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los angeles
Pierce College

LOS ANGELES PIERCE COLLEGE 2022-2023

General Catalog



Advanced Automotive Technology Building

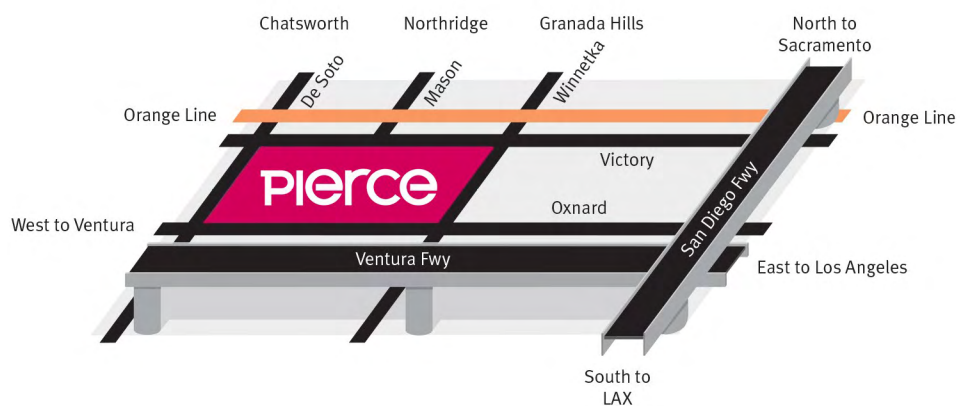


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www.piercecollege.edu



Los Angeles Pierce College
6201 Winnetka Avenue
Woodland Hills, CA 91371
818.710.4100
www.piercecollege.edu



2022-2023 Academic Calendar

Fall 2022

REGISTRATION DATES

Priority Registration Tier 1: CalWORKs, DSPS, EOPS, Foster Youth, Active Duty/Veterans	5/2/2022
Priority Registration Tier 2: Athletes, Promise, Completion	5/5/2022
Registration Starts: Continuing & New, Fully Matriculated Students and Middle College High School	5/9/2022
Registration Starts: Students Who Lost Priority	5/23/2022
Registration Starts: Open Enrollment, K-12 Special Admits	5/31/2022

GENERAL CALENDAR DATES

Day and Evening Classes Begin	8/29/2022
Saturday Classes Begin	9/3/2022
Last Day of Instruction	12/11/2022
Final Examinations	12/12/2022 - 12/18/2022

HOLIDAYS - NO CLASSES

Labor Day, college closed	9/5/2022
Veterans Day, college closed	11/11/2022
Thanksgiving, college closed	11/24/2022 - 11/25/2022
Winter Break, college closed	12/24/2022 - 1/1/2023

Spring 2023

REGISTRATION DATES

Priority Registration Tier 1: CalWORKs, DSPS, EOPS, Foster Youth, Active Duty/Veterans	11/7/2022
Priority Registration Tier 2: Athletes, Promise, Completion	11/9/2022
Registration Starts: Continuing & New, Fully Matriculated Students and Middle College High School	11/14/2022
Registration Starts: Students Who Lost Priority	11/30/2022
Registration Starts: Open Enrollment, K-12 Special Admits	12/5/2022

GENERAL CALENDAR DATES

Day and Evening Classes Begin	2/6/2023
Saturday Classes Begin	2/11/2023
Last Day of Instruction	5/28/2023
Final Examinations	5/30/2023 - 6/5/2023

HOLIDAYS - NO CLASSES

Martin Luther King Jr. Day, college closed	1/16/2023
Presidents' Day, college closed	2/17/2023 - 2/20/2023
Cesar Chavez Day, college closed	3/31/2023
Spring Break, college closed	4/1/2023 - 4/7/2023
Memorial Day, college closed	5/29/2023

ON THE COVER: Students stride down the Campus Mall in the center of the college, set on 426 acres in Woodland Hills.

BOTTOM: Pierce will expand into training for specialized electric and alternative fuel vehicles in the 21,233 square foot Advanced Automotive Technology Building with a planned opening for classes in Spring of 2023.

BACK COVER: Media Arts student Brandon Sinclair sets up in front of the Library Learning Crossroads Building to video activities on the Pierce College Mall for a social media project.



One of Nine Los Angeles Community Colleges

los angeles
Pierce college



General Catalog

VOLUME 73

2022-2023

LOS ANGELES PIERCE COLLEGE

6201 Winnetka Avenue, Woodland Hills, CA 91371

(818) 710-4100 | www.piercecollege.edu



Los Angeles Pierce College is a tax-supported educational institution which offers post-high school opportunities for men and women and is administered by the Los Angeles Community College District.

Accreditation

Los Angeles Pierce College is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges, 10 Commercial Boulevard, Suite 204, Novato, CA 94949, (405) 506-0234, an institutional accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation and the U.S. Department of Education.

LOS ANGELES PIERCE COLLEGE

6201 Winnetka Ave, Woodland Hills, CA 91371
(818) 710-4100

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Community Education

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- Student Success and Support

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Ani Zarpas, *Dean, Institutional Effectiveness*

Paul Nieman, *Director of College Facilities*

LOS ANGELES COMMUNITY COLLEGE DISTRICT

770 Wilshire Boulevard, Los Angeles, CA 90017

(213) 891-2000

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The Los Angeles Community College District and Los Angeles Pierce College have made every effort to make this catalog accurate and may, without notice, change general information, courses, or programs offered. The reasons for change may include student enrollment, level of funding, or other issues decided by the district or college. The district and college also reserve the right to add to, change, or cancel any rules, regulations, policies and procedures as provided by law.

EQUAL OPPORTUNITY POLICY/PROHIBITED DISCRIMINATION AND HARASSMENT

All programs, activities, services, and employment of the Los Angeles Community College District (LACCD) and Los Angeles Pierce College shall be operated in a manner which is free of discrimination and harassment on the basis of race, color, national origin, ancestry, religion, creed, sex, pregnancy, marital status, medical condition (cancer related), sexual orientation, age, disability, or veterans status [LACCD Board Rules, 15001-15022]. Please direct inquiries or complaints to Genice Sarcedo-Magrunder, LACCD Interim Director of Diversity, Equity and Inclusion, at (213) 891-2315. Additional information may be obtained by emailing diversity-programs@laccd.edu.

AMERICANS WITH DISABILITIES ACT (ADA) AND CALIFORNIA STATE LAW

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990, the Fair Employment & Housing Act (FEHA), Government Code Section 11135, and other applicable codes, the Los Angeles Community College District and Los Angeles Pierce College do not discriminate against individuals on the basis of disability in its services, programs, or activities.

In order to ensure that people with disabilities have an equal opportunity to participate in all of its programs, services, and activities, Los Angeles Pierce College will make reasonable modifications to policies and practices, as well as, provide appropriate aids and services leading to effective communication, including sign language interpreters, documents in Braille and other alternate formats to ensure information is accessible to people who have speech, hearing, vision, or cognitive impairments.

Anyone who requires auxiliary aides and services for effective communication, or a modification of policies or procedures should communicate with the responsible department or event contact as soon as possible, but no later than three days before the scheduled event. No surcharge will be placed to cover the cost of providing auxiliary aids or making reasonable modifications to create access.

In terms of employment, Los Angeles Pierce College does not discriminate on the basis of disability in its hiring or employment practices and will comply with the Fair Employment and Housing Act, as well as, the ADA Title I including the regulations promulgated by the U.S. Equal Employment Opportunity Commission (EEOC) and the requirement to provide reasonable accommodation.

The Office of Diversity, Equity, and Inclusion at LACCD has been designated to coordinate the College's compliance with the ADA and with sections 504 and 508 of the Rehabilitation Act of 1973. Neither the ADA, nor state law, requires Los Angeles Pierce College to take action that would fundamentally alter the nature of its programs, activities or services or impose an undue financial or administrative burden.

Los Angeles Pierce College and the Los Angeles Community College District are fully committed to be in compliance with the Americans with Disabilities Act (ADA) and California State Law. As part of the compliance, Paul Nieman has been named the College ADA Coordinator for LAPC to coordinate compliance with the non-discrimination requirements contained in the Department of Justice regulations implementing Subtitle A of Title II of the ADA (42 U.S.C. 12131), which prohibits discrimination on the basis of disability by public agencies and Section 504 of the Rehabilitation Act, as well as California disability laws and regulations. You may contact Paul Nieman for all ADA accommodation requests from Staff, Faculty, and the Public:

LAPC - mailbox #384

6201 Winnetka Ave.

Woodland Hills, CA 91371

Phone: (818) 710-4121

Email: NiemanPM@piercecollege.edu



A MESSAGE FROM THE PRESIDENT



We Are Here for You

The world as we know it has shifted during the pandemic, and we at Los Angeles Pierce College have developed new ways to accomplish our primary mission – **your success in pursuing your academic goals and creating a better future.**

Pierce is still the place where you can come and discover who you want to be and what you want to do with your life. You may wish to earn an Associate Degree, transfer to a university, complete a certificate program, or simply sharpen your professional skills -- the possibilities are limitless, and we are here to help you explore them.

We encourage you to reach out when you need assistance. We have a complete range of support services, from basic needs to tutoring to mental health, to keep you moving toward your goals.

Our many resources include the College Promise, where first-time, full-time students get two years of college tuition free. Our students take advantage of Financial Aid, such as federal, state and local grants, fee waivers, work-study and more.

I believe in Pierce College, and I believe in you and your ability to reach your goals. Let us help you achieve them and celebrate your success alongside you.

Sincerely,

Ara Aguiar
Interim President
Los Angeles Pierce College



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Welcome to Los Angeles Pierce College



College Information

History of the College

Los Angeles Pierce College has been a landmark in the Western San Fernando Valley for nearly 70 years. In December 1943, 392 acres of land set in rolling hills was purchased to establish the Clarence W. Pierce School of Agriculture, named after the Los Angeles City Board of Education member instrumental in forming the new college over the objections of many who thought the West Valley too rural to support a learning institution.

The first classes at Pierce, which were designed to provide technical and practical agricultural training, began in the fall of 1947 under bare light bulbs in makeshift classrooms created from Quonset huts salvaged from World War II. The College's first students, 212 male World War II veterans (77 full-time and 135 part-time), enrolled in 46 courses and weathered the sun, the winds, power failures, floods, and mud. The College colors, selected by the students of Los Angeles Pierce College in 1947, are scarlet and white.

Community pressures and demands soon caused the College to broaden its educational scope and also to admit women in February 1951. In the summer of 1956, by official action of the Board of Education, the College name was changed to Los Angeles Pierce College. Under this new name, the College continues as one of nine colleges in the Los Angeles Community College District.

Today the College serves a highly literate population, preparing students to take their place or to retrain in industries at the forefront of technological advances. While the College remains unique in the greater Los Angeles area because of its farm and its instructional program in agriculture, natural resources management, animal health technology, and related fields, it may be best characterized by its broad range of instructional programs. Students may choose to pursue a program in liberal arts and sciences and then transfer to a four-year college or university, or they may select from a variety of occupational fields including computer technology, journalism, nursing, office administration, and welding.

Complementing the instructional programs are community services programs for adults and children on topics of popular interest.

College Campus

Los Angeles Pierce College is located on 427 acres in the western San Fernando Valley. Large sections of tillable and range land have been preserved as an enclave within a suburban environment.

In addition to classrooms and laboratories, the College maintains many special facilities to supplement its educational and extracurricular programs. Athletic facilities include a stadium, baseball field, soccer field, tennis courts, swimming pool, and an equestrian arena. The College is also proud of its Center for Sciences, Library and Learning Crossroads Building, Student Services Building, College Services Building, Performing Arts Center, and renovated classrooms with upgraded smart technology.

Regular Program

For the academic year 2022-2023 the fall semester will run from August 29, 2022 to December 18, 2022. The spring semester will follow from February 6, 2023 to June 5, 2023.

The regular program consists of two semesters, 16 weeks in length. Classes are generally scheduled from 7:00 a.m. to 10:10 p.m. There are a limited number of Saturday and Sunday offerings. All college classes are open to regularly enrolled students.

Summer Session and Winter Intersession

Summer sessions and a winter intersession may be offered subject to approval by the Board of Trustees.

Accrediting Agencies

Los Angeles Pierce College and its various academic programs are accredited or certified by the following agencies.

- Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges
10 Commercial Boulevard, Suite 204, Novato, CA 94949
(415) 506-0234
- American Veterinary Medical Association
1931 North Meacham Road, Suite 100, Schaumburg, IL 60173
(800) 248-2862 www.avma.org
- Bureau of Automotive Repair (BAR)
10949 North Mather Boulevard, Rancho Cordova, CA 95670
(800) 952-5210, (818) 596-4400
- California Board of Registered Nursing (BRN)
1747 N. Market Boulevard, Suite 150, Sacramento, CA 95834
(916) 322-3350 www.rn.ca.gov
- California Association of Alcohol and Drug Educators (CAADE)
P.O. Box 7152 Oxnard, CA 93031-7152
(805) 485-5247 www.caade.org, drmarks@adelphia.net

Vision Statement

Los Angeles Pierce College is the premiere equity-minded community college in CA, where every person is respected, supported, and empowered with empathy.

Mission Statement and Values

Engage. Enrich. Empower.

Los Angeles Pierce College aims to make a positive impact in people's lives by providing quality, inclusive, and innovative academic, technical, and cultural educational opportunities. We are committed to providing caring, equitable services to help our diverse students as well as our local community achieve their goals and thrive in a rapidly changing world.

LOS ANGELES PIERCE COLLEGE GOALS

- Goal 1:** Pierce College will offer excellent, responsive instructional programs to facilitate and improve student learning.
- Goal 2:** Pierce College will increase opportunities for student access, readiness, retention, and success.
- Goal 3:** Pierce College will enhance the learning environment to be culturally and pedagogically diverse.
- Goal 4:** Pierce College will expand the effective use of technology in all areas of the college.
- Goal 5:** Pierce College will enhance its relationships with the community at large.
- Goal 6:** Pierce College will establish and maintain fiscal stability.

Goal 7: Pierce College will implement a campus facilities master plan that fully integrates programs, services and budget in support of student learning.

Goal 8: Pierce College will continually refine both its governance and decision processes and its interaction with the district to increase effectiveness and inclusion.

LOS ANGELES PIERCE COLLEGE VALUES

Racial Equity and Social Justice

- We acknowledge the vast inequalities systematically perpetuated within the United States of America, and we are steadfast in our commitment to ensure success for all students, regardless of their background.

Quality

- Faculty and staff cultivate a climate of excellence by providing quality instruction, services, facilities, and experiences. Our comprehensive curriculum and support services enable students to earn associate degrees and certificates, prepare for transfer, gain career and technical proficiency, and develop foundational skills.

Constant Growth

- We always seek better ways to serve and innovate. We address the changing needs of our student population in a proactive manner.

Student Centered

- Our practices and decisions are made with students at the forefront of our minds. We empower students.
- Our practices and decisions are made in collaboration with students.

Student Engagement and Advocacy

- We value student voices; we value their input, their ideas, their feedback, and their desires.

Friendly

- We are welcoming and compassionate. People say hello to students and colleagues on campus and in service areas. Our colleagues are approachable and act with respect and collegiality. Our facilities are navigable and attractive, as is our website. We SEE people and operate with a keen awareness of individual needs and stories.

Collaborative

- We work together. We break down silos and communicate across areas. Students have a seamless experience. We understand, generally, the roles everyone and every department play. We work together to solve problems.

Enrichment of Community

- We provide enriching activities for our Pierce community, which includes our students, staff and faculty as well as our local and regional community.

Passion

- We bring forward our passion for change, for education, and for the community, and we seek to bring forth the passion in our students and our colleagues.



Functions of the Community Colleges

To accomplish the educational philosophy and mission of the Los Angeles Community Colleges, Los Angeles Pierce College offers the following types of educational programs.

TRANSFER

A college transfer program which enables the student who completes transfer requirements to continue into upper division work at accredited four-year colleges and universities through careful and continuous articulation with accredited collegiate institutions and high schools.

OCCUPATIONAL

An occupational education program planned to offer the student basic business, technical, and professional curricula to develop skills which can lead to employment, job advancement, certification, or an associate degree.

GENERAL EDUCATION

A program of general education comprised of associate degree programs and other planned experiences which develop knowledge, skills, and attitudes necessary for the student to be effective as a person, a member of society, a worker, and a citizen, thereby enhancing the quality of life for the individual and for the society at large.

TRANSITIONAL EDUCATION

A program of remedial and basic skills education for students needing preparation for community college level courses and programs; and English as a Second Language instruction for immigrants, foreign students and other students with limited English proficiency.

COUNSELING AND GUIDANCE

A counseling and guidance program incorporating academic, career, and personal counseling and assistance in matters of admissions, financial aid, job placement and student activities; to assist the student in the establishment of educational goals and in the selection and pursuit of a life work compatible with his or her interests, aptitudes, and abilities.

CONTINUING EDUCATION

A program of continuing education comprised of graded and ungraded classes to provide opportunities for personal and occupational competence that supplement formal full-time college attendance.

COMMUNITY SERVICES

A program of community services offered to meet the needs of the community for vocational and recreational courses, community and cultural events, and civic functions, completely financed by fees charged those in attendance.

JOINT PROGRAMS

Joint programs with business, industry, labor, education, government and other institutions which are of mutual benefit to sponsoring institutions, enhance the educational opportunities of program participants, and advance the mission and functions of the College.

Strategic Directions

The Los Angeles Pierce College Strategic Master Plan 2022-2026 was born out of a desire to focus our efforts increasingly on college attainment through degree and certificate completion and to give a voice to the entire College community related to our mission and vision over the next four academic years. The overarching themes of the college include:

THEME I: STUDENT SUCCESS AND ACCESS

- Increase completion of students' educational goals including degrees, certificates, college transfer requirements, and CTE completion.
- Provide high quality age-friendly student support services that enrich the student experience and ensure eligible new students complete the onboarding process and increases long term persistence.
- Offer high quality programs that meet the workforce needs of the community and increase course completion and long-term persistence of students.
- Create an engaging learning environment that ensures equitable access and promotes academic and career growth for all students.

THEME II: FINANCIAL STEWARDSHIP & ORGANIZATIONAL STABILITY

- Maintain a balanced budget.
- Double the campus total grant-funding in the next three fiscal years.
- Enhance revenue generation through enterprise.

THEME III: RACIAL EQUITY AND SOCIAL JUSTICE

- Increase participation and support of disproportionately impacted students in the College Promise program.
- Reduce opportunity gaps and improve course completion for the target populations experiencing a disproportionate impact as identified in the Pierce College Student Equity and Achievement Program plan.
- Improve college branding and the development of outreach strategies for new and returning students through effective marketing and branding of Pierce College.
- Through professional development, improve campus climate and learning environment to include opportunities for continued development in anti-racism and effective culturally responsive teaching and learning practices.
- Establish revenue generating initiatives to support college Athletics.

THEME IV: INTERNAL AND EXTERNAL COMMUNITY RELATIONS

- Maintain/upgrade campus-wide health, safety, security, and emergency planning.
- Strengthen the LAPC Foundation.
- Foster community partnerships.
- Strengthen, expand, and modernize marketing and outreach efforts.
- Enhance customer service interfaces for both interior and exterior customers.

General Education Philosophy

Los Angeles Pierce College recognizes that education encompasses more than the completion of a program of study. Education is a lifelong process that is both interactive and personal. Our General Education Program enables students to acquire foundational skills and knowledge to become lifelong learners and engaged participants in society.

Institutional Learning Outcomes

Los Angeles Pierce College has established the Institutional Learning Outcomes (ILO) listed below.

COMMUNICATION

The student will demonstrate proficiency in communication skills, including active listening, textual interpretation and comprehension, and oral and written expression.

CRITICAL THINKING

The student will demonstrate proficiency in identifying and clarifying issues, problems, questions, and assumptions; analyzing data and relevant information including alternative approaches; differentiating between facts, opinions, and biases; synthesizing and generating solutions and possible outcomes; and using evidence and reasoning to support conclusions.

RESEARCH AND INFORMATION LITERACY

The student will demonstrate proficiency in modes of inquiry specific to the discipline of study and discernment of relevant and appropriate sources of information.

CIVIC RESPONSIBILITY AND ETHICAL REASONING IN A DIVERSE SOCIETY

The student will demonstrate proficiency in understanding, and engaging with, contemporary notions of the public good in a democratic and diverse society and the relevant principles, concepts, and arguments that guide ethical decision-making.

QUANTITATIVE ANALYSIS AND SCIENTIFIC REASONING

The student will demonstrate proficiency in the interpretation and description of quantitative data and situations and relevant graphs, symbols, or mathematical relationships and concepts to solve problems.

ARTS AND CULTURAL AWARENESS

The student will demonstrate proficiency in the identification, recognition, description, and explanation of his or her interaction with, and understanding of, cultural practices and social structures.

OCCUPATIONAL AND PROFESSIONAL READINESS

The student will demonstrate technical and professional skills that meet industry and/or employment standards.

Advisory Committees

Advisory Committees lend assistance to the College in the development, operation, and evaluation of occupational programs that will prepare students for useful and productive lives. The committee members make known the most current occupational needs as they pertain to employable skills in the specific occupation and in the geographic area of the College, and report on changing technology as it might affect the College programs.

Advisory Committees are extremely important in the development of a two-way system of understanding and communication and for the partnerships that are necessary between the College and the industry.

Equal Employment Opportunity

The policy of the Los Angeles Community College District is to implement affirmatively equal opportunity to all qualified employees and applicants for employment without regard to race, color, national origin, ancestry, religion, creed, sex, pregnancy, age, disability, marital status, medical condition (cancer related), sexual orientation, or veteran status. Positive action will be taken to ensure that this policy is followed in all personnel practices, including recruitment, hiring, placement, upgrading, transfer, demotion, treatment during employment, rate of pay or other forms of compensation, selection for training, layoff, or termination. (Board Rule 101301).

Inquiries regarding equal employment opportunity at Los Angeles Pierce College should be directed to the LACCD Interim Director of Diversity, Equity, and Inclusion, Genice Sarcedo-Magruder at (213) 891-2316.

Prohibited Discrimination and Harassment

The Policy

It is the policy of the Los Angeles Community College District to provide an educational, employment and business environment free from Prohibited Discrimination. Employees, students or other persons acting on behalf of the District who engage in Prohibited Discrimination as defined in this policy or by state or federal law shall be subject to discipline, up to and including discharge, expulsion or termination of contract.

Academic Freedom

The Board of Trustees reaffirms its commitment to academic freedom, but recognizes that academic freedom does not allow Prohibited Discrimination. The discussion of ideas, taboos, behavior or language which is an intrinsic part of the course content shall in no event constitute Prohibited Discrimination, though such ideas may cause some students discomfort. It is recognized that academic freedom insures the faculty's right to teach and the student's right to learn.



Definition of Prohibited Discrimination

Prohibited Discrimination is defined as discrimination or harassment in violation of state or federal law on the basis of actual or perceived ethnic group identification, race, color, national origin, ancestry, religion, sex (including gender-based sexual harassment), pregnancy, marital status, cancer related medical condition of an employee, sexual orientation, age (40 and older), physical or mental disability, veteran status, or any subsequently-added class protected under Federal or State law.

Definition of Sexual Harassment

Sexual harassment is unwelcome sexual advances, requests for sexual favors, and other verbal, visual or physical conduct of a sexual nature, made by someone in the workplace or in the educational setting.

Retaliation

Retaliation means adverse personal, employment or academic decisions made against anyone who makes a complaint, refers a matter for investigation or complaint, participates in an investigation, represents or serves as an advocate for a complainant or alleged offender.

False Allegations

Anyone who files a complaint in which he/she knowingly makes false allegations of fact shall also have violated this policy and shall be subject to disciplinary action.

Confidentiality

All persons involved in investigation of complaints shall have a duty to maintain the confidentiality of the matters discussed, except as may be required or permitted by law, which include the rules and regulations of the District.

A complete record of each complaint and investigation shall be kept by the Director of Diversity, Equity, and Inclusion.

The Written Decision or any Settlement Agreement regarding the results of the investigation shall be placed in the personnel file of each employee involved as an alleged offender, or complainant.

General Provisions

All Supervisors shall be responsible for maintaining a work environment consistent with this policy. Any supervisor who becomes aware of a situation which could be reasonably perceived to be a violation of this policy must report it to the Office of Diversity, Equity, and Inclusion. All employees are responsible for maintaining an educational environment consistent with this policy. Any employee who becomes aware of a situation which could reasonably be perceived as a violation of this policy should refer it to the Office of Diversity, Equity, and Inclusion.

Investigation

A Compliance Officer shall promptly investigate all potential violations of this policy of which he or she becomes aware. A Compliance Officer shall receive the complaint, and notify the complainant, alleged offender, the College President or District administrator, and the Director of Diversity, Equity, and Inclusion, of a potential

violation of this policy. During the process of the investigation, the alleged offender has the right to be represented.

Informal Procedure

A Compliance Officer shall undertake efforts to informally resolve and investigate the charges. If a resolution is reached, a Compliance Officer shall draft a Settlement Agreement to be signed by the complainant and the alleged offender. A Compliance Officer shall monitor the situation to insure that the resolution is properly implemented and maintain records.

Complaint Procedure

A written complaint must be filed on the prescribed Los Angeles Community College Complaint form. Complaints alleging discrimination in employment and/or Sexual Misconduct must be filed within 180 days of the date of the most recent alleged unlawful discrimination. All other complaints must be filed within one year of the date of the most recent alleged unlawful discrimination.

Compliance Officer's Report

After becoming aware of a potential violation of this policy, a Compliance Officer shall complete the investigation and make a written report to the College President or Deputy Chancellor.

The College President, or Deputy Chancellor, shall independently assess whether the "preponderance of the evidence" establishes a violation and shall determine what action is to be taken, if any. Prior to making the decision, the alleged offender and complainant shall have the opportunity to make an oral statement.

A Written Decision shall be mailed or emailed to the complainant and the alleged offender.

Disciplinary Action

If appropriate, the College President, Deputy Chancellor, or the Chancellor shall initiate the applicable disciplinary process.

Disciplinary action shall include, without limitation, verbal warning, probation, suspension, expulsion, letters of reprimand, Notices of Unsatisfactory Service, suspensions, demotions or dismissals.

Appeals

If the complainant or alleged offender is not satisfied with the Written Decision, he/she may appeal to the District's Board of Trustees by submitting a written appeal to the Chancellor's Office.

Additional Remedies

The complainant may pursue independently civil law remedies, including but not limited to injunctions, restraining orders, or other orders. An individual who believes that he/she is the victim of Prohibited Discrimination may also file a complaint with the Department of Fair Employment & Housing at (800) 884-1684, the Equal Employment Opportunity Commission at (213) 894-1000, for employment based complaints; and the Department of Education, Office for Civil Rights at (415) 556-4275, for non-employment complaints whether or not the complainant chooses to utilize the District's internal procedure. Complaints may also be filed with the State Chancellor's Office.

Sexual Assault

The Los Angeles Community College District is committed to providing a safe environment for its students, faculty, and staff. The Los Angeles Community College District Board of Trustees condemns any act of sexual assault committed on any of its facilities. In the event of sexual assault committed on grounds or in facilities maintained and/or used by the District, any victim of a sexual assault who is one of the District's students, faculty, staff, or visitors shall promptly receive appropriate treatment and full and accurate information. Individuals who commit sexual assault while on properties within the control of the District shall be subject to appropriate criminal prosecution and/or District disciplinary procedures.

Confidentiality is fundamental to all aspects of cases dealing with sexual assault. The names of sexual assault victims shall not be revealed by persons responsible for implementing and enforcing the provisions of this Chapter, except with the consent of the victim.

Victims of sexual assault may obtain a list of referrals to community agencies from the College Title IX Coordinator.

Notice to Sex Offenders

California law requires that certain statutorily defined sex offenders notify community college law enforcement officials that they are present on campus in specific capacities. If you fall into this category, you must register with the College's Sheriff's Office.



Admission & Registration Information



Admission Eligibility

You are eligible to attend Los Angeles Pierce College if you meet any of the following criteria:

1. You have graduated from high school or have successfully passed the California High School Proficiency Examination.
2. You are over 18 years of age and are no longer attending high school and are capable of profiting from the instruction offered.
3. You are under 18 years of age and not a high school student, with special permission as a full-time student.
4. Concurrent enrollment at Los Angeles Pierce College and high school.
5. As a high school student, you may enroll concurrently at Los Angeles Pierce College. In addition to the application for admission, you must submit a separate Concurrent Enrollment for Students in Grades K-12 form, approved by your high school counselor and your parents. Students in less than 9th grade require special processing. Concurrent students are given the last priority for registration.

Information regarding other eligibility criteria and/or admission procedures is available on the Admissions & Records website.

International Student Admissions

Current and prospective F-1 Visa students seeking admission to Los Angeles Pierce College must complete the online application for international students. This application is available via the International Student Services website and includes submission of supplemental documents.

Website: www.piercecollege.edu/offices/international_students/

Phone: (818) 710-4346

Email: intlstu@piercecollege.edu

APPLICATION FILING PERIOD

Outside the USA/Change of Status

FALL SEMESTER APPLY:	JANUARY THROUGH MAY 15
SPRING SEMESTER APPLY:	JUNE THROUGH OCTOBER 15
SUMMER TERM APPLY:	JANUARY THROUGH APRIL 1

F-1 Transfer Students within the USA

FALL SEMESTER APPLY:	JANUARY THROUGH JULY 31
SPRING SEMESTER APPLY:	JUNE THROUGH DECEMBER 15
SUMMER TERM APPLY:	JANUARY THROUGH MAY 15

See Los Angeles Pierce College website for more details.

THE APPLICANT MUST PROVIDE:

1. International Student online application.
2. Application Processing Fee.
3. Financial affidavit of support and official bank verification letter.
4. Official transcripts from all high schools and colleges/universities attended in all countries, including the U.S. Applicants must be a high school/secondary school graduate prior to enrolling at the college. Minimum 2.0 GPA, or "C" average, required for admission eligibility.
5. Proof of English proficiency. Please visit our website for a complete list of acceptable documents.
6. A copy of your valid passport ID page.
7. Students applying from within the U.S. must provide a copy of their current visa and I-94.
8. Students transferring from a school within the U.S. must have our Student Status Verification Form completed by their current school.
9. Students transferring from a school within the U.S. must provide copies of all previous issued I-20s.
10. One (1) passport-sized photograph.
11. If you have already completed a university degree, you must also provide a statement about why you wish to attend a school which offers courses below the academic level that you have already completed.

Applicants currently in the U.S. on another visa who are applying for a change of status to F-1 Student Visa are advised to consult with an immigration attorney for detailed information about the change of status process.

All applicants are evaluated on their potential to be successful at this college. Upon admission, an I-20 "Certificate of Eligibility for Nonimmigrant Student Status" is issued to the student by the International Student Services Office. This document can be used by the student to apply for an F-1 Visa from a United States Embassy outside of the United States. Students who are already in this country will use the new I-20 to change their visa status or complete their transfer process from another educational institution.

Procedures for Admission and Registration

Admission

APPLY ONLINE ON THE PIERCE HOME PAGE

Every student will be assigned a student ID number when they apply. Providing your Social Security number is optional. It is only required for students applying for financial aid and/or who will be eligible for student tax credits.

COMPLETE ALL REQUIRED INFORMATION ON THE ONLINE APPLICATION

All information requested on the application must be provided. The applicant must declare under penalty of perjury that all information on the application is correct. All information is subject to verification; falsification or withholding of information shall constitute grounds for dismissal.

Residence Requirements

California Residence Requirement

To attend any of the Los Angeles Community Colleges as a resident of California, a student is required to have been a California resident for more than one year immediately preceding the Residence Determination Date. The "Residence Determination Date" is that day immediately preceding the opening day of instruction of the semester, winter, or summer session. Residence is defined as a union of act and intent.

Non-Resident

A non-resident student is one who has not had residence in the State of California for more than one year immediately preceding the Residence Determination Date. Physical presence alone is not sufficient to establish California residency nor is intent when not coupled with continuous physical presence in the State. Certain non-U.S. citizens are permitted to establish residency and certain others are not. Check with the Admissions & Records Office regarding your particular status.

Residency classification is made when the application is accepted. Students may petition for a change of classification before the semester/session in question.

A student classified as a non-resident will be required to pay non-resident tuition fees as established by the District Board of Trustees.

Non-Resident Fee Waiver (AB540) & (AB669)

Students who are classified as non-residents may be eligible for a waiver of non-resident tuition if they meet the following criteria:

- attended a combination of California high school, adult school, and community college for the equivalent of three (3) years or more; OR
- have three (3) or more years of California high school coursework *and* attended a combination of California elementary, secondary, and high school of three (3) years or more; AND



- have graduated or will graduate with a California high school diploma or have the equivalent (i.e. California-issued GED, CHSPE); OR
- have completed or will complete an associate's degree from a California Community College; OR
- have completed or will complete the minimum requirements at a California Community College for transfer to the California State University or the University of California.

Students in the Foster Youth may qualify for In State residency with Assembly Bill 669.

A waiver form is available on-line under forms of Admissions & Records.

Residence Reclassification

Students who have been classified as non-residents may petition to be reclassified before the start of any semester/session if they feel their status has changed. Non-resident students applying for reclassification as residents must also show financial independence for the past three years. The Residence Reclassification form is available online at www.piercecollege.edu under Admissions & Records/Residency.

Residence Appeal

A student may appeal the residence classification determined by the College. The appeal must be made within 30 calendar days of receipt of notification of the residence classification from the Admissions Office. The appeal must be submitted in writing to the Registrar who will forward it to the District Residency Appeal Officer.

Matriculation

Matriculation - What is it?

Matriculation is a process designed to assist students in achieving their educational goal at Los Angeles Pierce College. It is an agreement between the College and the student. Los Angeles Pierce College agrees to provide an organized process of admission, orientation, assessment, counseling, and student progress follow-up. The student agrees to declare a specific educational goal, attend class, and complete all assigned coursework.

What is the purpose of matriculation?

The purpose of matriculation is to ensure that students complete their college courses, persist to the next academic term and achieve their educational objective. Matriculation provides students with easy access to the College's programs and services. These services can promote higher grades, completion of more classes, and increased persistence from semester to semester.

Who is eligible for matriculation?

All first-time students who have declared a goal of earning a certificate, AA, or transferring are subject to matriculation.

PLACEMENT

Review your placement results in your student portal. The placement process helps students to enroll in classes where they are most likely to succeed. Don't delay obtaining your placement results. They are required for most students wishing to enroll in an English and/or Math course. Comparable college courses, AP exam results or comparable placements may be accepted.

ONLINE ORIENTATION

Completion of our online orientation is recommended for all new students. You can access the orientation via the student portal. You will find information on the programs we offer, transfer requirements, academic planners, and student services here on campus. Please use this as a resource throughout your time here at Pierce.

COUNSELING

The Counseling Department can help you with your educational plan, major, transfer and career exploration, and personal counseling. Please plan to visit the First Year Experience Counseling Center during your first year at Los Angeles Pierce College and later the Counseling Office at least once each semester.

FOLLOW-UP

After enrolling for the first semester, students will continue to receive follow-up services through the Counseling Department, Transfer and Career Center, and Early Alert program. These services will include help with planning programs for each semester, preparing to transfer, and earning an Associate degree. In addition, the Early Alert program helps identify students who begin encountering academic difficulty early in the semester.

MATRICULATION EXEMPTIONS

At the time of application, all students are classified as exempt or non-exempt from various matriculation components. The exemption policy is listed below:

ASSESSMENT EXEMPTION CRITERIA

1. Students who have already earned an A.A./A.S. degree or higher.

ORIENTATION EXEMPTION CRITERIA

1. Students who have already earned an A.A./A.S. degree or higher.
2. Students who are concurrently enrolled at a four-year college or university.
3. Students who are concurrently enrolled in the 12th grade or below and who have completed fewer than 16 units of college credit.
4. Students who are attending Los Angeles Pierce College with a goal of personal interest and who have completed fewer than 16 units of college credit.

COUNSELING/ADVISEMENT EXEMPTION CRITERIA

1. Students who have already earned an A.A./A.S. degree or higher.
2. Students who are attending Los Angeles Pierce College with a goal of personal interest and who have completed fewer than 16 units of college credit.

Matriculation Challenges

Students wishing to challenge any matriculation component should request a waiver form from the Assessment Center in the Student Services Building. Please fill out the form, then return it to the Assessment Center. Please retain a copy of the waiver.

Students with complaints or challenges to any matriculation provisions may appeal to the Dean of Student Success in the Assessment Center or call (818) 719-6499 for more information.

Alternative Matriculation Services

Los Angeles Pierce College provides the following alternative matriculation services:

For a physical, visual, or communication limitation that might require special assistance for any matriculation component, please come to the Special Services Department for more information on how the college can provide accommodations for you.

English, ESL, and Math Placement

California Assembly Bill (AB) 705, a law which took effect January 1, 2018, requires that California Community Colleges use multiple methods of placing students into transfer-level English, English as a second language (ESL) and math courses. These methods must include the use of *high school cumulative grade point average (HSGPA)*, *high school course grades*, and *high school courses taken*. The law also requires that the method that yields the **highest** placement overrides all other methods.

In response to the AB 705 law, the California Community Colleges Chancellor's Office established "default" (standardized) HSGPA ranges for colleges to use as the basis for placing students in English and math courses. Colleges may depart from these standardized HSGPA ranges, but they must provide statistical evidence that such departures **meet** or **exceed** the standardized targets set by the California Chancellor's Office, and that students placed into any pre- or corequisite for a transfer-level course are *highly unlikely to pass the course without it*.

Additional resources on AB 705:

- *Assembly Bill 705*
- *Assembly Bill 1805*
- *CCC Chancellor's Office Memo AA 18-41*

Students who apply to the Los Angeles Community College District (LACCD) using CCCApply or update their placement information using the LACCD MMAP Web Form on their To-Do Checklist will be placed into tiers (groups) of courses in English; math for business, science, technology, engineering, and mathematics (BSTEM) programs; and statistics or liberal arts math (SLAM). Those who choose to complete ESL placement will be placed into an ESL tier, as well. Each tier includes the transfer-level courses cleared for enrollment, as well as optional or required support courses intended to help students succeed in transfer-level coursework in that tier. These tiers will be combined to produce an "E" placement level (English plus ESL, if completed) and "M" placement level (SLAM plus BSTEM), which will be shown on the online Student Portal Assessment Page.

ASSESSMENT STUDENT LEARNING OUTCOMES

The Los Angeles Pierce College Assessment Center will provide students with knowledge required to be able to identify the appropriate English and Math placement exam, so the students are better prepared to take part in the placement process.

English Placement Process

THE RESULTS OF THE ENGLISH PLACEMENT PROCESS OR AN ENGLISH ENROLLMENT AUTHORIZATION FORM MUST BE ON FILE IN ORDER TO ENROLL IN ENGLISH 101 AND ABOVE.

All students planning to enroll in an English course for the first time are expected to complete the English placement process. Placement recommendations made through the English placement process are intended to assist students with enrolling in classes where they are most likely to succeed. Upon completing the process, students are informed of their placement and given their authorization to enroll. Students seeking authorization to enroll in a course other than that recommended by the assessment test must meet with a counselor or an English Department advisor. Students need to provide evidence of prerequisite completion either through coursework in the Los Angeles Community College District, by completing the Pierce English placement process, or through transcripts from other colleges presented at the Counseling Office.

ENGLISH AND ESL PLACEMENT CRITERIA

ENGLISH

The following criteria is used for placement into transfer-level English composition courses. Assignment to a tier is based on the student's HSGPA (US high school cumulative grade point average). **All students who provide placement data** may enroll in **transfer-level English composition** (English 101) *with or without* the optional support courses or services listed in the placement message.

Tier	Placement Criteria
ENG 1	HSGPA ≥ 2.6
ENG 2	$1.9 \leq \text{HSGPA} < 2.6$
ENG 3	HSGPA < 1.9
ENG N	Insufficient data to apply the above

Students placing in Tier ENG 2 are recommended to enroll in English 72, a support course. Students placing in Tier ENG 3 are highly recommended to enroll in English 72, a support course.

Mathematics Placement Process

THE RESULTS OF THE MATH PLACEMENT PROCESS OR A MATH ENROLLMENT AUTHORIZATION FORM MUST BE ON FILE IN ORDER TO ENROLL IN MOST MATH COURSES.

All students planning to enroll in a Mathematics course for the first time are expected to complete the Math placement process. Upon completing the placement process, students are advised of their recommended placement and given an authorization to enroll in that course. Students who wish to challenge the recommendation of the assessment test should consult a counselor or Mathematics Department advisor. Students need to provide evidence of prerequisite completion either through coursework in the Los Angeles Community College District, by completing the Pierce Math placement process, or through transcripts from other colleges presented at the Counseling Office.



MATH PLACEMENT CRITERIA

BUSINESS, SCIENCE, TECHNOLOGY, ENGINEERING, AND MATHEMATICS (BSTEM) PLACEMENT CRITERIA

The following criteria is used for placement into mathematics courses typically seven of the nine LACCD colleges use the default placement criteria below for placement into courses typically required for business, science, technology, engineering, and mathematics programs (BSTEM). HSGPA=US high school cumulative grade point average; HS=US high school course.

BSTEM Tiers

Tier	Placement Criteria
1	Grade \geq B in HS Algebra 2 / Integrated Math 3 (or equivalent or higher)
3	Grade $<$ B in HS Algebra 2 / Integrated Math 3 (or equivalent)
N	Insufficient data to apply the above

STATISTICS AND LIBERAL ARTS MATH (SLAM)

The following criteria is used for placement into courses that may be required for programs that require statistics or liberal arts math (SLAM). HSGPA=US high school cumulative grade point average; HS=US high school course.

SLAM Tiers

Tier	Placement Criteria
1	HSGPA \geq 3.0
2	$2.3 \leq$ HSGPA $<$ 3.0
3	HSGPA $<$ 2.3
N	Insufficient data to apply the above

All students who provide placement data may enroll in some form of transfer-level math. For students in BSTEM tier 3 who wish to enroll in Math 215, Math 238, Math 240, Math 260 or higher, students are required to take Math 134, a below-transfer-level math course, prior to their transfer-level course. Students are encouraged to see a counselor and the catalog to determine which (if any) of the courses they are cleared to take are required for their education plan.

Guided Self-Placement

Students who are not able to provide enough information for automated placement, who have been away from high school for more than 10 years, or did not attend or graduate from a US high school or earn a GED or CA High School Proficiency certificate, may use the Guided Self-placement process. This may involve meeting with a counselor or other college officer to discuss topics such as the following in order for the student to place him/herself:

- Courses taken and grades received
- The transfer-level English and math courses offered at the student's home college, and which of them (if any) are required for the student's chosen major, general education plan, or transfer plan
- The support courses and services offered to students enrolled in transfer-level courses
- Students' rights under the AB 705 law

How Placement Affects Pre-/Corequisites and Major Requirements

Students who place into a course that is part of a sequence do not need to take any course lower in that sequence, whether such a course is a pre- or corequisite to any course in the same or any other subject or a prerequisite or requirement for any program.

Here's one of many possible examples: At some colleges, MATH 115 is listed as a prerequisite for courses like CHEM 065, ECON 001, and MATH 125 and as a major requirement for some certificates. Students who place into a course higher in the sequence than MATH 115 are not required to take MATH 115 for any reason--they will have satisfied the MATH 115 pre- or corequisite for all courses that require it, and they will have satisfied the MATH 115 requirement for all certificates or degrees that list it. Likewise, in this broader example: Students who place into any transfer-level math course are not required to take any below-transfer-level math course for any reason. However, students who intend to earn an associate of arts/science degree and cannot meet math competency through any other means will need to pass a course approved to meet math competency prior to graduation.

In another example, students who place into ENGLISH 101, which may list ENGLISH 028 (or an equivalent course) as its prerequisite, do not need to take that prerequisite course in order to take ENGLISH 101 or any other course that has the same course as pre- or corequisite. Nor do they need to take ENGLISH 028 (or any equivalent or lower-level ENGLISH course) for any program that lists it as a prerequisite or requirement.

Enrollment Process: How to Register for Classes

New Students

1. COMPLETE APPLICATION

To receive the earliest possible registration appointment, apply online at www.piercecollege.edu. International students must complete their admissions process through the International Students Office. Returning students can also apply online. Concurrent high school students must also bring a completed Concurrent Enrollment for Students in Grades K-12 form to the Admissions Office.

2. FINANCIAL AID

Apply for financial aid online at www.fafsa.gov. The Free Application for Federal Student Aid (FAFSA) is available on October 1st of each year. Do not wait, apply between October 1st and March 2nd to be considered in our priority application deadline for financial aid programs that are limited in funding. Los Angeles Pierce College's federal school code is 001226.

3. ASSESSMENT

Complete the English or English as a Second Language (ESL) and Mathematics placement process. This process helps place you in classes where you are most likely to succeed. You should complete the assessment process as early as possible. All sample tests can be downloaded from the internet, including ESL and Chemistry exams, at www.piercecollege.edu/students/assment_center/. Test scores and/

or course work from other colleges might be used in place of the Pierce Assessment if accepted by the Assessment Center. Questions? Contact the Assessment Center at (818) 719-6499.

4. ON-LINE ORIENTATION

We have developed an on-line orientation for you. It can be accessed via the student portal.

5. COUNSELING

See a counselor well in advance of registration. Ask about degree and major requirements. Bring proof of prerequisite courses completed at other colleges to the First Year Experience Counseling Office in the Library and Learning Crossroads Building.

6. REGISTRATION

New students can enroll in classes using the student portal at mycollege.laccd.edu. Your class schedule in the student portal will reflect successful registration.

7. PAYMENT

Students will receive their payment due date after they register for classes. If the payment is not received by the due date, students will be disenrolled from their classes. After students enroll in classes, they may pick up their picture ID in CopyTech in the College Services Building.

Continuing Students

You are a continuing student if you were active in classes during either the previous fall or spring semester.

1. REGISTRATION

Continuing students will receive an email with their registration appointment. Your registration appointment is also available in the student portal at mycollege.laccd.edu.

2. FINANCIAL AID

Apply for financial aid online at www.fafsa.gov. The Free Application for Federal Student Aid (FAFSA) is available on October 1st of each year. Do not wait, apply between October 1st and March 2nd to be considered in our priority application deadline for financial aid programs that are limited in funding. Los Angeles Pierce College's federal school code is 001226.

3. ASSESSMENT

You may need to meet certain course prerequisites prior to registration. Check individual course requirements.

Note: Continuing students whose placement has been updated using the new placement criteria are not required to take any course that is part of their old placement. This is especially true if they were placed below transfer-level in English or more than one level below-transfer in math. Such students may enroll in any course listed in their new placement message without taking any course below it in the sequence, even if that means skipping several courses that would have been required under the old placement.

4. COUNSELING

See a counselor well in advance of registration. Ask about degree and major requirements. Bring proof of prerequisite courses completed at other colleges to the Counseling Office in the Student Services Building.

5. REGISTRATION

Use your priority registration appointment to register through your student portal at mycollege.laccd.edu. Your class schedule in the student portal will reflect successful registration.

Registration Policies

Open Enrollment

Unless specifically exempted by law, every course for which State aid is claimed is fully open to any person who has been admitted to the College and who meets the appropriate academic prerequisites.

Registration

Registration is the process whereby the student is entered onto the College roll for the semester/intercession and is enrolled in specific classes.

Appointments to Register

Upon acceptance of a student's application and completion of matriculation requirements, new students will be issued an appointment to register. Students are urged to submit an online application as early as possible at www.piercecollege.edu.

Students may register at their appointment time or any time after through the day prior to the start of the semester for regular length classes. Students may register at their appointment time or any time after through the Sunday prior to the start of the class for short-term classes.

Adding and Dropping Classes

ADDING CLASSES

Only students who have been admitted to the college and are in approved active status may add or attend classes.

Admitted students who wish to add a class once the semester begins must obtain a permission number from the instructor. It is the student's responsibility to enroll in classes through the student portal at mycollege.laccd.edu using the permission number issued by the instructor on or before the last day to add. Deadlines to add classes are listed in the college calendar.

DROPPING CLASSES

Students wishing to drop one or more classes must do so through their student portal at mycollege.laccd.edu.

To avoid grade penalties and fees, it is the student's responsibility to officially drop from class by the deadline using the student portal. Drop deadlines can be found in your student portal/class schedule/academic calendar deadlines. Any drops or exclusions that occur after the no penalty drop date (under last day to drop without a "W") and up to 75% of the time the class is scheduled will result in a "W" on the student's record which will be included in the determination of progress probation. Withdrawals are not permitted beyond 75% of class meeting time.

A grade (A, B, C, D, F, P, INC, or NP) will be assigned to students who are enrolled past the last day to drop even if they stop attending



class. Withdrawal from class after the final state mandated drop date as published in the catalog and schedule of classes can only be approved for extenuating circumstances. In all cases, the reason must be specifically documented and verified. Grade changes can only be made within one year following the end of the semester for which a grade is assigned.

Cancellation of Classes

The College reserves the right to discontinue any class with insufficient enrollment.

Course Prerequisites and Corequisites

It is the student's obligation to know and meet course prerequisite and/or course corequisites. These are stated in the catalog description of each course and in the course description in the student portal.

Los Angeles Pierce College Matriculation Policy on Prerequisites, Corequisites, Advisory, and Limitations on Enrollment

The faculty has identified knowledge and skills that are necessary for success in certain classes. At registration, students need to determine if any courses require previous knowledge. The catalog and schedule of classes use four terms to show if such knowledge is required:

PREREQUISITE

Prerequisite means a condition of enrollment that a student is required to meet in order to demonstrate current readiness for enrollment in a course or educational program (i.e., a course that must be passed *with a grade of "C" or better*, or a requirement that must be met before enrolling in a given course). Students will not be permitted to enroll in such courses and programs without the appropriate prerequisite.

COREQUISITE

Corequisite is a condition of enrollment consisting of a course that a student is required to take simultaneously in order to enroll in another course (i.e., a course that must be taken at the same time as another course.) Students will not be permitted to enroll in such courses and programs without the appropriate corequisite.

ADVISORY

Advisory means a condition of enrollment that a student is advised, but not required, to meet before or in conjunction with enrollment in a course or educational program (i.e., preparation that is helpful, but not required, before enrolling in a given course).

LIMITATIONS ON ENROLLMENT

A prerequisite necessary to protect a student's health and safety and the health and safety of others (see prerequisite). Limitations on enrollment may also apply to certain courses (e.g., performance, honors, and special programs) if comparable courses are provided.

Prerequisite Challenge Procedures

A student may challenge a prerequisite or corequisite. The reasons for seeking a challenge may include one or more of the following:

1. A prerequisite is not reasonably available;



2. The student believes the prerequisite is not valid or necessary for the success in the course for which it is required;
3. The student believes the prerequisite is discriminatory or being applied in a discriminatory manner;
4. The student has the documented knowledge or ability to succeed in the course without meeting the prerequisite;
5. The student believes it to be unfounded that he or she might cause a health or safety hazard.

For all discipline prerequisite challenges, please contact the respective department directly and request to speak with the Department Advisor. You can find a listing of all departments by visiting http://www.piercecollege.edu/pierce_classes.asp. Do not submit a prerequisite challenge form prior to speaking with the department. If the department adjusts your placement, they will complete the challenge form with you.

Note: Prerequisite clearance for courses completed outside the Los Angeles Community College District (LACCD), please bring a transcript showing the course with the passing grade of "C" or better to the Counseling Office.

Unit Maximum

The maximum study load is 19 units during a regular semester and 9 units for intersessions. Please be aware unit maximum is calculated based on the total units attempted district-wide in a given semester or combined intersession (as in the case for multiple summer sessions). The normal class load for students in the fall or spring semester is from 12 to 19 units a semester and 6 units an intersession for full-time students (does not apply to financial aid or other program requirements). A college program of 15 units is equal to at least a 50-hour work week for most students. Students who desire to take 20 or more units may file a unit overload petition with a counselor no later than the first two weeks of the semester.

Those students who will be employed while attending college should consider reducing their programs accordingly. It is suggested that those students who are employed full-time should enroll in no more than one or two classes or 9 units maximum.

Restricted Programs

Students may be required to enroll in a restricted program if their grades or test results indicate that this is in their best interest. The College may limit either the number of units in which a student may enroll or may specify certain subjects as a condition of enrollment. Students who violate such requirements will be subject to dismissal.

Enrollment Conflicts

Concurrent enrollment in more than one section of the same course during a semester is not permitted.

Concurrent enrollment in courses which are cross-referenced to each other is not permitted (i.e., courses designated "same as" in the District Directory of Educational Programs and Courses). Violation of this regulation will result in exclusion from class and denial of course credit in both courses.

Enrolling in classes scheduled or conducted during overlapping times is not permitted. In addition to exclusion from both classes and denial of credits, violators will be subject to disciplinary action (See Standards of Student Conduct).

Auditing Classes

Students may be permitted to audit a class under the following conditions:

1. Payment of a fee of \$15 per unit. Fees may not be refunded or transferred. Students enrolled in classes to receive credit for ten or more semester units shall not be charged a fee to audit three or fewer semester units per semester.
2. Students auditing a course shall not be permitted to change their enrollment in that course to receive credit for the course.
3. Students enrolled in a course shall not be permitted to change their enrollment in that course to auditing the course.
4. Priority in class enrollment shall be given to students desiring to take the course for credit.
5. Permission to enroll in a class on an audit basis is at the instructor's discretion.
6. Participation in class activities by student auditors will be solely at the discretion of the instructor, who may provide a written statement of the extent of participation allowed beyond observation.
7. Concurrently enrolled high school students must pay any audit fees.
8. Financial aid does not cover auditing.
9. Audit enrollments must be processed in the Admissions Office by the last day to add.

Student Fees

Enrollment Fee

Enrollment fees are set by the California State Legislature and are subject to change. All mandatory fees are due in full and must be paid no later than the due date posted in your student portal. Please check the college website for critical information regarding enrollment cancellation for nonpayment of fees.

Section 72250 and Section 72252 of the State Education Code requires Community Colleges to charge enrollment fees of each student enrolling in college. The fee prescribed by these sections is forty-six dollars (\$46) per unit per semester. If you take ten units, the cost will be \$460. If you take fifteen units, the cost will be \$690, and so forth.

Concurrently enrolled K-12 students are not charged the enrollment fee.

If at the time of enrollment you are receiving benefits under the Temporary Assistance for Needy Families (TANF), the Supplemental Security Income/State Supplementary Program, or the General Assistance Program, the enrollment fee will be waived. For information regarding the procedure for requesting a waiver, contact the Financial Aid Office prior to the date of your enrollment.

Financial aid may be available to students who meet the qualification requirements. Students with questions concerning financial aid eligibility should contact the College Financial Aid Office. Applications should be submitted as soon as possible at www.fafsa.ed.gov.

Enrollment Fee Assistance

To learn about enrollment fee assistance, go to the Financial Aid section of the catalog or visit the website at www.piercecollege.edu/offices/financial_aid.

Enrollment Fee Refund Policy

For full term courses: the student will receive a full refund up to the end of the second week of classes. After that date, there will be no refunds unless a class is cancelled or rescheduled by the College administration. Students who enroll and do not drop classes by the end of the second week of the semester will remain liable for all fees.

For short term courses: the student will receive a full refund up to the end of a period of time equal to 10% of total class time. There will be no refunds after that, unless the student must drop a class because it is cancelled or rescheduled by the administration. All eligible refunds will be posted to the student account in your student portal. Please check the college website for critical information on processing student fee refunds.

Health Services Fees

The Los Angeles Community College District charges an \$19.00 mandatory health fee for the fall and spring semesters and \$16.00 for the summer and winter intersession, payable to one campus only, to cover the costs of health centers at each college. The student health fee is not waived for Board of Governor Grant recipients. Payment of the health fee can be made at the Business Office each semester. This fee enables



students to take advantage of the on-campus health center located on the second floor of the Student Services Building.

Los Angeles Pierce College does NOT require vaccinations to enroll; however, some programs may require certain immunizations. Please call the Health Center at (818) 710-4270 for specific vaccines available or check our website at www.piercecollege.edu/offices/health_center for additional information.

For health fee exemptions, refer to Board Rule 8502.

Student Representation Fee

A \$2 Student Representation Fee per semester is due at the time of registration and must be paid no later than the due date posted in your student portal. The fee was established to provide for the support of student representatives involved in governmental affairs. Please check the college website for critical information regarding enrollment cancellation for nonpayment of fees.

Non-Resident Tuition Fee

The 2022-2023 tuition fee for non-resident students is \$332 per semester unit for students who are non-residents from another state; \$332 per semester unit for students who are non-residents from a foreign country. Tuition must be paid at the time of registration. This fee is subject to change each academic year.

Please note: Non-resident students are also required to pay the community college enrollment fee. Non-resident tuition is due upon registration. Students must drop classes by the refund deadline in order to avoid being charged the enrollment fee and the non-resident tuition fee. In addition, after the refund deadline, fees will not transfer when students add and drop classes, whether or not fees have been paid. Please check the college website for critical information regarding enrollment cancellation for nonpayment of fees.

Fee and Refund Schedule

FALL AND SPRING SEMESTERS (Effective Fall Semester, 2022)

AMOUNT	REFUND DEADLINE
Enrollment Fee	
<i>Subject to change by the California Legislature</i>	
\$46 per unit	End of the second week of the semester (Deadline for short term classes will be different for each class)
Non-Resident Tuition Fee	
<i>(All non-resident students must pay the \$46 per unit enrollment fee in addition to non-resident tuition. Non-resident tuition is due upon registration.)</i>	
Students from another State: \$332 per unit	End of the second week of the semester (Deadline for short term classes will be different for each class)
Students from another country: \$332 per unit	End of the second week of the semester (Deadline for short term classes will be different for each class)
International Student (F1 VISA) Application Fee: \$35	
SEVIS: \$25	
International Student Medical Fee (IMED): Estimated at \$1075 for 6 months	Full refund before first day of instruction. Prorated by vendor thereafter.
Health Services Fee	
\$19 (Spring or Fall semester) \$16 (Winter or Summer)	End of the second week of the semester (Deadline for short term classes will be different for each class)
Audit Fee	
\$15 per unit (Students who have enrolled in 10 units or more may audit up to 3 units without charge)	NOT REFUNDABLE OR TRANSFERABLE
Student Representation Fee	
\$2	End of the second week of the semester (Deadline for short term classes will be different for each class)
Parking Fee	
\$20	End of the second week of the semester
Associated Students Organization Membership Fee	
\$7	End of the second week of the semester
Other Fees	
Emergency Processing of Transcript or Verification of Enrollment: \$10	
Verification of Enrollment* \$3	
Record of Work in Progress* \$3	
Transcript* \$3	
*The first two are free	
Fee Payment Methods	
<ul style="list-style-type: none"> In-person: cash, cashier's check and money order Online: credit card, ATM/debit card <ul style="list-style-type: none"> Students can pay fees online by clicking the "Make a Payment" button on their mycollege.laccd.edu portal. Partial payments can be made, however, all mandatory fees due must be paid by the advertised payment deadline. Optional fees, such as parking and other miscellaneous fees are due, and payable, at the time of order. 	
<p>For questions please call: Business Office (818) 719-6432</p> <p>Please note that a \$10 charge is assessed for any electronic payments which cannot be processed due to insufficient funds. A stop payment order on any transaction does not constitute an official withdrawal nor does it release the student's financial obligation for the fees. A student with an unpaid financial obligation will not be able to register for subsequent semesters.</p> <p>All fee refunds will be posted to your student account. Please check the college website for critical information regarding the processing of fee refunds.</p>	

COTOP Information (Chancellor's Office Tax Offset Program)

The COTOP program is a method of collecting past due fees for the Los Angeles Community College District owed by former students. The Los Angeles Pierce College Business Office reviews the accounts receivables and only submits those debts that are permitted to be collected through COTOP. Under the COTOP program, the Chancellor's Office requests the Franchise Tax Board to offset (deduct) the amount owed to a district from the student/debtor's personal state income tax refund, lottery winnings or other state refund.

Student accounts that have past due fees may be submitted to COTOP. This can include enrollment & associated fees incurred at Los Angeles Pierce College. The Los Angeles Pierce College Business Office will send out a letter to the last known address of a student, instructing the student that their past due fees may be sent to COTOP. The student then has 30 days to pay their fees in full.

Please be aware that this debt will NOT be submitted to any major credit agencies.

If a student's past due fees are not paid in full in the 30 days after the letters are sent out, the past due fee information will be submitted to the State of California COTOP. Please note that a 25% charge is added to all outstanding fees processed through COTOP.

Parking Fee

A parking permit is required at all times when using campus parking facilities during regular school hours.

The Board of Trustees of the Los Angeles Community College District has authorized parking fees for all on-campus parking at district colleges.

A student's Los Angeles Pierce College parking decal is valid at each Los Angeles Community College District campus at which the student is currently enrolled in classes.

To encourage membership in the Los Angeles Pierce College Associated Students Organization (ASO), the College Administration has entered into an agreement with the ASO whereby individuals who both pay the District parking fee and join the Associated Student Organization will receive as a benefit of membership preferred parking privileges on campus. Students displaying a Preferred Student Parking Decal may park, if space is available, in all student parking lots, including the preferred lots (1, 3, 4, 6, 7, 8 and 9), as well as legally allowable street parking space. The non-preferred parking areas (permit required) is parking and on El Rancho Drive.

Parking fees may be paid prior to the completion of registration. Students who do not elect to purchase the permit at that time may do so at any time during the semester at the campus Business Office located next to the College Store.

Each student who pays the parking fees will be issued a decal. These decals shall be hung from the rear view mirror.

It is the student's responsibility to make sure they know the current parking rules and regulations; if not sure, contact the Sheriff's Office. It is also the student's responsibility to make sure the current decal is visible to College Police Officers. The college is not responsible for lost permits under any circumstances.

Note: The issuance of a parking decal does not guarantee the student a parking space, only the opportunity to park in an appropriate lot if spaces

are available. Any vehicle parked in the areas without the proper permit appropriately displayed will be cited.

FALL AND SPRING SEMESTER PARKING PERMIT FEES

NON-PREFERRED/RESTRICTED DISTRICT PERMIT	\$20.00
A.S.O. MEMBERSHIP FEE	\$7.00
PREFERRED/NON-RESTRICTED PERMIT TOTAL FEE	\$27.00
CHARGE TO REPLACE LOST OR STOLEN PERMIT*	\$27.00

SUMMER AND WINTER SESSION PARKING PERMIT FEES

NON-PREFERRED/RESTRICTED DISTRICT PERMIT	\$7.00
A.S.O. MEMBERSHIP FEE	\$3.00
PREFERRED/NON-RESTRICTED PERMIT TOTAL FEE	\$10.00
CHARGE TO REPLACE LOST OR STOLEN PERMIT*	\$10.00

**Any vehicle displaying a lost or stolen permit is subject to citation and/or impoundment. Responsibility for loss or theft of permit rests solely with the purchaser. Ownership and/or assignment of this hanging tag is not transferable. Replacement permits will only be issued at the discretion of Los Angeles Pierce College.*

See college website for further information.

Associated Student Membership Fee

Experience has demonstrated that student activities are essential features in the program of the College. These activities and programs are financed by money received from memberships in the Associated Students Organization. The charge is \$7 per semester.

The funds thus collected will be spent for the general welfare of the students in accordance with policies, rules, and regulations defined by the Board of Trustees. Membership in the Associated Students Organization is encouraged for all students, but is not mandatory.

Upon complete withdrawal from the college, the student may receive a refund of the Associated Student membership fee as follows:

FALL AND SPRING SEMESTERS

Amount Paid	End of 2nd Week
\$7.00	\$7.00

SUMMER AND WINTER SESSIONS

Amount Paid	1st Week
\$3.00	\$3.00

Board of Trustees rules govern the collection, deposit and expenditures of these funds. All records are audited annually by representatives of the Board of Trustees.

Instructional Materials

Students may be required to provide instructional and other materials for a credit or non-credit course. Such materials shall be of continuing value to a student outside of the classroom setting and shall not be solely or exclusively available from the District.

Some classes may require additional fees for printing documents in the Open Access Labs. These labs may include The Learning Center, English Writing Lab, Computer Science Lab, Multimedia, Journalism and Photography Labs. Instructional materials fees will be posted to your student account and may be paid online by using credit card or electronic check or by using cash at the college Business Office.



LACCD Graduation Requirements

AP 4100

Associate Degree Requirements

Unit Requirement

A minimum of 60 semester units of course credit in a selected curriculum with at least 18 semester units of study in a major or area of emphasis and at least 18 semester units of study in general education.

Associate Degrees for Transfer, as defined in Education Code Section 66746, must be aligned with transfer model curricula as approved by the Chancellor of the California Community Colleges and must require 60 semester units for completion, with at least 18 units of study in a major/area of emphasis and completion of the Intersegmental General Education Transfer Curriculum (IGETC), the California State University General Education Breadth Requirements (CSU GE-Breadth Plan) or their variations as required for approval by the California Community Colleges Chancellor's Office.

Residency Requirement

Students must complete no fewer than 12 units at the college conferring the degree.

Exceptions to residency: The College President or designee may grant exceptions to residency to alleviate injustice or undue hardship upon review of student petition per established college protocol.

Scholarship Requirement

Local Associate Degrees: A "C" (2.0) cumulative grade point average or better in all degree applicable coursework in the curriculum upon which the degree is based including external degree applicable coursework used to meet degree requirements. When calculating the cumulative grade point average only include external coursework if it is being applied to satisfy a degree requirement (major, general education, elective).

Associate Degrees for Transfer: A "C" (2.0) cumulative grade point average in all CSU transferable coursework upon which the degree is based including external CSU transferable coursework used to meet degree requirements. When calculating the cumulative grade point average only include external coursework if it is being applied to satisfy a degree requirement (major, general education, elective).

Effective for all students admitted for the Fall 2009 term or any term thereafter, each course counted toward the major requirements must be completed with a grade of "C" or better or a "P" if the course is taken on a "pass-no pass" basis.

Competency Requirement

Students must satisfy the requirements for meeting competency in written expression and mathematics. Through the collegial consultation process, the Chancellor, acting on behalf of the Board of Trustees, shall rely primarily upon the recommendation of the District Academic Senate, to establish procedures for determining competency.

I. The competency requirements for the Associate of Arts (AA) and Associate of Science (AS) Degrees are met by the following criteria:

a. Mathematics Competency

The competency requirement in mathematics for the Associate Degree may be met by completion of any of the following:

- i. Verification of passing with a grade of C or P or higher any course from a California Community College Chancellor's Office (CCCCO) Course Basic (CB) Code of "One Level Below Transfer" or higher with a TOP code beginning with 17.
- ii. Verification of passing with a grade of C- or higher, or Credit/Pass/Satisfactory if equivalent to a grade of C- or higher per sending institution's transcript key, a mathematics course at or above the level of the course typically known as Intermediate Algebra or the equivalent from any United States regionally accredited secondary or post-secondary institution.
- iii. Verification of passing with a grade of C or P or higher a California Community College course that meets the California State University General Education Breadth (CSUGE Breadth) requirement in Area B4: Mathematics/Quantitative Reasoning and/or the Intersegmental General Education Transfer Curriculum (IGETC) in Area 2A: Mathematical Concepts and Quantitative Reasoning.
- iv. Achieving a satisfactory score (using a DAS-approved scoring-method) on a DAS-approved District Mathematics Competency Examination.
- v. Achieving a satisfactory score on an external examination (such as, but not limited to an Advanced Placement Exam) as specified in LACCD Administrative Procedures.

- College course: one **semester** of Intermediate Algebra or equivalent or higher with a grade of C- or higher.
- High school course: one **year** of Intermediate Algebra or equivalent or higher with a grade of C- or higher in the **second** semester.
(Pierce Curriculum Committee 12/06/2019, 02/21/2020)

b. Written Expression Competency

The competency requirement in written expression for the Associate Degree may be met by completion of any of the following:

- i. Verification of passing with a grade of C or P or higher Freshman Composition from any California Community College or the equivalent from any United States regionally accredited institution with a grade of C- or higher, or Credit/Pass/Satisfactory if equivalent to a grade of C- or higher per the sending institution's transcript key.

ii. Verification of passing with a grade of C or P or higher a California Community College course that meets the California State University General Education Breadth (CSUGE Breadth) requirement in Area A2: Written Communication and/or the Intersegmental General Education Transfer Curriculum (IGETC) in Area 1A: English Composition.

iii. Achieving a satisfactory score on an external examination (such as, but not limited to an Advanced Placement Exam) as specified in LACCD Administrative Procedures.

c. Students who maintain continuous catalog rights as defined in this administrative procedure may satisfy competency according to the requirements stated in college catalogs.

d. The District Curriculum Committee shall establish whether the course meets the competency requirement as established in this administrative procedure.

General Education Requirement

General Education is designed to introduce students to the variety of means through which people comprehend the modern world.

Developing and implementing a specific philosophy of General Education is a responsibility of each college, since each must be sensitive to the unique educational needs and learning environment of its students. Each college shall publish its statement of philosophy in their catalog.

The following general education plans are offered at the colleges of the Los Angeles Community College District: the LACCD General Education Plan; the California State University General Education Breadth Plan (CSU GE- Breadth Plan); the Intersegmental General Education Transfer Curriculum (IGETC); the Interstate Passport. The colleges of the LACCD shall not impose any requirements in addition to the CSUGE plan, IGETC, or Interstate Passport requirements, including any local college or district requirements, for students completing any of these general education plans for an associate degree.

Associate in Arts/Science Degrees may use any of the GE plans documented herein. Associate Degrees for Transfer must use the CSUGE Breadth plan or the IGETC or their variations as required for approval by the California Community Colleges Chancellor's Office.

I. LACCD General Education Plan

This associate-level general education plan is appropriate for students planning to earn an associate degree who do not plan to transfer to a baccalaureate granting institution.

At least 21 semester/28 quarter units of general education coursework must be completed in the following areas, to include an ethnic studies course in at least one of the areas:

a. Area A: Natural Sciences (3 semester/4 quarter units minimum)

Courses in the natural sciences are those which examine the physical universe, its life forms, and its natural phenomena. This category includes introductory or integrative courses in astronomy, biology, chemistry, general physical science, geology, meteorology, oceanography, physical geography, physical anthropology, physics and other scientific disciplines.

b. Area B: Social and Behavioral Sciences and American Institutions (6 semester/8 quarter units minimum)

Courses in the social and behavioral sciences are those which focus on people as members of society. This category includes introductory or integrative survey courses in cultural anthropology, cultural geography, economics, history, political science, psychology, sociology and related disciplines.

i. B1: American Institutions (3 semester/4 quarter units minimum)

ii. B2: Social and Behavioral Sciences (3 semester/4 quarter units minimum)

c. Area C: Humanities (3 semester/4 quarter units minimum)

Courses in the humanities are those which study the cultural activities and artistic expressions of human beings. Such courses include introductory or integrative courses in the arts, foreign languages, literature, philosophy, and religion.

d. Area D: Language and Rationality (6 semester/8 quarter units minimum)

Courses in language and rationality are those which develop for the student the principles and applications of language toward logical thought, clear and precise expression and critical evaluation of communication in whatever symbol system the student uses. Such courses include:

i. D1: English Composition (3 semester/4 quarter units minimum)

ii. D2: Communication and Analytical Thinking (3 semester units/4 quarter units minimum)

e. Area E: Health and Physical Education (3 semester units/4 quarter units minimum)

i. E1: Health Education (one course minimum)

ii. E2: Physical Education Activity (1 semester/1 quarter unit minimum)

Area E waivers for Prior Learning and high-unit Majors

1. Area E shall be waived for students who complete a degree in Nursing.

2. Area E shall be waived for students who have completed a Public Service Academy training as determined by local college protocol.

3. Area E shall be satisfied with credit for military service:

a. Military Personnel on Active Duty: documentation must verify at least 181 days of active duty

b. Former Military Personnel currently NOT on Active Duty: Active Duty documentation (DD 214) must indicate student's length of service, which must include 181 days of active duty

4. For other "high-unit" degrees, the number of units in Area E (E1 and/or E2) specified below shall be waived:



Degree major/area of emphasis total units that cannot be double-counted to meet LACCD GE areas:	Units in LACCD Area E (E1 and/or E2) that shall be waived:
39.5	0.5
40.0	1.0
40.5	1.5
41.0	2.0
41.5	2.5
42.0 or greater	3.0

II. California State University General Education Breadth Plan (CSU GE-Breadth Plan)

The CSU General Education-Breadth (GE-Breadth) program allows California community college transfer students to fulfill lower-division general education requirements for any CSU campus prior to transfer. This plan is governed by the California State University system.

Additionally, varied forms of the CSU GE Breadth plan approved by the CSU (such as, but not limited to “CSU GE for STEM”) may be used in lieu of the standard CSU GE Breadth plan defined above for any major for which it is approved.

a. Guidelines for CSUGE Breadth Certification

- i. A student must petition in order to obtain CSUGE Breadth Certification.
- ii. LACCD colleges shall provide CSUGE Breadth Certification to students regardless of last California community college attended.
- iii. CSUGE Breadth Certifications will be processed without regard to the student’s current enrollment status or number of units accrued at the certifying college.

III. Intersegmental General Education Transfer Curriculum (IGETC)

The Intersegmental General Education Transfer Curriculum is a general education program that California Community College transfer students can use to fulfill lower-division general education requirements at a California State University or University of California campus. This policy is governed by the Intersegmental Committee of the Academic Senates (ICAS).

Additionally, varied forms of the IGETC plan approved by the CSU and/or UC (such as, but not limited to “IGETC for STEM”) may be used in lieu of the standard IGETC plan defined above for any major for which it is approved.

Guidelines for IGETC Certification (see the IGETC Standards)

IV. WICHE Interstate Passport

Students holding a WICHE Interstate Passport have satisfied the LACCD general education requirements and the Reading and Written Expression and Mathematics Competency Requirements.

Degrees Earned from Other United States Regionally Accredited Postsecondary Institutions

I. Associate Degrees

LACCD Associate Degree general education requirements are fully satisfied by students who have earned an Associate degree from a United States Regionally Accredited Institution. The Associate Degree competency requirements in mathematics and written expression must still be satisfied and will be evaluated on an individual student basis.

II. Bachelor’s Degrees

LACCD Associate Degree general education requirements and mathematics and written expression competency requirements are fully satisfied by students who have earned a Bachelor’s degree or higher from a United States Regionally Accredited Postsecondary Institution.

III. California Community College Graduation Requirement in Ethnic Studies

All students must meet the Ethnic Studies graduation requirement, regardless of the level of the previously earned degree, and will be evaluated on an individual basis.

Graduation Requirements for Associate Degree in Nursing

To obtain an associate degree in nursing, students who have baccalaureate or higher degrees from a United States Regionally Accredited Postsecondary Institution are only required to complete the course work that is unique and exclusively required for completion of the registered nursing program, including prerequisites and nursing course work.

These students are not to be required to complete any other courses required by the college for an associate degree.

Double-Counting of Coursework

A course may only be counted once for General Education purposes. However, a course may be used to simultaneously satisfy both a General Education requirement and a major/area of emphasis requirement. There is no limit on the number of courses that may be used simultaneously in this manner.

Students may also simultaneously apply the same course toward satisfaction of the LACCD General Education Plan, the CSU GE Breadth Certification requirements and the Intersegmental General Education Transfer Curriculum (IGETC) requirements.

Associate Degrees for Transfer and Local Associate Degrees

A student who completes an Associate Degree for Transfer (ADT) in a particular major/area of emphasis may also be awarded a local associate in the same major/area of emphasis provided that the student completes any additional coursework required for the local associate degree.

Conferring the Degree when offered at multiple LACCD Colleges

A student may choose to earn a degree from any college in the LACCD regardless of home college status provided that the student meets the associate degree residency requirement at the college selected by the student to confer the degree. While students may meet all requirements at multiple LACCD colleges, including residency, for the same degree, as defined by degree type and major title, only one degree will be awarded by the LACCD.

Additional and Concurrent Associate Degrees

Additional Associate Degrees: Students who have previously earned an associate degree or higher from a United States regionally accredited institution will be granted an additional associate degree when the following requirements have been met:

Pursuant to catalog rights, described herein, completion of all current degree requirements – i.e., scholarship, residency, competency, general education, and major requirements.

Major course requirements completed in previous degrees awarded can be used again for additional degrees. See AP 4051 Acceptance and Evaluation of External Coursework

There is no limit to the number of additional associate degrees that can be awarded provided that all the above requirements have been met.

Completion of any additional requirements, including new units, as determined by the college through collegial consultation with the college Academic Senate in accordance with the provisions of the Academic Senate and the Board of Trustees Shared Governance Board Policy (BP/AP 2510, Participation in Local Decision Making).

Concurrent degrees: Concurrent degrees are degrees awarded in the same semester. Students may petition and be awarded concurrent associate degrees in different majors if the following criteria are met:

- Pursuant to catalog rights, described above, completion of all current degree requirements: scholarship, residency, competency, general education, and major requirements.
- There is no maximum number of concurrent degrees that a student may be awarded.
- If a course is a major requirement for each concurrent degree, it may be applied toward satisfaction of each major degree requirement.

Completion of the General Education requirements for one associate degree will fulfill the general education requirements for additional and concurrent degrees, if the same general education pattern applies to the additional or concurrent degree. If each degree requires the completion of different general education patterns, the general education pattern of each degree must be fulfilled. Courses may be applied toward the general education requirements for each additional or concurrent degree.

Certificate of Achievement Requirements**Residency Requirement**

There is no residency requirement. A student may choose to earn a certificate from any college in the LACCD regardless of home college status.

Scholarship Requirement

A “C” (2.0) grade average or better, or a “P” if the course is taken on a “pass-no pass” basis, in all work attempted in the curriculum upon which the certificate of achievement is based. The CSUGE Breadth Certificate of Achievement is exempt from this requirement.

