable: May be taken four times only.)

ENGL 44A—World Literature I (3 units) *CSU/UC*

Study of selected works of world literature in translation, approached from a cultural/historical perspective; covers the period from the Ancient World throughout the Seventeenth Century. (L)

ENGL 44B—World Literature II (3 units) *CSU/UC*

A study of selected works of world literature in translation, approached from a cultural/historical perspective; covers the Enlightenment through the Twentieth Century. (L)

ENGL 45—Introduction to Poetry (3 units) *CSU/UC*

Introduction to close reading and analysis of poetry; intended to provide an introduction to poetic devices, forms, and voice; will also develop student's skills in explicating and evaluating poetry. (L)

Programs and Courses

ENGL 46A—Introduction to English Literature I (3 units) CSU/UC

Survey of British Literature from its beginnings to the end of the 18th Century. Writers covered will include, among others, Chaucer, Shakespeare, Donne, Milton, and Dryden, and special attention will be paid to major literary genres. (ENGL 46A + 46B = CAN ENGL SEQ B) (L)

ENGL 46B—Introduction to English Literature II (3 units) (CAN ENGL SEQ B = ENGL 46A + 46B) CSU/UC

Survey of British Literature from the end of the Eighteenth Century to the present; writers will include, among others, Blake, Wordsworth, Coleridge, Tennyson, Arnold, Joyce, Yeats, and Eliot; special attention paid to major literary genres. (L)

ENGL 48—Voices and Visions (2 units) CSU

"Voices and Visions" is a course in modern American poetry. It is a study of the voices and visions of such American greats as Frost, Dickinson, Plath, and Eliot, just to name a few. Students will develop a greater appreciation and understanding of poetry and will extend their experience of verse by recognizing the qualities that define the art of poetry.

ENGL 48G—American Cinema (2 units) CSU

Film studies telecourse that explores how Hollywood films work technically, artistically, and culturally; exploration of the deeper significance of genres and the social and psychological effects of film on society. Not open for credit to student with credit in THART 48G or HUMAN 48G.

ENGL 48H—Introduction to Hitchcock (1 unit) CSU

Primer on the art of director Alfred Hitchcock, including viewing films and discussions of his common themes, motifs, plots. Not open for credit to student with credit in THART or HUMAN 48H. (L)

ENGL 51—Preparatory Composition and Reading (4 units)

Improving reading skills and writing pre-college level essays; includes basic writing elements, rhetorical modes, and a review of sentence structure and mechanics. Corequisite: None; READ 70 recommended. Prerequisite: ENGL 105R, 105LR, 106R, or ESL 105LR with a grade of "C" or better, or satisfactory score on *Placement Examination* and appropriate skills and knowledge. (L)

ENGL 51L—Preparatory Composition and Reading (4 units)

Improving reading skills and writing pre-college level essays; includes basic writing elements, rhetorical modes, and a review of sentence structure and mechanics. Corequisite: None; ENGL 70 recommended. Prerequisite: ENGL 105R, 105LR, 106R, or ESL 105LR with a grade of "C" or better, or satisfactory score on *Placement Examination* and appropriate skills and knowledge. (L)

ENGL 52—Principles of Vocabulary (1 unit)

A study of vocabulary: word histories, word parts, words from common sources, and dictionary use. (L)

ENGL 53—Spelling Improvement (1 unit)

Study of basic spelling rules and diagnosis of specific spelling problems. (L)

ENGL 54—Principles of Grammar (1 unit)

Study of the terms and rules in English grammar; designed for the beginning and intermediate student who wishes to analyze and edit sentences for effective speaking and writing. (L)

ENGL 80—CBEST Writing Preparation (0.5 unit)

Introduction to some of the basic techniques of writing that relate to the California Basic Educational Skills Test. Grades are CR/NC. (L)

ENGL 105LR—Pre-Collegiate Composition (4 units)

Stresses the development of writing skills by practicing writing at the sentence, paragraph, and essay levels and by reading and analyzing short essays that serve as models for writing. Additional assistance provided in the English writing lab. Corequisite: ENGL 105LR. Prerequisite: ENGL 110BLR, 110BR, or ESL 110BLR, 110BR with a grade of "C" or better; or satisfactory score on *Placement Examination* and appropriate skills and knowledge. (Repeatable: May be taken four times only.)

ENGL 105R—Pre-Collegiate Composition (4 units)

Stresses the development of students' writing skills by practicing writing at the sentence, paragraph, and essay levels and by reading and analyzing short essays that serve as models for writing. Prerequisite: ENGL 110BLR or 110BR, or ESL 110BLR or 110BR with a grade of "C" or better; or satisfactory score on *Placement Examination* and appropriate skills and knowledge. (Repeatable: May be taken four times only.)

ENGL 110ALR—Fundamentals of Composition 1 (4 or 4.5 units)

Emphasizes basic grammar and mechanics, simple and compound sentences, paragraphs and the writing process. Concurrent enrollment in READ 110A, 110B, or 105 is highly recommended. Prerequisite: Satisfactory score on *Placement Examination*. (Repeatable: May be taken four times only.)

ENGL 110AR—Fundamentals of Composition 1 (3 units)

Emphasizes basic grammar and mechanics, simple and compound sentences, paragraphs and the writing process. Concurrent enrollment in READ 110A, 110B, or 105 is highly recommended. Prerequisite: Satisfactory score on *Placement Examination*. (Repeatable: May be taken four times only.)

ENGL 110BLR—Fundamentals of Composition 2 (4 or 4.5 units)

Emphasizes varied sentence types, use of phrases and clauses, grammar and mechanics, paragraphs, short essays, and the writing process. Concurrent enrollment in READ 110A, 110B, or 105 highly recommended. Prerequisite: ENGL 110ALR or 110AR, or ESL 110ALR or 110AR with a grade of "C" or better, or satisfactory score on *Placement Examination*. (Repeatable: May be taken four times only.)

ENGL 110BR—Fundamentals of Composition 2 (3 units)

Emphasis on varied sentence types, use of phrases and clauses, grammar and mechanics, paragraphs, short essays, and the writing process. Concurrent enrollment in READ 110A, 110B, or 105 highly recommended. Prerequisite: ENGL 110ALR, 110AR, or ESL 110ALR or 110AR with a grade of "C" or better, or satisfactory score on *Placement Examination*. (Repeatable: May be taken four times only.)

ENGL 111R—Sentence Problem Workshop (0.5 unit)

Improvement of the writing of essays for pre-college and college-level English courses. Designed to help by using a small group workshop setting with such writing problems as comma splices, run-on sentences, fragments, agreement problems, verb tenses, etc. Concurrent enrollment in a composition course recommended. Grades are CR/NC. (Repeatable: May be taken four times only.)

ENGL 180—Reading and Writing Development (3 units)

Emphasis on developing an understanding of sentence, paragraph, and short passage structure. Basic grammar and mechanics are also reviewed. Not open for credit to student with credit in GENST 180.

English as a Second Language

ESL 40A—English Grammar, 1 (3 units)
CSU/UC UC-Unit Limit

Emphasizes study of tense system and verbals for limited English speakers. Preparation for ESL 40B. Concurrent enrollment in ESL Reading and ESL composition highly recommended. (First of two courses.) (L)

ESL 40B—English Grammar, 2 (3 units)
CSU/UC UC-Unit Limit

Continues study of English tense system; introduces syntactic features at the sentence level, such as conditionals and reported vs. direct speech. Concurrent enrollment in ESL Reading and ESL Composition highly recommended. Prerequisite: ESL 40A or equivalent. (Second of two courses.)

ESL 40C—Advanced Grammar (3 units) **CSU**

Introduces advanced grammatical categories at a native academic level in order to facilitate understanding of formal written language; includes sentence patterns, phrases, clauses, usage, spelling, punctuation, and capitalization. Concurrent enrollment in ESL 105, ENGL 105, or more advanced composition/reading course highly recommended. Prerequisite: ESL 40B or equivalent.

ESL 105LR—Pre-Collegiate Composition, ESL (4 units)

Stresses the development of writing skills by practicing writing at the sentence, paragraph, and essay levels and by reading and analyzing short essays that serve as models for writing. Additional assistance provided in the ESL writing lab. Concurrent enrollment in advanced ESL Grammar and Reading courses strongly recommended. Prerequisite: ESL 110BLR or 110BR, or ENGL 110BLR or 110BR with a grade of "C" or better, or satisfactory score on *Placement Examination*. (Repeatable: May be taken four times only.)

ESL 110ALR—Fundamentals of Composition 1 (4 units)

High-intermediate writing skills for limited-English speakers; emphasizes basic grammar and mechanics, simple and compound sentences, paragraphs, and the writing process. Concurrent enrollment in ESL 40A or 40B and ESL 241LR highly recommended. Prerequisite: ESL 231B with a grade of "C" or better or satisfactory score on *Placement Examination*. Preparation for ESL 110BLR, 110BR, or ENGL 110BLR or 110BR. (Repeatable: May be taken four times only.)

ESL 110BLR—Fundamentals of Composition 2 (4 units)

High-intermediate writing skills for limited English speakers; designed to teach how to write sentences and basic paragraphs. Concurrent enrollment in ESL 40A or 40B and ESL 241 highly recommended. Prerequisite: ESL 110ALR, 110AR, 242LR, 242R, or ENGL 110ALR or 110AR with a grade of "C" or better, or satisfactory score on *Placement Examination*. Preparation for ESL 105LR. (Repeatable: May be taken four times only.)

ESL 110BR—Fundamentals of Composition 2 (3 units)

High-intermediate writing skills for limited English speakers; designed to teach how to write sentences and basic paragraphs. Concurrent enrollment in ESL 40A or 40B and ESL 241R highly recommended. Prerequisite: ESL 110ALR, 110AR, 242LR, 242R, or ENGL 110ALR or 110AR with a grade of "C" or better, or satisfactory score on *Placement Examination*. Preparation for ESL 105LR, 105R, or ENGL 105LR or 105R. (Repeatable: May be taken four times only.)

ESL 165—English Grammar, Multi-Level (2 units)

General review of grammar, including, but not limited to, time frames, modals, verb classes, nominals, adjectivals, and adverbials.

ESL 176AR—English for Automotive Technology (3 units)

Development and improvement of language skills needed in automotive technology. Prepares non-native English speakers (with at least high-intermediate English proficiency) to succeed in first-semester Automotive Technology courses, specifically AUTO 20 and 21. Emphasizes development of vocabulary essential for communication about automotive service and repair. Develops reading skills needed to comprehend auto-related textbooks as well as listening comprehension skills for lectures. Some necessary math skills will be focused on as well. Concurrent enrollment in ESL 40A, 40B, or 40C and ESL 241R is recommended. (Repeatable: May be taken four times only.)

ESL 176ER—English for Early Childhood Education (3 units)

Development and improvement of language skills needed for Early Childhood Education courses. Prepares non-native English speakers (with at least high-intermediate English proficiency) to succeed in first-semester Early Childhood Education courses, specifically ECE 1A, 3 and 11. Emphasizes development of vocabulary and writing skills essential for communication about child development, child observation and preschool teaching. Also, develops reading skills needed to comprehend textbooks as well as listening comprehension skills for lectures. Concurrent enrollment in ESL 40A, 40B, or 40C and ESL 241R is recommended. (Repeatable: May be taken four times only.)

ESL 205AR—ESL/Civics, Literacy Level (2 units)

Introduction of fundamental oral and written English communication skills and U.S. government and history for students with little or no knowledge of the English language. Emphasis is on developing basic vocabulary, conversation, and reading skills in the context of life skills, U.S. government, and history. Prerequisite: Score below 181 on CASAS test or comparable examination. Grades are CR/NC. (Repeatable: May be taken four times only.)

ESL 205BR—ESL/Civics, Literacy Level (2 units)

Beginning English as a Second Language with U.S. government and history for limited English speakers. Emphasis is on developing basic vocabulary, conversation, and reading skills in the context of life skills, U.S. government and history. Prerequisite: ESL 205A or score between 181 and 200 on CASAS test or comparable examination, or appropriate skills and knowledge. Grades are CR/NC. (Repeatable: May be taken four times only.)

ESL 210A—Beginning Listening and Speaking, Part 1 (4 units)

Develops basic vocabulary, listening, speaking, grammar, and life skills for those who are literate but have little knowledge of English. First of six basic ESL courses. Corequisite: None; ESL 211A recommended. Not open for credit to student with credit in ESL 270A. Grades are CR/NC.

ESL 210B—Beginning Listening and Speaking, Part 2 (4 units)

Develops basic vocabulary, listening, speaking, grammar, and life skills for students who are literate but have little knowledge of English. Second of six basic ESL course. Concurrent enrollment in ESL 211B recommended. Not open for credit to student with credit in ESL 270B. Grades are CR/NC.

ESL 211A—Beginning Reading and Writing, Part 1 (4 units)

Basic reading and writing skill development for limited English speakers; combines phonic and whole word approaches; concentration on words and sentences. Concurrent enrollment in ESL 210A highly recommended. Prerequisite: Appropriate score on ESL placement test and appropriate knowledge and skills. Not open for credit to student with credit in ESL 271A. Grades are CR/NC.

Programs and Courses

ESL 211B—Beginning Reading and Writing, Part 2 (4 units)

Basic reading and writing skill development for limited English speakers; combines phonic and whole work approaches; concentration on words, sentences, and paragraphs. Builds on skills developed in ESL 211A. Concurrent enrollment in ESL 210B highly recommended. Prerequisite: ESL 211A or 271A or equivalent. Not open for credit to student with credit in ESL 271B. Grades are CR/NC.

ESL 212A—Beginning Listening and Pronunciation 1 (3 units)

Listening and pronunciation for beginners; emphasis on increased comprehension of simple spoken English and improved speech. Concurrent enrollment in ESL 213A, 217A, and 218A highly recommended. Grades are CR/NC.

ESL 212B—Beginning Listening and Pronunciation 2 (3 units)

Listening and pronunciation for beginners; emphasis on increased comprehension of simple spoken English and improved speech. Concurrent enrollment in ESL 213B, 217B, and 218B highly recommended. Grades are CR/NC.

ESL 213A—Beginning Grammar 1 (3 units)

Grammar for beginners who have little background knowledge of English. Emphasis on the basic structure of the language. Concurrent enrollment in ESL 212A, 217A, and 218A highly recommended. Grades are CR/NC.

ESL 213B—Beginning Grammar 2 (3 units)

Grammar for beginners who have little background knowledge of English; emphasis on the basic structure of the language. Concurrent enrollment in ESL 212B, 217B, and 218B highly recommended. Grades are CR/NC.

ESL 214R—English Conversation, Level 1 (2 units)

Pair, small, and large group discussion for limited English proficient; includes personal and family information, daily activities, and other subjects of interest; relevant vocabulary included. First in a series of four courses. Grades are CR/NC. (Repeatable: May be taken four times only.)

ESL 215R—Integrated ESL Skills, Level 1 (2 or 3 or 5 units)

Basic language development for beginning English speakers. Concentration on all language skills—listening, speaking, reading, writing, and grammar—while focusing on everyday life skills. Preparation for ESL 210A/211A. (First in a series of four courses.) Grades are CR/NC. (Repeatable: May be taken four times only.)

ESL 217A—Beginning Reading 1 (3 units)

Basic reading and vocabulary development for beginners who have little background in English. Emphasis on reading and understanding simple short articles and stories. Concurrent enrollment in ESL 212A, 213A, and 218A highly recommended. Grades are CR/NC.

ESL 217B—Beginning Reading 2 (3 units)

Basic reading and vocabulary development for beginners who have little background in English; emphasis on reading and understanding simple short articles and stories. Concurrent enrollment in ESL 212B, 213B, and 218B highly recommended. Grades are CR/NC.

ESL 218A—Beginning Writing 1 (4 units)

Basic writing for beginners who have little background in English. Emphasis on writing simple short paragraphs. Concurrent enrollment in ESL 212A, 213A, and 217A highly recommended. Grades are CR/NC.

ESL 218B—Beginning Writing 2 (4 units)

Basic writing for beginners who have little background in English; emphasis on writing simple short paragraphs. Concurrent enrollment in ESL 212B, 213B, and 217B highly recommended. Grades are CR/NC.

ESL 220A—Low-Intermediate Listening and Speaking, 1 (4 units)

Develops basic vocabulary, listening, speaking, grammar, and life skills for students who want to develop English language skills beyond beginning level. Third of six basic ESL courses. Concurrent enrollment in ESL 221A recommended. Prerequisite: Completion of ESL 210B or 270B or equivalent. Not open for credit to student with credit in ESL 280A. Grades are CR/NC.

ESL 220B—Low-Intermediate Listening and Speaking, Part 2 (4 units)

Develops basic vocabulary, listening, speaking, grammar, and life skills for those who want to develop English language skills beyond beginning level. Fourth of six basic ESL courses. Concurrent enrollment in ESL 221B highly recommended. Prerequisite: Completion of ESL 220A or 280A or equivalent. Not open for credit to student with credit in ESL 280B. Grades are CR/NC.

ESL 221A—Low-Intermediate Reading and Writing (4 units)

Begins development of extensive reading skills at the low-intermediate level and includes writing emphasis; concentration on paragraphs and short stories; builds on skills developed in ESL 211B. Concurrent enrollment in ESL 220A recommended. Prerequisite: Completion of ESL 211B or 271B or equivalent. Not open for credit to student with credit in ESL 281A. Grades are CR/NC.

ESL 221B—Low-Intermediate Reading and Writing, Part 2 (4 units)

Continues development of reading and writing skills at the low-intermediate level; concentration on paragraphs and short stories. Builds on skills developed in ESL 221A. Concurrent enrollment in ESL 220A recommended. Prerequisite: Completion of ESL 221A or 281A or equivalent. Not open for credit to student with credit in ESL 281B. Grades are CR/NC.

ESL 222A—Low-Intermediate Listening and Pronunciation, 1 (3 units)

Listening and pronunciation for low-intermediate English speakers; development of ability to understand and be understood by native speakers. Concurrent enrollment in ESL 223A, 227A, and 228A highly recommended. Grades are CR/NC.

ESL 222B—Low-Intermediate Listening and Pronunciation, 2 (3 units)

Listening and pronunciation for low-intermediate English speakers; development of ability to understand and be understood by native speakers. Concurrent enrollment in ESL 223B, 227B, and 228B is highly recommended. Grades are CR/NC.

ESL 223A—Low-Intermediate Grammar 1 (3 units)

Grammar for low-intermediate ESL, part 1; helps to build understanding of basic structure of English. Corequisite: None; ESL 222A, 227A, and 228A highly recommended. Grades are CR/NC.

ESL 223B—Low-Intermediate Grammar 2 (3 units)

Grammar for low-intermediate ESL, part 2; helps build understanding of basic structure of English. Concurrent enrollment in ESL 222B, 227B, and 228B highly recommended. Prerequisite: ESL 223A or equivalent. Grades are CR/NC.

ESL 224R—English Conversation, Level 2 (2 units)

Pair, small, and large group discussion for limited English proficient; includes comparison of students' and American cultures, geographic directions, clarification techniques, and other subjects of interest; new relevant vocabulary introduced. Second in a series of four courses. Grades are CR/NC. (Repeatable: May be taken four times only.)

Programs and Courses

ESL 225R—Integrated ESL Skills, Level 2 (2 or 3 or 6 units)

Language development for low-intermediate limited English speakers; concentration on all language skills--listening, speaking, reading, writing, and grammar--while focusing on everyday life skills. Prepares student for other Level 2 courses. Prerequisite: Completion of ESL 215R or equivalent. Grades are CR/NC. (Repeatable: May be taken four times only.)

ESL 226LR—English As a Second Language Lab, I (.5 or 1 unit)

Supplements English as a Second Language classes by providing additional practice in grammar, vocabulary, listening comprehension, etc., in a laboratory setting. Students pursue individualized objectives under supervision. Grades are CR/NC. (Repeatable: May be taken four times only.)

ESL 227A—Low-Intermediate Reading 1 (3 units)

Reading and vocabulary development for low-intermediate ESL, part 1; develop ability to read and understand simple short paragraphs and stories. Concurrent enrollment in ESL 222A, 223A, and 228A highly recommended. Grades are CR/NC.

ESL 227B—Low-Intermediate Reading 2 (3 units)

Reading and vocabulary development for low-intermediate ESL, part 2; develops ability to read and understand simple, short paragraphs and stories. Concurrent enrollment in ESL 222B, 223B, and 228B highly recommended. Prerequisite: ESL 227A or equivalent. Grades are CR/NC.

ESL 228A—Low-Intermediate Writing 1 (4 units)

Writing for low-intermediate ESL, part 1; develop ability to write simple, short paragraphs with proper grammar and spelling. Concurrent enrollment in ESL 222A, 223A, and 227A highly recommended. Grades are CR/NC.

ESL 228B—Low-Intermediate Writing 2 (4 units)

Writing for low-intermediate ESL, part 2; further develops ability to write simple, short paragraphs with proper grammar and spelling. Concurrent enrollment in ESL 222B, 223B, and 227B highly recommended. Prerequisite: ESL 228A or equivalent. Grades are CR/NC.

ESL 229ACR—English for Computer Job Search (3 units)

Provides students with basic computer and word processing skills necessary to type simple documents, use software and perform research related to employment. Additionally, students will work on English skills, such as reading, vocabulary development and pronunciation, using vocationally-related software in such fields as auto, health care, office, clerical, food service and construction. Intended for non-native English speakers with at least low-intermediate English proficiency. Concurrent enrollment in Level 2 ESL courses (e.g., 222, 225) is highly recommended. (Repeatable: May be taken three times only.)

ESL 229AW—English for Employment, Level 2, Part 1 (3 units)

Prepares students for vocational training and/or employment. Includes vocabulary for the world of work and skill development for job search, application and job retention. Intended for non-native English speakers with at least low-intermediate English proficiency. Concurrent enrollment in either the "A" or "B" portions of ESL 222, 223, 227, and 228 is highly recommended. Grades are CR/NC.

ESL 229BW—English for Employment, Level 2, Part 2 (3 units)

Prepares students for vocational training and/or employment. Includes vocabulary for the world of work (after employment) and job retention. Intended for non-native English speakers with at least intermediate English proficiency. Concurrent enrollment in either the "A" or "B" portions of ESL 222, 223, 227, and 228 is highly recommended. Grades are CR/NC.

ESL 230A—Intermediate Listening and Speaking, Part 1 (4 units)

Develops basic vocabulary, listening, speaking, grammar, and life skills for students who want to develop English language skills beyond Low-Intermediate level. Fifth of six basic ESL courses. Concurrent enrollment in ESL 231A recommended. Not open for credit to student with credit in ESL 290A. Grades are CR/NC.

ESL 230B—Intermediate Listening and Speaking, Part 2 (4 units)

Basic vocabulary, listening, speaking, grammar, and life skills for those who want to develop language skills beyond low-intermediate level. Sixth of six basic ESL courses. Concurrent enrollment in ESL 231B recommended. Prerequisite: Completion of ESL 230A or 290A or equivalent. Not open for credit to student with credit in ESL 290B. Grades are CR/NC.

ESL 231A—Intermediate Reading, Part 1 (4 units)

Development of reading and writing skills related to life skills and vocational goals. Concurrent enrollment in ESL 230A highly recommended. Prerequisite: ESL 221B or 281B or equivalent. Not open for credit to student with credit in ESL 291A. Grades are CR/NC.

ESL 231B—Intermediate Reading and Writing, Part 2 (4 units)

Builds on skills developed in ESL 231A; emphasis on simplified scientific and/or literary pieces. Concurrent enrollment in ESL 230B highly recommended. Prerequisite: ESL 231A or 291A or equivalent. Not open for credit to student with credit in ESL 291B. Grades are CR/NC.

ESL 232A—Intermediate Listening and Pronunciation 1 (3 units)

Listening and pronunciation for intermediate English speakers. Development of ability to understand and be understood by native speakers. Concurrent enrollment in ESL 233A, 237A, and 238A is highly recommended. Grades are CR/NC.

ESL 232B—Intermediate Listening and Pronunciation 2 (3 units)

Listening and pronunciation for intermediate English speakers. Development of ability to understand and be understood by native speakers. Concurrent enrollment in ESL 233B, 237B, and 238B is highly recommended. Grades are CR/NC.

ESL 233A—Intermediate Grammar 1 (3 units)

Grammar for intermediate ESL, part 1. Helps build understanding of basic structure of English. Prerequisite: Completion of ESL 223B or equivalent. Concurrent enrollment in ESL 232A, 237A, and 238A is highly recommended. Grades are CR/NC.

ESL 233B—Intermediate Grammar 2 (3 units)

Grammar for intermediate ESL, part 2. Further helps build understanding of basic structure of English. Prerequisite: completion of ESL 233A or equivalent. Concurrent enrollment in ESL 232B, 237B, and 238B is highly recommended. Grades are CR/NC.

Programs and Courses

ESL 234R—English Conversation, Level 3 (2 units)

Pair, small, and large group discussion for limited English proficient students; includes personal history, likes and dislikes, future plans, and other subjects of interest; new relevant vocabulary introduced. Third in a series of four courses. Grades are CR/NC. (Repeatable: May be taken four times only.)

ESL 235R—Integrated ESL Skills, Level 3 (2 or 3 or 5 units)

Language development for intermediate limited English speakers; concentration on all language skills—listening, speaking, reading, writing, and grammar—while focusing on everyday life skills. Prepares student for other Level 3 courses. Prerequisite: ESL 225R or equivalent. Grades are CR/NC. (Repeatable: May be taken four times only.)

ESL 237A—Intermediate Reading 1 (3 units)

Reading and vocabulary development for intermediate ESL, part 1. Develops ability to read and understand long paragraphs and stories. Prerequisite: Completion of ESL 227B or equivalent. Concurrent enrollment in ESL 232A, 233A, and 238A is highly recommended. Grades are CR/NC.

ESL 237B—Intermediate Reading 2 (3 units)

Reading and vocabulary development for intermediate ESL, part 2. Further develops ability to read and understand simple short paragraphs and stories. Prerequisite: Completion of ESL 237A or equivalent. Concurrent enrollment in ESL 232B, 233B, and 238B is highly recommended. Grades are CR/NC.

ESL 238A—Intermediate Writing 1 (4 units)

Writing for intermediate ESL, part 1. Develops ability to write long paragraphs with proper grammar and spelling. Prerequisite: Completion of ESL 228B or equivalent. Concurrent enrollment in ESL 232A, 233A, and 237A is highly recommended. Grades are CR/NC.

ESL 238B—Intermediate Writing 2 (4 units)

Writing for intermediate ESL, part 2. Further develops ability to write short paragraphs with proper grammar and spelling. Prerequisite: Completion of ESL 238A or equivalent. Concurrent enrollment in ESL 232B, 233B, and 237B is highly recommended. Grades are CR/NC.