Conferring the Certificate when offered at multiple LACCD Colleges

A student may choose to earn a certificate from any college in the LACCD regardless of home college status. While students may meet all requirements for the same certificate at multiple LACCD colleges,

as defined by certificate type and major title, only one certificate will be awarded by the LACCD

Automatic Awarding of Certificates of Achievement

Students who have completed the degree requirements for which there is a paired Certificate of Achievement or other State approved and transcribed certificate(s), will be awarded the certificate(s) automatically.

Catalog Rights and Continuous Attendance

College catalogs cover an academic year that reflects enrollment beginning with the fall term and includes subsequent winter, spring and summer terms. Having “Catalog Rights” means students are held to the graduation requirements listed in the catalog at the time enrollment begins in the Los Angeles Community College District (LACCD). A student remaining in continuous attendance in the LACCD colleges may elect to satisfy the program requirements in effect at the college from which the student will earn his/her degree, certificate:

- At the time the student began attendance in the LACCD; or
- At the time all graduation requirements are met; or
- Any intervening catalog term between the time the student began continuous attendance and the time all graduation requirements were met.

“Continuous attendance” means attending at least one term (fall, winter, spring, summer) each academic year at any of the LACCD colleges. Courses with a “W” (withdrawal) count towards determining continuous attendance.

Students granted a “MW” (military withdrawal) or an “EW” (excused withdrawal) under the provisions of BP 4230 Grading and Academic Record Symbols, will be considered to be in “continuous attendance” for their required period of military service or excused withdrawal.

Retroactive Awards

Students who are no longer enrolled in the LACCD and who have previously met all the requirements for a degree or certificate, but never applied for graduation shall, upon request:

- be awarded the degree or certificate without the need to re-enroll in the LACCD.
- be awarded retroactively the degree or certificate in the last term in which the student maintained catalog rights.



Part 1 > General Education (GE) Plan

The general education path you pick depends on whether or not you plan to transfer and what major you are choosing. If you already know your major, you may want to do Parts 1 and 2 simultaneously.

Which plan should you choose?

The choice of general education plans is listed with each major on the following pages.

LACCD GE

GENERAL STUDIES GENERAL EDUCATION PLAN This associate-level general education plan is appropriate for students planning to obtain an associate degree but does not necessarily prepare students to transfer and earn a baccalaureate degree.

CSU GE

CSU GENERAL EDUCATION BREADTH CERTIFICATION PLAN This baccalaureate-level general education plan fulfills the associate degree general education requirements and is accepted as fulfillment of lower-division general education requirements at all California State University campuses once certified as completed.

IGETC

INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULUM PLAN This baccalaureate-level general education plan fulfills the associate degree general education requirements and is accepted as fulfillment of lower-division general education requirements at all University of California and California State University Campuses once certified as completed.

Part 2 > Major

Follow the requirements for a Major. Degree and Certificate programs are listed on page 36.

Part 3 > Electives

Pick Associate Degree applicable courses as needed to reach 60 units.

Graduation and Completion Rates

The California Community Colleges State Chancellor's Office provides completion and transfer rates for every community college in California, including Los Angeles Pierce College. For more information on the graduation or completion rates for certificate or degree-seeking, full-time, first-time undergraduate students, please access the link provided: <http://scorecard.cccco.edu/scorecard.aspx>

Procedure for Requesting the Degree

All petitions for degrees and certificates must be submitted online by a counselor. Please check the Graduation Office webpage for deadlines – <http://www.piercecollege.edu/admissions/grad.asp>

COURSE SUBSTITUTIONS AND PASS-ALONGS

If you have completed coursework at other schools that you believe meet some of your degree or certificate requirements, you may petition for a course substitution. Please consult a counselor to request course evaluation for IGETC, CSU GE, LA Pierce GE, Competency or Associate Degree for Transfer coursework. Consult with the department chair for major coursework for Associate degrees and Certificates.

To make an appointment with a counselor.

http://www.piercecollege.edu/offices/counseling_center/

MAJOR COURSE SUBSTITUTIONS

Major course requirements for local degrees and certificates of achievement may be substituted or waived solely at the discretion of academic department faculty, provided that the major requirement units do not fall below 18 units for the local degree or 16 units for the certificate of achievement.

All Students must meet the following common Requirements (see 23 for details)

1. UNIT REQUIREMENT

3. MAJOR REQUIREMENT

5. RESIDENCY REQUIREMENT

2. GENERAL EDUCATION REQUIREMENT

4. SCHOLARSHIP REQUIREMENT

6. COMPETENCY REQUIREMENT

NON-LACCD COURSEWORK

If you will be using coursework toward a degree or certificate from outside of the LACCD, we require official transcripts. This also applies to any coursework taken within our District prior to Spring 1974, high school transcripts, Advanced Placement (AP) test, College-Level Examination Program (CLEP), or International Baccalaureate Exam (IB) scores.

Official transcripts & external test scores must be sent from the issuing school or agency directly to Los Angeles Pierce College Graduation Office.

Disclaimer: The Graduation Office has the final and official authorization to grant Associate Degrees and Certificates.



LAPC General Education Pattern 2022-2023

GENERAL EDUCATION REQUIREMENTS:

Minimum of 21 semester units. **Note to Counselors:** When students have mixed records, for each general education area unit minimum, convert the units to either all semester or all quarter to the benefit of the student. 1 semester unit = 1.5 quarter units. If additional units are needed to meet the minimum unit requirement for an area, other courses that meet the area criteria may be applied.

MAJOR REQUIREMENTS: Minimum of 18 semester units in a single or related field. Effective for all students entering Fall 2009 or later, each course counted towards the major or area of emphasis requirement must be completed with a "C" (2.0 or equivalent) or better.

Please see a counselor and check the college catalog for specific major requirements.

A. Natural Sciences

3 Sem/4 Qtr Units Minimum

ANATOMY 001; ANML SC 511; ANTHRO 101, 111; ASTRON 001, 002; BIOLOGY 003, 006, 007, 010, 011ABC, 012ABC, 110, 121, 122, 123; BIOTECH 003; CHEM 051, 060, 101, 102, 211, 212, 221; EARTH 003; ELECTRN 004A, 004B; ENV SCI 001, 002, 007; GEOG 001, 003, 015, 017, 019, 023; GEOLOGY 001, 002, 006, 007, 010, 012, 015, 022ABCDEF; METEOR 003, 004, 005; MICRO 001, 020; OCEANO 001, 010; PHYS SC 004, 006; PHYSICS 006, 007, 012, 066, 067, 101, 102, 103; PHYSIOL 001; PLNT SC 103, 711, 901; PSYCH 002, 073

B. Social and Behavioral Sciences

6 Sem/8 Qtr Units Minimum

B1. AMERICAN INSTITUTIONS

3 Sem/4 Qtr Units Minimum

CHICANO 007, 008; ECON 010; HISTORY 011, 012, 013, 014, 041, 042, 044, 052, 056; POL SCI 001, 019, 030

B2. SOCIAL AND BEHAVIORAL SCIENCES

3 Sem/4 Qtr Units Minimum

ADDICST 015; ADM JUS 001, 002, 004, 067, 075, 319; ANTHRO 102, 105, 106, 109, 118, 119, 132, 141, 161; BRDCSTG 001; BUS 001, 005; CHICANO 002, 004, 007, 008, 020, 047, 080; CH DEV 001; COMM 100, 121, 122; ECON 001, 002, 010; EDUC 203; GEOG 002, 007, 014; HISTORY 005, 006, 011, 012, 013, 019, 029, 041, 042, 044, 052, 056, 086, 087; JAPAN 009; JOURNAL 100, 251; MEDIART 117; POL SCI 001, 002, 005, 007, 014, 019, 030, 050; PSYCH 001, 013, 014, 016, 032, 041, 052, 066, 069; SOC 001, 002, 003, 004, 011, 013, 015, 021, 028, 029, 031, 035, 037, 086, 087; SPANISH 009, 010, 016, 026

C. Humanities

3 Sem/4 Qtr Units Minimum

A S L 001, 002, 003, 004, 040; ANTHRO 105, 121, 161; ART 092, 101, 102, 103, 105, 107, 109, 111, 119, 137, 138, 139, 201, 202, 203, 204, 205, 206, 207, 209, 301, 302, 307, 308, 309, 501, 502, 503, 604, 605, 606, 700, 708, 709; CHICANO 037, 047, 054, 057; CINEMA 003, 104, 107, 113; COMM 122, 130; DANCEST 801, 802, 803, 805, 806, 807, 814; ENGLISH 102, 103, 124, 127, 203, 204, 205, 206, 207, 208, 210, 211, 214, 215, 216, 218, 219, 239, 240, 245, 250, 252, 270, 271; FRENCH 001, 002, 003, 004, 005, 006, 010; HISTORY 001, 002, 019, 044, 086, 087; HUMAN 006, 031; ITALIAN 001, 002, 003, 004, 005, 010; JAPAN 001, 002, 003, 004, 009, 027; MUSIC 101, 111, 121, 122, 181, 182, 183, 184, 299, 321, 322, 323, 324, 341, 411, 412, 413, 414, 501, 601, 602, 611, 612, 613, 614, 621, 622, 623, 624, 650, 651, 705, 721, 745, 755, 777; PHILOS 001, 002, 012, 014, 015, 019, 020, 028, 030, 040, 041, 042; PHOTO 009, 027A, 027B, 101, 102; SOC 011, 015, 086; SPANISH 001, 002, 003, 004, 005, 006, 009, 010, 011, 012, 015, 016, 025, 026, 027, 035, 036, 037, 065; THEATER 100, 110, 114, 125, 270, 271, 273, 401

D. Language and Rationality

6 Sem/8 Qtr Units Minimum

D1. ENGLISH COMPOSITION

3 Sem/4 Qtr Units Minimum

CAOT 032; ENGLISH 101, 102, 103; PHILOS 005

D2. COMMUNICATION AND ANALYTICAL THINKING

3 Sem/4 Qtr Units Minimum

ACCTG 001; ADM JUS 305; COMM 101, 104, 121, 122, 151, 190; CIS 173; CS 111, 112, 114, 131, 213, 216; JOURNAL 109; LIB SCI 102; MATH 120, 125, 134, 215, 227, 228A, 228B, 238, 240, 260, 261, 262, 263; PHILOS 005, 006, 009; POL SCI 005; PSYCH 066, 074; SOC 004, 125; STAT 101

E. Health and Kinesiology

3 Sem/4 Qtr Units Minimum

Students may also meet Area E1 and E2 requirements with military credit per LACCD Administrative Regulation E-118 or Law Enforcement Academy Training per LACCD Administrative Regulation E-12.

E1. HEALTH EDUCATION

One Course Minimum. Students may also meet Area E1 requirement with successful completion of all Registered Nursing Program major requirements per LACCD Board Rule 6201.15.

The Health Education requirement may also be met by successful completion of all the major requirements for the Registered Nursing Program.

COUNSEL 040; HEALTH 002, 007, 008, 011, 043

E2. ONE ACTIVITY COURSE

1 Unit Minimum

ANML SC 621, 622, 623; DANCEST 301, 452, 801, 802, 806, 807, 814, 815, 820, 821, 822, 826; DANCETQ 101, 111, 121, 141, 535, 536, 570, 571, 572, 573; DNCESPC 171, 331, 441, 442, 491, 492; HEALTH 002; Any DANCEST, DANCETQ, DNCESPC, KIN, or KIN ATH activity course.

LAPC CSU GE-Breadth Certification Plan 2022-2023

Governed by [CSU Executive Order 1100](#):

WARNING: Many students attend multiple California Community College campuses. Be sure to follow the CSU GE Plan at each college of attendance.

DISCLAIMER: Dates in parentheses indicate the GE area applicability effective date. Every effort has been made to ensure the information below is accurate and timely. However, this information is unofficial and should be checked against the official information found on the ASSIST website at www.assist.org.

This CSU GE Plan totals 39 CSU transferable semester units. A minimum of 60 CSU transferable semester units is required for transfer. You will need to complete additional coursework in your major and maybe some elective courses. Please consult ASSIST for applicable major coursework and see a counselor to develop an Education Plan.

AREA A – English Language Communication and Critical Thinking

9 semester or 12-15 quarter units. One course from each area.

A1 – ORAL COMMUNICATION (minimum grade of "C-" required)

COMM 101, 104, 121, 130 (Fall 21), 151 (Fall 14)

A2 – WRITTEN COMMUNICATION (minimum grade of "C-" required)

ENGLISH 101

A3 – CRITICAL THINKING (minimum grade of "C-" required)

COMM 104; ENGLISH 102, 103; PHILOS 005, 006, 009; POL SCI 005 (Fall 13); PSYCH 006

AREA B – Scientific Inquiry and Quantitative Reasoning

9 semester or 12-15 quarter units. At least one course each from Physical Science, Life Science and Mathematics/Quantitative Reasoning. At least one of the science courses must contain a laboratory component that corresponds to the lecture course used. See Area B-3 below.

B1 – PHYSICAL SCIENCE

ASTRON 001; CHEM 051, 060, 101, 102, 211, 212, 221; EARTH 003; ENV SCI 001; GEOG 001, 003 (same as METEOR 003), 017 (Fall 11), 023 (same as METEOR 005); GEOLOGY 001, 002, 010 (same as ENV SCI 007), 012 (Fall 10), 015 (Fall 16); METEOR 003 (same as GEOG 003), 005 (same as GEOG 023); OCEANO 001; PHYS SC 004, 006; PHYSICS 006, 007, 012, 066, 067, 101, 102, 103; PLNT SC 103

B2 – LIFE SCIENCE

ANATOMY 001; ANML SC 511; ANTHRO 101, 118 (Fall 17); BIOLOGY 003, 006, 007, 010, 110, 121, 123; ENV SCI 002; MICRO 001, 020; PHYSIOL 001; PLNT SC 711 (Fall 17), 901; PSYCH 002

B3 – LABORATORY ACTIVITY (associated with a course taken to satisfy either B1 or B2)

ANATOMY 001; ANML SC 512 (lecture is ANML SC 511); ANTHRO 111 (lecture is ANTHRO 101), 119; ASTRON 002 (lecture is ASTRON 001); BIOLOGY 003, 006, 007, 010, 110, 122 (lecture is BIOLOGY 121), 123; CHEM 051, 060, 101, 102, 211, 212, 221; EARTH 003 (Fall 17); GEOG 015 (lecture is GEOG 001), 017 (Fall 11), 019 (same as METEOR 004; lecture is GEOG 003 or METEOR 003); GEOLOGY 006 (lecture is GEOLOGY 001), 007 (lecture is GEOLOGY 002), 022A, 022B, 022C, 022D; METEOR 004 (same as GEOG 019; lecture is GEOG 003 or METEOR 003); MICRO 001, 020; OCEANO 010 (lecture is OCEANO 001); PHYS SC 004, 007; PHYSICS 006, 007, 066, 067, 101, 102, 103; PHYSIOL 001; PLNT SC 103 (Fall 17), 711 (Fall 17); PSYCH 073 (Fall 03; lecture is PSYCH 002)

B4 – MATHEMATICS/QUANTITATIVE REASONING (minimum grade of "C-" required)

CS 131; FINANCE 001, 008; MATH 215, 227, 228B, 238, 240, 260, 261, 262, 275 (Fall 16); STAT 101

AREA C – Arts and Humanities

9 semester or 12-15 quarter units. At least one course from C1, one course from C2 and one additional course from C1 or C2.

C1 – ARTS (Arts, Cinema, Dance, Music, Theater)

ART 101, 102, 103, 105, 107, 109, 111, 137, 138, 139, 201, 501, 502, 700; CHICANO 054 (Fall 17), 057 (Fall 17); CINEMA 003, 104, 107 (Fall 05), 113; COMM 130 (Fall 17); DANCEST 801 (Fall 02), 802, 805, 807, 814; MUSIC 101, 111, 121, 122, 216-1 (Fall 16), 321, 322, 323, 324, 341, 411, 412, 413, 414, 601, 611, 621, 651; PHOTO 009, 027A, 027B; THEATER 100, 110, 125, 270, 271, 401

C2 – HUMANITIES (Literature, Philosophy, Languages Other Than English)

ANTHRO 121, 161; A S L 001, 002, 003, 004, 040; ART 107; CHICANO 007 (Fall 16), 008 (Fall 16), 037 (Fall 17), 047 (Fall 17), 057 (Fall 17); ENGLISH 102, 127, 203, 204, 205, 206, 207, 208, 210, 211, 214, 215, 216, 218, 219, 239, 240, 245, 250, 252, 270, 271; FRENCH 001, 002, 003, 004, 005, 006, 010 (Fall 15); HISTORY 001, 002, 005, 006, 019 (Fall 17), 029, 041 (Fall 16), 042 (Fall 16), 044, 052, 086, 087; HUMAN 006, 031; ITALIAN 001, 002, 003, 004, 005, 010 (Fall 15); JAPAN 001, 002, 003, 004, 009; MULTIMD 110 (Fall 16); PHILOS 001, 002, 012, 014, 015, 019, 020, 028, 030, 037, 040, 041, 042 (Spring 04), 046; SPANISH 001, 002, 003, 004, 005, 006, 009 (Fall 03), 011 (Fall 03), 012, 015, 025, 026, 027, 035, 036, 037, 065; THEATER 125

AREA D – Social Sciences

6 semester or 9 quarter units.

Requirement for new or returning students who begin at a CCC in fall 2021: will need to complete 6 semester or 9 quarter units.

Students with catalog rights prior to fall 2021: will need to complete 9 semester or 12 quarter units in Area D, from at least two different disciplines for certification. However, continuing students may opt to follow the revised 2021-22 CSU GE Breadth pattern and complete 6 units in Area D and 3 units in Area F.

ADDICST 015 (Fall 13); ADM JUS 001 (Fall 05), 002, 003 (Fall 16), 004, 067, 075, 319; ANTHRO 102, 105, 106, 109,

121, 132, 141, 161; A S L 040; BRDCSTG 001 (Fall 09); CHICANO 002 (Spring 07), 007 (Fall 16), 008 (Fall 16), 020 (Fall 12), 047 (Fall 17), 080; CH DEV 001, 011 (Fall 17); COMM 100, 121, 122, 190 (Fall 17); ECON 001, 002, 010; EDUC 203; GEOG 002, 007, 014; HISTORY 001, 002, 005, 006, 011, 012, 013, 019 (Fall 17), 029 (Fall 05), 041, 042, 044, 052, 056, 086, 087; JAPAN 009; JOURNAL 100, 251; POL SCI 001, 002, 005, 007, 014, 019, 030, 050 (Fall 13); PSYCH 001, 013, 014, 016, 032, 041, 052, 060, 066, 069, 074; SOC 001, 002, 003, 004, 011, 013, 015 (Fall 07), 021, 028, 029 (Spring 05), 031, 035, 037, 086, 087; SPANISH 009, 010, 016, 026

AREA E – Lifelong Learning and Self-Development

3 semester or 4 quarter units, not all in 1-unit Physical Education/Activity courses. Students may also meet Area E with military training per CSU EO 1036.

ANML SC 621, 622, 623; CH DEV 011 (Fall 17); COUNSEL 020, 040; DANCEST 301, 302, 452 (Fall 16), 801, 822, 823 (Fall 17); DANCETO 101, 111, 112, 113, 114, 121, 122, 123, 124, 141, 142, 143, 144, 151, 152, 231, 232, 233, 234, 535, 536, 570, 571, 572, 573; DNCESPC 171, 172, 173, 174, 331, 332 (Fall 17), 333, 334, 441, 442 (Fall 17), 443, 444; ENV SCI 001; HEALTH 002, 007, 008, 011, 043 (Fall 17); KIN 201, 217-1, 229, 250, 251, 266, 268, 271, 287, 289, 291-1, 291-2, 301-1, 301-2, 301-3, 303-1, 303-2, 316 (Fall 13), 316-2, 316-3, 316-4, 327, 329, 329-2, 332 (Fall 17), 334-1 (Fall 17), 340-1 (Fall 17), 340-2 (Fall 17), 347, 347-2, 350, 350-2, 351, 352-1, 371-1, 371-2, 371-3, 371-4, 373-1, 373-2, 387-1, 387-2; KIN ATH 503, 504, 506, 508, 511, 512, 513, 514, 516, 550, 550-1, 552, 553, 556, 557, 558, 560; KIN MAJ 100, 117; PHILOS 019; PSYCH 032, 041, 052, 060; SOC 028

AREA F – Ethnic Studies

3 semester or 4 quarter units.

Requirement for new or returning students who begin at the CCC in fall 2021: will need to complete 3 units or 4 quarter units from Area F for full CSU GE certification.

Students with catalog rights prior to fall 2021: are NOT required to complete Area F. However, continuing students may opt to follow the revised 2021-22 CSU GE Breadth pattern and complete 6 units in Area D and 3 units in Area F.

CHICANO 008 (Fall 21)

CSU GRADUATION REQUIREMENT IN U.S. HISTORY, CONSTITUTION & AMERICAN IDEALS CSU Requirement only.

NOT A PART OF CSU GE, BUT MAY BE COMPLETED PRIOR TO TRANSFER. For CSU GE certification purposes, courses used to satisfy this CSU graduation requirement may also be used to satisfy CSU GE Plan Subject Areas C or D. However, if a course(s) is used to satisfy both a CSU GE subject-area requirement and the CSU United States History, Constitution and American Ideals graduation requirement, some CSU campuses may require students to take an additional course(s) after transfer. CSUN will NOT require an additional course(s). Other



CSU campuses should be consulted directly regarding their policy.

US-1: Historical development of American institutions and ideals

US-2: U.S. Constitution and government

US-3: California state and local government.

**If a course is approved for more than one U.S. Area, a student may use the course to satisfy all areas listed.*

US-1: **CHICANO** 007 (Fall 16), 008 (Fall 16); **ECON** 010 (Fall 15); **HISTORY** 011, 012, 013, 041, 042, 044, 052

US-2: **POL SCI** 001, 019, 030 (Fall 16)

US-3: **POL SCI** 001, 019, 030 (Fall 15)

LAPC Intersegmental General Education Transfer Curriculum (IGETC) 2022-2023

Governed by [IGETC Standards](#):

DISCLAIMER: Dates in parentheses indicate the GE area applicability effective date. Every effort has been made to ensure the information below is accurate and timely. However, this information is unofficial and should be checked against the official information found on the ASSIST website at www.assist.org.

The IGETC Plan totals 34-37 UC/CSU transferable semester units. A minimum of 60 UC/CSU transferable semester units are required for transfer. You will need to complete additional coursework in your major and maybe some elective courses. Please see a counselor to develop an Education Plan so you can reach your goals.

A course must be a minimum of 3 semester/4 quarter units to meet the requirements for IGETC (except Area 5C).

A minimum "C" grade is required in each college course for IGETC. A "C" is defined as a minimum 2.0 grade points on a 4.0 scale.

AREA 1 – English Communication

CSU: 3 courses required, one each from Group A, B and C.

UC: 2 courses required, one each from Group A and B.

1A - ENGLISH COMPOSITION

ENGLISH 101

1B - CRITICAL THINKING – ENGLISH COMPOSITION

ENGLISH 102, 103; PHILOS 005

1C - ORAL COMMUNICATION (CSU requirement only)

COMM 101, 104, 121, 130, 151 (Fall 14)

AREA 2A – Mathematical Concepts & Quantitative Reasoning

One course – 3 semester or 4-5 quarter units

CS 131; MATH 227+, 228B+ (Fall 15; 4 unit UC credit), 238+, 260, 261+, 262, 275 (Fall 16); STAT 101

AREA 3 – Arts and Humanities

At least 3 courses, with at least one from 3A, one from 3B and one additional course from 3A or 3B. 9 semester or 12-15 quarter units.

3A - ARTS

ART 101, 102, 103, 105, 107, 109, 111, 137, 138, 139, 501, 502; CHICANO 054 (Fall 17), 057 (Fall 17); CINEMA 003, 104, 107 (Spring 06), 113; DANCEST 801 (Fall 15), 802, 805, 807; MUSIC 111, 121, 122, 216-1 (Fall 16); PHOTO 027A, 027B; THEATER 100 (Fall 01), 110, 401 (Fall 16)

3B - HUMANITIES

ANTHRO 121, 161; A S L 003, 004, 040; ART 107; CHICANO 007 (Fall 16), 008 (Fall 16), 037 (Fall 17), 047 (Fall 17), 057 (Fall 17); ENGLISH 102, 203, 204, 205, 206, 207, 208, 210, 211, 214, 215, 216, 218, 219, 239, 240, 245, 250, 252, 270, 271; FRENCH 002 (Fall 17), 003, 004, 005, 006, 010 (Fall 15); HISTORY 001, 002,

005, 006, 019 (Fall 17), 029, 041 (Fall 16), 042 (Fall 16), 044, 052, 086, 087; HUMAN 006, 031; ITALIAN 002 (Fall 17), 003, 004, 005, 010 (Fall 15); JAPAN 003, 004 (Fall 16), 009; MULTIMD 110 (Fall 17); PHILOS 001, 002, 012, 014, 015, 019, 020, 028, 030, 037, 040, 041, 042 (Spring 05), 046; SPANISH 002 (Fall 16), 003+, 004, 005, 006, 009 (Fall 03), 011 (Fall 14), 012, 015, 025, 026, 035 (Fall 16), 036 (Fall 16), 037 (Fall 16), 065; THEATER 125

Note: Students who completed any part of 9th-12th grade in an institution where the language of instruction is not English will not receive unit credit by the UC for courses that are completed at Pierce College in the same language.

AREA 4 – Social and Behavioral Sciences

At least 3 courses from at least two academic disciplines. 9 semester or 12-15 quarter units.

ADM JUS 001 (Spring 06), 002, 004, 067; A S L 040; ANTHRO 102, 105 (Fall 01), 106, 109, 121, 132, 141, 161; BRDCSTG 001 (Fall 09); CHICANO 002 (Spring 07), 007 (Fall 16), 008 (Fall 16), 020 (Fall 12), 047 (Fall 17), 080; CH DEV 001, 011; COMM 100, 121, 122 (Spring 04), 190 (Fall 17); ECON 001, 002, 010; EDUC 203; GEOG 002, 007, 014; HISTORY 001, 002, 005, 006, 011, 012, 013, 019 (Fall 17), 029 (Spring 06), 041, 042, 044, 052, 056, 086 (Fall 17), 087; JAPAN 009; JOURNAL 100, 251; POL SCI 001, 002, 005, 007, 014, 019, 030, 050 (Fall 13); PSYCH 001, 013, 014, 016, 032, 041, 052, 066, 069 (Fall 15), 074; SOC 001, 002, 003 (Fall 03), 004, 011 (Fall 01), 013, 015 (Fall 07), 021 (Fall 07), 028, 029 (Spring 05), 031, 035, 037, 086, 087; SPANISH 009, 010, 016+

AREA 5 – Physical and Biological Sciences

At least 2 courses, with one from Physical Science and one from Biological Science, at least one of the two courses must include a laboratory. 7 semester or 9 quarter units.

5A - PHYSICAL SCIENCE

ASTRON 001; CHEM 051, 060+, 101, 102, 211, 212, 221; EARTH 003; ENV SCI 001; GEOG 001+, 003+ (same as METEOR 003), 017+ (Fall 11), 023+ (same as METEOR 005); GEOLOGY 001, 002, 010+ (same as ENV SCI 007), 012 (Fall 16), 015 (Fall 16); METEOR 003+ (same as GEOG 003), 005+ (same as GEOG 023); OCEANO 001; PHYS SC 004, 006; PHYSICS 006+, 007+, 012, 066+, 067+, 101+, 102+, 103+; PLNT SC 103 (Fall 17)

5B - BIOLOGICAL SCIENCE

ANATOMY 001+; ANML SC 511; ANTHRO 101, 118 (Fall 17); BIOLOGY 003+, 006, 007, 010, 110, 121+, 123+; ENV SCI 002+; MICRO 001+, 020+; PHYSIOL 001+; PLNT SC 711 (Fall 17); PSYCH 002

5C - LABORATORY SCIENCE REQUIREMENT

ANATOMY 001+; ANML SC 512; ANTHRO 111 (lecture is ANTHRO 101), 119; ASTRON 002 (lecture is ASTRON 001); BIOLOGY 003+, 006, 007, 010, 110, 122+ (lecture is BIOLOGY 121), 123+; CHEM 051, 060+, 101, 102, 211, 212, 221; EARTH 003 (Fall 17); GEOG 015+ (lecture is GEOG 001), 017+ (Fall 11), 019+ (same as METEOR 004; lecture is GEOG 003 or METEOR 003); GEOLOGY 006 (lecture is GEOLOGY 001), 007 (lecture is GEOLOGY 002); METEOR 004+ (same as GEOG 019; lecture is GEOG

003 or METEOR 003); MICRO 001+, 020+; OCEANO 010 (lecture is OCEANO 001); PHYS SC 004, 007; PHYSICS 006+, 007+, 066+, 067+, 101+, 102+, 103+; PHYSIOL 001+; PLNT SC 103 (Fall 17), 711 (Fall 17); PSYCH 073 (Spring 04; lecture is PSYCH 002)

AREA 6 – Language Other Than English (UC Requirement only)

Proficiency equivalent to two years of high school study in the same language.

A S L 001, 002, 003, 004; FRENCH 001 (Fall 17), 002, 003, 004, 005, 006; ITALIAN 001 (Fall 17), 002, 003, 004, 005; JAPAN 001, 002, 003, 004; SPANISH 001 (Fall 13), 002+, 003+, 004, 005, 006, 027, 035+ (Fall 13), 036+, 037

If language level 3 or higher is used to satisfy this requirement, it may also be used in AREA 3B.

HIGH SCHOOL: 2 years of the same foreign language with "C-" or better GPA in the second semester of the second year.

OTHER: Students who completed any part of 9th-12th grade in an institution where the language of instruction is not English will not receive unit credit by the UC for courses that are completed at Pierce College in the same language.

AREA 7 – CSU Graduation Requirement in U.S. History, Constitution & American Ideals (CSU Requirement only)

NOT PART OF IGETC, BUT MAY BE COMPLETED PRIOR TO TRANSFER. For IGETC certification purposes, courses used to satisfy this CSU graduation requirement may also be used to satisfy IGETC Subject Areas 3 and/or 4. However, if a course(s) is used to satisfy both an IGETC subject-area requirement and the CSU United States History, Constitution and American Ideals graduation requirement, some CSU campuses may require students to take an additional course(s) after transfer. CSUN will NOT require an additional course(s). Other CSU campuses should be consulted directly regarding their policy.

US-1: Historical development of American institutions and ideals

US-2: U.S. Constitution and government

US-3: California state and local government

**If a course is approved for more than one U.S. Area, a student may use the course to satisfy all areas listed.*

US-1: CHICANO 007 (Fall 16), 008 (Fall 16); ECON 010 (Fall 15); HISTORY 011, 012, 013, 041, 042, 044, 052

US-2: POL SCI 001, 019, 030 (Fall 16)

US-3: POL SCI 001, 019, 030 (Fall 15)

+ Transfer Credit is limited. Please consult with a counselor.



Interstate Passport®

The Interstate Passport® is a general education plan designed to meet the lower-division general education requirements at all participating institutions. (For a complete list, visit <http://interstatepassport.wiche.edu/transfer/>.)

Students wishing to transfer to a participating institution* may use the Interstate Passport® in lieu of the lower-division general education requirements at that institution when they transfer. This is true even when the requirements at that institution are different from those where the Passport was earned. Note: Some participating institutions require additional general education coursework for graduation, but this can be taken after transferring.

*The California State University and University of California do not currently accept the Passport. Instead, they require satisfying the appropriate CSUGE or IGETC plan prior to transferring. In the LACCD, however, these patterns overlap the Passport. Thus, LACCD students who complete one of them have also completed the Passport.

The Interstate Passport® can be earned by passing with a grade of C or P or higher a minimum of 30 units in courses approved to meet the Interstate Passport® learning outcomes for each of the nine knowledge and skills areas. A course may be used any number of times to meet the outcomes of any knowledge and skills area for which it is approved. A list of such courses and requirements can be found in the College Catalog and website.

Note: External examinations (AP, IB, CLEP) may be applied to Interstate Passport® areas per LACCD Administrative Procedures, CSU policies and IGETC standards.

Upon completing the requirements of the Passport at the LACCD, a note will appear on your transcript. You will also be added to the Interstate Passport® database so that participating institutions can apply your Passport credit, should you choose to transfer to one of them.

Visit the [Transfer Center](#) website for more information.

Earn a grade of C or P or higher in a minimum of 30 units total of courses meeting each area below, including at least one course from area P7A or P7B that includes a lab component. A course may be used any number of times to meet any area under which it is listed. Courses meeting Passport areas at other LACCD colleges may be applied as at those colleges or in the corresponding area at this college, even if they are not offered at this college or applied to the same area(s) as at this college. Note: All Passport requirements are met upon completion of the CSU GE,

CSU GE for STEM, IGETC, or IGETC for STEM pattern.

P1 - Oral Communication

Any course meeting CSU GE A1 or IGETC 1C.

COMM 101, 104, 121, 151

P2 - Written Communication

Any course meeting LACCD written expression competency, CSU GE A2, or IGETC 1A.

ENGLISH 101

P3 - Quantitative Literacy

Any course meeting LA PIERCE GE D2 with a 17## TOP code, CSU GE B4, or IGETC 2A.

CO SCI 542; MATH 125, 134, 215, 227, 228A, 228B, 238, 240, 260, 261, 262, 275; STAT 101

P4 - Human Cultures

Any course meeting LA PIERCE GE C, CSUGE C1/C2/F, or IGETC 3A/3B.

A S L 001, 002, 003, 004; ANTHRO 105, 121, 161; ART 092, 101, 102, 103, 105, 107, 109, 111, 119, 137, 138, 139, 201, 202, 203, 204, 205, 206, 207, 209, 301, 302, 307, 308, 309, 501, 502, 503, 604, 605, 606, 700, 708, 709; CHICANO 007, 008, 037, 047, 054, 057; CINEMA 003, 104, 107, 113; COMM 122, 130; DANCEST 801, 802, 803, 805, 806, 807, 814; ENGLISH 102, 103, 124, 127, 203, 204, 205, 206, 207, 208, 210, 211, 214, 215, 216, 218, 219, 239, 240, 245, 250, 252, 270, 271; FRENCH 001, 002, 003, 004, 005, 006, 010; HISTORY 001, 002, 019, 041, 042, 043, 044, 086, 087; HUMAN 006, 031; ITALIAN 001, 002, 003, 004, 005, 010; JAPAN 001, 002, 003, 004, 009, 027; MULTIMD 110; MUSIC 101, 111, 121, 122, 181, 182, 183, 184, 216-1, 299, 321, 322, 323, 324, 341, 411, 412, 413, 414, 501, 601, 602, 611, 612, 613, 614, 621, 622, 623, 624, 650, 651, 705, 721, 745, 755, 777; PHILOS 001, 002, 012, 014, 019, 020, 028, 030, 035, 040, 041, 042; PHOTO 009, 027A, 027B, 101, 102; SOC 011, 015, 086; SPANISH 001, 002, 003, 004, 005, 006, 009, 010, 011, 012, 015, 016, 025, 026, 035, 036, 037, 065; THEATER 100, 110, 114, 125, 270, 271, 273, 401

P5 - Creative Expression

Any course meeting LACCD written expression competency and/or listed below.

ENGLISH 101

P6 - Human Society and the Individual

Any course meeting LACCD GE B1/B2, CSUGE D/F, IGETC 4, or US 1/2/3.

A S L 040; ADDICST 015; ADM JUS 001, 002, 004, 067, 075, 309, 319; ANTHRO 102, 105, 106, 118, 119, 132, 141, 161, 162, 163; BRDCSTG 001; BUS 001; CH DEV 001, 011; CHICANO 002, 007, 008, 020, 047, 080; COMM 100, 121, 122, 190; ECON 001, 002; EDUC 203; GEOG 002, 007, 014; HISTORY 005, 006, 011, 012, 013, 014, 019, 029, 041, 042, 043, 044, 052, 056, 086, 087; JAPAN 009; JOURNAL 100, 251; POLI SCI 001, 002, 005, 007, 014, 019, 030, 050; PSYCH 001, 003, 006, 013, 014, 016, 032, 040, 041, 052, 060, 066, 069, 074; SOC 001, 002, 003,

004, 008, 011, 013, 015, 021, 028, 029, 031, 035, 037, 086, 087; SPANISH 009, 010, 016, 026

P7A - Physical Sciences

Any course meeting LA PIERCE GE A, CSUGE B1, or IGETC 5A; asterisks signify inclusion of a lab component.

ASTRON 001, 002*; CHEM 051*, 060*, 101*, 102*, 211*, 212*, 221*; EARTH 003*; ELECTRN 004A, 004B; ENV SCI 001, 007; GEOG 001, 003, 015*, 017*, 019*, 023; GEOLOGY 001, 002, 006*, 007*, 010, 012, 015, 022A, 022B, 022C, 022D, 022E, 022F; METEOR 003, 004*, 005; OCEANO 001, 010*; PHYS SC 004*, 006, 007*; PHYSICS 006*, 007*, 012, 015, 066, 067, 101, 102, 103; PLNT SC 103, 711, 901

P7B - Life/Biological Sciences

Any course meeting LA PIERCE GE A, CSUGE B2, or IGETC 5B; asterisks signify lab component.

ANATOMY 001*; ANML SC 511, 512*; ANTHRO 101, 111*, 118, 119*; BIOLOGY 003*, 006*, 007*, 010*, 011A, 011B, 011C, 012A, 012B, 012C, 110, 121, 122*, 123*; ENV SCI 002, 019; MICRO 001*, 020*; PHYSIOL 001*; PSYCH 002, 073*

P8 - Critical Thinking

Any course meeting LA PIERCE GE D2, CSUGE A3, or IGETC 1B.

ACCTG 001; ADM JUS 305; COMM 101, 104, 121, 122, 151, 190; ENGLISH 102, 103; JOURNAL 109; LIB SCI 102; MATH 125, 134, 215, 227, 228B, 238, 240, 260, 261, 262, 263; PHILOS 005, 006, 009; POL SCI 005; PSYCH 066, 074; SOC 004; STAT 101

P9 - Teamwork and Value Systems

Any course meeting P7A or P7B that includes a lab component (*), or CSU GE B3 or IGETC 5C, and/or listed below.

ANATOMY 001; ANTHRO 111, 119; ASTRON 002; BIOLOGY 003, 006, 007, 010, 011B, 012A, 012C, 110, 122, 123; CHEM 051, 060, 101, 102, 211, 212, 221; EARTH 003; GEOG 015, 017, 019; GEOLOGY 006, 007, 022A, 022B, 022C, 022D; METEOR 004; MICRO 001, 020; OCEANO 010; PHYS SC 004, 007; PHYSICS 006, 007, 066, 067, 101, 102, 103; PHYSIOL 001; PLNT SC 103; PSYCH 073

Course Identification Numbering System (C-ID)

The Course Identification Numbering System (C-ID) is a statewide numbering system independent from the course numbers assigned by local California community colleges. A C-ID number next to a course signals that participating California colleges and universities have determined that courses offered by other California community colleges are comparable in content and scope to courses offered on their own campuses, regardless of their unique titles or local course number. Thus, if a schedule of classes or catalog lists a course bearing a C-ID number, for example COMM 110, students at the

college can be assured that it will be accepted in lieu of a course bearing the C-ID COMM 110 designation at another community college. In other words, the C-ID designation can be used to identify comparable courses at different community colleges.

However, students should always go to www.assist.org to confirm how each college's course will be accepted at a particular four-year college or university for transfer credit.

The C-ID numbering system is useful for students attending more than one community college and is applied to many of

the transferable courses students need as preparation for transfer. Because these course requirements may change and because courses may be modified and qualified for or deleted from the C-ID database, students should always check with a counselor to determine how C-ID designated courses fit into their educational plans for transfer.

Students may consult the C-ID website at <https://c-id.net/courses> for specific information on C-ID course designations. Counselors can always help students interpret or explain this information.

C-ID NUMBER	LAPC COURSE	C-ID NUMBER	LAPC COURSE	C-ID NUMBER	LAPC COURSE	C-ID NUMBER	LAPC COURSE	C-ID NUMBER	LAPC COURSE
ACCT 110	ACCTG 001	CHEM 150	CHEM 211	GEOG 140	GEOG 014	MATH 900 S	MATH 261 & 262	POLS 130	POL SCI 002
ACCT 120	ACCTG 002	CHEM 160 S	CHEM 211 & 212	GEOG 150	GEOG 036	MATH 910 S	MATH 270 & 275	POLS 140	POL SCI 007
AG-AB 108	CAOT 082	COMM 110	COMM 101	GEOG 155	GEOG 025	MUS 100	MUSIC 111	POLS 160	POL SCI 050
AG-AS 104	ANML SC 501	COMM 120	COMM 104	GEOG 155	GIS 025	MUS 105	MUSIC 121	PSY 110	PSYCH 001
AG-EH 108 L	PLNT SC 800	COMM 130	COMM 121	GEOL 100	GEOLOGY 001	MUS 106	MUSIC 122	PSY 120	PSYCH 014
AG-EH 116 L	PLNT SC 757	COMM 140	COMM 151	GEOL 100 L	GEOLOGY 006	MUS 110	MUSIC 101	PSY 130	PSYCH 052
AG-PS 104	PLNT SC 711	COMM 150	COMM 122	GEOL 110	GEOLOGY 002	MUS 120	MUSIC 216-1	PSY 150	PSYCH 002
AG-PS 106 L	PLNT SC 711	COMM 180	COMM 100	GEOL 110 L	GEOLOGY 007	MUS 125	MUSIC 217-1	PSY 170	PSYCH 013
AG-PS 128 L	PLNT SC 103	COMP 122	CS 116	GEOL 121	EARTH 003	MUS 130	MUSIC 216-2	PSY 170	SOC 013
AJ 110	ADM JUS 001	COMP 132	CS 136	GEOL 130	GEOLOGY 010	MUS 135	MUSIC 217-2	PSY 180	PSYCH 041
AJ 120	ADM JUS 002	COMP 142	CS 130	HIST 130	HISTORY 011	MUS 140	MUSIC 216-3	PSY 200	PSYCH 074
AJ 122	ADM JUS 004	COMP 152	CS 131	HIST 140	HISTORY 012	MUS 145	MUSIC 217-3	SOCI 110	SOC 001
AJ 124	ADM JUS 003	ECE 120	CH DEV 002	HIST 150	HISTORY 086	MUS 150	MUSIC 216-4	SOCI 115	SOC 002
AJ 140	ADM JUS 005	ECE 130	CH DEV 007	HIST 160	HISTORY 087	MUS 155	MUSIC 217-4	SOCI 120	SOC 004
AJ 160	ADM JUS 067	ECE 200	CH DEV 034	HIST 170	HISTORY 001	MUS 160	MUSIC 181	SOCI 125	STAT 101
AJ 200	ADM JUS 075	ECE 210	CH DEV 022	HIST 180	HISTORY 002	MUS 160	MUSIC 182	SOCI 130	SOC 028
AJ 220	ADM JUS 008	ECE 220	CH DEV 010	HOSP 100	HOSPT 100	MUS 160	MUSIC 183	SOCI 140	SOC 031
ANTH 110	ANTHRO 101	ECE 230	CH DEV 042	HOSP 120	HOSPT 120	MUS 160	MUSIC 184	SOCI 150	SOC 011
ANTH 115 L	ANTHRO 111	ECON 201	ECON 001	HOSP 140	HOSPT 140	MUS 160	MUSIC 184	SOCI 160	SOC 003
ANTH 120	ANTHRO 102	ECON 202	ECON 002	ITIS 120	CIS 101	MUS 160	MUSIC 321	SPAN 100	SPANISH 001
ANTH 130	ANTHRO 161	EDUC 200	EDUC 001	ITIS 151	CIS 224	MUS 180	MUSIC 501	SPAN 110	SPANISH 002
ANTH 150	ANTHRO 106	ENGL 100	ENGLISH 101	JOUR 100	JOURNAL 100	MUS 180	MUSIC 531	SPAN 200	SPANISH 003
ARTH 100	ART 103	ENGL 105	ENGLISH 103	JOUR 110	JOURNAL 101	MUS 180	MUSIC 705	SPAN 210	SPANISH 004
ARTH 110	ART 101	ENGL 110	ENGLISH 102 & 206	JOUR 120	MEDIART 801	MUS 180	MUSIC 721	SPAN 220	SPANISH 035
ARTH 120	ART 102	ENGL 120	ENGLISH 102	JOUR 130	BRDCSTG 010	MUS 180	MUSIC 745	SPAN 230	SPANISH 036
ARTH 130	ART 105	ENGL 130	ENGLISH 207	JOUR 130	JOURNAL 217 & 219	MUS 180	MUSIC 755	THTR 111	THEATER 100
ARTH 140	ART 109	ENGL 135	ENGLISH 208	JOUR 130	JOURNAL 220	MUS 180	MUSIC 781	THTR 113	THEATER 110
ARTS 100	ART 501	ENGL 140	ENGLISH 203	JOUR 131	JOURNAL 218	PHIL 100	PHILOS 001	THTR 114	THEATER 114
ARTS 101	ART 502	ENGL 145	ENGLISH 204	JOUR 150	PUB REL 001	PHIL 120	PHILOS 020	THTR 151	THEATER 270
ARTS 110	ART 201	ENGL 160	ENGLISH 205	JOUR 160	PHOTO 020	PHIL 130	PHILOS 012	THTR 152	THEATER 271
ARTS 200	ART 204	ENGL 165	ENGLISH 206	JOUR 170	JOURNAL 251	PHIL 140	PHILOS 014	THTR 171	THEATER 300
ARTS 205	ART 202	ENGL 180	ENGLISH 218	JOUR 210	JOURNAL 202	PHIL 210	PHILOS 009	THTR 172	THEATER 305
ARTS 210	ART 307	ENGL 200	ENGLISH 127	KIN 100	KIN MAJ 100	PHS 100	HEALTH 011	THTR 173	THEATER 310
ARTS 250	ART 604	ENGR 110	ENG GEN 101	KIN 101	KIN MAJ 101	PHYS 100 S	PHYSICS 006 & 007	THTR 174	THEATER 411
BIOL 110 B	ANATOMY 001	ENGR 130	ENG GEN 131	MATH 110	MATH 227	PHYS 105	PHYSICS 006	THTR 175	THEATER 450
BIOL 120 B	PHYSIOL 001	ENGR 140	ENG GEN 151	MATH 110	MATH 228B	PHYS 105	PHYSICS 066	THTR 191	THEATER 280
BIOL 135 S	BIOLOGY 006 & 007	ENGR 220	ENG GEN 122	MATH 110	STAT 101	PHYS 110	PHYSICS 007	THTR 191	THEATER 291
BUS 110	BUS 001	ENGR 260	ENG GEN 220	MATH 120	MATH 215	PHYS 110	PHYSICS 067	THTR 191	THEATER 292
BUS 115	CAOT 032	ENGR 260 L	ENG GEN 220	MATH 140	MATH 238	PHYS 200 S	PHYSICS 101 & 102 & 103	THTR 191	THEATER 293
BUS 125	BUS 005	GEOG 110	GEOG 001	MATH 210	MATH 261	PHYS 205	PHYSICS 101	THTR 192	TECHTHR 342
BUS 140	CAOT 082	GEOG 111	GEOG 015	MATH 211	MATH 261	PHYS 210	PHYSICS 102	THTR 192	THEATER 342
CDEV 100	CH DEV 001	GEOG 115	GEOG 017	MATH 220	MATH 262	PHYS 215	PHYSICS 103		
CDEV 110	CH DEV 011	GEOG 120	GEOG 002	MATH 221	MATH 262	POLS 110	POL SCI 001		
CHEM 101	CHEM 060	GEOG 125	GEOG 007	MATH 230	MATH 263	POLS 120	POL SCI 005		
CHEM 110	CHEM 101	GEOG 130	GEOG 003	MATH 240	MATH 275				
CHEM 120 S	CHEM 101 & 102	GEOG 130	METEOR 003	MATH 250	MATH 270				



Department & Program Organization

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Accounting Business Business Law	Insurance International Business	Finance Management Marketing	Real Estate Supervision
Community Services/ Extension	Vacant	719-6425	VLGE 8200
ENCORE	Ida Blaine	710-2561	VLGE 8310A
English as a Second Language (Noncredit)		Vocational Education	
Kinesiology and Health Education	Shilo Nelson	710-2524	NGYM 5615
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Communication Studies and Education	Yeprem Davoodian	710-4177	FO 2404
Communication Studies		Education	
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Broadcasting Cinema Journalism		Multimedia/Media Arts Photography Public Relations	
Modern Languages	Margarita Pillado	710-2260	FO 2907
American Sign Language French Italian		Japanese Spanish	
Music	Dr. Wendy Mazon	710-2295	MUS 3403A
Performing Arts	Michael Gend	710-2268	PAB 3539
Dance		Theater	
Mon Khat, <i>Dean, Career and Technical Education</i>			
Child Development	Patricia Doelitzsch	710-4426	CDAD 6101
Computer Applications and Office Technologies	Eleanor Viz	710-2539	BUS 3210D
Computer Science Information Technology	Natalia Grigoriants	719-6458	COSC 1505A
Computer Science		Computer Information Systems	
Industrial Technology	Beth Cheung	710-4427	AT 3803
Automotive Service Technology Engineering Graphics and Design Technology		Engineering, Mechanical Electronics	
Nursing	Joan Schneider	719-6477	CFS 91031
Susan Rhi-Kleinert, <i>Dean, Social Sciences and Distance Education</i>			
Aquatics Center/Pool	Deborah Hefter	710-4234	POOL
Distance Education	Wendy Bass, Ph.D.	712-2619	LLC 5161
History and Humanities	Christopher Strickland	710-2572	ELM 1713
Honors Program	Erin J. Hayes, Ph.D.	710-4305	FO 3005

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Psychology, Addiction Studies and Statistics	Maria Perser	710-2891	BEH 1306C
Donna-Mae Villanueva, Ph.D., <i>Dean, Math and Sciences</i>			
Agricultural Sciences	Savanah Senn	710-4250	CFS 91043
Animal Science		Plant Science	
Anthropological and Geographical Sciences	Erin J. Hayes, Ph.D.	710-4305	FO 3005
Anthropology Geographic Information Systems		Geography Meteorology	
Chemistry	Sara Harvey, Ph.D.	712-2618	CFS 91041
Library Science	Marisa Diehl	710-4442	LIBRARY
Life Sciences	Dr. Shannon DeVaney	712-2611	CFS 91042
Anatomy Biology		Microbiology Physiology	
Mathematics	Edouard Tchertchian	710-2815	MATH 1409E
Physics and Planetary Science	Dale Fields, Ph.D.	710-4262	CFS 91040
Astronomy Earth Science Environmental Science Geology		Oceanography Physical Science Physics	
STUDENT SERVICES			
Dr. Juan Carlos Astorga, <i>Dean, Student Engagement, Campus Life, Leadership</i>			
Center for Academic Success	Crystal Kiekel	719-6414	LLC 5130
Student Health Center	Houry Tanashian	710-4270	SSB 2nd Floor
William Marmolejo, <i>Dean, Student Services</i>			
High School & Academic Outreach	Julia Mendoza Vasquez	610-6502	SSB 48122
Anafe Robinson, <i>Acting Dean, Student Services - Counseling, Retention, and Financial</i>			
Counseling & Academic Advising	Danielle Lendor, Ed.D.	710-2836	SSB 140
Dr. Claudia Velasco, <i>Dean, Student Services - Student Success and Support</i>			
Athletics	Susan Armenta	719-6421	SGYM 5414B
Kinesiology-Athletics (Intercollegiate Athletics)			
Special Services	Carlos Rosas	719-6430	SSB

Educational Programs 2022-2023

Degree and Certificate Programs

Associate in Arts for Transfer Degree (AA-T) or Associate in Science for Transfer Degree (AS-T)

California Community Colleges are now offering associate degrees for transfer to the CSU. These degrees are designed to provide a clear pathway to a CSU major and baccalaureate degree. Please refer to the section, Associate Degree Requirements for a description of our degree options. To find out which CSU campuses accept each degree, view the most current [list of Associate Degrees for Transfer](#). Current and prospective students are encouraged to meet with a Pierce counselor to review their options for transfer and to develop an educational plan that best meets their goals.

Associate of Arts (AA) or Associate of Science (AS)

Los Angeles Pierce College offers a wide variety of programs that are listed on the following pages. Please refer to the previous section, Associate Degree Requirements for a description of our degree options. Students should consult with a counselor to ensure that they are completing the coursework that best meets their educational goal.

Certificate of Achievement (C)

Los Angeles Pierce College offers many state approved certificate programs that give students training in specific job skills. A grade of "C" or better is required in each course and at least 1/5 of the units required for the certificate must be completed in residence at Los Angeles Pierce College (BR 6202.10). When multiple colleges in the LACCD offer identical Certificates of Achievement, as defined by TOP code, the certificate shall be awarded by the college where the majority (greater than 50%) of the certificate units were taken. When units are split equally among two or more colleges, the college where the student was last enrolled shall award the certificate (BR 6202.12). The CSU GE Breadth Certificate of Achievement and IGETC Certificate of Achievement are exempt from this requirement. The college that certifies completion of either of these plans may award the Certificate of Achievement to the student regardless of the number of units completed at the certifying college (BR 6201.12). Students who have completed the degree requirements for which there is a paired Certificate of Achievement or other State approved and transcribed certificate(s) will be awarded the certificate(s) automatically (BR 6202.13).

Skills Certificate (SC)

Skills Certificates document a student's achievement of specific skills or coursework within a discipline. These certificates require fewer than 18 units of coursework. A grade of "C" or better is required in each course. At least 1/5 of the units required for the certificate must be completed in residence at Los Angeles Pierce College. These local skills certificates do not go through state approval processes and will not appear on the students' official transcripts.

	DEGREE	CERTIFICATE
Agriculture		
Agriculture: General	AS	
Equine Science	AS	C
Floral Design and Management		C
Gardening: Advanced		C
Horticulture: General	AS	
Landscape Design and Management	AS	
Orchard and Nursery Skills		SC
Pre-Veterinary Medicine	AS	
Veterinary Technology	AS	
Anthropological and Geographical Sciences		
Geographic Information Systems	AA	C
Art and Architecture		
Architectural Technology	AA	C
Art	AA	
Ceramic Design	AA	
Drawing	AA	
Graphic Design	AA	C
Graphic Design for the Web		C
Painting	AA	
Sculpture	AA	
Business Administration		
Accounting	AA	
Finance		SC
General Business	AA	SC
Insurance		SC
International Business		C, SC
Management		SC
Management and Supervision	AA	
Marketing	AA	C
Payroll Accounting		C
Retail Management (WAFB)		C
Small Business Accounting		C
Small Business Entrepreneurship		SC
Tax Preparation		C
Child Development		
Child Development	AA	
Child Development: Associate Teacher		C
Infant Care Teacher		C
Preschool		C
Preschool Director		C
Preschool Teacher		C
School Age Child Care Teacher		C
Communication Studies & Education		
Teacher Assistant Paraprofessional		C
Computer Applications and Office Technologies		
Administrative Professional	AA	C
Business Information Worker		C
CAOT: General Administrative	AA	C
Computer Applications		C
Computerized Accounting		C



Customer Service		SC
Desktop Publishing		C
Legal Office Procedures	AA	C
Legal Office Skills		C
Office Administration: Advanced Computer Applications		C
Office Clerical		C
Office Communications		C
Word Processing: Microsoft Word for Windows		C
Computer Science Information Technology		
Cloud Computing and Networking for Amazon Web Services		C
Cloud Computing Fundamentals for Amazon Web Services		C
Cloud, Networking, and Cybersecurity	AS	
Cybersecurity		C
Networking Technology		C
Personal Computer Service Technology		C
Programming for Business	AA	C
Programming for Computer Science	AS	
Routing Technology		C
Web Development, Programming and Scripting		C
Website Development		C
General Education Breadth Requirement		
CSU GE Breadth Certification		C
IGETC		C
General Studies with an Area of Emphasis		
Arts and Humanities	AA	
Gender Studies	AA	
Science, Technology, Engineering & Mathematics	AA	
Social and Behavioral Sciences	AA	
Industrial Technology		
Automotive Emission Specialist		C
Automotive Light Service Technician		C
Automotive Performance Applications		C
Automotive Powertrain Specialist		C
Automotive Service Technology	AS	C
Electronics and Electric Technology: Electronics	AS	
Electronics: Analog		C
Electronics: Communications		C
Electronics: Digital		C
Engineering	AS	
Engineering Graphics and Design Technology	AS	C
Gas and Electric Welding	AS	C
Numerical Control Programming	AS	C
Mathematics		
Mathematics	AA	
Media Arts		
Journalism	AA	
Photography	AS	C
Photojournalism	AA	
Public Relations	AA	C
Social Media		C
Modern Languages		
American Sign Language Studies	AA	
American Sign Language/Interpreting	AA	C
French	AA	
Italian	AA	
Japanese	AA	
Latin American Studies	AA	

Nursing		
Nursing	AS	
Performing Arts		
Music	AA	
Recording Arts		SC
Technical Theatre		C
Theater	AA	
Theater: Costume	AA	
Theater: Dance	AA	
Theater: Technical	AA	
Political Science, Economics, Criminal Justice and Chicano Studies		
Chicana and Chicano Studies	AA	
Criminal Justice	AA	
Psychology		
Addiction Studies	AA	C
DEGREE		
Associate Degrees for Transfer		
Administration of Justice	AS-T	
Agriculture Animal Science	AS-T	
Agriculture Plant Science	AS-T	
Anthropology	AA-T	
Art History	AA-T	
Biology	AS-T	
Business Administration 2.0	AS-T	
Communication Studies	AA-T	
Early Childhood Education	AS-T	
Economics	AA-T	
Elementary Teacher Education	AA-T	
English	AA-T	
Film, Television, and Electronic Media	AS-T	
Geography	AA-T	
Geology	AS-T	
History	AA-T	
Hospitality Management	AS-T	
Journalism	AA-T	
Kinesiology	AA-T	
Law, Public Policy, and Society	AA-T	
Mathematics	AS-T	
Music	AA-T	
Philosophy	AA-T	
Physics	AS-T	
Political Science	AA-T	
Psychology	AA-T	
Social Justice Studies	AA-T	
Sociology	AA-T	
Spanish	AA-T	
Studio Arts	AA-T	
Theatre Arts	AA-T	

If you're starting out at a California community college and know which major you want to study but haven't decided which UC campuses to apply to, there is a simple way to keep your options open as you prepare for your major.

Although following a pathway doesn't guarantee admission to UC, it gives you a clear roadmap to prepare for your major and be well positioned to graduate on time from any UC campus.

An important note: The pathways guide students who want to make themselves competitive across the UC system; some campuses may want fewer courses for admission, but none will expect more. We strongly encourage students to apply to multiple campuses to improve their chances of admission.

Complete details and expected coursework can be found at <http://bit.ly/UCTransferPath>.

University of California Transfer Pathways

Anthropology*
Biochemistry
Biology*
Business Administration*
Cell Biology
Chemistry
Communication*
Computer Science
Economics*
Electrical Engineering
English*
History*
Mathematics*
Mechanical Engineering
Molecular Biology
Philosophy*
Physics*
Political Science*
Psychology*
Sociology*

*Los Angeles Pierce College offers an Associate Degree for Transfer (ADT) for this major.

Noncredit Certificate of Competency

Pursuant to title 5, section 55151, Los Angeles Pierce College may offer a sequence of noncredit courses that culminate in a Certificate of Competency or a certificate in a recognized career field articulated with degree-applicable coursework, completion of an associate degree, or transfer to a baccalaureate institution. A noncredit Certificate of Competency means a document confirming that a student enrolled in a noncredit educational program of noncredit courses has demonstrated achievement in a set of competencies that prepares him/her to progress in a career path or to undertake degree-applicable or non-degree-applicable credit courses.

Noncredit Certificate of Completion

Pursuant to title 5, section 55151, Los Angeles Pierce College offers a sequence of noncredit courses that culminate in a Certificate of Completion or a certificate leading to improved employability or job opportunities. A noncredit Certificate of Completion means a document confirming that a student has completed a noncredit educational program of noncredit courses that prepares him/her to progress in a career path or to take degree-applicable credit courses.

Noncredit Certificates

Beginning English as a Second Language (High-Beginning)
Bookkeeper
Career Exploration: Biotechnology Careers
Citizenship
Community Health Worker
Custodial Scheduling Supervisor Training
Custodial Technician Preparation
Developing English as a Second Language (Mid-Beginning)
Dog Grooming
EKG Technician
English as a Second Language Fundamentals for Community Health Workers
Entering English as a Second Language (Low-Beginning)
Expanding English as a Second Language (Low-Intermediate)
Financial Literacy
GED Preparation and Foundational Skills
Geriatric Caregiver
Landscape Technician
Medical Assistant: Front and Back Office
Medical Front Office Assistant
Phlebotomy Technician I
Real Estate Fundamentals
Speaking English as a Second Language
Tutor Training
Workplace Success
Workplace Success: Managing Anger
Writing in English as a Second Language

Student Responsibility

The suggested sequence of courses in each program is the most desirable to follow; but the order may be changed, if necessary, as long as prerequisites are met. It is the student's responsibility to meet course prerequisites and graduation requirements. The general education and physical education requirements for the Associate Degrees are listed in the "Associate Degree Requirements" section of this catalog.

Associate Degree Requirements and Procedures

Refer to pages 23-27 for Associate Degree requirements and procedure for requesting a degree.

Transfer Students

Completing the Associate Degree does not necessarily meet the university admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. Degrees with an AA-T or AS-T designation allow students to transfer to a California State University as an upper division student. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.



UNIVERSITY OF CALIFORNIA

If you're starting out at a California community college and know which major you want to study but haven't decided which UC campuses to apply to, there is a simple way to keep your options open as you prepare for your major.

Follow one of the new Transfer Pathways, a single set of courses you can take to prepare for your major on any of the nine UC undergraduate campuses.

The Transfer Pathways cover the most popular majors which are listed in the following section of this catalog, or for a complete list visit <http://bit.ly/UCTransferPath>.

Although following a pathway doesn't guarantee admission to UC, it gives you a clear roadmap to prepare for your major and be well positioned to graduate on time from any UC campus.

An important note: The pathways guide students who want to make themselves competitive across the UC system; some campuses may want fewer courses for admission, but none will expect more. We strongly encourage students to apply to multiple campuses to improve their chances of admission. No Pathway for your major? Visit assist.org for expected major coursework.

CALIFORNIA STATE UNIVERSITY

California community colleges offer associate degrees for transfer to the CSU. These may include Associate in Arts (AA-T) or Associate in Science (AS-T) degrees. These degrees are designed to provide a clear pathway to a CSU major and baccalaureate degree.

California community college students who are awarded an AA-T or AS-T degree will have completed lower-division major preparation requirements for the particular degree at a participating California State University (CSU) campus, are guaranteed admission with junior standing to a CSU campus, and are given priority admission consideration to their local CSU campus or to a program that is deemed similar to their community college major. Following transfer to a participating CSU campus, students will be required to complete no more than 60 semester units or 90 quarter units to obtain a bachelor's degree; however, some CSU campuses accepting this degree may require additional lower-division major preparation.

Please note: Priority Admission does not guarantee admission to specific majors or campuses. This degree may not be appropriate preparation for students transferring to a CSU campus not accepting this degree or to a university or college that is not part of the CSU system.

To view the most current list of Associate Degrees for Transfer and to find out which CSU campuses accept each degree, please go to <http://bit.ly/CSUADT>. Current and prospective community college students are encouraged to meet with a Pierce counselor to review their options for transfer and to develop an educational plan that best meets their goals and needs.

REQUIREMENTS

The following is required for all AA-T or AS-T degrees:

1. Minimum of 60 CSU-transferable semester units.
2. Minimum grade point average (GPA) of at least 2.0 in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Completion of a minimum of 18 semester units in an "AA-T" or "AS-T" major as detailed in the Educational Programs section of the catalog. All courses in the major must be completed with a grade of C or better or a "P" if the course is taken on a "pass/no pass" basis (title 5 § 55063).
4. Certified completion of the California State University General Education-Breadth pattern (CSU GE Breadth) OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern (See pages 30-32 for CSU GE Certified Plan and IGETC).

Associate Degrees for Transfer

ADMINISTRATION OF JUSTICE

Associate of Science for Transfer Degree (AS-T)

(STATE CODE 32523)

See also *Associate of Arts in Criminal Justice* on page 140.

This degree is intended for students transferring to a California State University campus. It is not a requirement for transfer but may give students an admission advantage at some CSU campuses. Not all CSU campuses accept this degree as fulfillment of lower-division major requirements. Students should meet with a counselor to determine if this degree is a good option for them. Information on which CSU campuses accept this degree can be found at <https://icangotocollege.com/>

PROGRAM INFORMATION

Students completing this associate degree will have completed lower-division major preparation requirements for a criminal justice/criminology degree, an emphasis or option within a criminal justice/criminology degree, or a degree considered similar to criminal justice/criminology at a participating California State University (CSU) campus. Students who complete this degree may enter with junior status to the California State University system and will be given priority admission to the CSU system.

To complete the degree, students must fulfill the following Associate Degree for Transfer requirements (pursuant to SB1440):

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to a California State University.
- The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.
- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.
- A grade of “C” or better (or “P” if the course is taken on a pass/no pass basis) in all courses required for the major or area of emphasis.

Note: Complete either the CSU GE or IGETC general education pattern. Effective Fall 2017, CSU GE Areas A1, A2, A3 and B4 must be completed with a grade of “C-” or higher per CSU EO 1100. All courses applied toward IGETC must be completed with a “C” or higher per the IGETC Standards.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- **Critical Thinking:** The student will demonstrate proficiency in defining issues, problems, questions, and assumptions; differentiating between facts, opinions, and biases; synthesizing and generating solutions and possible outcomes; and using evidence and reasoning to support conclusions when dealing with the three components of the criminal justice system: law enforcement, courts, and correction.

- **Research and Information Literacy:** The student will demonstrate proficiency in modes of inquiry specific to criminal justice, and discernment of relevant and appropriate sources of information.
- **Civic Responsibility and Ethical Reasoning in a Diverse Society:** The student will demonstrate proficiency in understanding, and engaging with, contemporary notions of the public good in a democratic and diverse society, and the relevant principles, concepts, and arguments that guide ethical decision-making.
- **Multicultural Awareness:** The student will demonstrate proficiency in the identification, recognition, description, and explanation of his or her interaction with, and sociological understanding of, cultural practices and social structures.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ADM JUS 001	Introduction to Administration of Justice	3
ADM JUS 002	Concepts of Criminal Law	3
List A: Select two courses from the following:		6
ADM JUS 003	Legal Aspects of Evidence	3
ADM JUS 004	Principles and Procedures of the Justice System	3
ADM JUS 005	Criminal Investigation	3
ADM JUS 008	Juvenile Procedures	3
ADM JUS 067	Community Relations I	3
ADM JUS 075	Introduction to Corrections	3
List B: Select two courses from the following:		6-8
Any course from List A not already used		
ADM JUS 097	Career Exploration in Criminal Justice	3
ADM JUS 160	OR Police Organization and Administration	3
ADM JUS 174	OR Offender Profiling in Criminal Investigations	3
ADM JUS 305	OR Criminal Intelligence and Data Analysis	3
ADM JUS 319	OR Research Methods & Statistics in Criminal Justice	3
ADM JUS 383	OR Applications in Crime Analysis	3
CIS 101	Introduction to Computers and Their Uses	3
MATH 227*	Statistics	4
MATH 228B*	OR Statistics Pathway Part II	5
STAT 101*	OR Statistics for the Social Sciences	4
PSYCH 001	General Psychology I	3
SOC 001	Introduction to Sociology	3
MAJOR - TOTAL UNITS		18-20

AWARD	AWARD TYPE	MAJOR CODE	GE
Administration of Justice	AS-T	P032523H	IGETC (37 units) IGETC for UC† (34 units) CSU GE (39 units)

†An AA-T or AS-T may be awarded without IGETC 1C. However, without IGETC 1C the student will be ineligible for admission to a CSU campus. IGETC 1C must be completed prior to transfer to meet minimum CSU entrance requirements.

*See Catalog course description for prerequisites and/or corequisites.



AGRICULTURE ANIMAL SCIENCE

Associate of Science for Transfer Degree (AS-T)

(STATE CODE 37217)

This degree is intended for students transferring to a California State University campus. It is not a requirement for transfer but may give students an admission advantage at some CSU campuses. Not all CSU campuses accept this degree as fulfillment of lower-division major requirements. Students should meet with a counselor to determine if this degree is a good option for them. Information on which CSU campuses accept this degree can be found at <https://icangotocollege.com/>

PROGRAM INFORMATION

An Animal Science major prepares students for careers in animal production, animal agriculture, and biotechnology. Animal Science includes a foundation in the sciences and the study of animals that produce food. Animal Science covers a broad range of topics including animal husbandry, animal production, animal nutrition, animal welfare, reproduction practices, basic veterinary skills, concepts in herd health, biosecurity practices, and farm management. The goal of the Associate of Science for Transfer Degree in Animal Science degree is to provide students with a basic understanding of the field of Animal Science and a strong academic foundation in this field that would allow them to engage in upper-division coursework at a California State University campus. Thus, this Associate of Science Degree for Transfer degree prepares students to continue their education at a California State University campus and pursue a baccalaureate degree.

To complete the degree, students must fulfill the following Associate Degree for Transfer requirements (pursuant to SB1440):

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to a California State University.
- The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.
- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.
- A grade of “C” or better (or “P” if the course is taken on a pass/no pass basis) in all courses required for the major or area of emphasis.

Note: Complete either the CSU GE or IGETC general education pattern. Effective Fall 2017, CSU GE Areas A1, A2, A3 and B4 must be completed with a grade of “C-” or higher per CSU EO 1100. All courses applied toward IGETC must be completed with a “C” or higher per the IGETC Standards.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Compare and contrast animal-related industries on a regional, national, and global level, and will be able to analyze them in a legal and political context.
- Compare and contrast species and breed differences in such critical areas as nutritional requirements, genetics, health, reproduction, animal welfare, and general management.

- Describe fundamental economic principles and their application to animal industries.
- Demonstrate a basic understanding of the chemical and physical makeup of animals that comprises animal biology.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ANML SC 501	Principles of Animal Science	3
CHEM 101*	General Chemistry I	5
ECON 001*	Principles of Microeconomics.....	3
MATH 227*	Statistics	4
	OR	
MATH 228B*	Statistics Pathway Part II.....	5
	OR	
STAT 101*	Statistics for the Social Sciences	4
List A: Area 1.....		4-6
ANML SC 520 &	Beef Production	3
ANML SC 521	Beef Production Laboratory	1
	OR	
ANML SC 530* &	Poultry Production.....	2
ANML SC 531* &	Poultry Production Laboratory.....	1
ANML SC 596C*	Agricultural Enterprise Projects	3
	OR	
ANML SC 507* &	Small Ruminant Health and Management.....	3
ANML SC 596C*	Agricultural Enterprise Projects	3
List A: Area 2.....		3
ANML SC 510	Animal Health and Disease Control	3
MAJOR - TOTAL UNITS.....		22-25

AWARD	AWARD TYPE	MAJOR CODE	GE
Agriculture Animal Science	AS-T	P037217H	IGETC (37 units) IGETC for UC† (34 units) CSU GE (39 units)

†An AA-T or AS-T may be awarded without IGETC 1C. However, without IGETC 1C the student will be ineligible for admission to a CSU campus. IGETC 1C must be completed prior to transfer to meet minimum CSU entrance requirements.

*See Catalog course description for prerequisites and/or corequisites.

AGRICULTURE PLANT SCIENCE

Associate of Science for Transfer Degree (AS-T)

(STATE CODE 35307)

This degree is intended for students transferring to a California State University campus. It is not a requirement for transfer but may give students an admission advantage at some CSU campuses. Not all CSU campuses accept this degree as fulfillment of lower-division major requirements. Students should meet with a counselor to determine if this degree is a good option for them. Information on which CSU campuses accept this degree can be found at <https://icangotocollege.com/>

PROGRAM INFORMATION

The AS-T in Agriculture Plant Science is an interdisciplinary degree that includes coursework in plant and soil science, chemistry, economics, and statistics. Students will be introduced to a broad range of topics including plant propagation, conducting research, conservation practices, basic laboratory skills, ornamental horticulture, and plant breeding and biotechnology. This program is formative for students

interested in working in the ornamental horticulture or farming industries. The goal of this degree is to provide students with a basic understanding of the field of plant science and a strong academic foundation in this field of endeavor from which to engage in upper division coursework at a California State University campus. The Associate of Science Degree prepares students to continue their education at the California State University campus leading to a baccalaureate degree.

Associate in Science in Agriculture Plant Science for Transfer Degree (AS-T in Agriculture Plant Science) is intended for students who plan to transfer and complete a bachelor's degree in Plant Science at a CSU campus. Students completing the AS-T degree in Agriculture Plant Science are guaranteed admission to the CSU system, but not necessarily to a particular CSU campus or major of their choice. Students should consult with a counselor for more information on university admission and transfer requirements as this AS-T in Agriculture Plant Science may not be the best option for students intending to transfer to a particular CSU campus or to a college or university that is not part of the CSU system.

To complete the degree, students must fulfill the following Associate Degree for Transfer requirements (pursuant to SB1440):

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to a California State University.
- The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.
- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.
- A grade of “C” or better (or “P” if the course is taken on a pass/no pass basis) in all courses required for the major or area of emphasis.

Note: Complete either the CSU GE or IGETC general education pattern. Effective Fall 2017, CSU GE Areas A1, A2, A3 and B4 must be completed with a grade of “C-” or higher per CSU EO 1100. All courses applied toward IGETC must be completed with a “C” or higher per the IGETC Standards.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Apply knowledge of chemical reactions in the soil and biological pathways to plant nutrition problems.
- Apply the fundamentals of biotechnology and plant genetics to address food security challenges in the context of a growing population.
- Utilize plant propagation techniques such as micro-propagation, grafting, budding, and propagation from seeds and cuttings.
- Research using basic laboratory and field data collection techniques, analyze data, and interpret graphs, charts, figures, and the significance of scientific results.
- Manage greenhouse, landscape, and field crops using economics, soil science, and horticultural principles.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CHEM 101*	General Chemistry I	5
ECON 001*	Principles of Microeconomics.....	3
MATH 227*	Statistics	4
	OR	
MATH 228B*	Statistics Pathway Part II.....	5
	OR	
STAT 101*	Statistics for the Social Sciences	4
PLNT SC 103	Introduction to Soil Science	3
PLNT SC 711	Introduction to Plant Science	3
List A: Select one course from the following		3-5
CHEM 211*	Organic Chemistry for Science Majors I	5
	OR	
PLNT SC 757	Plant Propagation and Production.....	3
List B: Select one course from the following		3
PLNT SC 714	Principles of Horticulture.....	3
MAJOR - TOTAL UNITS.....		24-27

AWARD	AWARD TYPE	MAJOR CODE	GE
Agriculture Plant Science	AS-T	P035307H	IGETC (37 units) IGETC for UC† (34 units) CSU GE (39 units)

†An AA-T or AS-T may be awarded without IGETC 1C. However, without IGETC 1C the student will be ineligible for admission to a CSU campus. IGETC 1C must be completed prior to transfer to meet minimum CSU entrance requirements.

*See Catalog course description for prerequisites and/or corequisites.

ANTHROPOLOGY

Associate of Arts for Transfer Degree (AA-T)

(STATE CODE 33110)

This degree is intended for students transferring to a California State University campus. It is not a requirement for transfer but may give students an admission advantage at some CSU campuses. Not all CSU campuses accept this degree as fulfillment of lower-division major requirements. Students should meet with a counselor to determine if this degree is a good option for them. Information on which CSU campuses accept this degree can be found at <https://icangotocollege.com/>

PROGRAM INFORMATION

The Associate in Arts in Anthropology for Transfer Degree (AA-T in Anthropology) is intended for students who plan to transfer and complete a bachelor's degree in Anthropology at a CSU campus. Students completing the AA-T degree in Anthropology are guaranteed admission to the CSU system, but not necessarily to a particular CSU campus or major of their choice. Students should consult with a counselor for more information on university admission and transfer requirements as this AA-T in Anthropology may not be the best option for students intending to transfer to a particular CSU campus or to a college or university that is not part of the CSU system.

To complete the degree, students must fulfill the following Associate Degree for Transfer requirements (pursuant to SB1440):

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to a California State University.



- The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.
- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.
- A grade of “C” or better (or “P” if the course is taken on a pass/no pass basis) in all courses required for the major or area of emphasis.

Note: Complete either the CSU GE or IGETC general education pattern. Effective Fall 2017, CSU GE Areas A1, A2, A3 and B4 must be completed with a grade of “C-” or higher per CSU EO 1100. All courses applied toward IGETC must be completed with a “C” or higher per the IGETC Standards.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Identify and compare the core concepts and theoretical perspectives in anthropology, including the physical, archaeological, cultural, and linguistic subfields.
- Demonstrate the ability to apply methods used by contemporary anthropologists to explore human biological and cultural change through time.
- Analyze and interpret anthropological data as it is applied within anthropology, including the physical archaeological, cultural, and linguistic subfields.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ANTHRO 101	Human Biological Evolution	3
ANTHRO 102	Human Ways of Life: Cultural Anthropology	3
ANTHRO 106	Introduction to Archaeology.....	4
List A: Choose one course from the following:		3-5
ANTHRO 111	Laboratory in Human Biological Evolution	1
ANTHRO 161	Introduction to Language and Linguistics.....	3
MATH 227*	Statistics	4
	OR	
MATH 228B*	Statistics Pathway Part II.....	5
	OR	
STAT 101*	Statistics for the Social Sciences	4
List B: Choose one to two courses from the following:		3-4
Any course from List A not already used		
ANATOMY 001	Introduction to Human Anatomy	4
EARTH 003	Earth Science Lecture and Laboratory	4
GEOG 025	Introduction to Geographic Information Systems and Laboratory.....	4
	OR	
GIS 025	Introduction to Geographic Information Systems and Laboratory.....	4
GEOLOGY 001 &	Physical Geology.....	3
GEOLOGY 006*	Physical Geology Laboratory.....	1
PSYCH 074*	Research Methods in the Behavioral Sciences.....	3
List C: Choose one course from the following:		3
Any course from List A or B not already used		
ANTHRO 105	Prehistoric Peoples.....	3
ANTHRO 109	Gender, Sex and Culture.....	3
ANTHRO 121	Anthropology of Religion, Magic and Witchcraft.....	3
ANTHRO 141	Culture, Illness and Healing.....	3
ART 107	Mexican Art-Modern.....	3

CHICANO 002	The Mexican-American in Contemporary Society.....	3
CHICANO 007	The Mexican-American in the History of the United States I	3
CHICANO 008	The Mexican-American in the History of the United States II	3
CHICANO 020	The Mexican-American in California	3
CHICANO 037	Chicano Literature.....	3
CHICANO 047	The Mexican-American Woman in Society	3
CHICANO 057	Chicanas and Chicanos in Film	3
CHICANO 080	Chicano Politics	3
COMM 122	Intercultural Communication.....	3
ENGLISH 219*	The Literature of American Ethnic Groups.....	3
ENGLISH 239*	Women in Literature	3
GEOG 002	Cultural Elements of Geography	3
HISTORY 005	History of the Americas I.....	3
HISTORY 006	History of the Americas II	3
HISTORY 019	History of Mexico	3
HISTORY 029	Asian Civilization: The Middle East	3
HISTORY 041	The African American in the History of the U.S. I.....	3
HISTORY 042	The African American in the History of the U.S. II.....	3
HISTORY 044	The Mexican American in the History of the United States II	3
HISTORY 052	The Role of Women in the History of the U.S.....	3
ITALIAN 010	Italian Civilization	3
PHILOS 030	Asian Philosophy	3
PSYCH 032	Psychology of Women.....	3
SOC 011	Race and Ethnic Relations	3
SOC 031	Sociology of Gender	3
SPANISH 010	Latin-American Civilization	3
SPANISH 011	Great Books of Spanish Literature	3
SPANISH 012	Survey of Mexican Literature.....	3
SPANISH 015	Great Books of Latin American Literature.....	3
SPANISH 016	Mexican Civilization	3
SPANISH 026	Understanding Latin America Through Film	3
MAJOR - TOTAL UNITS.....		19-23

AWARD	AWARD TYPE	MAJOR CODE	GE
Anthropology	AA-T	P033110G	IGETC (37 units) IGETC for UC† (34 units) CSU GE (39 units)

†An AA-T or AS-T may be awarded without IGETC 1C. However, without IGETC 1C the student will be ineligible for admission to a CSU campus. IGETC 1C must be completed prior to transfer to meet minimum CSU entrance requirements.

Recommended: Adding Anthropology 111 (1 unit) meets the CSUGE and IGETC laboratory requirement.

**See Catalog course description for prerequisites and/or corequisites.*

ART HISTORY

Associate of Arts for Transfer Degree (AA-T)

(STATE CODE 35975)

This degree is intended for students transferring to a California State University campus. It is not a requirement for transfer but may give students an admission advantage at some CSU campuses. Not all CSU campuses accept this degree as fulfillment of lower-division major requirements. Students should meet with a counselor to determine if this degree is a good option for them. Information on which CSU campuses accept this degree can be found at <https://icangotocollege.com/>

PROGRAM INFORMATION

The Associate in Arts in Art History for Transfer Degree (AA-T in Art History) is intended for students who plan to transfer and complete a bachelor's degree in Studio Art - Art with an Emphasis or Concentration in Art History at a CSU campus. Students completing the AA-T in Art History are guaranteed admission to the CSU system, but not necessarily to a particular CSU campus or major of their choice. Students should consult with a counselor for more information on university admission and transfer requirements as this AA-T in Art History may not be the best option for students intending to transfer to a particular CSU campus or to a college or university that is not part of the CSU system.

To complete the degree, students must fulfill the following Associate Degree for Transfer requirements (pursuant to SB1440):

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to a California State University.
- The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.
- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.
- A grade of “C” or better (or “P” if the course is taken on a pass/no pass basis) in all courses required for the major or area of emphasis.

Note: Complete either the CSU GE or IGETC general education pattern. Effective Fall 2017, CSU GE Areas A1, A2, A3 and B4 must be completed with a grade of “C-” or higher per CSU EO 1100. All courses applied toward IGETC must be completed with a “C” or higher per the IGETC Standards.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Articulate foundational knowledge of the history of art, inclusive of methods, media and cultural context.
- Demonstrate functional levels of drawing skills with varied media and subjects.
- Demonstrate a working vocabulary articulating concepts as they relate to studio applications.
- Demonstrate functional levels of painting.

- Demonstrate an understanding of two- and/or three-dimensional design concepts, vocabulary, materials and processes through the construction of two- and/or three-dimensional objects or images.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ART 101	Survey of Art History I	3
ART 102	Survey of Art History II	3
ART 201	Drawing I	3
List A: Select one course from the following:		3
ART 105	History of Asian Art	3
ART 107	Mexican Art-Modern.	3
ART 109	The Arts of Africa, Oceania, and Ancient America	3
List B: Select one course from the following:		3-6
ART 103	Art Appreciation I	3
ART 204*	Life Drawing I	3
ART 307	Oil Painting I	3
ART 501	Beginning Two-Dimensional Design	3
ART 502	Beginning Three-Dimensional Design	3
ART 604	Graphic Design I	3
ART 620*	Illustration I	3
ART 700	Introduction to Sculpture	3
ART 708	Introduction to Ceramics	3
ART 709*	Ceramics I	3
CAOT 032*	Business Communications	3
FRENCH 001	Elementary French I	5
FRENCH 002*	Elementary French II	5
FRENCH 003*	Intermediate French I	5
FRENCH 004*	Intermediate French II	5
HISTORY 001	Introduction to Western Civilization I	3
HISTORY 002	Introduction to Western Civilization II	3
HISTORY 086	Introduction to World Civilization I	3
AND		
HISTORY 087	Introduction to World Civilization II	3
ITALIAN 001	Elementary Italian I	5
ITALIAN 002*	Elementary Italian II	5
ITALIAN 003*	Intermediate Italian I	5
SPANISH 001	Elementary Spanish I	5
SPANISH 002*	Elementary Spanish II	5
SPANISH 003*	Intermediate Spanish I	5
SPANISH 004*	Intermediate Spanish II	5
SPANISH 005*	Advanced Spanish Through Latin American Literature	5
SPANISH 006*	Advanced Spanish Through Spanish Literature	5
SPANISH 035	Spanish for Spanish Speakers I	5
SPANISH 036*	Spanish for Spanish Speakers II	5
List C: Select one course from the following:		3-5
Any List A or List B course not already used		
ANTHRO 102	Human Ways of Life: Cultural Anthropology	3
ANTHRO 106	Introduction to Archaeology	4
ANTHRO 109	Gender, Sex and Culture	3
ANTHRO 132	Native People of North America	3
ANTHRO 141	Culture, Illness and Healing	3
ANTHRO 161	Introduction to Language and Linguistics	3
ART 111	History of Contemporary Art	3
HISTORY 041	The African American in the History of the U.S. I	3
HISTORY 042	The African American in the History of the U.S. II	3
HISTORY 044	The Mexican American in the History of the United States II	3
HUMAN 006	Great People, Great Ages	3
HUMAN 031	People in Contemporary Society	3



PHILOS 001	Introduction to Philosophy	3
PHILOS 002	Society and Values	3
PHILOS 012	History of Greek Philosophy.....	3
PHILOS 014	History of Modern European Philosophy	3
PHILOS 015	History of Contemporary Philosophy	3
PHILOS 019	Contemporary Problems in Bioethics	3
PHILOS 020	Ethics	3
PHILOS 028	Environmental Ethics	3
PHILOS 030	Asian Philosophy	3
PHILOS 040	Introduction to the Philosophy of Art	3
PHILOS 041	Introduction to Philosophy and Literature	3
PHILOS 042	Philosophy and Cinema	3

MAJOR - TOTAL UNITS..... 18-21

AWARD	AWARD TYPE	MAJOR CODE	GE
Art History	AA-T	P035975G	IGETC (37 units) IGETC for UC† (34 units) CSU GE (39 units)

†An AA-T or AS-T may be awarded without IGETC 1C. However, without IGETC 1C the student will be ineligible for admission to a CSU campus. IGETC 1C must be completed prior to transfer to meet minimum CSU entrance requirements.

*See Catalog course description for prerequisites and/or corequisites.

BIOLOGY

Associate of Science for Transfer Degree (AS-T)

(STATE CODE 35979)

This degree is intended for students transferring to a California State University campus. It is not a requirement for transfer but may give students an admission advantage at some CSU campuses. Not all CSU campuses accept this degree as fulfillment of lower-division major requirements. Students should meet with a counselor to determine if this degree is a good option for them. Information on which CSU campuses accept this degree can be found at <https://icangotocollege.com/>

PROGRAM INFORMATION

Associate of Science in Biology for Transfer Degree (AS-T in Biology) is intended for students who plan to transfer and complete a bachelor's degree in Biology at a CSU campus. Students completing the AS-T degree in Biology are guaranteed admission to the CSU system, but not necessarily to a particular CSU campus or major of their choice. Students should consult with a counselor for more information on university admission and transfer requirements as this AS-T in Biology may not be the best option for students intending to transfer to a particular CSU campus or to a college or university that is not part of the CSU system. Students can only attain an AS-T degree in Biology if they complete the 33 units required for the major along with the IGETC for STEM or CSU GE for STEM Plan and electives.

To complete the degree, students must fulfill the following Associate Degree for Transfer requirements (pursuant to SB1440):

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to a California State University.
- The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.

- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.
- A grade of “C” or better (or “P” if the course is taken on a pass/no pass basis) in all courses required for the major or area of emphasis.

Note: Complete either the CSU GE for STEM or IGETC for STEM general education pattern. Effective Fall 2017, CSU GE Areas A1, A2, A3 and B4 must be completed with a grade of “C-” or higher per CSU EO 1100. All courses applied toward IGETC must be completed with a “C” or higher per the IGETC Standards.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate knowledge of the structure and function of living things from the molecular to the organismal level.
- Demonstrate conceptual understanding of fundamental biological processes of molecular, cellular, and organismal biology, genetics, evolution, and ecology.
- Demonstrate proficiency in biological tools and techniques, including microscopy, dissection, experimental design, and biotechnology.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
BIOLOGY 006*	General Biology I.....	5
BIOLOGY 007*	General Biology II	5
CHEM 101*	General Chemistry I	5
CHEM 102*	General Chemistry II.....	5
MATH 261*	Calculus I	5
PHYSICS 006* &	General Physics I.....	4
PHYSICS 007*	General Physics II.....	4
OR		
PHYSICS 066* &	Physics with Calculus for Life Science Majors I	5
PHYSICS 067*	Physics with Calculus for Life Science Majors II	5
OR		
PHYSICS 101* &	Physics for Engineers and Scientists I	5
PHYSICS 102*	Physics for Engineers and Scientists II.....	5

MAJOR - TOTAL UNITS..... 33-35

AWARD	AWARD TYPE	MAJOR CODE	GE
Biology	AS-T	P035979H	IGETC (37 units) IGETC for UC† (34 units) IGETC for STEM (31 units) CSU GE (39 units) CSU GE for STEM (33 units)

†An AA-T or AS-T may be awarded without IGETC 1C. However, without IGETC 1C the student will be ineligible for admission to a CSU campus. IGETC 1C must be completed prior to transfer to meet minimum CSU entrance requirements.

*See Catalog course description for prerequisites and/or corequisites.

BUSINESS ADMINISTRATION 2.0

Associate of Science for Transfer Degree (AS-T)

(STATE CODE 41088)

This degree is intended for students transferring to a California State University campus. It is not a requirement for transfer but may give students an admission advantage at some CSU campuses. Not all CSU campuses accept this degree as fulfillment of lower-division major requirements. Students should meet with a counselor to determine if this degree is a good option for them. Information on which CSU campuses accept this degree can be found at <https://icangotocollege.com/>

PROGRAM INFORMATION

Upon successful completion of the Los Angeles Pierce College Associate of Science in Business Administration for Transfer degree requirements, the student will have demonstrated an understanding of business, accounting and economics. This coursework will satisfy the lower division business administration requirements at the California State University.

To complete the degree, students must fulfill the following Associate Degree for Transfer requirements (pursuant to SB1440):

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to a California State University.
- The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.
- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.
- A grade of “C” or better (or “P” if the course is taken on a pass/no pass basis) in all courses required for the major or area of emphasis.

Note: Complete either the CSU GE or IGETC general education pattern. Effective Fall 2017, CSU GE Areas A1, A2, A3 and B4 must be completed with a grade of “C-” or higher per CSU EO 1100. All courses applied toward IGETC must be completed with a “C” or higher per the IGETC Standards.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Describe the three major forms of business ownership and advantages.
- Describe the basic management functions.
- Outline the components of the two major financial statements.
- Apply and analyze the elements of a contract.
- Apply communication strategies to solve business problems.
- Apply computer applications to solve business problems.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ACCTG 001	Introductory Accounting I.....	5
ACCTG 002*	Introductory Accounting II.....	5
BUS 005	Business Law I.....	3
ECON 001*	Principles of Microeconomics.....	3

ECON 002*	Principles of Macroeconomics.....	3
MATH 227*	Statistics	4
MATH 238*	Calculus for Business and Social Science I.....	5
	OR	
MATH 261*	Calculus I.....	5
BUS 001	Introduction to Business.....	3
	OR	
CAOT 032*	Business Communications.....	3
MAJOR - TOTAL UNITS.....		31

AWARD	AWARD TYPE	MAJOR CODE	GE
Business Administration 2.0	AS-T	P041088H	IGETC (37 units) IGETC for UC† (34 units) CSU GE (39 units)

†An AA-T or AS-T may be awarded without IGETC 1C. However, without IGETC 1C the student will be ineligible for admission to a CSU campus. IGETC 1C must be completed prior to transfer to meet minimum CSU entrance requirements.

*See Catalog course description for prerequisites and/or corequisites.

COMMUNICATION STUDIES

Associate of Arts for Transfer Degree (AA-T)

(STATE CODE 33769)

This degree is intended for students transferring to a California State University campus. It is not a requirement for transfer but may give students an admission advantage at some CSU campuses. Not all CSU campuses accept this degree as fulfillment of lower-division major requirements. Students should meet with a counselor to determine if this degree is a good option for them. Information on which CSU campuses accept this degree can be found at <https://icangotocollege.com/>

PROGRAM INFORMATION

Students pursuing the Associate in Arts in (AA-T) in Communication Studies for Transfer Degree will engage in the study of oral, written, interpersonal, intercultural, and group communication studies, as well as argumentation. In addition, students will improve their critical thinking and understanding of human communication. The goal of the Communication Studies degree is to provide students with a basic understanding of the field and a strong academic foundation in the social sciences from which to engage in coursework in Communication Studies at a California State University campus. This degree will help students with a seamless transfer to the California State University system.

To complete the degree, students must fulfill the following Associate Degree for Transfer requirements (pursuant to SB1440):

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to a California State University.
- The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.
- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.



- A grade of “C” or better (or “P” if the course is taken on a pass/no pass basis) in all courses required for the major or area of emphasis.

Note: Complete either the CSU GE or IGETC general education pattern. Effective Fall 2017, CSU GE Areas A1, A2, A3 and B4 must be completed with a grade of “C-” or higher per CSU EO 1100. All courses applied toward IGETC must be completed with a “C” or higher per the IGETC Standards.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Students will be able to employ communication competence necessary to engage in personal, professional, civic, and intercultural relationships.
- Students will be able to demonstrate and apply critical thinking skills in a variety of communication contexts.
- Students will be able to analyze their communication through self-reflection.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
COMM 101	Public Speaking.....	3
List A: Select two courses from the following:.....		6
COMM 104	Argumentation and Debate.....	3
COMM 121	Interpersonal Communication.....	3
COMM 151	Small Group Communication.....	3
List B: Select two courses from the following:.....		6
Any List A course not already used		
COMM 100	Introduction to Communication Studies.....	3
COMM 122	Intercultural Communication.....	3
COMM 130	Introduction to Oral Interpretation of Literature.....	3
List C: Select one course from the following:.....		3
Any List A or B course not already used		
ANTHRO 102	Human Ways of Life: Cultural Anthropology.....	3
COMM 190	Communication and New Media.....	3
ENGLISH 103*	Composition and Critical Thinking.....	3
PSYCH 001	General Psychology I.....	3
SOC 001	Introduction to Sociology.....	3
MAJOR - TOTAL UNITS.....		18

AWARD	AWARD TYPE	MAJOR CODE	GE
Communication Studies	AA-T	P033769G	IGETC (37 units) IGETC for UC† (34 units) CSU GE (39 units)

†An AA-T or AS-T may be awarded without IGETC 1C. However, without IGETC 1C the student will be ineligible for admission to a CSU campus. IGETC 1C must be completed prior to transfer to meet minimum CSU entrance requirements.

*See Catalog course description for prerequisites and/or corequisites.

EARLY CHILDHOOD EDUCATION

Associate of Science for Transfer Degree (AS-T)

(STATE CODE 32408)

This degree is intended for students transferring to a California State University campus. It is not a requirement for transfer but may give students an admission advantage at some CSU campuses. Not all CSU campuses accept this degree as fulfillment of lower-division major requirements. Students should meet with a counselor to determine if this degree is a good option for them. Information on which CSU campuses accept this degree can be found at <https://icangotocollege.com/>

PROGRAM INFORMATION

Early Childhood Education focuses on the teaching and care of young children by providing the theoretical background of child development and developmentally appropriate practices of education of young children. Students who complete this degree may enter with junior status to the California State University system and will be given priority admission to the CSU system.

To complete the degree, students must fulfill the following Associate Degree for Transfer requirements (pursuant to SB1440):

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to a California State University.
- The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.
- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.
- A grade of “C” or better (or “P” if the course is taken on a pass/no pass basis) in all courses required for the major or area of emphasis.

Note: Complete either the CSU GE or IGETC general education pattern. Effective Fall 2017, CSU GE Areas A1, A2, A3 and B4 must be completed with a grade of “C-” or higher per CSU EO 1100. All courses applied toward IGETC must be completed with a “C” or higher per the IGETC Standards.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Apply evidence-based theoretical and practical concepts with typically and atypically developing young children and their families in the field of early care and education.
- Demonstrate competence in facilitating the development of young children as unique individuals through the use of developmentally appropriate curriculum that promotes physical, cognitive and socio-emotional development.
- Articulate and demonstrate professional ethics and conduct in all work with agencies, families, and children.
- Identify, appreciate, and demonstrate respect for inclusive practices and diversity within individuals, families, cultures and communities.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CH DEV 001	Child Growth and Development	3
CH DEV 002	Early Childhood: Principles and Practices	3
CH DEV 007	Introduction to Curriculum in Early Childhood Education	3
CH DEV 010	Health, Safety and Nutrition	3
CH DEV 011	Child, Family and Community	3
CH DEV 022*	Practicum in Child Development I	4
CH DEV 034	Observing and Recording Children's Behavior	3
CH DEV 042	Teaching in a Diverse Society	3

MAJOR - TOTAL UNITS.....25

AWARD	AWARD TYPE	MAJOR CODE	GE
Early Childhood Education	AS-T	P032408H	IGETC (37 units) IGETC for UC† (34 units) CSU GE (39 units)

†An AA-T or AS-T may be awarded without IGETC 1C. However, without IGETC 1C the student will be ineligible for admission to a CSU campus. IGETC 1C must be completed prior to transfer to meet minimum CSU entrance requirements.

*See Catalog course description for prerequisites and/or corequisites.

ECONOMICS

Associate of Arts for Transfer Degree (AA-T)

(STATE CODE 33773)

This degree is intended for students transferring to a California State University campus. It is not a requirement for transfer but may give students an admission advantage at some CSU campuses. Not all CSU campuses accept this degree as fulfillment of lower-division major requirements. Students should meet with a counselor to determine if this degree is a good option for them. Information on which CSU campuses accept this degree can be found at <https://icangotocollege.com/>

PROGRAM INFORMATION

Economics is the science that deals with the production, distribution and consumption of goods and services. Economists attempt to understand the economy and the way it responds to various influences such as changes in federal interest rates. While there are many subdivisions in the study of economics, two major ones are macroeconomics and microeconomics. Macroeconomics is the study of the entire system of economics. Microeconomics is the study of how the system affects one business or parts of the economic system.

Do you ever ask yourself these questions? Why do gas prices behave so strangely? How are we going to pay for health care? Why does the dollar move in value? Why are some nations poor and others prosperous? Is the flat tax the best tax? Are we using energy efficiently? What explains income inequality? Why do financial crises occur? If so, you should consider studying economics.

Economic education develops analytical and abstract skills that can be applied in a wide range of exciting careers such as consulting work in both the private and public sectors, employment prospects in government, journalism, administration, sales, finance, investment banking, and venture capital are enhanced with an Economics degree. Work in these fields requires superior analytical ability, so one's employment

prospects will be further improved by supplementing study in economics with skills in statistics, mathematics, and computer science.

The Associate of Arts Degree in Economics also provides foundational coursework for students transferring as business majors. Students completing the degree in Economics are guaranteed admission to the CSU system, but not necessarily to a particular CSU campus or major of their choice.

To complete the degree, students must fulfill the following Associate Degree for Transfer requirements (pursuant to SB1440):

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to a California State University.
- The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.
- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.
- A grade of “C” or better (or “P” if the course is taken on a pass/no pass basis) in all courses required for the major or area of emphasis.

Note: Complete either the CSU GE or IGETC general education pattern. Effective Fall 2017, CSU GE Areas A1, A2, A3 and B4 must be completed with a grade of “C-” or higher per CSU EO 1100. All courses applied toward IGETC must be completed with a “C” or higher per the IGETC Standards.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- **Critical Thinking:** Demonstrate proficiency in defining resource allocation decisions, constraints and model assumptions; distinguish facts, opinions and biases; use evidence and reasoning to support conclusions and predictions regarding the price system and public policies.
- **Research and Information Literacy:** Demonstrate proficiency in gathering data using multiple, reputable sources to build relevant models for discussing, analyzing, and forecasting microeconomic decisions and macroeconomic policies.
- **Civic Responsibility and Ethical Reasoning in a Diverse Society:** Demonstrate awareness of the complex nature of institutions as they apply to regulation of microeconomic activities and formation of macroeconomic policies in a diverse democratic society.
- **Multicultural Awareness:** Demonstrate proficiency in searching for and incorporating diverse cultural practices, preferences and norms to objectively and inclusively model their role in determining commercial activities, market structures and regulatory outcomes.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ECON 001*	Principles of Microeconomics	3
ECON 002*	Principles of Macroeconomics	3
MATH 227*	Statistics	4
MATH 238*	Calculus for Business and Social Science I	5
	OR	
MATH 261*	Calculus I	5

**List A: Select one course from the following: 3-10**

ACCTG 001	Introductory Accounting I	5
ACCTG 002*	Introductory Accounting II	5
CAOT 032*	Business Communications	3
CAOT 082	Microcomputer Software Survey in the Office	3
CIS 101	Introduction to Computers and Their Uses	3
FRENCH 001	Elementary French I	5
	AND	
FRENCH 002*	Elementary French II	5
MATH 262*	Calculus II	5
SOC 001	Introduction to Sociology	3
SPANISH 001	Elementary Spanish I	5
	AND	
SPANISH 002*	Elementary Spanish II	5
SPANISH 002*	Elementary Spanish II	5
	AND	
SPANISH 003*	Intermediate Spanish I	5
SPANISH 003*	Intermediate Spanish I	5
	AND	
SPANISH 004*	Intermediate Spanish II	5
SPANISH 035	Spanish for Spanish Speakers I	5
	AND	
SPANISH 036*	Spanish for Spanish Speakers II	5

List B: Select one course from the following: 3-5

Any List A course not already used

ECON 010	Economic History of the United States	3
MATH 263*	Calculus III	5
MATH 270*	Linear Algebra	3

MAJOR - TOTAL UNITS 21-30

AWARD	AWARD TYPE	MAJOR CODE	GE
Economics	AA-T	P033773G	IGETC (37 units) IGETC for UC+ (34 units) CSU GE (39 units)

†An AA-T or AS-T may be awarded without IGETC 1C. However, without IGETC 1C the student will be ineligible for admission to a CSU campus. IGETC 1C must be completed prior to transfer to meet minimum CSU entrance requirements.

*See Catalog course description for prerequisites and/or corequisites.

ELEMENTARY TEACHER EDUCATION

Associate of Arts for Transfer Degree (AA-T)

(STATE CODE 35464)

This degree is intended for students transferring to a California State University campus. It is not a requirement for transfer but may give students an admission advantage at some CSU campuses. Not all CSU campuses accept this degree as fulfillment of lower-division major requirements. Students should meet with a counselor to determine if this degree is a good option for them. Information on which CSU campuses accept this degree can be found at <https://icangotocollege.com/>

PROGRAM INFORMATION

The Associate of Arts for Transfer (AA-T) in Elementary Teacher Education is designed for prospective California State University (CSU) transfer students who are preparing for careers as Elementary School Teachers. Completion of the Elementary Teacher Education degree will provide a streamlined pathway for transfer to a CSU campus with a Liberal Studies or similar major.

To complete the degree, students must fulfill the following Associate Degree for Transfer requirements (pursuant to SB1440):

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to a California State University.
- The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.
- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.
- A grade of “C” or better (or “P” if the course is taken on a pass/no pass basis) in all courses required for the major or area of emphasis.

Note: Complete either the CSU GE or IGETC general education pattern. Effective Fall 2017, CSU GE Areas A1, A2, A3 and B4 must be completed with a grade of “C-” or higher per CSU EO 1100. All courses applied toward IGETC must be completed with a “C” or higher per the IGETC Standards.

PROGRAM LEARNING OUTCOMES

The Associate of Arts in Elementary Teacher Education for Transfer Degree (AA-T in Elementary Teacher Education) is intended for students preparing for careers as Elementary School Teachers. Completion of this degree provides a streamlined pathway for transfer to a California State University (CSU) campus. Based on the guidelines for California Academic Content Standards and the California Teacher Performance Expectations, upon completion of this program, students will:

- Demonstrate a familiarity of the legal guidelines and professional ethics for both teachers and students;
- Create age-appropriate lesson plans that conform to the State Academic Content Standards for California Public Schools that are related to the National Standards, as they begin to work toward creating effective environments that support students in learning;
- Compare and contrast teaching styles and teaching philosophies through classroom observations, in an effort to identify and develop their own philosophy and potential style of teaching in a multicultural and diverse educational environment; and
- Transfer to CSU campuses that offer Bachelor’s Degrees in Liberal Studies.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
BIOLOGY 003	Introduction to Biology	4
CH DEV 001	Child Growth and Development	3
COMM 101	Public Speaking	3
EARTH 003	Earth Science Lecture and Laboratory	4
EDUC 001	Introduction to Teaching	3
ENGLISH 101*	College Reading and Composition I	3
ENGLISH 102*	College Reading and Composition II	3
GEOG 007	World Regional Geography	3
HISTORY 011	Political and Social History of the United States to 1877	3
HISTORY 086	Introduction to World Civilization I	3
MATH 215*	Principles of Mathematics I	3
PHYS SC 004	Physical Science and Laboratory	4
POL SCI 001	The Government of the United States	3

List A: Select one course from the following: 3

ENGLISH 103*	Composition and Critical Thinking	3
PHILOS 005*	Critical Thinking and Composition	3

List B: Select one course from the following: 3

ART 101	Survey of Art History I	3
ART 102	Survey of Art History II	3
ART 103	Art Appreciation I	3
ART 105	History of Asian Art	3
ART 109	The Arts of Africa, Oceania, and Ancient America	3
MUSIC 111	Music Appreciation I	3
THEATER 100	Introduction to the Theater	3

List C: Select one course from the following: 3

EDUC 203	Education in American Society	3
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MAJOR - TOTAL UNITS 51

AWARD	AWARD TYPE	MAJOR CODE	GE
Elementary Teacher Education	AA-T	P035464G	IGETC (37 units) IGETC for UC† (34 units) CSU GE (39 units)

†An AA-T or AS-T may be awarded without IGETC 1C. However, without IGETC 1C the student will be ineligible for admission to a CSU campus. IGETC 1C must be completed prior to transfer to meet minimum CSU entrance requirements.

*See Catalog course description for prerequisites and/or corequisites.

ENGLISH

Associate of Arts for Transfer Degree (AA-T)

(STATE CODE 35898)

This degree is intended for students transferring to a California State University campus. It is not a requirement for transfer but may give students an admission advantage at some CSU campuses. Not all CSU campuses accept this degree as fulfillment of lower-division major requirements. Students should meet with a counselor to determine if this degree is a good option for them. Information on which CSU campuses accept this degree can be found at <https://icangotocollege.com/>

PROGRAM INFORMATION

Associate in Arts in English for Transfer Degree (AA-T in English) is intended for students who plan to transfer and complete a bachelor's degree in English, English Literature or Creative Writing at a CSU campus. Students completing the AA-T degree in English are guaranteed admission to the CSU system, but not necessarily to a particular CSU campus or major of their choice. Students should consult with a counselor for more information on university admission and transfer requirements as this AA-T in English may not be the best option for students intending to transfer to a particular CSU campus or to a college or university that is not part of the CSU system. Students can only attain an AA-T degree in English if they complete the 21 units required for the major along with the IGETC or CSU GE Plan and electives.

To complete the degree, students must fulfill the following Associate Degree for Transfer requirements (pursuant to SB1440):

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to a California State University.

- The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.
- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.
- A grade of “C” or better (or “P” if the course is taken on a pass/no pass basis) in all courses required for the major or area of emphasis.

Note: Complete either the CSU GE or IGETC general education pattern. Effective Fall 2017, CSU GE Areas A1, A2, A3 and B4 must be completed with a grade of “C-” or higher per CSU EO 1100. All courses applied toward IGETC must be completed with a “C” or higher per the IGETC Standards.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Apply active reading strategies in order to critically analyze rhetorical and thematic elements of college-level fiction and non-fiction;
- Compose unified, coherent essays, including a research paper, that employ critical arguments with minimal errors in Standard English grammar, mechanics, and MLA format;
- Demonstrate command of rules regarding plagiarism and academic ethics, as defined by the California Education Code;
- Demonstrate an understanding of how diverse cultural narratives informed and are informed by literature.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ENGLISH 102*	College Reading and Composition II	3
ENGLISH 206*	English Literature II	3

List A: Select two courses from the following: 6

ENGLISH 203*	World Literature I	3
ENGLISH 204*	World Literature II	3
ENGLISH 205*	English Literature I	3
ENGLISH 207*	American Literature I	3
ENGLISH 208*	American Literature II	3

List B: Select two courses from the following: 6

Any List A course not already used

COMM 104	Argumentation and Debate	3
ENGLISH 127*	Creative Writing	3
ENGLISH 211*	Fiction	3
ENGLISH 218*	Children's Literature	3

List C: Select one course from the following: 3-5

Any List A or B course not already used

ASL 001	American Sign Language I	4
ASL 002*	American Sign Language II	4
ASL 003*	American Sign Language III	4
ASL 004*	American Sign Language IV	4
ANTHRO 161	Introduction to Language and Linguistics	3
COMM 130	Introduction to Oral Interpretation of Literature	3
ENGLISH 124*	Short Story Writing I	3
ENGLISH 210*	The Twentieth Century Novel	3
ENGLISH 214*	Contemporary Literature	3
ENGLISH 215*	Shakespeare I	3
ENGLISH 216*	Shakespeare II	3



ENGLISH 219*	The Literature of American Ethnic Groups.....	3
ENGLISH 239*	Women in Literature.....	3
ENGLISH 240*	Literature and the Motion Picture I.....	3
ENGLISH 245*	Queer Literature.....	3
ENGLISH 250*	Mythology and Literature.....	3
ENGLISH 252*	The English Bible as Literature.....	3
ENGLISH 270*	Science Fiction - Fantasy.....	3
FRENCH 001	Elementary French I.....	5
FRENCH 002*	Elementary French II.....	5
FRENCH 003*	Intermediate French I.....	5
FRENCH 004*	Intermediate French II.....	5
HUMAN 006	Great People, Great Ages.....	3
HUMAN 031	People in Contemporary Society.....	3
ITALIAN 001	Elementary Italian I.....	5
ITALIAN 002*	Elementary Italian II.....	5
ITALIAN 003*	Intermediate Italian I.....	5
JOURNAL 100	Social Values in Mass Communication.....	3
SPANISH 001	Elementary Spanish I.....	5
SPANISH 002*	Elementary Spanish II.....	5
SPANISH 003*	Intermediate Spanish I.....	5
SPANISH 004*	Intermediate Spanish II.....	5
SPANISH 005*	Advanced Spanish Through Latin American Literature.....	5
SPANISH 006*	Advanced Spanish Through Spanish Literature.....	5
SPANISH 012	Survey of Mexican Literature.....	3
SPANISH 015	Great Books of Latin American Literature.....	3
SPANISH 025	Spanish American Short Story in Translation.....	3
SPANISH 035	Spanish for Spanish Speakers I.....	5
SPANISH 036	Spanish for Spanish Speakers II.....	5
THEATER 100	Introduction to the Theater.....	3
MAJOR - TOTAL UNITS.....		21-23

AWARD	AWARD TYPE	MAJOR CODE	GE
English	AA-T	P035898G	IGETC (37 units) IGETC for UC† (34 units) CSU GE (39 units)

†An AA-T or AS-T may be awarded without IGETC 1C. However, without IGETC 1C the student will be ineligible for admission to a CSU campus. IGETC 1C must be completed prior to transfer to meet minimum CSU entrance requirements.

*See Catalog course description for prerequisites and/or corequisites.

FILM, TELEVISION, AND ELECTRONIC MEDIA

Associate of Science for Transfer Degree (AS-T) (STATE CODE 35462)

This degree is intended for students transferring to a California State University campus. It is not a requirement for transfer but may give students an admission advantage at some CSU campuses. Not all CSU campuses accept this degree as fulfillment of lower-division major requirements. Students should meet with a counselor to determine if this degree is a good option for them. Information on which CSU campuses accept this degree can be found at <https://icangotocollege.com/>

PROGRAM INFORMATION

Students pursuing the Associate in Science for Transfer Degree (AS-T) in Film, Television, and Electronic Media engage in the study of film, television and electronic media. In addition, they improve their critical thinking, communication skills, writing skills and visual communication and literacy. The goal of this degree is to provide students a basic understanding of the field of film, television, and electronic media and a strong academic foundation in the social sciences from which to engage in upper division coursework in radio-television-film, or television, video, film and electronic arts at a California State University campus.

To complete the degree, students must fulfill the following Associate Degree for Transfer requirements (pursuant to SB1440):

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to a California State University.
- The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.
- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.
- A grade of “C” or better (or “P” if the course is taken on a pass/no pass basis) in all courses required for the major or area of emphasis.

Note: Complete either the CSU GE or IGETC general education pattern. Effective Fall 2017, CSU GE Areas A1, A2, A3 and B4 must be completed with a grade of “C-” or higher per CSU EO 1100. All courses applied toward IGETC must be completed with a “C” or higher per the IGETC Standards.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate knowledge of the historical, cultural, and economic influences on the cinema, broadcasting and digital media industries in relationship to global mass communications in society.
- Demonstrate an understanding of the ethical concepts, legal implications, considerations, and practices that guide the cinema, broadcasting and digital media.
- Demonstrate the ability to apply tools and technologies appropriate for the production, editing and presentation of motion pictures, visual, aural, textual, or other media content.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
Select two courses from the following:		6
CINEMA 005	Introduction to Screenwriting.....	3
CINEMA 107	Understanding Motion Pictures.....	3
JOURNAL 100	Social Values in Mass Communication.....	3
List A: Select one audio and one video course from the following:		6
Audio:		
BRDCSTG 010	Radio Programming and Production.....	3
MEDIART 110	Digital Film Sound.....	3
Video:		
MEDIART 101	Introduction to Digital Film Production.....	3

List B: Select one course from the following: 3

Any course not already used above

CINEMA 003 History of Motion Pictures 3

List C: Select one course from the following: 3-6

Any course not already used above

BRDCSTG 001	Fundamentals of Television and Radio Broadcasting	3
BRDCSTG 022*	Radio/Television Activities	1
BRDCSTG 050*	Radio Documentary Production	6
BRDCSTG 103	Live Hosting and Announcing on the Air and the Web	3
BRDCSTG 114	Sound Design for Digital Film/Video/Radio	3
CINEMA 104	History of Documentary Film	3
CINEMA 108*	Beginning Digital Film/Video Production Workshop	3
CINEMA 109*	Beginning Documentary Production Workshop	3
CINEMA 113	History of Animation	3
CINEMA 119	Advanced Documentary Production	6
MEDIART 104	Photoshop for Motion Pictures and Television	3
MEDIART 109*	Beginning Documentary Production Workshop	3
MEDIART 120	Digital Film Editing	3
MEDIART 801	Digital Media Storytelling	3
MEDIART 802	Introduction to Podcast	3
MEDIART 803	Introduction to Webcasting	2
MEDIART 805	Motion Graphics for Digital Video, Animation and New Media	3
MEDIART 807	Interactive Media for Mobile Platforms	3
MEDIART 809	Mobile Game Production	3
PHOTO 009	Introduction to Cameras and Composition	3
PHOTO 020	Beginning Photojournalism	4
PHOTO 021*	News Photography	4
PHOTO 027A	History & Aesthetics of Photography A	3
PHOTO 027B	History & Aesthetics of Photography B	3
PHOTO 035	Travel Photography	3
PHOTO 036*	Documentary Photography	3
PHOTO 037*	Visual Journalism: Photography, Video and Multimedia	4

MAJOR - TOTAL UNITS 18-21

AWARD	AWARD TYPE	MAJOR CODE	GE
Film, Television, and Electronic Media	AS-T	P035462H	IGETC (37 units) IGETC for UC+ (34 units) CSU GE (39 units)

†An AA-T or AS-T may be awarded without IGETC 1C. However, without IGETC 1C the student will be ineligible for admission to a CSU campus. IGETC 1C must be completed prior to transfer to meet minimum CSU entrance requirements.

*See Catalog course description for prerequisites and/or corequisites.

GEOGRAPHY

Associate of Arts for Transfer Degree (AA-T)

(STATE CODE 33088)

Faculty Advisors: Professor Adrian Youhanna, Professor Jason Finley

This degree is intended for students transferring to a California State University campus. It is not a requirement for transfer but may give students an admission advantage at some CSU campuses. Not all CSU campuses accept this degree as fulfillment of lower-division major requirements. Students should meet with a counselor to determine if this degree is a good option for them. Information on which CSU campuses accept this degree can be found at <https://icangotocollege.com/>

PROGRAM INFORMATION

The Associate in Arts in Geography for Transfer Degree (AA-T in Geography) is intended for students who plan to transfer and complete a bachelor's degree in Geography at a CSU campus. Students completing the AA-T degree in Geography are guaranteed admission to the CSU system, but not necessarily to a particular CSU campus or major of their choice. Students should consult with a counselor for more information on university admission and transfer requirements as this AA-T in Geography may not be the best option for students intending to transfer to a particular CSU campus or to a college or university that is not part of the CSU system.

To complete the degree, students must fulfill the following Associate Degree for Transfer requirements (pursuant to SB1440):

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to a California State University.
- The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.
- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.
- A grade of “C” or better (or “P” if the course is taken on a pass/no pass basis) in all courses required for the major or area of emphasis.

Note: Complete either the CSU GE or IGETC general education pattern. Effective Fall 2017, CSU GE Areas A1, A2, A3 and B4 must be completed with a grade of “C-” or higher per CSU EO 1100. All courses applied toward IGETC must be completed with a “C” or higher per the IGETC Standards.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate ability to apply scientific systems of measurement to describe natural phenomena.
- Demonstrate knowledge of the geographic character of human society and activities, and aspects of globalization in contemporary life.
- Analyze and interpret geographic patterns using maps, graphs, GIS and other analytic tools employed by geographers.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
GEOG 001 & 015*	Physical Geography &	3
	Physical Geography Laboratory	2
	OR	
GEOG 017	Physical Geography and Laboratory	5
GEOG 002	Cultural Elements of Geography	3
	OR	
GEOG 007	World Regional Geography	3
List A: Choose two courses from the following:		6-7
GEOG 003	Introduction to Weather and Climate	3
	OR	
METEOR 003	Introduction to Weather and Climate	3
GEOG 014	Geography of California	3



GEOG 025	Introduction to Geographic Information Systems and Laboratory.....	4
OR		
GIS 025	Introduction to Geographic Information Systems and Laboratory.....	4
GEOG 036*	Cartography and Base Map Development	3
List B: Choose two courses from the following:..... 6-8		
Any course from List A not already used		
ANTHRO 102	Humans Ways of Life: Cultural Anthropology.....	3
GEOG 019*	Introductory Meteorology Laboratory.....	2
GEOG 023	Severe and Hazardous Weather.....	3
GEOG 033	Intermediate GIS Applications.....	3
GEOG 037	Introduction to Global Positioning Systems (GPS).....	1
GEOG 038*	Spatial Analysis and Modeling	3
GEOLOGY 001	Physical Geology.....	3
MATH 227*	Statistics	4
OR		
MATH 228B*	Statistics Pathway Part II.....	5
POL SCI 007	Introduction to International Relations	3
MAJOR - TOTAL UNITS.....		20-23

AWARD	AWARD TYPE	MAJOR CODE	GE
Geography	AA-T	P033088G	IGETC (37 units) IGETC for UC† (34 units) CSU GE (39 units)

†An AA-T or AS-T may be awarded without IGETC 1C. However, without IGETC 1C the student will be ineligible for admission to a CSU campus. IGETC 1C must be completed prior to transfer to meet minimum CSU entrance requirements.

*See Catalog course description for prerequisites and/or corequisites.

GEOLOGY

Associate of Science for Transfer Degree (AS-T) (STATE CODE 35282)

This degree is intended for students transferring to a California State University campus. It is not a requirement for transfer but may give students an admission advantage at some CSU campuses. Not all CSU campuses accept this degree as fulfillment of lower-division major requirements. Students should meet with a counselor to determine if this degree is a good option for them. Information on which CSU campuses accept this degree can be found at <https://icangotocollege.com/>

PROGRAM INFORMATION

Associate in Science in Geology for Transfer Degree (AS-T in Geology) is intended for students who plan to transfer and complete a bachelor's degree in Geology at a CSU campus. Students completing the AS-T degree in Geology are guaranteed admission to the CSU system, but not necessarily to a particular CSU campus or major of their choice. Students should consult with a counselor for more information on university admission and transfer requirements as this AS-T in Geology may not be the best option for students intending to transfer to a particular CSU campus or to a college or university that is not part of the CSU system. Students can only attain an AS-T degree in Geology if they complete the 28 units required for the major, along with the 37 units using the IGETC GE Plan.

To complete the degree, students must fulfill the following Associate Degree for Transfer requirements (pursuant to SB1440):

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to a California State University.
- The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.
- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.
- A grade of “C” or better (or “P” if the course is taken on a pass/no pass basis) in all courses required for the major or area of emphasis.

Note: Complete either the CSU GE or IGETC general education pattern. Effective Fall 2017, CSU GE Areas A1, A2, A3 and B4 must be completed with a grade of “C-” or higher per CSU EO 1100. All courses applied toward IGETC must be completed with a “C” or higher per the IGETC Standards.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Understand the various scales of change on or near Earth's surface due to tectonic processes.
- Recognize the relationship between human needs and activities and the geosphere.
- Demonstrate a comprehension of the relationship of geology to other sciences, including chemistry, physics, and biology.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CHEM 101*	General Chemistry I	5
CHEM 102*	General Chemistry II.....	5
GEOLOGY 001	Physical Geology.....	3
GEOLOGY 002	Earth History.....	3
GEOLOGY 006*	Physical Geology Laboratory.....	1
GEOLOGY 007*	Earth History Laboratory.....	1
MATH 261*	Calculus I	5
MATH 262*	Calculus II	5

MAJOR - TOTAL UNITS.....28

AWARD	AWARD TYPE	MAJOR CODE	GE
Geology	AS-T	P035282H	IGETC (37 units) IGETC for UC† (34 units) CSU GE (39 units)

†An AA-T or AS-T may be awarded without IGETC 1C. However, without IGETC 1C the student will be ineligible for admission to a CSU campus. IGETC 1C must be completed prior to transfer to meet minimum CSU entrance requirements.

*See Catalog course description for prerequisites and/or corequisites.

HISTORY

Associate of Arts for Transfer Degree (AA-T)

(STATE CODE 33721)

This degree is intended for students transferring to a California State University campus. It is not a requirement for transfer but may give students an admission advantage at some CSU campuses. Not all CSU campuses accept this degree as fulfillment of lower-division major requirements. Students should meet with a counselor to determine if this degree is a good option for them. Information on which CSU campuses accept this degree can be found at <https://icangotocollege.com/>

PROGRAM INFORMATION

The Associate in Arts in History for Transfer Degree (AA-T in History) is intended for students who plan to transfer and complete a bachelor's degree in History at a CSU campus. Students completing the AA-T degree in History are guaranteed admission to the CSU system, but not necessarily to a particular CSU campus or major of their choice. Students should consult with a counselor for more information on university admission and transfer requirements as this AA-T in History may not be the best option for students intending to transfer to a particular CSU campus or to a college or university that is not part of the CSU system.

To complete the degree, students must fulfill the following Associate Degree for Transfer requirements (pursuant to SB1440):

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to a California State University.
- The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.
- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.
- A grade of “C” or better (or “P” if the course is taken on a pass/no pass basis) in all courses required for the major or area of emphasis.

Note: Complete either the CSU GE or IGETC general education pattern. Effective Fall 2017, CSU GE Areas A1, A2, A3 and B4 must be completed with a grade of “C-” or higher per CSU EO 1100. All courses applied toward IGETC must be completed with a “C” or higher per the IGETC Standards.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate proficiency in their understanding of the field of history including skills in critical analysis of historical events and diverse peoples.
- Demonstrate proficiency in their ability to critically analyze and evaluate primary sources of history including context and perspective.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
HISTORY 011	Political and Social History of the United States to 1877	3
HISTORY 012	Political and Social History of the United States from 1865.	3
List A: Select two courses from the following:		6
HISTORY 001	Introduction to Western Civilization I	3
OR		
HISTORY 086	Introduction to World Civilization I	3
HISTORY 002	Introduction to Western Civilization II	3
OR		
HISTORY 087	Introduction to World Civilization II	3
List B Area 1: Select one course from the following:		3
Any List A course not already used		
HISTORY 005	History of the Americas I	3
HISTORY 006	History of the Americas II	3
HISTORY 029	Asian Civilization: The Middle East	3
HISTORY 041	The African American in the History of the U.S. I	3
HISTORY 042	The African American in the History of the U.S. II	3
HISTORY 044	The Mexican American in the History of the United States II	3
HISTORY 052	The Role of Women in the History of the U.S.	3
HISTORY 056	American Environmental History	3
HISTORY 086	Introduction to World Civilization I (if not already used)	3
OR		
HISTORY 087	Introduction to World Civilization II (if not already used)	3
HUMAN 006	Great People, Great Ages	3
HUMAN 031	People in Contemporary Society	3
List B Area 2: Select one course from the following:		3
Any course from List A or List B Area 1		
ART 101	Survey of Art History I	3
ART 102	Survey of Art History II	3
ENGLISH 203*	World Literature I	3
ENGLISH 204*	World Literature II	3
ENGLISH 207*	American Literature I	3
ENGLISH 208*	American Literature II	3
HISTORY 013	The United States in the Twentieth Century	3
HISTORY 029	Asian Civilization: The Middle East (if not already used)	3
HISTORY 056	American Environmental History (if not already used)	3
HUMAN 006	Great People, Great Ages (if not already used)	3
HUMAN 031	People in Contemporary Society (if not already used)	3
PHILOS 012	History of Greek Philosophy	3
PHILOS 014	History of Modern European Philosophy	3
POL SCI 001	The Government of the United States	3
POL SCI 002	Introduction to Comparative Politics	3
MAJOR - TOTAL UNITS		18

AWARD	AWARD TYPE	MAJOR CODE	GE
History	AA-T	P033721G	IGETC (37 units) IGETC for UC† (34 units) CSU GE (39 units)

†An AA-T or AS-T may be awarded without IGETC 1C. However, without IGETC 1C the student will be ineligible for admission to a CSU campus. IGETC 1C must be completed prior to transfer to meet minimum CSU entrance requirements.

*See Catalog course description for prerequisites and/or corequisites.



HOSPITALITY MANAGEMENT

Associate of Science for Transfer Degree (AS-T)

(STATE CODE 38673)

This degree is intended for students transferring to a California State University campus. It is not a requirement for transfer but may give students an admission advantage at some CSU campuses. Not all CSU campuses accept this degree as fulfillment of lower-division major requirements. Students should meet with a counselor to determine if this degree is a good option for them. Information on which CSU campuses accept this degree can be found at <https://icangotocollege.com/>

PROGRAM INFORMATION

Upon successful completion of the Associate in Science Degree for Transfer in Hospitality Management requirements, the student will have demonstrated an understanding of the hospitality industry, hotel management, and cost control in the industry. This coursework will satisfy the lower division hospitality management requirements at a California State University offering this program.

Employment opportunities for this major are in the many areas of the entertainment industry; arts and recreation; resorts and major hotels; notable restaurants, bars, and clubs; tourism services; event planning; and gifts and souvenirs retailing.

To complete the degree, students must fulfill the following Associate Degree for Transfer requirements (pursuant to SB1440):

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to a California State University.
- The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.
- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.
- A grade of “C” or better (or “P” if the course is taken on a pass/no pass basis) in all courses required for the major or area of emphasis.

Note: Complete either the CSU GE or IGETC general education pattern. Effective Fall 2017, CSU GE Areas A1, A2, A3 and B4 must be completed with a grade of “C-” or higher per CSU EO 1100. All courses applied toward IGETC must be completed with a “C” or higher per the IGETC Standards.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Use the knowledge and skills associated with problem solving, critical thinking, and decision making to function effectively in the classroom, community, and industry.
- Demonstrate leadership and teamwork to achieve common goals.
- Communicate effectively and confidently in the classroom, community, and industry.
- Demonstrate knowledge of multicultural perspectives to meet the needs of guests and employees.
- Use knowledge of best practices to further sustainability (economic, environmental, and cultural/social) in the industry.

- Demonstrate ability to perform basic and supervisory level job functions in travel/tourism careers.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
HOSPT 100	Introduction to the Hospitality Industry	3
List A: Choose three courses from the following:		9
ECON 001*	Principles of Microeconomics	3
HOSPT 120	Hospitality Cost Control	3
HOSPT 140	Introduction to Hotel Management	3
List B: Choose two courses from the following:		7-10
Any course from List A not already used		
ACCTG 001	Introductory Accounting I	5
CAOT 082	Microcomputer Software Survey in the Office	3
MATH 227*	Statistics	4
OR		
MATH 228B*	Statistics Pathway Part II	5
OR		
STAT 101*	Statistics for the Social Sciences	4
MAJOR - TOTAL UNITS		19-22

AWARD	AWARD TYPE	MAJOR CODE	GE
Hospitality Management	AS-T	P038673H	IGETC (37 units) IGETC for UC† (34 units) CSU GE (39 units)

†An AA-T or AS-T may be awarded without IGETC 1C. However, without IGETC 1C the student will be ineligible for admission to a CSU campus. IGETC 1C must be completed prior to transfer to meet minimum CSU entrance requirements.

*See Catalog course description for prerequisites and/or corequisites.

JOURNALISM

Associate of Arts for Transfer Degree (AA-T)

(STATE CODE 32621)

This degree is intended for students transferring to a California State University campus. It is not a requirement for transfer but may give students an admission advantage at some CSU campuses. Not all CSU campuses accept this degree as fulfillment of lower-division major requirements. Students should meet with a counselor to determine if this degree is a good option for them. Information on which CSU campuses accept this degree can be found at <https://icangotocollege.com/>

PROGRAM INFORMATION

Students pursuing the Associate in Arts in Journalism for Transfer Degree (AA-T in Journalism) will engage in the study of journalism. In addition, they will improve their critical thinking, communication skills and writing skills. The goal of this degree is to provide students a basic understanding of the field of Journalism and a strong academic foundation in the social sciences from which to engage in upper division coursework in Journalism at a California State University campus.

The Associate in Arts in Journalism for Transfer Degree (AA-T in Journalism) is intended for students who plan to transfer and complete a bachelor's degree in Journalism, or a similar major such as Communications/Media Arts and Marketing at a CSU campus. Students completing the AA-T degree in Journalism are guaranteed admission to the CSU system, but not necessarily to a particular CSU campus or major of their

choice. Students should consult with a counselor for more information on university admission and transfer requirements as this AA-T in Journalism may not be the best option for students intending to transfer to a particular CSU campus or to a college or university that is not part of the CSU system. Students who complete this degree may enter with junior status to the California State University system and will be given priority admission to the CSU system. Student journalists are encouraged to participate in campus media and internships as productivity is key to success in this rapidly evolving profession.

To complete the degree, students must fulfill the following Associate Degree for Transfer requirements (pursuant to SB1440):

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to a California State University.
- The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.
- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.
- A grade of “C” or better (or “P” if the course is taken on a pass/no pass basis) in all courses required for the major or area of emphasis.

Note: Complete either the CSU GE or IGETC general education pattern. Effective Fall 2017, CSU GE Areas A1, A2, A3 and B4 must be completed with a grade of “C-” or higher per CSU EO 1100. All courses applied toward IGETC must be completed with a “C” or higher per the IGETC Standards.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate the ability to conduct research, gather information, write clearly and correctly, and present relevant news or persuasive information at a professional level.
- Think critically, creatively, and independently; evaluate their own work and the work of others for accuracy, fairness, clarity, style, and correctness.
- Demonstrate an understanding of the history of mass communications (journalism, cinema, broadcasting), the diversity of groups in a global society in relationship to communications, and the role of mass communications in society.
- Demonstrate an understanding of the ethical concepts, legal implications, considerations, and practices that guide the mass media professions.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
JOURNAL 100	Social Values in Mass Communication	3
JOURNAL 101	Collecting and Writing News	3
BRDCSTG 010	Radio Programming and Production.	3
OR		
JOURNAL 217-1 & 219	Publication Laboratory I	2
	& Techniques for Staff Editors	1
OR		
JOURNAL 217-1 & 229	Publication Laboratory I	2
	Editorial Techniques for Staff Editors	1
OR		
JOURNAL 217-1 & 239	Publication Laboratory I	2
	Opinion Writing Techniques for Staff Editors	1
OR		
JOURNAL 220	Magazine Production	3
List A: Select one course from the following:		3-4
JOURNAL 202*	Advanced News Writing	3
JOURNAL 218*	Practical Editing	3
JOURNAL 251	Visual Communication in Mass Media	3
MEDIART 801	Digital Media Storytelling	3
PHOTO 020	Beginning Photojournalism	4
PUB REL 001	Principles of Public Relations	3
List B: Select two courses from the following:		6-8
COMM 100	Introduction to Communication Studies	3
COMM 104	Argumentation and Debate	3
ECON 001*	Principles of Microeconomics	3
OR		
ECON 002*	Principles of Macroeconomics	3
ENGLISH 103*	Composition and Critical Thinking	3
MATH 227*	Statistics	4
OR		
MATH 228B*	Statistics Pathway Part II	5
OR		
STAT 101*	Statistics for the Social Sciences	4
MEDIART 101	Introduction to Digital Film Production	3
PHILOS 009	Symbolic Logic I	3
POL SCI 001	The Government of the United States	3
POL SCI 002	Introduction to Comparative Politics	3
MAJOR - TOTAL UNITS		18-21

AWARD	AWARD TYPE	MAJOR CODE	GE
Journalism	AA-T	P032621G	IGETC (37 units) IGETC for UC† (34 units) CSU GE (39 units)

†An AA-T or AS-T may be awarded without IGETC 1C. However, without IGETC 1C the student will be ineligible for admission to a CSU campus. IGETC 1C must be completed prior to transfer to meet minimum CSU entrance requirements.

*See Catalog course description for prerequisites and/or corequisites.



KINESIOLOGY

Associate of Arts for Transfer Degree (AA-T)

(STATE CODE 35460)

This degree is intended for students transferring to a California State University campus. It is not a requirement for transfer but may give students an admission advantage at some CSU campuses. Not all CSU campuses accept this degree as fulfillment of lower-division major requirements. Students should meet with a counselor to determine if this degree is a good option for them. Information on which CSU campuses accept this degree can be found at <https://icangotocollege.com/>

PROGRAM INFORMATION

The Associate in Arts in Kinesiology for Transfer is designed to prepare students for transfer into the California State University system to complete a baccalaureate degree in kinesiology or similar major. Upon completion of the degree, students will be able to articulate understanding of scientific foundations of kinesiology, understand the multi-disciplinary study of human movement, exercise and the relationship between physical activity and health, and demonstrate movement skills competence. Students will gain foundational knowledge and movement-based experience preparing them in pursuit of a bachelor's degree and/or professional certification in exercise science, sports medicine, athletic training, nutrition, health promotion, coaching, or fitness-related fields. A baccalaureate degree in kinesiology can also lead to advanced degrees in physical therapy, occupational therapy, or medical school.

To complete the degree, students must fulfill the following Associate Degree for Transfer requirements (pursuant to SB1440):

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to a California State University.
- The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.
- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.
- A grade of “C” or better (or “P” if the course is taken on a pass/no pass basis) in all courses required for the major or area of emphasis.

Note: Complete either the CSU GE or IGETC general education pattern. Effective Fall 2017, CSU GE Areas A1, A2, A3 and B4 must be completed with a grade of “C-” or higher per CSU EO 1100. All courses applied toward IGETC must be completed with a “C” or higher per the IGETC Standards.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate a beginning level of knowledge, skill, theory and strategy in at least three sports or physical activities.
- Explain and apply basic physiological principles of human movement in physical activity, exercise, and sports settings.
- Analyze the history, research, and current information in kinesiology and their current applications.

- Recognize and appraise the pervasiveness, diversity, and significance of physical activity within kinesiology sub-disciplines, professional careers, and human experience.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ANATOMY 001	Introduction to Human Anatomy	4
KIN MAJ 100	Introduction to Kinesiology	3
PHYSIOL 001*	Introduction to Human Physiology.....	4

Movement-based courses:

Select one course maximum from any three of the following areas:..... 3

Area 1: Aquatics

KIN 201	Swimming Skills	1
KIN 301-1	Swimming Skills I.....	1
KIN 301-2	Swimming Skills II.....	1
KIN 303-1	Aqua Aerobics I.....	1
KIN 303-2	Aqua Aerobics II.....	1

Area 2: Combatives

KIN 316	Karate	1
KIN 316-2	Karate II	1

Area 3: Dance

DANCETQ 111	Ballet Techniques I.....	1
DANCETQ 112	Ballet Techniques II.....	1
DANCETQ 121	Jazz Dance Techniques I.....	1
DANCETQ 122	Jazz Dance Techniques II.....	1
DANCETQ 141	Modern Dance Techniques I.....	1
DANCETQ 142	Modern Dance Techniques II.....	1
DANCETQ 231	Conditioning for Dance I.....	1
DANCETQ 232	Conditioning for Dance II.....	1
DNCESPC 171	Hip-Hop Dance Techniques I.....	1
DNCESPC 172	Hip-Hop Dance Techniques II.....	1
DNCESPC 331	Tap Dance Techniques I.....	1
DNCESPC 332	Tap Dance Techniques II.....	1
DNCESPC 441	Latin Social and Salsa Dance I.....	1
DNCESPC 442	Latin Social and Salsa Dance II.....	1

Area 4: Fitness

DANCETQ 101	Dance to Fitness	1
KIN 229	Body Conditioning Skills.....	1
KIN 250	Weight Training Skills.....	1
KIN 251	Yoga Skills.....	1
KIN 327	Lifelong Fitness Lab.....	1
KIN 329	Body Conditioning	1
KIN 329-2	Body Conditioning II	1
KIN 332	Step Aerobics.....	1
KIN 334-1	Fitness Walking I.....	1
KIN 340-1	T'ai Chi Ch'uan I	1
KIN 340-2	T'ai Chi Ch'uan II	1
KIN 347	Pilates Mat	1
KIN 347-2	Pilates Mat II.....	1
KIN 350	Weight Training	1
KIN 350-2	Weight Training II.....	1
KIN 351	Yoga	1
KIN 352-1	Olympic Weightlifting.....	1

Area 5: Individual Sports

KIN 266	Badminton Skills.....	1
KIN 268	Golf Skills.....	1
KIN 271	Tennis Skills.....	1
KIN 371-1	Tennis I	1
KIN 371-2	Tennis II	1
KIN 373-1	Ultimate Frisbee I.....	1

KIN 373-2 Ultimate Frisbee - 2 1

Area 6: Team Sports

KIN 287 Basketball Skills 1

KIN 289 Soccer Skills 1

KIN 291-1 Volleyball Skills I 1

KIN 291-2 Volleyball Skills II 1

KIN 387-1 Basketball I 1

KIN 387-2 Basketball II 1

List A: Select two courses from the following: 8-10

BIOLOGY 003 Introduction to Biology 4

OR

BIOLOGY 006* General Biology I 5

CHEM 051* Fundamentals of Chemistry I 5

OR

CHEM 060* Introduction to General Chemistry 5

OR

CHEM 101* General Chemistry I 5

MATH 227* Statistics 4

OR

MATH 228B* Statistics Pathway Part II 5

OR

STAT 101* Statistics for the Social Sciences 4

PHYSICS 006* General Physics I 4

MAJOR - TOTAL UNITS 22-24

AWARD	AWARD TYPE	MAJOR CODE	GE
Kinesiology	AA-T	P035460G	IGETC (37 units) IGETC for UC+ (34 units) CSU GE (39 units)

†An AA-T or AS-T may be awarded without IGETC 1C. However, without IGETC 1C the student will be ineligible for admission to a CSU campus. IGETC 1C must be completed prior to transfer to meet minimum CSU entrance requirements.

*See Catalog course description for prerequisites and/or corequisites.

LAW, PUBLIC POLICY, AND SOCIETY

Associate of Arts for Transfer Degree (AA-T)

(STATE CODE 41780)

This degree is intended for students transferring to a California State University campus. It is not a requirement for transfer but may give students an admission advantage at some CSU campuses. Not all CSU campuses accept this degree as fulfillment of lower-division major requirements. Students should meet with a counselor to determine if this degree is a good option for them. Information on which CSU campuses accept this degree can be found at <https://icangotocollege.com/>

PROGRAM INFORMATION

The Associate in Arts in Law, Public Policy, and Society for Transfer Degree is intended for students who plan to transfer and complete a bachelor's degree in Law, Public Policy, and Society at a CSU campus. Students completing the AA-T degree in Law, Public Policy, and Society are guaranteed admission to the CSU system, but not necessarily to a particular CSU campus or major of their choice. Students should consult with a counselor for more information on university admission and transfer requirements.

To complete the degree, students must fulfill the following Associate Degree for Transfer requirements (pursuant to SB1440):

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to a California State University.
- The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.
- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.
- A grade of “C” or better (or “P” if the course is taken on a pass/no pass basis) in all course required for the major or area of emphasis.

Note: Complete either the CSU GE or IGETC general education pattern. Effective Fall 2017, CSU GE Areas A1, A2, A3, and B4 must be completed with a grade of “C-” or higher per CSU EO 1100. All courses applied toward IGETC must be completed with a “C” or higher per the IGETC Standards.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate a breadth of knowledge and critical thinking skills as related to social science concepts and theories inclusive of legal and public policy analysis.
- Examine diverse viewpoints related to the human experience and the impact of legal and policy decisions on society.
- Produce evidence-based arguments regarding legal and public policy theories and decision making.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ADMJUS 001	Introduction to Administration of Justice 3	3
	OR	
ADMJUS 002	Concepts of Criminal Law 3	3
	OR	
ADMJUS 004	Principles and Procedures of the Justice System 3	3
	OR	
BUS 005	Business Law I 3	3
COMM 101	Public Speaking 3	3
	OR	
COMM 104	Argumentation and Debate 3	3
	OR	
COMM 151	Small Group Communication 3	3
ENGLISH 101*	College Reading and Composition I 3	3
COMM 104	Argumentation and Debate 3	3
	OR	
ENGLISH 103*	Composition and Critical Thinking 3	3
MATH 227*	Statistics 4	4
	OR	
MATH 228B*	Statistics Pathway Part II 5	5
	OR	
STAT 101*	Statistics for the Social Sciences 4	4
HISTORY 011	Political and Social History of the United States to 1877 .. 3	3
	OR	
HISTORY 012	Political and Social History of the United States from 1865. 3	3
PHILOS 020	Ethics 3	3
POL SCI 001	The Government of the United States 3	3

**List A: Select two courses from at least two of the areas listed below 6**

Courses must not have been used above.

Area 1: Administrative of Justice/Criminal Justice/Criminology

ADM JUS 001 ¹	Introduction to Administration of Justice 3
<i>OR</i>	
ADM JUS 002 ¹	Concepts of Criminal Law 3
<i>OR</i>	
ADM JUS 003	Legal Aspects of Evidence. 3
<i>OR</i>	
ADM JUS 004 ¹	Principles and Procedures of the Justice System 3
<i>OR</i>	
ADM JUS 008	Juvenile Procedures 3
<i>OR</i>	
ADM JUS 067	Community Relations I 3
<i>OR</i>	
ADM JUS 075	Introduction to Corrections 3
<i>OR</i>	
SOC 003	Crime and Delinquency 3

Area 2: Business

BUS 005 ¹	Business Law I 3
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Area 3: Economics

ECON 001*	Principles of Microeconomics 3
<i>OR</i>	
ECON 002*	Principles of Macroeconomics. 3

Area 4: Political Science

POL SCI 002	Introduction to Comparative Politics 3
<i>OR</i>	
POL SCI 005	The History of Western Political Thought 3
<i>OR</i>	
POL SCI 007	Introduction to International Relations 3
<i>OR</i>	
POL SCI 050	Introduction to Research in Political Science 3

Area 5: Public Policy

PUB REL 001	Principles of Public Relations 3
<i>OR</i>	
SOC 002	American Social Problems 3

Area 6: Diversity

ANTHRO 102	Human Ways of Life: Cultural Anthropology 3
<i>OR</i>	
CHICANO 002	The Mexican-American in Contemporary Society. 3
<i>OR</i>	
CHICANO 007	The Mexican-American in the History of the United States I 3
<i>OR</i>	
CHICANO 008	The Mexican-American in the History of the United States II 3
<i>OR</i>	
CHICANO 020	The Mexican-American in California 3
<i>OR</i>	
CHICANO 080	Chicano Politics 3
<i>OR</i>	
COMM 122	Intercultural Communication 3
<i>OR</i>	
GEOG 002	Cultural Elements of Geography 3
<i>OR</i>	
HISTORY 041	The African American in the History of the U.S. I. 3
<i>OR</i>	
HISTORY 042	The African American in the History of the U.S. II. 3
<i>OR</i>	
HISTORY 044	The Mexican American in the History of the United States II 3
<i>OR</i>	
HISTORY 052	The Role of Women in the History of the U.S. 3
<i>OR</i>	
SOC 011	Race and Ethnic Relations 3
<i>OR</i>	
SOC 031	Sociology of Gender 3

Area 7: College Success

COUNSEL 020	Post-Secondary Education: The Scope of Career Planning . 3
<i>OR</i>	
COUNSEL 040	College Success Seminar 3

MAJOR - TOTAL UNITS 31-32

AWARD	AWARD TYPE	MAJOR CODE	GE
Law, Public Policy, and Society	AA-T	P041780G	IGETC (37 units) IGETC for UC† (34 units) CSU GE (39 units)

†An AA-T or AS-T may be awarded without IGETC 1C. However, without IGETC 1C the student will be ineligible for admission to a CSU campus. IGETC 1C must be completed prior to transfer to meet minimum CSU entrance requirements.

¹Course may only be used in one area.

*See Catalog course description for prerequisites and/or corequisites.

MATHEMATICS**Associate of Science for Transfer Degree (AS-T)****(STATE CODE 30908)**

This degree is intended for students transferring to a California State University campus. It is not a requirement for transfer but may give students an admission advantage at some CSU campuses. Not all CSU campuses accept this degree as fulfillment of lower-division major requirements. Students should meet with a counselor to determine if this degree is a good option for them. Information on which CSU campuses accept this degree can be found at <https://icangotocollege.com/>

PROGRAM INFORMATION

Upon successful completion of the Los Angeles Pierce College Associate in Science in Mathematics for Transfer degree requirements, the student will have demonstrated an understanding of Calculus of one and several variables, Linear Algebra, Differential Equations, and Mechanics. This coursework will satisfy the lower division mathematics requirements at some of the California State University campuses.

To complete the degree, students must fulfill the following Associate Degree for Transfer requirements (pursuant to SB1440):

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to a California State University.
- The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.
- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.
- A grade of “C” or better (or “P” if the course is taken on a pass/no pass basis) in all courses required for the major or area of emphasis.

Note: Complete either the CSU GE or IGETC general education pattern. Effective Fall 2017, CSU GE Areas A1, A2, A3 and B4 must be completed with a grade of “C-” or higher per CSU EO 1100. All courses applied toward IGETC must be completed with a “C” or higher per the IGETC Standards.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Model and solve applied problems using derivatives, integrals, systems of equations, and/or differential equations as appropriate.
- Interpret values of functions and solutions of equations in an applied context.
- Evaluate derivatives, integrals, and solutions to differential equations whether the problem is given algebraically, graphically, numerically, or verbally.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
MATH 261*	Calculus I	5
MATH 262*	Calculus II	5
MATH 263*	Calculus III	5
List A: Select one course from the following:		3
MATH 270*	Linear Algebra	3
MATH 275*	Ordinary Differential Equations	3
List B: Select one course from the following:		3-5
CS 114*	Programming in C	3
CS 116	Programming in C++	3
PHYSICS 101*	Physics for Engineers and Scientists I	5
MAJOR - TOTAL UNITS		21-23

AWARD	AWARD TYPE	MAJOR CODE	GE
Mathematics	AS-T	P030908H	IGETC (37 units) IGETC for UC† (34 units) CSU GE (39 units)

†An AA-T or AS-T may be awarded without IGETC 1C. However, without IGETC 1C the student will be ineligible for admission to a CSU campus. IGETC 1C must be completed prior to transfer to meet minimum CSU entrance requirements.

*See Catalog course description for prerequisites and/or corequisites.

MUSIC

Associate of Arts for Transfer Degree (AA-T)

(STATE CODE 33055)

This degree is intended for students transferring to a California State University campus. It is not a requirement for transfer but may give students an admission advantage at some CSU campuses. Not all CSU campuses accept this degree as fulfillment of lower-division major requirements. Students should meet with a counselor to determine if this degree is a good option for them. Information on which CSU campuses accept this degree can be found at <https://icangotocollege.com/>

PROGRAM INFORMATION

Associate in Arts in Music for Transfer Degree (AA-T in Music) is intended for students who plan to transfer and complete a bachelor's degree in Music at a CSU campus. Students completing the AA-T degree in Music are guaranteed admission to the CSU system, but not necessarily to a particular CSU campus or major of their choice. Students should consult with a counselor for more information on university admission and transfer requirements as this AA-T in Music may not be the best option for students intending to transfer to a

particular CSU campus or to a college or university that is not part of the CSU system.

To complete the degree, students must fulfill the following Associate Degree for Transfer requirements (pursuant to SB1440):

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to a California State University.
- The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.
- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.
- A grade of “C” or better (or “P” if the course is taken on a pass/no pass basis) in all courses required for the major or area of emphasis.

Note: Complete either the CSU GE or IGETC general education pattern. Effective Fall 2017, CSU GE Areas A1, A2, A3 and B4 must be completed with a grade of “C-” or higher per CSU EO 1100. All courses applied toward IGETC must be completed with a “C” or higher per the IGETC Standards.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Recognize the compositional processes associated with a musical work and articulate the technical, historical, and cultural forces that shape it,
- employ appropriate theoretical, stylistic, and historical performance practices to a representative body of solo and ensemble music literature,
- utilize print materials, concert attendance, and electronic media to perform research related to music.
- Demonstrate the collaborative skills necessary to perform music as a member of an ensemble and respect for differing cultural musical traditions,
- demonstrate continuing growth in applying instrumental or vocal technique, musicianship, the ability to read music notation, and aesthetic awareness to the preparation of expressive musical performances.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
MUSIC 181*	Applied Music I	0.5
MUSIC 182*	Applied Music II	0.5
MUSIC 183*	Applied Music III	0.5
MUSIC 184*	Applied Music IV	0.5
MUSIC 216-1*	Music Theory I	3
MUSIC 216-2*	Music Theory II	3
MUSIC 216-3*	Music Theory III	3
MUSIC 217-1*	Musicianship I	1
MUSIC 217-2*	Musicianship II	1
MUSIC 217-3*	Musicianship III	1
Large Ensemble: 4 units in 4 semesters selected from the following:		4
MUSIC 501	College Choir	1
MUSIC 705	Chamber Music	1
MUSIC 721	Orchestra	1
MUSIC 745	Symphonic Band	1



MUSIC 755	Brass Ensemble	1
MUSIC 781	Studio Jazz Band	1

List A: Choose at least one of the following: 3-4

MUSIC 216-4*	Music Theory IV	3
MUSIC 217-4*	Musicianship IV	1

MAJOR - TOTAL UNITS 21-22

AWARD	AWARD TYPE	MAJOR CODE	GE
Music	AA-T	P033055G	IGETC (37 units) IGETC for UC† (34 units) CSU GE (39 units)

†An AA-T or AS-T may be awarded without IGETC 1C. However, without IGETC 1C the student will be ineligible for admission to a CSU campus. IGETC 1C must be completed prior to transfer to meet minimum CSU entrance requirements.

*See Catalog course description for prerequisites and/or corequisites.

PHILOSOPHY

Associate of Arts for Transfer Degree (AA-T)

(STATE CODE 35196)

This degree is intended for students transferring to a California State University campus. It is not a requirement for transfer but may give students an admission advantage at some CSU campuses. Not all CSU campuses accept this degree as fulfillment of lower-division major requirements. Students should meet with a counselor to determine if this degree is a good option for them. Information on which CSU campuses accept this degree can be found at <https://icangotocollege.com/>

PROGRAM INFORMATION

The Associate in Arts in Philosophy for Transfer Degree (AA-T in Philosophy) is intended for students who plan to transfer and complete a bachelor's degree in Philosophy at a CSU campus. Students completing the AA-T degree in Philosophy are guaranteed admission to the CSU system, but not necessarily to a particular CSU campus or major of their choice. Students should consult with a counselor for more information on university admission and transfer requirements.

To complete the degree, students must fulfill the following Associate Degree for Transfer requirements (pursuant to SB1440):

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to a California State University.
- The Intersegmental General Education Transfer Curriculum (IGETC) or California State University General Education – Breadth Requirements.
- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.
- A grade of “C” or better (or “P” if the course is taken on a pass/no pass basis) in all courses required for the major or area of emphasis.

Note: Complete either the CSU GE or IGETC general education pattern. Effective Fall 2017, CSU GE Areas A1, A2, A3 and B4 must be completed with a grade of “C-” or higher per CSU EO 1100. All courses applied toward IGETC must be completed with a “C” or higher per the IGETC Standards.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Discover and recognize philosophical themes in literature, novels, stories, and plays.
- Analyze historical and current arguments on metaphysics, epistemology, ethics, and aesthetics.
- Develop an understanding of arguments on the existence of God, good vs. evil, pleasure vs. pain, friends vs. enemies and the search for happiness.
- Construct well-reasoned arguments based on moral, political, and social issues.
- Understand and apply fundamental logical concepts including, but not limited to, validity, soundness, and cogency.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
PHILOS 001	Introduction to Philosophy	3
	OR	
PHILOS 020	Ethics	3
PHILOS 009	Symbolic Logic I.	3

List A: Select three courses from the following: 9

Any required core not already used

PHILOS 002	Society and Values	3
PHILOS 006	Logic in Practice	3
PHILOS 012	History of Greek Philosophy	3
PHILOS 014	History of Modern European Philosophy	3
PHILOS 037	Philosophy of Mind	3
PHILOS 046	Introduction to Existentialism	3

List B: Select one course from the following: 3

Any course from List A not already used

PHILOS 015	History of Contemporary Philosophy	3
PHILOS 019	Contemporary Problems in Bioethics	3
PHILOS 028	Environmental Ethics	3
PHILOS 040	Introduction to the Philosophy of Art	3
PHILOS 041	Introduction to Philosophy and Literature	3
PHILOS 042	Philosophy and Cinema	3

MAJOR - TOTAL UNITS 18

AWARD	AWARD TYPE	MAJOR CODE	GE
Philosophy	AA-T	P035196G	IGETC (37 units) IGETC for UC† (34 units) CSU GE (39 units)

†An AA-T or AS-T may be awarded without IGETC 1C. However, without IGETC 1C the student will be ineligible for admission to a CSU campus. IGETC 1C must be completed prior to transfer to meet minimum CSU entrance requirements.

PHYSICS

Associate of Science for Transfer Degree (AS-T)

(STATE CODE 35334)

This degree is intended for students transferring to a California State University campus. It is not a requirement for transfer but may give students an admission advantage at some CSU campuses. Not all CSU campuses accept this degree as fulfillment of lower-division major requirements. Students should meet with a counselor to determine if this degree is a good option for them. Information on which CSU campuses accept this degree can be found at <https://icangotocollege.com/>

PROGRAM INFORMATION

Associate of Science in Physics for Transfer Degree (AS-T in Physics) is intended for students who plan to transfer and complete a bachelor's degree in Physics at a CSU campus. Students completing the AS-T degree in Physics are guaranteed admission to the CSU system, but not necessarily to a particular CSU campus or major of their choice. Students should consult with a counselor for more information on university admission and transfer requirements as this AS-T in Physics may not be the best option for students intending to transfer to a particular CSU campus or to a college or university that is not part of the CSU system. Students can only attain an AS-T degree in Physics if they complete the 30 units required for the major, along with the 37 units using the IGETC GE Plan.