ESL 239AOR—English for Office (3 units)

Provides students with basic office skills, including but not limited to, computer applications for formatting and typing standard business documents, telephone techniques, filing, Internet applications, and reading for the workplace. Additionally, students will work on English skills using vocational software related to clerical work. Intended for non-native English speakers with at least intermediate English proficiency. Concurrent enrollment in Level 3 ESL courses (e.g., 232, 235) is highly recommended. (Repeatable: May be taken two times only.)

ESL 239AW—English for Employment, Level 3, Part 1 (3 units)

Prepares students for vocational training and/or employment. Includes vocabulary for the world of work and skill development for job search, application and job retention. Intended for non-native English speakers with at least intermediate English proficiency. Concurrent enrollment in either the "A" or "B" portions of ESL 232, 233, 237, and 238 is highly recommended. Grades are CR/NC.

ESL 239BW—English for Employment, Level 3, Part 2 (3 units)

Prepares students for vocational training and/or employment. Includes vocabulary for the world of work (after employment) and job retention. Intended for non-native English speakers with at least intermediate English proficiency. Concurrent enrollment in either the "A" or "B" portions of ESL 232, 233, 237, and 238 is highly recommended. Grades are CR/NC.

ESL 241R—Reading and Vocabulary Development (3 units)

Development of reading and vocabulary skills with a progression from short, modified readings to longer selections in literature and science. Preparation for READ 105 or other appropriate reading courses. Concurrent enrollment in ESL Grammar and/or ESL composition highly recommended. Prerequisite: Completion of ESL 230B or 290B or equivalent. (Formerly ESL 61R.) (Repeatable: May be taken four times only.)

ESL 242LR—Fundamentals of Composition (4 units)

Introduction to basic writing skills for limited English speakers, including composition of sentences and basic punctuation. Preparation for ESL 105 or other appropriate composition course. Concurrent enrollment in ESL 40A or 40B and ESL 241A highly recommended. (Repeatable: May be taken four times only.)

ESL 242R—Fundamentals of Composition (3 units)

Introduction to basic writing skills for limited English speakers, including composition of sentences and basic punctuation. Preparation for ESL 105 or other appropriate composition course. Concurrent enrollment in ESL 40A or 40B and ESL 241A highly recommended. Prerequisite: Completion of ESL 231B or equivalent. (Formerly ESL 62R.) (Repeatable: May be taken four times only.)

ESL 244R—English Conversation, Level 4 (2 units)

Pair, small, and large group discussion for limited English proficient; includes hypothetical situations, jobs and careers, and explaining a process; new relevant vocabulary introduced. Last in a series of four courses. Grades are CR/NC. (Repeatable: May be taken four times only.)

ESL 245R—Integrated ESL Skills, Level 4 (2 or 3 or 5 units)

Language development for limited English speakers; concentration on all language skills—listening, speaking, reading, writing, and grammar. Prepares student to continue college course work. Last in a series of four courses. Prerequisite: ESL 235R or equivalent. Grades are CR/NC. (Repeatable: May be taken four times only.)

ESL 246LR—English As a Second Language Lab, II (1 unit)

Supplement to English as a Second Language classes by providing additional practice in grammar, vocabulary, listening comprehension, etc., in a laboratory setting. Students pursue individualized objectives under supervision. Corequisite: ESL 40A or 40B or 241R or ESL 242R. Grades are CR/NC. (Repeatable: May be taken four times only.)

ESL 259R—Language of Math for ESL Students (3 units)

Intended to familiarize speakers of other languages with the language of basic mathematics as needed in dealing with whole numbers, addition, subtraction, multiplication, and division. Grades are CR/NC. (Repeatable: May be taken four times only.)

ESL 290R—Citizenship (1 unit)

Preparation to pass a standard citizenship test. Grades are CR/NC. (Repeatable: May be taken four times only.)

ENVIRONMENTAL HORTICULTURE (see Agriculture)

Ethnic Studies

Afro-American Studies

AFRO 12A—History of Africa (3 units)

CSU/UC

Survey of African history from earliest times to 1800. Not open for credit to student with credit in HIST 12A. (L)

AFRO 12B—History of Africa (3 units)

CSU/UC UC

Survey of African history from 1800 to present. Special emphasis placed upon the rise of the nationalist movement, the emergence of the new states and problems of nation-building. Not open for credit to student with credit in HIST 12B. (L)

AFRO 16A—Afro-American History (3 units)

CSU/UC UC-Unit Limit

Survey of Afro-American history from pre-Colonial period to the Civil War. Not open for credit to student with credit in HIST 16A. (L)

AFRO 16B—Afro-American History (3 units)

CSU/UC UC-Unit Limit

Survey of Afro-American history from Civil War to present. Not open for credit to student with credit in HIST 16B. (L)

Asian-American Studies

ASIAN 14—Asian-American History (3 units)

CSU/UC

Chronological study of Asian-Americans from early immigrants to recent arrivals. Emphasis on Chinese, East Indian, Japanese, Korean, Filipino Americans, and the boat people (Cambodians, Laotians, and Vietnamese). Not open for credit to student with credit in HIST 14. (L)

ASIAN 31—Asian-American Humanities and Cultures (3 units)

CSU/UC

Survey of Asian-American cultures, including religions, traditions, and some highlights of history. Not open for credit to student with credit in HUMAN 31. (L)

LaRaza Studies

LARAZ 1—Introduction to Chicano Studies (3 units)

CSU/UC

Interdisciplinary analysis of Chicano population, focusing on contemporary Chicano culture and issues. (L)

LARAZ 15—Mexican-American History (3 units)

CSU/UC

Historical development of Mexican-Americans from Mexican origins, settlement in the United States, to the present time. Emphasis is given to the pre-Columbian setting, the indigenous heritage, European conquest and legacy, distinctive colonial institutions, and the growth of independence movements in the United States and Mexico. Major political, social, economic, and cultural factors will be presented, focusing on the roles played by diverse peoples and cultures who shared in the development of the United States and Mexico. Satisfies CSU Title 5, Section 40404, U.S. History, Constitution, and American Ideals requirement when both LaRaza 15 and POLSCI 1 are completed. Not open for credit to student with credit in HIST 15. (L)

Native American Studies

NATAM 7—Indians of North America (3 units)

CSU/UC

Survey history of Indians of United States and Canada from pre-Columbian societies through European conquest to modern day. Not open for credit to student with credit in HIST 7. (L)

Family and Consumer Science

FAMILY AND CONSUMER SCIENCE (Associate in Science)

Required Courses	Units
ART 6A-6B Basic Design	
OR ART 4A-4B Drawing/Composition	6
ECE 3 Child Growth/Development	3
FCS 10 Principles of Nutrition	3
FCS 16 Life Management	3
FCS 31 Child, Family, Community	3
FCS 32 Parenting	3
Total units required for degree major	19
Additional Recommended Courses	
PSYCH 1A General Psychology OR 2 Applied Psychology OR	
33 Personal/Social Adjustment	3
SOCIL 1 Intro. to Sociology OR 2 Social Problems	
OR 10 Sociology of Marriage	3

FAMILY AND CONSUMER SCIENCE (Certificate of Training)

	Units
ART 6A-6B Basic Design	6
ECE 3 Child Growth/Development	3
ECE 8 Children's Nutrition	1
FCS 10 Principles of Nutrition	3
FCS 16 Life Management	3
FCS 31 Child, Family, Community	3
FCS 32 Parenting	3
Total units required	20

DISPLACED HOMEMAKERS AND REENTRY WOMEN (Certificate of Training)

Special support will be given to individuals from the following groups:

- Persons who were homemakers but because of dissolution of marriage must go to work.
- Single heads of household who lack job skills.
- Homemakers who are part-time workers and who need to work full-time.
- Women who are in traditional female jobs and who desire to enter nontraditional occupations.
- Men who are in traditional male jobs and who desire to enter nontraditional occupations.

Required Courses	Units
A vocational program	3-12
COUNS 25 Career Planning/Development	3
Electives (<i>select 6 or more from below</i>)	6-12
COUNS 24 Career Readiness	1
COUNS 41A-41B Problem Management	1
COUNS 42R Confidence Building	1
COUNS 44AR-44BR Assertive Communication Skills	1
COUNS 45R Career-College Planning	1
FCS 16 Life Management	3
PSYCH 31 Gender and Behavior: Feminine/Masculine Psychology ..	3
Total units required	18

FCS 8—Children's Nutrition (1 unit) CSU
Nutritional needs of children from birth through the school years; emphasis on meal planning for various age groups in child care facilities. Not open for credit to student with credit in ECE 8. Grades are CR/NC. (L)

FCS 9—Nutrition and Weight Management (3 units) CSU
Nutrition, exercise, and behavioral techniques for weight control that allow the individual to gain or lose weight safely. Not open for credit to student with credit in CONED 9. (L)

FCS 10—Principles of Nutrition (3 units) CSU/UC UC-Unit Limit
(CAN FCS 2)
Functions of nutrients in the human body; nutritional needs of individuals through their life cycle, food choice determinants, effects of cooking and processing, role and safety of food additives, and meal planning guidelines. Not open for credit to student with credit in CONED 10. (L)

FCS 11—Nutrition and Life Fitness (3 units) CSU/UC UC-Unit Limit
Analysis and evaluation of current practices and theories regarding nutrition and exercise and their relationship to weight control and physical fitness; individualized physical assessment, exercise prescription, and nutritional analysis completed by each student. Not open for credit to student with credit in HLTH 13. (L)

FCS 16—Life Management (3 units) CSU
 Current changes in society which influence life management skills; changing family structure, values, conflicts; and multiple role issues, decision-making and resources. Management skills required to successfully meet the challenges facing society today. Not open for credit to student with credit in HOME 16. (L)

FCS 17R—Life Management Skills (1 unit) CSU
 Goal-setting, decision-making, problem-solving skills based on an understanding of values, conflicts, and multiple role issues. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

FCS 31—Child, Family, and Community (3 units) CSU/UC
 Study of the environmental influences on growth and development of the child in the family, including social class, ethnicity, disability or risk conditions, education, interaction of family members, and awareness of community resources. Not open for credit to student with credit in ECE 31. (L)

FCS 32—Parenting (3 units) CSU
 Techniques and advice for encouraging a positive parenting style and effective child-rearing procedures. Interaction patterns and levels of communication between family members. Not open for credit to student with credit in ECE 32. (L)

FCS 34—Parenting Teenagers (3 units) CSU
 Characteristics and needs of thirteen to eighteen year olds at home and in society; emphasis on the changing needs of teenagers and the ways that parents may have positive interaction with their teenagers. Not open for credit to student with credit in ECE 47 (Parenting Teenagers). (L)

FCS 35AR—Introduction to Community Service/AmeriCorps (1 unit) CSU
 An overview of the role AmeriCorps plays in community service and volunteerism in American society. Benefits of service to personal and professional growth, history of service and volunteering, service organizations, the role of the volunteer and career development are explored. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

FCS 48—Nutrition Pathways (2 units) CSU
 Nutrition presented in documentary format providing practical, scientific information using real life subjects to illustrate how nationality and family background affect nutrition choices; includes nutrition basics, the digestive system, and physical fitness and weight control. (LM)

FCS 53R—Personal Dietary Analysis (0.5 unit)
 Computer analysis of diet and creation of individual "ideal" diet using IBM computer application; includes personal dietary analysis, application and evaluation skills. Corequisite: FCS 9, 10, or 11, or HLTH 13. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

FCS 56R—Effective Parenting (1 unit)
 Development of effective parent-child relationships, including behavior, emotions, encouragement, and communication. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

FCS 201AR—Independent Living Skills (1 unit)
 Strategies and skills related to the foster youth preparing for living independently; fundamental self-help skills, making choices, and seeing consequences are the major focus areas. Practical hands-on experiences highlight the curriculum. Grades are CR/NC. (Repeatable: May be taken four times only.)

FCS 201BR—Independent Living Skills (1 unit)
 Strategies and skills relating to the foster youth preparing for living independently; employability and planning for adulthood are the major focus areas. Practical applications. Grades are CR/NC. (Repeatable: May be taken four times only.)

FCS 291—Personal Color and Figure Analysis (0.5 unit)
 Color theories and schemes; selection of the correct color palette; design principles; computer analysis applied to figure typing and clothing selection. Grades are CR/NC.

Fire Technology

FIRE TECHNOLOGY (Associate in Science)

Required Courses	Units
FIRC 1 Fire Protection Organization	3
FIRC 2 Fire Prevention Technology	3
FIRC 3 Fire Protection Equipment and Systems	3
FIRC 4 Building Construction for Fire Protection	3
FIRC 5 Fire Behavior and Combustion	3
FIRC electives	3
Total units required for degree major	18

Additional Recommended Courses

BIOL 5 Human Physiology	4
BCA 15R Business Computer Applications - Beg.	3
CHEM 2A Introduction to Chemistry	5
EMT 61 Emergency Medical Technician I	4
OA 15A OR 15R Elementary Keyboarding	3
CWEE 45R Occupational Work Experience	1-4

FIRST RESPONDER (Certificate of Training)

Required Courses	Units
FIRC 205 Emergency Response	1.5

FIRE TECHNOLOGY (Certificate of Completion)

Required Courses	Units
FIRC 1 Fire Protection Organization	3
FIRC 2 Fire Prevention Technology	3
FIRC 3 Fire Protection Equipment and Systems	3
FIRC 4 Building Construction for Fire Protection	3
FIRC 5 Fire Behavior and Combustion	3
Electives	9
<i>Plus, select 6 or more units from classes listed below</i>	<i>6</i>
AJ 10 Introduction to Law Enforcement	3
ENGL 1A College Composition and Reading OR ENGL 51 or ENGL51L Preparatory Composition and Reading	3-4
SPEECH 1 Public Speaking	3
Total units required	30

Programs and Courses

FIRE FIGHTER I ACADEMY

The Fire Fighter I Academy is an intensive training program which academically prepares students for entry-level jobs in the fire fighting field. The *California State Fire Fighter I* curriculum and Emergency Medical Technician guidelines are followed throughout the program and cover the basic skills and knowledge needed to work in the fire service field. While students who are not yet 18 years of age may enroll in the academy, they must be 18 years of age or older to complete the EMT portion of the class and successfully complete the academy. Students must also provide a physician's approval to participate in the physical training portion of the academy.

Students who successfully complete the academy may be certified by the *State of California* after completing either one year as a volunteer fire fighter or six months as a paid fire fighter with a California fire department. To assist graduates of the academy in obtaining the required experience at a California fire department, Yuba College also offers the Fire Technology Practicum.

FIRE FIGHTER I (Certificate of Training)

Units

FIRTC 64 Fire Fighter I Academy 26

Other *Certificates of Training* that students may earn within the Fire Fighter I Academy include the following:

BASIC INCIDENT COMMAND SYSTEM - ICS 200
(Certificate of Training)

EMERGENCY MEDICAL TECHNICIAN I
(Certificate of Training)

FIRE TECHNOLOGY PRACTICUM

Graduates of the Fire Fighter 1 Academy who obtained a grade of "B" or higher and meet other prerequisites qualify to apply for entry in the Fire Technology Practicum. The practicum provides hands-on experience at a fire station and includes supervised fire fighting activities. Students receive a *Certificate of Training* after completing six months of training and a *Certificate of Completion* upon completing one year.

FIRE TECHNOLOGY PRACTICUM (Certificate of Training)

Required Courses

Units

FIRTC 64ARO Fire Technology Practicum 15

FIRE TECHNOLOGY PRACTICUM (Certificate of Completion)

Required Courses

Units

FIRTC 64ARO AND/OR 64BRO Fire Technology Practicum 30

FIRTC 1—Fire Protection Organization (3 units) CSU

Introduction to fire protection; career opportunities in fire protection and related fields; philosophy and history of fire protection; fire loss analysis; organization and function of public and private fire protection services; fire department as part of local government; laws and regulations affecting the fire service; fire service nomenclature; specific fire protection functions; basic fire chemistry and physics; introduction to fire protection systems; introduction to fire strategy and tactics. Not open for credit to student with credit in FIRTC 10. (L)

FIRTC 2—Fire Prevention Technology (3 units) CSU

Provides fundamental information regarding the history and philosophy of fire prevention, organization and operation of a fire prevention bureau, use of fire codes, identification and correction of fire hazards, and the relationship of fire prevention with fire safety education, and detection and suppression systems. Not open for credit to student with credit in FIRSC 12. (L)

FIRTC 3—Fire Protection Equipment Systems (3 units) CSU

Provides information relating to the features of design and operation of fire detection and alarm systems, heat and smoke control systems, special protection and sprinkler systems, water supply for fire protection, and portable fire extinguishers. Not open for credit to student with credit in FIRSC 15. (L)

FIRTC 4—Building Construction for Fire Protection (3 units) CSU

Fundamentals of building construction that relate to fire safety; elements of construction and design of structures are shown to be key factors when inspecting buildings, pre-planning fire operations, and operating at fires. Development and evolution of building and fire codes studied in relationship to past fires in residential, commercial, and industrial occupancies. Not open for credit to student with credit in FIRSC 27. (L)

FIRTC 5—Fire Behavior and Combustion (3 units)

CSU

Theory and fundamentals of how and why fires start, spread, and are controlled; an in-depth study of fire chemistry and physics, fire characteristics of materials, extinguishing agents, and fire control techniques. Not open for credit to student with credit in FIRSC 13. (L)

FIRTC 14—Fundamentals of Fire Protection (3 units)

CSU

Theory and fundamentals of fire protection, including laws, water systems and public fire protection, codes, ordinances, and building construction. Not open for credit to student with credit in FIRSC 14. (L)

FIRTC 21—Fire Fighting Tactics and Strategy (3 units)

CSU

Fire ground operations, building construction, use of personnel, engine company assignments, truck company assignments, size-up, RECEO (Rescue, exposure, confinement, extinguishment, and overhaul), ICS (incident command system) system. (L)

FIRESC 56—Emergency Medical Technician-1 NA/FS

(4.5 units)

Prepares students for taking certification as an EMT-I (NA/FS); meets State Fire Board training standards. Not open for credit to student with credit in EMT 51, EMT 53, FIRSC 53, or FIRSC 56. Grades are CR/NC. (L)

FIRTC 63A—Driver/Operator 1A (2 units)

Driving techniques, basic inspection, and maintenance for emergency vehicles, including actual driving exercises under simulated emergency conditions. Prerequisite: Valid Class 3 driver's license. (L)

FIRTC 63B—Driver/Operator 1B (2 units)

Theory, methods, and techniques for operating fire service pumps, including types of pumps, engine and pump gauges, maintenance, unsafe pumping conditions, pressure relief devices, cooling systems, water supplies, drafting, field hydraulics, and pumping operations. (L)

FIRTC 64—Firefighter I Academy (26 units)

Provide students with basic skills and knowledge to work in fire service. *California State Firefighter I* curriculum and emergency medical technician (EMT) guidelines will be followed. Provides training in basic concepts including fire department organization, fire control, equipment operation, prevention, protection, hose, nozzles, and breathing apparatus. Includes physical training. Prerequisite: Must be 18 years of age or older to complete the EMT portion of the class and successfully complete academy. Assessment exam and Physician's release is required. (L)

FIRTC 64ARO—Fire Technology Practicum

(v1-12.5 units)

Hands-on experience assigned to a fire station 240 hours per month; includes supervised fire fighting activities, scheduled and non-scheduled training, fire prevention, public education, equipment maintenance, and medical aid towards qualification for Fire Fighter I or Fire Fighter II Certification by the *State of California*. Prerequisite: Successful completion of accredited Firefighter I Academy with minimum grade of "B" and admission to the Fire Technology Practicum Program. Grades are CR/NC. (L)

FIRTC 64BRO—Advanced Fire Technology Practicum

(v1-12.5 units)

For students who have completed six months or more of FIRTC Practicum; offers hands-on fire fighting experience assigned to fire station 240 hours per month; includes supervised fire fighting activities, scheduled and non-scheduled training, fire prevention, public education, equipment maintenance, and medical aid towards qualification for Fire Fighter I or Fire Fighter II Certification by *State of California*. Prerequisite: Successful completion of an accredited Fire Fighter I Academy with minimum grade of "B" and admission to Advanced Practicum Program. Grades are CR/NC. (L)

FIRTC 65—Fire Prevention IA (2 units)

Fire prevention codes and authority and responsibility of code enforcement; hazards and properties of liquids, metals, explosives, dusts, and plastics. A component of the *California Certified Fire Officer Regional Academy Program*. (L)

FIRTC 66—Fire Prevention IB (2 units)

Fire protection devices & systems; detection and alarm systems; egress and exit requirements; life safety as applied to building design and construction. Meets a component of the *California Fire Officer Regional Academy Program*. (L)

FIRSC 67—Fire Investigation I (2 units)

Aspects of fire cause and origin determination; fire behavior and its effects on materials; indicators of fire origin; char and heat patterns; laws of legal search, arson, arrest, and evidence. Component of the *California Certified Fire Officer Regional Academy Program*. (L)

FIRTC 68—Fire Command 1A (2 units)

Fundamentals of fire behavior, pre-fire planning, fire ground command structure and control techniques; emphasis on management, decision-making, resource utilization, and performance goals and standards; includes fire command utilization and performance goals and standards; includes fire command simulation. A component of the *California Certified Fire Officer Regional Academy Program*. Grades are CR/NC. (L)

FIRTC 81—Basic Incident Command System I-200

(1 unit)

Basic organization in the Incident Command System (ICS), including ICS terminology, positions, organization, and management. Prerequisite for further ICS positional training. Meets State standards of I-200 training. (L)

FIRTC 205—Emergency Response (1.5 units)

Intended to prepare Public Safety Personnel to fulfill role of first responder, which includes taking appropriate action to provide care for injuries or sudden illnesses until more advanced medical personnel arrive. Upon successful completion, student may apply for *American Red Cross Course Completion Certificate* which will satisfy *Title 22* requirements for Public Safety Personnel.

Food Service Management

FOOD SERVICES MANAGEMENT (Associate in Science)

Required Courses	Units
FSM 2 Introductory Purchasing for Food Service and Hospitality	1
FSM 3AR Basic Food Preparation	
AND 3BR Basic Food Preparation: Baking	6
FSM 54 Sanitation, Safety/Storage	2
FSM 57 Beverage Control/Operation	2
FSM 58 Food Service Operation/Management	2
FSM 59R Restaurant Operations	4
FSM 60R Advanced Foods/Catering	2
Plus 2 additional units from any FSM course	2
Total units required for degree major	21
Additional Recommended Courses	
FCS 10 Principles of Nutrition	3
GNBUS 56 Business Mathematics	3

FOOD SERVICES MANAGEMENT (Certificate of Training)

A *Certificate of Training* may be obtained by completing 21 units selected from the following courses, plus 1 unit of Cooperative Work Experience.

Required Courses	Units
CWEE 45R Occupational Work Experience	1-4
FSM courses	
(select 20 units from the following)	20
FSM 2 Introductory Purchasing for Foodservice and Hospitality	1
FSM 3AR Basic Food Preparation AND	
FSM 3BR Basic Food Preparation: Baking	
OR 210R Basic Food Preparation	3-6
FSM 54 Sanitation, Safety/Storage	2
FSM 57 Beverage Control/Operation	2
FSM 58 Food Service Operation/Management	2
FSM 59R Restaurant Operations	4-8
FSM 60R Advanced Food/Catering	2-4
Total units required	21

FSM 2—Introductory Purchasing for Foodservice and Hospitality (1 unit) **CSU**

Supervisory control procedures, food and labor costs, receiving, inventory, storeroom, employee use, and maintenance of accurate records for food service and hospitality professionals.

FSM 3AR—Basic Food Preparation (3 units) **CSU**

Basic modern restaurant cooking techniques such as sauce making, meat cutting, lunch and dinner entree preparation. Use and operation of food service machines and equipment. Not open for credit to student with credit in FSM 103AR. (Repeatable: May be taken three times only.)

FSM 3BR—Basic Food Preparation Baking (3 units) **CSU**

Modern baking, French pastry and dessert techniques in which preparation takes place in the student operated restaurant kitchen. Not open to student with credit in FSM 103BR. (Repeatable: May be taken three times only.)

FSM 53R—ServSafe Certification (0.5 unit)

Preparation to successfully complete the *ServSafe Certification Course and Examination*; trains both manager and employee how to guard against food borne illness. Meets *State of California* (Campbell Bill) requirement for *Certified Food Handler Card*. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

FSM 54—Sanitation, Safety, and Storage (2 units)

Rules and regulations relating to safe use of food service facilities, equipment, and sanitary practices.

FSM 57—Beverage Control and Operation (2 units)

Regulations, licensing procedures, purchasing, inventory, and cost control; emphasis on bar set-up, service methods, and beverage merchandising.

FSM 58—Food Service Operation and Management (2 units)

Nature and importance of food service management, including planning, organizing, controlling, and developing a realistic and dynamic personnel program.

FSM 59R—Restaurant Operations (4 units)

Set-up and operations of the "Flavors" restaurant, including planning, preparing, cooking, and serving food in the student operated restaurant. (Repeatable: May be taken four times only.)

FSM 60R—Advanced Foods and Catering (2 units)

Plan, prepare, and serve several large and small catered events during the semester. (Repeatable: May be taken four times only.)

FSM 210AR—Basic Food Preparation (1 unit)

Introduction to basic food preparation, including the use of tools and equipment, as well as learning basic safety procedures. (Repeatable: May be taken four times only.)

FSM 210BR—Basic Food Preparation (1 unit)

Focus on basic preparation of breakfast, lunch, and baked goods, including planning and preparing these meals along with an introduction to planning and preparing meals for special events. (Repeatable: May be taken four times only.)

FSM 210CR—Basic Food Preparation (1 unit)

Hands-on preparation of multiple-course dinner; cake baking and decoration; meal planning and learning to use a food budget in everyday life. (Repeatable: May be taken four times only.)

FSM 210R—Basic Food Preparation (3 units)

Full meal preparation; basic bread and pastry products; desserts. Not open for credit to student with credit in FSM 3AR or 3BR. Grades are CR/NC. (Repeatable: May be taken four times only.)

French

FRNCH 1—Beginning French (4 units)

CSU/UC

Introduction to written and spoken French through use of immersion technique; stresses both language and culture through use of audiovisual and printed materials in a highly effective system of foreign language instruction. Not open for credit to student with 2 years of high school French. (L)

FRNCH 2—Beginning French (4 units)

CSU/UC

Understanding and communicating in written and spoken French through use of immersion technique. Stresses both language and culture through use of audio visual and printed materials on and intermediate level. (L)

GENERAL BUSINESS (see Business)

General Education

(Liberal Arts and Science)

The General Education major at Yuba College is approved by the California Community College Chancellor's Office and is designed to provide students with the opportunity to earn an *Associate in Arts* or *Associate in Science* degree in a broad area of study. Students who wish to transfer to a four-year college or university should consult with a counselor prior to beginning this major for appropriate courses.