To complete the degree, students must fulfill the following Associate Degree for Transfer requirements (pursuant to SB1440):

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to a California State University.
- The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.
- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.
- A grade of “C” or better (or “P” if the course is taken on a pass/no pass basis) in all courses required for the major or area of emphasis.

Note: Complete the IGETC general education pattern. Effective Fall 2017, CSU GE Areas A1, A2, A3 and B4 must be completed with a grade of “C-” or higher per CSU EO 1100. All courses applied toward IGETC must be completed with a “C” or higher per the IGETC Standards.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Use algebra, calculus, and vector analysis to solve quantitative problems in classical and modern physics.
- Conceptually reason using the laws of classical and modern physics to make qualitative predictions, explain real-world phenomena, and draw and interpret graphs and diagrams.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
MATH 261*	Calculus I	5
MATH 262*	Calculus II	5
MATH 263*	Calculus III	5
PHYSICS 101*	Physics for Engineers and Scientists I	5
PHYSICS 102*	Physics for Engineers and Scientists II	5
PHYSICS 103*	Physics for Engineers and Scientists III	5
MAJOR - TOTAL UNITS		30

AWARD	AWARD TYPE	MAJOR CODE	GE
Physics	AS-T	P035334H	IGETC (37 units) IGETC for UC† (34 units) CSU GE (39 units)

†An AA-T or AS-T may be awarded without IGETC 1C. However, without IGETC 1C the student will be ineligible for admission to a CSU campus. IGETC 1C must be completed prior to transfer to meet minimum CSU entrance requirements.

*See Catalog course description for prerequisites and/or corequisites.

POLITICAL SCIENCE

Associate of Arts for Transfer Degree (AA-T)

(STATE CODE 32520)

This degree is intended for students transferring to a California State University campus. It is not a requirement for transfer but may give students an admission advantage at some CSU campuses. Not all CSU campuses accept this degree as fulfillment of lower-division major requirements. Students should meet with a counselor to determine if this degree is a good option for them. Information on which CSU campuses accept this degree can be found at <https://icangotocollege.com/>

PROGRAM INFORMATION

The goal of the Political Science Program at Los Angeles Pierce College is to prepare students to develop a fundamental understanding of the systematic study of theories, institutions, and processes related to the distribution of power and its use in the maintenance of order and promotion of equality and justice. The core courses in the Political Science major will introduce students to the fields in the discipline: Political Theory which includes the study of major philosophic works related to power and politics, American Government, the study of institutions and linkage organizations that characterize government in the United States, Comparative Politics which studies the political systems of other countries and exposure to the comparative method, and International Relations which analyzes phenomena related to the interaction between sovereign states and other actors in the international system.

The Associate in Arts in Political Science for Transfer degree (AA-T in Political Science) prepares students to continue their education at a California State University campus leading to a baccalaureate degree. Students who complete this degree may enter with junior status to the California State University system and will be given priority admission to the CSU system.



To complete the degree, students must fulfill the following Associate Degree for Transfer requirements (pursuant to SB1440):

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to a California State University.
- The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.
- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.
- A grade of “C” or better (or “P” if the course is taken on a pass/no pass basis) in all courses required for the major or area of emphasis.

Note: Complete either the CSU GE or IGETC general education pattern. Effective Fall 2017, CSU GE Areas A1, A2, A3 and B4 must be completed with a grade of “C-” or higher per CSU EO 1100. All courses applied toward IGETC must be completed with a “C” or higher per the IGETC Standards.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- **Critical Thinking:** The student will demonstrate proficiency in defining issues, problems, questions, and assumptions; analyzing data (quantitative and qualitative) and relevant information; differentiating between facts, opinions, and biases; synthesizing and generating solutions and possible outcomes; and using evidence and reasoning to support conclusions.
- **Research and Information Literacy:** The student will demonstrate proficiency in modes of political inquiry, and discernment of relevant and appropriate sources of information.
- **Civic Responsibility and Ethical Reasoning in a Diverse Society:** The student will demonstrate proficiency in understanding, and engaging with, contemporary notions of the public good in a democratic and diverse society, and the relevant principles, concepts, and arguments that guide decision-making in our political system.
- **Multicultural Awareness:** The student will demonstrate proficiency in the identification, recognition, description, and explanation of his or her interaction with, and political understanding of, cultural practices and social structures.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
POL SCI 001	The Government of the United States.....	3
List A: Select three courses from the following:..... 9-11		
POL SCI 002	Introduction to Comparative Politics.....	3
POL SCI 005	The History of Western Political Thought.....	3
POL SCI 007	Introduction to International Relations.....	3
MATH 227*	Statistics.....	4
	OR	
MATH 228B*	Statistics Pathway Part II.....	5
	OR	
POL SCI 050	Introduction to Research in Political Science.....	3
	OR	
STAT 101*	Statistics for the Social Sciences.....	4
List B: Select two courses from the following:..... 6		
Any course from List A not already used		
ADM JUS 001	Introduction to Administration of Justice.....	3
ANTHRO 102	Human Ways of Life: Cultural Anthropology.....	3

ECON 010	Economic History of the United States.....	3
HISTORY 011	Political and Social History of the United States to 1877 ..	3
HISTORY 012	Political and Social History of the United States from 1865.....	3
POL SCI 014	Government and Politics in the Middle East.....	3
POL SCI 019	Women in Politics.....	3
POL SCI 030	The Political Process.....	3
SOC 001	Introduction to Sociology.....	3

MAJOR - TOTAL UNITS..... 18-20

AWARD	AWARD TYPE	MAJOR CODE	GE
Political Science	AA-T	P032520G	IGETC (37 units) IGETC for UC† (34 units) CSU GE (39 units)

†An AA-T or AS-T may be awarded without IGETC 1C. However, without IGETC 1C the student will be ineligible for admission to a CSU campus. IGETC 1C must be completed prior to transfer to meet minimum CSU entrance requirements.

*See Catalog course description for prerequisites and/or corequisites.

PSYCHOLOGY

Associate of Arts for Transfer Degree (AA-T)

(STATE CODE 36294)

This degree is intended for students transferring to a California State University campus. It is not a requirement for transfer but may give students an admission advantage at some CSU campuses. Not all CSU campuses accept this degree as fulfillment of lower-division major requirements. Students should meet with a counselor to determine if this degree is a good option for them. Information on which CSU campuses accept this degree can be found at <https://icangotocollege.com/>

PROGRAM INFORMATION

Associate in Arts in Psychology for Transfer Degree (AA-T in Psychology) is intended for students who plan to transfer and complete a bachelor's degree in Psychology at a CSU campus. Students completing the AA-T degree in Psychology are guaranteed admission to the CSU system, but not necessarily to a particular CSU campus or major of their choice. Students should consult with a counselor for more information on university admission and transfer requirements as this AA-T in Psychology may not be the best option for students intending to transfer to a particular CSU campus or to a college or university that is not part of the CSU system.

To complete the degree, students must fulfill the following Associate Degree for Transfer requirements (pursuant to SB1440):

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to a California State University.
- The Intersegmental General Education Transfer Curriculum (IGETC) or California State University General Education – Breadth Requirements.
- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.

- A grade of “C” or better (or “P” if the course is taken on a pass/no pass basis) in all courses required for the major or area of emphasis.

Note: Complete either the CSU GE or IGETC general education pattern. Effective Fall 2017, CSU GE Areas A1, A2, A3 and B4 must be completed with a grade of “C-” or higher per CSU EO 1100. All courses applied toward IGETC must be completed with a “C” or higher per the IGETC Standards.

PROGRAM LEARNING OUTCOMES

The Associate in Arts in Psychology for Transfer Degree (AA-T in Psychology) is intended for students who are planning to transfer into a Bachelor’s of Arts Psychology program at a California State University (CSU) campus. Based on the guidelines for the undergraduate psychology major provided by the American Psychological Association (APA), upon completion of this program, students will:

- Demonstrate fundamental knowledge and comprehension of the major concepts, theoretical perspectives, historical trends, and empirical findings to discuss how psychological principles apply to behavioral problems.
- Develop scientific reasoning and problem-solving in interpreting behavior, studying research, and applying research design principles to drawing conclusions about psychological phenomena.
- Demonstrate familiarity with the formal regulations that govern professional ethics in psychology and begin to embrace the values that contribute to positive outcomes in work settings and in building a society responsive to multicultural and global concerns.
- Demonstrate competence in writing a cogent scientific argument, presenting information using a scientific approach, engaging in discussion of psychological concepts, explaining ideas of others, and expressing their own ideas with clarity.
- Develop work habits and ethics to succeed in academic settings through application of psychology-specific content and skills, effective self-reflection, project-management skills, teamwork skills, and career preparation.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
PSYCH 001	General Psychology I.....	3
PSYCH 074	Research Methods in the Behavioral Sciences.....	3
STAT 101*	Statistics for the Social Sciences	4
List A: Select one of the following courses:		3
PSYCH 002*	Biological Psychology	3
List B: Select one of the following courses:		3
PSYCH 013	Social Psychology.....	3
PSYCH 041	Life-Span Psychology: From Infancy to Old Age.....	3
List C: Select one of the following courses or any List B course not already used:		3
PSYCH 014	Abnormal Psychology	3
PSYCH 016	Intimacy, Marriage and Family Relationships	3
PSYCH 032	Psychology of Women.....	3
PSYCH 052	Psychological Aspects of Human Sexuality	3
PSYCH 060	Stress Management.....	3
PSYCH 069	Psychology in Film.....	3
MAJOR - TOTAL UNITS		19

AWARD	AWARD TYPE	MAJOR CODE	GE
Psychology	AA-T	P036294G	IGETC (37 units) IGETC for UC† (34 units) CSU GE (39 units)

†An AA-T or AS-T may be awarded without IGETC 1C. However, without IGETC 1C the student will be ineligible for admission to a CSU campus. IGETC 1C must be completed prior to transfer to meet minimum CSU entrance requirements.

**See Catalog course description for prerequisites and/or corequisites.*

SOCIAL JUSTICE STUDIES

Associate of Arts for Transfer Degree (AA-T)

(STATE CODE 36027)

This degree is intended for students transferring to a California State University campus. It is not a requirement for transfer but may give students an admission advantage at some CSU campuses. Not all CSU campuses accept this degree as fulfillment of lower-division major requirements. Students should meet with a counselor to determine if this degree is a good option for them. Information on which CSU campuses accept this degree can be found at <https://icangotocollege.com/>

PROGRAM INFORMATION

The Associate in Arts in Social Justice Studies for Transfer Degree (AA-T in Social Justice Studies) is intended for students who plan to transfer and complete a bachelor’s degree in Social Justice Studies at a CSU campus. Students completing the AA-T degree in Social Justice Studies are guaranteed admission to the CSU system, but not necessarily to a particular CSU campus or major of their choice. Students should consult with a counselor for more information on university admission and transfer requirements.

To complete the degree, students must fulfill the following Associate Degree for Transfer requirements (pursuant to SB1440):

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to a California State University.
- The Intersegmental General Education Transfer Curriculum (IGETC) or California State University General Education – Breadth Requirements.
- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.
- A grade of “C” or better (or “P” if the course is taken on a pass/no pass basis) in all courses required for the major or area of emphasis.

Note: Complete either the CSU GE or IGETC general education pattern. Effective Fall 2017, CSU GE Areas A1, A2, A3 and B4 must be completed with a grade of “C-” or higher per CSU EO 1100. All courses applied toward IGETC must be completed with a “C” or higher per the IGETC Standards.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Critical Thinking: The student will demonstrate proficiency in defining issues, problems, questions, and assumptions; analyzing



data (quantitative and qualitative) and relevant information; differentiating between facts, opinions, and biases; synthesizing and generating solutions and possible outcomes; and using evidence and reasoning to support conclusions.

- **Civic Responsibility and Ethical Reasoning in a Diverse Society:** The student will demonstrate proficiency in understanding, and engaging with, contemporary notions of the public good in a democratic and diverse society, and the relevant principles, concepts, and arguments that guide ethical decision-making in our political system.
- **Multicultural Awareness:** The student will demonstrate proficiency in the identification, recognition, description, and explanation of his or her interaction with, and political understanding of, cultural practices and social structures.
- **Quantitative Analysis and Scientific Reasoning:** The student will demonstrate proficiency in the interpretation and description of quantitative data and situations and relevant graphs, symbols, or mathematical relationships and concepts to solve problems.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
SOC 011	Race and Ethnic Relations	3
SOC 031	Sociology of Gender	3

Select one of the following courses: 3

ANTHRO 109 ¹	Gender, Sex and Culture.	3
ANTHRO 132 ¹	Native People of North America.	3
CHICANO 002 ¹	The Mexican-American in Contemporary Society.	3
HEALTH 008	Women's Personal Health.	3

List A: Select three courses from at least two of the following areas: 9-11

Area 1

HISTORY 011	Political and Social History of the United States to 1877 ...	3
HISTORY 012	Political and Social History of the United States from 1865.	3
HISTORY 013	The United States in the Twentieth Century.	3
POL SCI 019	Women in Politics	3

Area 2

ART 105	History of Asian Art	3
ART 109 ¹	The Arts of Africa, Oceania, and Ancient America	3
ENGLISH 219*	The Literature of American Ethnic Groups.	3
ENGLISH 239*	Women in Literature	3

Area 3

CHICANO 020	The Mexican-American in California	3
CHICANO 080	Chicano Politics	3
COMM 122	Intercultural Communication	3
GEOG 002	Cultural Elements of Geography	3
HISTORY 005	History of the Americas I.	3
HISTORY 006	History of the Americas II.	3
HISTORY 041 ¹	The African American in the History of the U.S. I.	3
HISTORY 042 ¹	The African American in the History of the U.S. II.	3
HISTORY 044 ¹	The Mexican American in the History of the United States II	3
HISTORY 052 ¹	The Role of Women in the History of the U.S.	3
PSYCH 032	Psychology of Women.	3
SOC 035	The Labor Movement	3
SPANISH 010	Latin-American Civilization	3
SPANISH 026	Understanding Latin America Through Film	3

Area 4

MATH 227*	Statistics	4
	OR	
MATH 228B*	Statistics Pathway Part II.	5
	OR	
STAT 101*	Statistics for the Social Sciences	4
PSYCH 074*	Research Methods in the Behavioral Sciences.	3
	OR	
SOC 004*	Sociological Analysis	3

Area 5

ANTHRO 109 ¹	Gender, Sex and Culture.	3
ANTHRO 132 ¹	Native People of North America.	3
CHICANO 002 ¹	The Mexican-American in Contemporary Society.	3
HISTORY 041 ¹	The African American in the History of the U.S. I.	3
HISTORY 042 ¹	The African American in the History of the U.S. II.	3
HISTORY 044 ¹	The Mexican American in the History of the United States II	3
HISTORY 052 ¹	The Role of Women in the History of the U.S.	3

MAJOR - TOTAL UNITS 18-20

AWARD	AWARD TYPE	MAJOR CODE	GE
Social Justice Studies	AA-T	P036027G	IGETC (37 units) IGETC for UC† (34 units) CSU GE (39 units)

†An AA-T or AS-T may be awarded without IGETC 1C. However, without IGETC 1C the student will be ineligible for admission to a CSU campus. IGETC 1C must be completed prior to transfer to meet minimum CSU entrance requirements.

¹Course may only be used in one area.

*See Catalog course description for prerequisites and/or corequisites.

SOCIOLOGY

Associate of Arts for Transfer Degree (AA-T)

(STATE CODE 35897)

This degree is intended for students transferring to a California State University campus. It is not a requirement for transfer but may give students an admission advantage at some CSU campuses. Not all CSU campuses accept this degree as fulfillment of lower-division major requirements. Students should meet with a counselor to determine if this degree is a good option for them. Information on which CSU campuses accept this degree can be found at <https://icangotocollege.com/>

PROGRAM INFORMATION

The Associate in Arts in Sociology for Transfer Degree (AA-T in Sociology) is intended for students who plan to transfer and complete a Bachelor's degree in Sociology at a CSU campus. Students completing the AA-T degree in Sociology are guaranteed admission to the CSU system, but not necessarily to a particular CSU campus or major of their choice. Students should consult with a counselor for more information on university admission and transfer requirements.

To complete the degree, students must fulfill the following Associate Degree for Transfer requirements (pursuant to SB1440):

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to a California State University.

- The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.
- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.
- A grade of “C” or better (or “P” if the course is taken on a pass/no pass basis) in all courses required for the major or area of emphasis.

Note: Complete either the CSU GE or IGETC general education pattern. Effective Fall 2017, CSU GE Areas A1, A2, A3 and B4 must be completed with a grade of “C-” or higher per CSU EO 1100. All courses applied toward IGETC must be completed with a “C” or higher per the IGETC Standards.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Students will be able to use the sociological imagination; that is the ability to situate their life in a social context and to understand the impact of social forces on the individual.
- Students will be able to use sociological theories to examine and evaluate how the social structure and institutions of American society lead to the emergence of social problems, issues, norms, values and suggest possible policy solutions where applicable.
- Students will be able to explain and analyze the main research approaches in sociology and apply them to an array of social issues. They will be able to use quantitative and qualitative methods of sociological analysis.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
SOC 001	Introduction to Sociology	3
Select two courses from the following: 7-8		
SOC 002	American Social Problems	3
MATH 227*	Statistics	4
	OR	
MATH 228B*	Statistics Pathway Part II.	5
	OR	
STAT 101*	Statistics for the Social Sciences	4
List A: Select two courses from the following: 6		
Any course not already used above		
SOC 003	Crime and Delinquency	3
SOC 004*	Sociological Analysis	3
SOC 011	Race and Ethnic Relations	3
SOC 013	Society and Personality	3
SOC 028	The Family: A Sociological Approach	3
SOC 031	Sociology of Gender	3
List B: Select one course from the following: 3		
Any course not already used above		
SOC 015	Religion and American Society	3
SOC 021	Human Sexuality	3
SOC 029	The U.S. and Terrorism	3
SOC 035	The Labor Movement	3
SOC 037	Introduction to Political Sociology	3
SOC 086	Popular Culture	3
SOC 087	Sociology of Deviant Behavior	3
MAJOR - TOTAL UNITS		19-20

AWARD	AWARD TYPE	MAJOR CODE	GE
Sociology	AA-T	P035897G	IGETC (37 units) IGETC for UC† (34 units) CSU GE (39 units)

†An AA-T or AS-T may be awarded without IGETC 1C. However, without IGETC 1C the student will be ineligible for admission to a CSU campus. IGETC 1C must be completed prior to transfer to meet minimum CSU entrance requirements.

**See Catalog course description for prerequisites and/or corequisites.*

SPANISH

Associate of Arts for Transfer Degree (AA-T)

(STATE CODE 32620)

This degree is intended for students transferring to a California State University campus. It is not a requirement for transfer but may give students an admission advantage at some CSU campuses. Not all CSU campuses accept this degree as fulfillment of lower-division major requirements. Students should meet with a counselor to determine if this degree is a good option for them. Information on which CSU campuses accept this degree can be found at <https://icangotocollege.com/>

PROGRAM INFORMATION

The goal of the Associate in Arts in Spanish for Transfer Degree (AA-T in Spanish) is to develop competence in the ability to understand, speak, read, and write Spanish, and to provide an understanding and appreciation of the Spanish language and the cultures of the Spanish-speaking world, including the US Latino experience. The Associate in Arts in Spanish for Transfer Degree (AA-T in Spanish) prepares students to continue their education at a California State University campus leading to a baccalaureate degree. Students who complete this degree may enter with junior status to the California State University system and will be given priority admission to the CSU system.

To complete the degree, students must fulfill the following Associate Degree for Transfer requirements (pursuant to SB1440):

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to a California State University.
- The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.
- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.
- A grade of “C” or better (or “P” if the course is taken on a pass/no pass basis) in all courses required for the major or area of emphasis.

Note: Complete either the CSU GE or IGETC general education pattern. Effective Fall 2017, CSU GE Areas A1, A2, A3 and B4 must be completed with a grade of “C-” or higher per CSU EO 1100. All courses applied toward IGETC must be completed with a “C” or higher per the IGETC Standards.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:



- Demonstrate intermediate-level oral proficiency in the Spanish language as defined by the ACTFL guidelines.
- Demonstrate intermediate-level proficiency in the grammar structure, tense, mood and syntax.
- Demonstrate intermediate-level proficiency in writing and reading comprehension in the Spanish language.
- Demonstrate general knowledge of the social, political, cultural and economic conditions in the countries in which Spanish is spoken.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
EITHER		
SPANISH 001	Elementary Spanish I.....	5
SPANISH 002*	Elementary Spanish II.....	5
SPANISH 003*	Intermediate Spanish I.....	5
SPANISH 004* ²	Intermediate Spanish II.....	5
OR (FOR STUDENTS WHO SPEAK SPANISH AT HOME)		
SPANISH 035 ¹	Spanish for Heritage Speakers I.....	5
SPANISH 036* ^{1,2}	Spanish for Heritage Speakers II.....	5
AND		

List A: Select one course from the following:..... 3-5

ACCTG 001	Introductory Accounting I.....	5
COMM 100	Introduction to Communication Studies.....	3
COMM 121	Interpersonal Communication.....	3
ENGLISH 102*	College Reading and Composition II.....	3
ENGLISH 103*	Composition and Critical Thinking.....	3
ENGLISH 203*	World Literature I.....	3
HISTORY 005	History of the Americas I.....	3
HISTORY 006	History of the Americas II.....	3
PHILOS 005*	Critical Thinking and Composition.....	3
SPANISH 005*	Advanced Spanish Through Latin American Literature.....	5
SPANISH 006*	Advanced Spanish Through Spanish Literature.....	5
SPANISH 009	Civilization of Spain.....	3
SPANISH 010	Latin-American Civilization.....	3
SPANISH 027	Cultural Awareness Through Conversation.....	3
SPANISH 037*	Composition and Conversation for Spanish Speakers.....	5

Additional Substitution Courses^{2,3}

SPANISH 011	Great Books of Spanish Literature.....	3
SPANISH 012	Survey of Mexican Literature.....	3
SPANISH 015	Great Books of Latin American Literature.....	3
SPANISH 016	Mexican Civilization.....	3
SPANISH 025	Spanish American Short Story in Translation.....	3
SPANISH 026	Understanding Latin America Through Film.....	3
SPANISH 065	Mexican Literature and Culture.....	3

MAJOR - TOTAL UNITS..... 20-25

AWARD	AWARD TYPE	MAJOR CODE	GE
Spanish	AA-T	P032620G	IGETC (37 units) IGETC for UC+ (34 units) CSU GE (39 units)

[†]An AA-T or AS-T may be awarded without IGETC 1C. However, without IGETC 1C the student will be ineligible for admission to a CSU campus. IGETC 1C must be completed prior to transfer to meet minimum CSU entrance requirements.

¹Students who speak Spanish at home but have not been schooled in Spanish should begin the A.A.-T with Spanish 035 and complete the core with Spanish 036.

²If a student places in SPANISH 004 or SPANISH 036, they fulfill the core requirements and will need to take additional units to compensate

for the course/units required. Suggested substitutions can be taken from the "Additional Substitution Courses" list or any List A course not already used as a major elective.

³If a student places out of any of the required core course(s) and is not awarded units for that course, the student will need to take additional units to compensate for the course/units required. Suggested substitutions can be taken from the "Additional Substitution Courses" list or any List A course not already used as a major elective.

Note: Language courses should be taken in sequence and must include either SPANISH 004 or SPANISH 036. Consult with the department regarding where to begin the sequence.

*See Catalog course description for prerequisites and/or corequisites.

STUDIO ARTS**Associate of Arts for Transfer Degree (AA-T)**

(STATE CODE 32484)

This degree is intended for students transferring to a California State University campus. It is not a requirement for transfer but may give students an admission advantage at some CSU campuses. Not all CSU campuses accept this degree as fulfillment of lower-division major requirements. Students should meet with a counselor to determine if this degree is a good option for them. Information on which CSU campuses accept this degree can be found at <https://icangotocollege.com/>

PROGRAM INFORMATION

Students completing this associate degree will have completed lower-division major preparation requirements for a studio arts degree, an emphasis or option within a studio arts degree or a degree considered similar to a studio arts at a participating California State University (CSU) campus. Following transfer to a participating CSU campus, students will be required to complete no more than 60 units to obtain a bachelor's degree; however some CSU campuses may require additional lower-division major preparation. This degree may not be appropriate preparation for students transferring to a non-participating CSU campus or to a university or campus that is not part of the CSU system. Students should consult with a Pierce counselor for further information regarding the most efficient pathway to transfer as studio arts major, and to determine which CSU campuses are participating in this program.

To complete the degree, students must fulfill the following Associate Degree for Transfer requirements (pursuant to SB1440):

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to a California State University.
- The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.
- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.
- A grade of "C" or better (or "P" if the course is taken on a pass/no pass basis) in all courses required for the major or area of emphasis.

Note: Complete either the CSU GE or IGETC general education pattern. Effective Fall 2017, CSU GE Areas A1, A2, A3 and B4 must be completed with a grade of "C-" or higher per CSU EO 1100. All courses applied toward IGETC must be completed with a "C" or higher per the IGETC Standards.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Identify major movements and/or artist working in drawing.
- Convey ideas and concepts about artwork.
- Demonstrate knowledge and mastery of design and color.
- Possess knowledge and mastery of a variety of art making skills.
- Identify major movements/and or artists working in 3-D.
- Identify and demonstrate knowledge of art objects and architecture from the Renaissance to Modern Periods.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ART 102	Survey of Art History II	3
ART 201	Drawing I	3
ART 501	Beginning Two-Dimensional Design	3
ART 502	Beginning Three-Dimensional Design	3
List A: Select one course from the following:		3
ART 101	Survey of Art History I	3
ART 105	History of Asian Art	3
ART 109	The Arts of Africa, Oceania, and Ancient America	3
ART 111	History of Contemporary Art	3
List B: Select three courses from the following Curricular Areas:		9
Ceramics		
ART 708	Introduction to Ceramics	3
Digital Art		
ART 604	Graphic Design I	3
Drawing		
ART 204*	Life Drawing I	3
Painting		
ART 307	Oil Painting I	3
Photography		
PHOTO 101	Beginning Digital Photography	3
Printmaking		
ART 400	Introduction to Printmaking	3
Sculpture		
ART 700	Introduction to Sculpture	3
Other Media		
ART 209	Perspective Drawing I	3
	OR	
ART 603	Typography I	3
	OR	
ART 620*	Illustration I	3
	OR	
MULTIMD 200	Digital Imaging	3
Second Semester Curricular Area Course		
ART 202*	Drawing II	3
	OR	
ART 701*	Sculpture I	3
	OR	
ART 709*	Ceramics I	3
MAJOR - TOTAL UNITS		24

AWARD	AWARD TYPE	MAJOR CODE	GE
Studio Arts	AA-T	P032484G	CSU GE (39 units) IGETC (37 units) IGETC for UC† (34 units)

†An AA-T or AS-T may be awarded without IGETC 1C. However, without IGETC 1C the student will be ineligible for admission to a CSU campus. IGETC 1C must be completed prior to transfer to meet minimum CSU entrance requirements.

*See Catalog course description for prerequisites and/or corequisites.

THEATRE ARTS

Associate of Arts for Transfer Degree (AA-T)

(STATE CODE 33036)

This degree is intended for students transferring to a California State University campus. It is not a requirement for transfer but may give students an admission advantage at some CSU campuses. Not all CSU campuses accept this degree as fulfillment of lower-division major requirements. Students should meet with a counselor to determine if this degree is a good option for them. Information on which CSU campuses accept this degree can be found at <https://icangotocollege.com/>

PROGRAM INFORMATION

The goal of the Associate in Arts in Theatre Arts for Transfer (AA-T in Theatre Arts) at Los Angeles Pierce College is to prepare students to develop a fundamental understanding of theater. Major coursework includes the history of theater and provides skill foundation and building in acting, design, lighting and costume.

The Associate in Arts in Theatre Arts for Transfer (AA-T in Theatre Arts) prepares students to continue their education at a California State University campus leading to a baccalaureate degree.

To complete the degree, students must fulfill the following Associate Degree for Transfer requirements (pursuant to SB1440):

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to a California State University.
- The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.
- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.
- A grade of "C" or better (or "P" if the course is taken on a pass/no pass basis) in all courses required for the major or area of emphasis.

Note: Complete either the CSU GE or IGETC general education pattern. Effective Fall 2017, CSU GE Areas A1, A2, A3 and B4 must be completed with a grade of "C-" or higher per CSU EO 1100. All courses applied toward IGETC must be completed with a "C" or higher per the IGETC Standards.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:



- Research, identify, and describe major historical periods, cultural influences, notable figures, key terminology, and defining events in the development of world theatre.
- Develop and strengthen critical thinking, creative writing and observation skills through script analysis, self-reflective journal assignments, and written reviews of staged theater performances.
- Critically analyze and interpret a theatrical text; distinguish a play's various dramatic components, such plot, character, language, action, imagery, structure, style, genre, and theme.
- Convey an understanding of the actor's process in creating a character and describe the physical, vocal, mental and emotional methods of preparing for the performance of a role.
- Express, dramatize, or demonstrate a required skill level as a valued member of a theatrical production team, thereby gaining confidence, experience and expertise in specific areas, such as, acting, directing, stage managing, costuming, makeup, lighting, sound, scenic design, set construction and special effects.
- Examine, illustrate and discuss the collaborative nature of live theatre as an art form.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
THEATER 100	Introduction to the Theater	3
	OR	
THEATER 110	History of the World Theater	3
THEATER 270	Beginning Acting	3
Complete 3 semester units from the following Production courses:		3-4
THEATER 280	Musical Theater Workshop I	3
THEATER 291 ¹	Rehearsals and Performances I	1
THEATER 292 ¹	Rehearsals and Performances II	2
THEATER 293	Rehearsals and Performances III	3
TECHTR/THEATER 342 ²	Technical Stage Production	2
List A: Select 9 semester units from the following OR 6 units from List A and an additional 3 units from Production courses, not being used to satisfy the Required Core:		9-10
THEATER 114	Script Analysis	3
THEATER 271*	Intermediate Acting	3
THEATER 300	Introduction to Stage Craft	3
THEATER 305	Introduction to Design for Theatre	3
THEATER 310	Introduction to Theatrical Lighting	3
THEATER 411	Costuming for the Theater	3
THEATER 450	Beginning Stage Make-Up	3

MAJOR - TOTAL UNITS..... 18-20

AWARD	AWARD TYPE	MAJOR CODE	GE
Theatre Arts	AA-T	P033036G	IGETC (37 units) IGETC for UC† (34 units) CSU GE (39 units)

†An AA-T or AS-T may be awarded without IGETC 1C. However, without IGETC 1C the student will be ineligible for admission to a CSU campus. IGETC 1C must be completed prior to transfer to meet minimum CSU entrance requirements.

¹Theater 291 and 292 may be repeated to earn 3 units and any combination of the courses is acceptable to earn 3 units, including repeating one of the courses to total 3 units.

²Theater 342 may be repeated to meet the 3 unit minimum requirement.

*See Catalog course description for prerequisites and/or corequisites.

Associate Degrees & Certificate Programs

Agriculture

AGRICULTURE: GENERAL

Associate of Science Degree

(STATE CODE 02808)

PROGRAM INFORMATION

This program is designed to give students a broad background to prepare them for many different occupations in the field of agriculture and agricultural business.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Apply the fundamental tenets of animal science disciplines to practical experiences with a range of livestock, and poultry. These experiences include creating and demonstrating the use of behavioral, environmental, and nutritional enrichment to maximize animal welfare considerations.
- Apply the fundamental tenets of plant science, including soils and general horticulture, to the preparation, planting, maintenance, and harvesting of one or more food animal crops.
- Recognize the difference between injurious and noxious plants from native species commonly consumed by livestock.
- Demonstrate safe and effective restraint of poultry and livestock species for the administration of medicines and application of common husbandry procedures.
- Create nutritionally sound diets for poultry and major livestock species based on animal requirements and sound economics.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ANML SC 501	Principles of Animal Science	3
ANML SC 505	Animal Nutrition	3
PLNT SC 103	Introduction to Soil Science	3
PLNT SC 714	Principles of Horticulture	3
PLNT SC 901	Natural Resources Conservation	3

MAJOR - ELECTIVE COURSES

Select one course from each group:..... 5 Minimum

GROUP 1:

ANML SC 120	Ethical Issues of Using Animals	3
VETTECH 180	Animal Care Experience	1

GROUP 2:

ANML SC 506*	Urban Farm Animal Health Techniques	2
ANML SC 510	Animal Health and Disease Control	3
ANML SC 511	Anatomy and Physiology of Animals	3
ANML SC 512*	Anatomy and Physiology of Animals Laboratory	1
ANML SC 515*	Applied Animal Reproduction	2
ANML SC 516*	Artificial Insemination Laboratory	1
ANML SC 520	Beef Production	3
ANML SC 521	Beef Production Laboratory	1
ANML SC 530*	Poultry Production	2
ANML SC 531*	Poultry Production Laboratory	1
ANML SC 535*	Sheep Production	3
ANML SC 537*	Sheep Production Laboratory	1
ANML SC 540	Livestock Management Techniques	2
ANML SC 579*	Fitting and Showing Livestock	3
ANML SC 596A*	Agriculture Enterprise Projects	1
ANML SC 596B*	Agriculture Enterprise Projects	2
ANML SC 596C*	Agriculture Enterprise Projects	3
ANML SC 596D*	Agriculture Enterprise Projects	4

GROUP 3:

ANML SC 577	Horse Judging	2
ANML SC 601	Horse Production	3
ANML SC 602	Horse Husbandry	3
ANML SC 603A	Equine Management Techniques	2
ANML SC 603B*	Equine Management Techniques	2
ANML SC 603C*	Equine Management Techniques	2
ANML SC 603D*	Equine Management Techniques	2
ANML SC 616*	Equestrian Activities	2
ANML SC 620	Basic Equitation	1
ANML SC 621*	Horseback Riding Laboratory	1
ANML SC 630	Beginning Equine Training	2
ANML SC 631*	Advanced Equine Training	2
ANML SC 640	Horseshow Organization and Management	2
ANML SC 650*	Equine Health and First Aid	2

GROUP 4:

PLNT SC 701	Floral Design and Practices I	2
PLNT SC 711	Introduction to Plant Science	3
PLNT SC 716	Arboriculture I (Care of Trees and Shrubs)	1
PLNT SC 756	Greenhouse Plant Production	3
PLNT SC 757	Plant Propagation and Production	3

GROUP 5:

PLNT SC 800	Plant Identification and Use I	3
PLNT SC 801	Plant Identification and Use II	3
PLNT SC 806	Landscape Planning and Design	3
PLNT SC 812	Landscape Installation and Maintenance I	3
PLNT SC 816	Grading and Drainage Planning	3
PLNT SC 818	Basic Construction Techniques	3
PLNT SC 820	Irrigation Design and Installation	3
PLNT SC 826	Computer Landscape Design	3



PLNT SC 827	Sustainable Gardening for Landscapes (Horticulture)	3
PLNT SC 828	Sustainable Water Management & Conservation.	3
PLNT SC 829	Sustainable Plant Selection.	3
PLNT SC 830	Sustainable Pest Control.	3
PLNT SC 896A	Horticulture Projects.	1
PLNT SC 896B	Horticulture Projects.	2
Select 20 semester units from the courses below:		20
ANML SC 120	Ethical Issues of Using Animals.	3
ANML SC 181A	Field Work	1
ANML SC 181B	Field Work	2
ANML SC 181C	Field Work	3
ANML SC 181D	Field Work	4
ANML SC 510	Animal Health and Disease Control.	3
ANML SC 511	Anatomy and Physiology of Animals	3
ANML SC 512*	Anatomy and Physiology of Animals Laboratory.	1
ANML SC 515*	Applied Animal Reproduction	2
ANML SC 516*	Artificial Insemination Laboratory	1
ANML SC 520	Beef Production	3
ANML SC 521	Beef Production Laboratory	1
ANML SC 530*	Poultry Production.	2
ANML SC 531*	Poultry Production Laboratory.	1
ANML SC 535*	Sheep Production	3
ANML SC 537*	Sheep Production Laboratory.	1
ANML SC 540	Livestock Management Techniques.	2
ANML SC 579*	Fitting and Showing Livestock	3
ANML SC 601	Horse Production.	3
ANML SC 602	Horse Husbandry.	3
ANML SC 620	Basic Equitation	1
ANML SC 621*	Horseback Riding Laboratory.	1
ANML SC 630*	Beginning Equine Training	2
ANML SC 631*	Advanced Equine Training.	2
ANML SC 640	Horseshow Organization and Management	2
ANML SC 650*	Equine Health and First Aid	2
GEOG/GIS 025	Introduction to Geographic Information Systems and Laboratory.	4
PLNT SC 701	Floral Design and Practices I.	2
PLNT SC 711	Introduction to Plant Science	3
PLNT SC 716	Arboriculture I (Care of Trees and Shrubs).	1
PLNT SC 800	Plant Identification and Use I	3
PLNT SC 801	Plant Identification and Use II	3
PLNT SC 806	Landscape Planning and Design.	3
PLNT SC 812	Landscape Installation and Maintenance I.	3
PLNT SC 816	Grading and Drainage Planning.	3
PLNT SC 818	Basic Construction Techniques.	3
PLNT SC 820	Irrigation Design and Installation.	3
PLNT SC 826	Computer Landscape Design	3
PLNT SC 827	Sustainable Gardening for Landscapes (Horticulture)	3
PLNT SC 828	Sustainable Water Management & Conservation.	3
PLNT SC 829	Sustainable Plant Selection.	3
PLNT SC 830	Sustainable Pest Control.	3
VETTECH 180	Animal Care Experience.	1
VETTECH 401	Orientation to Veterinary Science	1
MAJOR - TOTAL UNITS.		40-52

AWARD	AWARD TYPE	MAJOR CODE	GE
Agriculture: General	AS	P002808C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

EQUINE SCIENCE

Associate of Science Degree

(STATE CODE 02809)

PROGRAM INFORMATION

This is a 2-year program in Horse Science that provides in-depth course work and hands-on experience for students who wish to work in the horse industry. Completion of the Associate of Science degree will provide employment opportunities in Stable/Ranch Management, Horse Training, Veterinary Assisting, Riding Instruction, Event Management and other Horse Industry related businesses. Instruction emphasizes hands-on experience and includes horse husbandry, handling, riding and training as well as event planning, business operations and facility management and maintenance.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Provide horses with the care and feeding recommended by experts and accepted by industry.
- Work with horses safely, effectively and efficiently both on the ground and under saddle.
- Maintain equestrian facilities in a manner consistent with industry standards.
- Plan and manage equestrian events.
- Use current best-practices in the operation of a horse-industry business.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ANML SC 601	Horse Production.	3
ANML SC 602	Horse Husbandry.	3
ANML SC 603A	Equine Management Techniques	2
ANML SC 603B*	Equine Management Techniques	2
ANML SC 603C*	Equine Management Techniques	2
ANML SC 603D*	Equine Management Techniques	2
ANML SC 620	Basic Equitation	1
ANML SC 621*	Horseback Riding Laboratory.	1
ANML SC 630*	Beginning Equine Training	2
ANML SC 650*	Equine Health and First Aid	2

Group 1: Riding/Training Electives - Select two courses from the following:

ANML SC 616*	Equestrian Activities	2
ANML SC 622*	Horseback Riding Laboratory - Intermediate	1
ANML SC 623*	Horseback Riding Laboratory - Advanced.	1
ANML SC 631*	Advanced Equine Training.	2

Group 2: Facility/Event Management Electives - Select one course from the following:

ANML SC 604*	Equine Facility Management.....	2
ANML SC 640	Horseshow Organization and Management	2

Group 3: Enterprise/Industry Electives - Select one course from the following:

BUS 001	Introduction to Business.....	3
CAOT 032*	Business Communications	3
CAOT 078	Microcomputer Acctg Applications for the Electronic Office	3
CAOT 085	Microcomputer Office Applications: Spreadsheet.....	3
MARKET 001	Principles of Selling	3
MGMT 013	Small Business Entrepreneurship	3

Group 4: Select 12 additional semester units from the following OR from courses under Group 1 and Group 2:

ANML SC 185	Directed Study - Animal Science	1
ANML SC 285	Directed Study - Animal Science	2
ANML SC 385	Directed Study - Animal Science	3
ANML SC 501	Principles of Animal Science	3
ANML SC 505	Animal Nutrition	3
ANML SC 510	Animal Health and Disease Control.....	3
ANML SC 511	Anatomy and Physiology of Animals	3
ANML SC 512*	Anatomy and Physiology of Animals Laboratory.....	1
ANML SC 596A*	Agricultural Enterprise Projects	1
ANML SC 596B*	Agricultural Enterprise Projects	2
ANML SC 596C*	Agricultural Enterprise Projects	3
ANML SC 596D*	Agricultural Enterprise Projects	4
COMM 101	Public Speaking.....	3
COMM 121	Interpersonal Communication	3
COMM 122	Intercultural Communication.....	3
COMM 151	Small Group Communication.....	3
JOURNAL 100	Social Values in Mass Communication.....	3
JOURNAL 251	Visual Communication in Mass Media.....	3
PHOTO 009	Introduction to Cameras and Composition	3
PHOTO 020	Beginning Photojournalism.....	4
PHOTO 101	Beginning Digital Photography	3
PLNT SC 103	Introduction to Soil Science	3
SPANISH 002* ¹	Elementary Spanish II.....	5
SPANISH 035 ¹	Spanish for Spanish Speakers I	5

MAJOR - TOTAL UNITS..... 39-43

AWARD	AWARD TYPE	MAJOR CODE	GE
Equine Science	AS	P002809C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

¹Credit is awarded for Spanish 002 or Spanish 035, but not for both.

EQUINE SCIENCE

Certificate of Achievement

(STATE CODE 21781)

PROGRAM INFORMATION

This is a 29 unit program in Horse Science that provides in-depth course work and hands-on experience for students who wish to work in the horse industry. Completion of the Certificate will provide entry-level employment opportunities in Stable/Ranch Management, Horse Training, Veterinary Assisting, Riding Instruction, Horse Care/Grooming, Event Management, and Horse Industry Retail Sales. Instruction emphasizes hands-on experience and includes horse husbandry, handling, riding and training as well as event planning and facility management and maintenance.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Provide horses with the care and feeding recommended by experts and accepted by industry.
- Work with horses safely, effectively and efficiently both on ground and under saddle.
- Maintain equestrian facilities in a manner consistent with industry standards.
- Use current best-practices in the operation of a horse-industry business.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ANML SC 601	Horse Production.....	3
ANML SC 602	Horse Husbandry.....	3
ANML SC 603A	Equine Management Techniques	2
ANML SC 603B*	Equine Management Techniques	2
ANML SC 620	Basic Equitation	1
ANML SC 621*	Horseback Riding Laboratory.....	1
ANML SC 630*	Beginning Equine Training	2
ANML SC 650*	Equine Health and First Aid	2

CERTIFICATE - ELECTIVE COURSES

Group 1: Elective Courses in Horse Science subjects -

Select two courses from the following:

ANML SC 603C*	Equine Management Techniques	2
ANML SC 603D*	Equine Management Techniques	2
ANML SC 604*	Equine Facility Management.....	2
ANML SC 616*	Equestrian Activities	2
ANML SC 622*	Horseback Riding Laboratory - Intermediate.....	1
ANML SC 623*	Horseback Riding Laboratory - Advanced.....	1
ANML SC 631*	Advanced Equine Training.....	2
ANML SC 640	Horseshow Organization and Management	2

Group 2: Elective Courses in Enterprise/Industry - Select one course from the following:

CAOT 032*	Business Communications	3
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CAOT 078	Microcomputer Acctg Applications for the Electronic Office	3
CAOT 085	Microcomputer Office Applications: Spreadsheet	3
MARKET 001	Principles of Selling	3
MGMT 013	Small Business Entrepreneurship	3

Group 3: Select additional units from the following OR from Group 1 or Group 2 for up to 29 units:

ANML SC 185	Directed Study - Animal Science	1
ANML SC 285	Directed Study - Animal Science	2
ANML SC 385	Directed Study - Animal Science	3
ANML SC 501	Principles of Animal Science	3
ANML SC 505	Animal Nutrition	3
ANML SC 510	Animal Health and Disease Control	3
ANML SC 511	Anatomy and Physiology of Animals	3
ANML SC 512*	Anatomy and Physiology of Animals Laboratory	1
ANML SC 596A*	Agricultural Enterprise Projects	1
ANML SC 596B*	Agricultural Enterprise Projects	2
ANML SC 596C*	Agricultural Enterprise Projects	3
ANML SC 596D*	Agricultural Enterprise Projects	4
COMM 101	Public Speaking	3
COMM 121	Interpersonal Communication	3
COMM 122	Intercultural Communication	3
COMM 151	Small Group Communication	3
JOURNAL 100	Social Values in Mass Communication	3
JOURNAL 251	Visual Communication in Mass Media	3
PHOTO 009	Introduction to Cameras and Composition	3
PHOTO 020	Beginning Photojournalism	4
PHOTO 101	Beginning Digital Photography	3
PLNT SC 103	Introduction to Soil Science	3
SPANISH 002* ¹	Elementary Spanish II	5
SPANISH 035 ¹	Spanish for Spanish Speakers I	5

CERTIFICATE - TOTAL UNITS 29

AWARD	AWARD TYPE	MAJOR CODE	GE
Equine Science	Certificate	P021781D	N/A

*See Catalog course description for prerequisites and/or corequisites.

¹Credit is awarded for Spanish 002 or Spanish 035, but not for both.

FLORAL DESIGN AND MANAGEMENT

Certificate of Achievement

(STATE CODE 21800)

PROGRAM INFORMATION

This program teaches students the flowers and plants in Southern California used primarily in the florist trade. In laboratory work the student learns corsage making, flower arrangements, funeral offerings, and the use of plastic flowers. Lectures include shop management, buying, and salesmanship. Upon completion of the certificate program, the student is qualified to be employed in a flower shop.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion,

please visit the Gainful Employment Disclosure website at:
<http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Using the elements and principles of floral design and basic color theory as well as industry standards, create basic floral arrangements and corsages.
- Identify by common and botanical names numerous flower and foliage varieties and determine the post-harvest care and handling procedures.
- Create industry-standard floral designs for categories of special events, such as wedding décor, sympathy tributes, window displays, permanent botanicals, and event designs.
- Apply business concepts to the management of a floral business, including issues related to accounting, marketing, and general management.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
PLNT SC 701	Floral Design and Practices I	2
PLNT SC 711	Introduction to Plant Science	3
PLNT SC 714	Principles of Horticulture	3
PLNT SC 896A	Horticulture Projects	1
PLNT SC 896B	Horticulture Projects	2

CERTIFICATE - ELECTIVE COURSES

Select 8-9 semester units from the following: 8-9

ACCTG 001	Introductory Accounting I	5
ART 201	Drawing I	3
BUS 005	Business Law I	3
MGMT 013	Small Business Entrepreneurship	3
PLNT SC 757	Plant Propagation and Production	3
PLNT SC 829	Sustainable Plant Selection	3

Other courses may be substituted with prior approval of the Department Chair.

CERTIFICATE - TOTAL UNITS 19-20

AWARD	AWARD TYPE	MAJOR CODE	GE
Floral Design and Management	Certificate	P021800D	N/A

GARDENING: ADVANCED

Certificate of Achievement

(STATE CODE 10726)

PROGRAM INFORMATION

These programs are designed to prepare a student for employment in the field of horticulture. Individuals are prepared for employment by various private companies in the horticulture industries, governmental agencies, or to become self-employed. These programs may also serve as continuing education for those already employed in some field of horticulture.

Students with a casual interest in horticulture desiring to take classes for information and interest are also accepted. Select from the courses listed below or other courses approved by the department.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Identify and practice the safe use of tools, equipment, and supplies used in horticulture careers, including the maintenance of trees and shrubs from youth to specimen maturity, in such careers as gardening or landscape technician.
- Propagate, grow, and maintain plants in horticulture production systems utilizing fundamental principles of soils, botany, and principles of horticulture.
- Identify and categorize regional and California plants by common name, growth, morphological characteristics, genus, and species.
- Install and maintain irrigation systems meeting varying specifications as outlined by blueprint drawings.
- Develop solutions for a wide variety of plant health issues, including common pests and microbial diseases.

CERTIFICATE - REQUIRED COURSES

Select 20 semester units from the following: 20

PLNT SC 103	Introduction to Soil Science	3
PLNT SC 701	Floral Design and Practices I	2
PLNT SC 711	Introduction to Plant Science	3
PLNT SC 714	Principles of Horticulture	3
PLNT SC 716	Arboriculture I (Care of Trees and Shrubs)	1
PLNT SC 756	Greenhouse Plant Production	3
PLNT SC 800	Plant Identification and Use I	3
PLNT SC 801	Plant Identification and Use II	3
PLNT SC 806	Landscape Planning and Design	3
PLNT SC 812	Landscape Installation and Maintenance I	3
PLNT SC 816	Grading and Drainage Planning	3
PLNT SC 818	Basic Construction Techniques	3
PLNT SC 826	Computer Landscape Design	3
PLNT SC 827	Sustainable Gardening for Landscapes (Horticulture)	3
PLNT SC 829	Sustainable Plant Selection	3
PLNT SC 830	Sustainable Pest Control	3
PLNT SC 896A	Horticulture Projects	1

PLNT SC 896B	Horticulture Projects	2
CERTIFICATE - TOTAL UNITS		20

AWARD	AWARD TYPE	MAJOR CODE	GE
Gardening: Advanced	Certificate	P010726D	N/A

HORTICULTURE: GENERAL

Associate of Science Degree

(STATE CODE 02811)

PROGRAM INFORMATION

The General Horticulture AS program serves students who wish to expand their plant knowledge which may lead to a career in orchard or tree care, nursery, greenhouse, or sales. Students receive a broad base of knowledge from which they can further specialize. Skills attained include measurements, dilutions, greenhouse management, micropropagation, use of plant growth regulators, soil conservation, integrated pest management, irrigation, and mineral nutrition.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Identify and practice the safe use of tools, equipment, and supplies used in horticulture careers, including the maintenance of trees and shrubs from youth to specimen maturity.
- Propagate, grow, and maintain plants in horticulture production systems utilizing fundamental principles of soils, botany, and principles of horticulture.
- Identify and categorize regional and California plants by common name, growth, morphological characteristics, genus, and species.
- Develop solutions for a wide variety of plant health issues, including common pests and microbial diseases.
- Install and care for plants and trees in indoor, outdoor, and greenhouse operations.
- Gain knowledge and apply the fundamentals of field, nursery, greenhouse, and orchard management, including propagation, the use of plant growth regulators, variety development, and biological controls.

**MAJOR - REQUIRED COURSES**

SUBJECT & NO.	COURSE	UNITS
REQUIRED COURSES		
PLNT SC 103	Introduction to Soil Science	3
PLNT SC 711	Introduction to Plant Science	3
PLNT SC 714	Principles of Horticulture	3
PLNT SC 716	Arboriculture I (Care of Trees and Shrubs)	1
PLNT SC 726	Agricultural Genetics	2
	OR	
PLNT SC 727	Plant Breeding Techniques	2
PLNT SC 756	Greenhouse Plant Production	3
	OR	
PLNT SC 757	Plant Propagation and Production	3
PLNT SC 800	Plant Identification and Use I	3
PLNT SC 828	Sustainable Water Management & Conservation	3
PLNT SC 829	Sustainable Plant Selection	3
PLNT SC 830	Sustainable Pest Control	3
PLNT SC 896A	Horticulture Projects	1
PLNT SC 896B	Horticulture Projects	2

MAJOR - ELECTIVE COURSES

SUBJECT & NO.	COURSE	UNITS
Select 2-3 units from the following courses:		
PLNT SC 701	Floral Design and Practices I	2
PLNT SC 718	General Fruit Production I	3
PLNT SC 801	Plant Identification and Use II	3
PLNT SC 818	Basic Construction Techniques	3
PLNT SC 820	Irrigation Design and Installation	3
PLNT SC 901	Natural Resources Conservation	3

MAJOR - TOTAL UNITS **32-33**

AWARD	AWARD TYPE	MAJOR CODE	GE
Horticulture: General	AS	P002811C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

LANDSCAPE DESIGN AND MANAGEMENT

Associate of Science Degree

(STATE CODE 08311)

PROGRAM INFORMATION

The Landscape Design A.S. program at Pierce College prepares budding landscape designers to embark on an entrepreneurial endeavor with confidence. Part of the preparation involves intimate knowledge of blueprints, gardening, and the ability to design and use plant materials, all fastened to a firm foundation in soil and plant science. By the end, students will be familiar with over 500 ornamental, sustainable, and California native plants and trees. With this fluency, students are well-prepared to analyze site conditions and create an aesthetically pleasing and artistic landscape that considers long-term environmental suitability.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses.

Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Identify and practice the safe use of tools, equipment, and supplies used in horticulture careers, including the maintenance of trees and shrubs from youth to specimen maturity.
- Design irrigation systems meeting varying specifications as outlined by blueprint drawings and estimate costs.
- Design, construct, and install plants for both indoor and outdoor landscape projects. Select plants in horticulture production systems utilizing fundamental principles of soils, botany, and principles of horticulture.
- Identify and categorize regional and California plants by common name, growth, morphological characteristics, genus, and species.
- Develop solutions for a wide variety of plant health issues, including common pests and microbial diseases.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
PLNT SC 103	Introduction to Soil Science	3
PLNT SC 711	Introduction to Plant Science	3
PLNT SC 716	Arboriculture I (Care of Trees and Shrubs)	1
PLNT SC 800	Plant Identification and Use I	3
PLNT SC 801	Plant Identification and Use II	3
PLNT SC 812	Landscape Installation and Maintenance I	3
PLNT SC 816	Grading and Drainage Planning	3
PLNT SC 818	Basic Construction Techniques	3
PLNT SC 820	Irrigation Design and Installation	3
PLNT SC 826	Computer Landscape Design	3
PLNT SC 830	Sustainable Pest Control	3

MAJOR - ELECTIVE COURSES

SUBJECT & NO.	COURSE	UNITS
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Choose two courses from one of the following emphases listed below:

Design Emphasis

PLNT SC 806	Landscape Planning and Design	3
PLNT SC 827	Sustainable Gardening for Landscapes (Horticulture)	3

Turf Emphasis

PLNT SC 714	Principles of Horticulture	3
PLNT SC 822	Turf and Ground Cover Management	3

Water Management Emphasis

PLNT SC 828	Sustainable Water Management & Conservation	3
PLNT SC 901	Natural Resources Conservation	3

MAJOR - TOTAL UNITS **37**

AWARD	AWARD TYPE	MAJOR CODE	GE
Landscape Design and Management	AS	P008311C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

ORCHARD AND NURSERY SKILLS

Skills Certificate

Note: Skills Certificates will not appear on the students' official transcripts.

PROGRAM INFORMATION

This certificate program provides fundamental technical skills in Plant Science including integrated pest management, irrigation, soil conservation and plant nutrition. Students choose a specialized elective depending on their interest in nursery, greenhouse, or orchard production. This skills certificate is recommended for students aiming to enhance their employability and earning potential by attaining skills in plant science, for landowners or lessees looking to start their own business, and for career-changers who have attained a Bachelors degrees in another discipline.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
PLNT SC 103	Introduction to Soil Science	3
PLNT SC 711	Introduction to Plant Science	3
PLNT SC 820	Irrigation Design and Installation.....	3
PLNT SC 830	Sustainable Pest Control.....	3

CERTIFICATE - ELECTIVE COURSES

SUBJECT & NO.	COURSE	UNITS
Select one course from the following:		
PLNT SC 716	Arboriculture I (Care of Trees and Shrubs)	3
PLNT SC 756	Greenhouse Plant Production	3
PLNT SC 757	Plant Propagation and Production.....	3

CERTIFICATE - TOTAL UNITS 15

PRE-VETERINARY MEDICINE

Associate of Science Degree

(STATE CODE 08308)

Faculty Advisor: Dr. Lu Dao

PROGRAM INFORMATION

The Los Angeles Pierce College Pre-Veterinary Degree is an academically rigorous program that provides a solid foundation to students interested in applying to veterinary college. Over 200 Los Angeles Pierce College students have been accepted into 22 different veterinary colleges. Students should be aware that some veterinary schools, such as UC Davis, require a four year degree prior to application while some schools do not. It is incumbent upon the student to research the requirements for each individual veterinary school they want to apply to, and plan their academic coursework accordingly. It is highly recommended to meet with the Pre-vet advisor prior to starting the program and every semester until completion of the degree. Clinical work with licensed veterinarians is required for admission to veterinary school, so that students understand the duties and responsibilities of a practitioner. The average student accepted into graduate veterinary schools complete between 2,000-4,000 hours of animal, veterinary and biomedical experience prior to being admitted. Experience should include work with large and small animals and a variety of species. Agriculture classes at Los Angeles Pierce College with corresponding laboratory sections are appropriate ways to gain experience even though many are not UC transferable for credit. We encourage

pre-veterinary students to get involved in the laboratory classes with veterinary technology students.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Students will demonstrate capabilities in the safe restraint of multiple species of animals; in the taking of TPRs, and the recording of animal observations.
- Students will develop and balance appropriate rations for herbivores (grazing animals), carnivores, and omnivores.
- Students will create and demonstrate the use of behavioral enrichment, environmental enrichment and nutritional enrichment to maximize animal welfare considerations in poultry, sheep, goats, cattle and horses.
- Students will differentiate species and breeds of livestock and poultry as to their nutritional and reproductive needs, basic husbandry requirements, genetics, disease control and prevention, and general management of respective herds and flocks.
- Students will demonstrate a clear understanding in using common SOAP protocol in the assessment, observations, diagnosis, treatment of very common disorders in companion animals, livestock and poultry under the direction of a CA licensed veterinarian.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ANML SC 120^	Ethical Issues of Using Animals.....	3
ANML SC 181A	Field Work	1
ANML SC 501	Principles of Animal Science	3
ANML SC 505^	Animal Nutrition	3
ANML SC 506*	Urban Farm Animal Health Techniques.....	2
ANML SC 511	Anatomy and Physiology of Animals	3
ANML SC 512*	Anatomy and Physiology of Animals Laboratory.....	1
BIOLOGY 006*	General Biology I.....	5
BIOLOGY 007*	General Biology II	5
CHEM 101*	General Chemistry I	5
CHEM 102*	General Chemistry II.....	5
CHEM 211*	Organic Chemistry for Science Majors I	5
CHEM 221*	Biochemistry for Science Majors	5
ENGLISH 102*	College Reading and Composition II	3
	OR	
ENGLISH 103*	Composition and Critical Thinking	3
MATH 227*	Statistics	4
MICRO 001*	Introductory Microbiology	5
	OR	
MICRO 020*	General Microbiology.....	4
PHYSICS 006*	General Physics I.....	4



PHYSICS 007*	General Physics II.....	4
PHYSIOL 001*	Introduction to Human Physiology.....	4
VETTECH 401	Orientation to Veterinary Science.....	1

PRE-VETERINARY EXPERIENTIAL TRAINING

Select at least one course (minimum 1 semester unit) from the following:..... 1-4

ANML SC 516*	Artificial Insemination Laboratory.....	1
ANML SC 521	Beef Production Laboratory.....	1
ANML SC 531*	Poultry Production Laboratory.....	1
ANML SC 537*	Sheep Production Laboratory.....	1
ANML SC 540	Livestock Management Techniques.....	2
ANML SC 596A*	Agricultural Enterprise Projects.....	1
ANML SC 596B*	Agricultural Enterprise Projects.....	2
ANML SC 596C*	Agricultural Enterprise Projects.....	3
ANML SC 596D*	Agricultural Enterprise Projects.....	4
ANML SC 650*	Equine Health and First Aid.....	2
VETTECH 411*	Animal Nursing I Laboratory.....	1
VETTECH 421*	Clinical Procedures in Animal Care I Laboratory.....	1
VETTECH 431*	Veterinary Clinical Pathology Laboratory.....	1
VETTECH 436*	Veterinary Diagnostic Imaging Laboratory.....	1
VETTECH 441	Large Animal Nursing Laboratory.....	2

MAJOR - TOTAL UNITS..... 71-75

AWARD	AWARD TYPE	MAJOR CODE	GE
Pre-Veterinary Medicine	AS	P008308C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

Note: Some colleges of veterinary medicine may require Chem 211 and Chem 212. See the prerequisite courses for the college of veterinary medicine that you intend to apply to.

Note: Some colleges of veterinary medicine may require Eng 102 and Eng 103. See the prerequisite courses for the college of veterinary medicine that you intend to apply to.

^ANML SC 120 Offered Spring semester of even numbered years only.

^ANML SC 505 Offered Fall semester only.

*See Catalog course description for prerequisites and/or corequisites.

VETERINARY TECHNOLOGY

Associate of Science Degree

(STATE CODE 02810)

Faculty Advisor: Dr. Rebecca Yates

PROGRAM INFORMATION

Earning an A.S. degree in Veterinary Technology from Los Angeles Pierce College qualifies a student to sit for the national and state board exams. The comprehensive scope of the Veterinary Technology major provides the student with the skills and knowledge necessary for employment as a Registered Veterinary Technician in many different capacities and settings. The curriculum integrates lecture classes with hands-on lab classes and outside clinical experiences, and meets or exceeds all American Veterinary Medical Association standards. Students are given ample opportunity to work with a wide variety of domestic animals here on campus. The coursework is separated into three categories: prerequisites, general education and advanced classes.

Prior to being permitted to enroll in advanced level classes, students must complete all prerequisites and submit an application to the RVT Program Director. Students must earn at least a "C" in all categories

of classes. The coursework can be completed in two years, (including summer sessions), but most students take longer to complete the program.

The Veterinary Technology Major is accredited by the American Veterinary Medical Association. Academic counseling is strongly recommended prior to starting the RVT program.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Be proficient in the Essential Tasks as required by the AVMA.
- Possess the knowledge, skills and abilities to pass state and national board exams.
- Develop the ability to assess and respond appropriately to routine and emergency medical conditions.
- Gain an understanding of the role of the Registered Veterinary Technician on a veterinary team.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ENTRY LEVEL - REQUIRED COURSES		
ANML SC 181A	Field Work.....	1
	OR	
ANML SC 181B	Field Work.....	2
	OR	
ANML SC 181C	Field Work.....	3
	OR	
ANML SC 181D	Field Work.....	4
ANML SC 501	Principles of Animal Science.....	3
ANML SC 510	Animal Health and Disease Control.....	3
ANML SC 511	Anatomy and Physiology of Animals.....	3
ANML SC 512*	Anatomy and Physiology of Animals Laboratory.....	1
BIOLOGY 003	Introduction to Biology.....	4
CHEM 051 or higher*	Fundamentals of Chemistry I.....	5
MICRO 001*	Introductory Microbiology.....	5
	OR	
MICRO 020*	General Microbiology.....	4
VETTECH 180	Animal Care Experience.....	1
VETTECH 401	Orientation to Veterinary Science.....	1

ADVANCED VETERINARY TECHNOLOGY CLASSES

VETTECH 410*	Animal Nursing I.....	2
VETTECH 411*	Animal Nursing I Laboratory.....	1
VETTECH 412*	Animal Nursing II.....	2
VETTECH 413*	Animal Nursing II Laboratory.....	1
VETTECH 420*	Clinical Procedures in Animal Care I.....	2
VETTECH 421*	Clinical Procedures in Animal Care I Laboratory.....	1
VETTECH 422*	Clinical Procedures in Animal Care II.....	2
VETTECH 423*	Clinical Procedures in Animal Care II Laboratory.....	1

VETTECH 424*	Dentistry for Veterinary Technicians.....	1
VETTECH 430*	Veterinary Clinical Pathology.....	2
VETTECH 431*	Veterinary Clinical Pathology Laboratory.....	1
VETTECH 435	Veterinary Diagnostic Imaging.....	2
VETTECH 436*	Veterinary Diagnostic Imaging Laboratory.....	1
VETTECH 441	Large Animal Nursing Laboratory.....	2
VETTECH 470	Laboratory Animal Care.....	3
VETTECH 480*	Clinical Experience for Veterinary Technicians I.....	3
VETTECH 481*	Clinical Experience for Veterinary Technicians II.....	3

MAJOR - TOTAL UNITS..... 56-60

AWARD	AWARD TYPE	MAJOR CODE	GE
Veterinary Technology	AS	P002810C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

Note: Students enrolled in advanced level veterinary technology classes must participate in daily kennel duty, including weekends.

**See Catalog course description for prerequisites and/or corequisites.*

Anthropological and Geographical Sciences

GEOGRAPHIC INFORMATION SYSTEMS

Associate of Arts Degree

(STATE CODE 35153)

PROGRAM INFORMATION

This program gives students skills and knowledge needed to either enter, or advance, their careers in Geographic Information Systems in today's job market. The GIS program at Pierce offers students the opportunity to learn technical skills that can be applied in a multitude of occupations, such as crime analysis, agriculture, business and marketing.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of the course the student will be able to perform a real-world task requiring Introduction to Geographic Information Systems and Laboratory that demonstrates meaningful application of essential knowledge and skills. Examples of essential knowledge and skills at the Introduction to GIS and Lab level may include but are not limited to:

- Describing key terms and concepts central to the understanding of Geographic Information Systems (for example: GIS, data models and formats, data symbolization and classification, map projections and coordinate systems, relational databases, data queries, and remote sensing).
- Using basic ArcGIS desktop software functions to display, modify, and analyze maps.
- Independently planning, organizing, and presenting a GIS research project to solve a real-world problem.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
GIS/GEOG 025	Introduction to Geographic Information Systems and Laboratory.....	4
GIS/GEOG 033	Intermediate GIS Applications.....	3
GIS/GEOG 036*	Cartography and Base Map Development.....	3
GIS/GEOG 037	Introduction to Global Positioning Systems (GPS).....	1
GIS/GEOG 038*	Spatial Analysis and Modeling.....	3
GIS 040*	GIS Internship.....	1

MAJOR - ELECTIVE COURSES

SUBJECT & NO.	COURSE	UNITS
Select 9 units from the following:.....		9
ARC 162	Computer-Aided Design and Drafting.....	3
CIS 120	Introduction to Databases.....	3
CIS 173	Data Analysis for Computer Information Systems with Python.....	3
EGD TEK 111	2-D Computer-Aided Drafting.....	3
GEOG 001	Physical Geography.....	3

MAJOR - TOTAL UNITS.....24

AWARD	AWARD TYPE	MAJOR CODE	GE
Geographic Information Systems	AA	P035153C	LAPC GE (21 units) CSU GE (39 units) IGETC (37 units)

**See Catalog course description for prerequisites and/or corequisites.*

GEOGRAPHIC INFORMATION SYSTEMS

Certificate of Achievement

(STATE CODE 35019)

PROGRAM INFORMATION

This program gives students skills and knowledge needed to either enter, or advance, their careers in Geographic Information Systems in today's job market. The GIS program at Pierce offers students the opportunity to learn technical skills that can be applied in a multitude of occupations, such as crime analysis, agriculture, business and marketing. Students may choose to continue their education to pursue an A.A. degree in Geographic Information Systems.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

**PROGRAM LEARNING OUTCOMES**

Upon completion of this program, students will:

- Plan, organize, and present a GIS research project to solve a real-world problem.
- Identify spatial relationships between varying sets of geospatial data layers.
- Distinguish principles of advanced cartographic designs and GIS map productions.
- Use a GPS unit to find locations and integrate GPS and GIS technologies successfully.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CIS 120	Introduction to Databases	3
	OR	
CIS 173	Data Analysis for Computer Information Systems with Python	3
GIS/GEOG 025	Introduction to Geographic Information Systems Laboratory.....	4
GIS/GEOG 033	Intermediate GIS Applications	3
GIS/GEOG 036*	Cartography and Base Map Development	3
GIS/GEOG 037	Introduction to Global Positioning Systems (GPS).....	1
GIS/GEOG 038*	Spatial Analysis and Modeling	3
GIS 040*	GIS Internship.....	1

CERTIFICATE - TOTAL UNITS18

AWARD	AWARD TYPE	MAJOR CODE	GE
Geographic Information Systems	Certificate	P035019D	N/A

*See Catalog course description for prerequisites and/or corequisites.

Art and Architecture

ARCHITECTURAL TECHNOLOGY

Associate of Arts Degree

(STATE CODE 02814)

PROGRAM INFORMATION

This program is designed to prepare students interested in obtaining employment as architectural technicians or transferring to schools of Architecture. The program has been developed through an advisory committee of architects, technicians, contractors, and Los Angeles Pierce College faculty.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies

to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Recognize and critically analyze the elements and principles of architectural design and construction.
- Display competency with graphic communication of ideas.
- Create architectural projects utilizing research, planning, analysis, and concept.
- Develop critical understanding of the practice of architecture and its components.
- Recognize and express structural, material and building system components as well as the code, safety, and site factors that go into construction and design.
- Recognize and execute cognitive, cultural, physical, social and sustainable factors in planning construction and the execution of architectural designs.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ARC 110	Introduction to Architecture.....	1
ARC 111	Methods of Construction.....	2
ARC 121	Freehand Drawing I.....	2
ARC 151*	Materials of Construction	3
ARC 152	Equipment of Buildings	3
ARC 162	Computer-Aided Design and Drafting.....	3
ARC 172	Architectural Drawing I	3
ARC 173*	Architectural Drawing II	3
ARC 201*	Architectural Design I.....	3
ARC 202*	Architectural Design II.....	3
ARC 221*	Architectural Rendering.....	2
ARC 271*	Architectural Drawing III	3
ARC 272*	Architectural Drawing IV	3
ENV 101	Foundations of Design I.....	3

MAJOR - TOTAL UNITS37

AWARD	AWARD TYPE	MAJOR CODE	GE
Architectural Technology	AA	P002814C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

Note: CA State Polytechnic Universities, San Luis Obispo and Pomona offer degrees in Architecture and Planning. See a counselor or department advisor for further information.

*See Catalog course description for prerequisites and/or corequisites.

ARCHITECTURAL TECHNOLOGY

Certificate of Achievement

(STATE CODE 21801)

PROGRAM INFORMATION

This program is designed to prepare students for employment working alongside architects, contractors, construction managers, engineers and other built environment professionals within a sustainability framework. Students will also be prepared for transfer into accredited architecture schools. This program provides students with opportunities to gain proficiency in both high tech digital tools and manual and low level technology. Skill development includes design, sustainability, drafting, both manual and CAD and building information modeling (BIM), 3D visualization as well as sustainable construction systems and methodologies.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Recognize and critically analyze the elements and principles of architectural design and construction.
- Display competency with graphic communication of ideas.
- Create architectural projects utilizing research, planning, analysis, and concept.
- Develop critical understanding of the practice of architecture and its components.
- Recognize and express structural, material and building system components as well as the code, safety, and site factors that go into construction and design.
- Recognize and execute cognitive, cultural, physical, social and sustainable factors in planning construction and the execution of architectural designs.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ARC 110	Introduction to Architecture.....	1
ARC 111	Methods of Construction.....	2
ARC 121	Freehand Drawing I.....	2
ARC 151*	Materials of Construction.....	3
ARC 152	Equipment of Buildings.....	3
ARC 162	Computer-Aided Design and Drafting.....	3
ARC 172	Architectural Drawing I.....	3
ARC 173*	Architectural Drawing II.....	3
ARC 201*	Architectural Design I.....	3
ARC 202*	Architectural Design II.....	3
ARC 221*	Architectural Rendering.....	2
ARC 271*	Architectural Drawing III.....	3
ENV 101	Foundations of Design I.....	3

CERTIFICATE - TOTAL UNITS34

AWARD	AWARD TYPE	MAJOR CODE	GE
Architectural Technology	Certificate	P021801D	N/A

**See Catalog course description for prerequisites and/or corequisites.*

ART

Associate of Arts Degree

(STATE CODE 02834)

PROGRAM INFORMATION

This degree is designed to provide students with a broad depth of exposure to the Art discipline.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Articulate foundational knowledge of the history of art, inclusive of methods, media and cultural context.
- Demonstrate functional levels of drawing skills with varied media and subjects.
- Demonstrate a working vocabulary articulating concepts as they relate to studio applications.
- Demonstrate functional levels of painting.
- Demonstrate an understanding of two- and/or three-dimensional design concepts, vocabulary, materials and processes through the construction of two- and/or three-dimensional objects or images.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ART 101	Survey of Art History I.....	3
ART 102	Survey of Art History II.....	3
ART 201	Drawing I.....	3
ART 202	Drawing II.....	3
ART 204	Life Drawing I.....	3
ART 307	Oil Painting I.....	3
ART 501	Beginning Two-Dimensional Design.....	3
ART 502	Beginning Three-Dimensional Design.....	3
ART 503	Intermediate Design.....	3
ART 700	Introduction to Sculpture.....	3
ART 708	Introduction to Ceramics.....	3

MAJOR - TOTAL UNITS33



AWARD	AWARD TYPE	MAJOR CODE	GE
Art	AA	P002834C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

CERAMIC DESIGN

Associate of Arts Degree

(STATE CODE 10736)

PROGRAM INFORMATION

This degree is designed for students wishing to study ceramics.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Articulate foundational knowledge of the history of art, inclusive of methods, media and cultural context.
- Demonstrate functional level of drawing skills with varied media and subjects. Demonstrate a working vocabulary articulating concepts as they relate to studio applications.
- Demonstrate an understanding of three-dimensional design concepts, vocabulary, materials and processes through the construction of two and/or three-dimensional objects.
- Demonstrate an understanding of design concepts appropriate to ceramics, vocabulary, materials and processes through the construction of three-dimensional objects.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ART 101	Survey of Art History I	3
ART 102	Survey of Art History II	3
ART 111	History of Contemporary Art	3
ART 201	Drawing I	3
ART 202*	Drawing II	3
	OR	
ART 503*	Intermediate Design	3
ART 501	Beginning Two-Dimensional Design	3
ART 502	Beginning Three-Dimensional Design	3
ART 700	Introduction to Sculpture	3
ART 708	Introduction to Ceramics	3
ART 709*	Ceramics I	3
ART 710*	Ceramics II	3
ART 711*	Ceramics III	3
MAJOR - TOTAL UNITS		36

AWARD	AWARD TYPE	MAJOR CODE	GE
Ceramic Design	AA	P010736C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

DRAWING

Associate of Arts Degree

(STATE CODE 10733)

PROGRAM INFORMATION

This degree is for students majoring in Drawing.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Articulate foundational knowledge of the history of art, inclusive of methods, media and cultural context.
- Demonstrate functional level of drawing skills with varied media and subjects.
- Demonstrate a working vocabulary articulating concepts as they relate to studio applications.
- Demonstrate an understanding of three-dimensional design concepts, vocabulary, materials and processes through the construction of two and/or three-dimensional objects.
- Demonstrate an understanding of drawing concepts, vocabulary, materials and processes through the creation of two-dimensional works.
- Demonstrate functional levels of painting.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ART 101	Survey of Art History I	3
ART 102	Survey of Art History II	3
ART 111	History of Contemporary Art	3
ART 201	Drawing I	3
ART 202*	Drawing II	3
ART 203*	Drawing III	3
	OR	
ART 207*	Life Drawing IV	3
	OR	
ART 400	Introduction to Printmaking	3
ART 204*	Life Drawing I	3
ART 205*	Life Drawing II	3

ART 206*	Life Drawing III	3
ART 307	Oil Painting I	3
ART 501	Beginning Two-Dimensional Design	3
ART 502	Beginning Three-Dimensional Design	3
ART 503*	Intermediate Design	3

MAJOR - TOTAL UNITS.....39

AWARD	AWARD TYPE	MAJOR CODE	GE
Drawing	AA	P010733C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

GRAPHIC DESIGN

Associate of Arts Degree

(STATE CODE 08328)

PROGRAM INFORMATION

This program is planned for students who expect to make advertising art or graphic design their vocation.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Articulate foundational knowledge of the history of art, inclusive of methods, media and cultural context.
- Demonstrate functional levels of drawing skills with varied media and subjects.
- Demonstrate a working vocabulary articulating concepts as they relate to studio applications.
- Demonstrate functional levels of painting.
- Demonstrate an understanding of two- and/or three-dimensional design concepts, vocabulary, materials and processes through the construction of two- and/or three-dimensional objects or images.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ART 111	History of Contemporary Art.....	3
MULTIMD 110	Visual Communication.....	3
ART 603	Typography I	3
ART 604	Graphic Design I	3
ART 605*	Graphic Design II.....	3
ART 606*	Graphic Design III.....	3
MULTIMD 200	Digital Imaging.....	3

MULTIMD 210	Digital Editing.....	3
MULTIMD 340	Vector Graphics.....	3
MULTIMD 650	Designing for the Web.....	3

MAJOR - ELECTIVE COURSES

SUBJECT & NO.	COURSE	UNITS
Select one course from the following:		
ART 101	Survey of Art History I.....	3
ART 102	Survey of Art History II	3
ART 201	Drawing I	3
ART 204*	Life Drawing	3
ART 501	Beginning Two-Dimensional Design	3
ART 620*	Illustration I.....	3
ART 621*	Illustration II	3
ART 622*	Illustration for the Graphic Artist	3
MULTIMD 651	Animation for the Web.....	3

MAJOR - TOTAL UNITS.....30

AWARD	AWARD TYPE	MAJOR CODE	GE
Graphic Design	AA	P008328C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

GRAPHIC DESIGN

Certificate of Achievement

(STATE CODE 21816)

PROGRAM INFORMATION

This program provides specialized training in Graphic Design for employment.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at:
<http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Articulate foundational knowledge of the history of art, inclusive of methods, media and cultural context.
- Demonstrate functional levels of drawing skills with varied media and subjects.
- Demonstrate a working vocabulary articulating concepts as they relate to studio applications.
- Demonstrate functional levels of painting.
- Demonstrate an understanding of two- and/or three-dimensional design concepts, vocabulary, materials and processes through the construction of two- and/or three-dimensional objects or images.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ART 603	Typography I.....	3
ART 604	Graphic Design I	3



ART 605*	Graphic Design II.....	3
ART 606*	Graphic Design III.....	3
MULTIMD 110	Visual Communication.....	3
MULTIMD 200	Digital Imaging.....	3
MULTIMD 210	Digital Editing.....	3
MULTIMD 340	Vector Graphics.....	3

CERTIFICATE - TOTAL UNITS24

AWARD	AWARD TYPE	MAJOR CODE	GE
Graphic Design	Certificate	P021816D	N/A

**See Catalog course description for prerequisites and/or corequisites.*

GRAPHIC DESIGN FOR THE WEB

Certificate of Achievement

(STATE CODE 15084)

PROGRAM INFORMATION

This certificate is planned for students who expect to start a career in graphic design with a specialty in web design. Satisfactory completion of courses below leads to a certificate of achievement in Graphic Design for the Web.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate a working vocabulary articulating concepts as they relate to studio applications.
- Demonstrate an understanding of two- and/or three-dimensional design concepts, vocabulary, materials and processes through the construction of two- and/or three-dimensional objects or images.
- Demonstrate the ability to design website graphics and animation that communicate original ideas.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ART 604	Graphic Design I.....	3
ART 605*	Graphic Design II.....	3
MULTIMD 110	Visual Communication.....	3
MULTIMD 200	Digital Imaging.....	3
MULTIMD 210	Digital Editing.....	3
MULTIMD 340	Vector Graphics.....	3
MULTIMD 650	Designing for the Web.....	3
MULTIMD 651	Animation for the Web.....	3
CERTIFICATE - TOTAL UNITS		24

AWARD	AWARD TYPE	MAJOR CODE	GE
Graphic Design for the Web	Certificate	P015084D	N/A

**See Catalog course description for prerequisites and/or corequisites.*

PAINTING

Associate of Arts Degree

(STATE CODE 10734)

PROGRAM INFORMATION

This degree is for students majoring in Painting.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Articulate foundational knowledge of the history of art, inclusive of methods, media and cultural context.
- Research/utilize resources and practice aesthetic and technical problem solving in the painting process.
- Demonstrate functional level of drawing skills with varied media and subjects.
- Demonstrate a working vocabulary articulating concepts as they relate to studio applications.
- Demonstrate an understanding of two and three-dimensional design concepts, vocabulary, materials and processes through the construction of two and/or three-dimensional work.
- Demonstrate an understanding of drawing concepts, vocabulary, materials and processes through the creation of two-dimensional works.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ART 101	Survey of Art History I.....	3
ART 102	Survey of Art History II.....	3
ART 111	History of Contemporary Art.....	3
ART 201	Drawing I.....	3
ART 202*	Drawing II.....	3
ART 203*	Drawing III.....	3
	OR	
ART 207*	Life Drawing IV.....	3
	OR	
ART 400	Introduction to Printmaking.....	3
ART 204*	Life Drawing I.....	3

ART 205*	Life Drawing II	3
ART 206*	Life Drawing III	3
ART 307	Oil Painting I	3
ART 308*	Oil Painting II	3
ART 309*	Oil Painting III	3
ART 501	Beginning Two-Dimensional Design	3
ART 502	Beginning Three-Dimensional Design	3
ART 503*	Intermediate Design	3
MAJOR - TOTAL UNITS		45

AWARD	AWARD TYPE	MAJOR CODE	GE
Painting	AA	P010734C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

SCULPTURE

Associate of Arts Degree

(STATE CODE 10735)

PROGRAM INFORMATION

This degree is for students majoring in Sculpting.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Articulate foundational knowledge of the history of art, inclusive of methods, media and cultural context.
- Demonstrate functional level of drawing skills with varied media and subjects.
- Demonstrate a working vocabulary articulating concepts as they relate to studio applications.
- Demonstrate an understanding of three-dimensional design concepts, vocabulary, materials and processes through the construction of two and/or three-dimensional objects.
- Demonstrate an understanding of sculpture concepts, vocabulary, materials and processes through the construction of three-dimensional objects.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ART 101	Survey of Art History I	3
ART 102	Survey of Art History II	3
ART 111	History of Contemporary Art	3

ART 201	Drawing I	3
ART 202*	Drawing II	3
OR		
ART 503*	Intermediate Design	3
ART 204*	Life Drawing I	3
ART 501	Beginning Two-Dimensional Design	3
ART 502	Beginning Three-Dimensional Design	3
ART 700	Introduction to Sculpture	3
ART 701*	Sculpture I	3
ART 702*	Sculpture II	3
ART 703*	Sculpture III	3
MAJOR - TOTAL UNITS		36

AWARD	AWARD TYPE	MAJOR CODE	GE
Sculpture	AA	P010735C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

Business Administration

ACCOUNTING

Associate of Arts Degree

(STATE CODE 02817)

PROGRAM INFORMATION

This program is designed to prepare a student for entry into the business community as an accounting clerk or a middle-management trainee. It will provide the educational background for preparing the student to fulfill the needs of business in maintaining records, financial controls, and preparing informational reports for management decision-making processes and for governmental requirements. Typical Positions: bookkeeper, accounting clerk, assistant auditor, financial analyst, and proprietor.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Describe the major parts of an accounting system and explain the role of journals and ledgers within it.
- Apply transaction analysis and input transactions into an accounting system.