General Major: This major is NOT printed on the diploma.

General Studies

GENST 52R—Students with Disabilities Field

Experience (v1 unit)

Increase awareness and provide support services to students with disabilities by assisting in the physical and academic adaptation to the community college environment. Grades are CR/NC. (Repeatable: May be taken four times only.)

GENST 70R—Supplemental Instruction (1 unit)

Effective study strategies for preparing for course exams and successfully completing class projects for a targeted general education course. Targeted courses are identified each session. (L)

GENST 77—College Vocabulary Skills (2 units)

Strategies for becoming independent learners of vocabulary and learning specific words that will be useful in academic work. (L)

GENST 102R—Directed Study (.5 or 1 unit)

Counseling, study skills, and individualized assistance to help in all areas of study; required of all EOPS students. Grades are CR/NC. (Repeatable: May be taken four times only.)

GENST 111A—Structural Grammar 1 (1 unit)

Emphasis on the use of certain parts of speech, prepositional phrases, and clauses to construct sentences of syntactic variety.

GENST 111B—Structural Grammar 2 (1 unit)

Emphasis on the use of certain parts of speech, prepositional phrases, and clauses to construct sentences of syntactic variety.

GENST 115R—Academic Strategies (v.5-1.5 units)

Compensatory study skills, as well as self-advocacy for those who may have difficulty with academic concepts taught by traditional instructional methods; enrollment at any time prior to class drop deadline. Grades are CR/NC. (Repeatable: May be taken four times only.)

**GENST 118R—Workforce Skills and Basic Reading/
Writing (3 units)**

Preparation for the GED Examination and review of basic skills needed to enter the workforce. Emphasis is on reading, writing, and computer skills; and personal development and specific job-related skills desired by employers. A course certificate and a letter of recommendation for potential employers will be given with successful completion of course. (Repeatable: May be taken four times only.)

GENST 119R—Reading/Writing Workshop (3 units)

Reading and writing strategies for GED preparation emphasizing paragraphs comprehension, sentence structure, punctuation, and writing strategies. Grades are CR/NC. (Repeatable: May be taken four times only.)

GENST 120R—Basic Subjects (3 units)

General review of the basic concepts of reading, writing, and arithmetic. Grades are CR/NC. (Repeatable: May be taken four times only.)

Programs and Courses

GENST 122R—Basic Studies (1 unit)

Reviews basic concepts in arithmetic, grammar, and reading, as well as strategies for preparing for the GED exam. Not open for credit to student with credit in GENST 120R. Grades are CR/NC. (Repeatable: May be taken three times only.)

GENST 125R—Spelling Improvement (1 unit)

Individual and group help in recognizing areas of spelling difficulties and improving those areas; includes work with word roots, prefixes, suffixes, contractions, plurals, possessives, and strategies for remembering spelling rules. (Repeatable: May be taken four times only.)

GENST 126R—Study Techniques (1 unit)

Individualized program of study for improvement in study skills such as note-taking, outlining, and test-taking. Grades are CR/NC. (Repeatable: May be taken four times only.)

GENST 127—Vocabulary Learning (2 units)

Students will learn strategies for learning specific vocabulary from assigned word lists as well as for acquiring new vocabulary independently.

GENST 128R—Writing (1 unit)

Individualized program of study for the improvement of writing skills, ranging from basic sentence structure through simple essay format. Grades are CR/NC. (Repeatable: May be taken four times only.)

GENST 155—Introduction to Adaptive Computer Tech (0.5 unit)

Adapted computer lab for disabled persons doing college course assignments. Prerequisite: Must be certified by DSP&S faculty as disabled, per State Law. Inappropriate for developmentally delayed, persons with degenerative nervous system disease, or those who can't function independently on campus. Must enroll in at least 6 units of vocational, academic, or basic skills courses.

GENST 156—Adaptive Computer Instruction (0.5 unit)

Designed for persons with cognitive impairments as a result of brain injury, learning disability, or other disability. Inappropriate for developmentally delayed, persons with degenerative nervous system disease, or those who can't function independently on campus. Prerequisite: Must be certified by DSP&S faculty, per State Law. Must enroll in at least 6 units of vocational, academic, or basic skills courses.

GENST 170R—Basic Education (v1-4 units)

Provides basic communication and computational skills; enables handicapped students to learn and perform in an individualized, closely supervised program. May be repeated four times for a total of ten units or four hundred hours. Grades are CR/NC. (Repeatable: May be taken four times only.)

GENST 172R—Real Life Math (1 unit)

Developmental sequence of increasing difficulty in mathematical computations as they apply to real life situations focusing on addition, subtraction, multiplication, division, fractions, percentages, and decimals. Grades are CR/NC. (Repeatable: May be taken four times only.)

GENST 173R—Understanding Word Problems (1 unit)

Analysis and solution of mathematical problems, emphasizing math language, estimation, and word problems. Grades are CR/NC. (Repeatable: May be taken four times only.)

GENST 174R—Basic Math Facts and Operations (3 units)

Mastery of basic mathematical facts of addition, subtraction, multiplication, and division; basic operations with whole numbers; and addition and subtraction of like fractions. Grades are CR/NC. (Repeatable: May be taken four times only.)

GENST 175R—Workforce Skills and Mathematics (3 units)

Preparation for the GED Examination and review of basic skills needed to enter the workforce. Emphasis is on basic mathematics as well as personal development and specific job-related skills desired by employers. A course certificate and letter of recommendation for potential employers will be issued upon successfully completing the course. (Repeatable: May be taken four times only.)

GENST 180—Reading and Writing Development (3 units)

Emphasis on developing an understanding of sentence, paragraph, and short passage structure. Basic grammar and mechanics are also reviewed. Not open for credit to student with credit in ENGL 180.

GENST 251—Academic Evaluation (0.5 unit)

Designed for students who wish to pinpoint and understand their individual spectrum of learning aptitudes and current achievement levels. Not open to student with credit in GENST 151. Grades are CR/NC.

GENST 283R—Academic Skills in Mathematics (1 unit)

Techniques for improving problem-solving in mathematics. Test preparation strategies for exams in the targeted companion math course are strongly emphasized. Enrollment in the targeted companion mathematics course required. (Repeatable: May be taken four times only.)

Geography

GEOG 1—Physical Geography (3 units) (CAN GEOG 2)
CSU/UC

Physical earth, its processes, functions, and relationships; includes overview of land forms, weather, climate, vegetation, and soils. (L)

GEOG 2—Cultural Geography (3 units) (CAN GEOG 4)
CSU/UC

Survey of human populations and their relationship with the physical environment; past and present development of cultures.

Geology

GEOL 10—Introduction to Geology (3 units)
CSU/UC UC-Unit Limit

Earth, its materials, structures, and the processes that have and are shaping it; includes an overview of land forms, oceans, and plate tectonics, and their relationships. Not open for credit with credit in GEOL 10L. (L)

GEOL 11L—Historical Geology (4 units) *CSU/UC*
Geologic history of the earth; physical development; fossil evidence through time; concepts processes, structures, and patterns. (L)

GEOL 10L—Physical Geology (4 units) (CAN GEOG 2)
CSU/UC UC-Unit Limit

Earth, its materials, structures, and the processes that have and are shaping it; includes overview of landforms, oceans, plate tectonics, and their relationships. Includes laboratory experience. Not open for credit to student with credit in GEOL 10. (L)

German

GERMN 1—Beginning German (4 units) *CSU/UC*
Development of a basic knowledge of the language in the areas of reading, writing, speaking, and understanding. Oral skills are reinforced through work in the language laboratory. (L)

GERMN 3—Intermediate German (4 units) *CSU/UC*
Development of proficiency in reading and speaking German, using short stories, films, speeches and poetry. Continued emphasis on cultural and historical aspects of the land and language. Prerequisite: GERMN 1 and 2 or equivalent. (L)

GERMN 2—Beginning German (4 units) *CSU/UC*
Second semester beginning German which continues to develop basic knowledge of the language in the areas of reading, writing, speaking, and understanding. Oral skills are reinforced through work in the language laboratory. Prerequisite: GERMN 1.

GERMN 4—Intermediate German (4 units) *CSU/UC*
Development of proficiency in reading and speaking German using short stories, films, speeches and poetry; continued emphasis on cultural and historical aspects of the land and language. Prerequisite: GERMN 3.

Health Education

HLTH 1—Health and Life Style Choices (3 units)
CSU/UC

Issues include wellness, functioning optimally, and promoting healthy behavior changes; topics will explore diet, exercise, stress, CVD, cancer, substance abuse, sexually transmitted diseases, mental health, aging and analysis of available health information. (L)

HLTH 13—Nutrition and Life Fitness (3 units)
CSU/UC UC-Unit Limit

Analysis and evaluation of current practices and theories regarding nutrition and exercise and their relationship to weight control and physical fitness; individualized physical assessment, exercise prescription, and nutritional analysis completed by each student. Not open for credit to student with credit in FCS 11. (L)

HLTH 4—Psychosocial Health (3 units)
CSU

Explores how attitudes and emotions affect physical health along with emotional health. Additionally how psychosocial health can play a role in prevention of disease. This class presents current research on the link between the mind and the body. (L)

HLTH 95JR—Stress Management (0.5 unit)
Cause-and-effect factors of stress, and the skills and strategies supervisors can use to help cope with stress; stress as both enemy and ally. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

History

HISTORY
(Associate in Arts)

Required Courses

Select 18 units from the following:

HIST 4A, 4B, 7, 8, 11, 14, 15, 16A, 16B, 17A,
17B, 29; ANTHR 2; ECON 1A, 1B; PHIL 12; SOCIL 1

Total units required for degree major 18

HIST 4A—Western Civilizations (3 units) (CAN HIST 2)
CSU/UC UC-Unit Limit

Broad historical study of the major elements of the western tradition from earliest times to the Eighteenth Century; introduction of ideas, values, and institutions basic to western civilizations. (L)

HIST 4B—Western Civilization (3 units) (CAN HIST 4)
CSU/UC UC-Unit Limit

Historical study of the major elements of the western experience from the Eighteenth Century to the present, including major political and social developments that have revolutionized the modern mode of human existence. (L)

(NOTE: CAN HIST SEQ A = HIST 4A + 4B)

HIST 5A—World Civilizations (3 units)
CSU/UC UC-Unit Limit

Survey of the experience of all peoples with vastly different cultures inhabiting a single globe; emphasizes the interaction of humans with the environment based on experience, knowledge, and technology; includes economic, social, religious, and political systems to 15th Century. (L)

HIST 5B—World Civilizations (3 units)
CSU/UC UC-Unit Limit

The experience of all the world's people from the early modern era to the present; emphasis on the interaction of people with the environment based on the development of technology; conflict with traditional systems and new(er) orders. (L)

HIST 6—History of Race and Ethnicity in America (3 units)
CSU

Covers social, cultural, and economic interaction between various racial and ethnic groups in America from the fifteenth century to present. topics include immigration, discrimination, group identity, and multiculturalism. (L)

HIST 7—Indians of North America (3 units)
CSU/UC

Survey history of Indians of United States and Canada from pre-Columbian societies through European conquest to modern day. Not open for credit to student with credit in NATAM 7. (L)

HIST 8—California History (3 units)
CSU/UC

Survey history of California from Native American cultures through Spanish, Mexican, and American periods to present; includes California government; some emphasis on local history. (L)

HIST 11—The World in the 20th Century (3 units)
CSU/UC

Survey of the major political, social, economic, and cultural developments in the world during the 20th Century. (L)

HIST 12A—History of Africa (3 units)
CSU/UC

Survey of African history from earliest times to 1800. Not open for credit to student with credit in AFRO 12A. (L)

HIST 12B—History of Africa (3 units)
CSU/UC UC

Survey of African history from 1800 to present. Special emphasis placed upon the rise of the nationalist movement, the emergence of the new states and problems of nation-building. Not open for credit to student with credit in AFRO 12A. (L)

HIST 14—Asian-American History (3 units)
CSU/UC

Chronological study of the Asian-Americans from early immigrants to recent arrivals; emphasis on Chinese, East Indian, Japanese, Korean, Filipino Americans, and the boat people (Cambodians, Laotians, and Vietnamese). Not open for credit to student with credit in ASIAN 14. (L)

HIST 15—Mexican-American History (3 units)
CSU/UC

Historical development of Mexican-Americans from Mexican origins, settlement in the United States, to the present time. Emphasis is given to the pre-Columbian setting, the indigenous heritage, European conquest and legacy, distinctive colonial institutions, and the growth of independence movements in the United States and Mexico. Major political, social, economic, and cultural factors will be presented, focusing on the roles played by diverse peoples and cultures who shared in the development of the United States and Mexico. Satisfies CSU Title 5, Section 40404, U.S. History, Constitution, and American Ideals requirement when both HIST 15 and POLSCI 1 are completed. Not open for credit to student with credit in LARAZ 15. (L)

HIST 16A—Afro-American History to 1865 (3 units)
CSU/UC UC-Unit Limit

Survey of Afro-American history from pre-colonial period to the Civil War. Not open for credit to student with credit in AFRO 16A. (L)

HIST 16B—Afro-American History (3 units)
CSU/UC UC-Unit Limit

Survey of Afro-American history from Civil War to present. Not open for credit to student with credit in AFRO 16B. (L)

HIST 17A—United States History (3 units)
(CAN HIST 8) CSU/UC UC-Unit Limit

Survey of U.S. history tracing the political, social, economic, and cultural development of American ideals and actions from the Pre-Revolutionary Period through the Civil War Era. Satisfies U.S. History portion of CSU Title 5, Section 40404 requirement. (Also satisfies Government(s)/Constitution(s) portion when both 17A and 17B are completed.) (L)

HIST 17B—United States History (3 units)
(CAN HIST 10) CSU/UC UC-Unit Limit

Political, social, economic, and cultural history of the United States from the Industrial Revolution to the present. Focuses on the ideals, decisions, forces, institutions, individuals, events, and processes that affected the continuity and change during this time. Satisfies U.S. History portion of CSU Title 5, Section 40404 requirement. (Also satisfies Government(s)/Constitution(s) portion when both 17A and 17B are completed.) (L)

HIST 20A—Environmental History of Yuba-Sutter (1 unit)
CSU

History of the local Yuba-Sutter area with emphasis on the environment and the impact of change on society. Grades are CR/NC. (L)

**HIST 20B—The Gold Rush on the Yuba River
(1 unit)**

CSU

Explore the singular, most important historical event in California's history; examine the cities, towns, and camps that sprang up virtually over night; learn the techniques of gold-panning, placer mining, and hydraulic mining methods used to extract gold from the rivers and streams of Gold country; recognize the consequences of the Gold Rush that affect life today. Grades are CR/NC. (L)

**HIST 20C—History of California Missions
(1 unit)**

CSU

Survey the history of California missions from their founding to the end of the era. The impact of the missions is examined both from the Hispanic and Native American perspective. A field trip to Mission San Juan Bautista may be included in the course. Grades are CR/NC. (L)

HIST 20D—Life on a California Rancho (1 unit) CSU

Explore another chapter in the rich, colorful history of California with a study of the Mexican Era, 1821-1846. Grades are CR/NC. (L)

**HIST 29—Women in American History
(3 units)**

CSU/UC

General introduction to the history of women in America from colonial times to the present. Emphasis on the changing political, economic, social, and ethnic history. Not open for credit to student with credit in WOMEN 29. (L)

Human Services

The two-year Human Services program is designed to meet an increasing need for paraprofessional and volunteer human services generalists. The program is specifically designed to prepare students for employment as Human Service paraprofessional counselors, workers, and aides in areas of welfare, vocational rehabilitation, mental health, and chemical dependency. The program also provides additional training and skills to paraprofessionals and volunteer human service workers currently employed, enabling them to more effectively meet human services needs.

**HUMAN SERVICES
(Associate in Science)**

Required Courses	Units
HUSEV 10 Introduction to Human Services	3
PSYCH 1A General Psychology	3
PSYCH 33 Personal/Social Adjustment	3
SOCIL 1 Introduction to Sociology	3
SOCIL 2 Social Problems	3
SOCIL 10 Sociology of Marriage	3
SPECH 7 Interpersonal Communication	3
Total units required for degree major	21
Additional Recommended Courses	
AJ 31 Criminal/Delinquent Behavior	3
AJ 33 Introduction to Correctional Counseling	3
ASIAN 14 Asian-American History	3
EDUC 1 Introduction to Teaching	3
FCS 31 Child, Family, Community	3
LARAZ 1 Introduction to Chicano Studies	3
PSYCH 40 Childhood/Adolescence	3

**CHEMICAL DEPENDENCY AWARENESS
(Associate in Science)**

Required Courses	Units
HUSEV 10 Introduction to Human Services	3
HUSEV 20 Introduction to Chemical Dependency Studies	3
HUSEV 21 Intro to Physiological/ Psychological Effects of Drugs of Addiction	3
HUSEV 22 Intro to Development/Progression of Addictive Patterns of Behavior	3
Electives (<i>select 6 units from the lists below</i>)	6
Category I –	
All count toward elective requirement	
HUSEV 30 Adult Children of Alcoholics	1
HUSEV 31 Family Treatment Approaches	1
HUSEV 32 Relationship Addiction/Co-Dependency	1
HUSEV 33 Self-Awareness: Key to Non-Addictive Behavior	1
HUSEV 34 Gender Differences Related to Substance Abuse	1
HUSEV 35 Addiction and Domestic Violence	1
HUSEV 36 Chemical Dependency Prevention in Schools	1
HUSEV 37 Drug-Free Workplace: Employee Assist Programs	1
Category II – Only 3 units count toward elective	
PSYCH 1A General Psychology	3
SOCIL 1 Introduction to Sociology	3
Total units required for degree major	18

Programs and Courses

CHEMICAL DEPENDENCY AWARENESS (Certificate of Training)

Required Courses	Units
HUSEV 20 Introduction to Chemical Dependency Studies	3
HUSEV 21 Intro to Physiological/ Psychological Effects of Drugs of Addiction	3
HUSEV 22 Intro to Development/ Progression of Addictive Patterns of Behavior	3
Electives (<i>Select 6 units from Categories I or II following</i>)	6
Category I –	
All count toward elective requirement	
HUSEV 30 Adult Children of Alcoholics	1
HUSEV 31 Family Treatment Approaches	1
HUSEV 32 Relationship Addiction/Co-Dependency	1
HUSEV 33 Self-Awareness: Key to Non-Addictive Behavior	1
HUSEV 34 Gender Differences Related to Substance Abuse	1
HUSEV 35 Addiction and Domestic Violence	1
HUSEV 36 Chemical Dependency Prevention in Schools	1
HUSEV 37 Drug-Free Workplace: Employee Assist Programs	1
Category II –	
Only 3 units count toward certificate	
HUSEV 10 Introduction to Human Services	3
PSYCH 1A General Psychology	3
SOCIL 1 Introduction to Sociology	3
Total units required	15

CHEMICAL DEPENDENCY COUNSELOR (Associate in Science)

Required Courses	Units
HUSEV 20 Introduction to Chemical Dependency Studies	3
HUSEV 21 Intro to Physiological/ Psychological Effects of Drugs of Addiction	3
HUSEV 22 Intro to Development/Progression of Addictive Patterns of Behavior	3
HUSEV 23 Basic Law/Ethics for Chem. Dep. Couns.	3
HUSEV 24 Case Management/Psychopathology	3
HUSEV 25 Basic Chemical Dependency Counseling	3
*HUSEV 26A AND 26B Supervised Field Work Practicum (<i>Internship</i>)	7
Total units required for degree major	25

**Practicum consists of 300 hours, 255 hours field and 45 hours classroom, of specialized and supervised field work practice. Certification is by California Certification Board of Alcohol and Drug Counselors and requires additional extensive internships, usually completed during employment; qualifies a person for entry into a certified internship. The 255 practicum hours count toward further internship requirements.*

CHEMICAL DEPENDENCY COUNSELOR (Certificate of Completion)

Required Courses	Units
HUSEV 20 Introduction to Chemical Dependency Studies	3
HUSEV 21 Intro/Physiological/Psychological	3
Effects of Drugs of Addiction	3
HUSEV 22 Intro/Development/Progression of	3
Addictive Patterns of Behavior	3
HUSEV 23 Basic Law/Ethics for Chemical Dependency Counselor ...	3
HUSEV 24 Introduction to Case Management/Psychopathology	3
HUSEV 25 Basic Chemical Dependency Counseling	3
*HUSEV 26A AND 26B Supervised Field Work Practicum (<i>Internship</i>)	7
Electives (<i>Select 6 units from the following</i>)	6
Category I – 3 units required	
HUSEV 30 Adult Children of Alcoholics	1
HUSEV 31 Family Treatment Approaches	1
HUSEV 32 Relationship Addiction/Co-Dependency	1
HUSEV 33 Self-Awareness: Key to Non-Addictive Behavior	1
HUSEV 34 Gender Differences Related to Substance Abuse	1
HUSEV 35 Addiction and Domestic Violence	1
HUSEV 36 Chemical Dependency Prevention in Schools	1
HUSEV 37 Drug-Free Workplace: Employee Assist Programs	1
Category II – 3 units required	
HUSEV 10 Introduction to Human Services	3
PSYCH 1A General Psychology	3
SOCIL 1 Introduction to Sociology	3
Total units required	31

**Practicum consists of 300 hours, 255 hours field and 45 hours classroom, of specialized and supervised field work practice. Certification is by California Certification Board of Alcohol and Drug Counselors and requires additional extensive internships, usually completed during employment; qualifies a person for entry into a certified internship. The 255 practicum hours count toward further internship requirements.*

SUBSTANCE ABUSE COUNSELOR – Information (not a degree)

Certification is by the *California Certification Board of Alcohol and Drug Counselors*. Extensive internships beyond the Yuba College Chemical Dependency Counselor Program are required for State Certification. The value of the Yuba College program of instruction is to:

1. Qualify for additional internships; and
 2. Qualify for entry-level non-certified employment.
- The required internships defined below are usually completed during employment and do accept 255 hours of the Yuba College practicum toward completion.

Certification Designation	Required Internship Hours
Certified Alcohol/Drug Counselor	6,000
Certified Alcohol Counselor	4,000
Certified Drug Counselor	4,000

Programs and Courses

HUSEV 10—Introduction to Human Services (3 units) **CSU**

Survey of human services and social work; exploration of helping skills applied to such human problems as poverty, parenting, education, substance abuse, illness, and mental health. (L)

HUSEV 11—Understanding Diverse Racial & Ethnic Cultures (3 units) **CSU**

An understanding of human dynamics and differences between people of diverse racial, ethnic and gender backgrounds will be discussed. Designed to generate sensitivity and appreciation of differences, eliminate barriers that get in way of working with diverse populations and create a healthier and safer environment. (L)

HUSEV 20—Introduction to Chemical Dependency Studies (3 units) **CSU**

Overview of major topics in the study of drug abuse and dependency, i.e. history, drugs of abuse, models of prevention, addiction and treatment, and local and national policy. (L)

HUSEV 21—Intro. to Physiological/Psychological Effects of Drugs of Abuse (3 units) **CSU**

Introduction and overview focused on drug action and disposition of the major drugs of abuse: ethanol, marijuana, cocaine, amphetamines, PCP, LSD, and designer drugs. Drug testing and the *National Institute of Drug Abuse* guidelines will be discussed. (L)

HUSEV 22—Introduction to Development/Progression of Addictive Patterns of Behavior (3 units) **CSU**

Introduction to the causes and development of addiction and co-dependency; exploration of the process of denial, use of defense mechanisms, and the influences on the family. (L)

HUSEV 23—Basic Law/Ethics for Chemical Dependency Counselors (3 units) **CSU**

Introduction to the legal/ethical responsibilities of the chemical dependency counselor, with emphasis on confidentiality and the legal concept of privilege. All federal/state laws regarding the counselor/client relationship, client's rights, child abuse reporting, etc., will be discussed; emphasis will be on the obligation of the counselors to the clients, their families, and society. (L)

HUSEV 24—Introduction to Case Management (3 units) **CSU**

Introduction to mental health problems which affect substance abuse. Focus on the techniques of interviewing, case conceptualization, treatment planning, case management, and relapse control in chemical dependency counseling; familiarization with DSM IV-R and system of diagnosis approved by the *American Psychiatric Association*, including differential diagnosis, prognosis, and associated features. Prerequisite: HUSEV 20, 21, 22, and 23. (L)

HUSEV 25—Basic Chemical Dependency Counseling (3 units) **CSU**

Broad overview of the counseling methods used in the treatment of alcohol/drug dependency. An introduction to counseling theories and techniques used in the treatment; i.e., psychodynamic, behavioral, multimodal, client centered, and couples counseling. Prerequisite: HUSEV 23 and 24. (L)

HUSEV 26A—Supervised Field Work Practicum (2 units) **CSU**

Supervised field work practice in a variety of settings that will introduce students to the various aspects of the field, and will afford students the opportunity to develop and refine their knowledge and skills in chemical dependency counseling. Meets *California Association of Alcoholism and Drug Abuse Counselors* requirements. Prerequisite: HUSEV 23 and 24. (L)

HUSEV 26B—Supervised Field Work Practicum (5 units) **CSU**

Supervised field work practice in a variety of settings that will introduce students to the various aspects of the field and will afford students the opportunity to develop and refine their knowledge and skills in chemical dependency counseling. Meets *California Association of Alcoholism and Drug Abuse Counselor* requirements. Prerequisite: HUSEV 25 and 26A. (L)

HUSEV 28—Legal and Ethical Aspects of the Human Services (3 units) **CSU**

Introduction to the legal and ethical responsibilities of the Human Services worker with emphasis on confidentiality and the legal concept of privilege. All federal and state laws regarding the worker/client relationship will be discussed. (L)

HUSEV 30—Adult Children of Alcoholics (1 unit) **CSU**

Exploration of techniques, concepts, and behavioral guidelines for identifying the consequences of parental alcoholism/addiction; principles of modeling, shaping, reinforcement, and extinction of dysfunctional behavioral patterns learned in childhood will be described. (L)

HUSEV 31—Family Treatment Approaches (1 unit) **CSU**

Examination of the systems approach in chemical dependency counseling as it relates to dysfunctional, addictive families. (L)

HUSEV 32—Relationship Addiction/Co-dependency (1 unit) **CSU**

Identification of co-dependent behavior and the effects of these behaviors on relationships; assessment of healthy vs. unhealthy relationships on a continuum. (L)

HUSEV 33—Self Awareness: Key to Non-Addictive Behavior (1 unit) **CSU**

Emphasis on techniques to build a healthy relationship with oneself as fundamental for releasing addictive behavior patterns. Grades are CR/NC. (L)

HUSEV 34—Gender Differences Related to Substance Abuse (1 unit) **CSU**

Exploration of the socialization process for females and males as it relates to the development of addictive behavior; the differences in societal views and treatment issues. (L)

HUSEV 35—Addiction and Domestic Violence (1 unit) **CSU**

Overview of factors contributing to and eliciting explosive behavior responses in adults and children where substance abuse occurs in the home. Grades are CR/NC. (L)

HUSEV 36—Chemical Dependency Prevention in School (1 unit) **CSU**

Discussion of how parents, students, school systems, and communities can achieve a drug-free community; activities at the elementary and secondary level; appropriate for all concerned about chemical dependency in schools; explores implementation of current models of prevention, and prevention strategies as applied to the school system. (L)

Programs and Courses

HUSEV 37—Drug-Free Workplace: Employee Assistance Programs (1 unit) CSU
Awareness and understanding of chemical dependency in the workplace; principles that staff can use in dealing with chemical dependency and job performance. (L)

HUSEV 38—The Child Welfare Services System (1 unit) CSU
Studies the relevant history, concepts, principles, and practices of child welfare; examines theories and interventions for child maltreatment from a human service/social work perspective; provides understanding of and training for the child welfare services system, including its interaction with the juvenile court processes; prepares for entry-level positions with many county child protective services departments. Grades are CR/NC. (L)

Humanities

Humanities is the study of making connections, a quest to understand “life in all of its manifestations.” Art, sculpture, architecture, myth, religion, music, philosophy, and literature all provide a mirror to reflect the characteristics of a culture, its values, themes, and visions. Each is part of the web of life, giving insight into the totality.