- Explain how managers use accounting information and other business data in decision making and planning.
- Classify an individual's tax data into the components of an individual tax return.
- Describe the major characteristics of organization's payroll system.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ACCTG 001	Introductory Accounting I.....	5
ACCTG 002*	Introductory Accounting II.....	5
ACCTG 015*	Tax Accounting I.....	3
ACCTG 017*	Payroll Accounting.....	2
BUS 001	Introduction to Business.....	3
BUS 005	Business Law I.....	3
CAOT 032*	Business Communications.....	3
CAOT 078	Microcomputer Acctg Applications for the Electronic Office.....	3
FINANCE 001*	Principles of Finance.....	3
MGMT 013	Small Business Entrepreneurship.....	3

MAJOR - ELECTIVE COURSES

SUBJECT & NO.	COURSE	UNITS
Select 15 semester units from the following:.....		15
BUS 010^	Fundamentals of Tax Return Preparation.....	3
FINANCE 002	Investments.....	3
FINANCE 008*	Personal Finance and Investments.....	3
INTBUS 001	International Trade.....	3
MARKET 001	Principles of Selling.....	3
MARKET 021	Principles of Marketing.....	3
MGMT 002	Organization and Management Theory.....	3
MGMT 033	Human Capital Management.....	3
SUPV 001	Elements of Supervision.....	3

MAJOR - TOTAL UNITS.....48

AWARD	AWARD TYPE	MAJOR CODE	GE
Accounting	AA	P002817C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

[^]Volunteer Income Tax Assistance course.

^{*}See Catalog course description for prerequisites and/or corequisites.

FINANCE**Skills Certificate**

Note: Skills Certificates will not appear on the students' official transcripts.

PROGRAM INFORMATION

This certificate prepares students for entry-level positions in the financial services industry, including banking, insurance, brokerage and real estate. Many of these courses may be used to apply toward the fulfillment of the Associate in Arts Degree in Business Administration or Business Administration for Transfer Degree. All courses are CSU transferable.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ACCTG 001	Introductory Accounting I.....	5

FINANCE 001*	Principles of Finance.....	3
FINANCE 002	Investments.....	3
FINANCE 008*	Personal Finance and Investments.....	3
CERTIFICATE - TOTAL UNITS.....		14

GENERAL BUSINESS**Associate of Arts Degree**

(STATE CODE 02816)

PROGRAM INFORMATION

This program is designed to provide a broad formal business education for those students thinking of starting their own business. It provides great latitude in course selection to allow students to tailor the program to their goals.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Describe the three major forms of business ownership and the advantages.
- Demonstrate how the integration of technology into an organization can affect the success of a business.
- Describe the basic management functions.
- Outline the components of the two major financial statements.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ACCTG 001	Introductory Accounting I.....	5
BUS 001	Introduction to Business.....	3
BUS 005	Business Law I.....	3
CAOT 032*	Business Communications.....	3
CAOT 082	Microcomputer Software Survey in the Office.....	3
MARKET 001	Principles of Selling.....	3
MARKET 011	Fundamentals of Advertising.....	3
MARKET 021	Principles of Marketing.....	3
MGMT 002	Organization and Management Theory.....	3
MGMT 013	Small Business Entrepreneurship.....	3

MAJOR - ELECTIVE COURSES

SUBJECT & NO.	COURSE	UNITS
Select 15 semester units from the following:.....		15
ACCTG 002*	Introductory Accounting II.....	5
FINANCE 001*	Principles of Finance.....	3
FINANCE 002	Investments.....	3
FINANCE 008*	Personal Finance and Investments.....	3

GEOG/GIS 025	Introduction to Geographic Information Systems and Laboratory.....	4
INTBUS 001	International Trade.....	3
MARKET 031	Retail Merchandising.....	3
MGMT 031	Human Relations for Employees.....	3
MGMT 033	Human Capital Management.....	3
PUB REL 001	Principles of Public Relations.....	3
REAL ES 001	Real Estate Principles.....	3
SUPV 001	Elements of Supervision.....	3

MAJOR - TOTAL UNITS..... 47-49

AWARD	AWARD TYPE	MAJOR CODE	GE
General Business	AA	P002816C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

**See Catalog course description for prerequisites and/or corequisites.*

GENERAL BUSINESS

Skills Certificate

Note: Skills Certificates will not appear on the students' official transcripts.

PROGRAM INFORMATION

This certificate prepares students for entry-level employment and offers other majors a basic preparation in business administration. All of these courses may be used to apply toward the fulfillment of the Associate in Arts Degree in Business Administration, and all are CSU transferable.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ACCTG 001	Introductory Accounting I.....	5
BUS 001	Introduction to Business.....	3
BUS 005	Business Law I.....	3

CERTIFICATE - ELECTIVE COURSES

SUBJECT & NO.	COURSE	UNITS
Select one course from the following:.....		3
FINANCE 001*	Principles of Finance.....	3
INTBUS 001	International Trade.....	3
MARKET 021	Principles of Marketing.....	3
MGMT 002	Organization and Management Theory.....	3

CERTIFICATE - TOTAL UNITS..... 14

INSURANCE

Skills Certificate

Note: Skills Certificates will not appear on the students' official transcripts.

PROGRAM INFORMATION

This certificate is designed to prepare students for entry-level positions in the insurance industry. These positions include appraiser, agent, customer service, administrative assistant, sales representative, and underwriting. Coursework required for the certificate is intended to help prepare students for insurance industry certifications as well.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
BUS 001	Introduction to Business.....	3
BUS 005	Business Law I.....	3
INSUR 101	Principles of Property and Liability Insurance.....	3
INSUR 102	Personal Insurance.....	3
INSUR 103	Commercial Insurance.....	3

CERTIFICATE - TOTAL UNITS..... 15

INTERNATIONAL BUSINESS

Certificate of Achievement

(STATE CODE 08316)

PROGRAM INFORMATION

The Los Angeles Pierce College Business Administration Department International Certificate Program is designed to enable the student to function in many types of international jobs within a reasonable amount of time by offering courses with immediate practical value.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Explain basic trade theory and the foreign currency markets.
- Design a marketing plan for consumer and industrial products in the global marketplace.
- Apply important U.S. government export and import regulations to traded goods and correctly use export and import documentation.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
BUS 001	Introduction to Business.....	3
GEOG 002	Cultural Elements of Geography.....	3
INTBUS 001	International Trade.....	3
INTBUS 006	International Marketing I.....	3
INTBUS 018	Basics of Exporting.....	1
INTBUS 019	Basics of Importing.....	1
INTBUS 022	International Management.....	3
MARKET 021	Principles of Marketing.....	3

CERTIFICATE - TOTAL UNITS..... 20

AWARD	AWARD TYPE	MAJOR CODE	GE
International Business	Certificate	P008316D	N/A



INTERNATIONAL BUSINESS

Skills Certificate

Note: Skills Certificates will not appear on the students' official transcripts.

PROGRAM INFORMATION

This certificate is designed to introduce students to basic business concepts as well as the area of international business. This certificate is the first part of our state recognized International Business Certificate Program. All courses are CSU transferable.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
BUS 001	Introduction to Business.....	3
INTBUS 001	International Trade.....	3
INTBUS 006	International Marketing I.....	3
INTBUS 018	Basics of Exporting.....	1
INTBUS 019	Basics of Importing.....	1
INTBUS 022	International Management.....	3
CERTIFICATE - TOTAL UNITS		14

MANAGEMENT

Skills Certificate

Note: Skills Certificates will not appear on the students' official transcripts.

PROGRAM INFORMATION

This certificate prepares students for first level management jobs, support positions in personnel management, and positions in any firm utilizing self-managed teams. Many of these courses may be used to apply toward the fulfillment of the Associate in Arts Degree in Business Administration - Management, or Business Administration for Transfer, and all are CSU transferable.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
BUS 001	Introduction to Business.....	3
BUS 005	Business Law I.....	3
MGMT 002	Organization and Management Theory.....	3

CERTIFICATE - ELECTIVE COURSES

SUBJECT & NO.	COURSE	UNITS
Select two courses from the following:		6
MGMT 013	Small Business Entrepreneurship.....	3
MGMT 031	Human Relations for Employees.....	3
MGMT 033	Human Capital Management.....	3
SUPV 001	Elements of Supervision.....	3
CERTIFICATE - TOTAL UNITS		15

MANAGEMENT AND SUPERVISION

Associate of Arts Degree

(STATE CODE 08315)

PROGRAM INFORMATION

This program is designed to meet the needs of 1) employed persons desiring to prepare for supervisory positions, and 2) supervisors and other management personnel who wish to gain knowledge which will enable them either to perform their duties more effectively or to advance to more responsible positions. This course of study was developed with the assistance of our Business Advisory Committee. Those courses applied towards the Certificates of Achievement are also applicable for this Degree. Typical Positions: Various supervisory and managerial positions in the industrial and commercial community.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Explain the importance of managing in today's business environment and the necessary skills needed by effective managers.
- Outline the components of the communication process.
- Analyze a company's strengths and weaknesses against the opportunities and threats in the outside environment.
- Develop a planning and decision making process.
- Apply critical thinking, team building, and problem solving skills.
- Apply the primary United States laws and regulations that a manager must understand.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ACCTG 001	Introductory Accounting I.....	5
BUS 001	Introduction to Business.....	3
BUS 005	Business Law I.....	3
CAOT 032*	Business Communications.....	3
CAOT 082	Microcomputer Software Survey in the Office.....	3
MARKET 021	Principles of Marketing.....	3
MGMT 002	Organization and Management Theory.....	3
MGMT 031	Human Relations for Employees.....	3
MGMT 033	Human Capital Management.....	3

MAJOR - ELECTIVE COURSES

SUBJECT & NO.	COURSE	UNITS
Select 12 units from the following courses:		12-14
ACCTG 002*	Introductory Accounting II.....	5
FINANCE 001*	Principles of Finance.....	3
FINANCE 002	Investments.....	3

FINANCE 008*	Personal Finance and Investments	3
INTBUS 001	International Trade	3
INTBUS 006	International Marketing I	3
INTBUS 022	International Management	3
MARKET 001	Principles of Selling	3
MGMT 013	Small Business Entrepreneurship	3
PUB REL 001	Principles of Public Relations	3
SUPV 001	Elements of Supervision	3

MAJOR - TOTAL UNITS 41-43

AWARD	AWARD TYPE	MAJOR CODE	GE
Management and Supervision	AA	P008315C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

MARKETING

Associate of Arts Degree

(STATE CODE 02818)

PROGRAM INFORMATION

This program was developed to prepare students to enter the broad area of marketing for the business enterprise. Upon successful completion of this program, the student has a background in the principles and practices involved in the distribution of products and services from producers through middlemen to the ultimate consumer. Career opportunities include sales, public relations, purchasing, and management. Typical positions: Retail, wholesale and industrial sales; buyer; merchandising supervision; proprietor.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Analyze the business activities of an organization and determine which of them is part of the marketing mix.
- Create and construct a marketing plan for an organization, product, or event.
- Develop an advertising campaign for a product, event, or organization.
- Recognize and describe the components of the communication process.
- Diagram the process of marketing a product.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ACCTG 001	Introductory Accounting I	5
BUS 001	Introduction to Business	3
BUS 005	Business Law I	3
CAOT 032*	Business Communications	3
CAOT 082	Microcomputer Software Survey in the Office	3
MARKET 001	Principles of Selling	3
MARKET 011	Fundamentals of Advertising	3
MARKET 021	Principles of Marketing	3
MGMT 013	Small Business Entrepreneurship	3
PUB REL 001	Principles of Public Relations	3

MAJOR - ELECTIVE COURSES

SUBJECT & NO.	COURSE	UNITS
Select 15 semester units from the following:		15-16
GEOG/GIS 025	Introduction to Geographic Information Systems and Laboratory	4
INTBUS 001	International Trade	3
INTBUS 006	International Marketing I	3
MARKET 031	Retail Merchandising	3
MGMT 002	Organization and Management Theory	3
MGMT 031	Human Relations for Employees	3
SUPV 001	Elements of Supervision	3

MAJOR - TOTAL UNITS 47-48

AWARD	AWARD TYPE	MAJOR CODE	GE
Marketing	AA	P002818C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

MARKETING

Certificate of Achievement

(STATE CODE 15097)

PROGRAM INFORMATION

This certificate prepares students for basic entry-level positions in sales, retailing, and other aspects of marketing. Courses offer exposure to relevant computer applications. All of these courses may be used to apply toward the fulfillment of the Associate in Arts Degree in Business Administration - Marketing, and most are CSU transferable.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Research and construct a promotional plan for an event, a product, or an organization.
- Prepare and deliver a sales presentation utilizing the consultative selling skills approach.



- Diagram the process of marketing a product.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
BUS 001	Introduction to Business.....	3
MARKET 001	Principles of Selling.....	3
MARKET 011	Fundamentals of Advertising.....	3
MARKET 021	Principles of Marketing.....	3
INTBUS 006	International Marketing I.....	3
	<i>OR</i>	
PUB REL 001	Principles of Public Relations.....	3
CERTIFICATE - TOTAL UNITS		15

AWARD	AWARD TYPE	MAJOR CODE	GE
Marketing	Certificate	P015097D	N/A

PAYROLL ACCOUNTING**Certificate of Achievement**

(STATE CODE 41890)

PROGRAM INFORMATION

This certificate prepares students for basic entry-level Accounting support positions in payroll administration. Courses offer exposure to relevant computer applications. All of these courses may be used to apply toward the fulfillment of the Associate in Arts Degree in Business Administration - Accounting, and most are UC and CSU transferable.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at:
<http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Analyze the difference between Federal and State Payroll Laws.
- Diagram a basic payroll process for an organization.
- Enumerate and explain how the payroll function fits into an organization's accounting system.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ACCTG 001	Introductory Accounting I.....	5
ACCTG 002*	Introductory Accounting II.....	5
ACCTG 017*	Payroll Accounting.....	2
BUS 001	Introduction to Business.....	3
CERTIFICATE - TOTAL UNITS		15

AWARD	AWARD TYPE	MAJOR CODE	GE
Payroll Accounting	Certificate	P041890D	N/A

*See Catalog course description for prerequisites and/or corequisites.

RETAIL MANAGEMENT (WAFC)**Certificate of Achievement**

(STATE CODE 14233)

PROGRAM INFORMATION

The completion of the Retail Management Certificate program will result in two certificates being issued to the student, one certificate from Los Angeles Pierce College and another certificate from the Western Association of Food Chains. The student will need to apply directly to the WAFC for their certificate.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at:
<http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Enumerate and describe where retailing fits into the process of marketing a product.
- Analyze a retail business operation.
- Construct and communicate a basic merchandising plan.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ACCTG 001	Introductory Accounting I.....	5
CAOT 085	Microcomputer Office Applications: Spreadsheet.....	3
COMM 101	Public Speaking.....	3
MARKET 021	Principles of Marketing.....	3
MARKET 031	Retail Merchandising.....	3
MGMT 002	Organization and Management Theory.....	3
MGMT 031	Human Relations for Employees.....	3
MGMT 033	Human Capital Management.....	3
CERTIFICATE - TOTAL UNITS		26

AWARD	AWARD TYPE	MAJOR CODE	GE
Retail Management (WAFC)	Certificate	P014233D	N/A

SMALL BUSINESS ACCOUNTING

Certificate of Achievement

(STATE CODE 41891)

PROGRAM INFORMATION

This certificate prepares students for basic entry-level bookkeeping and other support positions in small and medium-sized businesses. Courses offer exposure to relevant computer applications. All of these courses may be used to apply toward the fulfillment of the Associate in Arts Degree in Business Administration - Accounting, and most are UC:CSU transferable.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at:
<http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Describe the use of the microcomputer in the bookkeeping and accounting functions of a business.
- Describe how accounting fits into a business plan.
- Construct a chart demonstrating the steps in the accounting process.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ACCTG 001	Introductory Accounting I.....	5
ACCTG 002*	Introductory Accounting II.....	5
CAOT 078	Microcomputer Acctg Applications for the Electronic Office	3

CERTIFICATE - TOTAL UNITS13

AWARD	AWARD TYPE	MAJOR CODE	GE
Small Business Accounting	Certificate	P041891D	N/A

*See Catalog course description for prerequisites and/or corequisites.

SMALL BUSINESS ENTREPRENEURSHIP

Skills Certificate

Note: Skills Certificates will not appear on the students' official transcripts.

PROGRAM INFORMATION

This Skills Certificate prepares students who intend to open and operate their own small business or accept a management position in a small business. All courses are CSU transferable.

SUBJECT & NO.	COURSE	UNITS
BUS 001	Introduction to Business.....	3
BUS 005	Business Law I.....	3
MARKET 001	Principles of Selling	3
MGMT 013	Small Business Entrepreneurship	3

CERTIFICATE - ELECTIVE COURSES

SUBJECT & NO.	COURSE	UNITS
Select one course from the following:		
FINANCE 001*	Principles of Finance	3
INSUR 103	Commercial Insurance	3
MARKET 021	Principles of Marketing.....	3

CERTIFICATE - TOTAL UNITS15

TAX PREPARATION

Certificate of Achievement

(STATE CODE 15101)

PROGRAM INFORMATION

This certificate prepares students for basic entry-level bookkeeping and other support positions in the tax preparation industry. Courses offer exposure to relevant computer applications. Most of these courses may be used to apply toward the fulfillment of the Associate in Arts Degree in Business Administration - Accounting, and most are UC:CSU transferable.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at:
<http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Classify an individual's tax data into the components of the individual tax system.
- Demonstrate the process of preparing an individual's tax return.
- Explain how tax accounting fits into an accounting system.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ACCTG 001	Introductory Accounting I.....	5
ACCTG 002*	Introductory Accounting II.....	5
ACCTG 015*	Tax Accounting I	3
	OR	
BUS 010^	Fundamentals of Tax Return Preparation.....	3
BUS 001	Introduction to Business.....	3

CERTIFICATE - TOTAL UNITS16

AWARD	AWARD TYPE	MAJOR CODE	GE
Tax Preparation	Certificate	P015101D	N/A

^Volunteer Income Tax Assistance course.

*See Catalog course description for prerequisites and/or corequisites.



Child Development

The Child Development Program offers the student several options. Completion of each program leads to an occupational certificate, transfer option and/or Associate of Arts degree. All child development classes are applicable to the State Child Development Permit. The Child Development Program is planned to meet the needs of those students wishing to prepare for employment or who are presently employed in the field of Early Childhood Education. The curriculum prepares students to teach in programs for young children, which include: Private, Parent-Cooperative, Head Start, Children's Centers, and Infant or School-age Programs. Each student should analyze these programs for their differences as well similarities before choosing a specific option. Students with background in Child Development are able to pursue professional opportunities in both educational and business fields.

Child Development website:

http://piercecollege.edu/departments/child_development

CHILD DEVELOPMENT

Associate of Arts Degree

(STATE CODE 08330)

PROGRAM INFORMATION

All major courses must be completed with a grade of "C" or better.

Students who complete this AA degree are eligible to apply for the "Teacher Level" Child Development Permit through the California Department of Education Commission on Teacher Credentialing. Students apply for the Child Development Permit through the California Commission on Teacher Credentialing www.ctc.ca.gov or through the Child Development Training Consortium www.childdevelopment.org

Note: No work experience is required for the Teacher Level with an AA degree in Child Development. This AA degree meets all of the education requirements for the "Master Teacher Level" on the Child Development Permit. Students will need to have completed the required 350 days of work experience when applying for the Master Teacher Level Permit.

This degree is 60 units with 36 units in Child Development.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Apply evidence-based theoretical and practical concepts with typically and atypically developing young children and their families with a high level of technical proficiency in one of the specialization areas: Infants and Toddlers, Special Needs, School Age, or Administration.
- Demonstrate competence in facilitating the development of young children as unique individuals through the use of developmentally appropriate curriculum that promotes physical, cognitive and socio-emotional development.
- Articulate and demonstrate professional ethics and conduct in all work with agencies, families, and children.
- Identify, appreciate, and demonstrate respect for inclusive practices and diversity within individuals, families, cultures and communities.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CH DEV 001	Child Growth and Development	3
CH DEV 002	Early Childhood: Principles and Practices.....	3
CH DEV 007	Introduction to Curriculum in Early Childhood Education	3
CH DEV 010	Health, Safety and Nutrition.....	3
CH DEV 011	Child, Family and Community.....	3
CH DEV 022*	Practicum in Child Development I	4
CH DEV 034	Observing and Recording Children's Behavior.....	3
CH DEV 042	Teaching in a Diverse Society	3
CH DEV 065	Adult Supervision/Early Childhood Mentoring	2

MAJOR - ELECTIVE COURSES

SUBJECT & NO.	COURSE	UNITS
Select three courses from the following:		9
CH DEV 003	Creative Experiences for Children I.....	3
CH DEV 009	Advanced Curriculum: Art in Early Childhood.....	3
CH DEV 027	Advanced Curriculum: Science and Math in Early Childhood.....	3
CH DEV 028	Advanced Curriculum: Music, Movement and Language Arts Curriculum	3
CH DEV 030	Infant/Toddler Development	3
CH DEV 031	Infant/Toddler Care and Education	3
CH DEV 033	Introduction to the Reggio Emilia Approach	3
CH DEV 038	Administration & Supervision of Early Childhood Programs I.....	3
CH DEV 044	Early Intervention for Children with Special Needs	3
CH DEV 045	Programs for Children with Special Needs	3
CH DEV 046	School Age Programs I	3

MAJOR - TOTAL UNITS.....36

AWARD	AWARD TYPE	MAJOR CODE	GE
Child Development	AA	P008330C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

CHILD DEVELOPMENT: ASSOCIATE TEACHER

Certificate of Achievement

(STATE CODE 10350)

PROGRAM INFORMATION

With additional G.E. units and required experience, the student will be eligible for the Child Development Permit as defined under Title 5. Meeting this requirement will enable the student to teach in federal and state preschool programs.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at:
<http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Apply evidence-based theoretical and practical concepts with typically and atypically developing young children and their families with a high level of technical proficiency in one of the specialization areas: Infants and Toddlers, Special Needs, School Age, or Administration.
- Demonstrate competence in facilitating the development of young children as unique individuals through the use of developmentally appropriate curriculum that promotes physical, cognitive and socio-emotional development.
- Articulate and demonstrate professional ethics and conduct in all work with agencies, families, and children.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CH DEV 001	Child Growth and Development	3
CH DEV 002	Early Childhood: Principles and Practices	3
CH DEV 007	Introduction to Curriculum in Early Childhood Education	3
CH DEV 010	Health, Safety and Nutrition	3
CH DEV 011	Child, Family and Community	3
CH DEV 022*	Practicum in Child Development I	4
CH DEV 034	Observing and Recording Children's Behavior	3
Select one course from the following:		3
CH DEV 009	Advanced Curriculum: Art in Early Childhood	3
CH DEV 027	Advanced Curriculum: Science and Math in Early Childhood	3
CH DEV 028	Advanced Curriculum: Music, Movement and Language Arts Curriculum	3
CH DEV 030	Infant/Toddler Development	3
CH DEV 031	Infant/Toddler Care and Education	3
CH DEV 033	Introduction to the Reggio Emilia Approach	3
CH DEV 038	Administration & Supervision of Early Childhood Programs I	3
CH DEV 044	Early Intervention for Children with Special Needs	3
CH DEV 045	Programs for Children with Special Needs	3
CH DEV 046	School Age Programs I	3
CERTIFICATE - TOTAL UNITS		25

AWARD	AWARD TYPE	MAJOR CODE	GE
Child Development: Associate Teacher	Certificate	P010350D	N/A

**See Catalog course description for prerequisites and/or corequisites.*

INFANT CARE TEACHER

Certificate of Achievement

(STATE CODE 15057)

PROGRAM INFORMATION

Completion of 15 units meets the State Department of Social Services minimum requirements for Infant Care Teacher in private, for-profit and nonprofit centers as defined in Title 22.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at:
<http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate a working knowledge of all facets of preschool administration, including legal requirements, staffing issues, fiscal management and parent communication.
- Identify, appreciate, and demonstrate respect for inclusive practices and diversity within individuals, families, cultures and communities.
- Articulate and demonstrate professional ethics and conduct in all work with agencies, families, and children.
- Identify different leadership styles and evaluate their effectiveness in meeting the needs of parents and staff.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CH DEV 001	Child Growth and Development	3
CH DEV 011	Child, Family and Community	3
CH DEV 030	Infant and Toddler Studies I	3
CH DEV 031	Infant and Toddler Studies II	3
Select 3 semester units from the following:		3
CH DEV 002	Early Childhood: Principles and Practices	3
CH DEV 010	Health, Safety and Nutrition	3
CH DEV 042	Teaching in a Diverse Society	3

CERTIFICATE - TOTAL UNITS **15**

AWARD	AWARD TYPE	MAJOR CODE	GE
Infant Care Teacher	Certificate	P015057D	N/A



PRESCHOOL

Certificate of Achievement

(STATE CODE 19008)

PROGRAM INFORMATION

Completion of 12 units meets the State Department of Social Services minimum requirements for Child Care Center fully qualified teacher in private, for-profit centers as defined in Title 22.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at:

<http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate competence in facilitating the development of young children as unique individuals through the use of developmentally appropriate curriculum that promotes physical, cognitive and socio-emotional development.
- Apply evidence-based theoretical and practical concepts with typically and atypically developing young children and their families in the field of early care and education.
- Organize and develop resources and materials for implementing creative experiences for children with varying abilities in groups and on an individual basis.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CH DEV 001	Child Growth and Development	3
CH DEV 002	Early Childhood: Principles and Practices	3
CH DEV 007	Introduction to Curriculum in Early Childhood Education	3
CH DEV 011	Child, Family and Community	3

CERTIFICATE - TOTAL UNITS 12

AWARD	AWARD TYPE	MAJOR CODE	GE
Preschool	Certificate	P019008D	N/A

PRESCHOOL DIRECTOR

Certificate of Achievement

(STATE CODE 15032)

PROGRAM INFORMATION

Completion of 15 units meets the State Department of Social Services minimum requirements for Child Care Center Director in private, for-profit centers as defined in Title 22.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at:

<http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate a working knowledge of all facets of preschool administration, including legal requirements, staffing issues, fiscal management and parent communication.
- Identify, appreciate, and demonstrate respect for inclusive practices and diversity within individuals, families, cultures and communities.
- Articulate and demonstrate professional ethics and conduct in all work with agencies, families, and children.
- Identify different leadership styles and evaluate their effectiveness in meeting the needs of parents and staff.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CH DEV 001	Child Growth and Development	3
CH DEV 007	Introduction to Curriculum in Early Childhood Education	3
CH DEV 011	Child, Family and Community	3
CH DEV 038	Administration & Supervision of Early Childhood Programs I	3

Select one course from the following: 3

CH DEV 002	Early Childhood: Principles and Practices	3
CH DEV 010	Health, Safety and Nutrition	3
CH DEV 042	Teaching in a Diverse Society	3

CERTIFICATE - TOTAL UNITS 15

AWARD	AWARD TYPE	MAJOR CODE	GE
Preschool Director	Certificate	P015032D	N/A

PRESCHOOL TEACHER

Certificate of Achievement

(STATE CODE 10349)

PROGRAM INFORMATION

With additional G.E. units and required experience, the student will be eligible for the Child Development Permit as defined under Title 5. Meeting this requirement will enable the student to teach in federal and state preschool programs.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Apply evidence-based theoretical and practical concepts with typically and atypically developing young children and their families with a high level of technical proficiency in one of the specialization areas: Infants and Toddlers, Special Needs, School Age, or Administration.
- Demonstrate competence in facilitating the development of young children as unique individuals through the use of developmentally appropriate curriculum that promotes physical, cognitive and socio-emotional development.
- Articulate and demonstrate professional ethics and conduct in all work with agencies, families, and children.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CH DEV 001	Child Growth and Development	3
CH DEV 002	Early Childhood: Principles and Practices	3
CH DEV 007	Introduction to Curriculum in Early Childhood Education	3
CH DEV 010	Health, Safety and Nutrition	3
CH DEV 011	Child, Family and Community	3
CH DEV 022*	Practicum in Child Development I	4
CH DEV 034	Observing and Recording Children's Behavior	3
CH DEV 042	Teaching in a Diverse Society	3
ENGLISH 028* or higher	Intermediate Reading and Composition	3
Select one course from the following:		3
CH DEV 009	Advanced Curriculum: Art in Early Childhood	3
CH DEV 027	Advanced Curriculum: Science and Math in Early Childhood	3
CH DEV 028	Advanced Curriculum: Music, Movement and Language Arts Curriculum	3
CH DEV 030	Infant/Toddler Development	3
CH DEV 031	Infant/Toddler Care and Education	3
CH DEV 033	Introduction to the Reggio Emilia Approach	3
CH DEV 038	Administration & Supervision of Early Childhood Programs I	3
CH DEV 044	Early Intervention for Children with Special Needs	3
CH DEV 045	Programs for Children with Special Needs	3
CH DEV 046	School Age Programs I	3
CERTIFICATE - TOTAL UNITS		31

AWARD	AWARD TYPE	MAJOR CODE	GE
Preschool Teacher	Certificate	P010349D	N/A

**See Catalog course description for prerequisites and/or corequisites.*

SCHOOL AGE CHILD CARE TEACHER

Certificate of Achievement

(STATE CODE 15058)

PROGRAM INFORMATION

Completion of 15 units meets the State Department of Social Services minimum requirements for Child Care Center School Age Programs Teacher/Aide in private, for-profit and non-profit centers as defined in Title 22.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Apply evidence-based theoretical and practical concepts with typically and atypically developing school age children and their families.
- Demonstrate competence in facilitating the development of school age children as unique individuals through the use of developmentally appropriate curriculum that promotes physical, cognitive and socio-emotional development.
- Organize and develop resources and materials for implementing creative experiences for children with varying abilities in groups and on an individual basis.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CH DEV 001	Child Growth and Development	3
CH DEV 007	Introduction to Curriculum in Early Childhood Education	3
CH DEV 011	Child, Family and Community	3
CH DEV 046	School Age Programs I	3
Select one course from the following:		3
CH DEV 002	Early Childhood: Principles and Practices	3
CH DEV 010	Health, Safety and Nutrition	3
CH DEV 042	Teaching in a Diverse Society	3
CERTIFICATE - TOTAL UNITS		15

AWARD	AWARD TYPE	MAJOR CODE	GE
School Age Child Care Teacher	Certificate	P015058D	N/A



Communication Studies & Education

TEACHER ASSISTANT PARAPROFESSIONAL

Certificate of Achievement

(STATE CODE 40634)

PROGRAM INFORMATION

This program is designed to prepare students for entry-level employment in elementary and secondary education. Students will be trained in the various aspects of teacher assisting and upon successful completion of the program will be prepared for entry-level work in a public or private, primary or secondary education setting. Teacher assistants function as paraprofessionals under the supervision and guidance of a lead classroom teacher. Students will be prepared to complete the District Proficiency Examination and Instructional Assistance Test.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Analyze and interpret the effects of individual differences among students, Kindergarten through grade 12, including language, ability, culture, social class, and race and identify strategies and accommodations used to address these differences.
- Analyze various theories of education and pedagogy and create a strong theoretical framework and teaching assistant philosophy that supports California's content standards and frameworks.
- Develop teaching assistant strategies that are culturally responsive and focused on student success and building positive relationships.
- Identify the position of the teacher assistant on the career ladder and determine the process for higher professional attainment including the California teacher credentialing process.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CH DEV 001	Child Growth and Development.....	3
EDUC 001	Introduction to Teaching.....	3
EDUC 010	Principles of Teacher Assisting.....	3
EDUC 203	Education in American Society.....	3

CERTIFICATE - TOTAL UNITS12

AWARD	AWARD TYPE	MAJOR CODE	GE
Teacher Assistant Paraprofessional	Certificate	P040634D	N/A

Computer Applications and Office Technologies

ADMINISTRATIVE PROFESSIONAL

Associate of Arts Degree

(STATE CODE 02820)

PROGRAM INFORMATION

The Administrative Professional Program prepares students for supervisory and managerial positions in business offices. This curriculum is directed toward enabling a candidate to complete successfully an examination developed and administered by the International Association for Administrative Professionals (IAAP) to attain the designation Certified Administrative Professional (CAP). Completion of this curriculum, acceptable scores on the CAP examination, and at least two years of successful office experience qualify the student for certification.

Students may obtain an Associate of Arts degree in Computer Applications and Office Technologies by completing the courses shown below and by satisfying all the requirements shown in the college catalog under Associate Degree Requirements. Students must complete one of the following general education plans for this major: LAPC GE Plan, CSU GE Breadth Certification Plan, or IGETC.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Develop methods for retaining information about computer software applications so that the information may be applied in practical situations and in solving challenging problems.
- Apply a range of business concepts to the management of office operations, including employee supervision, administrative support, financial statements, and customer service.
- Demonstrate competence in the use of state-of-the-art business-related software to create documents, spreadsheets, presentations, databases, and financial records.
- Demonstrate efficiently the use of the Internet to complete the following business-related activities: communication, research, and e-commerce.
- Develop a proficiency level in the operation of the computer and other office technologies that will ensure a smooth transition into learning new applications and devices.

- Compose and create business documents—such as letters, memos, e-mail messages, reports, graphs and charts—using correct grammar, spelling, punctuation, language style, and formats.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ENTRY-LEVEL COURSES		
BUS 001	Introduction to Business.....	3
CAOT 002	Computer Keyboarding and Document Applications II... 3	
CAOT 031	Business English	3
CAOT 039	Word Processing: Keyboarding and Operations.....	3
MAJOR - REQUIRED COURSES		
ACCTG 001	Introductory Accounting I.....	5
CAOT 032*	Business Communications	3
CAOT 048	Customer Service	3
CAOT 085	Microcomputer Office Applications: Spreadsheet.....	3
CAOT 092	Computer Windows Application.....	2
MGMT 002	Organization and Management Theory	3
CAPSTONE COURSES - Select three courses from the following:..... 8-9		
CAOT 067	Microsoft Outlook for the Office.....	2
CAOT 078	Microcomputer Acctg Applications for the Electronic Office	3
CAOT 079	Word Processing Applications.....	3
CAOT 082	Microcomputer Software Survey in the Office	3
CAOT 086	Microcomputer Office Applications: Database	3
CAOT 110	Microcomputer Office Applications: Presentation Design .3	
MAJOR - TOTAL UNITS.....		39-40

AWARD	AWARD TYPE	MAJOR CODE	GE
Administrative Professional	AA	P002820C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

ADMINISTRATIVE PROFESSIONAL

Certificate of Achievement

(STATE CODE 21806)

PROGRAM INFORMATION

The Administrative Professional Program prepares students for supervisory and managerial positions in business offices. This curriculum is directed toward enabling a candidate to complete successfully an examination developed and administered by the International Association for Administrative Professionals (IAAP) to attain the designation Certified Administrative Professional (CAP). Completion of this curriculum, acceptable scores on the CAP examination, and at least two years of successful office experience qualify the student for certification.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at:
<http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Develop methods for retaining information about computer software applications so that the information may be applied in practical situations and in solving challenging problems.
- Apply a range of business concepts to the management of office operations, including employee supervision, administrative support, financial statements, and customer service.
- Demonstrate competence in the use of state-of-the-art business-related software to create documents, spreadsheets, presentations, databases, and financial records.
- Demonstrate efficiently the use of the Internet to complete the following business-related activities: communication, research, and e-commerce.
- Develop a proficiency level in the operation of the computer and other office technologies that will ensure a smooth transition into learning new applications and devices.
- Compose and create business documents—such as letters, memos, e-mail messages, reports, graphs and charts—using correct grammar, spelling, punctuation, language style, and formats.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ENTRY-LEVEL COURSES		
BUS 001	Introduction to Business.....	3
CAOT 002	Computer Keyboarding and Document Applications II... 3	
CAOT 031	Business English	3
CAOT 039	Word Processing: Keyboarding and Operations.....	3
CERTIFICATE - REQUIRED COURSES		
ACCTG 001	Introductory Accounting I.....	5
CAOT 032*	Business Communications	3
CAOT 048	Customer Service	3
CAOT 085	Microcomputer Office Applications: Spreadsheet.....	3
CAOT 092	Computer Windows Application.....	2
MGMT 002	Organization and Management Theory	3
CAPSTONE COURSES - Select three courses from the following:..... 8-9		
CAOT 067	Microsoft Outlook for the Office.....	2
CAOT 078	Microcomputer Acctg Applications for the Electronic Office	3
CAOT 079	Word Processing Applications.....	3
CAOT 082	Microcomputer Software Survey in the Office	3
CAOT 086	Microcomputer Office Applications: Database	3
CAOT 110	Microcomputer Office Applications: Presentation Design .3	
CERTIFICATE - TOTAL UNITS		39-40

AWARD	AWARD TYPE	MAJOR CODE	GE
Administrative Professional	Certificate	P021806D	N/A

*See Catalog course description for prerequisites and/or corequisites.



BUSINESS INFORMATION WORKER

Certificate of Achievement

(STATE CODE 36137)

PROGRAM INFORMATION

The Business Information Worker (BIW) Certificate of Achievement is designed to prepare students for entry-level office and administrative support in a variety of job positions—for example, court, municipal, and license clerks; customer service representatives; file clerks; hotel, motel, and resort desk clerks; order clerks; receptionists and information clerks; shipping, receiving, and traffic clerks; secretaries and administrative assistants, except legal, medical, and executive; office clerks, general; and office and administrative support workers, all other. Students will learn the fundamentals of computer systems and basic computer application skills (Word, Excel, Outlook), oral and written communication skills, critical thinking and problem-solving skills, and workplace skills for the business environment.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Basic oral and written communications.
- Basic computer application skills, including beginning Excel, Word, and Outlook.
- The fundamentals of computer systems.
- Critical thinking and problem-solving skills.
- Workplace skills to succeed in the business environment.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CAOT 001	Computer Keyboarding and Document Applications I . . .	3
	<i>OR</i>	
CAOT 002	Computer Keyboarding and Document Applications II . . .	3
CAOT 031	Business English	3
	<i>OR</i>	
CAOT 032*	Business Communications	3
	<i>OR</i>	
CAOT 128	Communication Skills for the Business Professional	3
CAOT 039	Word Processing: Keyboarding and Operations	3
CAOT 055	Career Skills for the Workplace	3
	<i>OR</i>	
MGMT 031	Human Relations for Employees	3
CAOT 067	Microsoft Outlook for the Office	2
CAOT 082	Microcomputer Software Survey in the Office	3
CAOT 085	Microcomputer Office Applications: Spreadsheet	3
CAOT 092	Computer Windows Application	2
CERTIFICATE - TOTAL UNITS		22

AWARD	AWARD TYPE	MAJOR CODE	GE
Business Information Worker	Certificate	P036137D	N/A

*See Catalog course description for prerequisites and/or corequisites.

CAOT: GENERAL ADMINISTRATIVE

Associate of Arts Degree

(STATE CODE 08318)

PROGRAM INFORMATION

The General Administrative Program prepares students for employment in business, government, and educational offices using automated systems and procedures. Emphasis is placed on the development of language skills and the use of computer-based word processing, spreadsheet, database, and accounting software in the performance of office functions. In addition, students are prepared to assume general office duties and decision-making office responsibilities. Completion of this program enables students to qualify for intermediate office positions and lays the foundation for entry into office management positions.

Students may obtain an Associate of Arts degree in Computer Applications and Office Technologies by completing the courses shown below AND by satisfying all the requirements shown in the college catalog under Associate Degree Requirements. Students must complete one of the following general education plans for this major: LAPC GE Plan, CSU GE Breadth Certification Plan, or IGETC.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Develop methods for retaining information about computer software applications so that the information may be applied in practical situations and in solving challenging problems.
- Demonstrate competence in the use of state-of-the-art business-related software to create documents, spreadsheets, presentations, databases, and financial records.
- Demonstrate efficiently the use of the Internet to complete the following business-related activities: communication, research, and e-commerce.
- Develop a proficiency level in the operation of the computer and other office technologies that will ensure a smooth transition into learning new applications and devices.

- Compose and create business documents—such as letters, memos, e-mail messages, reports, graphs and charts—using correct grammar, spelling, punctuation, language style, and formats.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ENTRY-LEVEL COURSES		
CAOT 002	Computer Keyboarding and Document Applications II . . .	3
CAOT 031	Business English	3
CAOT 034	Business Terminology	2
CAOT 082	Microcomputer Software Survey in the Office	3
MAJOR - REQUIRED COURSES		
ACCTG 001	Introductory Accounting I	5
CAOT 039	Word Processing: Keyboarding and Operations	3
CAOT 067	Microsoft Outlook for the Office	2
CAOT 078	Microcomputer Acctg Applications for the Electronic Office	3
CAOT 085	Microcomputer Office Applications: Spreadsheet	3
CAOT 092	Computer Windows Application	2
CAPSTONE COURSES		
CAOT 032*	Business Communications	3
CAOT 079	Word Processing Applications	3
CAOT 086	Microcomputer Office Applications: Database	3
Select 3 semester units from the following:		
CAOT 048	Customer Service	3
CAOT 088	Microcomputer Office Applications: Desktop Publishing . .	3
CAOT 096	Adobe Creative Suite Survey for the Office and the Web . .	3
CAOT 110	Microcomputer Office Applications: Presentation Design .	3
CAOT 113	Introduction to Adobe Photoshop for the Office	3
MAJOR - TOTAL UNITS		41

AWARD	AWARD TYPE	MAJOR CODE	GE
CAOT: General Administrative	AA	P008318C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

CAOT: GENERAL ADMINISTRATIVE

Certificate of Achievement

(STATE CODE 21807)

PROGRAM INFORMATION

The General Administrative Program prepares students for employment in business, government, and educational offices using automated systems and procedures. Emphasis is placed on the development of language skills and the use of computer-based word processing, spreadsheet, database, and accounting software in the performance of office functions. In addition, students are prepared to assume general office duties and decision-making office responsibilities. Completion of this program enables students to qualify for intermediate office positions and lays the foundation for entry into office management positions.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion,

please visit the Gainful Employment Disclosure website at:
<http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Develop methods for retaining information about computer software applications so that the information may be applied in practical situations and in solving challenging problems.
- Demonstrate competence in the use of state-of-the-art business-related software to create documents, spreadsheets, presentations, databases, and financial records.
- Demonstrate efficiently the use of the Internet to complete the following business-related activities: communication, research, and e-commerce.
- Develop a proficiency level in the operation of the computer and other office technologies that will ensure a smooth transition into learning new applications and devices.
- Compose and create business documents—such as letters, memos, e-mail messages, reports, graphs and charts—using correct grammar, spelling, punctuation, language style, and formats.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ENTRY-LEVEL COURSES		
CAOT 002	Computer Keyboarding and Document Applications II . . .	3
CAOT 031	Business English	3
CAOT 034	Business Terminology	2
CAOT 082	Microcomputer Software Survey in the Office	3
CERTIFICATE - REQUIRED COURSES		
ACCTG 001	Introductory Accounting I	5
CAOT 039	Word Processing: Keyboarding and Operations	3
CAOT 067	Microsoft Outlook for the Office	2
CAOT 078	Microcomputer Acctg Applications for the Electronic Office	3
CAOT 085	Microcomputer Office Applications: Spreadsheet	3
CAOT 092	Computer Windows Application	2
CAPSTONE COURSES		
CAOT 032*	Business Communications	3
CAOT 079	Word Processing Applications	3
CAOT 086	Microcomputer Office Applications: Database	3
Select 3 semester units from the following:		
CAOT 048	Customer Service	3
CAOT 088	Microcomputer Office Applications: Desktop Publishing . .	3
CAOT 096	Adobe Creative Suite Survey for the Office and the Web . .	3
CAOT 110	Microcomputer Office Applications: Presentation Design .	3
CAOT 113	Introduction to Adobe Photoshop for the Office	3
CERTIFICATE - TOTAL UNITS		41

AWARD	AWARD TYPE	MAJOR CODE	GE
CAOT: General Administrative	Certificate	P021807D	N/A

*See Catalog course description for prerequisites and/or corequisites.



COMPUTER APPLICATIONS

Certificate of Achievement

(STATE CODE 08320)

PROGRAM INFORMATION

Students are prepared for employment in business, government, and educational offices using computerized systems and procedures. Emphasis is placed on developing skills in the use of word processing, spreadsheet, and database software to perform routine office functions. Completion of this program enables students to qualify for entry-level positions in an automated office and lays the foundation for further study and advancement in office occupations.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Develop methods for retaining information about computer software applications so that the information may be applied in practical situations and in solving challenging problems.
- Demonstrate intermediate to advanced competence in the use of state-of-the-art business-related software to create documents, spreadsheets, presentations, graphics, and databases.
- Develop a proficiency level in the operation of the computer and other office technologies that will ensure a smooth transition into learning new applications and devices.
- Create, revise, and evaluate verbal and written business messages demonstrating correct grammar, spelling, punctuation, and language style.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
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ENTRY-LEVEL COURSES

CAOT 002	Computer Keyboarding and Document Applications II ...	3
CAOT 031	Business English	3
CAOT 034	Business Terminology	2
CAOT 082	Microcomputer Software Survey in the Office	3

CERTIFICATE - REQUIRED COURSES

CAOT 039	Word Processing: Keyboarding and Operations.	3
CAOT 067	Microsoft Outlook for the Office.	2
CAOT 085	Microcomputer Office Applications: Spreadsheet.	3
CAOT 092	Computer Windows Application.	2

CERTIFICATE - TOTAL UNITS **21**

AWARD	AWARD TYPE	MAJOR CODE	GE
Computer Applications	Certificate	P008320D	N/A

**See Catalog course description for prerequisites and/or corequisites.*

COMPUTERIZED ACCOUNTING

Certificate of Achievement

(STATE CODE 17794)

PROGRAM INFORMATION

Students are prepared for entry-level employment in business, government, or educational offices. Certificate holders will be able to use automated systems and procedures for bookkeeping and accounting applications, processing financial data, and creating managerial reports.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate a proficiency level in the use of computerized accounting software by accurately completing a variety of accounting transactions and producing financial reports and documents.
- Develop methods for retaining information about computer software applications so that the information may be applied in practical situations and in solving challenging problems.
- Demonstrate a level of competence in the use of state-of-the-art business-related software to create spreadsheets.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ACCTG 001	Introductory Accounting I.	5
CAOT 078	Microcomputer Acctg Applications for the Electronic Office	3
CAOT 082	Microcomputer Software Survey in the Office	3
CAOT 085	Microcomputer Office Applications: Spreadsheet.	3
CAOT 092	Computer Windows Application.	2
	OR	
CAOT 032*	Business Communications	3
CERTIFICATE - TOTAL UNITS		16-17

AWARD	AWARD TYPE	MAJOR CODE	GE
Computerized Accounting	Certificate	P017794D	N/A

Note: For an Associate in Arts degree or a two-year certificate in Accounting, see Business Administration: Accounting.

**See Catalog course description for prerequisites and/or corequisites.*

CUSTOMER SERVICE

Skills Certificate

Note: Skills Certificates will not appear on the students' official transcripts.

PROGRAM INFORMATION

Provides entry-level customer service job skills to start on the career ladder of business. Customer service is a primary requisite skill to be successful in the business environment. These courses may be applied to other CAOT programs, some of which result in an Associate of Arts Degree.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CAOT 001	Computer Keyboarding and Document Applications I . . . 3	
	OR	
CAOT 002	Computer Keyboarding and Document Applications II . . . 3	
CAOT 048	Customer Service 3	
CAOT 082	Microcomputer Software Survey in the Office 3	
	OR	
CAOT 100	Windows Based Computer Applications 3	
CERTIFICATE - TOTAL UNITS		9

DESKTOP PUBLISHING

Certificate of Achievement

(STATE CODE 19006)

PROGRAM INFORMATION

Provides students with the knowledge and skills to create professional-looking documents for business, government organizations, and educational institutions using high-end desktop publishing and imaging software.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at:
<http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate proficiency in the use of graphic design and desktop publishing principles.
- Demonstrate competence in the use of state-of-the-art graphic design software to create professional-looking business documents.
- Develop methods for retaining information about computer software applications so that the information may be applied in practical situations and in solving challenging problems.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ART 604	Graphic Design I 3	
CAOT 039	Word Processing: Keyboarding and Operations 3	
CAOT 088	Microcomputer Office Applications: Desktop Publishing . . 3	
CAOT 096	Adobe Creative Suite Survey for the Office and the Web . . 3	

CAPSTONE COURSES

Select at least 2 courses from the following courses: 5-6

CAOT 079	Word Processing Applications 3
CAOT 110	Microcomputer Office Applications: Presentation Design . 3
CAOT 113	Introduction to Adobe Photoshop for the Office 3
CAOT 114	Adobe Acrobat for the Office and the Web 2
CAOT 120	Adobe Illustrator for the Office and the Web 3

CERTIFICATE - TOTAL UNITS **17-18**

AWARD	AWARD TYPE	MAJOR CODE	GE
Desktop Publishing	Certificate	P019006D	N/A

LEGAL OFFICE PROCEDURES

Associate of Arts Degree

(STATE CODE 02821)

PROGRAM INFORMATION

The Legal Office Procedures program prepares students for employment in a legal office. Emphasis is placed on the development of language skills, the spellings and meanings of legal terminology, and the preparation of legal proceedings and cases. Extensive instruction in computer-based word processing programs and applications along with an introduction to other computerized office functions prepares students to obtain a position in a legal office.

Students may obtain an Associate of Arts degree in Computer Applications and Office Technologies by completing the courses shown below AND by satisfying all the requirements shown in the college catalog under Associate Degree Requirements. Students must complete one of the following general education plans for this major: LAPC GE Plan, CSU GE Breadth Certification Plan, or IGETC.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Develop methods for retaining information about computer software applications so that the information may be applied in practical situations and in solving challenging problems.
- Demonstrate competence in standard legal procedures to communicate effectively with law office personnel and clients and produce appropriate legal correspondence, documents, and records accurately using correct legal vocabulary and format.



- Demonstrate competence in the use of state-of-the-art business-related software to create documents, spreadsheets, presentations, and databases.
- Demonstrate efficiently the use of the Internet to complete the following business-related activities: communication; research, including basic legal research; and e-commerce.
- Develop a proficiency level in the operation of the computer and other office technologies that will ensure a smooth transition into learning new applications and devices.
- Compose and create business documents—such as letters, memos, e-mail messages, reports, graphs and charts—using correct grammar, spelling, punctuation, language style, and formats.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ENTRY-LEVEL COURSES		
CAOT 002	Computer Keyboarding and Document Applications II	3
CAOT 031	Business English	3
CAOT 034	Business Terminology	2
CAOT 082	Microcomputer Software Survey for the Office	3
MAJOR - REQUIRED COURSES		
ACCTG 001	Introductory Accounting I	5
BUS 005	Business Law I	3
CAOT 039	Word Processing: Keyboarding and Operations	3
CAOT 067	Microsoft Outlook for the Office	2
CAOT 085	Microcomputer Office Applications: Spreadsheet	3
CAOT 092	Computer Windows Application	2
CAPSTONE COURSES		
CAOT 023F ²	Legal Office Procedures IF	2
CAOT 023G ³	Legal Office Procedures IG	3
CAOT 032*	Business Communications	3
CAOT 079	Word Processing Applications	3
MAJOR - TOTAL UNITS		40

AWARD	AWARD TYPE	MAJOR CODE	GE
Legal Office Procedures	AA	P002821C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

²Students may substitute Law 010 offered by other colleges in the Los Angeles Community College District.

³Students may substitute Law 011 or Law 014 offered by other colleges in the Los Angeles Community College District.

LEGAL OFFICE PROCEDURES**Certificate of Achievement**

(STATE CODE 21808)

PROGRAM INFORMATION

The Legal Office Procedures program prepares students for employment in a legal office. Emphasis is placed on the development of language skills, the spellings and meanings of legal terminology, and the preparation of legal proceedings and cases. Extensive instruction in computer-based word processing programs and applications along with an introduction to other computerized office functions prepares students to obtain a position in a legal office.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Develop methods for retaining information about computer software applications so that the information may be applied in practical situations and in solving challenging problems.
- Demonstrate competence in standard legal procedures to communicate effectively with law office personnel and clients and produce appropriate legal correspondence, documents, and records accurately using correct legal vocabulary and format.
- Demonstrate competence in the use of state-of-the-art business-related software to create documents, spreadsheets, presentations, and databases.
- Demonstrate efficiently the use of the Internet to complete the following business-related activities: communication; research, including basic legal research; and e-commerce.
- Develop a proficiency level in the operation of the computer and other office technologies that will ensure a smooth transition into learning new applications and devices.
- Compose and create business documents—such as letters, memos, e-mail messages, reports, graphs and charts—using correct grammar, spelling, punctuation, language style, and formats.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ENTRY-LEVEL COURSES		
CAOT 002	Computer Keyboarding and Document Applications II	3
CAOT 031	Business English	3
CAOT 034	Business Terminology	2
CAOT 082	Microcomputer Software Survey in the Office	3
CERTIFICATE - REQUIRED COURSES		
ACCTG 001	Introductory Accounting I	5
BUS 005	Business Law I	3
CAOT 039	Word Processing: Keyboarding and Operations	3
CAOT 067	Microsoft Outlook for the Office	2
CAOT 085	Microcomputer Office Applications: Spreadsheet	3
CAOT 092	Computer Windows Application	2

CAPSTONE COURSES

CAOT 023F ²	Legal Office Procedures IF	2
CAOT 023G ³	Legal Office Procedures IG	3
CAOT 032*	Business Communications	3
CAOT 079	Word Processing Applications	3

CERTIFICATE - TOTAL UNITS40

AWARD	AWARD TYPE	MAJOR CODE	GE
Legal Office Procedures	Certificate	P021808D	N/A

^{*}See Catalog course description for prerequisites and/or corequisites.

²Students may substitute Law 010 offered by other colleges in the Los Angeles Community College District.

³Students may substitute Law 011 or Law 014 offered by other colleges in the Los Angeles Community College District.

LEGAL OFFICE SKILLS

Certificate of Achievement

(STATE CODE 18837)

PROGRAM INFORMATION

Provides the knowledge and skills needed to obtain an entry-level position in a legal office. Students will obtain word processing and communication skills as well as knowledge of legal office vocabulary and practical experience in preparing legal documents. Covers legal office procedures and legal office protocols.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate basic competence in the use of state-of-the-art business-related software to create documents.
- Compose and create business documents—such as letters, memos, e-mail messages, reports, graphs and charts—using correct grammar, spelling, punctuation, language style, and formats.
- Demonstrate competence in standard legal procedures to communicate effectively with law office personnel and clients and produce appropriate legal correspondence, documents, and records accurately using correct legal vocabulary and format.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CAOT 002	Computer Keyboarding and Document Applications II ...	3
CAOT 031	Business English	3
CAOT 039	Word Processing: Keyboarding and Operations	3
CAPSTONE COURSES		
CAOT 023F	Legal Office Procedures IF	2
CAOT 023G	Legal Office Procedures IG	3

CAOT 032* Business Communications

CERTIFICATE - TOTAL UNITS17

AWARD	AWARD TYPE	MAJOR CODE	GE
Legal Office Skills	Certificate	P018837D	N/A

^{*}See Catalog course description for prerequisites and/or corequisites.

OFFICE ADMINISTRATION: ADVANCED COMPUTER APPLICATIONS

Certificate of Achievement

(STATE CODE 11814)

PROGRAM INFORMATION

After completing the Computer Applications certificate program, students are prepared for entry-level positions in an automated office. The Office Administration: Advanced Computer Applications certificate adds 11-12 units, which lay the foundation for obtaining additional knowledge and skills in advanced word processing functions and a choice of in-depth courses in other applications such as database, desktop publishing, presentation, or other applications. Students completing this certificate are qualified for intermediate positions in an automated office.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Develop methods for retaining information about computer software applications so that the information may be applied in practical situations and in solving challenging problems.
- Demonstrate intermediate to advanced competence in the use of state-of-the-art business-related software to create documents, spreadsheets, presentations, graphics, and databases.
- Develop a proficiency level in the operation of the computer and other office technologies that will ensure a smooth transition into learning new applications and devices.
- Create, revise, and evaluate verbal and written business messages demonstrating correct grammar, spelling, punctuation, and language style.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
REQUIRED ENTRY-LEVEL COURSES		
CAOT 002	Computer Keyboarding and Document Applications II ...	3
CAOT 031	Business English	3
CAOT 034	Business Terminology	2
CAOT 082	Microcomputer Software Survey in the Office	3
REQUIRED CORE COURSES		
CAOT 039	Word Processing: Keyboarding and Operations	3



CAOT 067	Microsoft Outlook for the Office.....	2
CAOT 085	Microcomputer Office Applications: Spreadsheet.....	3
CAOT 092	Computer Windows Application.....	2

REQUIRED CAPSTONE COURSES

Select four (4) courses from the following: 11-12

CAOT 079	Word Processing Applications.....	3
CAOT 086	Microcomputer Office Applications: Database.....	3
CAOT 088	Microcomputer Office Applications: Desktop Publishing..	3
CAOT 096	Adobe Creative Suite Survey for the Office and the Web...	3
CAOT 110	Microcomputer Office Applications: Presentation Design..	3
CAOT 113	Introduction to Adobe Photoshop for the Office.....	3
CAOT 114	Adobe Acrobat for the Office and the Web.....	2
CAOT 120	Adobe Illustrator for the Office and the Web.....	3

CERTIFICATE - TOTAL UNITS 32-33

AWARD	AWARD TYPE	MAJOR CODE	GE
Office Administration: Advanced Computer Applications	Certificate	P011814D	N/A

*See Catalog course description for prerequisites and/or corequisites.

OFFICE CLERICAL

Certificate of Achievement

(STATE CODE 17800)

PROGRAM INFORMATION

Prepares students for entry-level office positions. Students will attain skills in computer keyboarding, proofreading, editing, and business letter formatting. They will be provided hands-on training in the Windows operating system and applications software, which includes document creation with word processing (Microsoft Word 2010), basic spreadsheet applications (Microsoft Excel 2010), and Internet applications. Students will develop reading, writing, business grammar, punctuation, and business oral communication skills. Students will learn indexing rules for filing. They will comprehend office records management and proper business telephone etiquette. They will possess knowledge of dress codes and work ethics. Students will be able to apply job-search techniques, including the content and format of a job application, cover letter, and résumé. Emphasis is placed on skills that promote success in the workplace.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at:
<http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate basic keyboarding skill to prepare basic business communications.
- Demonstrate basic competence in the use of the Internet, the Windows computer operating system, and state-of-the-art business-related software to create documents and spreadsheets.

- Demonstrate basic competence in records management, telephone practices, work ethics, and job search techniques.
- Create, revise, and evaluate verbal and written business messages demonstrating correct grammar, spelling, punctuation, and language style.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CAOT 001	Computer Keyboarding and Document Applications I....	3
CAOT 031	Business English.....	3
CAOT 055	Career Skills for the Workplace.....	3
CAOT 082	Microcomputer Software Survey in the Office.....	3
	OR	
CAOT 100	Windows Based Computer Applications.....	3

CERTIFICATE - TOTAL UNITS 12

AWARD	AWARD TYPE	MAJOR CODE	GE
Office Clerical	Certificate	P017800D	N/A

OFFICE COMMUNICATIONS

Certificate of Achievement

(STATE CODE 08319)

PROGRAM INFORMATION

Students are prepared for employment in business, government, and educational offices. Emphasis is placed on the development of keyboarding and language skills to perform the following functions: prepare business documents, handle telephone inquiries, use an e-mail system, and complete forms. Completion of this program enables students to qualify for entry-level office positions and lays the foundation for further study and advancement in office occupations.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at:
<http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate intermediate keyboarding skill to prepare basic business communications.
- Compose and create business documents—such as letters, memos, e-mail messages, reports, graphs and charts—using correct grammar, spelling, punctuation, language style, and formats.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ENTRY-LEVEL COURSES		
CAOT 002	Computer Keyboarding and Document Applications II....	3
CAOT 031	Business English.....	3
CAOT 034	Business Terminology.....	2

CAPSTONE COURSES

CAOT 032*	Business Communications	3
	<i>OR</i>	
CAOT 128	Communication Skills for the Business Professional	3
CAOT 039	Word Processing: Keyboarding and Operations	3

CERTIFICATE - TOTAL UNITS 14

AWARD	AWARD TYPE	MAJOR CODE	GE
Office Communications	Certificate	P008319D	N/A

*See Catalog course description for prerequisites and/or corequisites.

WORD PROCESSING: MICROSOFT WORD FOR WINDOWS

Certificate of Achievement

(STATE CODE 15074)

PROGRAM INFORMATION

Students may obtain a basic word processing certificate in Microsoft Word by completing the courses shown below. Completion of the program provides students with the skills required for entry-level employment in offices using Microsoft Word software.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate advanced competence in the use of state-of-the-art business-related software to create documents.
- Create, revise, and evaluate verbal and written business messages demonstrating correct grammar, spelling, punctuation, and language style.
- Develop a proficiency level in the operation of the computer and other office technologies that will ensure a smooth transition into learning new applications and devices.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ENTRY-LEVEL COURSES		
CAOT 002	Computer Keyboarding and Document Applications II . . .	3
CAOT 031	Business English	3
CAOT 034	Business Terminology	2
CAOT 082	Microcomputer Software Survey in the Office	3

CERTIFICATE - REQUIRED COURSES

CAOT 039	Word Processing: Keyboarding and Operations	3
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CAPSTONE COURSES

CAOT 079	Word Processing Applications	3
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CERTIFICATE - TOTAL UNITS 17

AWARD	AWARD TYPE	MAJOR CODE	GE
Word Processing: Microsoft Word for Windows	Certificate	P015074D	N/A

*See Catalog course description for prerequisites and/or corequisites.

Computer Science-Information Technology

The Computer Science Department offers courses and curricula in several areas of emphasis in the computer field. The student may elect to complete the course work required to transfer to a four-year institution or may complete an occupationally oriented two-year curriculum. Students interested in completing the first two years of a bachelor's degree program should consult a member of the computer science staff or request copies of the transfer curricula from the department chairperson's office.

The department offers three areas of specialization at the associate degree level. They are Programming for Business, Programming for Computer Science, and Computer and Network Technology. Associate degree curricula require the completion of a specific pattern of course work. Any substitutions or variations must have prior approval of the department.

These occupational programs do not necessarily constitute the first two years of a Bachelor's degree transfer program in these fields. Consult a counselor for transfer requirements.

CLOUD COMPUTING AND NETWORKING FOR AMAZON WEB SERVICES

Certificate of Achievement

(STATE CODE 38606)

PROGRAM INFORMATION

The Cloud Computing program prepares students to design solutions for Infrastructure as a Service (IaaS) architectures by provisioning computing instances, establishing virtual private networks, managing databases and storage within a secure online environment. Students produce dynamic solutions responsive to information and computing technology workloads with on-demand pay-as-you-go pricing allowing flexibility for small business, entrepreneurship and enterprise adoption. Industry certifications are embedded to prepare for occupations in Cloud Architect, Cloud Support Associate, Cloud Engineer or Cloud Technicians. Some preparation in information technology or computer programming is recommended.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

**PROGRAM LEARNING OUTCOMES**

Upon completion of this program, students will:

- Design Infrastructure as a Service (IaaS) solutions by provisioning computing instances, establishing virtual private networks, managing databases and storage within a secure online environment.
- Analyze performance metrics of a cloud architecture to respond dynamically to information and computing technology workloads and optimize service costs.
- Collaborate in a team designing business solutions in an industry aligned project.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CIS 120	Introduction to Databases	3
	OR	
CIS 193*	Database Essentials in Amazon Web Services	3
CIS 192	Introduction to Cloud Computing	3
CIS 194*	Compute Engines in Amazon Web Services	3
CIS 195*	Security in the Cloud	3
Select two courses from the following:		6
CIS 113	Intermediate Linux	3
CIS 173	Data Analysis for Computer Information Systems with Python	3
CIS 210	Introduction to Computer Networking	3
CIS 227	Server Administration and Network Security	3
CS 112*	Programming in JavaScript	3

CERTIFICATE - TOTAL UNITS **18**

AWARD	AWARD TYPE	MAJOR CODE	GE
Cloud Computing and Networking for Amazon Web Services	Certificate	P038606D	N/A

*See Catalog course descriptions for prerequisites and/or corequisites.

CLOUD COMPUTING FUNDAMENTALS FOR AMAZON WEB SERVICES

Certificate of Achievement

(STATE CODE 39969)

PROGRAM INFORMATION

The Cloud Computing program prepares students to design solutions for Infrastructure as a Service (IaaS) architectures by provisioning computing instances, establishing virtual private networks, managing databases and storage within a secure online environment. Students produce dynamic solutions responsive to information and computing technology workloads with on-demand pay-as-you-go pricing allowing flexibility for small business, entrepreneurship and enterprise adoption. Industry certifications are embedded to prepare for occupations in Cloud Architect, Cloud Support Associate, Cloud Engineer or Cloud Technicians. Some preparation in information technology or computer programming is recommended.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion,

please visit the Gainful Employment Disclosure website at:
<http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Design Infrastructure as a Service (IaaS) solutions by provisioning computing instances, establishing virtual private networks, managing databases and storage within a secure online environment.
- Analyze performance metrics of a cloud architecture to respond dynamically to information and computing technology workloads and optimize service costs.
- Collaborate in a team designing business solutions in an industry aligned project.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CIS 120	Introduction to Databases	3
	OR	
CIS 193*	Database Essentials in Amazon Web Services	3
CIS 192	Introduction to Cloud Computing	3
CIS 194*	Compute Engines in Amazon Web Services	3
CIS 195*	Security in the Cloud	3

CERTIFICATE - TOTAL UNITS **12**

AWARD	AWARD TYPE	MAJOR CODE	GE
Cloud Computing Fundamentals for Amazon Web Services	Certificate	P039969D	N/A

*See Catalog course descriptions for prerequisites and/or corequisites.

CLOUD, NETWORKING, AND CYBERSECURITY

Associate of Science Degree

(STATE CODE 08326)

PROGRAM INFORMATION

This two-year program provides in-depth knowledge and hands-on experience for students who wish to start or enhance their careers in Cloud, Networking, and Cybersecurity. Graduates will be prepared to design and deploy secured network domains to support applications and operations in the Cloud and on premises. Students gain skills and knowledge in configuration and troubleshooting of network routers, switches and firewalls; Windows and Linux server installation and configuration; and implementation of effective cybersecurity measures such as prevention of hacking activities.

Additionally, the comprehensive scope of the classes provides students with a combination of job skills readiness and preparation for highly respected industry certificates such as AWS Cloud Practitioner, AWS Solutions Architect Associate, AWS Security Specialty, Cisco Certified Network Associate (CCNA), Cisco Certified CyberOps Associate, Azure Fundamentals, Azure Administrator, EC-Council Certified Ethical Hacking (CEH), and RedHat Certified System Administrator.

Pierce is a member of the Cisco Networking Academy (Netacad), AWS Educate, Microsoft Academy, RedHat Academy. As a result,

students gain access to industry standard curriculum, simulation tools, and certification preparation materials.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Implement, configure, and maintain network infrastructure successfully, with consideration to network security.
- Design, architect, and deploy secured applications and networks in the Cloud.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CIS 101	Introduction to Computers and Their Uses.	3
CIS 113	Intermediate Linux.	3
CIS 120	Introduction to Databases.	3
CIS 193*	Database Essentials in Amazon Web Services.	3
CIS 150	Advanced Website Development Using JavaScript and AJAX.	3
CIS 173	Data Analysis for Computer Information Systems with Python.	3
CIS 170*	Introduction to Ethical Hacking.	3
CIS 192	Introduction to Cloud Computing.	3
CIS 194*	Compute Engines in Amazon Web Services.	3
CIS 195*	Security in the Cloud.	3
CIS 216*	Network Security.	3
CIS 241*	Cybersecurity Operations.	3
CIS 210	Introduction to Computer Networking.	3
CIS 224* & CIS 225*	Routing and Switching Essentials.	3
CIS 240*	Enterprise Networking, Security, & Automation.	3
CIS 227	Server Administration and Network Security.	3
CIS 239*	Managing and Administering Windows Server.	3
CIS 238	Managing Windows with Azure.	3
MAJOR - TOTAL UNITS.		39

AWARD	AWARD TYPE	MAJOR CODE	GE
Cloud, Networking, and Cybersecurity	AS	P008326C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

CYBERSECURITY

Certificate of Achievement

(STATE CODE 37976)

PROGRAM INFORMATION

The intent of this certificate is to provide graduates with the skills needed to defend networks and information systems against cyberattacks. It gives students extensive hands-on experience and develops the knowledge and abilities necessary to succeed in protection of an organization's data and operations. It is a rigorous program designed to help students master the fundamentals of cybersecurity by applying industry-accepted and emerging practices to solve real-world security problems. Upon completion of the program, students will be able to evaluate security trends, recognize best practices, and understand IT security products and threats. Some career opportunities associated with this degree include: security analyst, network systems security administrator, security policy analyst, and more.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Examine general security concepts and communication security.
- Harden networks against reconnaissance and penetration.
- Set up and construct a secure peer-to-peer and client server network.
- Identify the risks and threats to an organization's data and provide a structured way to address how to safeguard these areas.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CIS 113	Intermediate Linux.	3
CIS 192	Introduction to Cloud Computing.	3
CIS 209	Introduction to Computer Hardware and Operating Systems.	3
CIS 170*	Introduction to Ethical Hacking.	3
CIS 216*	Network Security.	3
CIS 241*	Cybersecurity Operations.	3
CIS 195*	Security in the Cloud.	3
CIS 210	Introduction to Computer Networking.	3
CIS 224* & CIS 225*	Routing and Switching Essentials.	3
CIS 240*	Enterprise Networking, Security, & Automation.	3
CIS 227	Server Administration and Network Security.	3
CIS 238	Managing Windows with Azure.	3
CIS 239*	Managing and Administering Windows Server.	3
CERTIFICATE - TOTAL UNITS.		24



AWARD	AWARD TYPE	MAJOR CODE	GE
Cybersecurity	Certificate	P037976D	N/A

*See Catalog course descriptions for prerequisites and/or corequisites.

NETWORKING TECHNOLOGY

Certificate of Achievement

(STATE CODE 08323)

PROGRAM INFORMATION

This program was developed in cooperation with the Computer Technology advisory committee for students who wish to take a technical program to prepare themselves for employment in the computer network technology field.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Implement, configure, and maintain servers and server operating systems.
- Implement, configure, and maintain desktop operating systems.
- Understand and implement file system security on a variety of operating system.
- Apply a structured troubleshooting approach to solving system problems.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CIS 113	Intermediate Linux.....	3
CIS 210	Introduction to Computer Networking.....	3
CIS 227	Server Administration and Network Security.....	3
CIS 194*	Compute Engines in Amazon Web Services.....	3
	OR	
CIS 238	Managing Windows with Azure.....	3

CERTIFICATE - TOTAL UNITS12

AWARD	AWARD TYPE	MAJOR CODE	GE
Networking Technology	Certificate	P008323D	N/A

*See Catalog course description for prerequisites and/or corequisites.

PERSONAL COMPUTER SERVICE TECHNOLOGY

Certificate of Achievement

(STATE CODE 15079)

PROGRAM INFORMATION

The intent of this program is to provide graduates with on-demand industry skills and knowledge to install, configure, and support hardware and software on personal computers, mobile devices, and small wired and wireless networks.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Apply the principles of computer hardware including memory, storage, CPUs, ports, video, to install and maintain personal computing systems.
- Apply the principles of computer operating systems software and utility software (including antivirus and related security programs) to implement and support desktop systems.
- Install, maintain, and trouble-shoot small SOHO wired and wireless networks.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CIS 101	Introduction to Computers and Their Uses.....	3
CIS 111	Supporting Windows Desktops.....	3
	OR	
CIS 192	Introduction to Cloud Computing.....	3
	OR	
CIS 209	Introduction to Computer Hardware and Operating Systems.....	3
CIS 194*	Compute Engines in Amazon Web Services.....	3
	OR	
CIS 238	Managing Windows with Azure.....	3
CIS 210	Introduction to Computer Networking.....	3

CERTIFICATE - TOTAL UNITS12

AWARD	AWARD TYPE	MAJOR CODE	GE
Personal Computer Service Technology	Certificate	P015079D	N/A

*See Catalog course description for prerequisites and/or corequisites.