Humanities seeks to explore the vital creativity and instinct of artists who brought about new insights in emerging cultures, the creative geniuses that helped to forge innovative ideas and modes of understanding, the creation and focus of religions that tapped the depths of the human spirit, philosophies and modes of thinking that shaped the consciousness of humankind, and the architecture that brought new ideas to form.

HUMAN 3—Music Appreciation (3 units) CSU/UC
Study of music in relation to the humanities; music and composers of the Western World from Medieval through the 20th Century. Not open for credit to student with credit in MUSIC 3. (L)

HUMAN 5—Art Appreciation (3 units) CSU/UC
Introduction to art appreciation with an emphasis on basic 2D, 3D, and film mediums and their relationships to humanities. Historical and contemporary work with a multicultural focus will be emphasized. Not open for credit to student with credit in ART 5. (L)

HUMAN 10—Introduction to Western Humanities (3 units) CSU/UC
Learning the habit of making connections through thinking, feeling, sensing, and intuition, integration of the arts, architecture, music, philosophy, and history from pre-history through Renaissance. (L)

HUMAN 11—Art, Literature, and Music in Humanities (3 units) CSU/UC
Art, literature, and music in the humanities, from the Renaissance through the 20th Century. (L)

HUMAN 12—Jazz Appreciation (3 units) CSU/UC
General survey of jazz from its original and early development to present day; extensive listening to both recorded and live performances supports the lecture material. Not open for credit to student with credit in MUSIC 12. (L)

HUMAN 15—Popular Music in the United States (3 units) CSU/UC
Survey of popular music in the United States from about 1850 to present; covers American Civil War songs, ragtime, blues, jazz, song writing, musical theater, country music, Latin music styles, rock, and current trends. Not open for credit to student with credit in MUSIC 15. (L)

HUMAN 16—World Music (3 units) CSU/UC
Introduction to music as experienced through various world cultures including, but not limited to, Asia, India, the Middle East, Africa, Australia, and South America. Subcultures, such as Native American music and Ethnic North American music are also studied. Not open for credit to student with credit in MUSIC 16. (L)

HUMAN 17—Music as Culture (3 units) CSU/UC
A search of better understanding of what give music meaning. Explorations into multiple genres, including classical, rock, rap, folk, Latino and world music with an emphasis on the nature of sound, meaning, diversity, performance and value judgments. Not open for credit to student with credit in MUSIC 17. (L)

HUMAN 20—Introduction to World Myth (3 units) CSU/UC
Four functions of myth analyzes ethnic and universal messages of myth; explore life's great themes across many cultures, including birth, death, dependence, independence, love, and growth. (L)

HUMAN 26A—Women in Art I (3 units) CSU/UC
Role of women as artists in the Western World, beginning in the Middle Ages, and concluding in the Twentieth Century art world. Not open for credit to student with credit in ART 3A or WOMEN 26A. (L)

HUMAN 26B—Women in Art II (3 units) CSU/UC
The role of women as visual artists in Europe and the Americas, focusing on the Twentieth Century. Not open for credit to student with credit in ART 3B or WOMEN 26B. (L)

HUMAN 31—Asian-American Humanities and Cultures (3 units) CSU/UC
Survey of Asian-American cultures, including religions, traditions, and some highlights of history. Not open for credit to student with credit in ASIAN 31. (L)

HUMAN 32R—Film Studies: Focus on ... (3 units) CSU/UC
Study of a particular director/artist, genre, or national cinema. Students view and discuss full-length feature films; topic to be specified in class schedule. (Same as ENGL 32R, THART 32R) (Repeatable: May be taken four times only.)

HUMAN 33—History of Film (3 units) CSU/UC
Chronological survey of the motion picture; traces the development of the art, technology, and social importance of film during the last 100 years; screenings of significant and representative narrative, documentary, and experimental films from the silent to the modern era. Not open for credit to student with credit in ENGL 33 or THART 33. (L)

HUMAN 34—Introduction to Film (3 units) CSU/UC

Study of film as art and its influence on society, including interpretation, criticism, and technical developments; view and discuss full-length feature films. Not open for credit to student with credit in ENGL 34 or THART 34. (L)

HUMAN 48G—American Cinema (2 units) CSU

Film studies telecourse that explores how Hollywood films work technically, artistically, and culturally; exploration of the deeper significance of genres and the social and psychological effect of films on society. Not open for credit to student with credit in ENGL 48G or THART 48G.

HUMAN 48H—Introduction to Hitchcock (1 unit) CSU

Primer on the art of director Alfred Hitchcock, including viewing films and discussions of his common themes, motifs, plots. Not open for credit to student with credit in ENGL 48H or THART 48H. (L)

INFORMATION TECHNOLOGY (see Business)

Interior Design

INTD 20—Fundamentals of Interior Design (3 units) CSU

Study and application of design principles and elements; influences of historical, cultural, and functional design factors; the selection and arrangement of interior furnishings and materials; overview of career options in Interior Design included. Not open for credit to student with credit in ART 28 or FCS 28. (L)

INTD 26—Beginning Interior Design Studio (3 units) CSU

Basic drawing and presentation techniques for interior designers; development of floor plans, furniture arrangements, and elevations for interior space planning and presentation; both mechanical and freehand drawing will be used; presentation boards and other methods of presentation explored. Prerequisite: None; INTD 20 or concurrent enrollment recommended.

Internship

INTRN 46R—Internship (v1-8 units) CSU

Cooperative effort between the College and the professional community to provide real-world experience in the student's major field. A maximum of 16 units can be earned with an 8-unit maximum in any one semester. Maximum of 4 enrollments or 16 units can be earned in any combination of Work Experience (Occupational/General) and Internship enrollment. Those enrolling in this class are not eligible for work experience classes or other internship classes during the same semester. (L) Grades are CR/NC.

LA RAZA STUDIES (see Ethnic Studies)

LEARNING ASSISTANT (see General Studies)

LEARNING SKILLS (see General Studies)

MANAGEMENT AND SUPERVISION (see Business)

Manufacturing Technology

Manufacturing Technology is a comprehensive program of instruction designed to develop knowledge of scientific principle, mathematical concepts, and technical skills. It includes laboratory experiences found in machining, welding, and related technologies. These experiences will enable the student to enter industry with problem-solving skills in design, production planning, materials handling, quality control, inspection, and programming with computer-aided controls. The student, upon the successful completion of the program, will have a job-entry skill.

MANUFACTURING TECHNOLOGY/ MACHINING (Associate in Science)

Required Courses	Units
MFGT 20 Principles of Machine Shop	3
MFGT 21 Intermediate Machine Shop	3
MFGT 60R Problems in Manufacturing Technology	2
DRAFT 30 Introduction to Drafting Technology	3
METAL 30 Gas Welding OR METAL 31 Arc Welding	2
Plus 17 additional units selected from courses listed below:	
APSCI 22 Hydraulics (<i>Fluid Power</i>)	3
CWEE 45R Occupational Work Experience	3
ELECT 46 Industrial Electronics	4
MFGT 34R Computer Numerical Control	3
MFGT 35 Computer-Aided Manufacturing	2
MFGT 38 Manufacturing Processes	3
METAL 30 Gas Welding OR METAL 31 Arc Welding	2
METAL 83 Automatic/Inert Gas Welding	4
METAL 85 Structural Design/Fabrication	3
Total units required for degree major	30

MANUFACTURING TECHNOLOGY/ MACHINING (Certificate of Completion)

Required Courses	Units
APSCI 22 Hydraulics (<i>Fluid Power</i>)	3
DRAFT 30 Introduction to Drafting Technology	3
MFGT 20 Principles of Machine Shop	3
MFGT 21 Intermediate Machine Shop	3
MFGT 34R Computer Numerical Control	3
MFGT 35 Computer-Aided Manufacturing	2
MFGT 60R Problems in Manufacturing Technology	2
MFGT 62R Advanced Machine Shop	3
METAL 30 Gas Welding OR METAL 31 Arc Welding	2
Total units required	24

MFGT 20—Principles of Machine Shop (3 units) CSU
Basic set-up and operation of the engine lathe, vertical milling machine, drilling machines, bandsaws, and grinding machines; emphasis also focuses on precision measurement, including tooling selection for above machine tools and introduction to computer numerical controlled milling.

MFGT 21—Intermediate Machine Shop (3 units) CSU
Emphasis on intermediate-level machine shop, centers on the set-up and operation of the horizontal milling machine, surface grinder, vertical mill, lathe, tool and cutter grinder, precision layout, and safety practices. Machines will be used to develop intermediate-level skills in gear cutting, turning, milling, indexing, and dividing, rotary table band machining, and grinding tools. Production of a tool involving bartsstock, extrusions, castings, and weldments will also be emphasized.

MFGT 24—Introduction to Physical Metallurgy (3 units) CSU

Mechanical testing, metal structure, and metallurgical examination; including the production of metals and alloys as well as metallurgical problems. Not open for credit with credit in APSCI 24 or 24L or MFGT 24L. (LM)

MFGT 24L—Introduction to Physical Metallurgy (3 units) CSU

Metal structure, mechanical testing and metallurgical examination, including the historical and modern application and use of metals. Not open for credit to student with credit in APSCI 24 or 24L, or MFGT 24. (LM)

MFGT 34R—Computer Numerical Control (3 units) CSU

Programming computer numerically controlled machine tools and processes; emphasis on manual programming with the word address format, making moves in linear, circular, and helical interpolation. (Repeatable: May be taken four times only.)

MFGT 35—Computer Aided Manufacturing (2 units) CSU

Set-up and use of Computer Aided Manufacturing (CAM) system (Bridgeport type) for part production on a Bridgeport Computer Numerical Control (CNC) vertical machine center; emphasis will be on design of parts using different geometric layouts.

MFGT 38—Manufacturing Processes (3 units) CSU

Manufacturing material cold-form processing, sheet metal and metal coating and finishing; layout and bench forming technique, mechanical forming, press brake bending; relation of computer control, shop orders, quoting, and shop travelers; mechanical fasteners and production technique.

MFGT 39—Computer Integrated Fabrication (3 units) CSU

Intermediate course emphasizing computer (CNC) control of production assembly fabrication; direct manufacturing of CNC punch and press operation on Amada RG 35 Brake and Aries 245 Punch; manual data input on machine controller and shop computer; download and input 2D Amada and Metalsoft files while producing small assemblies for shop orders. Prerequisite: MFGT 10 or 12, or concurrent enrollment.

MFGT 60R—Problems in Manufacturing Technology (v.5-2 units)

Analysis of special problems not offered in the general curriculum. Allows for further study in specialized areas of manufacturing technology, metalworking/welding, and measurement science. (Repeatable: May be taken four times only.)

MFGT 62R—Advanced Machine Shop (3 units)

Advanced machine shop processes and techniques that involve the set-up and use of tracer lathes, electrical discharge machines, and turret lathes; emphasis also in tool and cutter grinding, as well as traditional machine tools and their operation. (Repeatable: May be taken four times only.)

MFGT 63—Machine Construction and Repair (3 units)
 Practical machine construction from casting, rolled plates, and bar products. Design theory and principles of machine construction and repair. Emphasis will be placed upon the construction of a machine using standard practices of machine casting and welding that conform to dimensions and tolerances set forth by a drawing.

Metalworking-Welding

MANUFACTURING TECHNOLOGY/ WELDING

(Associate in Science)

REQUIRED COURSES

	Units
METAL 30 Gas Welding	2
METAL 31 Arc Welding	2
METAL 83 Automatic/Inert Gas Welding	4
METAL 83B Gas Metallic Arc Welding	2
METAL 85 Structural Design/Fabrication	3
MFGT 20 Principles of Machine Shop	3
DRAFT 30 Introduction to Drafting Technology	3
Plus 10 units selected from the following courses:	
APSCI 22 Hydraulics (<i>Fluid Power</i>)	3
CWEE 45R Occupational Work Experience	3
MFGT 35 Computer Aided Manufacturing	2
MFGT 60R Problems in Manufacturing Tech.	2
Total units required for degree major	29

MANUFACTURING TECHNOLOGY/ WELDING

(Certificate of Completion)

Required Courses

	Units
METAL 30 Gas Welding	2
METAL 31 Arc Welding	2
METAL 83 Automatic/Inert Gas Welding	4
METAL 83B Gas Metallic Arc Welding	2
METAL 85 Structural Design/Fabrication	3
MFGT 20 Principles of Machine Shop	3
MFGT 60R Problems in Manufacturing Tech.	4
APSCI 22 Hydraulics	3
Total units required	23

COMBINATION WELDING

(Certificate of Training)

Required Courses

	Units
METAL 30 Gas Welding	2
METAL 31 Arc Welding	2
METAL 82 Production Welding	4
METAL 83 Automatic/Inert Gas Welding	4
Total units required	12

METAL 30—Gas Welding (2 units) CSU
 Gas welding processes: background, safety, applications and methods of operation; welding, burning, brazing and soldering.

METAL 31—Arc Welding (2 units) CSU
 Basic theory, practice and operation of manual arc welding; including joints, positions, electrode identification, operation of transformer and generator welders.

MARKETING (see Business)

METAL 82—Advanced Production Welding (4 units)
 Advanced welding processes used in construction, fabrication, and repair weld industries; special cutting techniques, D.C. shielded arc, short arc, and entry flux core principles; fix-up and distortion control on structure and tubular welding; welder certification, physical testing, and inspection. (LM)

METAL 83—Automatic and Inert Gas Welding (4 units)
 Introduction to TIG, MIG, plasma automatic welding processes; heliarc, wire welding, plasma arc cutting and welding, electronic operation, application of processes, exotic metal and alloy welding.

METAL 83A—Gas Tungsten Arc Welding (2 units)
 Explores tungsten inert gas (HELIARC) weld applications including lecture/demonstration on stainless and aluminum. Not open for credit to student with credit in METAL 83.

METAL 83B—Gas Metallic Arc Welding (2 units)
 Explores Gas Metallic Arc Welding (G.M.A.W) (short arc Metallic Inert Gas welding) weld applications including lecture/demonstration on mild steel sheet metal and plate material. Not open for credit to student with credit in METAL 83. Corequisite: METAL 30 or 31 recommended.

METAL 85—Structural Design and Fabrication (3 units)
 Structural weld design and fabrication of weldments; operation of mechanized iron workers, tubular benders, and press brake operations; computer design, analysis, and product process planning.

METAL 88R—Welding Technical Problems (1 or 1.5 or 2 or 2.5 or 3 units)
 Individualized instruction of special topics; including weld testing and certification, industry standards, A.N.S., A.P.I., A.S.M.E., research or special welding processes and projects. Prerequisite: METAL 82. (Repeatable: May be taken four times only.)

METAL 90—Welding, Maintenance and Repair (1.5 units)
 Introduction to the fundamental skills common to the welding service and repair industry; specialty filler materials which may be used for repair weld procedures.

Mass Communications

MASS COMMUNICATION (Associate in Arts)

Required Courses	Units
MCOMM 2 Introduction to Mass Communication	3
MCOMM 4 Studio Video Production	3
MCOMM 5 Electronic Movie Making	3
MCOMM 6 Sound Recording and Production	3
MCOMM 8 Introduction to Media Writing OR	
MCOMM 19 News Writing and Reporting	3
MCOMM 12A Film Making	3
MCOMM 14R Advanced Studio Video Production OR	
MCOMM 20LR Newspaper Production	3-4
MCOMM 15R Field Video Production	3
MCOMM 17R Television Remote Production	3
Total units required for degree major	27

MASS COMMUNICATION (Associate in Science)

Required Courses	Units
MCOMM 4 Studio Video Production	3
MCOMM 6 Sound Recording/Production	3
MCOMM 8 Introduction to Media Writing	3
MCOMM 12A Film Making	3
MCOMM 15R Field Video Production	3
MCOMM 17R Television Remote Production	3
Total units required for degree major	18

MASS COMMUNICATION (Certificate of Completion)

Required Courses	Units
ART 31R Basic Photography	3
MCOMM 4 Studio Video Production	3
MCOMM 6 Sound Recording/Production	3
MCOMM 8 Introduction to Media Writing	3
MCOMM 12A Film Making	3
MCOMM 15R Field Video Production	3
MCOMM 17R Television Remote Production	3
Minimum units to total	21

MCOMM 2—Introduction to Mass Communications (3 units) CSU/UC

Survey of the principles, functions, and services of media in an information and communication oriented society; emphasis on history, economics, technologies, and the process of communication, as well as the social impact of print media, broadcasting, and motion pictures. (L)

MCOMM 4—Studio Video Production (3 units) CSU
Semi-technical operation and creative use of television studio equipment; techniques of production, use of cameras, lighting, sound, titling, and video recording. Not open to student with credit in MCOMM 14A. (L)

MCOMM 5—Electronic Movie Making (3 units) CSU/UC
Introduction to electronic movie making; use of visual communication and personal experience to invoke emotion, to share ideas, and to construct persuasive visions of reality through electronic movie making. (L)

MCOMM 6—Sound Recording and Production (3 units) CSU

Introduction to the tools and techniques of audio production: operation of audio control equipment for radio, television, film, and studio recordings. (L)

MCOMM 8—Introduction to Media Writing (3 units) CSU

Introduction to the styles and script formats used in writing for the media; practice is provided in writing proposals, treatments, storyboards, features for newspapers, and scripts for radio, filmmaking, and television programs. (L) Recommendations: ability to work in a technical environment and operate audio/video equipment in the field. Prerequisite: ENGL 51 or 51L or eligibility for ENGL 1A.

MCOMM 9—News Writing (2 units) CSU
Writing styles for newspaper, public relations and broadcast journalism. Includes video series that features 20 writers, editors and broadcasters. Explores on-the-job ethical challenges and media law. (L)

MCOMM 11R—Basic Photography (3 units) CSU/UC
Exploration into basic camera operation and black and white processing and printing; history and development of photography; emphasis on personal expression; adjustable camera preferred. (L) (R1) (Repeatable: May be taken two times only.)

MCOMM 12A—Film Making (3 units) CSU/UC UC-Unit Limit

Techniques of motion picture production; planning, writing, and producing short films with motion picture camera; animated sequences; understanding motion film as a creative art form. Laboratory hours devoted to location filming. (L)

MCOMM 12B—Film Making (3 units) CSU/UC UC-Unit Limit

Advanced film making using 16mm motion picture cameras with an emphasis in content design, set up, and production of a feature, animated, or documentary film. Laboratory hours devoted to film production. Prerequisite: MCOMM 12A.

MCOMM 14R—Advanced Studio Video Production (3 units) CSU

Advanced-technical operation and creative use of television studio equipment. Techniques of production, use of cameras, lighting, sound, titling, video recording, and video toaster effects. Prerequisite: MCOMM 4 or 14A. (Repeatable: May be taken four times only.)

MCOMM 15R—Field Video Production (3 units) CSU
Advanced creative use of studio and electronic field video production. Includes scriptwriting, producing, directing, reporting, videography, and non-linear post production using industry level software. Corequisite: MCOMM 4 or 5, which may be taken prior to the current semester. (Repeatable: May be taken four times only.)

MCOMM 17R—Television Remote Production (3 units) CSU

Introduction to electronic field production while using multiple cameras to produce live or videotaped events, such as, football and basketball games, volleyball, theatre events, drama and musicals. The course is progressive in nature and may provide an expanded educational experience when repeated. Much of class time is devoted to "on location" production. (Repeatable: May be taken four times only.)

MCOMM 19—News Writing and Reporting (3 units) **CSU/UC**

Recognizing, gathering, and writing the news in accepted journalistic style; learning to conduct personal interviews and cover speeches, meetings, and other events; understanding the legal and ethical issues related to reporting; emphasis on language and style, accuracy in news gathering, and research and organization of various types of stories. Prerequisite: ENGL 51L or eligibility for ENGL 1A. (L)

MCOMM 20LR—Newspaper Production (3 or 4 units) **CSU**

Production of the Yuba College newspaper; become familiar with all phases of newspaper production, including reporting, writing, editing, photography, advertisement marketing, and desktop publishing. Editor positions assigned to those demonstrating initiative, leadership, and superior writing skills. Corequisite: ENGL 19 or MCOMM 19 or MCOMM 8 or prior completion of one of these classes. (L) (Repeatable: May be taken four times only.)

MCOMM 25R—Mass Communications Field Experience (v1-6 units) **CSU**

Broadcast media production experience (including journalism) at a radio, newspaper, or media production facility under the supervision of college instructor and media professional; development of real world experience within major. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

MCOMM 30—Library Info Systems and the Internet (0.5 unit) **CSU**

Introduction to modern library electronic information systems and the Internet, including on-line subscription services. Hands-on Internet and world wide web experiences; basic research techniques for locating and retrieving information in support of the curriculum. Grades are CR/NC. (L)

MCOMM 40—Introduction to Online Learning (1 unit) **CSU**

This course will prepare you to successfully complete an online course through introduction to the technology and the online environment; how to use the software tools that manage an online course; and how to problem-solve online issues. Not open for credit to student with credit in EDUC 40. Grades are CR/NC.

MCOMM 295—Home/Business Videography (0.5 unit)

Designed for the non professional "video buff" that would like to learn how to shoot 1/2" VHS video for home or business. Participants will learn field shooting to include: scripting, lighting, and sound. In addition, students will learn to assemble and insert edit material into continuity style video programs. Grades are CR/NC.

Mathematics

MATHEMATICS
(Associate in Science)

Required Courses	Units
MATH 1A First Year Calculus	4
MATH 1B First Year Calculus	4
MATH 2A Second Year Calculus	4
MATH 3 Linear Algebra	3
MATH 25 Finite Math OR	
STAT 1 Introduction to Statistical Methods OR	
MATH 10 Liberal Arts Math OR MATH 51 Plane Geometry.....	3-4
Total units required for degree major	18

MATH 1A—First Year Calculus (4 units) **CSU/UC UC-Unit Limit**
(CAN MATH 18)

Introduction to differential and integral calculus with applications. Prerequisite: MATH 21 or equivalent with a grade of "C" or better. MATH 7 is recommended. (LM)

MATH 1B—First Year Calculus (4 units) **CSU/UC**
(CAN MATH 20)

Continuation of MATH 1A, including transcendental functions, techniques of integration, indeterminate forms, improper integrals, sequences and series, and numerical methods. Prerequisite: MATH 1A with a grade of "C" or better. (LM)

(NOTE: CAN MATH SEQ B = MATH 1A + 1B)

MATH 2A—Second Year Calculus (4 units) **CSU/UC**
(CAN MATH 22)

Emphasis on the calculus of two and three variables, including topics from vector analysis, conics and polar coordinates. Prerequisite: MATH 1B with a grade of "C" or better. (LM) (Note: CAN Math SEQ C=Math 1A+1B+2A)

MATH 2B—Differential Equations (3 units) **CSU/UC**
(CAN MATH 24)

Topics in ordinary differential equations; various solutions to elementary differential equations; required for most Engineering majors. MATH 2A is recommended. Prerequisite: MATH 1B with a grade of "C" or better. (LM)

MATH 3—Linear Algebra (3 units) **CSU/UC**
(CAN MATH 26)

Topics in linear algebra including properties and applications of matrices, determinants, and linear transformations. Prerequisite: MATH 2A with a grade of "C" or better. (LM)

MATH 7—Pre-Calculus (4 units) **CSU/UC**

Calculus-oriented coverage of geometry, algebra, and trigonometry, including elementary transcendental functions, conics, systems of equations, and mathematical induction; designed to prepare for MATH 1A. Prerequisite: MATH 52 and 21 with a grade of "C" or better. (LM)

MATH 9—Calculus for Business, Social and Life Science (3 units) **CSU/UC UC-Unit Limit**
(CAN MATH 34)

Topics of calculus including differentiation, integration, graphs, limits, and rates. Applications from economics, business, life science, and behavioral science. Not open for credit to student with credit in MATH 1A. Prerequisite: MATH 52 with a grade of "C" or better. (LM)

MATH 10—Liberal Arts Mathematics (3 units) **CSU/UC**

Designed for student majoring in areas other than science, mathematics, or business to give appreciation and insight into structure and applications of math. Some typical topics, to be chosen by instructor, may include probability and statistics, sequences and series, population growth, graph theory, geometry and topology, number theory, history of math, finance math, voting methods and apportionment. Prerequisite: MATH 52 with a grade of "C" or better. (L)

Programs and Courses

MATH 15A—Concepts of Mathematics (3 units)

CSU/UC UC-Unit Limit

Designed for students who plan to become elementary school teachers. In-depth study of mathematical system with emphasis on problem-solving, real numbers, set theory, logic, number theory, and fundamental counting problems. Essays on topics of current interest to the teaching profession, class presentations, and a study of techniques and materials used in today's elementary school classroom will also be included. Prerequisite: MATH 52 with a "C" or better or equivalent. (LM)

MATH 15B—Concepts of Mathematics II (3 units)

CSU/UC UC-Unit Limit

Continuation of MATH 15A, including problem-solving, probability and statistics, measurement and the metric system, and geometry. Prerequisite: MATH 51 and 52. (LM)

MATH 21—Plane Trigonometry (3 units)

(CAN MATH 8)

CSU

Trigonometric functions, fundamental formulas, identities, solution of triangles, and complex numbers. Prerequisite: MATH 52 or equivalent with a grade of "C" or better. (LM)

MATH 25—Finite Math (3 units) (CAN MATH 12)

CSU/UC

Introductory study to include logic, set theory, matrices, vectors, linear programming, simplex algorithm, combinatorial techniques; and mathematics of finance. Applications from science, accounting, marketing, production, and personnel management as time allows. Prerequisite: MATH 52 or equivalent with a grade of "C" or better. (LM)

MATH 50—Elementary Algebra (3 or 4 units)

Introductory algebra; topics include signed numbers, graphing, linear equations, quadratic equations, and systems of linear equations in two variables. Prerequisite: MATH 111 with a grade of "C" or better or qualifying score on *Placement Examination*. (L)

MATH 51—Plane Geometry (3 units)

Introductory plane geometry, the study of geometric relationships in the plane from an inductive and deductive viewpoint. Satisfies the university admission requirement of high school plane geometry. Prerequisite: MATH 50 or equivalent with a grade of "C" or better. (L)

MATH 52—Intermediate Algebra (3 or 4 units)

Fundamental operations of algebra, linear and quadratic equations and inequalities; exponents and polynomials; rational expressions; radicals and fractional exponents; graph of a straight line; linear and quadratic system of equations; conic sections; exponential and logarithmic functions. Prerequisite: MATH 50 or equivalent with a grade of "C" or better. (L)

MATH 110—Arithmetic for College Students (3 units)

Whole numbers, fractions, mixed numbers, and decimals; concepts of prime and composite numbers and prime factorization; ratio, proportion, percent; rounding and estimating sums, differences, products, and quotients; applications and the reasonableness of answers are stressed; concepts, language usage, and reasoning skills are emphasized.