PROGRAMMING FOR BUSINESS

Associate of Arts Degree

(STATE CODE 08322)

PROGRAM INFORMATION

The intent of this degree program is to provide graduates with the skills needed to produce computer programs in a business/industrial environment or transfer to a 4-year institution.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Develop, code and debug business-oriented computer programs in multiple languages.
- Design and implement database-driven applications with an accounting foundation.
- Design and implement Web pages and programs using digital images and interactive graphics.
- Understand how networks function and be able to do simple PC hardware troubleshooting.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CIS 101	Introduction to Computers and Their Uses.....	3
CIS 120	Introduction to Databases	3
	OR	
CIS 193*	Database Essentials in Amazon Web Services	3
CIS 148	Introduction to Web Development HTML5 & CSS.....	3
	OR	
CS 112*	Programming in JavaScript.....	3
CIS 173	Data Analysis for Computer Information Systems with Python	3
CS 213*	Advanced Programming in Java	3
CIS 192	Introduction to Cloud Computing	3
	OR	
CIS 210	Introduction to Computer Networking.....	3
CS 111	Programming in Visual Basic.....	3
	OR	
CS 116	Programming in C++	3

Electives - Complete 18 units from one of the concentration areas below:..... 18-19

Area 1: Advanced Programming

CIS 172* (3 units), CS 111 (3 units), CS 114* (3 units), CS 116 (3 units), CS 130* (3 units), CS 131* (3 units), CS 136* (3 units), CS 215* (3 units), CS 216* (3 units), CS 230* (3 units), CS 236* (3 units), CS 243* (3 units), CS 244* (3 units)

Area 2: Web

CIS 113 (3 units), CIS 127* (3 units), CIS 148 (3 units), CIS 149* (3 units), CIS 150 (3 units), CIS 190 (3 units), CS 112* (3 units), **ONLY ONE COURSE CAN BE TAKEN FROM THE FOLLOWING:** CIS 129 (3 units), CIS 130 (3 units), MULTIMD 200 (3 units), MULTIMD 650 (3 units), MULTIMD 651 (3 units), PHOTO 049A (3 units)

Area 3: Network, Cloud, OS

CIS 111 (3 units), CIS 113 (3 units), CIS 192 (3 units), CIS 193* (3 units), CIS 194* (3 units), CIS 195* (3 units), CIS 209 (3 units), CIS 210 (3 units), CIS 227* (3 units), CIS 238 (3 units), CIS 239* (3 units)

Area 4: Information Systems

ACCTG 001 (5 units), ACCTG 002* (5 units), BUS 005 (3 units), CAOT 032* (3 units), ECON 001* (3 units), ECON 002* (3 units)

MAJOR - TOTAL UNITS..... 39-40

AWARD	AWARD TYPE	MAJOR CODE	GE
Programming for Business	AA	P008322C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

GENERAL EDUCATION - REQUIRED COURSES

Students must complete one of the following General Education Plans:

LAPC GE	LAPC General Education Plan.....	21 units
CSU GE	CSU GE Breadth Certification Plan.....	39 units
IGETC	Intersegmental GE Transfer Curriculum	34-37 units

*See Catalog course description for prerequisites and/or corequisites.

PROGRAMMING FOR BUSINESS

Certificate of Achievement

(STATE CODE 21810)

PROGRAM INFORMATION

The intent of this certificate program is to provide graduates with the skills needed to produce computer programs in a business/industrial environment.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Develop, code and debug applications for business environments.
- Use office productivity software, operating systems, and web development tools in support of application development.
- Design and implement integrated applications and databases with a business or accounting foundation.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CIS 101	Introduction to Computers and Their Uses.....	3
CIS 120	Introduction to Databases	3
	OR	



CIS 193*	Database Essentials in Amazon Web Services	3
CIS 172*	Business Systems Design Using SQL	3
	OR	
CS 213*	Advanced Programming in Java	3
	OR	
CS 215*	Advanced Database Programming Using C#	3
	OR	
CS 243*	Advanced Programming for Android Devices	3
	OR	
CS 244*	Advanced Programming for iOS Devices	3
CIS 148	Introduction to Web Development HTML5 & CSS	3
	OR	
CIS 173	Data Analysis for Computer Information Systems with Python	3
	OR	
CIS 192	Introduction to Cloud Computing	3
	OR	
CS 112*	Programming in JavaScript	3
CS 111	Programming in Visual Basic	3
	OR	
CS 116	Programming in C++	3
Choose one course from the following:		3-5
ACCTG 001	Introductory Accounting I	5
BUS 005	Business Law I	3
CAOT 032*	Business Communications	3
ECON 001*	Principles of Microeconomics	3

CERTIFICATE - TOTAL UNITS **18-20**

AWARD	AWARD TYPE	MAJOR CODE	GE
Programming for Business	Certificate	P021810D	N/A

*See Catalog course description for prerequisites and/or corequisites.

PROGRAMMING FOR COMPUTER SCIENCE

Associate of Science Degree

(STATE CODE 02824)

PROGRAM INFORMATION

The intent of this degree program is to provide graduates with the skills needed to produce computer programs in a technical environment or transfer to a 4-year institution.

See a Los Angeles Pierce College counselor in the first semester for transfer education advisement. The student must also contact the transfer institution to determine entrance level.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Be able to develop computer programs in at least 3 programming languages with an emphasis on programming for technical, scientific, and engineering environments.
- Be able to use the classic algorithms, math, data structures and object-oriented programming commonly used in software development.
- Understand the impact that different computer architecture decisions have on system performance.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CIS 101	Introduction to Computers and Their Uses	3
CS 114*	Programming in C	3
CS 130*	Introduction to Computer Architecture and Organization	3
CS 136*	Introduction to Data Structures	3
CS 216*	Object-Oriented Programming in C++	3
CS 236*	Advanced Data Structures and Introduction to Databases	3
CS 131*	Discrete Structures for Computer Science	3
CS 116	Programming in C++	3
CS 213*	Advanced Programming in Java	3
CS 230*	Advanced Computer Architecture and Organization	3
MATH 261 ¹	Calculus I	5

MAJOR - ELECTIVE COURSES

SUBJECT & NO.	COURSE	UNITS
Select 5-7 semester units from the following:		
CIS 173	Data Analysis for Computer Information Systems with Python	3
CS 131*	Discrete Structures for Computer Science	3
COUNSEL 004	Career Planning	1
ENG GEN 101	Introduction to Science, Engineering and Technology	2
MATH 227*	Statistics	4
MATH 262*	Calculus II	5
PHILOS 009	Symbolic Logic I	3

MAJOR - TOTAL UNITS **40-42**

AWARD	AWARD TYPE	MAJOR CODE	GE
Programming for Computer Science	AS	P002824C	LAPC GE (21 units**) CSU GE (39 units) IGETC (34-37 units)

¹These courses are either graduation requirements and satisfy portions of the general education (GE) requirements in the LAPC General Education Plan. Students seeking either the CSU General Education Certified Plan or the Intersegmental General Education Transfer Curriculum (IGETC) should consult with a college counselor about possible additional/different GE requirements.

**This degree has a minimum of 21 GE courses and satisfies the LAPC GE Plan (Math [5], English [3] and 15 additional GE units). Students needing the CSU or IGETC plans will have additional GE requirements. You should consult with a college counselor for details.

*See Catalog course description for prerequisites and/or corequisites.

ROUTING TECHNOLOGY

Certificate of Achievement

(STATE CODE 35018)

PROGRAM INFORMATION

The Certificate of Achievement in Routing and Switching Technologies prepares students to enter or upgrade their careers in the support, design, implementation, maintenance and troubleshooting of local and wide area networks. The program is also designed to help students prepare for industry certifications such as Cisco CCNA R&S, CCENT, and CompTIA's Network+. Pierce College is a Cisco Networking Academy and students learn industry standards in networking and Cisco device configuration.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Students apply vendor-neutral industry standards to designing and implementing IPv4 and IPv6 (Internet Protocol versions 4 and 6 [there is no version 5 in use in production networks]) addressing schemes for local area and wide area networks (LAN and WAN).
- Students apply the vendor-neutral OSI (Open Systems Interconnection) Seven Layer Model of network functionality and the TCP-IP (Transport Control Protocol – Internet Protocol) Four Layer model of network functionality to troubleshoot networking problems.
- Students utilize vendor-neutral standards and Cisco-specific commands to configure network routers and network switches to provide stable, reliable, scalable, and functional access to Internet networks and apply basic controls to access of the network.
- Students optionally seek industry certifications such as CompTIA's Network+, and Cisco's CCENT and CCNA R&S. These certifications are well respected and serve to help students gain entry or advancement in the computer networking world.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CIS 210	Introduction to Computer Networking.....	3
CIS 170*	Introduction to Ethical Hacking.....	3
	OR	
CIS 216*	Network Security.....	3
	OR	
CIS 241*	Cybersecurity Operations.....	3
CIS 224* & CIS 225*	Routing and Switching Essentials.....	3
	Enterprise Networking, Security, & Automation.....	3
	OR	
CIS 240*	Switching, Routing, WLANs, Security, and Enterprise Networking (CCNA Prep).....	6

CERTIFICATE - TOTAL UNITS12

AWARD	AWARD TYPE	MAJOR CODE	GE
Routing Technology	Certificate	P035018D	N/A

**See Catalog course description for prerequisites and/or corequisites.*

WEB DEVELOPMENT, PROGRAMMING
AND SCRIPTING**Certificate of Achievement**

(STATE CODE 15085)

PROGRAM INFORMATION

This program is designed for students who desire to develop skills which will enable them to create and administer websites using Web Development software, client side and server side programming and scripting.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Develop a static website containing images, text, tables, forms and other related web page elements where all linked pages have a common design and appearance.
- Create and manipulate web-optimized digital images and interactive/animated content for inclusion in web environments.
- Use a variety of web development tools to create dynamic, data-driven, interactive web pages that include server-side and client-side behaviors.
- Integrate web and database systems to accept, store, analyze, and retrieve data to populate dynamic web content.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CIS 129	Digital Image Processing and Programming for the Web... 3	
	OR	
CIS 130	Web Development Using Flash and ActionScript 3	
	OR	
MEDIART 104	Photoshop for Motion Pictures and Television..... 3	
	OR	
MULTIMD 200	Digital Imaging..... 3	
	OR	
MULTIMD 650	Designing for the Web..... 3	
	OR	
MULTIMD 651	Animation for the Web..... 3	
	OR	
PHOTO 049A	Photographic Digital Imaging..... 3	
CIS 120	Introduction to Databases 3	
	OR	
CIS 127*	Advanced Dreamweaver - Dynamic Website Development 3	
CIS 148	Introduction to Web Development HTML5 & CSS 3	
CIS 149*	Web Development Using PHP-MySQL..... 3	



CIS 150	Advanced Website Development Using JavaScript and AJAX	3
	OR	
CS 112*	Programming in JavaScript.....	3
CS 111	Programming in Visual Basic.....	3
	OR	
CS 116	Programming in C++	3

CERTIFICATE - TOTAL UNITS 18

AWARD	AWARD TYPE	MAJOR CODE	GE
Web Development, Programming and Scripting	Certificate	P015085D	N/A

*See Catalog course description for prerequisites and/or corequisites.

WEBSITE DEVELOPMENT

Certificate of Achievement

(STATE CODE 17797)

PROGRAM INFORMATION

This program was designed for students who wish to develop skills which will enable them to create and administer web sites using various server side programming languages and prepare for employment in this field.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Create hand coded web pages using HTML, JavaScript, and CSS.
- Create server-side (active) web pages and applications (like a shopping cart).
- Manipulate graphic images and content to create interactive web pages.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CIS 129	Digital Image Processing and Programming for the Web... 3	3
	OR	
CIS 130	Web Development Using Flash and ActionScript	3
	OR	
MEDIART 104	Photoshop for Motion Pictures and Television.....	3
	OR	
MULTIMD 200	Digital Imaging.....	3
	OR	
MULTIMD 650	Designing for the Web.....	3
	OR	
MULTIMD 651	Animation for the Web.....	3
	OR	
PHOTO 049A	Photographic Digital Imaging.....	3
CIS 148	Introduction to Web Development HTML5 & CSS.....	3
CIS 150	Advanced Website Development Using JavaScript and AJAX	3
	OR	
CS 112*	Programming in JavaScript.....	3

CS 111	Programming in Visual Basic.....	3
	OR	
CS 116	Programming in C++	3

CERTIFICATE - TOTAL UNITS 12

AWARD	AWARD TYPE	MAJOR CODE	GE
Website Development	Certificate	P017797D	N/A

*See Catalog course description for prerequisites and/or corequisites.

General Education Breadth Requirement

CSU GE BREADTH CERTIFICATION

Certificate of Achievement

(STATE CODE 18603)

This general education certificate of achievement is awarded to students who receive full certification of the CSU GE Breadth Certification Plan.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- **Communication:** The student will demonstrate proficiency in communication skills, including active listening, textual interpretation and comprehension, and oral and written expression.
- **Critical Thinking:** The student will demonstrate proficiency in identifying and clarifying issues, problems, questions, and assumptions; analyzing data and relevant information including alternative approaches; differentiating between facts, opinions, and biases; synthesizing and generating solutions and possible outcomes; and using evidence and reasoning to support conclusions.
- **Research and Information Literacy:** The student will demonstrate proficiency in modes of inquiry specific to the discipline of study and discernment of relevant and appropriate sources of information.
- **Civic Responsibility and Ethical Reasoning in a Diverse Society:** The student will demonstrate proficiency in understanding, and engaging with, contemporary notions of the public good in a democratic and diverse society, and the relevant principles, concepts, and arguments that guide ethical decision-making.
- **Quantitative Analysis and Scientific Reasoning:** The student will demonstrate proficiency in the interpretation and description of quantitative data and situations, and relevant graphs, symbols, or mathematical relationships and concepts to solve problems.
- **Arts & Cultural Awareness:** The student will demonstrate proficiency in the identification, recognition, description, and explanation of his or her interaction with, and understanding of, cultural practices and social structures.

See LAPC CSU General Education Certified Plan 2022-2023 on page 30.

IGETC

Certificate of Achievement

(STATE CODE 18604)

This general education certificate of achievement is awarded to students who receive full certification of the Intersegmental General Education Transfer Curriculum (IGETC).

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- **Communication:** The student will demonstrate proficiency in communication skills, including active listening, textual interpretation and comprehension, and oral and written expression.
- **Critical Thinking:** The student will demonstrate proficiency in identifying and clarifying issues, problems, questions, and assumptions; analyzing data and relevant information including alternative approaches; differentiating between facts, opinions, and biases; synthesizing and generating solutions and possible outcomes; and using evidence and reasoning to support conclusions.
- **Research and Information Literacy:** The student will demonstrate proficiency in modes of inquiry specific to the discipline of study and discernment of relevant and appropriate sources of information.
- **Civic Responsibility and Ethical Reasoning in a Diverse Society:** The student will demonstrate proficiency in understanding, and engaging with, contemporary notions of the public good in a democratic and diverse society, and the relevant principles, concepts, and arguments that guide ethical decision-making.
- **Quantitative Analysis and Scientific Reasoning:** The student will demonstrate proficiency in the interpretation and description of quantitative data and situations, and relevant graphs, symbols, or mathematical relationships and concepts to solve problems.
- **Arts & Cultural Awareness:** The student will demonstrate proficiency in the identification, recognition, description, and explanation of his or her interaction with, and understanding of, cultural practices and social structures.

See LAPC Intersegmental General Education Transfer Curriculum (IGETC) 2022-2023 on page 32.

General Studies with an Area of Emphasis

Associate of Arts Degree**PROGRAM INFORMATION**

This degree provides an opportunity for students to earn an Associate of Arts (AA) degree in a comprehensive area of study and is intended for the student who may not be planning to transfer to a university.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer

requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- **Communication:** The student will demonstrate proficiency in communication skills, including active listening, textual interpretation and comprehension, and oral and written expression.
- **Critical Thinking:** The student will demonstrate proficiency in identifying and clarifying issues, problems, questions, and assumptions; analyzing data and relevant information including alternative approaches; differentiating between facts, opinions, and biases; synthesizing and generating solutions and possible outcomes; and using evidence and reasoning to support conclusions.
- **Research and Information Literacy:** The student will demonstrate proficiency in modes of inquiry specific to the discipline of study and discernment of relevant and appropriate sources of information.
- **Civic Responsibility and Ethical Reasoning in a Diverse Society:** The student will demonstrate proficiency in understanding, and engaging with, contemporary notions of the public good in a democratic and diverse society, and the relevant principles, concepts, and arguments that guide ethical decision-making.
- **Quantitative Analysis and Scientific Reasoning:** The student will demonstrate proficiency in the interpretation and description of quantitative data and situations, and relevant graphs, symbols, or mathematical relationships and concepts to solve problems.
- **Arts & Cultural Awareness:** The student will demonstrate proficiency in the identification, recognition, description, and explanation of his or her interaction with, and understanding of, cultural practices and social structures.

CHOOSE A SINGLE AREA OF EMPHASIS

Complete 18 units in one of the areas of emphasis listed below.

Each course counted toward major and area of emphasis requirements must be completed with a grade of "C" or better or a "P" if the course is taken on a "pass-no pass" basis.

GENERAL STUDIES: ARTS AND HUMANITIES

(STATE CODE 19181)

This area of emphasis represents the core courses for students who want to explore a broad area of courses in the arts and humanities including: Art History, Music, Theater, Journalism, Dance, Communication and Modern Languages.

Courses used to satisfy the Area of Emphasis may also count toward general education requirements. Courses from a minimum two (2) academic disciplines must be completed from within the chosen Area of Emphasis. Each course used toward the unit requirement must be completed with a "C" or better or a "P" if the course is taken on a "pass-no pass" basis.



ANTHRO 102 (3 units), 105 (3 units), 109 (3 units), 121 (3 units), 161 (3 units); **ART** 101 (3 units), 102 (3 units), 103 (3 units), 105 (3 units), 107 (3 units), 109 (3 units), 111 (3 units), 119 (3 units), 137 (3 units), 138 (3 units), 139 (3 units), 201 (3 units), 202 (3 units), 203 (3 units), 204 (3 units), 205 (3 units), 206 (3 units), 207 (3 units), 209 (3 units), 301 (3 units), 302 (3 units), 307 (3 units), 308 (3 units), 309 (3 units), 400 (3 units), 501 (3 units), 502 (3 units), 503 (3 units), 603 (3 units), 604 (3 units), 605 (3 units), 606 (3 units), 620 (3 units), 621 (3 units), 622 (3 units), 700 (3 units), 701 (3 units), 702 (3 units), 703 (3 units), 708 (3 units), 709 (3 units), 710 (3 units), 711 (3 units); **A S L** 001 (4 units), 002 (4 units), 003 (4 units), 004 (4 units), 016 (2 units), 025 (2 units), 040 (3 units); **CH DEV** 009 (3 units); **CHICANO** 007 (3 units), 008 (3 units); **CINEMA** 003 (3 units), 005 (3 units), 104 (3 units), 107 (3 units); **COMM** 190 (3 units); **COUNSEL** 020 (3 units), 040 (3 units); **DANCEST** 452 (2 units), 801 (3 units), 802 (3 units), 805 (3 units), 806 (3 units), 807 (3 units), 814 (2 units), 815 (2 units), 820 (4 units), 821 (4 units), 822 (1 unit), 826 (1 unit); **DANCETQ** 101 (1 unit), 535 (2 units), 536 (2 units); **DNCESPC** 331 (1 unit), 441 (1 unit); **ENGLISH** 124 (3 units), 127 (3 units), 203 (3 units), 204 (3 units), 205 (3 units), 206 (3 units), 207 (3 units), 208 (3 units), 210 (3 units), 211 (3 units), 214 (3 units), 215 (3 units), 216 (3 units), 218 (3 units), 219 (3 units), 239 (3 units), 240 (3 units), 245 (3 units), 250 (3 units), 252 (3 units), 270 (3 units); **FRENCH** 001 (5 units), 002 (5 units), 003 (5 units), 004 (5 units), 005 (5 units), 006 (5 units), 008 (2 units), 010 (3 units); **HISTORY** 001 (3 units), 002 (3 units), 041 (3 units), 042 (3 units), 044 (3 units), 086 (3 units), 087 (3 units); **HUMAN** 006 (3 units), 031 (3 units); **ITALIAN** 001 (5 units), 002 (5 units), 003 (5 units), 004 (5 units), 005 (5 units), 008 (2 units), 010 (3 units); **JAPAN** 001 (5 units), 002 (5 units), 003 (5 units), 004 (5 units), 009 (3 units), 027 (3 units); **MULTIMD** 210 (3 units), 340 (3 units), 650 (3 units), 651 (3 units); **MUSIC** 101 (3 units), 111 (3 units), 121 (3 units), 122 (3 units), 251-1 (1 unit), 251-2 (1 unit), 251-3 (1 unit), 299 (1 unit), 321 (2 units), 322 (2 units), 323 (2 units), 324 (2 units), 411 (2 units), 412 (2 units), 413 (2 units), 414 (2 units), 501 (1 unit), 601 (2 units), 611 (2 units), 612 (2 units), 613 (2 units), 614 (2 units), 621 (2 units), 622 (2 units), 623 (2 units), 624 (2 units), 651 (2 units), 705 (1 unit), 721 (1 unit), 755 (1 unit); **PHILOS** 001 (3 units), 002 (3 units), 012 (3 units), 014 (3 units), 015 (3 units), 019 (3 units), 020 (3 units), 028 (3 units), 030 (3 units), 040 (3 units), 041 (3 units), 042 (3 units); **PHOTO** 009 (3 units), 027A (3 units), 027B (3 units), 101 (3 units), 102 (3 units); **SPANISH** 001 (5 units), 002 (5 units), 003 (5 units), 004 (5 units), 005 (5 units), 006 (5 units), 009 (3 units), 010 (3 units), 011 (3 units), 012 (3 units), 015 (3 units), 016 (3 units), 025 (3 units), 026 (3 units), 027 (3 units), 035 (5 units), 036 (5 units), 037 (5 units), 065 (3 units); **THEATER** 100 (3 units), 110 (3 units), 125 (3 units), 270 (3 units), 271 (3 units), 273 (2 units)

ARTS AND HUMANITIES EMPHASIS TOTAL UNITS.....18

GENERAL STUDIES: SCIENCE, TECHNOLOGY, ENGINEERING & MATHEMATICS

(STATE CODE 19182)

This area of emphasis represents the core courses for students who want to explore a broad area of courses in the Sciences, Technology, Engineering or Mathematics. Students will develop an appreciation and understanding of the scientific method and an understanding of the relationships between science and other human activities.

Courses used to satisfy the Area of Emphasis may also count toward general education requirements. Courses from a minimum two (2) academic disciplines must be completed from within the chosen Area of Emphasis. Each course used toward the unit requirement must be completed with a "C" or better or a "P" if the course is taken on a "pass-no pass" basis.

ACCTG 001 (5 units), 002 (5 units); **ANATOMY** 001 (4 units); **ANML SC** 501 (3 units), 510 (3 units), 511 (3 units), 512 (1 unit); **ANTHRO** 101 (3 units), 111

(1 unit); **ASTRON** 001 (3 units), 002 (1 unit); **BIOLOGY** 003 (4 units), 006 (5 units), 007 (5 units), 010 (4 units), 011ABC (3 units), 012ABC (3 units), 110 (4 units), 121 (3 units), 122 (2 units), 123 (3 units); **CHEM** 051 (5 units), 060 (5 units), 101 (5 units), 102 (5 units), 211 (5 units), 212 (5 units), 221 (5 units); **CS** 114 (3 units), 116 (3 units), 130 (3 units), 136 (3 units), 216 (3 units), 230 (3 units), 236 (3 units); **EARTH** 003 (4 units); **ELECTRN** 004A (3 units), 004B (1 unit); **ENG GEN** 131 (3 units); **ENV SCI** 001 (3 units), 002 (3 units); **GEOG** 001 (3 units), 003 (3 units), 015 (2 units), 017 (5 units), 019 (2 units), 023 (3 units), 025 (4 units), 033 (3 units), 036 (3 units), 037 (1 unit) 038 (3 units); **GIS** 025 (4 units), 036 (3 units), 037 (1 unit); **GEOLOGY** 001 (3 units), 002 (3 units), 006 (2 units), 007 (3 units), 010 (3 units), 012 (3 units); **MATH** 215 (3 units), 227 (4 units), 228B (5 units), 238 (5 units), 240 (3 units), 260 (5 units), 261 (5 units), 262 (5 units), 263 (5 units), 270 (3 units), 275 (3 units); **METEOR** 003 (3 units), 004 (2 units), 005 (3 units); **MICRO** 001 (5 units), 020 (4 units); **OCEANO** 001 (3 units), 010 (2 units); **PHYS SC** 004 (4 units), 006 (3 units); **PHYSICS** 006 (4 units), 007 (4 units), 012 (3 units), 066 (5 units), 067 (5 units), 101 (5 units), 102 (5 units), 103 (5 units); **PHYSIOL** 001 (4 units); **PLNT SC** 103 (3 units), 711 (3 units), 714 (3 units), 828 (3 units), 901 (3 units); **PSYCH** 002 (3 units), 073 (1 unit), **STAT** 101 (4 units)

SCIENCE, TECHNOLOGY, ENGINEERING & MATHEMATICS EMPHASIS TOTAL UNITS.....18

GENERAL STUDIES: SOCIAL AND BEHAVIORAL SCIENCES

(STATE CODE 19183)

This area of emphasis represents the core courses for students who want to explore a broad area of courses in the Social and Behavioral Sciences including Anthropology, Economics, Geography, History, Political Science, Psychology and Sociology.

Courses used to satisfy the Area of Emphasis may also count toward general education requirements. Courses from a minimum two (2) academic disciplines must be completed from within the chosen Area of Emphasis. Each course used toward the unit requirement must be completed with a "C" or better or a "P" if the course is taken on a "pass-no pass" basis.

ADDICST 015 (3 units); **ADM JUS** 001 (3 units), 002 (3 units), 004 (3 units), 067 (3 units), 174 (3 units), 305 (3 units); **ANTHRO** 101 (3 units), 102 (3 units), 105 (3 units), 106 (4 units), 109 (3 units), 111 (1 unit), 121 (3 units), 132 (3 units), 141 (3 units), 161 (3 units); **ART** 101 (3 units), 102 (3 units), 103 (3 units), 105 (3 units), 109 (3 units), 111 (3 units); **BUS** 005 (3 units); **CAOT** 032 (3 units), 082 (3 units); **CHICANO** 002 (3 units), 007 (3 units), 008 (3 units), 080 (3 units); **CH DEV** 001 (3 units); **COMM** 101 (3 units), 104 (3 units), 121 (3 units), 122 (3 units), 151 (3 units); **COUNSEL** 020 (3 units), 040 (3 units); **ECON** 001 (3 units), 002 (3 units), 010 (3 units); **ENGLISH** 101 (3 units), 102 (3 units), 103 (3 units); **ENV SCI** 001 (3 units); **GEOG** 001 (3 units), 002 (3 units), 003 (3 units), 007 (3 units), 014 (3 units), 015 (2 units); **GEOG OR GIS** 025 (4 units), 033 (3 units), 038 (3 units); **HISTORY** 001 (3 units), 002 (3 units), 005 (3 units), 006 (3 units), 011 (3 units), 012 (3 units), 013 (3 units), 029 (3 units), 041 (3 units), 042 (3 units), 044 (3 units), 052 (3 units), 056 (3 units), 086 (3 units), 087 (3 units); **JOURNAL** 100 (3 units), 109 (3 units), 251 (3 units); **MATH** 215 (3 units), 227 (4 units), 228B (5 units), 238 (5 units), 240 (3 units), 260 (5 units), 261 (5 units), 262 (5 units), 263 (5 units); **MEDIART** 117 (3 units); **PHILOS** 005 (3 units), 006 (3 units), 009 (3 units); **POL SCI** 001 (3 units), 002 (3 units), 005 (3 units), 007 (3 units), 014 (3 units), 019 (3 units), 030 (3 units); **PSYCH** 001 (3 units), 002 (3 units), 013 (3 units), 014 (3 units), 016 (3 units), 032 (3 units), 041 (3 units), 052 (3 units), 060 (3 units), 066 (3 units), 069 (3 units), 073 (1 unit), 074 (3 units); **SOC** 001 (3 units), 002 (3 units), 003 (3 units), 004 (3 units), 011 (3 units), 013 (3 units), 015 (3 units), 021 (3 units), 028 (3 units), 029 (3 units),

035 (3 units), 037 (3 units), 086 (3 units), 087 (3 units); **SPANISH** 010 (3 units), 016 (3 units); **STAT** 101 (4 units)

SOCIAL AND BEHAVIORAL SCIENCES EMPHASIS TOTAL UNITS 18

GENERAL STUDIES: GENDER STUDIES

(STATE CODE 30477)

The Gender Studies Area of Emphasis is designed to enable students to integrate courses in several disciplines and achieve a broad understanding of the complex and diverse roles of gender in American Society, past, present and future.

ANTHRO 109 (3 units); **CHICANO** 047 (3 units); **ENGLISH** 239 (3 units), 245 (3 units); **HEALTH** 008 (3 units); **HISTORY** 052 (3 units); **POL SCI** 019 (3 units); **PSYCH** 016 (3 units), 032 (3 units), 052 (3 units); **SOC** 021 (3 units), 028 (3 units), 031 (3 units)

GENDER STUDIES EMPHASIS TOTAL UNITS 18

GENERAL EDUCATION - REQUIRED COURSES

Students must complete one of the following General Education Plans:

LAPC GE LAPC General Education Plan 21 units
CSU GE CSU GE Breadth Certification Plan 39 units
IGETC Intersegmental GE Transfer Curriculum 34-37 units

Industrial Technology

AUTOMOTIVE EMISSION SPECIALIST

Certificate of Achievement

(STATE CODE 15092)

Faculty Advisors: Professor Tom Fortune, Professor Mike Van Dyke

PROGRAM INFORMATION

This certificate program prepares the student to become a California Smog Check Technician.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at:

<http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate the knowledge, skills, and abilities to successfully pass California smog license test.
- Knowledge of the California clean air rules and regulations.
- Working knowledge of automotive electronic computer control systems.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
A S T 003	Engine Diagnosis and Tune-Up	5
A S T 004	Starting and Charging Systems/Automotive Electrical Circuits	5

A S T 020 Advanced Engine Diagnostics and Performance 4
A S T 023 Enhanced Clean Air Car..... 4

CERTIFICATE - TOTAL UNITS 18

AWARD	AWARD TYPE	MAJOR CODE	GE
Automotive Emission Specialist	Certificate	P015092D	N/A

AUTOMOTIVE LIGHT SERVICE TECHNICIAN

Certificate of Achievement

(STATE CODE 15093)

Faculty Advisors: Professor Tom Fortune, Professor Mike Van Dyke

PROGRAM INFORMATION

This certificate program prepares the student for employment in a service station, tire store, brake/front end shop, or a general service garage.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at:

<http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Maintain, diagnose, and repair basic automotive systems.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
A S T 002	Suspension Brakes and Power Systems	5
A S T 004	Starting and Charging Systems/Automotive Electrical Circuits	5
A S T 007	Air Conditioning	3

CERTIFICATE - TOTAL UNITS 13

AWARD	AWARD TYPE	MAJOR CODE	GE
Automotive Light Service Technician	Certificate	P015093D	N/A



AUTOMOTIVE PERFORMANCE APPLICATIONS

Certificate of Achievement

(STATE CODE 19007)

Faculty Advisors: Professor Tom Fortune, Professor Mike Van Dyke

PROGRAM INFORMATION

The Automotive Performance Application certificate is designed for students who desire advanced in-depth instruction in various aspects of the automobile.

This certificate helps students prepare for entrance and advancement in the automotive performance industry.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Knowledge and skills necessary for entrance and advancement in the automotive performance industry.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
A S T 041	Precision Lower-End Engine Blueprinting and Assembly . .	3
A S T 042	Performance Chassis and Suspension Systems.	3
A S T 043	Dyno Tuning for Performance	3
A S T 044	Precision Upper-End Engine Assembly	3
A S T 045	Chassis, Suspension and Interior Fabrication Techniques . .	3

CERTIFICATE - TOTAL UNITS15

AWARD	AWARD TYPE	MAJOR CODE	GE
Automotive Performance Applications	Certificate	P019007D	N/A

AUTOMOTIVE POWERTRAIN SPECIALIST

Certificate of Achievement

(STATE CODE 15094)

Faculty Advisors: Professor Tom Fortune, Professor Mike Van Dyke

PROGRAM INFORMATION

This certificate program prepares the student to become an Automotive Heavy Line Technician.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Maintain, diagnose and repair automotive drive line systems.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
A S T 001	Automotive Engines.	5
A S T 005	Standard Transmissions, Clutches, Drive Lines & Differentials	3
A S T 006	Automatic Transmissions	5

CERTIFICATE - TOTAL UNITS13

AWARD	AWARD TYPE	MAJOR CODE	GE
Automotive Powertrain Specialist	Certificate	P015094D	N/A

AUTOMOTIVE SERVICE TECHNOLOGY

Associate of Science Degree

(STATE CODE 02828)

Faculty Advisors: Professor Tom Fortune, Professor Mike Van Dyke

PROGRAM INFORMATION

The following associate degree is offered to prepare the student to work in the automotive service and repair field. In collaboration with industry, the college faculty have developed the program shown below which leads to an Associate of Science Degree in Automotive Service Technology. An Advisory Committee composed of industry professionals meets regularly to discuss the training and skills required of an automotive technician. Updates to the curriculum are made in order to meet the current and projected future needs for technologically skilled automotive technicians, Smog Check technicians, service writers and shop managers.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Basic knowledge and skills for maintenance and repair of brakes and suspension systems.
- Knowledge and skills for maintenance and repair of electrical and electronic systems.
- Knowledge and skills for maintenance and repair of Powertrain and drive line systems.

- Knowledge and skills for maintenance and repair of Emission systems and Climate-comfort control systems.
- Knowledge of automotive technician performance applications.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
A S T 001	Automotive Engines.	5
A S T 002	Suspension Brakes and Power Systems	5
A S T 003	Engine Diagnosis and Tune-Up	5
A S T 004	Starting and Charging Systems/Automotive Electrical Circuits.	5
A S T 005	Standard Transmissions, Clutches, Drive Lines & Differentials	3
A S T 006	Automatic Transmissions	5
A S T 007	Air Conditioning	3
A S T 008*	Shop Operations and Management I.	4
A S T 009*	Shop Operations and Management II.	4
A S T 020	Advanced Engine Diagnostics and Performance	4

Select one course from the following: 3-4

A S T 023	Enhanced Clean Air Car.	4
A S T 025	Fundamentals of Auto Mechanics	4
A S T 041	Precision Lower-End Engine Blueprinting and Assembly ..	3
A S T 042	Performance Chassis and Suspension Systems.	3
A S T 043	Dyno Tuning for Performance	3
A S T 044	Precision Upper-End Engine Assembly	3
A S T 045	Chassis, Suspension and Interior Fabrication Techniques ..	3
A S T 053	Introduction to Alternative Fuels.	3
A S T 055	Hybrid Service and Safety	3

MAJOR - TOTAL UNITS. 46-47

AWARD	AWARD TYPE	MAJOR CODE	GE
Automotive Service Technology	AS	P002828C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

AUTOMOTIVE SERVICE TECHNOLOGY

Certificate of Achievement

(STATE CODE 21812)

For students who wish to complete a minimum of classes in one year to prepare for employment. A minimum of 44 units is required.

Faculty Advisors: Professor Tom Fortune, Professor Mike Van Dyke

PROGRAM INFORMATION

The Certificate Program is designed for students wishing to complete only the technical requirements of the Automotive Service Technology Associate Degree program, secure employment and possibly complete the Automotive Service Technology Associate Degree while employed and attending Los Angeles Pierce College part time.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at:
<http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Basic knowledge and skills for maintenance and repair of brakes and suspension systems.
- Knowledge and skills for maintenance and repair of electrical and electronic systems.
- Knowledge and skills for maintenance and repair of Powertrain and drive line systems.
- Knowledge and skills for maintenance and repair of Emission systems and Climate-comfort control systems.
- Knowledge of automotive technician performance applications.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
A S T 001	Automotive Engines.	5
A S T 002	Suspension Brakes and Power Systems	5
A S T 003	Engine Diagnosis and Tune-Up	5
A S T 004	Starting and Charging Systems/Automotive Electrical Circuits.	5
A S T 005	Standard Transmissions, Clutches, Drive Lines & Differentials	3
A S T 006	Automatic Transmissions	5
A S T 007	Air Conditioning	3
A S T 008*	Shop Operations and Management I.	4
A S T 009*	Shop Operations and Management II.	4
A S T 020	Advanced Engine Diagnostics and Performance	4

Select one course from the following: 3-4

A S T 023	Enhanced Clean Air Car.	4
A S T 025	Fundamentals of Auto Mechanics	4
A S T 041	Precision Lower-End Engine Blueprinting and Assembly ..	3
A S T 042	Performance Chassis and Suspension Systems.	3
A S T 043	Dyno Tuning for Performance	3
A S T 044	Precision Upper-End Engine Assembly	3
A S T 045	Chassis, Suspension and Interior Fabrication Techniques ..	3

CERTIFICATE - TOTAL UNITS 46-47

AWARD	AWARD TYPE	MAJOR CODE	GE
Automotive Service Technology	Certificate	P021812D	N/A

*See Catalog course description for prerequisites and/or corequisites.



ELECTRONICS AND ELECTRIC TECHNOLOGY: ELECTRONICS

Associate of Science Degree

(STATE CODE 02827)

PROGRAM INFORMATION

Representatives from the electronics industry and Los Angeles Pierce College faculty have collaborated to design this course of study. Completion of this program prepares the student for employment as an electronics technician.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Apply principles of electronics and electronic devices, linear circuits, and electronic communications.
- Safely and effectively use a variety of equipment to diagnose, analyze, and build or repair electronics systems.
- Provides the student with knowledge of digital circuits and microprocessors.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ELECTRN 004A*	Fundamentals of Electronics I.....	3
ELECTRN 004B*	Fundamentals of Electronics I.....	1
ELECTRN 006A*	Fundamentals of Electronics II.....	3
ELECTRN 006B*	Fundamentals of Electronics II.....	1
ELECTRN 008A*	Electron Devices.....	3
ELECTRN 008B*	Electron Devices.....	1
ELECTRN 026	Linear Circuits.....	3
ELECTRN 028	Electronic and Electro-Mechanical Drafting I.....	2
ELECTRN 044*	Communications Electronics.....	3
ELECTRN 045*	Communications Electronics Laboratory.....	1
ELECTRN 048A	Integrated Circuits.....	3
ELECTRN 048B	Integrated Circuits Laboratory.....	1
ELECTRN 060*	Microwave Fundamentals.....	3
ELECTRN 061*	Microwave Fundamentals Laboratory.....	1
ELECTRN 063	Circuit Analysis Laboratory.....	1
ELECTRN 072A*	Digital Circuits I.....	3
ELECTRN 072B*	Digital Circuits I.....	1
ELECTRN 074A*	Digital Circuits II.....	3
ELECTRN 074B*	Digital Circuits II.....	1
MAJOR - TOTAL UNITS.....		38

AWARD	AWARD TYPE	MAJOR CODE	GE
Electronics and Electric Technology: Electronics	AS	P002827C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

For additional electives, see Electronics Department Advisor.

Please refer to the discipline webpage:

<http://info.piercecollege.edu/departments/electronics/>

*See Catalog course description for prerequisites and/or corequisites.

Certificate of Achievement

PROGRAM INFORMATION

In collaboration with industry, the College staff has developed the program as shown below which leads to a Certificate in Electronics with a specialization option in Digital, Communications, or Analog electronics. The certificate program has been designed to provide students with marketable skills at the completion of 20 units. If they wish, students may continue their education and obtain an Associate in Science Degree. To complete the Certificate Program, the core courses and one specialization option must be completed.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at:

<http://www.piercecollege.edu/departments/cate.asp>

CERTIFICATE PROGRAM CORE REQUIREMENTS

SUBJECT & NO.	COURSE	UNITS
ELECTRN 004A*	Fundamentals of Electronics I.....	3
ELECTRN 004B*	Fundamentals of Electronics I.....	1
ELECTRN 006A*	Fundamentals of Electronics II.....	3
ELECTRN 006B*	Fundamentals of Electronics II.....	1
ELECTRN 008A*	Electron Devices.....	3
ELECTRN 008B*	Electron Devices.....	1

CERTIFICATE SPECIALIZATION OPTIONS:

ELECTRONICS: ANALOG

(STATE CODE 10731)

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Apply principles of electronics and electronic devices, linear circuits, and electronic communications.
- Safely and effectively use a variety of equipment to diagnose, analyze, and build or repair electronics systems.

SUBJECT & NO.	COURSE	UNITS
ELECTRN 026	Linear Circuits.....	3
ELECTRN 048A	Integrated Circuits.....	3
ELECTRN 048B	Integrated Circuits Laboratory.....	1
ELECTRN 063	Circuit Analysis Laboratory.....	1
CERTIFICATE - TOTAL UNITS.....		20

AWARD	AWARD TYPE	MAJOR CODE	GE
Electronics: Analog	Certificate	P010731D	N/A

ELECTRONICS: COMMUNICATIONS

(STATE CODE 10730)

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Apply principles of electronics and electronic devices, linear circuits, and electronic communications.
- Safely and effectively use a variety of equipment to diagnose, analyze, and build or repair electronics systems.
- Provides the student knowledge of communication and microwave electronics.

SUBJECT & NO.	COURSE	UNITS
ELECTRN 044*	Communications Electronics	3
ELECTRN 045*	Communications Electronics Laboratory	1
ELECTRN 060*	Microwave Fundamentals	3
ELECTRN 061*	Microwave Fundamentals Laboratory	1

CERTIFICATE - TOTAL UNITS20

AWARD	AWARD TYPE	MAJOR CODE	GE
Electronics: Communications	Certificate	P010730D	N/A

ELECTRONICS: DIGITAL

(STATE CODE 10729)

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Apply principles of electronics and electronic devices, linear circuits, and electronic communications.
- Safely and effectively use a variety of equipment to diagnose, analyze, and build or repair electronics systems.
- Provides the student with knowledge of digital circuits and microprocessors.

SUBJECT & NO.	COURSE	UNITS
ELECTRN 072A*	Digital Circuits I	3
ELECTRN 072B*	Digital Circuits I	1
ELECTRN 074A*	Digital Circuits II	3
ELECTRN 074B*	Digital Circuits II	1

CERTIFICATE - TOTAL UNITS20

AWARD	AWARD TYPE	MAJOR CODE	GE
Electronics: Digital	Certificate	P010729D	N/A

ENGINEERING

Associate of Science Degree

(STATE CODE 02826)

PROGRAM INFORMATION

This degree is designed for the student planning to transfer to a four-year college or university as an engineering major. Meeting the minimum requirements for the degree, however, will not qualify one for admission to upper division Engineering. Students are urged to see a counselor for qualifying courses.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Students will demonstrate an awareness of engineering careers and educational pathways.
- Students will be able to formulate and carry out plans to solve engineering problems using fundamental principles of chemistry and physics.
- Students will be familiar with computer programming and/or computer design tools used in solving engineering problems.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CHEM 101*	General Chemistry I	5
MATH 261*	Calculus I	5
MATH 262*	Calculus II	5
MATH 263*	Calculus III	5
MATH 275*	Ordinary Differential Equations	3
PHYSICS 101*	Physics for Engineers and Scientists I	5
PHYSICS 102*	Physics for Engineers and Scientists II	5

Select a minimum of 9 semester units from the following. A minimum of one course must be selected from each group: 9-13

GROUP 1:

BIOLOGY 006*	General Biology I	5
BIOLOGY 007*	General Biology II	5
CHEM 102*	General Chemistry II	5
ECON 001*	Principles of Microeconomics	3
EGD TEK 101	Engineering Graphics	3
EGD TEK 210*	3D Computer-Aided Design	3
EGD TEK 310*	Engineering Design	3
ELECTRN 004A*	Fundamentals of Electronics I	3
ELECTRN 004B*	Fundamentals of Electronics I	1
ENG GEN 101	Introduction to Science, Engineering and Technology	2
ENG GEN 122*	Programming and Problem-Solving in MATLAB	3
ENG GEN 131*	Statics	3



ENG GEN 151*	Materials of Engineering.....	3
ENG GEN 220*	Electrical Circuits I.....	4
GEOLOGY 001	Physical Geology.....	3
MATH 270*	Linear Algebra.....	3
PHYSICS 103*	Physics for Engineers and Scientists III.....	5

GROUP 2:

CS 111	Programming in Visual Basic.....	3
CS 114*	Programming in C.....	3
CS 116	Programming in C++.....	3
CS 130*	Introduction to Computer Architecture and Organization.....	3
CS 131*	Discrete Structures for Computer Science.....	3
CS 136*	Introduction to Data Structures.....	3
CS 216*	Object-Oriented Programming in C++.....	3
CS 236*	Advanced Data Structures and Introduction to Databases.....	3
ENG GEN 122*	Programming and Problem-Solving in MATLAB.....	3

MAJOR - TOTAL UNITS..... 42-46

The pathways below are designed to help students meet the lower division requirements for transfer to California State University, Northridge in the various engineering majors. Note that these pathways list more than the minimum required course for the A.S. degree. Course requirements vary by major and institution, and information is subject to change. Students are strongly encouraged to meet with a counselor and consult assist.org to create an educational plan.

Mechanical Engineering Pathway, transfer to CSUN:

CS 111	Programming in Visual Basic.....	3
EGD TEK 101*	Engineering Graphics.....	3
EGD TEK 210*	3D Computer-Aided Design.....	3
EGD TEK 310*	Engineering Design.....	3
ENG GEN 101	Introduction to Science, Engineering and Technology.....	2
ENG GEN 131*	Statics.....	3
ENG GEN 151*	Materials of Engineering.....	3
ENG GEN 220*	Electrical Circuits I.....	4

TOTAL ELECTIVE UNITS FOR MECHANICAL ENGINEERING (CSUN) PATHWAY..... 24**Civil Engineering Pathway, transfer to CSUN:**

ENG GEN 101	Introduction to Science, Engineering and Technology.....	2
ENG GEN 131*	Statics.....	3
ENG GEN 151*	Materials of Engineering.....	3
ENG GEN 220*	Electrical Circuits I.....	4

Select one of the following:..... 3-5

BIOLOGY 007*	General Biology II.....	5
GEOLOGY 001	Physical Geology.....	3

TOTAL ELECTIVE UNITS FOR CIVIL ENGINEERING (CSUN) PATHWAY..... 15-17**Electrical Engineering Pathway, transfer to CSUN:**

CS 114*	Programming in C.....	3
ENG GEN 101	Introduction to Science, Engineering and Technology.....	2
ENG GEN 131*	Statics.....	3
ENG GEN 151*	Materials of Engineering.....	3
ENG GEN 220*	Electrical Circuits I.....	4

TOTAL ELECTIVE UNITS FOR ELECTRICAL ENGINEERING (CSUN) PATHWAY..... 15**Manufacturing Systems Engineering Pathway, transfer to CSUN:**

EGD TEK 101*	Engineering Graphics.....	3
ENG GEN 101	Introduction to Science, Engineering and Technology.....	2
ENG GEN 131*	Statics.....	3
ENG GEN 151*	Materials of Engineering.....	3
ENG GEN 220*	Electrical Circuits I.....	4

TOTAL ELECTIVE UNITS FOR MFG. SYS. ENGINEERING (CSUN) PATHWAY..... 15**Computer Engineering Pathway, transfer to CSUN:**

CS 116	Programming in C++.....	3
CS 136*	Introduction to Data Structures.....	3
CS 216*	Object-Oriented Programming in C++.....	3
CS 236*	Advanced Data Structures and Introduction to Databases.....	3
ENG GEN 220*	Electrical Circuits I.....	4

Select one of the following:..... 3-5

BIOLOGY 006*	General Biology I.....	5
BIOLOGY 007*	General Biology II.....	5
CHEM 102*	General Chemistry II.....	5
MATH 270*	Linear Algebra.....	3
PHYSICS 103*	Physics for Engineers and Scientists III.....	5

TOTAL ELECTIVE UNITS FOR COMPUTER ENGINEERING (CSUN) PATHWAY..... 19-21

AWARD	AWARD TYPE	MAJOR CODE	GE
Engineering	AS	P002826C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

ENGINEERING GRAPHICS AND DESIGN TECHNOLOGY

Associate of Science Degree

(STATE CODE 32318)

Faculty Advisor: Professor Elizabeth Cheung

PROGRAM INFORMATION

In collaboration with industry, the college faculty have developed the program shown below which leads to an Associate of Science degree in Engineering Graphics and Design Technology. This associate degree program provides students with competency skills in computer-aided design (CAD) software and knowledge of design and manufacturing processes and drafting standards. Students will achieve a strong skill set to obtain a position as a mechanical drafter or designer in the manufacturing and product development fields.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Create, modify, and analyze models, assemblies, and drawings using 2D and 3D CAD software.
- Evaluate and apply knowledge of the engineering design process, manufacturing processes, and materials to design and/or manufacturing projects.

- Apply and interpret dimensioning and tolerancing in accordance with industry standards.
- Collaborate and communicate effectively as members of a project team.
- Demonstrate proficiency in the use of computer software to control machine tools.
- Apply skills and knowledge in one or more of the following fields to engineering design: GIS, Architecture, Welding, and/or Electronics.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CAOT 055	Career Skills for the Workplace.....	3
EGD TEK 101*	Engineering Graphics	3
EGD TEK 111*	2-D Computer-Aided Drafting.....	3
EGD TEK 210*	3D Computer-Aided Design.....	3
EGD TEK 310*	Engineering Design	3
IND TEK 105	Industrial Print Reading with GD&T.....	3
IND TEK 130	Technology of Metal Machining Processes I.....	3
IND TEK 140	Fundamentals of CNC Technology.....	3
IND TEK 346*	Introduction to CAM Programming.....	3
Select one course from the following:		3-5
MATH 120*	Plane Geometry	5
MATH 240*	Trigonometry.....	3
MATH 260*	Precalculus	5
MATH 261*	Calculus I	5

MAJOR - ELECTIVE COURSES

SUBJECT & NO.	COURSE	UNITS
Select 4-5 semester units from the following:		4-5
ARC 162	Computer-Aided Design and Drafting.....	3
ARC 271*	Architectural Drawing III.....	3
ARC 272*	Architectural Drawing IV	3
EGD TEK 131*	CAD-Advanced Applications 3-D.....	2
ELECTRN 004A*	Fundamentals of Electronics I.....	3
ELECTRN 004B*	Fundamentals of Electronics I.....	1
ENG GEN 101	Introduction to Science, Engineering and Technology.....	2
ENG GEN 131*	Statics.....	3
GEOG/GIS 025	Introduction to Geographic Information Systems and Laboratory.....	4
IND TEK 230*	Technology of Metal Machining Processes II	3
WELDING 161	Oxy-Acetylene Welding I.....	3
WELDING 162*	Oxy-Acetylene Welding II	3
WELDING 261*	Shielded Metal Arc Welding I.....	3

MAJOR - TOTAL UNITS..... 34-37

AWARD	AWARD TYPE	MAJOR CODE	GE
Engineering Graphics and Design Technology	AS	P032318C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

ENGINEERING GRAPHICS AND DESIGN TECHNOLOGY

Certificate of Achievement

(STATE CODE 32336)

Prerequisite: MATH 110 or appropriate skill level demonstrated through the Mathematics placement process. Verification required upon request.

Faculty Advisor: Professor Elizabeth Cheung

PROGRAM INFORMATION

In collaboration with industry, the college faculty have developed the program shown below which leads to a Certificate in Engineering Graphics & Design Technology. This certificate program is intended for students who are looking to develop marketable skills in computer-aided design (CAD) software and drafting standards with the completion of 21 semester units. Students may choose to continue their education to pursue an A.S. degree in Engineering Graphics & Design Technology.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at:

<http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Create, modify, and analyze models, assemblies, and drawings using 2D and 3D CAD software.
- Evaluate and apply knowledge of the engineering design process, manufacturing processes, and materials to design and/or manufacturing projects.
- Apply and interpret dimensioning and tolerancing in accordance with industry standards.
- Collaborate and communicate effectively as members of a project team.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CAOT 055	Career Skills for the Workplace.....	3
EGD TEK 101*	Engineering Graphics	3
EGD TEK 111*	2-D Computer-Aided Drafting.....	3
EGD TEK 210*	3D Computer-Aided Design.....	3
EGD TEK 310*	Engineering Design	3
IND TEK 105	Industrial Print Reading with GD&T.....	3
IND TEK 130	Technology of Metal Machining Processes I	3

CERTIFICATE - TOTAL UNITS 21

AWARD	AWARD TYPE	MAJOR CODE	GE
Engineering Graphics and Design Technology	Certificate	P032336D	N/A

*See Catalog course description for prerequisites and/or corequisites.



GAS AND ELECTRIC WELDING

Associate of Science Degree

(STATE CODE 36910)

Faculty Advisor: Professor Darlene Thompson

PROGRAM INFORMATION

The Associate of Science in Gas and Electric Welding degree is intended for students who are looking to develop their trade skills in Gas and Electric Welding pursuant to the standards established by the American Welding Society. Students learn hands-on, technical, and calculation skills that can be applied in a multitude of industry occupations such as automotive, construction, transportation, aerospace, and the medical field. This degree also prepares students to transfer to four-year institutions.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Perform trade calculations related to welding construction and maintenance work.
- Work independently and interdependently to safely accomplish shared professional outcomes.
- Students will be knowledgeable, and demonstrate welding using Shielded Metal Arc Welding (SMAW) techniques to weld in flat, horizontal, vertical, and overhead position using E7018 electrode.
- Students will have the necessary skill for welding all positions related to plate.
- Students will have the knowledge, aptitude, and skills necessary for employment in welding.
- Students will be able to set-up and operate Shielded Metal Arc Welding equipment, and demonstrate welding techniques.
- Use hand and power tools to perform welding construction and maintenance work, such as grinders, sanders, drill press, and band saw.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
WELDING 161	Oxy-Acetylene Welding I	3
WELDING 162*	Oxy-Acetylene Welding II	3
WELDING 261*	Shielded Metal Arc Welding I	3
WELDING 262*	Shielded Metal Arc Welding II	3
WELDING 361*	Gas Tungsten Arc Welding I	3
WELDING 362*	Gas Tungsten Arc Welding II	3
WELDING 461*	Advanced Shielded Metal Arc Welding	3

WELDING 462* Advanced Semi-Automatic Welding 3

MAJOR - TOTAL UNITS 24

AWARD	AWARD TYPE	MAJOR CODE	GE
Gas and Electric Welding	AS	P036910C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

GAS AND ELECTRIC WELDING

Certificate of Achievement

(STATE CODE 36911)

Faculty Advisor: Professor Darlene Thompson

PROGRAM INFORMATION

The Gas and Electric Welding Certificate of Achievement is intended for students who are looking to develop their trade skills in Gas and Electric Welding pursuant to the standards established by the American Welding Society. Students learn hands-on, technical, and calculation skills that can be applied in a multitude of industry occupations such as automotive, construction, transportation, aerospace, and the medical field. Upon successful completion of the program, students are prepared to enter the following career opportunities: welders, welding inspector, welding technician/fitter, pipe fitter/welder, and metal fabricators.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Perform trade calculations related to welding construction and maintenance work.
- Work independently and interdependently to safely accomplish shared professional outcomes.
- Students will be knowledgeable, and demonstrate welding using Shielded Metal Arc Welding (SMAW) techniques to weld in flat, horizontal, vertical, and overhead position using E7018 electrode.
- Students will have the necessary skill for welding all positions related to plate.
- Students will have the knowledge, aptitude, and skills necessary for employment in welding.
- Students will be able to set-up and operate Shielded Metal Arc Welding equipment, and demonstrate welding techniques.
- Use hand and power tools to perform welding construction and maintenance work, such as grinders, sanders, drill press, and band saw.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
WELDING 161	Oxy-Acetylene Welding I	3
WELDING 162*	Oxy-Acetylene Welding II	3
WELDING 261*	Shielded Metal Arc Welding I	3
WELDING 262*	Shielded Metal Arc Welding II	3
WELDING 361*	Gas Tungsten Arc Welding I	3
WELDING 362*	Gas Tungsten Arc Welding II	3
WELDING 461*	Advanced Shielded Metal Arc Welding	3
WELDING 462*	Advanced Semi-Automatic Welding	3

CERTIFICATE - TOTAL UNITS24

AWARD	AWARD TYPE	MAJOR CODE	GE
Gas and Electric Welding	Certificate	P036911D	N/A

*See Catalog course description for prerequisites and/or corequisites.

NUMERICAL CONTROL PROGRAMMING**Associate of Science Degree**

(STATE CODE 02831)

Faculty Advisor: Professor Elizabeth Cheung

PROGRAM INFORMATION

Numerical Control is a system (sometimes referred to as CAM - Computer-Aided Manufacturing) using specially prepared instructions, developed by the N/C Programmer, to control the operation of various manufacturing equipment such as machine tools, inspection machines, woodworking machines, laser machines, and robots. The following associate degree is offered at the suggestion of the Industry Advisory Committee for Numerical Control.

Courses may be taken in any sequence, but recommended preparation should be met.

Completion of the following three courses, IND TEK 105, 130 and 140, may provide entry level employment opportunities.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Knowledge to prepare NC programs that control the operation of various manufacturing equipment.
- Safely and effectively use a variety of machine tools. Work with inspection machines, woodworking machines, laser machines and robots.

- Ability to work independently or as a team member.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
IND TEK 105	Industrial Print Reading with GD&T	3
IND TEK 130	Technology of Metal Machining Processes I	3
IND TEK 140	Fundamentals of CNC Technology	3
IND TEK 230*	Technology of Metal Machining Processes II	3
IND TEK 244	CNC Programming and Machine Operation - Lathe	3
IND TEK 248*	CNC Programming and Machine Operation - Mill	3
IND TEK 330*	Technology of Metal Machining Processes III	3
IND TEK 332*	Projects Laboratory in Metal Machining Processes I	3
IND TEK 346*	Introduction to CAM Programming	3
IND TEK 444*	Projects Laboratory--CNC Lathe Programming	3
IND TEK 448*	Projects Laboratory--CNC Mill Programming	3

MAJOR - TOTAL UNITS33

AWARD	AWARD TYPE	MAJOR CODE	GE
Numerical Control Programming	AS	P002831C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

NUMERICAL CONTROL PROGRAMMING**Certificate of Achievement**

(STATE CODE 21814)

Faculty Advisor: Professor Elizabeth Cheung

PROGRAM INFORMATION

The Certificate Program is designed for students wishing to complete only the technical requirements of the Numerical Control Programming Associate Degree program, secure employment and possibly complete the Numerical Control Programming Associate Degree while employed and attending Los Angeles Pierce College part time. It is also designed to enable mechanical drafting, tool design, machine shop, and other majors to secure certification in Numerical Programming as a second area of expertise. The notes applying to the Associate Degree apply also to the certificate program. Courses may be taken in any sequence as long as the prerequisites and recommended preparation coursework are met. However, the first five courses listed provide a possible entry-level employment package.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Knowledge to prepare NC programs that control the operation of various manufacturing equipment.
- Safely and effectively use a variety of machine tools. Work with inspection machines, woodworking machines, laser machines and robots.

**CERTIFICATE - REQUIRED COURSES**

SUBJECT & NO.	COURSE	UNITS
IND TEK 105	Industrial Print Reading with GD&T.....	3
IND TEK 130	Technology of Metal Machining Processes I.....	3
IND TEK 140	Fundamentals of CNC Technology.....	3
IND TEK 230*	Technology of Metal Machining Processes II.....	3
IND TEK 244	CNC Programming and Machine Operation - Lathe.....	3
IND TEK 248*	CNC Programming and Machine Operation - Mill.....	3
IND TEK 330*	Technology of Metal Machining Processes III.....	3
IND TEK 332*	Projects Laboratory in Metal Machining Processes I.....	3
IND TEK 346*	Introduction to CAM Programming.....	3
IND TEK 444*	Projects Laboratory--CNC Lathe Programming.....	3
IND TEK 448*	Projects Laboratory--CNC Mill Programming.....	3
MATH 125*	Intermediate Algebra or higher.....	3-5
CERTIFICATE - TOTAL UNITS		36-38

AWARD	AWARD TYPE	MAJOR CODE	GE
Numerical Control Programming	Certificate	P021814D	N/A

*See Catalog course description for prerequisites and/or corequisites.

Mathematics

Associate of Arts Degree

(STATE CODE 22923)

PROGRAM INFORMATION

A student may earn a Mathematics Associate Degree in Arts by satisfactory completion of at least 18 units in mathematics courses listed below, in addition to the Associate Degree Common Requirements. At least 6 of those units must be from Math 263, Math 270, or Math 275.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Model and solve applied problems using derivatives, integrals, systems of equations, and/or differential equations as appropriate.
- Interpret values of functions and solutions of equations in an applied context.
- Evaluate derivatives, integrals, and solutions to differential equations whether the problem is given algebraically, graphically, numerically, or verbally.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
Select two courses from the following:		6-8
MATH 263*	Calculus III.....	5
MATH 270*	Linear Algebra.....	3
MATH 275*	Ordinary Differential Equations.....	3
Select three courses from the following:		14-15
MATH 227*	Statistics.....	4
MATH 261*	Calculus I.....	5
MATH 262*	Calculus II.....	5
MATH 263*	Calculus III.....	5

MAJOR - TOTAL UNITS..... **20-23**

AWARD	AWARD TYPE	MAJOR CODE	GE
Mathematics	AA	P022923C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

Media Arts

JOURNALISM

Associate of Arts Degree

(STATE CODE 02822)

See also Photojournalism for a different AA degree option.

PROGRAM INFORMATION

Journalism courses are taken by those planning careers in communications, i.e. reporting, broadcast news and public relations. Because of its emphasis on concise, clear writing, journalism is also one the most popular majors for prelaw students.

Students will learn how to recognize news, conduct interviews and work on the college print and online publications. Special emphasis is placed on meeting deadlines, accuracy and fairness.

Jobs in the field of journalism almost always require a bachelor's degree, though it does not necessarily have to be in journalism.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate the ability to conduct research, gather information, write clearly and correctly, and present relevant news or persuasive information at a professional level.
- Think critically, creatively, and independently; evaluate their own work and the work of others for accuracy, fairness, clarity, style, and correctness.
- Demonstrate an understanding of the history of mass communications (journalism, cinema, broadcasting), the diversity of groups in a global society in relationship to communications, and the role of mass communications in society.
- Demonstrate an understanding of the ethical concepts, legal implications, considerations, and practices that guide the mass media professions.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
BRDCSTG 001	Fundamentals of Television and Radio Broadcasting	3
JOURNAL 100	Social Values in Mass Communication	3
JOURNAL 101	Collecting and Writing News	3
JOURNAL 108	Article Writing	3
	OR	
JOURNAL 220	Magazine Production	3
JOURNAL 202*	Advanced Newswriting	3
JOURNAL 218*	Practical Editing	3
JOURNAL 219	Techniques for Staff Editors	1
	OR	
LIB SCI 102	Internet Research Methods	1
PHOTO 101	Beginning Digital Photography	3
MEDIART 801	Digital Media Storytelling	3
	OR	
PHOTO 020	Beginning Photojournalism	4

MAJOR - ELECTIVE COURSES

SUBJECT & NO.	COURSE	UNITS
Select 6 semester units from the following:		6
CIS 101	Introduction to Computers and Their Uses	3
ENGLISH 102*	College Reading and Composition II	3
GEOG 002	Cultural Elements of Geography	3
JOURNAL 217-1	Publication Laboratory I	2
PHOTO 021*	News Photography	4
POL SCI 001	The Government of the United States	3
POL SCI 007	Introduction to International Relations	3
PUB REL 001	Principles of Public Relations	3

MAJOR - TOTAL UNITS..... 31-33

AWARD	AWARD TYPE	MAJOR CODE	GE
Journalism	AA	P002822C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

PHOTOGRAPHY

Associate of Science Degree

(STATE CODE 36946)

PROGRAM INFORMATION

The photography program teaches visual communication including producing images that tell stories, illustrate ideas, record events, express moods, make a statement, shape contemporary culture and sell products. Traditionally photography was done with film and wet dark-room processes. We now have a state-of-the-art digital photo lab where students can use Apple Macintosh computers for image processing and printing, as is currently done in the industry. Students will learn photographic skills including lighting, image processing and printing. Skills learned will be further enhanced being part of the Pierce College Media Arts Department publications, the Roundup and the Bull.

Upon completion of this program, degree holders should be able to apply the skill sets in a variety of photography careers, such as commercial and advertising photography, photojournalism and other photography businesses. These skills are also applicable in journalism fields as well as film, television and electronic media. Specific careers related to this degree would include: Photographer; Portrait Photographer; Sports Photographer; Photo Studio Owner; Advertising Photographer; Commercial Photographer; Press Photographer; Photo Editor; Television Camera Operator; Magazine Features Editor; Graphic Designer; Medical Illustrator. Jobs where this could be useful include: Advertising Art Director; Film/Video Editor; Stylist; Visual Merchandiser; Web Content Manager; Web Designer; Digital Marketer.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Using various photographic tools students will be able to produce photographs using various digital camera types and apply a variety of lighting techniques to the production of photographs. Students will also be able to produce photographs using various photographic papers and digital output.
- Students will develop a personal visual style which will help them to create a portfolio and related materials for job preparation.
- Students will be able to define business goals and self-promotion strategies to help them in job preparation. Additionally, they will be able to describe successful working relationships with clients and subjects, to further this preparation.
- Students will have sufficient mastery of one or more media to complete the technical and formal challenges pertinent to a body of original work and will be able to clearly communicate the content and context of their work visually, orally and in writing.

**MAJOR - REQUIRED COURSES**

SUBJECT & NO.	COURSE	UNITS
PHOTO 009	Introduction to Cameras and Composition	3
	OR	
PHOTO 101	Beginning Digital Photography	3
PHOTO 016*	Fundamental Commercial Photography	3
PHOTO 020	Beginning Photojournalism	4
PHOTO 027A	History & Aesthetics of Photography A	3
	OR	
PHOTO 027B	History & Aesthetics of Photography B	3
PHOTO 049A	Photographic Digital Imaging	3
PHOTO 102*	Advanced Digital Photography	4

MAJOR - ELECTIVE COURSES

SUBJECT & NO.	COURSE	UNITS
Choose one course from the following:		3-4
PHOTO 021*	News Photography	4
PHOTO 027A	History & Aesthetics of Photography A	3
PHOTO 027B	History & Aesthetics of Photography B	3
PHOTO 035	Travel Photography	3
PHOTO 036*	Documentary Photography	3
PHOTO 037*	Visual Journalism: Photography, Video and Multimedia	4
PHOTO 049B	Advanced Photographic Digital Imaging	3

MAJOR - TOTAL UNITS **23-24**

AWARD	AWARD TYPE	MAJOR CODE	GE
Photography	AS	P036946C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

PHOTOGRAPHY**Certificate of Achievement**

(STATE CODE 36947)

PROGRAM INFORMATION

The photography program teaches visual communication including producing images that tell stories, illustrate ideas, record events, express moods, make a statement, shape contemporary culture and sell products. Traditionally photography was done with film and wet dark-room processes. We now have a state-of-the-art digital photo lab where students can use Apple Macintosh computers for image processing and printing, as is currently done in the industry. Students will learn photographic skills including lighting, image processing and printing. Skills learned will be further enhanced being part of the Pierce College Media Arts Department publications, the Roundup and the Bull.

Upon completion of this program, degree holders should be able to apply the skill sets in a variety of photography careers, such as commercial and advertising photography, photojournalism and other photography businesses. These skills are also applicable in journalism fields as well as film, television and electronic media. Specific careers related to this degree would include: Photographer; Portrait Photographer; Sports Photographer; Photo Studio Owner; Advertising Photographer; Commercial Photographer; Press Photographer; Photo Editor; Television Camera Operator; Magazine Features Editor; Graphic Designer; Medical Illustrator. Jobs where this could be useful include: Advertising Art Director; Film/Video Editor;

Stylist; Visual Merchandiser; Web Content Manager; Web Designer; Digital Marketer.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Using various photographic tools students will be able to produce photographs using various digital camera types and apply a variety of lighting techniques to the production of photographs. Students will also be able to produce photographs using various photographic papers and digital output.
- Students will develop a personal visual style which will help them to create a portfolio and related materials for job preparation.
- Students will be able to define business goals and self-promotion strategies to help them in job preparation. Additionally, they will be able to describe successful working relationships with clients and subjects, to further this preparation.
- Students will have sufficient mastery of one or more media to complete the technical and formal challenges pertinent to a body of original work and will be able to clearly communicate the content and context of their work visually, orally and in writing.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
PHOTO 009	Introduction to Cameras and Composition	3
	OR	
PHOTO 101	Beginning Digital Photography	3
PHOTO 016*	Fundamental Commercial Photography	3
PHOTO 020	Beginning Photojournalism	4
PHOTO 027A	History & Aesthetics of Photography A	3
	OR	
PHOTO 027B	History & Aesthetics of Photography B	3
PHOTO 049A	Photographic Digital Imaging	3
PHOTO 102*	Advanced Digital Photography	4

CERTIFICATE - ELECTIVE COURSES

SUBJECT & NO.	COURSE	UNITS
Choose one course from the following:		3-4
PHOTO 021*	News Photography	4
PHOTO 027A	History & Aesthetics of Photography A	3
PHOTO 027B	History & Aesthetics of Photography B	3
PHOTO 035	Travel Photography	3
PHOTO 036*	Documentary Photography	3
PHOTO 037*	Visual Journalism: Photography, Video and Multimedia	4
PHOTO 049B	Advanced Photographic Digital Imaging	3

CERTIFICATE - TOTAL UNITS **23-24**

AWARD	AWARD TYPE	MAJOR CODE	GE
Photography	Certificate	P036947D	N/A

*See Catalog course description for prerequisites and/or corequisites.

PHOTOJOURNALISM

Associate of Arts Degree

(STATE CODE 08321)

Also see Journalism for a different AA degree option.

PROGRAM INFORMATION

The photo program at Pierce has switched to digital cameras and processing. Darkrooms with chemicals for developing film and printing pictures are no longer used. We now have a state-of-the-art digital photo lab where students can use Mac computers for image processing and printing, as is currently done in the industry.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate the ability to conduct research, gather information, write clearly and correctly, and present relevant news or persuasive information at a professional level.
- Think critically, creatively, and independently; evaluate their own work and the work of others for accuracy, fairness, clarity, style, and correctness.
- Demonstrate an understanding of the history of mass communications (journalism, cinema, broadcasting), the diversity of groups in a global society in relationship to communications, and the role of mass communications in society.
- Demonstrate an understanding of the ethical concepts, legal implications, considerations, and practices that guide the mass media professions.
- Demonstrate the ability to apply tools and technologies appropriate for the production, editing and presentation of visual, aural, textual, or other media content.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
BRDCSTG 001	Fundamentals of Television and Radio Broadcasting	3
JOURNAL 100	Social Values in Mass Communication	3
JOURNAL 101	Collecting and Writing News	3
JOURNAL 202*	Advanced Newswriting	3
PHOTO 020	Beginning Photojournalism	4
PHOTO 021*	News Photography	4
PHOTO 101	Beginning Digital Photography	3
PHOTO 102*	Advanced Digital Photography	4
BRDCSTG 010	Radio Programming and Production	3
	OR	
MEDIART 801	Digital Media Storytelling	3
	OR	

PHOTO 049A&B Photographic Digital Imaging & Advanced Photographic Digital Imaging 6

MAJOR - ELECTIVE COURSES

SUBJECT & NO.	COURSE	UNITS
Select 9 semester units from the following:		9-11
ART 502	Beginning Three-Dimensional Design	3
CINEMA 003	History of Motion Pictures	3
CINEMA 104	History of Documentary Film	3
CINEMA 107	Understanding Motion Pictures	3
CIS 101	Introduction to Computers and Their Uses	3
JOURNAL 217-1	Publication Laboratory I	2
JOURNAL 218*	Practical Editing	3
JOURNAL 220	Magazine Production	3
PHOTO 016*	Fundamental Commercial Photography	3
PUB REL 001	Principles of Public Relations	3

MAJOR - TOTAL UNITS **39-44**

AWARD	AWARD TYPE	MAJOR CODE	GE
Photojournalism	AA	P008321C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

**See Catalog course description for prerequisites and/or corequisites.*

PUBLIC RELATIONS

Associate of Arts Degree

(STATE CODE 32244)

Also see Journalism for a different AA degree option.

PROGRAM INFORMATION

Public relations courses are taken by those planning careers in public relations, marketing, journalism and business. Because of its emphasis on clear and creative writing, the field of public relations is also popular among advertising students. Students will learn how to recognize news, conduct interviews, develop relationships with the media and to organize and execute campaigns. The use of photography, multimedia, graphics and marketing is also explored in this multidisciplinary certificate/degree. Special emphasis is placed on meeting deadlines and accuracy.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Analyze the effectiveness of persuasive communication in terms of various mass media.



- Apply public relations communication theory in order to create essential public relations tools including news releases and strategic public relations plan for a client.
- Formulate a publicity campaign using effective communication strategies.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
JOURNAL 100	Social Values in Mass Communication	3
JOURNAL 101	Collecting and Writing News	3
MARKET 001	Principles of Selling	3
	OR	
MARKET 021	Principles of Marketing	3
MEDIART 801	Digital Media Storytelling	3
PHOTO 009	Introduction to Cameras and Composition	3
	OR	
PHOTO 101	Beginning Digital Photography	3
PUB REL 001	Principles of Public Relations	3
PUB REL 002	Public Relations Techniques	3

MAJOR - ELECTIVE COURSES

SUBJECT & NO.	COURSE	UNITS
Select 6 semester units from the following:		6
BRDCSTG 010	Radio Programming and Production	3
CAOT 082	Microcomputer Software Survey in the Office	3
JOURNAL 108	Article Writing	3
JOURNAL 185	Directed Study - Journalism	1
JOURNAL 202*	Advanced Newswriting	3
JOURNAL 217-1	Publication Laboratory I	2
JOURNAL 219	Techniques for Staff Editors	1
JOURNAL 220	Magazine Production	3
JOURNAL 251	Visual Communication in Mass Media	3
MEDIART 117	Introduction to Social Media	3
MEDIART 802	Introduction to Podcast	3
PHOTO 020	Beginning Photojournalism	4
PHOTO 049A&B	Photographic Digital Imaging & Advanced Photographic Digital Imaging	6
PHOTO 102*	Advanced Digital Photography	4

MAJOR - TOTAL UNITS **27**

AWARD	AWARD TYPE	MAJOR CODE	GE
Public Relations	AA	P032244C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

PUBLIC RELATIONS**Certificate of Achievement****(STATE CODE 33253)****PROGRAM INFORMATION**

The Public Relations Certificate is a CTE (Career and Technical Education) certificate of which will prepare students to become public relations professionals, either working for a company or starting their own business. The graduates will work under a variety of titles including: public relations specialists, media relations professionals, communications analysts or representatives, press relations, publicists, marketing agents or specialists, communication/marketing specialists or managers, marketing consultant, public affairs, promotions, communications consultants, communications specialist or strategist, brand manager, social media consultant, media liaison, publicity manager, coordinator or assistant, public information officer, etc. These are a few of the titles under which a graduate can perform this career.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at:

<http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Analyze the effectiveness of persuasive communication in terms of various mass media.
- Apply public relations communication theory in order to create essential public relations tools including news releases and strategic public relations plan for a client.
- Formulate a publicity campaign using effective communication strategies.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
JOURNAL 100	Social Values in Mass Communication	3
JOURNAL 101	Collecting and Writing News	3
MARKET 001	Principles of Selling	3
	OR	
MARKET 021	Principles of Marketing	3
MEDIART 117	Introduction to Social Media	3
	OR	
MEDIART 801	Digital Media Storytelling	3
PHOTO 009	Introduction to Cameras and Composition	3
	OR	
PHOTO 101	Beginning Digital Photography	3
PUB REL 001	Principles of Public Relations	3
PUB REL 002*	Public Relations Techniques	3

CERTIFICATE - TOTAL UNITS **21**

AWARD	AWARD TYPE	MAJOR CODE	GE
Public Relations	Certificate	P033253D	N/A

*See Catalog course description for prerequisites and/or corequisites.

SOCIAL MEDIA

Certificate of Achievement

(STATE CODE 40273)

PROGRAM INFORMATION

The goal of the Social Media Certificate of Achievement is to prepare students to obtain freelance and permanent employment in social media or to use social media skills in other areas of employment. This program teaches online and visual communication, including producing images, videos, articles, blog posts and podcasts. Skills learned will be further enhanced being creating content for Pierce College Media Arts Department publications, the Roundup, the Bull, KPCRradio.com and related social media accounts.

Upon completion of this program, certificate holders should be able to apply the skill sets in a variety of social media careers. These skills are also applicable in journalism fields as well as communication, marketing, public relations, film, television and electronic media. Specific careers related to this certificate would include: social media specialist, social media manager, social media strategist, brand ambassador, community manager, brand manager, digital media producer, social media director, content strategist, content manager, content producer, digital marketer, digital content producer, social media editor, social media lead, social media consultant and social media assistant.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Develop critical thinking skills to separate fact from opinion in various major social media platforms.
- Students will develop a personal visual and writing style which will help them to create a portfolio and related materials for job preparation.
- Students will be able to define business goals and self-promotion strategies to help them in job preparation. Additionally, they will be able to describe successful working relationships with clients and subjects, to further this preparation.
- Students will have sufficient mastery of one or more media to complete the technical and formal challenges pertinent to a body of original work and will be able to clearly communicate the content and context of their work visually, orally and in writing.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
JOURNAL 101	Collecting and Writing News	3
MARKET 021	Principles of Marketing.....	3
MEDIART 117	Introduction to Social Media	3
MEDIART 801	Digital Media Storytelling.....	3
MEDIART 805	Motion Graphics for Digital Video, Animation and New Media	3
PHOTO 009	Introduction to Cameras and Composition	3

Electives - Choose one course from the following:		3
COMM 190	Communication and New Media.....	3
JOURNAL 109*	Critical Thinking and Media Literacy.....	3
JOURNAL 251	Visual Communication in Mass Media.....	3

CERTIFICATE - TOTAL UNITS21

AWARD	AWARD TYPE	MAJOR CODE	GE
Social Media	Certificate	P040273D	N/A

*See Catalog course description for prerequisites and/or corequisites.