MATH 110A—Whole Numbers (1 unit)

Calculation of sums, differences, products, and quotients using whole numbers; concepts of prime and composite numbers; prime factorization; exponential notation, ratios, proportions, rounding, and estimating answers; use of hand-held calculator; methods for solving word problems; mathematical vocabulary.

MATH 110B—Fractions and Mixed Numbers (1 unit)

Calculation of sums, differences, products, and quotients using fractions and mixed numbers; conversion of mixed numbers to improper fractions and improper fractions to mixed numbers; exponentiation of fractions; use of fractions in ratios, proportions, and problem-solving; use of hand-held calculator; mathematical vocabulary.

MATH 110C—Decimals and Percents (1 unit)

Calculation of sums, differences, products, and quotients using decimal numbers; concepts of exponential notation, ratios, proportions, rounding, estimating answers, and converting decimals and percents; use of hand-held calculator; methods for solving word problems involving decimals and percents; mathematical vocabulary.

MATH 111—Prealgebra (3 units)

Seeks to develop algebraic thinking. Topics include: operations on the rational numbers; exponents; the order of operations; the real numbers and their decimal number representation; the field axioms; introduction to algebra; graphing in two dimensions; percent, ratio, proportion; basic geometry; conversion of units; and problem solving using equations.

METALWORKING-WELDING (see Manufacturing Technology)

Music

MUSIC

(Associate in Arts)

Required Courses

	Units
MUSIC 1A Elementary Harmony	3
MUSIC 1B Elementary Harmony	3
MUSIC 1C Theory Skills	1
MUSIC 1D Theory Skills	1
MUSIC 2A Advanced Harmony	3
MUSIC 2B Advanced Harmony	3
MUSIC 2C Theory Skills	1
MUSIC 2D Theory Skills	1
MUSIC 8A & 8B Music History	6
Total units required for degree major	22

MUSIC 1—Music Skills for Pre-Ed Majors (3 units) CSU

Development and application of basic music skills; study of notation, rhythm, melody, harmony, keyboard, recorder, and autoharp. For education majors and others with no previous experience in reading or playing music notation. Required music skills drill one hour a week minimum. Not open for credit with credit in ECE 21. (L)

MUSIC 1A—Elementary Harmony (3 units) CSU/UC

Review of music fundamentals. Emphasis on principle triads; part-writing procedures and analysis. Required of all music majors and minors. Corequisite: MUSIC 1C (Theory Skills) and MUSIC 8A (Music History). Students with no previous piano study should enroll in MUSIC 41A. (L)

MUSIC 1B—Elementary Harmony (3 units) CSU/UC

Continuation of MUSIC 1A. Study of diatonic harmony with introduction to secondary dominants and elementary modulation; exercises in part-writing, figured-bass, analysis, and melody harmonization. Required of all music majors and minors. Prerequisite: Music 1A Corequisite: MUSIC 1D or 1C. (L)

MUSIC 1C—Theory Skills (1 unit) CSU/UC

Exercises in applying theoretical concepts to the keyboard. Emphasis on ear-training employing programmed exercises in rhythmic reading and dictation, sight-singing, and melodic dictation. Required of all music majors and minors. Corequisite: MUSIC 1A or 1B or 2A or 2B.

MUSIC 1D—Theory Skills (1 unit) CSU/UC

Continuation of MUSIC 1C. Exercises in applying theoretical concepts to the keyboard; emphasis on ear-training employing programmed exercises in rhythmic reading, dictation of rhythmic, melodic, harmonic materials, and sight-singing. Required of all music majors and minors. Corequisite: MUSIC 1B or 2A or 2B.

MUSIC 2A—Advanced Harmony (3 units) CSU/UC

Theoretical and practical techniques of chromatic harmony studied through written exercises and analysis. Required of all music majors. Corequisite: MUSIC 1C, 1D, or 2C.

MUSIC 2B—Advanced Harmony (3 units) CSU/UC

Continuation of MUSIC 2A. Includes chromatic linear techniques of the common practice period, late 19th century, and 20th century techniques. Studied through analysis and written exercises. Required of all music majors. Corequisite: Theory Skills sequence. (MUSIC 1C or 1D or 2C or 2D.) Prerequisite: MUSIC 2A.

MUSIC 2C—Theory Skills (1 unit) CSU/UC

Continuation of MUSIC 1D. Exercises in applying theoretical concepts to the keyboard; emphasis on ear-training employing programmed exercises in rhythmic reading, dictation of rhythmic, melodic, harmonic materials, and sight-singing. Required of all music majors. Corequisite: MUSIC 2A or 2B.

MUSIC 2D—Theory Skills (1 unit) CSU/UC

Continuation of MUSIC 2C. Exercises in applying theoretical concepts to the keyboard; emphasis on ear-training employing programmed exercises in rhythmic reading, dictation of rhythmic, melodic, harmonic materials, and sight-singing. Required of all music majors.

MUSIC 3—Music Appreciation (3 units) CSU/UC

Study of music in relation to the humanities; music and composers of the Western world from Medieval through the 20th Century. Not open for credit to student with credit in HUMAN 3. (L)

MUSIC 4—Introductory Music Skills (3 units) CSU

Written notation and aural recognition of basic musical elements such as acoustics, notating pitch and rhythm, scales, intervals, and triads. Useful as pre-theory for music majors/minors, as well as fundamental music reading/listening skills for non-majors. (L)

MUSIC 8A—Music History (3 units) CSU/UC

Chronological survey of Western art music with special emphasis on style, genres, composers, and important works; covers the period from antiquity to the early Baroque. Intended for the music major; ability to read music notation is essential; extensive listening to recorded examples required.

MUSIC 8B—Music History (3 units) CSU/UC

Chronological survey of Western art music with special emphasis on style, genres, composers, and important works. Covers the period from the early Baroque to the present day. Intended for the music major; ability to read music notation is essential; extensive listening to recorded examples required.

MUSIC 12—Jazz Appreciation (3 units) CSU/UC

General survey of jazz from its original and early development to present day; extensive listening to both recorded and live performances supports the lecture material. Not open for credit with credit in HUMAN 12. (L)

MUSIC 14A—Conducting I (2 units) CSU

Study of style and technique of conducting with emphasis on interpretation and score analysis. (L)

MUSIC 14B—Conducting II (2 units) CSU

Continuation of MUSIC 14A with special emphasis on applied aspects of conducting. Prerequisite: MUSIC 14A.

MUSIC 15—Popular Music in the United States (3 units) CSU/UC

Survey of popular music in the United States from about 1850 to present; covers American Civil War songs, ragtime, blues, jazz, songwriting, musical theater, country music, Latin music styles, rock, and current trends. Not open for credit to student with credit in HUMAN 15. (L)

MUSIC 16—World Music (3 units) CSU/UC

Introduction to music as experienced through various world cultures including, but not limited to, Asia, India, the Middle East, Africa, Australia, and South America. Subcultures, such as Native American music and Ethnic North American music are also studied. Not open for credit to student with credit in HUMAN 16. (L)

MUSIC 17—Music as Culture (3 units) CSU/UC

A search of better understanding of what give music meaning. Explorations into multiple genres, including classical, rock, rap, folk, Latino and world music with an emphasis on the nature of sound, meaning, diversity, performance and value judgments. Not open for credit to student with credit in HUMAN 17. (L)

Programs and Courses

MUSIC 26R—Musical Theatre Workshop (2 or 3 units)

CSU/UC

Fundamentals of musical theatre performance; singing, acting, dancing, orchestra, and technical stage work. Students may specialize in area of interest. Works to be selected from various periods and styles. Participation in Yuba College production is required. (Same as THART 26R) (Repeatable: May be taken four times only.)

MUSIC 27R—Community Orchestra (1 or 2 units)

CSU/UC

Study and performance of full orchestra literature and performance of selected works. Emphasis on development of ensemble playing technique. Grades are CR/NC. (Repeatable: May be taken four times only.)

MUSIC 28R—Community Jazz Ensemble (1 unit)

CSU/UC

Study and performance of jazz music literature. Grades are CR/NC. (Repeatable: May be taken four times only.)

MUSIC 30R—Applied Skills-Instrumental (1 unit)

CSU/UC

Improvement of technical facility, musicianship, and performing aspects. Required of all instrumental music majors. (Repeatable: May be taken four times only.)

MUSIC 31R—Applied Skills-Piano (1 unit)

CSU/UC

Traditional instruction in advanced piano literature with emphasis on improvement of technical facility, musicianship, and performance. For music major with a piano concentration. Corequisite: MUSIC 1A, 1B, 1C, or 1D; or MUSIC 2A, 2B, 2C, or 2D and MUSIC 8A or 8B. Prerequisite: MUSIC 42R (4 semesters) or equivalent proficiency. (Repeatable: May be taken four times only.)

MUSIC 32R—Applied Skills-Voice (1 unit)

CSU/UC

Individualized instruction in vocal technique, tone production, breathing, diction, as applied to the singing voice. One hour per week required in music lab. Required of voice majors. Corequisite: MUSIC 34R, 54R, or 554R. (Repeatable: May be taken four times only.)

MUSIC 33R—Chamber Choir (3 units)

CSU/UC

Small ensemble; study, preparation, and performance of sacred and secular music from Renaissance through contemporary period in style; audition is required. Concurrent enrollment in MUSIC 40A, 40B, 40C, 40D, or 32R required. (Repeatable: May be taken four times only.)

MUSIC 34R—Symphony Chorus (1 unit)

CSU/UC

Study, rehearsal and performance of the standard choral literature, including oratorio, cantata, opera, and extended choral works. (Repeatable: May be taken four times only.)

MUSIC 35R—Beginning Guitar (.5 or 1 unit)

CSU/UC

Basic guitar technique with an emphasis on melody and chording. Grades are CR/NC. (Repeatable: May be taken four times only.)

MUSIC 36R—Intermediate Guitar (1 unit)

CSU/UC

A continuation of basic guitar technique with an emphasis on melody and chording. The student must provide their own acoustic (non-electric) guitar. Grades are CR/NC. (Repeatable: May be taken four times only.)

MUSIC 37R—Jazz Workshop (2 units)

CSU/UC

Development of improvisational skills for those with basic performing techniques; both individual and group learning activities. (Repeatable: May be taken four times only.)

MUSIC 40A—Elementary Voice (1 unit)

CSU/UC

Group instruction in vocal techniques; tone production, breathing, diction, and their application to the art song repertoire; English and Italian diction emphasized. One hour per week in the music lab required. Required of vocal music majors.

MUSIC 40B—Elementary Voice (1 unit)

CSU/UC

Group instruction in vocal technique, tone production, breathing, diction, and their application to the art song repertoire; English, Italian, and German diction are emphasized. One hour per week in the music lab required. Required of vocal music majors.

MUSIC 40C—Intermediate Voice (1 unit)

CSU/UC

Group instruction in vocal technique, tone production, breathing, diction, and their application to the art song repertoire; English, Italian, and German diction are emphasized. One hour per week in the music lab. Required of vocal music majors.

MUSIC 40D—Intermediate Voice (1 unit)

CSU/UC

Group instruction in vocal technique, tone production, breathing, diction, and their application to the art song repertoire; English, Italian, and German diction are emphasized. One hour per week in the music lab required. Required of all vocal music majors.

MUSIC 41AR—Elementary Piano (1 unit)

CSU/UC

Elementary Piano, covering the fundamentals of keyboard theory and technique, reading, solo and ensemble repertoire, and creative activities. (Repeatable: May be taken two times only.)

MUSIC 41BR—Elementary Piano (1 unit)

CSU/UC

Continuation of MUSIC 41A; covers the fundamentals of keyboard theory and technique, solo and ensemble repertoire. (Repeatable: May be taken two times only.)

MUSIC 42R—Intermediate Piano (1 unit)

CSU/UC

Group piano class for students with at least one year of concentrated piano study; emphasis on technique and reading skills. (Repeatable: May be taken four times only.)

MUSIC 43R—Symphonic Band (2 units)

CSU/UC

Study and performance of band literature in all periods of music. Emphasis on the development of ensemble playing techniques. (Repeatable: May be taken four times only.)

MUSIC 44R—Instrumental Chamber Ensemble (2 units)

CSU/UC

Study and performance of chamber music using brass, percussion, string, or woodwind instruments in small group ensembles. (Repeatable: May be taken four times only.)

MUSIC 53R—Oratorio Chorus (1 unit)

UC

Study and performance of the standard vocal literature from the Renaissance through the Twentieth Century. Emphasis on vocal skills, musical knowledge, ensemble singing, and chorus protocol. Grades are CR/NC. (Repeatable: May be taken four times only.)

MUSIC 54R—Community Chorus (1 unit)

UC

Study, rehearsal, and performance of the standard choral literature including oratorio, cantata, extended choral works, and opera choruses. Open to all students and members of the community. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

MUSIC 210R—Young Persons' Chorus (1 unit)

Designed to train young persons' voices between the ages of 8 and 12 in the art of choral singing as well as basic music rudiments of note reading, rhythmic notation, and recorder skills. Grades are CR/NC. (Repeatable: May be taken four times only.)

MUSIC 211R—Bel Canto Choir (1.5 units)

Designed to train young singers' (between ages of 13-18) voices in the art of correct singing as applicable to the choral art form; basic rudiments of music, including rhythmic notation, and note reading, as well as sight-reading and sight-singing are taught. Grades are CR/NC. (Repeatable: May be taken four times only.)

NATIVE AMERICAN STUDIES (see Ethnic Studies)

Nursing

GENERAL INFORMATION. Nursing is a blend of science, technology, and compassion that allows the practitioner to provide health care in a wide variety of settings. It includes caring for the sick, helping people return to and maintain health, and prevention of disease. Examples of practice settings include acute care hospitals, extended care facilities, home health care, clinics, offices, schools, military service, occupational settings, and more. Yuba College offers a Vocational Nursing program leading to licensure as an LVN and an Associate Degree Nursing program leading to licensure as an RN. A career ladder program, for LVN's wishing to advance to the RN level is also available. California is currently experiencing a nursing shortage, which is predicted to continue well into the Twenty-first Century. As a result, graduates, after passing the *National Council of State Boards of Nursing Licensing Examination*, are very likely to have a variety of employment opportunities.

Yuba College Nursing Programs offer clinical experiences in a variety of health care settings including acute care hospitals, extended care facilities, offices, and clinics. Most lectures are broadcast via interactive TV to Yuba College in Marysville, Woodland Community College and Clear Lake Campus. Skill labs, in Marysville and Woodland, are staffed with R.N. Instructional Assistants, to provide additional support to students. Media, including videotapes and computer-assisted instructional programs, resource books, and professional journals are available at all three campuses.

COSTS. In addition to the expenses of regularly enrolled students (living costs, activity fees, books, tuition, etc.), Nursing students have the additional expenses of uniforms, licensing, health examination, and others. Nursing students are eligible for grants and loans available to any Yuba College student meeting the criteria. In addition, a limited number of community agency sponsored loans and grants are available to those needing short-term or supplemental assistance. Upon completion of the Program, the graduate, unless otherwise disqualified by the licensing board, is eligible to take the *National Council of State Boards of Nursing Licensing Examination*.

DRUG POLICY. All students enrolled in nursing and allied health programs are subject to the department drug policy and procedure which is a part of the *Student Code of Conduct*. Violation of this policy and procedure may result in denial of admission or dismissal from the program. The policy may be reviewed at the Nursing department. It is also in the *Student Handbook* to be purchased by the Nursing students. Also, The Nursing *Student Handbook* can be found on the reserve shelves in the libraries.

COMPUTER USE. Students are required to complete some assignments and testing using computers. In addition, hospital records are computerized. It is strongly recommended that students entering nursing be computer literate.

RECOMMENDED COURSES

The following courses are not required but may facilitate learning if taken prior to formal admission into the nursing programs.

	Units
NURS 51A Medical Terminology 1	2
ECE 3 Child Growth and Development	3
BCA 27 Introduction to Computers5

Programs and Courses

REGISTERED NURSING PROGRAM

ASSOCIATE DEGREE IN NURSING. Yuba College offers an Associate Degree Nursing Program designed to prepare the individual to take the *National Council of State Boards Nursing Licensing Examination* leading to licensure as a registered nurse.

ADMISSION CRITERIA.

- A. Application. All applications are obtained and filed with the Math & Science Department at the Yuba College campus in Marysville.
- B. Eligibility. Students are eligible for consideration as a Nursing major if the following have been met:
 1. Submitted a Yuba College Associate Degree Nursing Application
 2. High school graduation or equivalent
- C. Students are limited to two enrollments in nursing courses (withdrawals do count as an enrollment for nursing).
- D. Prerequisites must be completed prior to applying to the program. Nursing 26 (Pharmacology) may be completed after applying. It must be completed before enrolling in Nursing 30 in the first semester of the program.

Should the number of qualified applicants exceed the number of available spaces in the class, a wait list process will be used to establish priority. For more specific information telephone the Nursing Office at 530-741-6784.

PROGRAM PROGRESSION AND REQUIREMENT. The program is a full-time course of study which can be completed in two years or extended by completing the General Education, Science, and other requirements prior to admission into the Nursing sequence. The latter is the suggested format. Some classes will be taught at the Yuba College campus in Marysville and some at the Woodland Community College campus. Lectures are broadcast via interactive TV and can be viewed at the Marysville, Woodland, and Clear Lake campuses. Agencies in all three counties are used for the clinical portions of the program, and some travel will be required for all students..

NURSING MAJOR REQUIREMENTS

PREREQUISITES:

	Units
BIOL 15 Bioscience OR	
BIOL 1 Principles of Biology (prerequisite for Biol 4, 5, and 6)	4
BIOL 4 Human Anatomy	4
BIOL 5 Human Physiology	4
BIOL 6 Microbiology	4
ENGL 1A College Composition and Reading	4
The following courses must be completed with a "C" or higher grade.	
MATH 52 Intermediate Algebra or higher	4
Chemistry (<i>one year in high school or one semester in college</i>)	3
NURS 26 Basic Pharmacology	3

General Education and Support Classes must be completed with a "C" or higher grade.

A minimum GPA of 2.50 or higher is required in the four core courses (Biology 4, 5, 6, and English 1A).

General Education and Support Classes: Units

FCS 10 Nutrition (<i>must be taken no later than Semester 1</i>)	3
PSYCH 1A General Psychology	
(<i>must be taken no later than Semester 2</i>)	3
SOCIL 1 Introduction to Sociology OR 2 Social Problems	3
SPECH 1 Public Speaking OR SPECH 6 Group Discussion	3
Humanities elective	3
First Semester	
NURS 30 Fundamentals of Nursing	8
NURS 36 Pathophysiology	3
Nursing 55R Nursing Skills Lab	1
Second Semester	
NURS 31 Maternal-Child Nursing	5
NURS 32 Medical-Surgical Nursing I	8
Nursing 55R Nursing Skills Lab	1
Third Semester	
NURS 34 Medical-Surgical Nursing II	9
Nursing 55R Nursing Skills Lab	1
Fourth Semester	
NURS 33 Mental Health/Psychiatric Nursing	4
NURS 35 Medical-Surgical Nursing III	5
Nursing 55R Nursing Skills Lab	1

NOTE: To progress through the Associate Degree in Nursing Program, all courses must be passed with a "C" (70%) or better.

LVN TO RN CAREER MOBILITY PROGRAMS

OPTION ONE - LVN to ADN (RN plus degree). Consists of both general education and nursing major core courses. Successful completion of the Program qualifies the student to graduate from the College with an *Associate in Science Degree* and to apply for the *National Council of State Boards of Nursing Licensing Examination* in preparation for licensure as a Registered Nurse. Students who qualify will be admitted each fall to the third semester of the ADN Program on a space-available basis. Telephone the Nursing Office to obtain procedures for admission.

ADMISSION CRITERIA.

- A. Application. All applications are obtained and filed with the Nursing Office at Yuba College campus in Marysville. Applicants will be admitted on a space-available basis by date of receipt of completed application packet. Since enrollment is limited, and the number of applicants traditionally outnumber available spaces, an applicant seeking admission to the ADN program who is already an LVN has two options:
 - 1. Apply for the two-year ADN program the same as any other student and, if admitted, must go through the entire program.
 - 2. Complete all prerequisite courses (see RN Program requirements) and apply to the Nursing Department to enter the program in the third semester on a space-available basis. Students who have completed all requirements will be admitted based on the date their completed application is received by the Nursing Department.

Contact the Nursing Department at 530-741-6784 for more detailed information.
- B. Eligibility. Students are eligible for consideration as a Nursing major if the following have been met:
 - 1. Graduation from an accredited high school or the equivalent.
 - 2. Current *California Vocational Nurse License*. Recent Vocational Nursing graduates must submit proof of licensure prior to the first day of class.
 - 3. Completion of the following courses with a 2.5 GPA or better: BIOL 4, 5, 6; ENGL 1A. Completion of the following courses with a "C" or higher grade: Chemistry, FCS 10; MATH 52 (or higher); NURS 36, 37; and PSYCH 1A.
 - 4. I.V. Therapy certification or completion of Nursing 224 IV Therapy.

PROGRAM PROGRESSION AND REQUIREMENTS:

NURSING MAJOR REQUIREMENTS

Support Courses	Units
SOCIL 1 Introduction to Sociology OR 2 Social Problems	3
SPECH 1 Public Speaking OR 6 Group Discussion	3
Humanities elective	3
Nursing Courses (must be taken prior to admission)	
NURS 36 Pathophysiology	3
NURS 37 Nursing Bridge Course	2
Fall Semester	
NURS 34 Medical-Surgical Nursing II	9
Nursing 55R Nursing Skills Lab	1
Spring Semester	
NURS 33 Mental Health/Psychiatric Nursing	4
NURS 35 Medical-Surgical Nursing III	5
Nursing 55R Nursing Skills Lab	1

OPTION TWO - LVN to RN only (30-Unit Option). Meets *California State Regulation 1429*, and those completing this track are eligible to apply for the *National Council of State Boards of Nursing Licensing Examination* in preparation for licensure as a Registered Nurse. This is a non-degree option. States other than California may not grant Registered Nurse (RN) licensure based on completion of this option. Career laddering to a higher level such as Bachelor of Science in Nursing may be limited by this option as well. It is recommended the applicant call the Nursing Department for more information. Students who qualify will be admitted each fall semester on a space-available basis.

ADMISSION CRITERIA.

- A. Application. All applications are obtained and filed with the Nursing Office at the Yuba College main campus in Marysville. Applicants will be admitted on a space-available basis by date of receipt of completed application packet. Contact the Nursing Office for admission procedures and information.
- B. Eligibility. Minimum qualifications for admission to this track are:
 - 1. Current *California Vocational Nurse License*. Recent V.N. graduates must submit proof of licensure prior to the first day of class.
 - 2. Graduation from an accredited high school or the equivalent.
 - 3. Graduation from an accredited vocational school of nursing or demonstrated mastery of course content by *Challenge Examination*.
 - 4. Completion of the following courses with a 2.5 GPA or higher: BIOL 5 Physiology, BIOL 6 Microbiology; Completion of the following with a "C" or higher: NURS 36 Pathophysiology, and NURS 37 Nursing Bridge Course
 - 5. Strongly recommend: IV Therapy certification or completion of Nursing 224 IV Therapy.

Programs and Courses

PROGRAM PROGRESSION/REQUIREMENTS:

NURSING MAJOR REQUIREMENTS

Fall Semester

NURS 34 Medical-Surgical Nursing II	9
Nursing 55R Nursing Skills Lab	1

Spring Semester

NURS 33 Mental Health/Psychiatric Nursing	4
NURS 35 Medical-Surgical Nursing III	5
Nursing 55R Nursing Skills Lab	1

NURS 26—Basic Pharmacology (3 units) CSU

Basic principles of pharmacology with focus on pharmacokinetics, pharmacodynamics, and related therapeutic implications for major drug categories; for Nursing and non-Nursing students. Prerequisite: None; Anatomy and Physiology highly recommended. (LM)

NURS 30—Fundamentals of Nursing (8 units) CSU

Introduction of concepts and skills basic to the practice of nursing; provides theoretical foundation for nursing practice, integrating a life-span approach, and incorporating concepts and skills to meet the basic needs of the hospitalized patient; learning experiences in the lab and health care setting allow students to gain proficiency in the application of skills and concepts introduced in the classroom. Prerequisite: BIOL 1 or 15; BIOL 4, 5, and 6; CHEM 10 or higher; ENGL 1A; MATH 50; and NURS 26.

NURS 31—Maternal-Child Nursing (5 units) CSU

Focuses on concepts, theory, and skills related to women's health, pregnancy, birth, the postpartum period, and the care of the newborn, children, and their families; application of concepts, theory, and skills is provided by selected patient care experiences in a variety of health care settings. Prerequisite: NURS 30 and NURS 32, or concurrent enrollment.

NURS 32—Medical-Surgical Nursing I (8 units) CSU

Focuses on development and psycho-social needs across the life span, and nursing skills related to teaching, health assessment, medication administration, and wound care; emphasizes the special needs of patients having surgery, experiencing sensory alterations, and/or pain; application of concepts and skills is provided by selected patient care experiences. Prerequisite: NURS 30 and NURS 26. (LM)

NURS 33—Mental Health and Psychiatric Nursing (4 units) CSU

Eclectic approach to mental health and psychiatric nursing, including psycho-dynamics of human behavior and psycho-pharmacology; emphasis on concepts of therapeutic communication, assessment of behavioral states, investigation into specific symptomatology, and related psychotherapies; learning experiences include one-on-one interactions with clients, participation in group process, staff conferences, and various treatment modalities. Prerequisite: NURS 30 and NURS 26. (LM)

NURS 34—Medical-Surgical Nursing II (9 units) CSU

Provides in-depth exploration of the nursing process as it focuses on clients who are acutely ill; consideration of health care needs in bio-physical and psycho-social domains, across the life span; acute and chronic disorders are studied, as well as health care needs of those attempting to achieve and maintain wellness; application of concepts and skills provided by selected patient care experiences. Prerequisite: NURS 32. (LM)

NURS 35—Medical-Surgical Nursing III (5 units) CSU

Focuses on advanced concepts and principles of nursing practice as well as in-depth theory related to bio-physical and psycho-social needs; emphasis is on care of acutely and critically ill clients as well as the management and leadership role of the nurse; application of concepts and skills is provided by selected patient care experiences; assignments to work individually with an RN preceptor in clinical agencies. Prerequisite: NURS 34. (LM)

NURS 36—Pathophysiology: Understanding Disease (3 units) CSU

The study of disease pathology in the human body, with a focus on the study of abnormal physiological function of body systems at the cellular level, with correlation to the disease etiology, and biological and physical manifestations produced by the abnormal physiology. Prerequisite: BIOL 4 and BIOL 5. (L)

NURS 37—Nursing Bridge Course (2 units) CSU

Designed to facilitate role transition for Licensed Vocational Nurse seeking to upgrade to Registered Nurse licensure; provides an introduction to Associate Degree Nursing Program by reviewing philosophy, conceptual framework, curriculum, and policies; critical concepts and topics presented in the first year of the program are reviewed; vocational nursing skills will be validated. Prerequisite: Licensure as LVN. (LM)

NURS 51A—Medical Terminology I (2 units)

Introduction in medical terminology for those preparing for a health or business career such as nursing, medical secretary, ward secretary, emergency medical technician, respiratory therapist, or any other field requiring a medical vocabulary. (L)

NURS 51B—Medical Terminology II (2 units)

Continuation of NURS 51A; expansion of knowledge of basic medical terminology for preparing for health or business careers.

NURS 55R—Nursing Skills (1 unit)

Designed for nursing students to remediate or update nursing skills; learn to access health care information via the internet, obtain help with writing skills specific to nursing department requirements and remediate or update math skills relating to calculation of dosages and solutions. Grades are CR/NC. (Repeatable: May be taken four times only.)

NURS 56R—Advanced Nursing Skills Lab (1 unit)

Designed for nursing students in the advanced 2nd year level of instruction to practice and/or remediate in advanced nursing skills. Areas of practice include advanced procedures, technological equipment experience, help with advanced analysis of assessment findings, diagnostics, and multiple system acute pathologies, activities to promote critical thinking, and developing complex nursing care plans. Grades are CR/NC. (Repeatable: May be taken four times only.)

NURS 224—Intravenous Therapy/Blood Withdrawal (2 units)

Designed to prepare the licensed vocational nurse to initiate and monitor intravenous therapy and perform blood withdrawals; update the registered nurse in new theories, products, and techniques of intravenous therapy. Grades are CR/NC.

NURS 227—EKG Monitor Technician (2 units)

Designed to prepare the participant for work as an electrocardiogram monitor technician. Basic elements of electrocardiograms covered; student will do 12-lead EKG's in the classroom setting as well set up hard wire monitoring and telemetry. Basic arrhythmias will be taught and will require measuring and identification. Grades are CR/NC.

Licensed Vocational Nurse

VOCATIONAL NURSING PROGRAM

The Vocational Nursing Program is a four-semester program which includes individual and group instruction in the campus classroom and laboratory setting, and supervised clinical instruction in various hospital/community agencies. All students will be required to travel during portions of the program. Enrollment is limited; therefore, students are selected on the basis of a special application process.

NOTE: Termination of student enrollment for any reason after first two weeks of program will require submission of petition to be considered for readmission into the program. Contact Nursing Coordinator through the Nursing Department office for further details.

Students will be admitted to the Program every fall semester. For an application, call 530-741-6786.

All support courses and nursing major courses must be completed with a grade of "C" or better to progress through the curriculum. In addition, students must satisfactorily complete both of the concurrent nursing lecture and laboratory courses scheduled for a particular semester. Failure to satisfactorily complete either will necessitate re-enrollment in both should the student later be readmitted. Demonstration of mastery of course content and clinical performance skills in the **current** semester is required as evidence that the student has achieved the necessary knowledge base and is able to perform safely.

Students are limited to two enrollments in nursing courses. Withdrawals do count as an enrollment in nursing.

PROGRAM REQUIREMENTS:

The following courses must be completed with a "C" or better prior to admission into the Vocational Nursing Program: Elementary Algebra, one year of high school or a semester of college; ENGL 1A OR ENGL 51.

First Semester	Units
NURSV 51 Orientation to Nursing	10
NURSV 61 Orientation to Nursing Lab	5
Second Semester	
NURSV 52 Medical Surgical Nursing I	8
NURSV 62 Medical Surgical Nursing I Lab.	5
Third Semester	
NURSV 53 Nursing the Family in Health/Illness	8
NURSV 63 Nursing the Family in Health and Illness Lab	5
Fourth Semester	
NURSV 54 Medical Surgical Nursing II	8
NURSV 64 Medical Surgical Nursing II Lab.	5
Minimum units to total	54

In addition to the expenses as regularly enrolled students (living costs, activity fees, books, and tuition), Vocational Nursing students have the expense of uniforms, licensing, health examination, and others. Vocational Nursing students are eligible for grants and loans available to any Yuba College student meeting criteria. In addition, a limited number of community agency-sponsored loans and grants are available to those needing short-term or supplemental assistance.

Upon successful completion of the course, the graduate, unless otherwise disqualified by the licensing board, is eligible to write the *National Council of State Boards of Nursing Licensing Examination for Practical Nurses* (NCLEX-PN).

Students successfully completing the program may earn an Associate in Science Degree if they complete the General Education and other degree requirements.

NURSV 51—Orientation to Nursing (10 units)

Introduction to nursing, including basic precepts and principles underlying safe and ethical practice; explores roles, responsibilities, and specific functions of the Licensed Vocational Nurse as a member of the health care team. Corequisite: NURSV 61. Prerequisite: Acceptance in vocational nursing program; completion with a "C" or better -- English 51 and Math 50. (LM)

NURSV 52—Medical Surgical Nursing I (8 units)

Focuses on nursing related to basic physiological and psycho-social needs of patients of all ages with specific medical-surgical diseases and conditions. Corequisite: NURSV 62. Prerequisite: NURSV 51 and 61; admission to program. (LM)

NURSV 53—Nursing the Family in Health and Illness (8 units)

Nursing care of individual and family during childbearing cycle, including pregnancy and maternity, newborn, child, adolescent, and adult in the inpatient and outpatient setting. Corequisite: NURSV 63. Prerequisite: Acceptance in nursing program, NURSV 52 and 62. (LM)

NURSV 54—Medical Surgical Nursing II (8 units)

Focuses on the basic physiological and psychosocial needs of patients of all ages with specific medical-surgical diseases and conditions; explores legal, ethical, and professional aspects of the licensed vocational nurse. Corequisite: NURSV 64. Prerequisite: Admission to nursing program; NURSV 53 and 63. (LM)

NURSV 61—Orientation to Nursing Lab (5 units)

Supervised experience in nursing skills lab and in convalescent and/or acute care hospitals. Focus is on the application of basic nursing care principles in the care of the mature adult. Corequisite: NURSV 51. Prerequisite: Admission to nursing program; completion of English 51 and Math 50 with a grade of "C" or better. Grades are CR/NC. (LM)

NURSV 62—Medical-Surgical Nursing I Lab (5 units)

Assigned clinical learning experiences in the acute care hospitals and outpatient facilities. Focuses on the nursing process applied to the needs of patients with specific medical-surgical conditions. Corequisite: NURSV 52. Prerequisite: Acceptance in nursing program, NURSV 51 and 61. Grades are CR/NC. (LM)

Programs and Courses

NURSV 63—Nursing the Family in Health and Illness Lab (5 units)

Focuses on care of maternity, neonatal, pediatric, adolescent, and adult patients in acute care and outpatient settings. Nursing care is taught through the application of the nursing process and through nursing skill labs. Corequisite: NURSV 53. Prerequisite: Acceptance in nursing program, NURSV 52 and 62. Grades are CR/NC. (LM)

NURSV 64—Medical Surgical Nursing II Lab (5 units)

Application of the nursing process in meeting basic nursing care needs of patients of all ages with medical/surgical conditions. Preparation of the student for licensure and employment. Corequisite: NURSV 54. Prerequisite: Acceptance in nursing program, NURSV 53 and 63. Grades are CR/NC. (LM)

OFFICE ADMINISTRATION (see Business)

Philosophy

The word “philosophy” literally means the “love of wisdom.” Philosophy courses are designed to cultivate wisdom by critically questioning fundamental beliefs about reality, self-identity, knowledge, religion, and ethics. The core courses that make up the curriculum include Introduction to Philosophy, Critical Thinking, Ethics, Philosophy of Religion, and World Religions.

PHIL 1—Introduction to Philosophy (3 units) **(CAN PHIL 2)**

CSU/UC

A multi-cultural survey of basic philosophical issues and problems, including the nature and practice of philosophic inquiry, theories of reality and knowledge, human nature and self identity, ethics and the good life, religion and ultimate reality, and the meaning and possibility of human freedom. Each topic will be explored from significant Western and non-Western perspectives. (L)

PHIL 2—Ethics (3 units)

CSU/UC

Introduction to ethics emphasizing the relevance of ethics to everyday decision making; includes the human context of moral reasoning, relativism, subjectivism, religion and ethics, conscience and moral development, ethical egoism, utilitarianism, the ethics of duty, rights ethics, virtue ethics and the good life, and case studies in moral reasoning. (L)

PHIL 3—Philosophy of Religion (3 units)

CSU/UC

Philosophical exploration of religious belief and practice, with an emphasis on understanding how the world's major religious traditions -- Eastern and Western -- respond to fundamental issues concerning the ultimate nature of reality. Topics include religion and philosophy, world views and religion, metaphysics without God, metaphysics with God, arguments for God's existence, the problem of evil, incarnation and God, God and gender, life after death, religious experience, science and religion, prudential arguments for religious belief, faith and justification, love and the meaning of life. (L)

PHIL 8—Business Ethics (3 units)

CSU

Study of the methods and principles used to recognize and evaluate ethical issues in contemporary business environments. Emphasis will be on discovering and defending ethical principles as they apply to specific business dilemmas. (L)

PHIL 12—Critical Thinking (3 units)

CSU/UC

Critical thinking skills emphasizing their application to everyday decision making, including definitions of critical thinking, language and meaning, claims and reasons, argument and inference, argument identification and reconstruction, inductive and deductive reasoning, underlying assumptions, evaluating assumptions, assumptions and evidence, world views as a context for critical thought, evaluating arguments, sound and fallacious reasoning, informal fallacies, causal inference, and scientific method. (L)

PHIL 20—World Religions (3 units)

CSU/UC

Survey of the beliefs and practices of Eastern and Western religious traditions. Emphasis given to the origin and development of each tradition, its major forms of expression, and the various ways in which each tradition addresses the most fundamental questions of human existence. (L)

PHOTOGRAPHY (see Art)

Physical Education

PHYSICAL EDUCATION (Associate in Science)

Required Courses

	Units
BIOL 4 Human Anatomy	4
BIOL 5 Human Physiology	4
HLTH 1 Health and Life Style Choices	3
PE 20 Introduction to Physical Education	3
PE 26 Care and Prevention of Athletic Injuries	3
PE Activity Courses	3
Total units required for degree major	20

PE 1.02R—Lifeguard Training (2.5 units) CSU/UC
Lifeguard training following Red Cross requirements, including *Title 22 First Aid and CPR* for the professional rescuer. Upon successful completion of all phases, student will qualify for the certificates required by State law to lifeguard at pools in California. (Repeatable: May be taken four times only.)

PE 1.04R—Competitive Swim Techniques-Beginning (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Beginning competitive swimming techniques, including proper stroke techniques, correct starting and turning positions, warm-up and warm-down procedures for competitive swimming. (Repeatable: May be taken four times only.)

PE 1.06R—Competitive Swim Techniques-Intermediate (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Intermediate competitive swimming techniques, including proper stroke techniques, correct starting and turning positions, warm-up and warm-down procedures, and introduction to basic nutrition required for competitive swimming for all ages. (Repeatable: May be taken four times only.)

PE 1.08R—Competitive Swim Techniques-Advanced (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Advanced competitive swimming techniques, including proper stroke techniques, correct starting and turning positions, warm-up and warm-down procedures, and basic nutrition required for competitive swimming for all ages; introduction of competitive swimming strategies. (Repeatable: May be taken four times only.)

PE 1.14R—Water Aerobics (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Water exercise designed to develop &/or maintain cardiovascular endurance, muscular strength, flexibility and coordination through the use of continuous vigorous movements in the water. Swimming skills not required. (Repeatable: May be taken four times only.)

PE 1.15R—Water Safety Instructor (1.5 units) CSU/UC
Water safety instruction, including swimming skills, water safety knowledge, teaching techniques, and program orientation necessary to qualify for *American Red Cross Water Safety Instructor Authorization*. (Repeatable: May be taken four times only.)

PE 1.21R—Aerobic Exercise (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Aerobic exercise designed to develop and/or maintain cardiovascular endurance, muscular strength, flexibility, and coordination through the use of continuous vigorous movements. (Repeatable: May be taken four times only.)

PE 1.22R—Step Aerobics (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Step aerobic exercise designed to develop and/or maintain cardiovascular fitness and endurance, muscular strength and endurance, flexibility, and coordination. (Repeatable: May be taken four times only.)

PE 1.24R—Bowling (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Coeducational bowling; the techniques and skills of bowling; emphasis on fundamentals, rules, and etiquette. (Repeatable: May be taken four times only.)

PE 1.25R—Badminton (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Skills and fundamentals in individual and doubles play with emphasis on rules and etiquette. (Repeatable: May be taken four times only.)

PE 1.26R—Body Toning (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Anaerobic exercise program designed to develop muscle tone throughout the body. Muscle endurance and flexibility is also developed. (Repeatable: May be taken four times only.)

PE 1.27R—Fitness Walking/Jogging (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Individualized walking/jogging program designed to improve cardiovascular endurance and muscular strength; emphasis on lifetime fitness, including the principles of nutrition, fitness, and safety. (Repeatable: May be taken four times only.)

PE 1.31R—Golf-Beginning (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Fundamental golf skills, etiquette, and history. (Repeatable: May be taken four times only.)

PE 1.33R—Advanced Golf (1.5 or 3 units) CSU/UC UC-Unit Limit
Instruction, practice, and competition; advanced techniques and skills development with special emphasis on links play. Students are assigned play on local courses at their own expense. (Medal and match play.) (Repeatable: May be taken four times only.)

PE 1.37R—Club Fitness (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Treadmill, cross country ski machines, stationary bikes, rowing machines, step machines assessment and analysis of fitness. Develop individualized fitness and wellness program. (Repeatable: May be taken four times only.)

PE 1.41R—Self Defense (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Methods of falling, throwing, and defense against specified attacks. Avoiding dangerous situations at home and in your vehicle. Defending yourself using techniques selected from the martial arts. (Repeatable: May be taken four times only.)

PE 1.42R—Beginning Dance Techniques (.5 or 1 unit) CSU/UC
Introduction to individual techniques of various dance styles: Fox-trot, Swing, Rumba, Cha-Cha, Polka, Country Line. (Repeatable: May be taken four times only.)

Programs and Courses

PE 1.44R—Modern Jazz Dance (1 unit) CSU/UC
Modern and jazz dance techniques, terminology, and composition, along with the study of the historical form of each; awareness of the human body as an instrument of expression. (Repeatable: May be taken four times only.)

PE 1.47R—Tennis - Beginning (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Fundamental skills and techniques necessary for beginning tennis play including rules and basic strategy. (Repeatable: May be taken four times only.)

PE 1.49R—Tennis - Intermediate (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Skills, techniques, tactics, and strategy for intermediate tennis play. (Repeatable: May be taken four times only.)

PE 1.55R—Sports Conditioning (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Preparatory conditioning necessary for intercollegiate competition; development of sport-specific strength, power, endurance, agility, and flexibility, as well as mental training techniques. (Repeatable: May be taken four times only.)

PE 1.57R—Weight Training (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Individualized weight training program designed to improve muscular strength and endurance; emphasis on lifetime fitness including principles of nutrition, fitness and safety. (Repeatable: May be taken four times only.)

PE 1.59R—Aerobic Weight Training (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Weight training methods and techniques to improve aerobic fitness, cardiovascular fitness, and muscular endurance. (Repeatable: May be taken four times only.)

PE 1.71R—Basketball (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Skills and fundamentals in basketball. (Repeatable: May be taken four times only.)

PE 1.75R—Soccer (1 or 1.5 units) CSU/UC UC-Unit Limit
Techniques, skills, rules, conditioning, and drills for soccer. (Repeatable: May be taken four times only.)

PE 1.76R—Advanced Soccer (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Techniques of soccer used in preparing for competitive play. (Repeatable: May be taken four times only.)

PE 1.77R—Volleyball - Beginning (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Fundamental skills and techniques necessary for beginning volleyball play, including: rules of play, volleyball history, and basic strategies. (Repeatable: May be taken four times only.)

PE 1.78R—Grass Doubles Volleyball (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Skills and techniques for outdoor volleyball, including: rules of play, officiating, and offensive and defensive strategies. (Repeatable: May be taken four times only.)

PE 1.79R—Intermediate Volleyball (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Fundamental skills and techniques for intermediate volleyball play, including rules of play, officiating, and intermediate level offensive and defensive strategies. (Repeatable: May be taken four times only.)

PE 2.01R—Baseball Skills (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Techniques of baseball used in preparing for competitive play. (Repeatable: May be taken four times only.)

PE 2.03R—Basketball Skills (men) (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Techniques of basketball and conditioning used in preparing for intercollegiate competition. (Repeatable: May be taken four times only.)

PE 2.04R—Basketball Skills - Women (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Techniques of basketball and conditioning used in preparing for intercollegiate competition. (Repeatable: May be taken four times only.)

PE 2.05R—Cross Country Skills (Men/Women) (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Fundamentals of cross country running; techniques and conditioning necessary for participation in intercollegiate cross country running for men and women. (Repeatable: May be taken four times only.)

PE 2.07R—Football Skills (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Preparatory skills necessary for intercollegiate competition. Development in offensive and defensive systems including passing, kicking, blocking, and conditioning. (Repeatable: May be taken four times only.)

PE 2.08R—Soccer Skills (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Preparatory skills necessary for intercollegiate competition; development in offensive and defensive systems, including passing, kicking, blocking, and conditioning. (Repeatable: May be taken four times only.)

PE 2.09R—Softball Skills - Women (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Techniques of softball used in preparing for intercollegiate competition. (Repeatable: May be taken four times only.)

PE 2.10R—Tennis Skills (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Techniques of tennis used in preparing for intercollegiate competition. (Repeatable: May be taken four times only.)

PE 2.11R—Track and Field Skills (Men/Women) (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Fundamental techniques and conditioning necessary for participation in intercollegiate track and field for men and women. (Repeatable: May be taken four times only.)

PE 2.13R—Volleyball Skills (.5 or 1 or 1.5 units) CSU/UC UC-Unit Limit
Advanced skills and techniques necessary for competitive volleyball play, including conditioning, rules of play, and advanced offensive and defensive strategies. (Repeatable: May be taken four times only.)

PE 3R—Adapted Physical Education General (1 or 1.5 units) CSU/UC UC-Unit Limit
Introduction to adapted physical education for students with disabilities. Provides students with the opportunities to obtain the benefits of improved physical fitness through an individualized program of exercise. (Repeatable: May be taken four times only.)

PE 4R—Low Impact Fitness (1 or 1.5 units) CSU/UC UC-Unit Limit
Individualized exercise prescription for persons with disabilities in various stages of wellness seeking opportunities to improve their fitness levels. Programs include exercises to improve posture, aerobics, flexibility, strength, and balance. (Repeatable: May be taken four times only.)

Programs and Courses

PE 5—Physical Activities for Young Children (1 unit) **CSU**

Designed to give adults working with preschool and school-age children a variety of hands-on activities useful in creating stimulating outdoor environments; practice using equipment like bean bags and hula hoops, as well as become familiar with games from diverse ethnic groups. Not open for credit to student with credit in ECE 5. (L)

PE 6R—Adapted Total Fitness (1 or 1.5 units) **CSU**

General physical fitness course specifically intended for students with disabilities. Students will be given an opportunity to engage in a personalized program of exercise that promotes and develops overall physical fitness. Prerequisite: Physician's medical release form signed. (Repeatable: May be taken four times only.)

PE 7R—Adapted Weight Training and Fitness (1 or 1.5 units) **CSU/UC UC-Unit Limit**

Introduction to progressive resistance weight training for students with disabilities. Students will engage in an individualized program of exercise that promotes the development of cardiovascular respiratory and muscle endurance, muscle strength and flexibility and a healthy body composition. Emphasis will be placed on weight training fundamentals, technique, conditioning and safety. Prerequisite: Physician's medical release form signed. (Repeatable: May be taken four times only.)

PE 11R—Intercollegiate Basketball - Men (1 unit) **CSU/UC UC-Unit Limit**

Preparation for and competition in Intercollegiate Men's Basketball. Collegiate techniques and strategies. (Repeatable: May be taken four times only.)

PE 12R—Intercollegiate Track and Field - Men (2 units) **CSU/UC UC-Unit Limit**

Intercollegiate track and field competition for men. (Repeatable: May be taken four times only.)

PE 13R—Intercollegiate Tennis-Men (2 units) **CSU/UC UC-Unit Limit**

Intercollegiate tennis competition; skills, rules and strategies. Practice and competition. (Repeatable: May be taken four times only.)

PE 14R—Intercollegiate Cross Country-Men (2 units) **CSU/UC UC-Unit Limit**

Intercollegiate cross country competition for men. (Repeatable: May be taken four times only.)

PE 15R—Intercollegiate Football (2 units) **CSU/UC UC-Unit Limit**

Preparation for intercollegiate competition. Daily practice and competition including offensive and defensive systems, passing, running, blocking, tackling, and conditioning. (Repeatable: May be taken four times only.)

PE 16R—Intercollegiate Soccer-Men (2 units) **CSU/UC UC-Unit Limit**

Intercollegiate soccer competition; shooting, heading, controlling, dribbling, passing, tackling, scoring, goal keeping; practice and competition required. (Repeatable: May be taken four times only.)

PE 17R—Intercollegiate Baseball (2 units) **CSU/UC UC-Unit Limit**

Intercollegiate baseball competition; fielding, hitting, throwing, catching, base running, position play, team play, game strategy. Practice and competition required. (Repeatable: May be taken four times only.)

PE 21R—Analysis of Softball (2 units) **CSU/UC UC-Unit Limit**

Study and analysis of fast pitch softball, including fundamentals, offensive tactics, defensive tactics, defensive situations, and pitching. (Repeatable: May be taken two times only.)

PE 24R—Analysis of Football (.5 or 1 or 2 units) **CSU/UC UC-Unit Limit**

Analysis of offensive and defensive football, including philosophy and strategies; current techniques of passing, blocking, and tackling along with practical application of scouting. (L) (Repeatable: May be taken four times only.)

PE 26—Care and Prevention of Athletic Injuries (3 units) **CSU/UC**

Introduction to the theory and practice in the care and prevention of athletic injuries; the lab involves learning various tapings and wrappings for different injuries. (L)

PE 28R—Analysis of Soccer (2 units) **CSU/UC UC-Unit Limit**

Study and analysis of various phases of soccer, including fundamentals, offensive and defensive strategy, and different styles. (L) (Repeatable: May be taken two times only.)

PE 29R—Analysis of Baseball (2 units) **CSU/UC UC-Unit Limit**

Study and analysis of various phases of baseball offense and defense, including fundamentals, offensive tactics, defensive solutions, and pitching. (L) (Repeatable: May be taken four times only.)

PE 31R—Intercollegiate Volleyball- Women (2 units) **CSU/UC UC-Unit Limit**

Preparation for intercollegiate volleyball competition. Collegiate level game strategies and techniques performed. Practice and competition required. (Repeatable: May be taken four times only.)

PE 32R—Intercollegiate Basketball - Women (1 unit) **CSU/UC UC-Unit Limit**

Preparation for and competition in Intercollegiate Women's Basketball. Collegiate techniques and strategies. (Repeatable: May be taken four times only.)

PE 33R—Intercollegiate Softball - Women (2 units) **CSU/UC UC-Unit Limit**

Intercollegiate softball competition; individual skills, position play, team play, game strategy. Practice and competition requires. (M) (Repeatable: May be taken four times only.)

PE 34R—Intercollegiate Tennis-Women (2 units) **CSU/UC UC-Unit Limit**

Intercollegiate tennis competition; skills, rules and strategies. Practice and competition. (M) (Repeatable: May be taken four times only.)

PE 35R—Intercollegiate Cross Country-Women (2 units) **CSU/UC UC-Unit Limit**

Intercollegiate cross country competition for women. (Repeatable: May be taken four times only.)

PE 36R—Intercollegiate Track and Field - Women (2 units) **CSU/UC UC-Unit Limit**

Intercollegiate track and field competition for women. (Repeatable: May be taken four times only.)

PE 37R—Intercollegiate Soccer-Women (2 units) **CSU/UC UC-Unit Limit**

Intercollegiate soccer competition; shooting, heading, controlling, dribbling, passing, tackling, scoring, goal keeping; practice and competition required. (Repeatable: May be taken four times only.)

PE 101R—Student-Athlete Academics (v.5-2 units)

Designed to teach student-athlete performance-enhancement strategies that can be applied to their academic classes. Prerequisite: Enrollment in any academic or vocational course to which such strategies can be applied. (Repeatable: May be taken four times only.)