Modern Languages

AMERICAN SIGN LANGUAGE STUDIES

Associate of Arts Degree

(STATE CODE 36785)

PROGRAM INFORMATION

The Associate of Arts degree in American Sign Language provides a linguistic exploration of the various components of ASL and an examination of the culture of Deaf people. The objective of the program is to provide a pathway for achieving communicative fluency and complete lower-division major preparation to transfer to a four-year institution. Additionally, students may also apply the language skills and cultural knowledge acquired in the program in an employment-related context. American Sign Language is suited for those interested in learning to communicate with people in the Deaf community, as well as in enhancing their cultural awareness. With additional training, employment opportunities include counseling, linguistics, interpreting, teaching, and social service. This program does not train students in Interpretation, although it provides the language skills needed to enter the Interpreting program.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Communicate clearly and effectively in ASL, expressing and recognizing specific manual and non-manual language elements.
- Produce college-level American Sign Language and English texts demonstrating knowledge of, and critical inquiry into, key concepts or issues in American Sign Language, the Deaf Community, and Deaf Culture.



- Share critical insight into the nature of the diverse Deaf community, its language and culture through a social justice orientation.
- Demonstrate good citizenship and teamwork through respect, tolerance and cultural awareness of Deaf Culture.
- Employ video technology for self- and peer-feedback for ongoing skills development, assessment, and communication.
- Have the skills to self-assess and professionally develop for life-long learning.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
A S L 001	American Sign Language I	4
A S L 002*	American Sign Language II	4
A S L 003*	American Sign Language III	4
A S L 004*	American Sign Language IV	4
A S L 040	Introduction to Deaf Culture	3
MAJOR - TOTAL UNITS		19

AWARD	AWARD TYPE	MAJOR CODE	GE
American Sign Language Studies	AA	P036785C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

AMERICAN SIGN LANGUAGE/ INTERPRETING

Associate of Arts Degree

(STATE CODE 08325)

PROGRAM INFORMATION

This program is designed to prepare for a career in interpreting for deaf and hearing people. Students will be trained in the various aspects of interpreting and upon completion of the program should be prepared to work in the field. As an interpreter one will function as a facilitator between the deaf person and the hearing person.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Develop receptive and expressive skills in American Sign Language and Fingerspelling.
- Develop knowledge and awareness of the similarities and differences between the Deaf Culture/Deaf community and the hearing community.

- Accurately interpret and transliterate between ASL and English in educational settings and community settings.
- Apply professional standards, practices, and ethics, not limited to the tenets of the Code of Professional Conduct, to interpreting.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
A S L 004*	American Sign Language IV	4
A S L 005*	Introduction to Interpreting	3
A S L 006*	English-to-American Sign Language Interpreting/ Transliterating	4
A S L 010*	American Sign Language-to-English Interpreting/ Transliterating	4
A S L 016*	ASL Literature	2
	OR	
A S L 025*	Conversational American Sign Language	2
A S L 022*	Professional Issues and Practice I	1
A S L 023*	Professional Issues and Practice II	1
A S L 030*	Fingerspelling I	1
A S L 031*	Fingerspelling II	1
A S L 040	Introduction to Deaf Culture	3
A S L 055*	Interpreting	4
A S L 065*	Transliterating	4

MAJOR - ELECTIVE COURSES

SUBJECT & NO.	COURSE	UNITS
Choose one of the following:		3
ANTHRO 161	Introduction to Language and Linguistics	3
	OR	
COMM 101	Public Speaking	3
	OR	
COMM 121	Interpersonal Communication	3
MAJOR - TOTAL UNITS		35

AWARD	AWARD TYPE	MAJOR CODE	GE
American Sign Language/Interpreting	AA	P008325C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

AMERICAN SIGN LANGUAGE/ INTERPRETING

Certificate of Achievement

(STATE CODE 37234)

PROGRAM INFORMATION

This program is designed to prepare for an entry level employment as an ASL/English interpreter for deaf and hearing people. Students will be trained in the various aspects of interpreting and upon successful completion of the program should be prepared for entry-level work in the field (with sufficient processing and language fluency). Interpreters function as cultural and linguistic facilitators between deaf person(s) and hearing person(s) in a variety of settings.

This Certificate of Achievement focuses on the teaching of knowledge and skills regarding the profession of ASL/English Interpreting. To enter the program, students must demonstrate ability to process rapid and complex auditory and visual input and ability to synthesize and quickly translate concepts for meaning into the target language. These skills and abilities are developed in ASL 003 and 004.

The passage of laws such as the ADA the expansion of services and opportunities for Deaf and hard-of-hearing people has created a large market for interpreters. Opportunities for interpreting work are plentiful for pre-certified interpreters in the sample following settings in Southern California: college & university level, vocational training programs, Department of rehabilitation, video relay service and as a independent contractor for interpreting agencies.

Note:

- Working as an interpreter in K-12 Education requires a 4.0 score out of a 5.0 scale on the national assessment test, the Educational Interpreter Performance Assessment (EIPA).
- Receiving an AA in ASL/English Interpretation or a Certificate of Achievement in ASL/English Interpretation does not qualify a student for all interpreting assignments.
- Completion of the program does not qualify someone as a "certified" interpreter. Interpreter Certification (currently issued by the Registry of Interpreters for the Deaf (RID)) is a separate process and test. However, the knowledge students gain in our program will help assist in preparing for National and/or State level certification tests.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at: <http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Accurately interpret and transliterate between ASL and English in educational settings and community settings.
- Apply professional standards, practices, and ethics, not limited to the tenets of the Code of Professional Conduct, to interpreting.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
A S L 004*	American Sign Language IV	4
A S L 005*	Introduction to Interpreting	3
A S L 006*	English-to-American Sign Language Interpreting/ Transliterating	4
A S L 010*	American Sign Language-to-English Interpreting/ Transliterating	4
A S L 016*	ASL Literature	2
	OR	
A S L 025*	Conversational American Sign Language	2
A S L 022*	Professional Issues and Practice I	1
A S L 023*	Professional Issues and Practice II	1
A S L 030*	Fingerspelling I	1
A S L 031*	Fingerspelling II	1
A S L 040	Introduction to Deaf Culture	3
A S L 055*	Interpreting	4
A S L 065*	Transliterating	4

CERTIFICATE - TOTAL UNITS **32**

AWARD	AWARD TYPE	MAJOR CODE	GE
American Sign Language/ Interpreting	Certificate	P037234D	N/A

*See Catalog course description for prerequisites and/or corequisites.

FRENCH

Associate of Arts Degree

(STATE CODE 02838)

PROGRAM INFORMATION

The main objective of the French program is to enable the students to acquire competence in the ability to understand, speak, read, and write French, and to develop an understanding and appreciation of the multicultural French speaking world.

Students are placed in French courses according to their years of previous study. In general, one year of high-school French is equivalent to one semester at Los Angeles Pierce College. Native speakers are encouraged to enroll in French 004, 005, or 006.

All French courses are taught primarily in the language. However, the instructor may choose to clarify certain concepts in English when necessary.

By the end of the first year, students are able to use the basic structure of the language and the practical vocabulary learned to converse on everyday topics, as well as to read and write at an elementary level.

French 003 combines with French 008 (Conversational French) to increase oral proficiency and also continues to raise the students' ability to read and write.

In French 004, 005, and 006, students gradually acquire more ease in expressing themselves orally and in writing. Combining a review of grammar with discussions and analysis of literary texts of increasing



difficulty, these courses give students a broad overview of France and French-speaking countries and prepare them to live abroad.

INTERNATIONAL EDUCATION

Students are encouraged to participate in the International Education summer program of study in Paris whenever offered by Los Angeles Pierce College.

CAREER OPPORTUNITIES

French is adapted to careers in international business or trade, telecommunications, fashion, the gourmet food industry, medical research, international law, diplomacy and the foreign service, aerospace technology, as well as in the arts and the humanities.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Students will demonstrate oral proficiency in the French language (at the appropriate level as measured by the ACTFL rubric).
- Students will demonstrate proficiency in the grammar (structure, tense, mood and syntax) of the French language.
- Students will demonstrate Intermediate High to Advanced Low proficiency in writing and reading comprehension in the French language.
- Students will exhibit basic knowledge of the social, political, cultural and economic conditions in the countries in which the French language is spoken.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
Select three courses from the following:		
FRENCH 002*	Elementary French II	5
FRENCH 003*	Intermediate French I	5
FRENCH 004*	Intermediate French II	5
FRENCH 005*	Advanced French I	5
FRENCH 006*	Advanced French II	5
Complete the following required course:		
FRENCH 010	French Civilization	3
MAJOR - TOTAL UNITS		18

AWARD	AWARD TYPE	MAJOR CODE	GE
French	AA	P002838C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

ITALIAN

Associate of Arts Degree

(STATE CODE 02839)

PROGRAM INFORMATION

The main objective of the Italian program is to enable the students to acquire competence in understanding, speaking, reading and writing the Italian language. The objective of the program is also to develop an understanding and appreciation of the culture, history and literature of Italy.

Students are placed in Italian courses according to their previous study. In general one year of high-school Italian is equivalent to one semester at Pierce. Native speakers are encouraged to enroll in Italian 004, 005, or 006.

All Italian courses are taught primarily in the language. However, the instructor may choose to clarify certain concepts in English when necessary. By the end of the first year, students are able to use the basic structure of the language and the practical vocabulary learned to converse on everyday topics, as well as to read and write at an elementary level.

Italian 003 combines with Italian 008 (conversational Italian) to increase oral proficiency and also continues to raise the student's ability to read and write.

In Italian 004, 005, 006, students gradually acquire more ease in expressing themselves orally and in writing. Combining a review of grammar with discussion and analysis of literary texts of increasing difficulty, these courses give students a broad overview of Italy and the Italian people and prepare students to live abroad.

INTERNATIONAL EDUCATION

Students are encouraged to participate in the International Education summer program of study in Florence whenever offered by Los Angeles Pierce College.

CAREER OPPORTUNITIES

Italian will enhance careers in international business or trade, fashion, medical research, the gourmet food industry. Italian is especially desirable for students of classic or opera music, art and humanities.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Students will demonstrate oral proficiency in the Italian language (at appropriate level as measured by the ACTFL rubric).
- Students will demonstrate proficiency in the grammar (structure, tense, mood and syntax) of the Italian language.

- Students will demonstrate Intermediate High to Advanced Low proficiency in writing and reading comprehension in the Italian language.
- Students will exhibit basic knowledge of the social, political, cultural and economic conditions in the countries in which the Italian language is spoken.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
Select three courses from the following:		
ITALIAN 001	Elementary Italian I	5
ITALIAN 002*	Elementary Italian II	5
ITALIAN 003*	Intermediate Italian I	5
ITALIAN 004*	Intermediate Italian II	5
ITALIAN 005*	Advanced Italian I	5
Complete the following required courses:		
ITALIAN 008*	Conversational Italian	2
ITALIAN 010	Italian Civilization	3
MAJOR - TOTAL UNITS		20

AWARD	AWARD TYPE	MAJOR CODE	GE
Italian	AA	P002839C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

JAPANESE

Associate of Arts Degree

(STATE CODE 37957)

PROGRAM INFORMATION

The main objectives of the AA program in Japanese are to develop competence in the ability to understand, speak, read, and write Japanese, and to provide an understanding and appreciation of the language and culture.

By the end of the beginning-level sequence (Japanese 001 and 002), students attain mastery of the basic structure of the language and acquire ability to have a conversation on everyday topics, as well as read and write at an elementary level.

In the intermediate-level sequence (Japanese 003 and 004), emphasis is put on gradually raising students' ability to speak, read, and write on broader topics. Although not required in the degree, a conversation class is available for students who wish to increase their oral proficiency.

Japanese 009, Japanese Civilization, is taught in English and introduces the student to the study of Japanese history and culture.

Students who have taken Japanese courses in high school or at other institutions should consult the department to determine which class best fits their language level.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer

requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate intermediate-level oral proficiency in the Japanese language as defined by the ACTFL guidelines.
- Demonstrate intermediate-level proficiency in writing and reading comprehension in the Japanese language.
- Develop the ability to use appropriate speech styles and levels of politeness in communication.
- Articulate fundamental knowledge of the society, culture, and history of Japan.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
JAPAN 002*	Elementary Japanese II	5
JAPAN 003*	Intermediate Japanese I	5
JAPAN 004*	Intermediate Japanese II	5
JAPAN 009	Japanese Civilization	3
MAJOR - TOTAL UNITS		18

AWARD	AWARD TYPE	MAJOR CODE	GE
Japanese	AA	P037957C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

LATIN AMERICAN STUDIES

Associate of Arts Degree

(STATE CODE 08333)

Faculty Advisor: Professor Fernando Oleas

Phone: (818) 719-6452 - Faculty Office: 3104

PROGRAM INFORMATION

The considerable value of an understanding of Latin America is generally evident today. The Latin American Studies Program offers a broad and flexible interdisciplinary approach designed to provide a comprehensive understanding of Latin America. The curriculum leads to the Associate in Arts degree with a major in Latin American studies that transfers to private and public four-year colleges and universities.

This major can lead to careers in government, foreign service, law, international business, journalism and many other fields after obtaining the Bachelor of Arts and/or Master of Arts degrees.

The following areas of knowledge are central to the Associate's degree in Latin American studies: knowledge and understanding of the major historical, cultural, social, political, and economic problems facing the Latin American community; knowledge of chief historical factors that gave rise to existing institutions and processes; an informed awareness of literature, art, and music in Latin America, including



familiarity with the work of several recognized Latin American artists and authors.

In addition, students completing the degree in Latin American studies are expected to acquire reading and speaking ability in Spanish; the ability to engage in thoughtful dialogue about Latin America with educated Latin Americans; the ability to locate Latin American ideas, historical events, and cultural phenomena in the Latin American context from which they originate; and in the ability to communicate competently in effective English prose.

REQUIREMENTS FOR THE ASSOCIATE OF ARTS DEGREE

Satisfaction of the regular transfer and college requirements for the Associate Degree. Contact the Counseling Office for additional information.

1. Demonstrated proficiency in Spanish (successful completion of SPANISH 004 or SPANISH 036).
2. Successful completion of one course from each of the designated concentrations.
3. Latin American Studies majors are strongly encouraged to include a study abroad semester or summer in their academic program.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- **Demonstrate** Spanish language proficiency of at least Intermediate MID as defined by ACTFL guidelines in speaking, reading, and writing skills.
- **Identify** the major historical, cultural, social, political, and economic challenges facing Latin American countries.
- **Analyze** Latin American ideas, historical events, and cultural phenomena in the Latin American and the context from which they originate.
- **Identify** the chief historical factors that gave rise to existing institutions and processes in Latin America.
- **Recognize** key movements, works, and figures in Latin American arts and letters.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
Spanish Language Proficiency - Select 5 semester units from the following: 5		
SPANISH 004*	Intermediate Spanish II	5
OR		
SPANISH 036*	Spanish for Spanish Speakers II	5
Social Sciences - Select 6 semester units from the following: 6		
HISTORY 005	History of the Americas I	3

OR

HISTORY 006	History of the Americas II	3
SPANISH 010	Latin-American Civilization	3

MAJOR - ELECTIVE COURSES

SUBJECT & NO.	COURSE	UNITS
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Select one course from each of the following concentrations:

Latin American Humanities Concentration: 3-5

SPANISH 005	Advanced Spanish Through Latin American Literature	5
SPANISH 015	Great Books of Latin American Literature	3
SPANISH 025	Spanish American Short Story in Translation	3
SPANISH 026	Understanding Latin American Through Film	3
SPANISH 027	Cultural Awareness Through Conversation	3

Mexico Concentration: 3

ART 107	Mexican Art-Modern	3
HISTORY 019	History of Mexico	3
SPANISH 012	Survey of Mexican Literature	3
SPANISH 016	Mexican Civilization	3
SPANISH 065	Mexican Literature and Culture	3

Global Concentration: 3-5

ANTHRO 102	Human Ways of Life: Cultural Anthropology	3
GEOG 002	Cultural Elements of Geography	3
GEOG 007	World Regional Geography	3
SPANISH 006	Advanced Spanish Through Spanish Literature	5
SPANISH 009	Civilization of Spain	3

MAJOR - TOTAL UNITS. 20-24

AWARD	AWARD TYPE	MAJOR CODE	GE
Latin American Studies	AA	P008333C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

Nursing

Associate of Science Degree

(STATE CODE 02841)

PROGRAM INFORMATION

Los Angeles Pierce College offers an Associate of Science Degree. The Nursing Program is accredited by the California Board of Registered Nursing (see page 8 for information on accrediting agencies). The graduate is prepared to function as an entry-level nurse. Upon completion of the prescribed curriculum, the graduate is qualified to apply for licensure as a registered nurse in the State of California.

Nursing students receive clinical experience concurrently with classroom instruction. Nursing faculty teach and supervise clinical experiences. Local hospitals and other community health care agencies provide the clinical facilities where students, under supervision, administer direct nursing care to patients. Students must provide their own transportation.

Students must first be admitted into the Nursing Program before they may take nursing courses. Details are available in the Counseling Office (818) 719-6440 and the Nursing Department (818) 719-6477.

The following programs may be available for qualified individuals seeking career mobility: LVN-to-RN, LVN 30 Unit Option, Transfer and Credit-By-Exam options, and Foreign Nurse Graduate placement. These programs provide a certificate of completion or an Associate in Science degree with a major in Nursing. See the Department of Nursing for detailed information.

Portions of completed coursework from this program may be applied toward the attainment of a bachelor's degree in nursing. See a counselor for advice and information on transfer and G.E. certification.

Students must complete all of the following Nursing Program prerequisites prior to entering the program.

The faculty strongly encourages the completion of a Certified Nursing Assistant (CNA) program to enhance learning experiences.

For further information concerning course planning contact the Counseling Department at (818) 719-6440 or the Nursing Department at (818) 719-6477.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Utilize Marjory Gordon's Functional Health Patterns in client assessment to differentiate dysfunctional from functional health patterns.
- Formulate realistic and scientifically based client care plans using North American Nursing Diagnosis Association (NANDA) nursing diagnoses.
- Provide timely, safe, and effective client centered care to a group of clients while demonstrating the use of logical critical thinking to determine actions.
- Perform continual evaluation of client care interventions and revise plans/care actions as required.
- Consistently demonstrate ethical and professional behavior while performing nursing care.

REQUIREMENTS FOR ADMISSION

Students must complete all Nursing Program prerequisites with a grade of "C" or better prior to applying to the program. Also, students must be in good academic standing and not be on academic or progress probation.

Eligibility to be considered for the lottery is based upon state guidelines designed to increase the probability of student success. These guidelines reflect: A cumulative grade point average (GPA) of 2.5 for all college coursework taken; an overall grade point average of 2.5 for the Human Anatomy, Human Physiology and Microbiology prerequisite courses with no grade less than "C" for each course and *no more than one repetition of any of these course will be applied to the GPA*; College level, transferable English, minimum of three (3) semester units with a grade no less than a "C". A "W" is considered an attempt at taking the course. However, course repetitions that are allowed pursuant to Board Rule 6701.20 – Repetition of Courses in Which a Satisfactory Grade Was Recorded – are exempt from this restriction.

NURSING PROGRAM PREREQUISITES (LACCD E-10)

The following list represents courses offered throughout the LACCD. Not all course combinations in Anatomy and Physiology are offered on each campus.

COURSE	MINIMUM REQUIREMENTS	DISTRICT COURSES	UNITS
Chemistry*	5 semester units	CHEM 051	5
Anatomy	4 semester units with lab	ANATOMY 001	4
Physiology	4 semester units with lab	AND PHYSIOL 001	4
Microbiology	4 or 5 semester units	MICRO 001	5
		OR MICRO 020	4
Math ¹	5 semester units	MATH 115 or higher	5
		OR Equivalent assessment score	
General Psychology	3 semester units	PSYCH 001	3
Life-Span Psychology	3 semester units	PSYCH 041	3
College Reading & Composition	3 semester units	ENGLISH 101	3

MAJOR PREP UNIT TOTAL 26-27

*Students who can demonstrate that they successfully completed one year of high school Chemistry (with lab) with a grade of "C" or better are exempt from this prerequisite.

¹Note: If you have completed placement, you have met this requirement and do not need to take MATH 115.

BIOLOGY 003 or 006, and CHEM 051 or PHYSIOL 001 are the prerequisites for MICRO 001 or 020 at LAPC. Courses meeting the program prerequisite requirements above may be taken at LAPC or at other institutions. To receive credit, course equivalency must be approved through the LAPC Counseling Department.

MATHEMATICS ADMISSION REQUIREMENT (LACCD ADMINISTRATIVE REGULATIONS E-10)

Math 115 Beginning Algebra or higher (5 units). A higher level Mathematics course may be required for graduation from the Nursing Program. See a Pierce counselor for details.

One course in Mathematics, or appropriate placement level is a prerequisite to the program. This prerequisite must be validated in accordance with the provisions of Title 5, California Code of Regulations, section 55201 and The Los Angeles Community College District Policy on Prerequisites, Corequisites and Advisories. The mathematics



course or placement level must be a prerequisite to at least one course in the Nursing Program.

APPLICATION & SELECTION PROCEDURE

Please consult the department website for application instructions and earliest filing period at www.piercecollege.edu/departments/nursing.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
NURSING 400	Adult Health Care I.....	5
NURSING 402	Pharmacology	1
NURSING 403	Adult Health Care II	5
NURSING 404	Maternal and Newborn Health Care.....	4
NURSING 405*	Psychiatric Health Care	4
NURSING 406*	Adult Health Care III	5
NURSING 407	Geriatric Health Care	3
NURSING 408	Psychological Aspects of Health Care.....	1
NURSING 414*	Adult Health Care IV	5
NURSING 415*	Pediatric Health Care	4
NURSING 441	History, Trends and Issues of Nursing.....	1

MAJOR - TOTAL UNITS.....38

AWARD	AWARD TYPE	MAJOR CODE	GE
Nursing	AS	P002841C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

[^]Nursing students who follow the LAPC GE are exempt from area E1.

*See Catalog course description for prerequisites and/or corequisites.

ADDITIONAL GRADUATION REQUIREMENTS

- 1. READING & WRITTEN EXPRESSION AND MATH COMPETENCY:** Students will meet the Reading & Written Expression competency requirement by completing English 101. Students must meet with a Pierce counselor to determine Math competency satisfaction.
- 2. COMMUNICATION SKILLS:** One of the following Communication courses must be completed to graduate. The course may also be used to satisfy a general education requirement: COMM 101, 104, 121, 151. Must be completed with a grade of "C" or higher.
- 3. SOCIAL SCIENCES:** One of the following Social Sciences courses must be completed to graduate. The course may also be used to satisfy a general education requirement. Anthropology 102, Sociology 001 or Sociology 002.

NURSING DEPARTMENT POLICIES

Specific program policies governing grading, withdrawal, readmission, probation and dismissal are available in the Nursing Student Handbook and from the Department of Nursing.

The California Board of Registered Nursing may deny a license regulated by the Business and Professional Code, Section 480, on such grounds as: being convicted of a crime, acts of dishonesty; fraud or deceit, etc. Applicants who have questions regarding limitations related to licensure should contact the California Board of Registered Nursing (www.rn.ca.gov).

DISMISSAL

- Students may be dismissed from the Nursing Program for failing to meet academic requirements, health requirements, and Program progression standards.
- Students may appeal their dismissal as follows:
 - The student shall file a written petition to appeal his/her dismissal within fifteen (15) calendar days after they received the notification of dismissal. The petition shall clearly state the grounds on which continued enrollment should be granted, and shall provide supporting evidence.
 - Petitions will be reviewed by an Appeals Committee consisting of, at a minimum, the Director of the Nursing Program, a minimum of three (3) faculty members, and a student services administrator. The student shall be provided the opportunity to address the Committee.
 - The decision of the Appeals Committee shall be communicated to the student, in writing, no later than ten (10) business days after the Committee meets.
 - Students may file a formal student grievance, pursuant to Administrative Regulation E-55, regarding dismissal from a Nursing Program.

Performing Arts

MUSIC

Associate of Arts Degree

(STATE CODE 02835)

PROGRAM INFORMATION

This program is designed for students desiring the Associate in Arts Degree in Music. Students planning to transfer should consult with a counselor regarding the elective provisions. NON-TRANSFER STUDENTS should use the elective provisions to take related courses.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Apply the common elements and organizational patterns of music through aural, verbal, and visual analyses.
- Demonstrate a basic knowledge of music history through the present time paired with an acquaintance with a variety of repertoires.

- Perform standard repertoire competently and expressively in solo, chamber groups, and major ensembles. Critically review these musical performances and adapt to improve.
- Demonstrate elementary keyboard skills and basic competence with electronic music.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
MUSIC 121	Music History and Literature I	3
	OR	
MUSIC 122	Music History and Literature II	3
MUSIC 161	Introduction to Music Technology	3
MUSIC 181*	Applied Music I	0.5
MUSIC 182*	Applied Music II	0.5
MUSIC 183*	Applied Music III	0.5
MUSIC 216-1*	Music Theory I	3
MUSIC 216-2*	Music Theory II	3
MUSIC 216-3*	Music Theory III	3
MUSIC 217-1*	Musicianship I	1
MUSIC 217-2*	Musicianship II	1
MUSIC 217-3*	Musicianship III	1
MUSIC 321	Elementary Piano I	2
MUSIC 250-1	Music Performance Workshop I	1
	OR	
MUSIC 250-2	Music Performance Workshop II	1
	OR	
MUSIC 250-3*	Music Performance Workshop III	1
	OR	
MUSIC 250-4*	Music Performance Workshop IV	1
Performance Organization - Select one course from the following:		1
MUSIC 501	College Choir	1
MUSIC 705	Chamber Music	1
MUSIC 721	Orchestra	1
MUSIC 745	Symphonic Band	1
MUSIC 755	Brass Ensemble	1
MUSIC 781	Studio Jazz Band	1
MAJOR - TOTAL UNITS		23.5

AWARD	AWARD TYPE	MAJOR CODE	GE
Music	AA	P002835C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

**See Catalog course description for prerequisites and/or corequisites.*

RECORDING ARTS

Skills Certificate

Note: Skills Certificates will not appear on the students' official transcripts.

PROGRAM INFORMATION

The Skills Certificate in Recording provides training needed for an entry-level position in music recording, sound reinforcement, and music technology fields. The recording classes use the software and hardware needed to progress in the industry.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
MUSIC 165	Introduction to Recording Arts	3
MUSIC 265-1*	Recording Arts Workshop I	3
MUSIC 265-2*	Recording Arts Workshop II	3
MUSIC 265-3*	Recording Arts Workshop III	3
MUSIC 101	Fundamentals of Music	3
	OR	
MUSIC 161	Introduction to Music Technology	3

CERTIFICATE - TOTAL UNITS **15**

**See Catalog course description for prerequisites and/or corequisites.*

TECHNICAL THEATRE

(STATE CODE 19015)

Certificate of Achievement

PROGRAM INFORMATION

This is a two year program in Technical Theater that provides in-depth course work and hands-on experience and training in several areas of current technical theater production. There is detailed instruction and experience in stage management, computer-aided drafting and design, intelligent lighting systems design and programming, scenery and prop construction, scenic painting, the use of stage equipment and machinery, costume-making and design. This certificate will provide employment opportunities for students at entry level positions in the entertainment industry depending upon the current and projected job market. Such positions include intelligent light programmers, operators and technicians, theater, film and television electricians, costume makers, scenic shop technicians, scenic artists, stage managers and front of house positions for theaters, and various positions in the theater, film, and television vendor supply industry.

Students will be required to show proficiency in computer skills, basic reading, math and writing skills, and display problem solving ability.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at:
<http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Read, analyze and interpret a dramatic text for production values, requirements and design challenges.



- Critically evaluate a live theatrical performance from both a design and technical level of proficiency and effectiveness.
- Identify the specific function and contributions of every artist involved in the creative process of theatre including actors, writers, directors, producers, designers, managers and stage technicians.
- Demonstrate an understanding of the USITT (United States Institute of Theatre Technology) standards and utilize a basic set of rules and guidelines to better facilitate communication with other theatre professionals.
- Develop and demonstrate a basic level of competency in stage-craft, scenic design, computer aided drafting, stage production, stage lighting and stage management or costuming and makeup for the theatre.
- Identify and safely operate the most common used tools, materials and equipment, both hand and power, used in all areas of stage production.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
THEATER 300	Introduction to Stage Craft	3
THEATER 310	Introduction to Theatrical Lighting	3
THEATER 315	Introduction to Theatrical Scenic Design	3
THEATER 320	Computer Aided Drafting and Design for the Theater	3
THEATER 340	Theater Management-On and Off Stage	3
	<i>OR</i>	
THEATER 411	Costuming for the Theater	3
	<i>OR</i>	
THEATER 450	Beginning Stage Make-Up	3
THEATER 342	Technical Stage Production	2

CERTIFICATE - TOTAL UNITS 17

AWARD	AWARD TYPE	MAJOR CODE	GE
Technical Theatre	Certificate	P019015D	N/A

THEATER

Associate of Arts Degree

(STATE CODE 02836)

PROGRAM INFORMATION

This program is designed to meet the requirements of the Associate in Arts Degree and to provide instruction in theater history, literature, acting, and technical stage work. Public performances of plays are given with opportunities for practical experience. Second semester students may participate in drama productions by enrolling in THEATER 232, Play Production or THEATER 250, Children's Theater. Students who have taken or are concurrently enrolled in THEATER 270, Beginning Acting, may participate in theater productions. Theater majors must also have taken or are concurrently enrolled in THEATER 342, Technical Stage Production, or THEATER 411, Costuming.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses.

Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Research, identify, and describe major historical periods, cultural influences, notable figures, key terminology, and defining events in the development of world theatre.
- Develop and strengthen critical thinking, creative writing and observation skills through script analysis, self-reflective journal assignments, and written reviews of staged theater performances.
- Critically analyze and interpret a theatrical text; distinguish a play's various dramatic components, such as plot, character, language, action, imagery, structure, style, genre, and theme.
- Convey an understanding of the actor's process in creating a character and describe the physical, vocal, mental and emotional methods of preparing for the performance of a role.
- Express, dramatize, or demonstrate a required skill level as a valued member of a theatrical production team, thereby gaining confidence, experience and expertise in specific areas, such as, acting, directing, stage managing, costuming, makeup, lighting, sound, scenic design, set construction and special effects.
- Examine, illustrate and discuss the collaborative nature of live theatre as an art form.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
THEATER 100	Introduction to the Theater	3
THEATER 240	Voice and Articulation for the Theater	3
THEATER 270	Beginning Acting	3
THEATER 232	Play Production II	2
	<i>OR</i>	
THEATER 250	Children's Theater Production	2
	<i>OR</i>	
THEATER 292	Rehearsals and Performances II	2
THEATER 271*	Intermediate Acting	3
THEATER 342	Technical Stage Production	2
THEATER 411	Costuming for the Theater	3

MAJOR - TOTAL UNITS 19

AWARD	AWARD TYPE	MAJOR CODE	GE
Theater	AA	P002836C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

Note: Recommended one semester THEATER 342 followed by one semester of any costume class.

*See Catalog course description for prerequisites and/or corequisites.

THEATER: COSTUME

Associate of Arts Degree

(STATE CODE 08327)

PROGRAM INFORMATION

The Costume Design Associate of Arts Program at Pierce College is a professional quality transferable education plan for theater artists in the greater Los Angeles area. This rigorous two year program gives students valuable skills in all the major areas of Technical Theater as it relates to Costuming. Students are asked to take a total of six Major required classes spread over four semesters of study.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Develop a broad base knowledge of major historical periods, literary styles, significant plays and authors, cultural influences, and social customs inherent in the development of world theatre.
- Recognize the roles, responsibilities, and collaborative contributions of each member of a professional theatrical production team.
- Creatively analyze, research and interpret a dramatic text to be produced and staged before a live audience.
- Explore, coordinate, and partner with related disciplines such as acting, directing, lighting and scenic design to achieve a unified artistic vision for the play.
- Demonstrate a sound level of technical expertise, organizational proficiency, time management, and creative problem solving skills throughout each phase of the costuming process.
- Recognize, categorize, and safely work with the basic tools, equipment, and materials used in costume and scenic construction, and makeup application.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
THEATER 100	Introduction to the Theater	3
THEATER 270	Beginning Acting	3
THEATER 300	Introduction to Stage Craft	3
THEATER 315	Introduction to Theatrical Scenic Design.....	3
THEATER 411	Costuming for the Theater.....	3
THEATER 450	Beginning Stage Make-Up	3
MAJOR - TOTAL UNITS		18

AWARD	AWARD TYPE	MAJOR CODE	GE
Theater: Costume	AA	P008327C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

THEATER: DANCE

Associate of Arts Degree

(STATE CODE 39277)

PROGRAM INFORMATION

The goal of the Associates in Arts in Theater: Dance at Los Angeles Pierce College is to prepare students to acquire skills in performance, choreography, and production as well as knowledge and appreciation of the role of dance in society. Major coursework covers dance history and appreciation, dance production, and knowledge of the basic areas of Modern, Ballet, and Jazz, as well as the career skills of choreography, performance, and dance for stage and film, and stage make up, lighting design, and technical theater skills. The Associates in Arts in Theater: Dance prepares students with the skills and knowledge to work in the commercial dance industry, teach at dance studios, work in the concert dance field, or to continue their education at a California State University Campus leading to a baccalaureate degree, either B.A. or B.F.A. in Dance.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Students will possess the necessary beginning level skills in all the major technique areas (Modern, Ballet, Jazz) to be able to smoothly transfer into a four-year institution.
- Students will be able to research, identify, and describe major historical periods, cultural references, notable genres, key terminology, and defining events in the development of dance.
- Develop and strengthen critical thinking, creative writing, and observation skills through choreographic analysis, self-reflective journal assignments, and written reviews of dance performances.
- Examine, illustrate, and discuss the collaborative nature of dance production on both the concert stage, as well as film, as an art form.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
DANCEST 301	Choreography I.....	1
DANCEST 805	History and Appreciation of Dance.....	3



DANCEST 814	Dance Production I	2
DANCEST 815*	Dance Production II	2
DANCETQ 111	Ballet Techniques I	1
DANCETQ 121	Jazz Dance Techniques I	1
DANCETQ 141	Modern Dance Techniques I	1
DANCETQ 142*	Modern Dance Techniques II	1
DANCETQ 151	Dance for Film and Stage I	1
THEATER 100	Introduction to the Theater	3
Theater Electives - Select one course from the following:.....3		
THEATER 270	Beginning Acting	3
THEATER 310	Introduction to Theatrical Lighting	3
THEATER 411	Costuming for the Theater	3
Dance Electives - Select three semester units from the following:.....3		
DANCEST 801	Modern Dance I	3
DANCEST 806	Ballet I	3
DANCETQ 152*	Dance for Film and Stage II	1
DANCETQ 231	Conditioning for Dance I	1
DANCETQ 535	Dance Team Techniques I	2
DNCESPC 171	Hip-Hop Dance Techniques I	1
DNCESPC 331	Tap Dance Techniques I	1
DNCESPC 441	Latin Social and Salsa Dance I	1
MAJOR - TOTAL UNITS.....22		

AWARD	AWARD TYPE	MAJOR CODE	GE
Theater: Dance	AA	P039277C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

THEATER: TECHNICAL

(STATE CODE 02837)

Associate of Arts Degree

PROGRAM INFORMATION

The Technical Theater Associate of Arts Program at Pierce College is a professional quality transferable education plan for theater artists in the greater Los Angeles area. This rigorous two year program gives students valuable skills in all major areas of Technical Theater. Students are asked to take a total of seven Major required classes spread over four semesters of study.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Describe the basic history, cultural significance and process of theatre as creative and collaborative art form.
- Critically evaluate a live theatrical production from both a performance and technical level of proficiency and effectiveness.
- Read, analyze and interpret a dramatic text for production values, requirements and design challenges.
- Identify the specific functions and contributions of every artist involved in the creative process of theatre including actors, writers, directors, producers, designers and stage technicians.
- Develop and demonstrate a basic level of competency in stagecraft, scenic design, stage production, makeup, stage lighting and/or costuming for the theatre.
- Identify and safely operate the most commonly used tools, materials and equipment, both hand and power, utilized in all areas of stage production.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
THEATER 100	Introduction to the Theater	3
THEATER 270	Beginning Acting	3
THEATER 300	Introduction to Stage Craft	3
THEATER 315	Introduction to Theatrical Scenic Design	3
THEATER 342	Technical Stage Production	2
THEATER 450	Beginning Stage Make-Up	3
Select one course from the following:.....3		
COMM 101	Public Speaking	3
THEATER 310	Introduction to Theatrical Lighting	3
THEATER 411	Costuming for the Theater	3
MAJOR - TOTAL UNITS.....20		

AWARD	AWARD TYPE	MAJOR CODE	GE
Theater: Technical	AA	P002837C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

Political Science, Economics, Criminal Justice and Chicano Studies

CHICANA AND CHICANO STUDIES

Associate of Arts Degree

(STATE CODE 36044)

PROGRAM INFORMATION

The A.A. in Chicano Studies provides an excellent background for students interested in a variety of careers. A multi-disciplinary program, Chicano Studies offers courses in the Social Sciences, Humanities, and Basic Skills Development. The program generates an awareness and understanding of Mexican Americans in the United States.

A student may obtain an Associate of Arts Degree in Chicano Studies by successfully completing 18 units or more in addition to satisfying graduation requirements.

The Chicano Studies A.A. provides optimal preparation for students interested in careers in education, humanities, anthropology, sociology, psychology, social sciences, political sciences, law, social work, business, the arts, private sector and public administration.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Be able to critically analyze the cultural characteristics of the Chicana/o experience in the local and global society.
- Be able to examine and evaluate the historical experiences of the Chicana/o within the cultural, political, social and economic structures found in the United States and Mexico.
- Be able to analyze and interpret the contributions of Chicana/os in the fine arts, literature, and popular culture in the United States.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CHICANO 002	The Mexican-American in Contemporary Society.....	3
CHICANO 007	The Mexican-American in the History of the United States I	3
CHICANO 008	The Mexican-American in the History of the United States II	3
CHICANO 037	Chicano Literature.....	3
CHICANO 054	Mexican-American Arts in American Culture	3

MAJOR - ELECTIVE COURSES

SUBJECT & NO.	COURSE	UNITS
Select 3 semester units from the following:.....		
ANTHRO 102	Human Ways of Life: Cultural Anthropology	3
CHICANO 020	The Mexican-American in California	3
CHICANO 047	The Mexican-American Woman in Society	3
CHICANO 057	Chicanas and Chicanos in Film	3
CHICANO 080	Chicano Politics	3
SOC 011	Race and Ethnic Relations	3
SPANISH 012	Survey of Mexican Literature.....	3

MAJOR - TOTAL UNITS.....18

AWARD	AWARD TYPE	MAJOR CODE	GE
Chicana and Chicano Studies	AA	P036044C	LAPC GE (21 units) CSU GE (39 units) IGETC (37 units)

CRIMINAL JUSTICE

Associate of Arts Degree

(STATE CODE 16756)

PROGRAM INFORMATION

Criminal Justice is a career-oriented liberal arts major focusing upon the interrelationship among crime, the criminal justice system and society as a whole. As such, there are many potential career opportunities in this field, such as:

Community Agencies Crime Prevention, Private Security, Corrections, Forensic Science Services, Psychological Services, Counseling, Court & Legal Services, Policy Development, and Social Work.

The Associate in Arts Degree in Criminal Justice may also be used as undergraduate preparation for transfer to a Baccalaureate program at a four-year institution.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- **Critical Thinking:** The student will demonstrate proficiency in defining issues, problems, questions, and assumptions; differentiating between facts, opinions, and biases; synthesizing and generating solutions and possible outcomes; and using evidence and reasoning to support conclusions when dealing with the three components of the criminal justice system: law enforcement, courts, and corrections.



- **Research and Information Literacy:** The student will demonstrate proficiency in modes of inquiry specific to criminal justice, and discernment of relevant and appropriate sources of information.
- **Civic Responsibility and Ethical Reasoning in a Diverse Society:** The student will demonstrate proficiency in understanding, and engaging with, contemporary notions of the public good in a democratic and diverse society, and the relevant principles, concepts, and arguments that guide ethical decision-making.
- **Multicultural Awareness:** The student will demonstrate proficiency in the identification, recognition, description, and explanation of his or her interaction with, and sociological understanding of, cultural practices and social structures.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ADM JUS 001	Introduction to Administration of Justice	3
ADM JUS 002	Concepts of Criminal Law.	3
Students must select four (4) courses from the following:		12
ADM JUS 003	Legal Aspects of Evidence.	3
ADM JUS 004	Principles and Procedures of the Justice System	3
ADM JUS 005	Criminal Investigation.	3
ADM JUS 008	Juvenile Procedures	3
ADM JUS 067	Community Relations I	3
ADM JUS 075	Introduction to Corrections	3
ADM JUS 097	Career Exploration in Criminal Justice.	3
ADM JUS 160	Police Organization and Administration	3
ADM JUS 319	Research Methods & Statistics in Criminal Justice	3

MAJOR - TOTAL UNITS. 18

AWARD	AWARD TYPE	MAJOR CODE	GE
Criminal Justice	AA	P016756C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

See also *Associate of Science for Transfer Degree (AS-T) in Administration of Justice* on page 40.

For specific transfer institution requirements and questions, please e-mail Professor Kathy Oborn, Faculty Advisor - obornkm@piercecollege.edu.

Psychology and Addiction Studies

ADDICTION STUDIES

Associate of Arts Degree

(STATE CODE 12188)

PROGRAM INFORMATION

The Addiction Studies Program is designed to provide education and training in the knowledge, skills, and attitudes, (TAP 21), necessary for persons to function effectively and efficiently at all professional hire levels and in all vocational areas and settings in the field of addictive diseases and life style disorders – whether in prevention, intervention, treatment, or recovery – consistent with identified nationally recognized core skills, competencies, standards, ethics and values required in the “professional practice of addiction counseling.”

The Addiction Studies Program meets and exceeds official education requirements of the California Office of Alcohol and Drug Programs, and of all certifying or credentialing organizations. The Addiction Studies Program is accredited by the California Association of Alcohol and Drug Educators (CAADE). Each “advanced counseling skills” three-unit course provides 54 hours of “officially approved” Continuing Education for licensed MFT/LCSW, RN, and certified CATC, CADC I & II, NCAC/MAC, and is required by the California Office of Alcohol and Drug Program regulations to be accepted by “all certifying organizations.” Advanced counseling skills courses: Addiction Studies 011, 014, 015, 017, 018, 020 and 023.

With the exception of Addiction Studies 009, 011, & 091, all Addiction Studies courses are CSU transferable as non-GE elective units.

TRANSFER STUDENTS

Completing the Associate Degree does not necessarily meet the university-admission requirements for transfer. An Associate Degree is not a requirement for transfer to either the CSU or UC campuses. Private and out-of-state colleges and universities have unique transfer requirements. However, if you would like to transfer to a university and earn an associate degree, early educational planning can make this goal achievable. You should meet with a counselor early in your studies to develop an Educational Plan that fulfills both transfer requirements and associate degree requirements.

See page 297 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Abide by laws and ethical standards of the profession concerning addiction studies.
- Utilize a variety of area-specific counseling skills; e.g., family, couples, skills training, adolescent, etc. concerning addiction studies.
- Demonstrate a basic set of helping skills (warmth, empathy, reflective listening) needed for entry employment in the addictions field.
- Identify and demonstrate the 12 Core Functions of a chemical dependency counselor.
- Practice professional workforce behaviors (e.g., be on time, meet deadlines, have appropriate boundaries, etc.) concerning addiction studies.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ADDICST 001	Understanding Addiction and Counseling	3
ADDICST 002	Physiology and Pharmacology of Psychoactive Drugs	3
ADDICST 004	Clinical Counseling Laws and Ethics	3
ADDICST 005	Group Skills for Addiction Counselors.	3
ADDICST 007	Addiction Treatment and Recovery.	3
ADDICST 009*	Field Work Practicum	3
ADDICST 010	Addiction and the Family.	3
ADDICST 013	Addictive Diseases and Life Style Disorders	3
ADDICST 016	Continuing Recovery: Strategies and Basic Skills.	3
ADDICST 025	Clinical Counseling for Co-Occurring Disorders	3
ADDICST 091*	Advanced Field Work Practicum	3

MAJOR - ELECTIVE COURSES

SUBJECT & NO.	COURSE	UNITS
Select three courses from the following:9		
ADDICST 011	Drinking Driver Program Personnel Training.....	3
ADDICST 014	Addiction and Theories of Human Development.....	3
ADDICST 015	Sociological Aspects of Addiction.....	3
ADDICST 017	Women and Addiction.....	3
ADDICST 018	Addiction and Eating Disorders.....	3
ADDICST 020	Domestic Violence Counselor Training.....	3
ADDICST 023	Batterers' Intervention Facilitator Training.....	3
Select one course from the following:3		
PSYCH 001	General Psychology I.....	3
PSYCH 002*	Biological Psychology.....	3
PSYCH 013	Social Psychology.....	3
PSYCH 014	Abnormal Psychology.....	3
PSYCH 016	Intimacy, Marriage and Family Relationships.....	3
PSYCH 032	Psychology of Women.....	3
PSYCH 041	Life-Span Psychology: From Infancy to Old Age.....	3
PSYCH 052	Psychological Aspects of Human Sexuality.....	3
PSYCH 060	Stress Management.....	3
PSYCH 066	Introduction to Critical Thinking.....	3
MAJOR - TOTAL UNITS		45

AWARD	AWARD TYPE	MAJOR CODE	GE
Addiction Studies	AA	P012188C	LAPC GE (21 units) CSU GE (39 units) IGETC (34-37 units)

*See Catalog course description for prerequisites and/or corequisites.

ADDICTION STUDIES

Certificate of Achievement

(STATE CODE 21817)

PROGRAM INFORMATION

The Addiction Studies Program is designed to provide education and training in the knowledge, skills, and attitudes, (TAP 21), necessary for persons to function effectively and efficiently at all professional hire levels and in all vocational areas and settings in the field of addictive diseases and life style disorders – whether in prevention, intervention, treatment, or recovery – consistent with identified nationally recognized core skills, competencies, standards, ethics and values required in the “professional practice of addiction counseling.”

The Addiction Studies Program meets and exceeds official education requirements of the California Office of Alcohol and Drug Programs, and of all certifying or credentialing organizations. The Addiction Studies Program is accredited by the California Association of Alcohol and Drug Educators (CAADE). Each “advanced counseling skills” three-unit course provides 54 hours of “officially approved” Continuing Education for licensed MFT/LCSW, RN, and certified CATC, CADC I & II, NCAC/MAC, and is required by the California Office of Alcohol and Drug Program regulations to be accepted by “all certifying organizations.” Advanced counseling skills courses: Addiction Studies 011, 014, 015, 017, 018, 020 and 023.

With the exception of Addiction Studies 009, 011, & 091, all Addiction Studies courses are CSU transferable as non-GE elective units.

GAINFUL EMPLOYMENT

To find information about the careers for which this certificate prepares you, the costs associated with the program, median debt accumulated by students completing the program, and time to completion, please visit the Gainful Employment Disclosure website at:

<http://www.piercecollege.edu/departments/cate.asp>

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Abide by laws and ethical standards of the profession concerning addiction studies.
- Utilize a variety of area-specific counseling skills; e.g., family, couples, skills training, adolescent, etc. concerning addiction studies.
- Demonstrate a basic set of helping skills (warmth, empathy, reflective listening) needed for entry employment in the addictions field.
- Identify and demonstrate the 12 Core Functions of a chemical dependency counselor.
- Practice professional workforce behaviors (e.g., be on time, meet deadlines, have appropriate boundaries, etc.) concerning addiction studies.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ADDICST 001	Understanding Addiction and Counseling.....	3
ADDICST 002	Physiology and Pharmacology of Psychoactive Drugs.....	3
ADDICST 004	Clinical Counseling Laws and Ethics.....	3
ADDICST 005	Group Skills for Addiction Counselors.....	3
ADDICST 007	Addiction Treatment and Recovery.....	3
ADDICST 009*	Field Work Practicum.....	3
ADDICST 010	Addiction and the Family.....	3
ADDICST 013	Addictive Diseases and Life Style Disorders.....	3
ADDICST 016	Continuing Recovery: Strategies and Basic Skills.....	3
ADDICST 025	Clinical Counseling for Co-Occurring Disorders.....	3
ADDICST 091*	Advanced Field Work Practicum.....	3

CERTIFICATE - ELECTIVE COURSES

SUBJECT & NO.	COURSE	UNITS
Select 6 semester units from the following:6		
ADDICST 011	Drinking Driver Program Personnel Training.....	3
ADDICST 014	Addiction and Theories of Human Development.....	3
ADDICST 015	Sociological Aspects of Addiction.....	3
ADDICST 017	Women and Addiction.....	3
ADDICST 018	Addiction and Eating Disorders.....	3
ADDICST 020	Domestic Violence Counselor Training.....	3
ADDICST 023	Batterers' Intervention Facilitator Training.....	3

CERTIFICATE - TOTAL UNITS.....39

AWARD	AWARD TYPE	MAJOR CODE	GE
Addiction Studies	Certificate	P021817D	N/A

*See Catalog course description for prerequisites and/or corequisites.



Noncredit Certificates

BEGINNING ENGLISH AS A SECOND LANGUAGE (HIGH-BEGINNING)

Certificate of Competency

(STATE CODE 42274)

PROGRAM INFORMATION

The Beginning English as a Second Language Certificate of Competency is designed for non-native English-speaking students who want to effectively read, write, listen to, and speak the English language. Students will go from survival communication skills to functional competency in an English-speaking work and school environment. The certificate will also help students to transition to the college credit ESL program. The two ESL courses have integrated instruction and prepare students for reading, listening, and writing at a high-beginning level. A CASAS ESL placement test is required to determine the entrance ESL level.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Compose written sentences about biographical information with increasing complexity of grammatical form and usage.
- Employ basic communication skills to express personal narratives and career and individual goals.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	HOURS
ESL NC 007CE	English as a Second Language - I	216
ESL NC 008CE	English as a Second Language - II	216
CERTIFICATE - TOTAL HOURS		432

BOOKKEEPER

Certificate of Completion

(STATE CODE 38338)

PROGRAM INFORMATION

This noncredit program prepares students for a career in basic bookkeeping. Students will be prepared for the AIPB Certified Bookkeeper exam. Bookkeepers are identified as a middle-skill occupation. They compute, classify, and record numerical data to keep financial records complete. Perform any combination of routine calculating, posting, and verifying duties to obtain primary financial data for use in maintaining accounting records. According to the Bureau of Labor Statistics more than 100,000 bookkeeper jobs are employed in California with an hourly mean wage of \$22.45.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Be prepared for the AIPB Certified Bookkeeper exam.
- Demonstrate basic skills related to processing depreciation and bad debt calculations.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	HOURS
VOC ED 096CE	Blueprint for Workplace Success	36
VOC ED 560CE	Fundamentals of Bookkeeping	45
CERTIFICATE - TOTAL HOURS		81

CAREER EXPLORATION: BIOTECHNOLOGY CAREERS

Certificate of Completion

(STATE CODE 42404)

PROGRAM INFORMATION

In this noncredit certificate program students participate in hands-on career exploration activities, learn from industry professionals, and participate in basic laboratory activities. Students are introduced to the resources and experiences necessary to pursue a career in the biotechnology field. Progress indicators are issued for this class including Pass (P), Satisfactory Progress (SP), and No Pass (NP). This is not an open entry/open exit course.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	HOURS
BSICSKL 027CE	Foundations: Study Skills	18
VOC ED 660CE	Exploring Biotechnology Careers	27
CERTIFICATE - TOTAL HOURS		45

CITIZENSHIP

Certificate of Competency

(STATE CODE 41946)

PROGRAM INFORMATION

The Citizenship Certificate is designed to help non-native speakers of English prepare for U.S. citizenship. Students will learn about and discuss the fundamentals of U.S. history, government, and geography and learn skills to assist them with their immersion into a predominantly English-speaking society. Students also learn about and discuss the naturalization process and civic rights and responsibilities of U.S. citizens and prepare for the Citizenship test and interview.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Recognize the requirements and application process for U.S. naturalization.
- Identify major events in U.S. history and significant attributes of the U.S. government, constitution, geography, and culture as it relates to the citizenship process.
- Employ conversation strategies to improve communication.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	HOURS
ESLCVCS 013CE	ESL and Civics IV	54
ESLCVCS 014CE	ESL and Civics V	54
CERTIFICATE - TOTAL HOURS		108

COMMUNITY HEALTH WORKER

Certificate of Completion

(STATE CODE 38339)

PROGRAM INFORMATION

This noncredit program prepares students for a career as a community health worker. The community health worker serves as a bridge between the community and the health care, government and social service systems. Community health workers (CHWs) are frontline public health workers who have a close understanding of the community they serve. This trusting relationship enables them to serve as a liaison/link/intermediary between health/social services and the community to facilitate access to services and improve the quality and cultural competence of service delivery. Community health workers also build individual and community capacity by increasing health knowledge and self-sufficiency through a range of activities such as outreach, community education, informal counseling, social support and advocacy. (American Public Health Association, 2008). According to the U.S. Bureau of Labor Statistics, in Los Angeles County, there are approximately 5,890 community health worker jobs. California's hourly mean wage is \$22.67 with an annual mean wage of \$47,150.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate methods of promoting community health.
- Demonstrate effective techniques to conduct basic community outreach.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	HOURS
VOC ED 096CE	Blueprint for Workplace Success	36
VOC ED 551CE	Community Health Worker	27
CERTIFICATE - TOTAL HOURS		63

CUSTODIAL SCHEDULING SUPERVISOR TRAINING

Certificate of Completion

(STATE CODE 37835)

PROGRAM INFORMATION

The Custodial Scheduling Supervisor Training Certificate of Completion prepares students to meet the application requirements for entry-level custodial supervisory positions. Upon successful completion of this certificate, a student will have completed the 60 hours of basic custodial scheduling and supervisory training required for most entry-level supervisory positions. In addition, topics include scheduling workloads, management of custodial staff, safety practices, and the cleaning standards of various types of facilities.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate entry-level custodial supervisory skills.
- Demonstrate ability to prepare work schedule from given data including breaks, lunch, and vacations.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	HOURS
VOC ED 096CE	Blueprint for Workplace Success	36
VOC ED 550CE	Custodial Scheduling and Supervisor Training	45
CERTIFICATE - TOTAL HOURS		81

CUSTODIAL TECHNICIAN PREPARATION

Certificate of Completion

(STATE CODE 36587)

PROGRAM INFORMATION

The Custodial Technician Preparation Certificate of Completion will prepare students to meet the application requirements for entry-level custodial positions. Upon successful completion of this certificate, a student will have completed the 60 hours of basic custodial safety and cleaning training required for most entry-level custodial positions. In addition, topics include interviewing skills, workplace performance, communication standards, and resume writing.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate proper techniques in the use of cleaning materials and equipment in accordance with safety and cleaning protocols.
- Identify professional workplace skills required to be successful in a new job.
- Apply proper cleaning processes for a variety of building areas.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	HOURS
VOC ED 060CE	Custodial Technician Training	63
VOC ED 098CE	30 Ways to Shine as a New Employee	12
CERTIFICATE - TOTAL HOURS		75



DEVELOPING ENGLISH AS A SECOND LANGUAGE (MID-BEGINNING)

Certificate of Competency

(STATE CODE 42275)

PROGRAM INFORMATION

The Developing English as a Second Language Certificate of Competency provides beginning ESL learners with foundational skills to develop basic listening, speaking, reading, and writing skills to communicate in familiar situations they encounter at work, school, and in the community. The Non-credit Certificate of Competency in Mid-Beginning ESL prepares students to progress on a career path of their choice and/or to undertake degree-applicable or non-degree-applicable credit courses.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate beginning listening & speaking skills needed to communicate in a variety of settings at school, work and in the community.
- Develop beginning level sentences orally and in writing.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	HOURS
ESL NC 009CE	English as a Second Language - III.....	216
ESL NC 015CE	English as a Second Language - IV.....	216
CERTIFICATE - TOTAL HOURS.....		432

DOG GROOMING

Certificate of Completion

(STATE CODE 36077)

PROGRAM INFORMATION

Students completing the Certificate of Completion in Dog Grooming will be ready for employment in the field. Students will gain hands-on experience in dog grooming and learn terminology and techniques.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate handling dogs using safe and humane techniques.
- Demonstrate competence in working safely in a dog grooming environment.
- Identify professional workplace skills required to be successful in a new job.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	HOURS
VOC ED 340CE	Basic Dog Grooming I.....	36
VOC ED 341CE	Basic Dog Grooming II.....	36
CERTIFICATE - TOTAL HOURS.....		72

EKG TECHNICIAN

Certificate of Completion

(STATE CODE 37184)

PROGRAM INFORMATION

Earning an EKG Technician Certificate of Completion may be the start of a successful and meaningful career that can help make a difference in countless lives. Students enrolled in this program are trained to record and monitor the heart's electrical activity. They receive hands-on instruction in preparing patients for various methods of EKG testing, Holter monitoring, and exercise stress testing. Upon successful completion of the program requirements, students are prepared to take the Certified EKG Technician (CET) exam granted by the National Healthcareer Association (NHA).

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate attainment of required knowledge to perform the duties and responsibilities of an EKG Technician as evidenced by explaining the concepts determining EKG waves and complexes.
- Demonstrate the correct placement of electrodes.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	HOURS
VOC ED 379CE	Basic Life Support and First Aid for Medical Assistants....	9
VOC ED 384CE	EKG Technician.....	54
CERTIFICATE - TOTAL HOURS.....		63

ENGLISH AS A SECOND LANGUAGE FUNDAMENTALS FOR COMMUNITY HEALTH WORKERS

Certificate of Completion

(STATE CODE 42426)

PROGRAM INFORMATION

The ESL Fundamentals for Community Health Worker Certificate of Completion prepares Beginning ESL students to assist individuals who need access to health care services and to network with public health clinics and social service agencies. The Integrated English language skill curriculum will target the strategies necessary to communicate, interpret and monitor community health data. Students will be able to assist specific populations by improving access to health services, helping the community members to understand the health and social service system better, and facilitating communication between community members and health providers. The 30 Ways to Shine as an Employee course complements the ESL and community Health Worker curriculum by proving effective practices to find and keep a job in the health field. A CASAS ESL placement test is required to determine the entrance ESL level.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Describe the concepts of healthy living, lifelong wellness, and stress reduction techniques.

- Distinguish the components of the U.S. health systems as it relates to options in healthcare.
- Identify professional workplace skills required to be successful in a job in a health field.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	HOURS
ESL NC 009CE	English as a Second Language - III.	216
VOC ED 098CE	30 Ways to Shine as a New Employee	12
VOC ED 551CE	Community Health Worker	27
CERTIFICATE - TOTAL HOURS.		255

ENTERING ENGLISH AS A SECOND LANGUAGE (LOW-BEGINNING)

Certificate of Competency

(STATE CODE 42276)

PROGRAM INFORMATION

The Entering English as a Second Language Certificate of Competency is designed to introduce basic literacy and study skills to students who speak and understand at least one other language, but they do not read and write in any language fluently or accurately. This certificate is an entrance point to enhance job opportunities and academic success. Students will practice writing the alphabet, making words and sentences, and expressing themselves in simple English. The Study Skills course complements the ESL instruction and provides additional resources to help the student practice meaningful study habits. A CASAS ESL placement test is required to determine the entrance ESL level.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Communicate simple words, phrases and answer questions drawn from familiar material used in the contexts of classroom, workplace and community at the literacy and novice level.
- Apply skills to fill out basic forms related to school, work and health at the literacy and novice level.
- Identify a preferred learning style drawn from their strengths and weaknesses to increase successful habits for effective studying, memorizing, and retaining information.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	HOURS
BSICSKL 027CE	Foundations: Study Skills	18
ESL NC 006CE	English as a Second Language - 0	216
CERTIFICATE - TOTAL HOURS.		234

EXPANDING ENGLISH AS A SECOND LANGUAGE (LOW-INTERMEDIATE)

Certificate of Competency

(STATE CODE 42270)

PROGRAM INFORMATION

The Expanding English as a Second Language Certificate of Competency is designed for non-native English-speaking students who want to read, write, listen, and speak in English at the intermediate level. These skills provide academic, vocational, career, and life-skills pathways towards college credit classes to obtain a credit certificate or degree, and/or jobs that require higher-level English communication skills. A CASAS ESL placement test is required to determine the entrance ESL level.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate intermediate-level competence in English language skills of listening, speaking, reading, and writing in a variety of contexts.
- Identify the main ideas and supporting details in listening and reading passages related to everyday, academic, and vocational topics at the low intermediate level.
- Engage in conversations on familiar topics for diverse functions, such as for expressing goals and social workplace and academic relationships and purposes at the intermediate high level with evidence of knowledge of phonemic, stress, and intonation pattern awareness.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	HOURS
ESL NC 016CE	English as a Second Language - V.	216
ESL NC 017CE	English as a Second Language - VI.	216
CERTIFICATE - TOTAL HOURS.		432

FINANCIAL LITERACY

Certificate of Competency

(STATE CODE 41935)

PROGRAM INFORMATION

The Financial Literacy Certificate of Competency provides students with an introduction to the principles of finance with an emphasis on personal finance. Students will learn general personal financial management skills, including developing realistic financial goals and methods for creating a plan to meet those goals. This certificate also serves as a gateway into other noncredit and credit programs in personal or business finance.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Create a personal budget of income and expenses.
- Explain how credit works and how to use credit responsibly.
- Describe available banking and loan services.
- Develop long-term and short-term financial goals.

**CERTIFICATE - REQUIRED COURSES**

SUBJECT & NO.	COURSE	HOURS
BSICSKL 027CE	Foundations: Study Skills	18
BSICSKL 065CE	Financial Literacy - Credit Basics	9
BSICSKL 066CE	Financial Literacy - Personal Money Management	9
CERTIFICATE - TOTAL HOURS.		36

GED PREPARATION AND FOUNDATIONAL SKILLS

Certificate of Competency

(STATE CODE 42018)

PROGRAM INFORMATION

The GED Preparation and Foundational Skills Certificate prepares students to pass the four sections of the General Educational Development test: Reasoning Through Language Arts, Science, Social Studies and Mathematical Reasoning. Students will learn skills necessary to become successful test-takers in a computerized environment including managing time, mitigating test anxiety, and practicing academic integrity. This certificate also serves as a gateway into other noncredit and credit programs.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate an understanding of the concepts tested in the Language Arts, Mathematics, Science, and Social Studies sections of the General Education Development (GED) exam.
- Demonstrate critical thinking skills and test taking strategies necessary to evaluate ideas and information.
- Demonstrate basic computer skills necessary to take computer-based tests.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	HOURS
BSICSKL 038CE	GED Preparation	72
VOC ED 187CE	Computer Usage Skills	36
CERTIFICATE - TOTAL HOURS.		108

GERIATRIC CAREGIVER

Certificate of Completion

(STATE CODE 36879)

PROGRAM INFORMATION

This noncredit program is designed to provide students with the basic knowledge and hands-on skills necessary to work as a geriatric caregiver. There will be a focus on caring for ambulatory elderly patients in their homes or outpatient settings. This program covers basic care giving needs, nutrition needs for aging adults, safety considerations, and basic CPR and first aid.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Articulate the home care needs of the geriatric patient population.

- Demonstrate competence in administering basic home aide needs of geriatric patients using proper techniques.
- Explain safe food handling techniques for the geriatric home care environment.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	HOURS
VOC ED 370CE	Geriatric Home Care Basics	54
VOC ED 371CE	Nutrition for Aging Adults	18
VOC ED 379CE	Basic Life Support and First Aid for Medical Assistants. . . .	9
CERTIFICATE - TOTAL HOURS.		81

LANDSCAPE TECHNICIAN

Certificate of Completion

(STATE CODE 39954)

PROGRAM INFORMATION

The Landscape Technician Certificate of Completion prepares students for a career in the Landscape Industry by building their technical knowledge in the areas of design and drafting, project management, business practices, and how to choose the right plant for the right environment. Completion of this Certificate provides knowledge equivalent to on-the-job training in the Landscape field. This is a good place to start to learn about the certification process to become a Licensed C27 Landscape Contractor. The program will also serve the community by allowing homeowners and current landscape employees to gain the skills needed to create their own landscape using the elements of design and cost management principles.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Read and interpret landscape drawings for the purposes of landscape installation.
- Understand and apply basic laws related to landscape contracting.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	HOURS
VOC ED 620CE	Introduction to Residential Landscape Design	36
VOC ED 621CE	Basics of Plant Identification	36
VOC ED 622CE	Landscape Blueprint Reading and Cost Estimating.	36
VOC ED 623CE	Landscape Business Practices	14
CERTIFICATE - TOTAL HOURS.		122

MEDICAL ASSISTANT: FRONT AND BACK OFFICE

Certificate of Completion

(STATE CODE 37084)

PROGRAM INFORMATION

The Medical Assistant: Front and Back Office Certificate of Completion provides students with the hands-on skills and knowledge needed for an entry-level career as a medical office assistant. Medical Office Assistants are allied health professionals responsible for various medical office administrative tasks beginning with initial patient contact through final payment. Medical assistants are allied healthcare professionals responsible for various clinical and/or administrative duties. They perform clinical functions including but not limited to direct patient care and preparation, while maintaining patient safety and confidentiality. They may also perform administrative duties such as scheduling appointments, maintaining patient records, bookkeeping, and billing and insurance processing. Medical assistants work primarily in ambulatory care settings such as medical offices and clinics. Students learn skills in taking and recording vital signs, exam room preparation, patient data collection, simple dressing changes and other skills required in the field. Upon successful completion of the program students are prepared to take the National Certified Medical Assistant (NCMA) exam administered by the National Center for Competency Testing.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate the skills necessary to assist with routine medical examinations.
- Identify and practice infection control procedures for the ambulatory care setting.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	HOURS
VOC ED 372CE	Fundamentals of Medical Assisting	36
VOC ED 373CE	Medical Assisting Front Office	36
VOC ED 374CE	Computer Usage Skills for the Medical Office	36
VOC ED 375CE	Medical Assisting Back Office I.....	72
VOC ED 376CE	Medical Assisting Back Office II.....	72
VOC ED 377CE	Basic Medical Terminology, Pathophysiology and Pharmacology.....	36
VOC ED 378CE	Essential Skills in Medical Insurance Coding and Billing for Medical Assistants.....	36
VOC ED 379CE	Basic Life Support and First Aid for Medical Assistants....	9
VOC ED 380CE	Medical Assistant Practicum	27
CERTIFICATE - TOTAL HOURS.....		360

MEDICAL FRONT OFFICE ASSISTANT

Certificate of Completion

(STATE CODE 42428)

PROGRAM INFORMATION

The Medical Front Office Assistant Certificate of Completion trains students to oversee organizational tasks, such as scheduling, managing records, medical billing, and checking in patients. The program

prepares students to enter the workforce as entry-level Medical Front Office Assistants. Students will gain the skills necessary to work alongside doctors, nurses, and many other supportive healthcare agencies to meet patient needs through clerical assistance. The Medical Front Office Assistant courses are complemented by a Computer Usage Skills course which exposes students to concepts, skills, and practical application of computer software programs used in the healthcare industry in front office reception and basic medical coding and billing. The 30 Ways to Shine as a New Employee course increases students' employability when entering the workforce.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate proficiency in health care office procedures that include scheduling, bookkeeping, billing, and payment collection, utilizing a working knowledge of medical terminology, body systems, common medications, electronic health records and insurance.
- Implement computer and communication technologies, as well as critical thinking skills, to accomplish health care.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	HOURS
VOC ED 098CE	30 Ways to Shine as a New Employee	12
VOC ED 372CE	Fundamentals of Medical Assisting	36
VOC ED 373CE	Medical Assisting Front Office	36
VOC ED 374CE	Computer Usage Skills for the Medical Office	36
VOC ED 377CE	Basic Medical Terminology, Pathophysiology and Pharmacology.....	36
VOC ED 378CE	Essential Skills in Medical Insurance Coding and Billing for Medical Assistants.....	36
VOC ED 379CE	Basic Life Support and First Aid for Medical Assistants....	9
CERTIFICATE - TOTAL HOURS.....		201

PHLEBOTOMY TECHNICIAN I

Certificate of Completion

(STATE CODE 36613)

PROGRAM INFORMATION

The Phlebotomy Technician I Certificate of Completion will prepare students with the hands-on skills and knowledge needed for an entry-level career as a Phlebotomy Technician I. Phlebotomy Technicians are authorized to do venipunctures and skin punctures and are uniquely-skilled, allied health workers who can work in a multiplicity of care settings such as hospitals, diagnostic laboratories, blood donor centers, medical offices, clinics and other locations which need phlebotomists to perform blood draws. Upon successful completion of the program students will be prepared for the National Certification Exam and certification as Certified Phlebotomy Technician 1 (CPT-1) by the California Department of Public Health (CDPH).

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate proficiency in sterile procedures in the practice of specimen collection by simulating the steps employed in proper venipuncture technique.



- Identify the six major tactics to reduce the risk of exposure to blood-borne pathogens.
- Apply understanding in performing the clinical skills for successful specimen collection.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	HOURS
VOC ED 381CE	Phlebotomy Technician I	54
VOC ED 382CE	Phlebotomy Technician I Practicum	72
CERTIFICATE - TOTAL HOURS.		126

REAL ESTATE FUNDAMENTALS**Certificate of Completion**

(STATE CODE 42439)

PROGRAM INFORMATION

The Real Estate fundamentals program introduces students to the skills and concepts required to prepare to enter the Real Estate profession. This program is perfect for new and current real estate professionals who want to grow in their careers by increasing their knowledge in the areas of licensure preparation, working with clients, and building their careers through online resources. This certificate is recommended for students interested in expanding their salesperson skills or pursuing a broker's license in the state of California.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Identify the elements of a successful career as a licensed Real Estate broker.
- Identify strategies and resources to prepare for the California Real Estate Field.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	HOURS
VOC ED 667CE	Real Estate Fundamentals.	9
VOC ED 668CE	Passing the California Real Estate Exam.	9
CERTIFICATE - TOTAL HOURS.		18

SPEAKING ENGLISH AS A SECOND LANGUAGE**Certificate of Completion**

(STATE CODE 36040)

PROGRAM INFORMATION

This certificate of completion gives students skills and knowledge needed to effectively communicate in Standard English speech in personal, academic and workplace contexts.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate the pronunciation skills of foundation level English vocabulary.
- Apply rhythm, stress, and intonation patterns in English conversation.

- Demonstrate listening and speaking through conversations and discussions within the contexts of social, academic, legal and medical environments.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	HOURS
ESL NC 023CE	English as a Second Language - Speech I	108
ESL NC 024CE	English as a Second Language - Speech II	108

CERTIFICATE - TOTAL HOURS.216

TUTOR TRAINING**Certificate of Completion**

(STATE CODE 42427)

PROGRAM INFORMATION

This certificate program prepares students to work as tutors at the Center for Academic Success at LA Pierce College. The program covers pedagogy, practices, and policies that enables skillful practice of student tutoring and teacher assistance. Individuals gain highly transferable skills for future employment both within learning and/or tutoring centers and in pre-K-12th grade schools.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Apply key concepts in pedagogy in the context of learning support.
- Demonstrate knowledge of policies, procedures, and ethics necessary to work in the Center for Academic Success.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	HOURS
VOC ED 088CE	Introduction to Tutor Training.	18
VOC ED 089CE	Advanced Tutor Training.	18

CERTIFICATE - TOTAL HOURS.36

WORKPLACE SUCCESS

Certificate of Completion

(STATE CODE 36038)

PROGRAM INFORMATION

This noncredit certificate program provides students critical tools and skills for workplace success. Students will complete a self-assessment and accordingly plan a career, learning current job search practices, resume preparation, interviewing skills, appropriate verbal and nonverbal communication, workplace etiquette, and management of time and stress. Students will increase their likelihood of career success by also putting together immediate and long-term actionable goals.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Distinguish past success through a self-inventory, leading to creating a list of short-term and long-term goals for job search and personal plans.
- Prepare job application packets and develop interviewing skills.
- Develop effective time management and stress management techniques.
- Define workplace goals and methods to achieve them based on understanding employer culture and expectations.
- Develop a list of tools to handle change.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	HOURS
VOC ED 096CE	Blueprint for Workplace Success.	36
VOC ED 098CE	30 Ways to Shine as a New Employee	12
CERTIFICATE - TOTAL HOURS.		48

WORKPLACE SUCCESS: MANAGING ANGER

Certificate of Completion

(STATE CODE 39501)

PROGRAM INFORMATION

Students are introduced to techniques to help manage, understand, and prevent unhealthy anger in life and the workplace.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Discuss the negative results of uncontrolled anger in the workplace.
- Distinguish the difference between anger management and uncontrolled anger in the workplace.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	HOURS
BSICSKL 211CE	Anger Management Life Skills	27
BSICSKL 212CE	Anger Management Skills in the Workplace	27
CERTIFICATE - TOTAL HOURS.		54

WRITING IN ENGLISH AS A SECOND LANGUAGE

Certificate of Completion

(STATE CODE 36039)

PROGRAM INFORMATION

This certificate of completion gives students skills and knowledge needed to effectively communicate through Standard English writing in personal, academic and workplace contexts.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate comprehension of foundation level English vocabulary by employing various forms of nouns, verbs, and adjectives.
- Apply foundation level ESL conversation and reading skills by composing oral and written responses in complete simple sentences.
- Respond to pre-collegiate level ESL conversation and reading passages by composing oral and written responses in complete compound sentences.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	HOURS
ESL NC 001CE	English as a Second Language - Beginning I	54
ESL NC 002CE	English as a Second Language - Beginning II	54
CERTIFICATE - TOTAL HOURS.		108



Course Descriptions

How to Read the Course Descriptions

	Course Number	Course Title	Units	Transferability
	6	General Biology I	(5)	UC:CSU
Important Course Information	Lecture 3 hours. Laboratory 6 hours. Prerequisite or Corequisite: Chemistry 101 with a grade of "C" or better. <i>Note: This class meets off campus several times during the semester.</i>			
Course Description	Biology 006 represents half of a one-year course designed for Life Science majors and those preparing for health professions and research careers. The lecture focuses on the fundamental processes associated with living organisms, particularly those at the cellular and molecular levels of organization. The laboratory explores the biology of plants, protists, invertebrate animals and molecular biology.			
CSU GE & IGETC Area Identifier	(CSU GE Area B2 + B3 • IGETC Area 5B + 5C)			

Key to Transfer Credit Codes

UC

This course is acceptable for credit at all University of California campuses.

†UC

The granting of transfer credit by a UC campus for directed study, fieldwork, or variable topics courses is contingent upon a review of the course outline after transfer. A UC student must submit a petition to initiate this process.

Variable topics courses in Journalism, Photography, Health, Business Administration, Architecture, Administration of Justice / Criminology, or Library Departments are not transferable because of credit restrictions in these areas.

For further clarification, please consult a counselor.

CSU

This course is acceptable for credit at all California State University campuses.

NDA

Non-Degree Applicable. Some courses which are offered for college credit, but which cannot be applied toward graduation requirements for the Associate Degree are designated by the code NDA.

RPT

Number of times a course may be repeated for credit.

CSU GE & IGETC AREA IDENTIFIER

This course fulfills the general education area that is listed.

PREREQUISITE

A condition of enrollment that a student is required to meet in order to demonstrate current readiness for enrollment in a course or educational program. You must complete prerequisites before enrolling in a class.

COREQUISITE

A condition of enrollment consisting of a course that a student is required to take simultaneously in order to enroll in another course.

ADVISORY

A condition of enrollment that a student is advised, but not required, to meet before or in conjunction with enrollment in a course or educational program.

Accuracy Statement

The Los Angeles Community College District and Los Angeles Pierce College have made every effort to make this catalog accurate and may, without notice, change general information, courses, or programs offered. The reasons for change may include student enrollment, level of funding, or other issues decided by the district or college. The district and college also reserve the right to add to, change, or cancel any rules, regulations, policies and procedures as provided by law.

Accounting (ACCTG)

001 Introductory Accounting I (5) UC:CSU

Lecture 5 hours.

Students will study accounting as an information system, examining why it is important and how it is used by investors, creditors, and others to make decisions. Students will develop an understanding of accounting information systems, including recording and reporting of business transactions with a focus on the accounting cycle, the application of generally accepted accounting principles, the financial statements, and statement analysis. Students will also be exposed to asset, liability and equity valuation, revenue and expense recognition, cash flow, internal controls, and ethics.

C-ID: ACCT 110

002 Introductory Accounting II (5) UC:CSU

Lecture 5 hours.

Prerequisite: Accounting 001 with a grade of "C" or better.

Students will continue the introductory phase of accounting which includes the study of Corporations, Partnerships, Income Tax, Bonds, Cash Flow, Statement Analysis, Managerial Accounting, Process Cost Systems, Cost Behavior, Budgeting, Performance Evaluation, Product Pricing and Capital \ Investment Analysis.

C-ID: ACCT 120

015 Tax Accounting I (3) CSU

Lecture 3 hours.

Prerequisite: Accounting 001 with a grade of "C" or better.

The student in this course will be provided with a basic understanding of the federal income tax laws applicable to individuals as well as practice using the laws to analyze typical fact patterns. The student will comprehend the presentation or disclosure in Form 1040 of the results of their analysis of various fact patterns and be able to consider tax-planning opportunities that may exist prior to the completion of a transaction. The student will also be introduced to procedural aspects of dealing with the IRS (correspondence, audits, appeals, etc.).

017 Payroll Accounting (2) CSU

Lecture 2 hours.

Prerequisite: Accounting 001 with a grade of "C" or better.