Physical Science

PHYS 10A—Earth Science (3 units) CSU/UC UC-Unit Limit

Survey course with topics chosen principally from oceanography, geology, physical geography, meteorology, and astronomy. Topics are presented within a theme of understanding the earth. (L)

PHYS 10B—Physical Science - Physics and Chemistry (3 units) CSU/UC UC-Unit Limit

Basic concepts in physics and chemistry: motion, force, energy, electricity, atomic theory, matters, chemical and physical changes, gas laws, radioactivity, and an introduction to modern physics. (L)

PHYS 10C—Physical Science - Physics and Chemistry (1 unit) CSU/UC

Laboratory experiments in physics and chemistry to reinforce and complement the materials presented in PHYS 10B. Prerequisite: PHYS 10B which may be taken concurrently. (L)

Physics

PHYS 2A—General Physics (3 units) (CAN PHYS 2 = PHYS 2A + 3A) CSU/UC UC-Unit Limit

Comprehensive survey of physics, including mechanics, hydrostatics, thermodynamics, and wave motion; qualitative understanding and quantitative problem solving; primarily for life science major. Prerequisite: MATH 21, or equivalent, which may be taken concurrently, PHYS 10 or CHEM 2A is recommended. (LM)

PHYS 2B—General Physics (3 units) (CAN PHYS 4 = PHYS 2B + 3B) CSU/UC UC-Unit Limit

Comprehensive study of physics, including electricity and magnetism, optics, atomic and nuclear physics, and relativity; equal emphasis placed on qualitative understanding and quantitative problem solving. Primarily for Life Science majors. Prerequisite: PHYS 2A. (LM)

PHYS 3A—General Physics Lab (1 unit) (CAN PHYS 2 = PHYS 2A + 3A) CSU/UC UC-Unit Limit

Performance of lab experiments to verify the important concepts of PHYS 2A. Not open for credit to student with credit in the PHYS 4 series, or equivalent. Prerequisite: PHYS 2A which may be taken concurrently. (LM)

PHYS 3B—General Physics Lab (1 unit) (CAN PHYS 4 = PHYS 2B + 3B) CSU/UC UC-Unit Limit

Performance of lab experiments to verify the important concepts of PHYS 2B. Not open for credit to student with credit in the PHYS 4 series. Prerequisite: PHYS 2B, which may be taken concurrently, and PHYS 3A. (LM)

(NOTE: CAN PHYS SEQ A = PHYS 2A + 3A + 2B + 3B; CAN PHYS SEQ B = PHYS 4A + 4B + 4C)

PHYS 4A—Mechanics (4 units) (CAN PHYS 8) CSU/UC UC-Unit Limit

Overview of the field of physics, its position and significance relative to the sciences, followed by a detailed study of classical mechanics. Primarily for architecture, chemistry, engineering, geophysics, and physics majors. Prerequisite MATH 1A and 1B, or equivalent (1B may be taken concurrently); PHYS 2A or equivalent is recommended. (LM)

PHYS 4B—Electromagnetism (4 units) (CAN PHYS 12) CSU/UC UC-Unit Limit

Study of electromagnetism with accompanying laboratory. Prerequisite: PHYS 4A. (LM)

PHYS 4C—Thermodynamics, Light, and Modern Physics (4 units) (CAN PHYS 14) CSU/UC UC-Unit Limit

Study of thermodynamics, optics, and modern physics with accompanying laboratory. Prerequisite: PHYS 4A. (LM)

PHYS 10L—Basic Concepts in Physics (4 units) CSU/UC UC-Unit Limit

A general Physics course for non-science majors. Scientific skills and understanding of the basic concepts of Physics will be studied using the discovery or inquiry approach. Direct hands-on experience will be an integral part of the course through many interactive activities. There will be an emphasis on both conceptual and quantitative understanding of the physical world about us. Not open for credit to student with credit in PHYS 10. (LM)

PHYS 15—Applied Physics (4 units) CSU

Hands-on approach to learning the basic principles of physics and their applications. Lab emphasizes measurement and verification of physical laws relating to mechanics, hydrostatics, thermodynamics electricity and magnetism, waves, optics, and atomic and nuclear physics. Intended for majors in various technical fields and Liberal Arts Majors. MATH 50 or equivalent very strongly recommended. (LM)

PLANT SCIENCE (see Agriculture)

Political Science

POLSC 1—Introduction to American Government (3 units) CSU/UC

A critical survey and assessment of American government and politics. Political institutions, such as the Political ideologies and Congress, the presidency, the courts, and the federal bureaucracy are analyzed in regards to power and ideology and their role in the American political system. Political ideologies and philosophies, as well as political parties and private interest groups, are also examined and analyzed. State and local government is included. *Satisfies State University requirements of California Administrative Code, Title V, Section 40404.* Satisfies CSU Title 5, Section 40404, U.S. History, Constitution, and American Ideals requirement when both POLSCI 1 and LaRaza 15/HIST 15 or HIST 17A or HIST 17B are completed.(L)

POLSC 40R—Parliamentary Procedure (3 units) CSU

Application of student government procedures for the effective discharge of responsibilities. Parliamentary procedure, leadership skills, public relation skills, and basic resource management for student governmental and club members. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

Psychiatric Technician

The Psychiatric Technology Program is a four-semester and single-summer session program offered at the Yuba College Campus. The program includes 648 theoretical hours of classroom education, correlated with 956 clinical practicum hours. The subject matter reflects the knowledge and skills specified by *Board of Vocational Nursing Psychiatric Technology Education (BVNPTE)* regulation, rules, and laws. All clinical practicum will be under the supervision and direction of a licensed BVNPTE-approved clinical instructor. The curriculum may be periodically revised to reflect the evolution of the profession and BVNPTE laws and regulations.

Theory and clinical program content shall reflect the client and patient population that are normally associated with the licensed Psychiatric Technician: Mentally disordered, personality disordered, substance abuser, and developmentally disabled. Since enrollment is limited, students will be selected on the basis of a special application. Call (530) 741-6786 to request an application packet and application deadline information.

MINIMUM CRITERIA.

1. High School graduation or equivalent to high school.
2. Age of 18 years by first day of Fall semester.

First Semester (Fall)	Units
FCS 10 Principles of Nutrition	3
PSYCT 50 Anatomy and Physiology	3
PSYCT 51 Human Development	3
PSYCT 52 Nursing Science A	2
Second Semester (Spring)	
PSYCT 53 Developmental Disabilities A	3
PSYCT 54 Nursing Science B	2
PSYCT 55 Basic Pharmacology	2
PSYCT 70 Nursing Science Clinical A	3
PSYCT 71 Developmental Disability Clinical A	2
Summer	
PSYCT 56 Nursing Science C	3
PSYCT 72 Nursing Science Clinical B	3
Third Semester (Fall)	
PSYCT 57 Psychiatric Disorders A	2
PSYCT 58 Group Process	2
PSYCT 59 Crisis Management	2
PSYCT 60 Pharmacology B	2
PSYCT 73 Psychiatric Disorders Clinical A	4
Fourth Semester (Spring)	
PSYCT 61 Substance Abuse	2
PSYCT 62 Psychiatric Disorders B	2
PSYCT 63 Developmental Disabilities B	3
PSYCT 74 Psychiatric Disorders Clinical B	2
PSYCT 75 Developmental Disabilities Clinical B	3

Completion/challenge/credit for the previously outlined courses will make the student eligible for licensure examination by the *Board of Vocational Nurse and Psychiatric Technician Examiners* following application. Students wishing to also receive an associate degree should consult their counselor concerning additional degree requirements.

PSYCT 50—Anatomy and Physiology (3 units)

Comprehensive overview of normal structure and function of the human organism including cell/tissue structure and function, organ/system differentiation, and related terminology. Designed for the psychiatric technician student or equivalent. (L)

PSYCT 51—Human Development (3 units)

Overview of normal human growth and development from biologic conception to death, including identification of major theorists/theories, presentation of major milestone of growth and development associated with the chronologic age groups and subject related terminology. (L)

PSYCT 52—Nursing Science A (2 units)

Orientation to the nursing science, which includes the following: basic medical terminology, fundamental concepts relating to the health care systems, ethical and professional codes of conduct and overview of past, current, and future trends in the U.S. health care systems. (L)

PSYCT 53—Developmental Disabilities A (3 units)

Overview of the five developmental disability subtypes: mental retardation; epilepsy; cerebral palsy; infantile autism; and neurological handicapping. Also included shall be PART training designed to prepare the student to effectively "manage" assaultive behavior. Course is affiliated with PSYCT 71. (L)

Programs and Courses

PSYCT 54—Nursing Science B (2 units)

Overview of the major diseases and disorders associated with the human organism in terms of diagnostic criteria, symptom presentations, system pathology, medical/nursing interventions and typical prognosis. Emphasis shall be on nursing interventions, special care needs and patient related skills associated within the scope of practice of the LPT. Course is affiliated with PSYCT 70. (L)

PSYCT 55—Basic Pharmacology (2 units)

Orientation to general concepts of pharmacology in terms of basic terminology, math review, drug computations, and factors affecting the action of drugs. Drugs specific to systems shall be surveyed in terms of most commonly used with the exception of drugs specific to the psychiatric disorders. (LM)

PSYCT 56—Nursing Science C (3 units)

Overview of the medical-surgical nursing component of the program; includes all age groups, common diagnoses, nursing interventions and aspects of an acute care medical facility. Course material corresponds to PSYCT 72. (LM)

PSYCT 57—Psychiatric Disorders A (2 units)

Overview of the major psychiatric disorders as defined within the current DSM-IVR, axis I. Emphasis shall be on: psychiatric related terminology, the major psychiatric disorders, presenting symptoms, nursing interventions, treatment interventions and typical prognosis. Course correlates with the clinical component course PSYCT 73. (L)

PSYCT 58—Group Process (2 units)

Overview of the therapeutic intervention known as group process as it relates to the developmentally disabled and psychiatric client. Includes the following: related terminology, group leader skills, goals of the group process and specific client behaviors. (L)

PSYCT 59—Crisis Management (2 units)

Overview of the concept of "crisis" relating to an individual's personal reaction to physical or psychological stressors, including: recognition of stress response, specific adaptive responses, specific maladaptive response, the dynamics of grief "burnout and suicide." Content of this course is directly related to the course objectives for PSYCH 73. (L)

PSYCT 60—Pharmacology B (2 units)

Overview of the somatic therapies with emphasis upon the psychotropic medications as they related to the psychiatric client. Includes the following major drug classes: antipsychotic, antidepressant, anti-anxiety, antimanic and anticholinergic. (LM)

PSYCT 61—Substance Abuse (2 units)

Historical overview of those drugs most commonly misused or abused within contemporary U.S. society. Makes a distinction between substance-use disorders and substance-induced disorders. All major drugs that have the potential for abuse and or misuse shall be presented in terms of the following: classifications, physical/psychological effects and dependency potential. (L)

PSYCT 62—Psychiatric Disorders B (2 units)

General orientation of the ten personality disorders as identified in axis II of the DSM-IVR. Emphasis upon defining criteria, interpersonal impact, social consequences and intervention techniques. Course is affiliated with PSYCT 74. (L)

PSYCT 63—Developmental Disabilities B (3 units)

Overview of behavioral science know as "behavior intervention" as it applies to the mentally retarded population. Included is a summary of the major state and federal legislation as it applies to the developmental disabilities. Also included is a general preparation for the Board of Vocational Nurses and Psychiatric Technicians (BVNPT) state board examination for licensure. Course is affiliated with PSYCT 75. (L)

PSYCT 70—Nursing Science Clinical A (3 units)

Clinical application of basic nursing skills associated with the "long term care" patient within a skilled nursing facility. The clinical affiliation is preceded by a 40-hour skills lab practicum at the Yuba College Nursing Lab according to schedule. Included: basic nursing care, ambulation assistance, personal hygiene, feeding assistance, preparation, administration and documentation of prescribed medications and or treatments. Clinical course is directly related to PSYCT 54. Grades are CR/NC. (LM)

PSYCT 71—Developmental Disabilities Clinical A (2 units)

Clinical application of skill and knowledge associated with the developmentally disabled child and/or adolescent being served in the special education classroom of "Butte Vista School." Student shall be assigned to a specific classroom under the direct supervision and direction of the classroom instructor. Emphasis on provision of direct care and supervision of student while under direction of classroom instructor. Clinical experience correlates with theoretical course PSYCT 53. Grades are CR/NC. (L)

PSYCT 72—Nursing Science Clinical B (3 units)

Clinical application of nursing skills relating to the medical surgical patient within an acute care medical facility involving various age group, diagnoses, and health care needs. The clinical experience correlates with the theoretical aspects of the psychiatric technician program. Grades are CR/NC. (LM)

PSYCT 73—Psychiatric Disorders Clinical A (4 units)

Clinical application of psychiatric skills relating to the DSM-IVR diagnosed client within the acute care, day treatment and adult education components of the Sutter-Yuba mental Health Care System. Includes: application of therapeutic communication skills, medication administration, group process participation, observation, clinical assessment, interdisciplinary team participation and one to one observation. Course closely correlated with the theoretical courses that relate to the acute and chronic care hospitalized psychiatric client. Grades are CR/NC. (LM)

PSYCT 74—Psychiatric Disorders Clinical B (2 units)

Orientation and direct participation with Willow Glen Care Center. Activities include: attendance of agency orientation, participation in all resident related groups and activities, direct care and supervision of assigned residents, participation in assigned social activities and application of previously acquired therapeutic communication skills. Grades are CR/NC. (L)

PSYCT 75—Developmental Disabilities Clinical B (3 units)

Orientation and direct participation with "Community Resource Services." Students shall be assigned to two of four CRS sites based on (2) four week clinical rotations. Activities shall include: attendance of agency orientation, participation in all resident related group activities, direct care and supervision of assigned consumers, participation in assigned social activities and application of previously acquired therapeutic communication skills. (L)

Psychology

Psychology is the study of human thought, feelings, and behavior. Part of its appeal is the fact that it involves both scientific investigation and practical applications of those findings in everyday life. The Yuba Community College District Psychology courses offer a diverse program with several goals: 1) To expose students to the variety of sub-fields in psychology; 2) to engender knowledge of, and appreciation for, the spirit and nature of scientific inquiry; 3) to facilitate insight into oneself and increase knowledge of, and sensitivity to, others; 4) to introduce students to the basic body of knowledge, thus preparing them for further study in Psychology

Those pursuing psychology as a field of study will find many career options centering around helping others to understand, predict, and influence their own behavior and the behavior of others. Psychologists may teach, conduct research, perform psychological testing, or do consultation in a variety of settings which include hospitals, businesses, private practice, personnel offices, industry, colleges and universities, and government. Training in Psychology provides a valuable foundation for professions wherein interpersonal interactions are a component of the work setting.

PSYCHOLOGY (Associate in Arts)

Required Courses

	Units
PSYCH 1A General Psychology	3
PSYCH 12 Human Sexuality OR	
PSYCH 31 Gender and Behavior: Feminine and Masculine	3
Plus 12 additional units selected from the following:	
PSYCH 1B General Psychology	3
PSYCH 22 Social Psychology	3
PSYCH 33 Personal and Social Adjustment	3
PSYCH 40/ECE 3 Childhood and Adolescent Behavior	3
PSYCH 41 Lifespan Development	3
PSYCH 30A, 30C, 30D Consciousness Studies (1 unit each - all three must be completed)	3
PSYCH 12 or 31 -- if not already completed above	3
Total units required for degree major	18

PSYCH 1A—General Psychology (3 units) CSU/UC (CAN PSY 2)

General introduction to psychology as a science, including perception, learning, development, motivation, personality, abnormal behavior, and the biological and social basis of behavior. (L)

PSYCH 1B—General Psychology: Individual and Social Processes (3 units) CSU/UC

Further in-depth exploration of the subject matter of introductory psychology. Including, but are not limited to, developmental psychology, personality, social psychology, abnormal/maladaptive behavior, individual differences, neuropsychology, cross-cultural psychology. (L)

PSYCH 8—Research Methodology (3 units) CSU

Course covers the basic issues in the design and implementation of social science research. Topics covered include the scientific method, ethics, and issues of research design, basic descriptive and inferential statistics, and types of research designs including quantitative and qualitative methodologies. Not open for credit to student with credit in SOCIL 8. (L)

PSYCH 12—Human Sexuality and Sexual Behavior (3 units) CSU/UC

Psychological and biological aspects of human sexuality, including developmental issues, variations in sexual behavior/orientation, structure and function of the reproductive systems, sexual response, and sexually transmitted diseases. (L)

PSYCH 21R—Seminar in Psych: Contemporary Issues (1 unit) CSU

Examination and discussion of contemporary issues in society from a psychological viewpoint. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

PSYCH 22—Social Psychology (3 units) CSU/UC

Introduction to the study of human interaction with a focus on the individual within a social context, including topics of social perception and cognition, interpersonal attraction, pro-social behavior and aggression, attitude change, conformity and obedience, prejudice and discrimination, and the psychology of groups. (L)

PSYCH 30A—Consciousness Studies (1 unit) CSU

Focuses primarily on transpersonal approaches to consciousness. Other perspectives will include psychodynamic, behavioral, cognitive, biological, evolutionary, humanistic and existential. (L)

PSYCH 30B—Dreams, Art and Symbols (1 unit) CSU

Focuses on the psychology of sleep and dreams with an emphasis of dreamwork, dream interpretation, active imagination, lucid dreaming, art therapy, and archetypal investigation of the unconscious. (L)

PSYCH 30C—Advanced Consciousness Studies (1 unit) CSU

Historical development and research regarding consciousness studies in psychology. (L)

PSYCH 30D—History of Consciousness (1 unit) CSU

Historical development and research regarding consciousness studies in psychology. (L)

PSYCH 31—Gender and Behavior: Feminine and Masculine Behavior (3 units) CSU/UC

Systematic analysis of psychological principles related to gender, including biological, social, and cultural perspectives. (L)

PSYCH 32—Environmental Psychology (3 units) CSU/UC

Introduction to the field of environmental psychology. Exploration of the interaction between human behavior and the environment. Presentation of the research findings related to personal space, habitat selection, crowding, and color preference. (L)

PSYCH 33—Personal and Social Adjustment (3 units) CSU/UC

Principles of personality development with emphasis on self-theories and social interaction theories. (L)

Programs and Courses

PSYCH 34—Alternative Lifestyles (1 unit) CSU

A narrative history of the formation of gay communities and gay movements. Current issues of diversity and the struggles with homophobia in today's society will be addressed. This course is designed for those currently working in the public sector, or for those seeking a thorough knowledge of this diverse population. (L)

PSYCH 40—Childhood and Adolescent Behavior (3 units) CSU/UC

Psychology of the child and adolescent; introduction to developmental psychology, including prenatal and perinatal influences. Not open for credit to student with credit in ECE 3. (L)

PSYCH 41—Lifespan Development (3 units) CSU/UC

Introduction to the scientific study of human development from conception to death; examines the interplay of the biological, psychological, social, and cultural influences on the developing human being. (L)

PSYCH 46—Abnormal Psychology (3 units) CSU/UC

Introduction to the field of abnormal psychology; exploration of the models, diagnosis, and classification of abnormal behavior. (L)

PSYCH 48F—The World of Abnormal Psychology (2 units) CSU

A 13-part series that looks at psychological disorders; reflects current thinking that abnormal behavior can be understood from a combination of biological, psychological, and social points of view. Closed-captioned for the deaf and hard-of-hearing. (L)

PSYCH 95JR—Stress Management (0.5 unit)

Cause-and-effect factors of stress, and the skills and strategies supervisors can use to help cope with stress; stress as both enemy and ally. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

Punjabi

PUNJ 1—Elementary Punjabi, Part 1 (3 units) CSU

Development of four basic language skills: speaking, listening, reading, and writing; initiate, sustain, and close basic communication tasks. Understand content related to personal background and needs, non-complex social conventions, main ideas, and details of connected discourse of familiar topics.

Radiologic Technology

TWO-YEAR ASSOCIATE DEGREE PROGRAM

Accredited by the *State of California Department of Health Services, Radiologic Health Branch* and the *Joint Review Committee on Education in Radiologic Technology*. Upon completion of this program, the student will receive a *Certificate of Completion* and is eligible to take the required *California State Certification Examination* which will qualify the graduate (passor) as a California Certified Radiologic Technologist and also the *American Registry of Radiologic Technologist* which qualifies the graduate (passor) as a Registered Technologist R.T. in Radiology.

Since enrollment is limited, students will be selected on the basis of a special application. See a Yuba College counselor or pick up an application package for details of the selection criteria. Applications may be submitted at any time after successful completion of the required prerequisites.

MINIMUM CRITERIA FOR ADMISSION.

1. High School graduation or equivalent.
2. Completion with a "C" or better grade: Biology 4, Chemistry 1A or 2A, Biology 5, Mathematics 50.
3. Eight hours observation in a clinical setting.

Call (530) 741-6786 for an application packet which explains the admission criteria more fully. Students are also required to have specific immunizations, pass a drug screen and background check. (Criteria are subject to change each year.)

Additional required courses which must be completed with a "C" or higher grade for the A.S. degree and to complete program: English 1A, General Education (humanities), Psychology 1A, Math 52 (or higher).

Suggested sequence of courses to be completed leading to the associate degree in Radiologic Technology:

Fall Semester	
RADT 1 Intro to Radiologic Technology	4
RADT 2 Radiation Physics	3
RADT 3A Radiographic Procedures	2
RADT 6A Radiologic Technology Internship	5
Spring Semester	
RADT 4 Principles of Rad. Biology & Protection	3
RADT 5 Principles of Radiographic Exposure & Equipment	4
RADT 3B Radiographic Procedures	2
RADT 6B Radiologic Technology Internship	7
Summer Session	
RADT 6C Radiologic Technology Internship	8
Fall Semester	
RADT 7 Advanced Radiologic Studies	1
RADT 3C Radiographic Procedures	2
RADT 6D Radiologic Technology Internship	8
RADT 8 Radiographic Pathology and Film Critique	3
Spring Semester	
RADT 3D Radiographic Procedure	2
RADT 6E Radiologic Technology Internship	9
RADT 9 Advanced Modalities	3
RADT 12 Radiologic Technology Board Review	1
ADDITIONAL ELECTIVE COURSES:	
RADT 6F Radiologic Technology Internship	6
Mammography and Fluorography are additional elective courses.	

*Courses must be completed with a grade of "C" or better before or during the indicated semester to progress in the program.

All required Radiologic Technology courses and Associate in Science Degree must have been earned to receive the Certificate of Completion.

RADT 1—Introduction to Radiologic Technology (4 units)	CSU
Policies and procedures of the Yuba College Program; overview of radiography and health care delivery; usage of terminology as related to the medical and radiological professions; principles of care to patients during radiologic procedures; medical ethics and law. Prerequisite: Admission to program; manual dexterity is required. (L)	
RADT 2—Radiation Physics (3 units)	CSU
Introduction to basic physics; fundamentals of x-ray generating equipment; information on x-ray production and x-ray beam characteristics. Prerequisite: Admission to RT program. (LM)	
RADT 3A—Radiographic Procedures (2 units)	CSU
Knowledge and skills necessary to perform standard radiographic procedures; consideration is given to production of radiographs of optimal diagnostic quality. Prerequisite: BIOL 4 with a "C" or better; admission to RADT program. (LM)	
RADT 3B—Radiographic Procedures (2 units)	CSU
Knowledge and skills necessary to perform standard radiographic procedures; consideration is given to the production of radiographs of optimal diagnostic quality. Prerequisite: RADT 3A with a "C" or better. (LM)	
RADT 3C—Radiographic Procedures (2 units)	CSU
Knowledge and skills necessary to perform standard radiographic procedures; consideration is given to the production of radiographs of optimal diagnostic quality. Prerequisite: RADT 3B with a "C" or better. (LM)	
RADT 3D—Radiographic Procedures (1 unit)	CSU
Knowledge and skills necessary to perform standard radiographic procedures; consideration is given to the production of radiographs of optimal diagnostic quality. Prerequisite: RADT 3C with a grade of "C" or better. (LM)	

Programs and Courses

RADT 4—Principles of Radiation, Physics Biology and Protection (3 units) CSU

Principles of the interaction of radiation with the living system; radiation effects on biological molecules and organism, and factors affecting biological response; radiation protection responsibilities of the radiographer for patients, personnel, and the public. (LM) Prerequisite: RADT 2.

RADT 5—Principles of Radiation Exposure and Equipment (4 units) CSU

Knowledge of factors that govern and influence the production of the radiographic image on radiographic film and processing of the exposed film; equipment routinely used to produce the image; evaluate radiographic systems to assure consistency. (LM) Prerequisite: Admission to RT program, CHEM 1A or 2A, or (CHEM 3A and 3B); MATH 50 .

RADT 6A—Radiologic Technology Internship (5 units) CSU

Radiologic experience in clinical facilities under the supervision of the District instructor, staff technologist, and radiologist; development of skills in correlation with current radiologic practices; rotation in various facilities. Corequisite: RADT 1 and 3A; Prerequisite: entry into program; agreement to abide by the regulations of the affiliated clinical facility. (LM) Grades are CR/NC.

RADT 6B—Radiologic Technology Internship (7 units) CSU

Radiologic experience in clinical facilities under the supervision of the District instructor, staff technologist, and radiologist; development of skills in correlation with current radiologic practices; rotation in various facilities. Prerequisite: RADT 6A; entry into program; agreement to abide by the regulations of the affiliated clinical facility. (LM) Grades are CR/NC.

RADT 6C—Radiologic Technology Internship (8 units) CSU

Radiologic experience in clinical facilities under the supervision of the District instructor, staff technologist, and radiologist; development of skills in correlation with current radiologic practices; rotation in various facilities. Prerequisite: RADT 6B; entry into program; agreement to abide by the regulations of the affiliated clinical facility. (LM) Grades are CR/NC.

RADT 6D—Radiologic Technology Internship (8 units) CSU

Radiologic experience in clinical facilities under the supervision of the District instructor, staff technologist, and radiologist; development of skills in correlation with current radiologic practices; rotation in various facilities. Prerequisite: RADT 6C; entry into program; agreement to abide by the regulations of the affiliated clinical facility. (LM) Grades are CR/NC.

RADT 6E—Radiologic Technology Internship (9 units) CSU

Radiologic experience in clinical facilities under the supervision of the District instructor, staff technologist, and radiologist; development of skills in correlation with current radiologic practices; rotation in various facilities. Prerequisite: RADT 6D; entry into program; agreement to abide by the regulations of the affiliated clinical facility. (LM) Grades are CR/NC.

RADT 6FR—Radiologic Technology Internship (1 unit) CSU

Radiologic experience in clinical facilities under the supervision of the District instructor, staff technologist, and radiologist; development of skills in correlation with current radiologic practices; rotation in various facilities. Prerequisite: RADT 6E; entry into program; agreement to abide by the regulations of the affiliated clinical facility. (LM) Grades are CR/NC. (Repeatable: May be taken four times only.)

RADT 7—Advanced Radiologic Studies (1 unit) CSU
Advanced radiologic studies as they relate to pediatric, geriatric, terminally ill, and disabled patients; radiologic pharmacology and contrast media. Prerequisite: RADT 1.

RADT 8—Radiographic Pathology and Film Critique (3 units) CSU

Introduction to the concepts of disease; pathology and disease, as it relates to various radiographic procedures; advanced evaluation and critique of radiographs. Prerequisite: RADT 1, RADT 5, and BIOL 5.

RADT 9—Advanced Modalities (3 units) CSU

Advanced radiologic studies of computed tomography, magnetic resonance imaging, angiography, interventional procedures, and related procedures; sectional anatomy. (LM) Prerequisite: RADT 7, RADT 1, BIOL 4, and BIOL 5.

RADT 12—Radiologic Technology Board Review (1 unit) CSU

Summary lectures with testing of the five content areas tested by the *State of California Radiation Health Branch* and the *American Registry of Radiologic Technology*. Corequisite: RADT 6E or 49. (LM)

RADT 14—Radiographic Informatics (2 units) CSU

Introduction to computer applications within a health care setting; topics include accessing and updating patient information, displaying, modifying, and retrieving images, and the safeguarding of patient confidentiality. (LM)

RADT 15A—Medical Terminology for Radiologic Technologists (1 unit) CSU

A basic understanding of medical terminology within a health care setting with an emphasis on radiologic technology. Topics include word roots, combining forms, prefixes, suffixes, spelling and pronunciation. (LM)

RADT 15B—Medical Terminology for Radiologic Technologists (1 unit) CSU

A continuation of RADT 15A offering a more thorough understanding of medical terminology within a health care setting with an emphasis on radiologic technology. Topics include advanced word roots, combining forms, prefixes, suffixes, spelling and pronunciation. (LM)

RADT 30—Introduction to Sonography (3 units) CSU

Discusses basic anatomy, terminology, scanning orientation, responsibilities of a sonographer, patient care, medical ethics, and law. (LM)

RADT 31—Abdominal Sonography (3 units) CSU

Basics of abdominal sonography, including cross sectional anatomy, and normal, as well as abnormal, variants; normal case studies and pathologies and disease processes of the abdomen. (LM)

RADT 32—Physics/Instrumentation in Sonography (3 units) CSU

The physical principles of ultrasound, as well as the instrumentation, bio-effects, and safety of ultrasound; doppler ultrasound, explanation, and usages. (LM)

RADT 33—OB/GYN Sonography (3 units) CSU

Basics of gynecological and obstetrical sonography, gynecological pathologies, abnormal pregnancies, and fetal endovaginal examinations. (LM)

RADT 60—Fluoroscopy Permit Class (3 units)

Specialized principles of fluoroscopic image forming, recording, viewing, resolution, and control; biological effects of radiation; principles, practice, and risk determination for radiation protection; laws and regulations related to fluoroscopy. Prerequisite: Enrollment in approved Radiologic Technology Program or registered or licensed radiologic technologist. (L)

RADT 61—Mammography (3 units)

Specialized principles of mammography and other x-ray image generating equipment; image forming, recording, viewing, resolution, and control; biological effects of radiation; principles, practice, and risk determination for radiation protection; laws and regulations related to medical mammography equipment. Prerequisite: Enrollment in approved Radiologic Technology Program or registered or licensed radiologic technologist. (L)

Reading

READ 10—Critical Reading (3 units)

Enable students to develop ability to read, think, respond, and write critically. Emphasis on understanding and analyzing written material. Prerequisite: READ 70 with a grade of "C" or better, or qualifying *Placement Examination* score above Reading 70.

READ 70—Analytical Reading (3 units)

Specific comprehension and reasoning skills for reading textbooks and other college materials. Concurrent enrollment in ENGL 51L or 51 is recommended. Prerequisite: READ 105 with a grade of "C" or better, or qualifying *Placement Examination* score.

READ 105—Pre-Collegiate Reading Skills (3 units)

Emphasis on paragraph and passage comprehension, vocabulary development, and basic study reading techniques. Concurrent enrollment in ENGL 105L or 106 recommended. Not open for credit to student with credit in READ 90 or 105L. Prerequisite: READ 110B with a passing grade, or satisfactory score on *Placement Examination* and appropriate skills and knowledge.

READ 105L—Pre-Collegiate Reading Skills (4 units)

Emphasis on paragraph and passage comprehension, vocabulary development, and basic study reading techniques. Corequisite: READ 105L lab; concurrent enrollment in ENGL 105 or 106 recommended. Not open for credit to student with credit in READ 90 or 106. (Formerly READ 90.) Prerequisite: Satisfactory score on *Placement Examination* and appropriate skills and knowledge or a passing grade or credit in READ 110B or 110C.

READ 110A—Reading Assistance (4 units)

Small group and whole class work to strengthen basic reading skills; emphasis on vocabulary development. Individual help during laboratory time as needed.

READ 110B—Reading Assistance (4 units)

Small group and whole class work to strengthen basic reading skills and to make inferences and to read critically; individual help during laboratory time as needed. Prerequisite: Satisfactory score on *Placement Examination* and appropriate skills and knowledge, or READ 110A.

CSU**READ 111—Reading Assist for Limited English Proficiency (4 units)**

Strategies to improve basic reading skills for persons with limited English proficiency; includes vocabulary development; small group work and individual help during laboratory time as needed.

READ 115R—Reading Workshop (3 units)

Literacy program for the native speaker. Students pursue a competency-based program in a laboratory setting. Grades are CR/NC. (Repeatable: May be taken four times only.)

READ 123—Reading and Comprehension (1 unit)

Individualized program of study for improvement in reading, comprehension, and efficiency. Grades are CR/NC.

READ 125R—Enrichment Reading (1 unit)

Reading of narrative materials to gain fluency and appreciation of literature. Focus is on understanding elements of narrative development and vocabulary in context. (Repeatable: May be taken four times only.)

REAL ESTATE (see Business)

Sign Language

SIGN 1—Sign Language Studies 1 (3 units) *CSU/UC UC-Unit Limit*

Introduction to the visual-gestural processes of sign language; provides instructional activities for people who wish to become competent in communication with deaf people; emphasis on nonverbal communication. (L)

SIGN 2—Sign Language Studies 2 (3 units) *CSU/UC*
Non-verbal communication skills using syntactical and finger spelling of multi-syllable words. Prerequisite: SIGN 1.

SIGN 3—Sign Language Studies 3 (3 units) *CSU/UC*
Continuation of ASL comprehension skills and advanced grammatical structure; continues to place emphasis on expressive skills and deaf culture. Prerequisite: SIGN 2.

SIGN 61R—Basic Vocabulary and Finger Spelling (2 units)

The art of communicating with the deaf by means of finger spelling and basic signing. (L) (Repeatable: May be taken two times only.)

Social Science

SOCIAL SCIENCE (Associate in Arts)

Required

Units

ANTHR 1 Physical Anthropology	
OR 2 Cultural Anthropology	3
ECON 1A Elementary Economics-Macro	3
GEOG 1 Physical Geography OR GEOG 2 Cultural Geography	3
POLSC 1 Introduction to Political Science	3
PSYCH 1A General Psychology	
OR SOCIL 1 Introduction to Sociology	3
Any History Class	3
Total units required for degree major	18

SOCSC 4—Foreign Affairs (3 units) *CSU/UC*
Review of internationally based problems through a study of international tensions and the influence of various factors such as public opinion, pressure groups, news management) on making and implementation of foreign policy. (L)

SOCSC 290R—Citizenship (1 unit)
Preparation to pass a standard citizenship test. Grades are CR/NC. (Repeatable: May be taken four times only.)

Sociology

SOCIL 1—Introduction to Sociology (3 units) *CSU/UC* **(CAN SOC 2)**

Basic principles and concepts of sociology, including culture, personality, organization, institutions, stratification, population, collective behavior, and social change. (L)

SOCIL 2—Social Problems (3 units) *CSU/UC*
Survey of social problems in present-day American culture and application of sociological theory and analysis to issues such as poverty, minorities, crime, medicine, the environment, and technology. (L)

SOCIL 5—Ethnic Relations in the United States (3 units) *CSU/UC*

Examines the dynamics of multi-ethnic relations in the United States, focusing on social, historical, political, and economic factors; emphasis on inter-group and intra-group relations in terms of prejudice, discrimination, immigration, assimilation, demographic shifts, and exclusion/inclusion. (L)

SOCIL 8—Research Methodology (3 units) *CSU*

Course covers the basic issues in the design and implementation of social science research. Topics covered include the scientific method, ethics, and issues of research design, basic descriptive and inferential statistics, and types of research designs including quantitative and qualitative methodologies. Not open for credit to student with credit in PSYCH 8. (L)

SOCIL 10—Sociology of Marriage (3 units) *CSU/UC*

Sociological analysis of marriage, including history, cultural comparison, gender roles, love, sexuality, singlehood, parenthood, process, conflict, conflict resolution, divorce, remarriage, and the future of marriage and the family. (L)

SOCIL 30—Aging: Concepts and Issues (3 units) *CSU/UC*

Social, economic, and psychological factors related to aging and the changing roles in contemporary society, including current controversies, personal adaptation to aging, income and housing, health and long-term care, employment and retirement, community social services, and social inequality. Not open for credit to student with credit in LLP 30. (L)

SOCIL 35—Women in Contemporary Society (3 units) *CSU/UC*

Focuses on the unique position of women in contemporary United States society; emphasis given to the concept of gender as it relates to socialization, social control, history, multi-culturalism, and current issues. Not open for credit to student with credit in WOMEN 35. (L)

Spanish

SPAN 1—Elementary Spanish, Part 1 (4 units)

CSU/UC UC-Unit Limit

Development of four basic language skills: speaking, listening, reading and writing. Students will learn to initiate, sustain, and close basic communication tasks. Student will understand content related to personal background and needs, non-complex social conventions, main ideas and details of connected discourse of familiar topics. This course is equivalent to one year of high school Spanish. (L)

SPAN 2—Elementary Spanish, Part 2 (4 units)

CSU/UC UC-Unit Limit

A continuation of Spanish 1. Emphasis on control of the material in Spanish 1 and introduction of the present perfect, the conditional, the future and the subjunctive verb cases. This course is equivalent to two years of high school Spanish. Prerequisite: SPAN 1 or equivalent. (L)

SPAN 3—Intermediate Spanish, Part 1 (4 units)

CSU/UC UC-Unit Limit

A third semester course which completes the presentation of basic Spanish grammar and development of all language skills (listening, reading, speaking, and writing) in a cultural context with special emphasis in communications. Equivalent to three years of high school Spanish. Prerequisite: SPAN 2; or 3 years of high school Spanish; or equivalent. (L)

SPAN 4—Intermediate Spanish, Part 2 (4 units) *CSU/UC*

A fourth semester course designed to review the grammar, vocabulary, and composition acquired in the first three semesters. Contextualized and culturally appropriate exercises and the readings of modern texts of the history, art, geography, literature, and cultural values of the hispanic peoples are used. The four language skills (listening, writing, reading, and speaking) are further developed through special emphasis on communication. Equivalent to three years of high school Spanish. Prerequisite: SPAN 3 or equivalent. (L)

SPAN 10—Introduction to Spanish (3 units)

CSU/UC UC-Unit Limit

Study of elementary Spanish with an emphasis in proficiency, including grammar, vocabulary, pronunciation, and communication. (L)

SPAN 20A—Spanish for the Spanish Speaking

Student (3 units) *CSU/UC UC-Unit Limit*

Intensive review of grammar; composition, translation, cultural and literary readings. Designed for those who are effective in oral communication in Spanish, but who need training in written forms of the Spanish language. Emphasis on increasing vocabulary, reading, and writing skills through short stories, essays, and guided composition. (L)

SPAN 20B—Spanish for the Spanish Speaking

Student (3 units) *CSU/UC UC-Unit Limit*

Designed for bilingual students who are effective in oral communication, but who need more training in the written forms of the language; intensive review of grammar; composition and translation; linguistic ability in both English and Spanish is used as a basis for increasing vocabulary and increasing writing and reading skills. Prerequisite: SPAN 20A or 2.

SPAN 35—Latin American Literature in Translation

(3 units) *CSU/UC*

Study of major works of Latin-American literature; readings, lectures, and discussions in English by Columbus, Las Casas, Sor Juana Ines de la Cruz, and others. (L)

SPAN 36—Literatura Hispano-Americana (3 units)

CSU/UC

Study of major works of Latin-American literature; readings, lectures, and discussions of major works in Spanish by Columbus, Las Casas, Sor Juana Ines de la Cruz, Dario, and others. Intended for Hispanic and advanced Spanish student. Prerequisite: Ability to read literature in the Spanish language. (L)

SPAN 48A—Destinos: An Introduction to Spanish

(2 units) *CSU*

Introductory course which emphasizes the four basic language skills: understanding, speaking, reading, and writing; use of dialogues to introduce and reinforce common, everyday conversations, grammatical concepts, and key phrases. (L)

SPAN 48B—Destinos: an Introduction to Spanish

(2 units) *CSU*

Continuation of SPAN 48A with an emphasis on the four basic skills: understanding, speaking, reading and writing. Use of video dialogues to present and reinforce common everyday conversations, grammatical concepts, idioms, vocabulary and key phrases. Prerequisite: SPAN 48A.

SPAN 51R—Conversational Spanish (1 or 2 or 3 units)

Development of oral skills in Spanish with an emphasis on practical phrases for communication in job or social situations; vocabulary development appropriate for basic interaction as well as for law enforcement, welfare, and other public agencies. Grades are CR/NC. (L) (Repeatable: May be taken four times only.)

Speech

COMMUNICATION STUDIES (Associate in Science)

Required Courses	Units
MCOMM 2 Introduction to Mass Communications	3
SPECH 1 Public Speaking	3
SPECH 2 Oral Interpretation of Literature	3
SPECH 6 Group Communication	3
SPECH 7 Interpersonal Communication	3
Plus 3 units selected from the following: SPECH 4R, 8; THART 11A; ...	
PSYCH 1A; MCOMM 4; PHIL 12	3
Total units required for degree major	21

SPECH 1—Public Speaking (3 units) (CAN SPCH 4) CSU/UC

Principles of effective oral communication applied to several public speaking assignments which emphasize management of stage fright, development of support and organization of ideas, audience analysis, and clear communication of thought and feeling; attention given to effective listening and feedback skills, and nonverbal communication. Prerequisite: ENGL 51 or qualifying score on *English Placement Examination* and appropriate skills and knowledge.

SPECH 2—Oral Interpretation of Literature (3 units) CSU/UC

Introduction to analysis and interpretation of literature for oral reading; encourages a deeper, richer experience of prose, poetry and drama; enables sharing the love of literature in the oral tradition. Prerequisite: ENGL 51 or 51L or qualifying score on *English Placement Examination* and appropriate skills and knowledge. Not open for credit to student with credit in ENGL 2.

SPECH 3—Argumentation (3 units) (CAN SPCH 6) CSU/UC

General approach to rational decision making and argumentative analysis including the improvement of reasoning skills, identification of logical fallacies, and evaluation of arguments. (CAN SPCH 6) (L)

SPECH 4R—Speech Arts Workshop (v1-3 units) CSU

Supervised preparation for participation in intercollegiate speech and oral interpretation events and/or for presentations at local schools. (L) (Repeatable: May be taken four times only.)

SPECH 6—Group Communications (3 units) CSU/UC

Study of communication in small group situations; emphasis placed on researching, organizing, and delivering oral presentations, including panel discussions and symposia; the role of communication in various group processes, including problem-solving, leadership, and decision-making. (L)

SPECH 7—Interpersonal Communication (3 units) CSU/UC

Study of interpersonal relationships, including gender, intercultural, professional, and intimate communication; required to research, organize, and deliver oral presentations about concepts, dynamics, and contexts of interpersonal communication. (L)

SPECH 8—Intercultural Communications (3 units) CSU/UC

Study of intercultural communication theory relative to perception, context, language, verbal, nonverbal messages, and adaptation; emphasis will be placed on developing effective intercultural communication skills; students will demonstrate effective intercultural communications skills by oral presentations and group and interpersonal interactions. (L)

SPECH 9—Fundamentals of Speech Communication (3 units) CSU/UC

Basic skills and introductory concepts necessary for effective communication in a variety of settings; emphasis is placed on researching, organizing, and presenting public presentations in interpersonal, small group, and public contexts. Not open for credit to student with credit in SPECH 51. (L)

SPECH 12—Multicultural Communication (v.5-1 units) CSU

By attending the events organized/sponsored by Crossing Borders and Building Bridges, participants are expected to acquire effective intercultural communication skills by valuing differences through their acknowledgment and respect for diversity and multiculturalism.

Statistics

STAT 1—Introduction to Statistical Methods (4 units) (CAN STAT 2) CSU/UC

Descriptive statistics; measures of central tendency, variation, correlation, probability, sampling, sampling distributions, estimation, and tests of statistical hypotheses. For majors in natural science, social science, and business. Prerequisites: MATH 52 or equivalent with a grade of "C" or better. (LM)

Theatre Arts

THEATRE ARTS (Associate in Arts)

Required Courses

	Units
THART 10 Introduction to Theatre	3
THART 11A Introduction to Acting	3
THART 29R College Theatre	3
THART 12A Advanced Studies in Acting	3
Plus 6 units to be selected from the following	6
THART 11B, 12B, 26R, 29R, 34, 45A, 45B; SPECH 1, 4R, MCOMM 2, 4; ENGL 2	
Total units required for degree major	18

THART 10—Introduction to Theatre (3 units) CSU/UC

Study of theater and its relationship to other arts and humanities, including survey of theater history, study of important plays, and current Yuba College Theatre productions. (L)

THART 11A—Introduction to Acting (3 units) CSU/UC

Basics of acting for the stage will be explored and developed, including voice and diction, movement, improvisational technique, characterization, and scene study. Several monologues and scenes will be developed and presented in the class.

THART 11B—Introduction to Acting (3 units) CSU/UC

Pantomime, stage movement, imagination, improvisation, and characterization; emphasis on more complex scenes and plays. Prerequisite: THART 11A.

THART 12A—Advanced Studies in Acting (3 units)

CSU/UC

Development of the skills of vocal projection, auditioning, movement, and character motivation; participation in one-act or full-length play at end of the semester. Prerequisite: THART 11A or THART 26R or 29R.

THART 12B—Advanced Studies in Acting (3 units)

CSU/UC

Development of the skills of vocal projection, auditioning, movement, and character motivation; participation in one-act or full-length play at end of semester. Prerequisite: THART 12A.

THART 26R—Musical Theatre Workshop (2 or 3 units)

CSU/UC

Fundamentals of musical theater performance; singing, acting, dancing, orchestra, and technical stage work; specialize in area of interest; works to be selected from various periods and styles. Participation in Yuba College production is required. (Same as MUSIC 26R) (Repeatable: May be taken four times only.)

THART 29R—College Theatre (2 or 3 units) CSU/UC

Fundamentals of theatrical performance in all areas of theater (acting, directing, design, technical) culminating in a theater production; plays to be selected from various periods and styles. (L) (Repeatable: May be taken four times only.)

THART 32R—Film Studies: Focus on ... (3 units)

CSU/UC

Study of a particular director/artist, genre, or national cinema; view and discuss full-length feature films; topic to be specified in class schedule. (Same as ENGL 32R; HUMAN 32R) (Repeatable: May be taken four times only.)

THART 33—History of Film (3 units)

CSU/UC

Chronological survey of the motion picture; traces the development of the art, technology, and social importance of film during the last 100 years; screenings of significant and representative narrative, documentary, and experimental films from the silent to the modern era. Not open for credit to student with credit in HUMAN 33 or ENGL 33. (L)

THART 34—Introduction to Film (3 units)

CSU/UC

Study of film as art and its influence on society, including interpretation, criticism, and technical developments; view and discuss full-length feature films. Not open for credit with credit in ENGL 34 or HUMAN 34. (L)

THART 45A—Production and Technical Theatre (3 units)

CSU/UC

Practices, terminology, and organization of contemporary theatre technology; exercises in construction and implementation of all technical aspects of production (sets, lighting, sound, costumes, properties, stage management). Integrated with Yuba College Theatre productions. Corequisite: THART 29R or 26R. (L)

THART 45B—Production and Technical Theatre (3 units)

CSU/UC

Practices, terminology, and organization of contemporary theatre technology; exercises in construction and implementation of all technical aspects of production (sets, lighting, sound, costumes, properties, stage management). Integrated with Yuba College Theatre productions. Corequisite: THART 26R or 29R. Prerequisite: THART 45A.

THART 48G--American Cinema (2 units)

CSU

Film studies telecourse that explores how Hollywood films work technically, artistically, and culturally; exploration of the deeper significance of genres and the social and psychological effect of films on society. Not open for credit to student with credit in ENGL 48G or HUMAN 48G.

THART 48H—Introduction to Hitchcock (1 unit)

CSU

Primer on the art of director Alfred Hitchcock, including viewing films and discussions of his common themes, motifs, plots. Not open for credit to student with credit in ENGL 48H or HUMAN 48H. (L)

University Studies

The Associate in Arts - University Studies degree is a transfer degree program designed for students who plan to transfer to a CSU or UC campus. Students are encouraged to consult a counselor. To complete the University Studies major, students complete 18 units from the current California State University General Education list (see CSU transfer section) or the University of California/ California State University Intersegmental General Education Transfer Curriculum (see IGETC section). Courses must represent at least three different areas of the pattern selected. These courses must be in addition to those taken to fulfill the Yuba Community College District's General Education graduation requirements.

Veterinary Technology

VETERINARY TECHNICIAN (Associate in Science)

Accredited by *American Veterinary Medical Association*, the nation's accrediting agency, Yuba College, in cooperation with area veterinarians, offers a program in Veterinary Technology. Students complete the two-year academic program on the Marysville campus. Five-hundred hours of work experience are also required. The student may take the *California State Licensing Examination for Veterinary Technicians* after completion of the program.

If enrollment exceeds capacity, Yuba College reserves the right to limit the second semester of this program. Only those students who have completed all the required course work (i.e., fulfilled all prerequisites and corequisites) will be allowed to continue to the next level of course work.

First Semester (Fall)	Units
*BIOL 15 Bioscience	4
*CHEM 10 or CHEM 2A Introductory Chemistry	3-5
*MATH 52 Intermediate Algebra	4
*VETT 1 Introduction to Veterinary Technology	4
*VETT 55 Veterinary Medical Principles	2
*CWEE Occupational Work Experience	2-4
Second Semester (Spring)	
*BCA 15R Business Comp. Applications- Beg. OR COM SCI 10L Computer Literacy	3
ENGL 1A Reading/Composition	4
*VETT 2 Animal Anatomy/Physiology	4
*CWEE Occupational Work Experience	2-4
Third Semester (Fall)	
*BIOL 6 Introductory Microbiology	4
*VETT 53A Basic Veterinary Science	5
General Education electives (<i>see Degree req.</i>).....	3
*CWEE Occupational Work Experience	2-4
Fourth Semester (Spring)	
VETT 3 Veterinary Anesthesia & Pharmacology	3
*VETT 53B Basic Veterinary Science	5
VETT 54 Animal Health/Disease	3
General Education electives (<i>see Degree req.</i>).....	3
*CWEE Occupational Work Experience	2-4
Minimum units to total	60

**Courses must be completed with a grade of "C" or better before or during the indicated semester to progress to the next level course, and is mandatory for continued good standing in the Program.*

Note: Physical Education is not required of Veterinary Technology majors (or any other Allied Health majors) per current College Catalog graduation requirements.

VETT 1—Introduction to Veterinary Technology (4 units) CSU

Overview of Veterinary Technology as a profession; includes animal identification, government regulations, animal husbandry and restraint, general health, and zoonosis. Prerequisite: BIOL 15 and CHEM 2A, which may be taken concurrently. (LM)

VETT 2—Animal Anatomy and Physiology (4 units) CSU

Structural aspects and normal functions of the principle systems of various animals. Application of normal physiology as it pertains to animal health and disease. Prerequisite: VETT 1 and BIOL 15

VETT 3—Veterinary Anesthesia & Pharmacology (3 units)

Concepts of veterinary anesthesia and pharmacology to include agents used as pre-anesthetics, induction agents and general anesthesia, the physiological impacts of anesthesia on the body, patient prep, high-risk patients and complications. Pharmacokinetics in animals, principles and mechanism of drug action, drug types and legal requirements. (LM). Prerequisite: BIOL 15.

VETT 53A—Basic Veterinary Science (5 units)

Clinical laboratory testing, anesthesia, surgery, sterilization of instruments, drug administration and use, veterinary dentistry, and nutrition. Prerequisite: VETT 1 and 2.

VETT 53B—Basic Veterinary Science (5 units)

Clinical laboratory testing, radiology, cardiology, pharmacology, nursing, emergency medicine and immunology. Prerequisite: VETT 53A.

VETT 54—Animal Health and Disease (3 units)

Animal health and disease management, including both large and small animals; emphasis on disease prevention and sanitation. Prerequisite: BIOL 15. (LM)

VETT 55—Veterinary Medical Principles (2 units)

The study of medical terms used in veterinary medicines as it applies to clinical situations. The application of terms and medical practices used by the Veterinary Technician. (L)

VETT 101—Veterinary Assisting (2 units)

Concepts of veterinary medicine needed to function effectively as a veterinary assistant, veterinary receptionist, kennel staff or animal shelter worker. This course does not lead to the AS Degree in Veterinary Technology but can be used as a step towards entry into that program.

VOCATIONAL NURSING (see Nursing)

Women's Studies

WOMEN 26A—Women in Art I (3 units)**CSU/UC**

Role of women as artists in the Western World, beginning in the Middle Ages, and concluding in the Twentieth Century art world. Not open for credit to student with credit in Art 3A or HUMAN 26A. (L)

WOMEN 26B—Women in Art II (3 units)**CSU/UC**

The role of women as visual artists in Europe and the Americas, focusing on the Twentieth Century. Not open for credit to student with credit in ART 3B or HUMAN 26B. (L)

WOMEN 29—Women in American History (3 units)**CSU/UC**

General introduction to the history of women in America from colonial times to the present; emphasis on the changing political, economic, social, and ethnic history. (L)

WOMEN 31—Gender and Behavior: Feminine and Masculine Behavior (3 units)**CSU/UC**

Systematic analysis of psychological principles related to gender, including biological, social, and cultural perspectives. (L)

WOMEN 35—Women in Contemporary Society (3 units)**CSU/UC**

Focuses on the unique position of women in contemporary United States society; emphasis is given to the concept of gender as it relates to socialization, social control, history, multi-culturalism, and current issues. Not open for credit to student with credit in SOCIL 35. (L)

WOMEN 37—Literature by Women (3 units)**CSU/UC**

Survey of women writers from ancient Greece to modern times, focusing mainly upon the contemporary period. Not open for credit to student with credit in ENGL 37. (L)