The student in Payroll Accounting will be provided with an overview of the Federal and California rules and regulations applicable to payroll administration, business owners, accountants, administrators and employees. The student will develop an understanding of the practical and legal need for payroll and personnel records, computing wages and salaries, social security taxes, income tax withholding, unemployment compensation taxes and overall accounting and journalizing payroll transactions. Students will be actively involved in the application of the rules and procedures to common business situations.

Accounting - Computerized

See course listings under Computer Applications and Office Technologies.

Addiction Studies (ADDICST)

001 Understanding Addiction and Counseling (3) UC:CSU

Lecture 3 hours.

This course provides an overview of the nature of addiction, counseling and the knowledge, skills, and attitudes required in professional practice as a competent, educated, trained and certified addiction counselor. Students will learn psychological, sociological and physiological aspects of addiction and treatment.

002 Physiology and Pharmacology of Psychoactive Drugs (3) CSU

Lecture 3 hours.

Students will study the pharmacology and physiology of alcohol and other drugs along with the fundamental principles of the action of alcohol and other drugs. Pharmacological and physiological implications of tolerance, habituation, and excessive consumption of alcohol and other drugs are explored in addition to the psychophysical, cultural, and social implications of substance use.

004 Clinical Counseling Laws and Ethics (3) UC:CSU

Lecture 3 hours.

Students are trained in the application of legal and ethical issues that impact the profession of addiction treatment. This course also emphasizes the assessment and diagnosis of co-occurring disorders as they apply to the scope of competence for addiction treatment counselors.

005 Group Skills for Addiction Counselors (3) CSU

Lecture 3 hours.

This course trains students in the skills and principles fundamental to facilitating a group, including group process, establishing goals, curative factors, starting a counseling group, observing a group, and making interventions, with special emphasis upon addiction-specific issues in a group setting.

007 Addiction Treatment and Recovery (3) UC:CSU

Lecture 3 hours.

Students examine intervention, treatment and recovery, including assessment, case management, orientation, treatment planning, relapse prevention, and after care planning. The therapeutic dynamics of Alcoholics Anonymous are compared to a number of different schools of psychology and programs of transformation, growth and development.

009 Field Work Practicum (3) CSU

Lecture 3 hours.

Prerequisite: Addiction Studies 001 or 002 and Addiction Studies 004 with a grade of "C" or better.

This is a supervised practicum, internship course. The course offers students an opportunity to document at least 160 hours working at an agency or in some situation directly in the field of addiction treatment, in addition to the classroom hours. Those seeking CCAPP or CAADE certification will want to document a minimum of 255 fieldwork hours in addition to the 54 semester hours during the semester.

010 Addiction and the Family (3) CSU

Lecture 3 hours.

Students analyze addiction as a family disease focusing on many theoretical and practical issues including: assessment, treatment, recovery, interventions, family counseling and addictions' impact on children and the family system.

**011 Drinking Driver Program Personnel Training (3)***Lecture 3 hours.**Note: This course provides 54 hours of continuing education for CADC I & II, NCAC/MAC, CATC and MFT/LCSW; also through an officially approved provider number for licenses and certificates.*

This course will provide present and prospective employees of Drinking Driver Programs with identified specific knowledge and skills necessary to function effectively and efficiently in a drinking driver program.

013 Addictive Diseases and Life Style Disorders (3) CSU*Lecture 3 hours.*

In this course, students will examine the pathology and nature of, and the intervention, treatment, and recovery processes involved in, a wide range of addictive diseases and life style disorders: addiction, including nicotine; sexual addiction; gambling addiction; eating disorders (including anorexia and bulimia); compulsive spending; workaholics and type "A" behavior; violence addiction battering, child abuse, and incest.

014 Addiction and Theories of Human Development (3) CSU*Lecture 3 hours.**Note: This course provides 54 hours of continuing education for CADC I & II, NCAC/MAC, CATC and MFT/LCSW; also through an officially approved provider number for licenses and certificates.*

Students evaluate the developmental stages of body, mind, emotion, spirit (values and morals), and relationships, as they are affected by the disease process of addiction, and positively enhanced by the health process of recovery. Theorists covered include Piaget, Freud, Erikson, Kohlberg, Fowler, Keene, Maslow and Frankl.

015 Sociological Aspects of Addiction (3) CSU*Lecture 3 hours.**Note: This course provides 54 hours of continuing education for CADC I & II, NCAC/MAC, CATC and MFT/LCSW; also through an officially approved provider number for licenses and certificates.*

Students examine the basic principles and concepts of sociology with special emphasis upon the social phenomenon of addiction, as it affects the family, and large sociological groups such as women, senior citizens and ethnic minorities. (CSU GE Area D)

016 Continuing Recovery: Strategies and Basic Skills (3) CSU*Lecture 3 hours.*

Students examine applied methodology and counseling skills with respect to chemical dependency and other addictive disorders. Students may engage in role play, case studies, interventions, demonstrations, 12-step model of recovery, reality therapy, rational emotive behavioral therapy, family systems analysis, and relapse prevention theory and techniques.

017 Women and Addiction (3) CSU*Lecture 3 hours.**Note: This course provides 54 hours of continuing education for CADC I & II, NCAC/MAC, CATC and MFT/LCSW; also through an officially approved provider number for licenses and certificates.*

Students engage in a comparative analysis of women and addiction, their issues and related challenges for treatment and recovery. Alcohol, other drugs, eating disorders, nicotine abuse, and addictive relationships are examined.

018 Addiction and Eating Disorders (3) CSU*Lecture 3 hours.**Note: This course provides 54 hours of continuing education for CADC I & II, NCAC/MAC, CATC and MFT/LCSW; also through an officially approved provider number for licenses and certificates.*

Students will learn about eating disorders and addiction and how to work effectively in the profession of addiction treatment, with an emphasis on understanding the disease of eating disorders. This includes an understanding of such eating

disorders as compulsive overeating, bulimia and anorexia. Treatment, intervention and recovery from eating disorders will be the main focus of this course.

020 Domestic Violence Counselor Training (3) CSU*Lecture 3 hours.**Note: This course provides 54 hours of continuing education for CADC I & II, NCAC/MAC, CATC and MFT/LCSW; also through an officially approved provider number for licenses and certificates.*

Students explore the nature of domestic violence along with its signs and symptoms and its impact upon individuals, families, and society. Students are trained in cultural and ethnic issues, the counseling of victims and families, intervention, treatment, and recovery processes for those affected by domestic violence. Prevention, education, and social policy issues are also addressed.

023 Batterers' Intervention Facilitator Training (3) CSU*Lecture 3 hours.**Note: This course provides 54 hours of continuing education for CADC I & II, NCAC/MAC, CATC and MFT/LCSW; also through an officially approved provider number for licenses and certificates.*

Students gain knowledge and skills that are required to facilitate batterers' rehabilitation groups. Students examine co-morbidity factors between domestic violence, substance abuse and addictions and present lesson plans and explanations for their use in a California "approved" 52-week intervention program for batterers. This course is designed to meet the standards contained in California Penal Code 1203.098 for probation department approved batterers' intervention facilitators.

025 Clinical Counseling for Co-Occurring Disorders (3) CSU*Lecture 3 hours.**Note: This course provides 54 hours of continuing education for CADC I & II, NCAC/MAC, CATC and MFT/LCSW; also through an officially approved provider number for licenses and certificates.*

In this advanced course, students examine techniques and dynamics of counseling clients with addiction and co-occurring disorders. Students evaluate the intrinsic value of clinical supervision to the addiction treatment profession in preparation for the advanced fieldwork course.

091 Advanced Field Work Practicum (3) CSU*Lecture 3 hours.**Prerequisite: Addiction Studies 009 with a grade of "C" or better.*

This is a supervised practicum course that includes an advanced internship served at an addiction treatment and recovery facility to acquire 160 of the 300 hours required by the California Office of Alcohol and Drug Programs, and the California Association of Alcohol and Drug Educators (CAADE). Internship hours must be completed during the semester of enrollment.

Administration of Justice (ADM JUS)

001 Introduction to Administration of Justice (3) UC:CSU*Lecture 3 hours.**May be offered as an honors section.*

Students are introduced to the characteristics of the criminal justice system in the United States. Focus is placed on examining crime measurement, theoretical explanations of crime, responses to crime, components of the system, and current challenges to the system. Students examine the evolution of the principles and approaches utilized by the justice system and the evolving forces which have shaped those principles and approaches. Although justice structure and process is examined in a cross-cultural context, emphasis is placed on the U.S. justice system, particularly the structure and function of U.S. police, courts, and corrections.

Course Descriptions

Students are also introduced to the origins and development of criminal law, legal processes, sentencing, and incarceration policies.

(CSU GE Area D • IGETC Area 4)

C-ID: AJ 110

002 Concepts of Criminal Law (3) UC:CSU

Lecture 3 hours.

May be offered as an honors section.

Students are introduced to the historical development, philosophy, and basic legal concepts of criminal law. Constitutional provisions, legal research, legal analysis, and the functioning of criminal law as a social force are examined. In addition, students evaluate legal definitions, classifications of law, penalties, corpus delicti, criminal intent, parties to a crime, defenses to crime, and a brief introduction to laws of arrest and judicial procedure.

(CSU GE Area D • IGETC Area 4)

C-ID: AJ 120

003 Legal Aspects of Evidence (3) UC:CSU

Lecture 3 hours.

Students will examine the origin, development, philosophy, and constitutional basis of evidence; constitutional and procedural considerations affecting arrest, search, and seizure; kinds and degrees of evidence, and rules governing admissibility; judicial decisions interpreting individual rights and case studies.

(CSU GE Area D)

C-ID: AJ 124

004 Principles and Procedures of the Justice System (3) UC:CSU

Lecture 3 hours.

May be offered as an honors section.

Students examine and analyze due process in criminal proceedings from pre-arrest through trial and appeal utilizing statutory law and state and constitutional law precedents.

(CSU GE Area D • IGETC Area 4)

C-ID: AJ 122

005 Criminal Investigation (3) UC:CSU

Lecture 3 hours.

Students will examine the fundamental theories, concepts, and methodology of criminal investigation. This course will look at the investigative procedures from the crime scene to the courtroom, inclusive of legal constraints, ethics, and types of evidence; techniques and procedures for basic interview and interrogation procedures; identification of proper crime scene management, follow-up, case preparation and organization.

C-ID: AJ 140

008 Juvenile Procedures (3) UC:CSU

Lecture 3 hours.

This course examines the origin, development and organization of the juvenile justice system as it evolved within the U.S. justice system. Students will analyze and synthesize theories of juvenile law, the courts and their processes, and constitutional protections extended to juveniles administered in the U.S. justice system.

C-ID: AJ 220

067 Community Relations I (3) UC:CSU

Lecture 3 hours.

May be offered as an honors section.

Students examine the complex and dynamic relationship between communities and the justice system in addressing crime and conflict with an emphasis on the challenges and prospects of administering justice within a diverse multicultural

population. Topics may include the consensus and conflicting values in culture, religion, ethnicity, and law.

(CSU GE Area D • IGETC Area 4)

C-ID: AJ 160

075 Introduction to Corrections (3) UC:CSU

Lecture 3 hours.

This course is designed to provide the student with an overview of the historical development, current concepts and practice, and explanations of criminal behavior; functions and objectives of the criminal justice system concerned with institutionalization and trends of adult and juvenile corrections, including probation and parole. It will focus on the legal issues, specific laws, and general operation of correctional institutions. The relationship between corrections and other components of the judicial system will also be examined.

(CSU GE Area D)

C-ID: AJ 200

097 Career Exploration in Criminal Justice (3) CSU

Lecture 3 hours.

Students are introduced to the basic information about careers and professional opportunities in the field of Criminal Justice. Students explore the roles, norms, expectations and requirements for careers in the criminal justice system and related fields.

160 Police Organization and Administration (3) CSU

Lecture 3 hours.

Students examine the organizational structure and administrative procedure on the implementation of law enforcement functions; history, theories, and methodologies of criminal justice organizations; assessment of the recruitment and hiring processes, career advancement and leadership; organizational structure and management strategies; administrative problems of staffing and morale as a law enforcement employer.

174 Offender Profiling in Criminal Investigations (3) CSU

Lecture 3 hours.

Students examine and analyze the history of criminal profiling. Crime scenes are analyzed in order to detect and identify the personality and behavioral characteristics of criminal offenders.

305 Criminal Intelligence and Data Analysis (3) CSU

Lecture 3 hours.

Students will learn the application of criminal intelligence and data analysis through critical thinking, language and logic, inductive and deductive reasoning. Analytical methodologies such as analysis and criticism, problem-solving, mapping and charting, commodity flow analysis, matrices and link chart production are employed to distinguish matters of fact from issues of judgment or opinions in determining criminal intelligence and behavior.

319 Research Methods & Statistics in Criminal Justice (3) UC:CSU

Lecture 3 hours.

This course is an introduction to research methodologies used in the social sciences with a special emphasis on those methods most often used in the study of crime and criminal behavior, police/court systems, and correctional institutions, policies, and programs. Students will acquire the knowledge to conceptualize a research problem and develop a number of complementary design, measurement, and data collection approaches to bring evidence to bear on the problem. Topics include the roles of theory and ethics in research, hypothesis testing, and research design.

(CSU GE Area D)

**383 Applications in Crime Analysis (3) CSU***Lecture 3 hours.*

Students are introduced to the functions of a crime analyst within the criminal justice system, including using quantitative methods and the five-step data analysis process to forecast future crime occurrences. The students, through the use of tactical, strategic and administrative analysis, will identify and differentiate between crime patterns, series and trends.

185 Directed Study - Administration of Justice (1) CSU**285 Directed Study - Administration of Justice (2) CSU****385 Directed Study - Administration of Justice (3) CSU***Conference 1 hour per unit.*

This course allows students to pursue Directed Study in Administration of Justice on a contract basis under the direction of a supervising instructor.

Agriculture

Agriculture courses are listed under Animal Science and Plant Science, and subject matter is organized as follows:

Animal Science

Agriculture - General Animal Science 100-199
 Veterinary Technology (RVT) Animal Science 400-499
 Animal Science Animal Science 500-599
 Horse Science Animal Science 600-679

Plant Science

Agriculture - General Plant Science 100-199
 Horticulture and Landscaping Plant Science 700-899
 Natural Resource Management Plant Science 900-999

American Sign Language (A S L)

001 American Sign Language I (4) UC:CSU*Lecture 4 hours.*

In this course students develop basic grammar and lexical proficiency in American Sign Language. Emphasis is placed on comprehension skills. Overview of topics include: pronouns, colors, interrogatives, negations, school, people, homes, family relationships, work, life events, daily activities, transportation, time/calendar, numbers, fingerspelling, opposites, food, places, sports, feelings/opinions. Functional/notional discourse behaviors are developed, including: conversational openers, greeting, identifying, introducing, asking/requesting, responding, comparing/contrasting. This course also incorporates vital aspects of the Deaf culture and community. Students with two years of high school ASL should enroll in ASL 002.

(CSU GE Area C2 • IGETC Area 6A)

002 American Sign Language II (4) UC:CSU*Lecture 4 hours.*

Prerequisite: American Sign Language 001 with a grade of "C" or better, or language proficiency equivalent to two-years of high-school ASL.

In this course students complete the study of elementary vocabulary and grammar begun in ASL I. Emphasis is placed on the development of inflectional and non-manual behavior patterns. Students continue to examine selected aspects of Deaf culture and community within receptive and expressive conversations. An overview of topics include: grammatical features, such as, syntax, pronominalization, verb aspect/modulation, tense, number incorporation, adverbials, adjectivals,

topicalization, spatialization; interactive behaviors, such as, requests, turn-taking, making suggestions, giving feedback, interrupting; and cultural topics, such as, myths, social and political organizations, signaling devices, and technology within the Deaf community.

(CSU GE Area C2 • IGETC Area 6A)

003 American Sign Language III (4) UC:CSU*Lecture 4 hours.*

Prerequisite: American Sign Language 002 with a grade of "C" or better.

In this course students continue the development of proficiency in American Sign Language grammar with special emphasis on idiomatic constructions. Conversational techniques with a focus on expressive skills is further developed. Students continue to expand the study of Deaf cultural issues.

(CSU GE Area C2 • IGETC Area 3B + 6A)

004 American Sign Language IV (4) UC:CSU*Lecture 4 hours.*

Prerequisite: American Sign Language 003 with a grade of "C" or better.

In this course students focus on advanced vocabulary and grammar and further develop and refine skills and fluency through spontaneously generated conversations that accentuate various aspects of Deaf culture and community.

(CSU GE Area C2 • IGETC Area 3B + 6A)

005 Introduction to Interpreting (3) CSU*Lecture 3 hours.*

Prerequisite: American Sign Language 003 with a grade of "C" or better.

Corequisite: Concurrent enrollment in American Sign Language 004. Previous completion of American Sign Language 004 with a grade of "C" or better is allowable.

Normally offered in the Spring semester only.

Students survey basic theories, principles, and practices of interpreting/transliterating. Course content includes basic ethical considerations and a historical overview of the interpreting profession, including the professional role of the interpreter. Additionally, students begin the development of interpreting/transliterating processing skills such as quick auditory and visual processing, memory skills to retain source language details, and relevant ASL and English vocabulary base to accurately translate/interpret consecutively and simultaneously beginning-level texts.

006 English-to-American Sign Language Interpreting/Transliterating (4) CSU*Lecture 3 hours. Laboratory 2 hours.*

Prerequisite: American Sign Language 005 with a grade of "C" or better.

Corequisite: Concurrent enrollment in American Sign Language 010 and 022. Previous completion of American Sign Language 010 and 022 with a grade of "C" or better is allowable.

Normally offered in the Fall semester only.

In this course, students develop beginning-level consecutive and simultaneous interpreting and transliterating skills from English to American Sign Language.

010 American Sign Language-to-English Interpreting/Transliterating (4) CSU*Lecture 3 hours. Laboratory 2 hours.*

Prerequisite: American Sign Language 005 with a grade of "C" or better.

Corequisite: Concurrent enrollment in American Sign Language 006 and 022. Previous completion of American Sign Language 006 and 022 with a grade of "C" or better is allowable.

Normally offered in the Fall semester only.

In this course, students develop beginning-level proficiency in the techniques and principles of American Sign Language-to-English interpreting/transliterating, including such tasks as increasing receptive ASL skills and English vocabulary/idioms fluency, discourse analysis skills, and vocal control to successfully convey the intent of signers.

016 ASL Literature (2) CSU

Lecture 2 hours.

Prerequisite: American Sign Language 002 with a grade of "C" or better.

Corequisite: Concurrent enrollment in American Sign Language 003. Previous completion of American Sign Language 003 with a grade of "C" or better is allowable.

Normally offered in the Fall semester only.

In this course, students study and practice techniques used in ASL story-telling and poetry. The application of pantomime, visualization, facial expression, and body language to the study and interpretation of ASL literature are emphasized. Students study ASL literary tradition by looking at life histories, narratives, and ASL poetry performances. Handshape number puns/plays, visual vernacular, personal narratives, creative translations, and original Deaf works are analyzed within the context and dynamics of oral cultures and traditions.

022 Professional Issues and Practice I (1) CSU

Laboratory 3 hours.

Prerequisite: American Sign Language 005 with a grade of "C" or better.

Corequisite: Concurrent enrollment in American Sign Language 006 and 010. Previous completion of American Sign Language 006 and 010 with a grade of "C" or better is allowable.

Normally offered in the Fall semester only.

Students are introduced to the theoretical and practical issues related to various educational interpreting settings (K - post-secondary levels) requiring specialized language and/or techniques. Continued development of vocabulary appropriate for a variety of topics/settings, analysis of the RID-NAD Code of Professional Conduct, and continued development of professional decision-making and problem-solving skills are emphasized.

023 Professional Issues and Practice II (1) CSU

Laboratory 3 hours.

Prerequisite: American Sign Language 005 with a grade of "C" or better.

Corequisite: Concurrent enrollment in American Sign Language 055 and 065. Previous completion of American Sign Language 055 and 065 with a grade of "C" or better is allowable.

Normally offered in the Spring semester only.

Students expand on the theoretical and practical issues related to various community interpreting settings (medical, mental health, religious, etc.) requiring specialized language and/or techniques. Activities and content focus on continued development of vocabulary appropriate for a variety of topics/settings, analysis of the RID-NAD Code of Professional Conduct, and continued development of professional decision-making and problem-solving skills.

025 Conversational American Sign Language (2) CSU

Lecture 2 hours.

Prerequisite: American Sign Language 002 with a grade of "C" or better.

Students gain conversational proficiency and expand their vocabulary according to their interests or needs.

030 Fingerspelling I (1) CSU

Laboratory 2 hours.

Prerequisite: American Sign Language 002 with a grade of "C" or better.

Corequisite: Concurrent enrollment in American Sign Language 003. Previous completion of American Sign Language 003 with a grade of "C" or better is allowable.

Normally offered in the Fall semester only.

Students develop skills in expressive and receptive use of the Manual Alphabet. Students deal with specific individual problems and techniques for corrections. Overview of topics includes hand positioning (location and angle), handshapes, rhythm, fluency, spelling, and numbers; reception of fingerspelled handshapes, patterns and pauses/transitions.

031 Fingerspelling II (1) CSU

Laboratory 2 hours.

Prerequisite: American Sign Language 030 with a grade of "C" or better.

Corequisite: Concurrent enrollment in American Sign Language 004. Previous completion of American Sign Language 004 with a grade of "C" or better is allowable.

Normally offered in the Spring semester only.

Students continue to develop expressive and receptive Manual Alphabet skills, while emphasizing techniques to improve receptive skills, expressive fluency, and accuracy.

040 Introduction to Deaf Culture (3) UC:CSU

Lecture 3 hours.

Normally offered in the Fall semester only.

In this introduction to American Deaf Culture students explore the historical, linguistic, social, and ideological constructs of American d/Deaf people and their communities. Discussion and topics develop students' awareness of Deaf cultural values, characteristics, and social dynamics. Minority dynamics, including the double/multiple minority experience of the d/Deaf individual in a hearing world, are also discussed.

(CSU GE Area C2 or D • IGETC Area 3B or 4)

055 Interpreting (4) CSU

Lecture 3 hours. Laboratory 2 hours.

Prerequisite: American Sign Language 006 and 010 with a grade of "C" or better.

Corequisite: Concurrent enrollment in American Sign Language 023 and 065. Previous completion of American Sign Language 023 and 065 with a grade of "C" or better is allowable.

Normally offered in the Spring semester only.

Students continue to develop skills while interpreting from American Sign Language (ASL) to spoken English. Skills involve interpreting for varied discourse styles including interactive/consultative settings.

065 Transliterating (4) CSU

Lecture 3 hours. Laboratory 2 hours.

Prerequisite: American Sign Language 006 and 010 with a grade of "C" or better.

Corequisite: Concurrent enrollment in American Sign Language 023 and 055. Previous completion of American Sign Language 023 and 055 with a grade of "C" or better is allowable.

Normally offered in the Spring semester only.

Students develop intermediate-level simultaneous interpreting and transliterating skills (spoken English to contact variety forms of ASL, and contact variety forms of ASL to spoken English). Instruction includes a focus on transliteration in contrast to interpretation for when contact variety ASL is used. Interactive interpreting is introduced and practiced.

185 Directed Study - American Sign Language (1) CSU

285 Directed Study - American Sign Language (2) CSU

385 Directed Study - American Sign Language (3) CSU

Conference 1 hour per unit.

This course allows students to pursue directed study in American Sign Language/Deaf culture on a contract basis under the direction of a supervising instructor.



Anatomy

001 Introduction to Human Anatomy (4) *UC:CSU

Lecture 3 hours. Laboratory 3 hours.

Advisory: Biology 003 or Biology 006.

In this basic course in human anatomy and histology, students identify and classify human organs and examine human tissues under the microscope. Additionally, students are required to work with prosected human cadavers and to have internet access.

(CSU GE Area B2 + B3 • IGETC Area 5B + 5C)

C-ID: BIOL 110 B

Animal Science (ANML SC)

Agriculture - General Animal Science 100-199

Veterinary Technology (RVT) Animal Science 400-499

Animal Science Animal Science 500-599

Horse Science Animal Science 600-699

120 Ethical Issues of Using Animals (3) CSU

Lecture 3 hours.

Advisory: Animal Science 501.

In this course students examine the ethical issues of using animals in research, teaching, for food production and as companions. Class discussions include the animal welfare/rights movements, the use of Institutional Animal Care and Use Committees (IACUC), and the Animal Welfare Act.

181A Field Work (1) CSU

Laboratory 3 hours.

Advisory: Animal Science 180.

Students in the Pre-Veterinary Medicine and Veterinary Technology programs acquire clinical experience under the supervision of an on-site veterinary professional and develop a tier-based set of skills appropriate for veterinary assistants.

181B Field Work (2) CSU

Laboratory 6 hours.

Advisory: Animal Science 180.

Students in the Pre-Veterinary Medicine and Veterinary Technology programs acquire clinical experience under the supervision of an on-site veterinary professional and develop a tier-based set of skills appropriate for veterinary assistants.

181C Field Work (3) CSU

Laboratory 9 hours.

Advisory: Animal Science 180.

This course is designed for RVT and pre-vet majors to gain hands-on experience in a veterinary facility. Under the supervision of an on-site veterinary professional, students engage in a clinical veterinary setting to develop a tier based set of veterinary assistant skills.

181D Field Work (4) CSU

Laboratory 12 hours.

Advisory: Animal Science 180.

This course is designed for RVT and pre-vet majors to gain hands-on experience in a veterinary facility. Under the supervision of an on-site veterinary professional, students engage in a clinical veterinary setting to develop a tier based set of veterinary assistant skills.

302 Veterinary Receptionist Training (2)

Lecture 2 hours.

This course is designed to train individuals to work as a veterinary receptionist. Students who complete this course gain the necessary client service, administrative and office skills needed for an entry-level front office job in a veterinary hospital.

501 Principles of Animal Science (3) UC:CSU

Lecture 3 hours.

In this course, students gain a broad perspective of livestock management and develop the critical thinking skills required to make humane, fact based decisions in livestock production. Various species of livestock, including beef cattle, dairy cattle, sheep, goats, swine, horses, poultry, llamas, rabbits and ostriches will be covered. Topics of study include breeds, feeding, reproduction, animal welfare, health, and management strategies.

C-ID: AG-AS 104

505 Animal Nutrition (3) UC:CSU

Lecture 3 hours.

Advisory: Animal Science 501.

Students will study the constituents of feed (carbohydrates, proteins, fats, minerals, vitamins and water), their utilization by the animal body, the digestive system, the process of digestion and assimilation of the various feed constituents, identification of feedstuffs, feeding standards, computation of simple rations for livestock, and economy in feeding and purchasing feeds by nutritive values.

506 Urban Farm Animal Health Techniques (2) CSU

Lecture 1 hour. Laboratory 2 hours.

Prerequisite: Animal Science 501 with a grade of "C" or better.

In this course students learn practical aspects of urban animal health and related care of farm livestock. Preventative health programs and nursing techniques for back-yard producers are examined. Students gain 'hands-on' experience in performing husbandry practices common to each species using Pierce College farm animals.

507 Small Ruminant Health and Management (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Prerequisite: Animal Science 501 with a grade of "C" or better.

Advisory: English 101.

This course provides students with an overview of the sheep and goat industries, including management of commercial, purebred and small farm flocks. Students will analyze the management of goats and sheep in production systems. Areas of study include marketing, trends in housing, nutrition, and reproduction. Students will study the practical aspects of small ruminant management and gain hands-on experience utilizing the animals on the Pierce College farm. Students will learn the technical skills commonly practiced in production and backyard systems. This course requires students to write a research paper.

508 Exotic Animal Health Care and Wellness (2)

Lecture 2 hours.

Enrollment limited to 24 students per class, due to safety considerations.

This course introduces the student to the basic clinical skills and related theory needed to perform veterinary care and provide husbandry to companion exotic animal species. Blending lecture based classes with hands-on experiences, students will examine captive husbandry practices, nutrition and common health problems of avian, small mammal and reptile species. This course provides hands-on training in veterinary nursing skills, diagnostic sampling techniques, and anesthesia. Previous animal experience is highly recommended.

510 Animal Health and Disease Control (3) CSU

Lecture 3 hours.

Advisory: Animal Science 501, 511, and 512.

Students learn the physiology of animals and how it relates to animal health. It will also include common animal diseases, their causes, prevention and control, the treatment of wounds and the relation of sanitation to disease prevention.

511 Anatomy and Physiology of Animals (3) UC:CSU

Lecture 3 hours.

Advisory: Animal Science 512.

Students learn the structural aspects and the normal functions of the principal systems of the various farm and companion animals. This course includes comparative anatomy and physiology as well as a basic study of the facts and principles of animal life.

(CSU GE Area B2 • IGETC Area 5B)

512 Anatomy and Physiology of Animals Laboratory (1) UC:CSU

Laboratory 3 hours.

Corequisite: Concurrent enrollment in Animal Science 511. Previous completion of Animal Science 511 with a grade of "C" or better is allowable.

Students gain practical experience discovering principles and structures associated with the anatomy and physiology of animals. Microscope work and dissection of the cat are included.

(CSU GE Area B3 • IGETC Area 5C)

515 Applied Animal Reproduction (2) CSU

Lecture 2 hours.

Corequisite: Concurrent enrollment in Animal Science 516. Previous completion of Animal Science 516 with a grade of "C" or better is allowable.

Advisory: Animal Science 501 and 511.

Students learn the techniques in the collection, evaluation, processing, storage, and shipment of semen. Course includes the study of insemination procedures and practices and fertility problems, basic reproductive anatomy and physiology. Heat detection, disease control and other management skills needed in artificial insemination are discussed.

516 Artificial Insemination Laboratory (1) CSU

Laboratory 3 hours.

Corequisite: Concurrent enrollment in Animal Science 515. Previous completion of Animal Science 515 with a grade of "C" or better is allowable.

Advisory: Animal Science 501 and 512.

Students learn the techniques of the rectovaginal cervical fixation method of artificial insemination of cattle. Heat detection and other management skills needed in artificial insemination will be practiced.

520 Beef Production (3) CSU

Lecture 3 hours.

Corequisite: Concurrent enrollment in Animal Science 521. Previous completion of Animal Science 521 with a grade of "C" or better is allowable.

Students survey market beef production in the United States. Class discussions include beef cattle terms, breeds, breeding principles, nutrition, grades and classes of market cattle and carcasses, grading, selection of stock and feeder cattle, and scientifically based management decisions. Students analyze markets and functions, importance of by-products, necessary margin, and factors affecting economy and efficiency of gain. Diseases, veterinary procedures, and modern animal welfare concerns are also discussed.

521 Beef Production Laboratory (1) CSU

Laboratory 2 hours.

Corequisite: Concurrent enrollment in Animal Science 520. Previous completion of Animal Science 520 with a grade of "C" or better is allowable.

Students learn the practical application of the beef management industry. Farm management decisions and operational procedures are examined. Students apply their skills with the Pierce College herd.

530 Poultry Production (2) UC:CSU

Lecture 2 hours.

Corequisite: Concurrent enrollment in Animal Science 531. Previous completion of Animal Science 531 with a grade of "C" or better is allowable.

Students analyze the economic and managerial aspects of the commercial poultry operation with an emphasis on breeding, nutrition, environmental management and housing of growing and laying stock. Flock management and record keeping are also discussed. Students may be required to visit commercial poultry plants in the local area.

531 Poultry Production Laboratory (1) UC:CSU

Laboratory 2 hours.

Corequisite: Concurrent enrollment in Animal Science 530. Previous completion of Animal Science 530 with a grade of "C" or better is allowable.

Students study the principles and practices of commercial poultry production with an emphasis on nutrition, reproduction, environmental management, health, marketing and record keeping. Students gain hands-on experience with skills commonly practiced in poultry production. The practical aspects of poultry production are emphasized.

535 Sheep Production (3) UC:CSU

Lecture 3 hours.

Prerequisite: Animal Science 501 with a grade of "C" or better.

Corequisite: Concurrent enrollment in Animal Science 537. Previous completion of Animal Science 537 with a grade of "C" or better is allowable.

Students analyze sheep production in the United States and especially in California. Classroom discussions include common breeds, breeding practices, feeding equipment, animal welfare concerns and the problems of general care and management. Students examine fattening lambs, establishment of farm flocks, and the use of range lands. The laboratory (AS 537) co-requisite provides practical work with the college flock including essential management skills.

537 Sheep Production Laboratory (1) UC:CSU

Laboratory 2 hours.

Prerequisite: Animal Science 501 with a grade of "C" or better.

Corequisite: Concurrent enrollment in Animal Science 535. Previous completion of Animal Science 535 with a grade of "C" or better is allowable.

Students study the practical application of the sheep management industry. By studying the college flock, students learn the farm management decisions and operational procedures that go into managing a flock.

540 Livestock Management Techniques (2) CSU

Laboratory 4 hours.

Advisory: Animal Science 501.

Students engage in practical applications of livestock management, husbandry and veterinary skills along with record keeping for one or more species of farm animal. Livestock options include one or more of the following: beef, sheep, swine, goat, and poultry animals.

577 Horse Judging (2)

Lecture 1 hour. Laboratory 2 hours.

Advisory: Animal Science 601.

The student will study form and function, evaluation of performance standards, movement, placing Western and English pleasure and the hunter jumper with emphasis on quarter horses, thoroughbreds, Arabians, and Appaloosa horses.

**579 Fitting and Showing Livestock (3) CSU**

Lecture 2 hours. Laboratory 3 hours.

Prerequisite: *Animal Science 501 with a grade of "C" or better.*

Students in this 'Hands on course' will participate in the selection, fitting and showing of beef cattle, sheep and swine. Actual practice will be with college or student owned animals. The course includes classifying animals and groups in California and national livestock shows.

596A Agricultural Enterprise Projects (1) CSU

Laboratory 3 hours.

Corequisite: *Concurrent enrollment in Animal Science 501. Previous completion of Animal Science 501 with a grade of "C" or better is allowable.*

This course involves the planning, development and completion of an individual or group animal project under the guidance of a faculty advisor on the Los Angeles Pierce College Farm. Usually, the project will involve the husbandry and health care of livestock animals or poultry, associated production costs, and eventual profit analysis at time of sale. The student will be assigned to one animal unit on the Pierce Farm. Animal Units on the Pierce Farm include: the Poultry Unit, Sheep Unit, Goat Unit, and the Cattle Unit.

596B Agricultural Enterprise Projects (2) CSU

Laboratory 6 hours.

Corequisite: *Concurrent enrollment in Animal Science 501. Previous completion of Animal Science 501 with a grade of "C" or better is allowable.*

This course involves the planning, development, and completion of an individual or group animal project under the guidance of a faculty advisor on the Los Angeles Pierce College Farm. Usually the project will involve the husbandry and health care of livestock animals or poultry, associated production costs, and eventual profit analysis at time of sale. The student will be assigned to one animal unit on the Pierce Farm. Animal Units on the Pierce Farm include: the Poultry Unit, Sheep Unit, Goat Unit, and the Cattle Unit. The student in this advanced course will examine advanced health techniques such as sample laboratory testing. For example, the student will analyze and interpret a blood mineral panel to assess deficiencies.

596C Agricultural Enterprise Projects (3) CSU

Laboratory 9 hours.

Corequisite: *Concurrent enrollment in Animal Science 501. Previous completion of Animal Science 501 with a grade of "C" or better is allowable.*

This course involves the planning, development, and completion of an individual or group animal project under the guidance of a faculty advisor on the Los Angeles Pierce College Farm. Usually the project will involve the husbandry and health care of livestock animals or poultry, associated production costs, and eventual profit analysis at time of sale. The student will be assigned to one animal unit on the Pierce Farm. Animal Units on the Pierce Farm include: the Poultry Unit, Sheep Unit, Goat Unit, and the Cattle Unit. The student in this advanced course will examine advanced health techniques such as sample laboratory testing. The student will also analyze the crop production associated with their animal unit. For example, students will analyze the farming techniques associated with the production of feed on the Pierce College pastures for the cattle.

596D Agricultural Enterprise Projects (4) CSU

Laboratory 12 hours.

Corequisite: *Concurrent enrollment in Animal Science 501. Previous completion of Animal Science 501 with a grade of "C" or better is allowable.*

This course involves the planning, development, and completion of an individual or group animal project under the guidance of a faculty advisor on the Los Angeles Pierce College Farm. Usually the project will involve the husbandry and health care of livestock animals or poultry, associated production costs, and eventual profit analysis at time of sale. The student will be assigned to one animal unit on the Pierce Farm. Animal Units on the Pierce Farm include: the Poultry Unit, Sheep Unit, Goat Unit, and the Cattle Unit. The student in this advanced course will examine crop production associated with their animal unit, advanced health

techniques, and advanced reproductive techniques. For example, students will learn the different synchronization protocols for reproductive efficiency.

601 Horse Production (3) UC:CSU

Lecture 3 hours.

Advisory: *Animal Science 501.*

The student will learn the history of the horse, including anatomy, conformation, predisposing factors to unsoundness, selecting, housing and use.

602 Horse Husbandry (3) UC:CSU

Lecture 3 hours.

Offered Spring semesters only.

The student will learn about breeding, mare and stallion selection, foaling of the mare, feeding and management of light horses, diseases, sanitation, and prevention of disease.

603A Equine Management Techniques (2) CSU

Lecture 1 hour. Laboratory 2 hours.

In this course, the student will acquire the management skills needed in the horse industry through participation in the management of the college horse herd and equine facilities. In this first of a four course series, the student will begin to develop his/her management skills by participating in hands-on applications focused on the school horses and college equine facilities with a particular emphasis on basic horse handling and safety best practices.

603B Equine Management Techniques (2) CSU

Lecture 1 hour. Laboratory 2 hours.

Prerequisite: *Animal Science 603A with a grade of "C" or better.*

In this course, the student will continue to develop the management skills needed in the horse industry through participation in the management of the college horse herd and equine facilities. By completing this portion of a four course series, the student will increase his/her management skills by participating in hands-on applications focused on the school horses and college equine facilities with a particular emphasis on horse handling, health assessments and preventative healthcare.

603C Equine Management Techniques (2) CSU

Lecture 1 hour. Laboratory 2 hours.

Prerequisite: *Animal Science 603B with a grade of "C" or better.*

In this course, the student will acquire the management skills needed in the horse industry through participation in the management of the college horse herd and equine facilities. By completing this portion of a four course series, the student will enhance and develop his/her management skills through participation in hands-on applications focused on the school horses and college equine facilities with a particular emphasis on hoof care, facility sanitation, and parasite control.

603D Equine Management Techniques (2) CSU

Lecture 1 hour. Laboratory 2 hours.

Prerequisite: *Animal Science 603C with a grade of "C" or better.*

In this course, the student will acquire the management skills needed in the horse industry through participation in the management of the college horse herd and equine facilities. By completing this portion of a four course series, the student will enhance and develop his/her management skills through participation in hands-on applications focused on the school horses and college equine facilities with particular emphasis on recognizing lamenesses, evaluating and maintaining proper footing and facility weed and pest control.

604 Equine Facility Management (2) CSU

Lecture 1 hour. Laboratory 2 hours.

Formerly Animal Science 603. Credit not given for both courses.

Prerequisite: Animal Science 603D with a grade of "C" or better.

Advisory: Animal Science 650.

In this course, the student will use an array of management skills, introduced in the 603 series, to coordinate and oversee equine facility operations and maintenance. The student will develop his/her management skills through hands-on applications focused on the College horse herd and Equine Center facilities with particular emphasis on overall responsibility for an equine facility and the training and supervision of workers.

616 Equestrian Activities (2)

Lecture 1 hour. Laboratory 2 hours.

Prerequisite: Animal Science 621 with a grade of "C" or better.

In this course, students develop, improve and enhance the skills of the horse and rider while building awareness of skills useful in the performance horse industry.

620 Basic Equitation (1) CSU

Lecture 1 hour.

In this fundamental course, students are introduced to basic Western and English riding methods. The course focus is on methods to safely catch, halter, groom, saddle, bridle and ride horses.

621 Horseback Riding Laboratory (1) CSU

Laboratory 2 hours.

Prerequisite: Animal Science 620 with a grade of "C" or better.

Corequisite: Concurrent enrollment in Animal Science 620. Previous completion of Animal Science 620 with a grade of "C" or better is allowable.

In this fundamental course, students are introduced to basic Western and English riding. The course focus is on safely catching, haltering, grooming, saddling, bridling and riding horses.

(CSU GE Area E)

622 Horseback Riding Laboratory - Intermediate (1) CSU

Laboratory 2 hours.

Prerequisite: Animal Science 621 with a grade of "C" or better.

In this intermediate level class in Western and English riding, students acquire intermediate horseback riding skills and develop methods for teaching skills to students with varying degrees of experience.

(CSU GE Area E)

623 Horseback Riding Laboratory - Advanced (1) CSU

Laboratory 2 hours.

Prerequisite: Animal Science 622 with a grade of "C" or better.

Students taking this course will build on the skills acquired in Horseback Riding Laboratory - Intermediate with an emphasis on Western and English riding techniques suitable for students with varying degrees of experience.

(CSU GE Area E)

630 Beginning Equine Training (2) CSU

Lecture 1 hour. Laboratory 2 hours.

Prerequisite: Animal Science 603A and 621 with a grade of "C" or better.

Offered Fall semesters only.

This is a course in beginning equine training. Students employ methods used to school and train young horses for riding. Emphasis is placed on controlling and conditioning the young horse in a manner safe for the student and horse.

631 Advanced Equine Training (2) CSU

Lecture 1 hour. Laboratory 2 hours.

Prerequisite: Animal Science 630 with a grade of "C" or better.

Offered Spring semesters only.

This course expands the concepts learned in Animal Science 630, Beginning Equine Training. The beginning knowledge of training equipment and methods is extended, creating a functional horse/rider team. Behaviors are linked and the student trainer learns to create smooth transitions between behaviors and behavior combinations.

640 Horseshow Organization and Management (2)

Lecture 1 hour. Laboratory 2 hours.

This course provides a comprehensive study of horse show organization and management, with particular emphasis on finance, insurance, labor management, marketing and advertising. Emphasis is placed on adequate planning and preparations for success. Students take full responsibility for the planning and execution of an equestrian event hosted at the Equine Center.

645E Equine Issues (1)

Laboratory 3 hours.

Emphasis on Equine Equitation: An activity class which provides advanced or specific new skills related to horse riding, performance, or competitive sport.

650 Equine Health and First Aid (2) CSU

Lecture 1 hour. Laboratory 2 hours.

Prerequisite: Animal Science 621 with a grade of "C" or better.

Equine Health and First Aid provides an overall understanding of horse health issues so that those who work in the industry, or use horses for recreation, will understand and recognize common injuries and illnesses. Students will develop the skills and knowledge necessary to aid veterinary efforts to preserve and promote horse health.

660 Equestrian Evaluation and Examination (2) CSU

Lecture 1 hour. Laboratory 2 hours.

In this course, students develop and improve skills used in the evaluation of a horse's conformation and temperament as they relate to use of the horse in sport and performance.

185 Directed Study - Animal Science (1) CSU

285 Directed Study - Animal Science (2) CSU

385 Directed Study - Animal Science (3) CSU

Conference 1 hour per unit.

This course allows students to pursue directed study in Animal Science on a contract basis under the direction of a supervising instructor.

Anthropology (ANTHRO)

101 Human Biological Evolution (3) UC:CSU

Lecture 3 hours.

May be offered as an honors section.

This course explores the field of physical anthropology emphasizing the evolution of the human species. Topics will include human heredity, mechanisms of evolutionary change, human variation, and the reconstruction of human evolutionary history through the study of the fossil record and the study of our closest biological relatives, the living monkeys and apes.

(CSU GE Area B2 • IGETC Area 5B)

C-ID: ANTH 110

**102 Human Ways of Life: Cultural Anthropology (3) UC:CSU**

Lecture 3 hours.

May be offered as an honors section.

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

(CSU GE Area D • IGETC Area 4)

C-ID: ANTH 120

105 Prehistoric Peoples (3) UC:CSU

Lecture 3 hours.

Students examine human cultural development from the appearance of anatomically modern humans to the spread of urbanization. Students trace this process by analyzing prehistoric cultures in Europe, the Americas, the South Pacific, Africa, and Asia. Central themes include the origins of agriculture, the development of written language, and the rise of cities.

(CSU GE Area D • IGETC Area 4)

106 Introduction to Archaeology (4) UC:CSU

Lecture 3 hours. Laboratory 2 hours.

This course introduces students to the study of archaeological theories, models and data that contribute to our knowledge of the human past. Students discuss the nature of scientific inquiry, the history and interdisciplinary nature of archaeological research, dating techniques, methods of survey, excavation, analysis, and interpretation; cultural resource management, professional ethics, and selected cultural sequences. This course includes a lab component.

(CSU GE Area D • IGETC Area 4)

C-ID: ANTH 150

109 Gender, Sex and Culture (3) UC:CSU

Lecture 3 hours.

This course provides a world-wide comparison of sexuality and gender as viewed from various perspectives, including the biological/evolutionary, the cultural, the psychological, the historic, and the prehistoric, especially as they relate to the experiences of males and females in contemporary Western society.

(CSU GE Area D • IGETC Area 4)

111 Laboratory in Human Biological Evolution (1) UC:CSU

Laboratory 3 hours.

Corequisite: Concurrent enrollment in Anthropology 101. Previous completion of Anthropology 101 with a grade of "C" or better is allowable.

Students will conduct laboratory exploration of selected topics in biological anthropology including genetics, modern human variation, the living primates, biocultural adaptations and human paleontology.

(CSU GE Area B3 • IGETC Area 5C)

C-ID: ANTH 115 L

118 Fundamentals of Forensic Anthropology (3) UC:CSU

Lecture 3 hours.

In this course students explore basic topics in forensic anthropology, including discovery and excavation of clandestine graves, identification from bones and teeth of age, sex, stature, ancestry, pathology, diet, demographics, and manner and cause of death.

(CSU GE Area B2 • IGETC Area 5B)

119 Introduction to Forensic Anthropology (2) UC:CSU

Lecture 1 hour. Laboratory 2 hours.

Prerequisite: Anthropology 118 with a grade of "C" or better.

In this course students explore in a laboratory setting selected topics in forensic anthropology, including identification from bones and teeth of age, sex, stature, ancestry, pathology, diet, demographics, and manner and cause of death.

(CSU GE Area B3 • IGETC Area 5C)

121 Anthropology of Religion, Magic and Witchcraft (3) UC:CSU

Lecture 3 hours.

May be offered as an honors section.

This course presents an anthropological examination of the phenomenon of religion in tribal, peasant, and industrialized societies, and how religion is integrated into culture. Topics include religious symbolism, ritual, magic, divination, witchcraft, and syncretism.

(CSU GE Area C2 or D • IGETC Area 3B or 4)

132 Native People of North America (3) UC:CSU

Lecture 3 hours.

In this course, students examine the indigenous inhabitants of North America from prehistoric times until the present. Archaeology, cultural ecology, linguistics, ethnohistory, and ethnography provide evidence for the unique cultures which have flourished in this region of the continent since the end of the Pleistocene. Contemporary issues in Native American studies, such as the ownership and repatriation of archaeological remains and Indian gaming, will also be explored.

(CSU GE Area D • IGETC Area 4)

141 Culture, Illness and Healing (3) UC:CSU

Lecture 3 hours.

This course offers a cross-cultural approach to the study of health, disease, illness, suffering, childbirth, healing, and death. Healing systems in hunter-gatherer, tribal, peasant, and industrialized societies are contrasted. Several theoretical perspectives are invoked while analyzing these systems, including ethnomedical, biocultural, interpretive, and political economical. Students examine not only what people do, whom they consult and where they go when they become sick, but how they ultimately comprehend and accept illness and misfortune in their world.

(CSU GE Area D • IGETC Area 4)

161 Introduction to Language and Linguistics (3) UC:CSU

Lecture 3 hours.

Same as Linguistics 1. Credit not given for both courses.

May be offered as an honors section.

Students learn the great variety of ways humans communicate, both verbally and non-verbally. The structure, function, biological basis and history of language, language loss and conservation, with emphasis on the sociology and psychology of language, language learning, and the origins and evolution of language are analyzed.

(CSU GE Area C2 or D • IGETC Area 3B or 4)

C-ID: ANTH 130

185 Directed Study - Anthropology (1) CSU**285 Directed Study - Anthropology (2) CSU****385 Directed Study - Anthropology (3) CSU***Conference 1 hour per unit.*

This course allows students to pursue directed study in Anthropology on a contract basis under the direction of a supervising instructor.

Architecture (ARC)

110 Introduction to Architecture (1) UC:CSU*Lecture 1 hour.*

This is an introductory course exploring the fields of Architecture and Construction Technology. Students will gain an understanding of the opportunities in these fields as well as paths to careers and to higher education. Professional practices and sustainable methods will be introduced, as well as architectural theories and landmark buildings.

111 Methods of Construction (2) CSU*Lecture 2 hours.*

Students examine the characteristics of building construction methods within the overall context of sustainable architectural design. The fundamental building methods shall be explored in depth. Their physical properties, historical context, and application within an architectural design shall be studied.

121 Freehand Drawing I (2) UC:CSU*Laboratory 4 hours.*

Students will apply principles of design, and study freehand drawing through an architectural lens, using various media. Students will view drawing through historical, critical and analytical references while developing the skills of observation and of drawing for understanding. Students review precedents for the use of graphic communication and will use the practice of a wide range of drawing techniques to understand the context of environment and culture. Students will develop their visual communication skills.

151 Materials of Construction (3) CSU*Lecture 3 hours.***Prerequisite:** *Architecture 111 with a grade of "C" or better.*

Studies the nature and characteristics of materials, along with their appropriate uses for given construction purposes.

152 Equipment of Buildings (3) CSU*Lecture 3 hours.***Advisory:** *Architecture 111 and 172.*

Using sustainable tools and strategies, this course applies the basic principles of building systems; design, selection and operation of equipment in buildings. Building systems integrate architectural design with water distribution, water recycling and harnessing, air circulation, natural air flow, air heating and cooling, natural light, and acoustics. Passive and solar strategies are integrated into equipment as well as new technologies.

160 Computers for Designers (3) CSU*Laboratory 6 hours.*

Students are introduced to computer applications such as Rhino and Form Z. Students develop awareness of the role of digital mediums in today's sustainable demands and gain technology software skills to create two- and three-dimensional digital environments. High tech 2D and 3D printing and virtual imaging are covered. This course is geared towards students who want to develop skills as built

environment, ecological sustainability, entertainment, engineering and industrial designers.

161 Introduction to Computer-Aided Architectural Design (2) UC:CSU*Lecture 1 hour. Laboratory 2 hours.*

This class is an introduction to computer-based architectural design and drawing. Students will use 2D and 3D computer visualization applications such as Revit and Rhino, cutting edge Building Information Modeling (BIM) tools. Basic computer operations like operating systems, interfaces, print, view, export, file management, image manipulation are covered within drawing and design exercises.

162 Computer-Aided Design and Drafting (3) *UC:CSU*Lecture 2 hours. Laboratory 4 hours.*

Learn and apply 2 and 3-D CAD and Building Information Modeling (BIM) architectural software. This course develops 2 and 3-D architectural drawing techniques as well as more advanced 3-D commands and 3-D modeling methods by completing a series of architectural exercises. The latest versions of popular software are utilized. Important for students interested in the fields of architecture, interior design, and construction. 3-D modeling programs such as Revit are introduced.

***UC Credit Limit:** *Engineering Graphics & Design Technology 101, 111, 131, 210, 310 and Architecture 162 combined: maximum credit, 8 semester units.*

172 Architectural Drawing I (3) CSU*Laboratory 6 hours.*

This is a first level architectural technical drawing class. Students will develop working drawings for a simple light framed wood building. This course includes the study of construction methods, materials and building ordinances. Students examine the integration and implementation of sustainable practices in design and construction technologies. The work in this class includes graphic representation of site, foundation, floor and roof plans, schedules, cross-sections, details and interior and exterior elevations. Additionally, conceptual and analytical skills will be developed.

173 Architectural Drawing II (3) CSU*Laboratory 6 hours.***Prerequisite:** *Architecture 172 with a grade of "C" or better.*

This is the second level architectural technical drawing class. Students develop working drawings for a multi-story structure, addressing a range of complex contextual and environmental issues. Students study construction methods, materials and building ordinances. Students also examine the integration and implementation of sustainable practices in design, construction technologies and energy-using systems. Other topics include graphic representation of a site, foundation, floor and roof plans, schedules cross sections, details, interior and exterior elevations.

201 Architectural Design I (3) UC:CSU*Laboratory 6 hours.***Prerequisite:** *Environmental Design 102 with a grade of "C" or better.*

This third semester architecture studio course uses projects to engages environmental, architectural, societal and sustainable design considerations. Concept, meaning, program, space, light, site and context are explored through research, field investigation, site analysis and building design projects. Constraints of building structure and materials are introduced. Various environmental, aesthetic, political, social, and cultural issues impacting architectural design are explored. Field trips are required. Students will create digital and printed portfolios of their work.

202 Architectural Design II (3) UC:CSU*Laboratory 6 hours.***Prerequisite:** *Architecture 201 with a grade of "C" or better.*

This fourth semester architecture studio course engages environmental, architectural, societal and sustainable design considerations. Concept, meaning, program,



space, site and context are explored through research, field investigation, site analysis and building design. Context, and various environmental, aesthetic, political, social, and cultural issues impacting architectural design are explored. Integrating energy-using systems is introduced. Field trips are required. Students will create digital and printed portfolios of their work.

210 Construction Estimating (3) CSU

Lecture 3 hours.

Studies methods used in determining quantities and costs of labor and materials as related to construction.

221 Architectural Rendering (2) CSU

Laboratory 4 hours.

In this class students develop skills using various techniques of architectural rendering. Students will experiment with a variety of media, color and presentation types with a primary focus on hand techniques. Some drafting, freehand drawing and computer drawing may be used.

271 Architectural Drawing III (3) CSU

Laboratory 6 hours.

Prerequisite: Architecture 173 with a grade of "C" or better.

This is a third level architectural technical drawing methodology class. Students will be using computer software such as AutoCAD, to develop a multiple story structure on a complex site addressing a range of contextual and environmental issues, including sustainable design principles. Different building materials such as concrete and metal will be studied and incorporated into the building. A complete set of design and technical drawings of the residence will be produced. Creative, conceptual and analytical skills will be further developed and fundamental computer drawing techniques and 3D computer modeling methods will be refined. Students will create a portfolio of their work.

272 Architectural Drawing IV (3) CSU

Laboratory 6 hours.

Prerequisite: Architecture 271 with a grade of "C" or better.

This is a fourth level architectural technical drawing methodology class. Using computer aided design software such as AutoCAD, students will design a multi-story structure which will address a range of complex contextual and environmental issues, including sustainable design principles and code compliance design. Different building materials such as concrete and metal will be studied and incorporated into the building. A complete set of design and technical drawings of the residence will be produced. Creative, conceptual and analytical skills are further developed. Fundamental architectural drawing techniques as well as 3-d computer modeling methods are refined. Students will create a portfolio of their work.

291 Strength of Architectural Materials I (3) CSU

Lecture 3 hours.

Includes material relative to the strength, mechanical principles and design (stresses, tension, compression, shear, and bending) of building materials, and their uses in foundations, floors, walls, columns, and roofs.

185 Directed Study - Architecture (1) CSU

285 Directed Study - Architecture (2) CSU

385 Directed Study - Architecture (3) CSU

Conference 1 hour per unit.

This course allows students to pursue directed study in Architecture on a contract basis under the direction of a supervising instructor.

Art

Title V changes effective Fall 2013 substantially restrict how many times students can take specific types of classes. Students enrolled in "active participation courses" in kinesiology, visual arts, or performing arts are limited to four (4) enrollments per "family." Failures and 'W' grades count as enrollments. A family can contain multiple courses, but a student can only take four of them. LACCD courses in Art, Dance, Kinesiology, Music, and Theater are all affected. For courses in the Art department, families have been created as follows:

ART FAMILY NAMES AND COURSE NUMBERS:

Ceramics	ART 708-711, 712-714
Design	ART 501-503, 504, 505, 520
Directed Studies	ART 185, 285, 385
Drawing	ART 201-203, 209, 620, 621
Life Drawing	ART 204-207, 215
Oil Painting	ART 307-309, 310-312
Sculpture	ART 700-703, 706, 707
Water Color & Acrylic	ART 213, 301A, 300-306
Printmaking	ART 400, 401, 402, 407, 408, 411, 626

092 Introduction to Museum Studies (3) UC:CSU

Lecture 3 hours.

This course provides a broad introduction to the field of museum work. Topics included are the history and philosophy of museums; the social, economic, and political trends that shape museums; the staffing, management, and financing of museums; and the multiple functions of museums, such as the collection and care of objects, exhibition design and interpretation, education programs, research activities, library collections, and public relations. Students personally engage with museum professionals, including: department directors, curators, conservators, collection managers, educators, and exhibit designers.

101 Survey of Art History I (3) UC:CSU

Lecture 3 hours.

May be offered as an honors section.

Students examine and analyze architecture, sculpture, and painting from the pre-historic, ancient, classical and medieval periods of western culture considering the social, political and religious influences on the art production.

(CSU GE Area C1 • IGETC Area 3A)

C-ID: ARTH 110

102 Survey of Art History II (3) UC:CSU

Lecture 3 hours.

May be offered as an honors section.

Note: Art 101 is not a Prerequisite for 102.

This course surveys Western European painting, sculpture, and architecture from the Late Gothic to the early twentieth century. Students examine and analyze social, economic, political, and religious contexts, as well as the style and functions of works of art. Students will use art vocabulary, construct a visual analysis, and examine different methodological approaches to analyzing works of art.

(CSU GE Area C1 • IGETC Area 3A)

C-ID: ARTH 120

103 Art Appreciation I (3) UC:CSU*Lecture 3 hours.**Recommended for non-Art majors. Recommended, but not required for Art majors.*

In this course, students will understand and appreciate the visual arts. Works of art may be presented through field trips to museums and galleries.

(CSU GE Area C1 • IGETC Area 3A)

C-ID: ARTH 100

105 History of Asian Art (3) UC:CSU*Lecture 3 hours.*

This survey course is a select overview of the art and architecture of India, Southeast Asia, China, Korea, and Japan from pre-history to contemporary times. Students will examine the social, economic, political, religious, and philosophical context of the production and use of the works of art considered. Students will also consider the interchange of cultural influence and artistic expression.

(CSU GE Area C1 • IGETC Area 3A)

C-ID: ARTH 130

107 Mexican Art-Modern (3) UC:CSU*Lecture 3 hours.*

This course surveys the rich cultural production of Mexico, beginning with the Mesoamerican period but focusing primarily on the 19th-21st centuries. It will examine the social, economic, political and religious context of the production and use of the works of art considered. The course will look at work in a variety of media, including painting, sculpture, architecture, installations, prints, and photography.

(CSU GE Area C1 or C2 • IGETC Area 3A or 3B)

109 The Arts of Africa, Oceania, and Ancient America (3) UC:CSU*Lecture 3 hours.*

This course engages selected topics in the history of Non-Western art from the indigenous cultures of Africa, the islands of the South Pacific (Oceania), and pre-European contact North America and Mesoamerica. Students explore and compare the art-making practices of these cultures by examining the social, economic, political and religious context of the production and use of the works of art considered. Students learn and evaluate different art historical methodological approaches to the analysis of the material considered. Students master and employ art historical and artistic vocabulary as they conduct visual analysis of various works of art, including paintings, sculptures, architecture, ceramics, textiles, and body arts. In addition, the course will critically address commonly-held Western assumptions and stereotypes about the non-Western world and its arts.

(CSU GE Area C1 • IGETC Area 3A)

C-ID: ARTH 140

111 History of Contemporary Art (3) UC:CSU*Lecture 3 hours.*

This course surveys the major trends and movements in Western Contemporary Art. Works of art are discussed both in class, in museums, and at site-specific locations. Students will master art historical and artistic vocabulary, and will learn to perform visual analysis of compositions of painting, sculpture and other forms of visual art.

(CSU GE Area C1 • IGETC Area 3A)

119 Theories of Art (3) UC:CSU*Lecture 3 hours.*

This course is geared to both studio and art history students. Students analyze artistic and aesthetic theories from ancient times to the twentieth-century. They will employ various methodologies and theories to works of art and movements that have played a crucial role in shaping the study and production of art.

137 Architectural History I: Prehistory to the Middle Ages (3) UC:CSU*Lecture 3 hours.*

This course will cover the history of architecture from prehistory to the middle ages. Stress will be on the development of typology, as well as on the influences from social, cultural, religious, political and economic conditions that influenced changes in form and style. Museum and on site visits may be included as part of the curriculum.

(CSU GE Area C1 • IGETC Area 3A)

138 Architectural History II: Late Middle Ages to Modern (3) UC:CSU*Lecture 3 hours.*

This course covers the history of architecture from the late middle ages to the modern period. Focus will be on changing typology, technological advancements, new building materials, literary and intellectual movements, and on the socio-political and religious influences on the look of buildings. Museum and site visits may be included as part of the curriculum.

(CSU GE Area C1 • IGETC Area 3A)

139 Architectural History III: Modern Architecture (3) UC:CSU*Lecture 3 hours.*

The course will cover modern architecture from around 1850 to the present, examining the changing range of typology and construction, the influence of the theoretical schools, literary movements, and socio-political influences on the look of buildings. Museum and on-site visits may be part of the curriculum.

(CSU GE Area C1 • IGETC Area 3A)

201 Drawing I (3) UC:CSU*Lecture 2 hours. Laboratory 2 hours.*

Students apply elements and principles of design to the practice of drawing, employing a wide range of subject matter, drawing techniques and media. They apply critical analysis, art fundamentals, and strengthen their understanding of visual perception and the cultural history of drawing.

(CSU GE Area C1)

C-ID: ARTS 110

202 Drawing II (3) UC:CSU*Lecture 2 hours. Laboratory 2 hours.*

Prerequisite: Art 201 with a grade of "C" or better.

Students explore artistic concepts, styles and creative expression related to intermediate drawing, focusing on complex subject matter and concepts using a variety of drawing media, techniques and methodologies. Students further develop technical and observational skills introduced in Drawing I, while arriving at personalized approaches to content and materials in exercises covering multiple historical and contemporary approaches to drawing.

C-ID: ARTS 205

203 Drawing III (3) UC:CSU*Lecture 2 hours. Laboratory 2 hours.*

Prerequisite: Art 202 with a grade of "C" or better.

This course challenges students to reconsider how and why they are making art. Projects, discussions, and critiques place an emphasis on developing concepts and advanced processes in the context of contemporary drawing. Students must exhibit strong growth in their ability to create technically and conceptually mature drawings and verbalize connections to art history and critical theory. Students are encouraged to become more aware of their own artistic inclinations and investigate them in their class experience.

**204 Life Drawing I (3) UC:CSU**

Lecture 2 hours. Laboratory 2 hours.

Prerequisite: Art 201 with a grade of "C" or better.

Students will render the human figure through gesture, contour, and value. Students will use a variety of materials and techniques to describe the human form.

C-ID: ARTS 200

205 Life Drawing II (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Prerequisite: Art 204 with a grade of "C" or better.

This course exposes students to formally and conceptually diverse approaches to drawing the human form. It allows them to further investigate and experiment with various materials and techniques, as well as build upon their own aesthetic interests. Emphases are placed on practicing proportional accuracy, demonstrating the principles of light logic, developing dynamic compositions, and successfully applying color theory.

206 Life Drawing III (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Prerequisite: Art 205 with a grade of "C" or better.

This course stresses both critical theory and technical craftsmanship. Students will refine their observational figure drawing skills in class, while at-home projects promote individual expression and creativity. Students are expected to explore their own artistic tendencies, critique their work, pinpoint problems as they occur in the drawing process, and come up with intelligent and creative solutions to those problems.

207 Life Drawing IV (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Prerequisite: Art 206 with a grade of "C" or better.

Students advance their rendering skills and are given freedom to investigate their own artistic agendas as they relate to the human form. They are challenged to develop content and to find appropriate formal vehicles that effectively relay that content to the viewer.

209 Perspective Drawing I (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Students develop an understanding of the concepts and manual skills necessary to construct drawings that accurately represent three-dimensional forms in linear and atmospheric perspective. Students also become familiar with perspective techniques used to manipulate and distort representational imagery, and explore how to use principles of perspective to emphasize content.

301 Watercolor Painting I (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

This course is designed to offer students a variety of Watercolor Painting techniques as applied to Still-Life, Landscape, Abstract and the Human Figure. Traditional and Contemporary approach will be explored.

302 Watercolor Painting II (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Prerequisite: Art 301 with a grade of "C" or better.

This course is a continuation of Watercolor Painting I and deals with more advanced water color techniques. Emphasis is placed on composition through perceptual and conceptual approaches. The student will experiment with the use of multiple image in subject matter. Both landscape and still subjects will be explored as well as more advanced and personal areas of investigation that the student will bring to the course.

307 Oil Painting I (3) UC:CSU

Laboratory 6 hours.

Students develop skills and techniques in the medium. Both traditional and contemporary approaches to ideas and materials are explored.

C-ID: ARTS 210

308 Oil Painting II (3) UC:CSU

Laboratory 6 hours.

Prerequisite: Art 307 with a grade of "C" or better.

Students expand skills and techniques in oil painting. Composition and color exploration in the service of communicating individual ideas are emphasized.

309 Oil Painting III (3) UC:CSU

Laboratory 6 hours.

Prerequisite: Art 308 with a grade of "C" or better.

This course furthers the student's expertise in oil painting. The student develops an individual approach to technique and the creative expression of a personal vision. Research into contemporary and/or historical movements in art is expected to inform the student's work.

400 Introduction to Printmaking (3) UC:CSU

Laboratory 6 hours.

In this fine art studio course, students are introduced to the historical, technical and creative processes of basic printmaking.

501 Beginning Two-Dimensional Design (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

This is a hands-on studio course covering the fundamentals of two-dimensional design. Students will be introduced to the elements of art, principles of design and basic color theory. Course of study will include historical and contemporary perspectives.

(CSU GE Area C1 • IGETC Area 3A)

C-ID: ARTS 100

502 Beginning Three-Dimensional Design (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Students are introduced to the principles of three-dimensional design and will develop analytical visual skills and critical awareness by utilizing a variety of techniques and materials. Design theory is integrated with a historical and cultural foundation.

(CSU GE Area C1 • IGETC Area 3A)

C-ID: ARTS 101

503 Intermediate Design (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Prerequisite: Art 501 with a grade of "C" or better.

Students analyze form, texture, and color applied to creative projects. Drawing and design elements are applied primarily to two-dimensional design projects. Color theory and its practical application are emphasized. Students are introduced to three-dimensional design and the development of a portfolio.

603 Typography I (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Students are introduced to basic composition and principles of typography, which includes a survey of type from its origins to current uses for print, web, video, animation and mobile. Using hand skills and the computer, students focus on typographic design, resonance and composition and develop skills regarding visually interesting letter forms and their uses in typographic design with a focus on appropriate solutions, visual interest and craftsmanship.

604 Graphic Design I (3) UC:CSU*Lecture 2 hours. Laboratory 2 hours.**Advisory: Art 501.*

Students explore the concepts, principles, and procedures used in the field of graphic design and their application in visual communication through type, image, form, and color.

*C-ID: ARTS 250***605 Graphic Design II (3) UC:CSU***Lecture 2 hours. Laboratory 2 hours.**Prerequisite: Art 604 with a grade of "C" or better.*

This course is a continuation of the principles addressed in Art 604. Students create projects in advertising, publication, and typographical design.

606 Graphic Design III (3) CSU*Lecture 2 hours. Laboratory 2 hours.**Prerequisite: Art 605 with a grade of "C" or better.*

Students continue to develop skills acquired in ART 605 and explore computer graphics with emphasis on corporate identity (logos, letterheads and promotional communications).

620 Illustration I (3) UC:CSU*Lecture 2 hours. Laboratory 2 hours.**Prerequisite: Art 201 with a grade of "C" or better.*

Illustration I applies basic drawing techniques and design principles to problems in advertising and editorial illustration. Students explore a variety of media and approaches oriented to contemporary demands in the field.

621 Illustration II (3) CSU*Lecture 2 hours. Laboratory 2 hours.**Prerequisite: Art 620 with a grade of "C" or better.*

Students continue the study of contemporary illustration through a series of projects with a focus on non-traditional media. Additional emphasis is placed upon the individual needs and skills of each student. Preparing studies for client meetings is covered at the conclusion of the class.

622 Illustration for the Graphic Artist (3)*Lecture 2 hours. Laboratory 2 hours.**Prerequisite: Art 621 with a grade of "C" or better.**Advisory: Art 202, 204, and 300.*

Extends basic principles and practices of advertising illustration to problems in graphic design and layout. Projects include the coordination of illustration with photography, design, and other visual media.

635 Desktop Publishing Design (3) CSU*Lecture 2 hours. Laboratory 2 hours.**Advisory: Art 604.*

Students are introduced to course to desktop publishing design. The course is designed for graphic design majors, fine artists, journalism majors, and computer graphics novices. Emphasis will be on computer layout and composition. Students will create computer design layouts utilizing the knowledge gain from class. Basic concepts relating to the fonts, type styles, page design, readability, and final printing production will be explored.

700 Introduction to Sculpture (3) UC:CSU*Laboratory 6 hours.*

Students gain experience in designing and executing sculpture form and acquire technical vocabulary to critique their own work in a conceptual manner. Techniques include modeling, casting, carving and fabricating with sculpture

media. Historical and cultural antecedents are presented with emphasis on developing sculptural awareness.

(CSU GE Area C1)

701 Sculpture I (3) UC:CSU*Laboratory 6 hours.**Prerequisite: Art 700 with a grade of "C" or better.*

In this course, students design and execute a sculptural form. Students focus on select technical modalities from modeling, casting carving and fabricating. Historical and cultural antecedents are analyzed with emphasis on developing sculptural awareness.

702 Sculpture II (3) UC:CSU*Laboratory 6 hours.**Prerequisite: Art 701 with a grade of "C" or better.*

Students apply materials, techniques and concepts associated with the practice of sculpture. Fabrication techniques are a core component of this course, with assignments providing opportunities for students to solve sculptural problems using various methods and materials in a focused and individualized manner. Critiques serve to enhance this focus and provide students with the necessary vocabulary to discuss their work in a coherent manner.

703 Sculpture III (3) UC:CSU*Laboratory 6 hours.**Prerequisite: Art 702 with a grade of "C" or better.*

Students specialize in one sculptural modality.

708 Introduction to Ceramics (3) UC:CSU*Laboratory 6 hours.*

In this beginning course, students practice basic methods of pottery-making and identify design factors unique to clay.

709 Ceramics I (3) UC:CSU*Laboratory 6 hours.**Prerequisite: Art 708 with a grade of "C" or better.*

This course provides continuation of introduction to Ceramics. Students practice forming on the throwing wheel, glaze formulation, and kiln management. Students also explore further concepts of design.

710 Ceramics II (3) UC:CSU*Laboratory 6 hours.**Prerequisite: Art 709 with a grade of "C" or better.*

This course builds on the skills acquired in ART 709. Students practice ceramic forming processes and surface treatments with emphasis on three-dimensional design.

711 Ceramics III (3) UC:CSU*Laboratory 6 hours.**Prerequisite: Art 710 with a grade of "C" or better.*

This course is a continuation of Art 710 with increased emphasis on individually planned projects with artistic inspiration. Students will plan and construct projects created by use of the potter's wheel and by handbuilding in clay. Students will study the history of glaze calculation and will experiment with and create food safe glazes.

185 Directed Study - Art (1) CSU*Conference 1 hour per unit.*

Students pursue on their own an in depth study of a subject of special interest to them in studio art. Students work independently but consult with the instructor on a weekly basis to critique their work.



Astronomy (ASTRON)

001 Elementary Astronomy (3) *UC:CSU

Lecture 3 hours.

May be offered as an honors section.

Students will survey the material contents and workings of our universe. An emphasis is placed on the physical principles essential to a fundamental understanding of astronomy. Discussions include the development of science, the search for the understanding of the solar system, a modern understanding of the solar system and systems around other stars, the tools of the astronomer, the workings of stars and stellar evolution, the workings and evolution of galaxies and their environment, cosmology, and the environmental requirements for extraterrestrial life.

(CSU GE Area B1 • IGETC Area 5A)

002 Elementary Astronomy Laboratory (1) *UC:CSU

Laboratory and discussion, 3 hours.

Corequisite: Concurrent enrollment in Astronomy 001. Previous completion of Astronomy 001 with a grade of "C" or better is allowable.

Students will learn laboratory instruction in support of Astronomy 001. The material in this course focuses on the analysis tools and procedures used by professional astronomers to understand nature from atoms to the furthest reaches of the visible Universe. It also includes application of both simple algebra and simple graphical methods to get a quantitative understanding of physical processes. This course is designed to demonstrate the wide variety of methods physical scientists have to understand the world around them.

(CSU GE Area B3 • IGETC Area 5C)

185 Directed Study - Astronomy (1) CSU

285 Directed Study - Astronomy (2) CSU

385 Directed Study - Astronomy (3) CSU

Conference 1 hour per unit.

This course allows students to pursue directed study in Astronomy on a contract basis under the direction of a supervising instructor.

Automotive Service Technology (A S T)

001 Automotive Engines (5) CSU

Lecture 3 hours. Laboratory 5 hours.

Students examine the automotive engine, including cooling and lubrication systems. Students overhaul engines in the laboratory, including boring, pin-fitting, measuring, valve seat replacement, valve grinding and other engine rebuilding procedures.

002 Suspension Brakes and Power Systems (5) CSU

Lecture 3 hours. Laboratory 5 hours.

Introduces wheel, brake and suspension systems and service including instruction on power brakes, power steering systems, and anti-lock braking systems. Provides training and supervised repair on automobiles under actual shop conditions.

003 Engine Diagnosis and Tune-Up (5) CSU

Lecture 3 hours. Laboratory 5 hours.

Students learn about the theory and maintenance of engines including engine diagnosis and engine performance tune-ups. This course provides a working understanding of automotive fuel systems, ignition systems, starting systems,

charging systems, and emission control systems. Laboratory work will include understanding, diagnosing, and repairing engines and related electrical, fuel, and emission systems to improve engine performance. Includes practice with the latest diagnostic equipment.

004 Starting and Charging Systems/Automotive Electrical Circuits (5) CSU

Lecture 3 hours. Laboratory 5 hours.

Students learn about the theory and maintenance of charging and starting systems. This course provides a working understanding of the electrical systems used on automotive machinery. Laboratory work includes repair work on starters, alternators and troubleshooting components of the electrical system. Includes practice with the latest diagnostic equipment.

005 Standard Transmissions, Clutches, Drive Lines & Differentials (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Students in the course examine manual shift transmissions/Transaxles of various types and sizes used in FWD, RWD, 4WD and AWD automotive applications. Students will discuss drive line problems including clutch, differential and axle systems. Laboratory practice includes the removal and installation of a clutch, overhaul of a manual transmission and transaxle, overhaul of a differential, servicing universal joints and troubleshooting drive line problems.

006 Automatic Transmissions (5) CSU

Lecture 3 hours. Laboratory 5 hours.

Students learn about the design, construction, operation and servicing of several types of automatic transmissions in use today.

007 Air Conditioning (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Students learn the theory and operation of HVAC systems used on the modern automobile. Students learn the latest information on automotive air conditioning and heating systems, including diagnosis, service and repair. Students will have shop practice in testing and proper handling of refrigerants, evacuation, recovery/recycling and recharging of air conditioning systems.

008 Shop Operations and Management I (4) CSU

Lecture 2 hours. Laboratory 6 hours.

Prerequisite: Automotive Service Technology 001, 002 and 003 with a grade of "C" or better.

Advisory: Automotive Service Technology 004, 005, 006, 007.

This course provides real world automotive shop experience in the diagnosis and repair of today's automobile. The student will get increased laboratory experience in the repair of automotive braking, chassis and suspension systems, standard transmissions, clutches, drive lines, differentials, air conditioning, engines, electrical, fuel, and emission systems.

009 Shop Operations and Management II (4) CSU

Lecture 2 hours. Laboratory 6 hours.

Prerequisite: Automotive Service Technology 008 with a grade of "C" or better.

This course provides additional real world automotive shop experience in the diagnosis and repair of today's automobile. The student will get increased laboratory experience in the repair of automotive braking, chassis and suspension systems, standard transmissions, clutches, drive lines, differentials, air conditioning, engines, electrical, fuel, and emission systems. Emphasis on preparation for ASE (Automotive Service Excellence) certification in areas A-1 through A-8.

020 Advanced Engine Diagnostics and Performance (4) CSU

Lecture 3 hours. Laboratory 3 hours.

Students study the theory, operation and repair of automotive electronic computer control, emission control, diagnostic, and fuel injection systems. Students will

Course Descriptions

use automotive scan tools, learn data interpretation, diagnostic, and repair procedures.

023 Enhanced Clean Air Car (4) CSU

Lecture 2 hours. Laboratory 4 hours.

A State of California mandated course covering operation and repair of emission systems. Upon satisfactory completion of the course, students may be granted permission to take the state licensing exam. Note: The Los Angeles Pierce College Automotive Service Program is a California State Bureau of Automotive Repair Approved Training Institution.

024 Smog Check BAR Update Course (1) CSU

Lecture 1 hour.

This short course is designed for automotive professionals who need to meet the current smog check licensing requirements. The student will be presented updated training information from the Bureau of Automotive Repair, required to keep their Smog Technician license current.

025 Fundamentals of Auto Mechanics (4) CSU

Lecture 3 hours. Laboratory 3 hours.

This course provides a comprehensive introduction to the design, operation and repair of various automotive systems. Emphasis is placed on owner-operator vehicle maintenance. The student will be presented introductory training on tooling, fasteners, and automotive maintenance/service procedures.

041 Precision Lower-End Engine Blueprinting and Assembly (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Advisory: Automotive Service Technology 001.

Students are provided a comprehensive understanding of automotive performance oriented lower end engine machining and assembly techniques. The course covers engine blueprinting for performance applications, machining engine blocks, crankshafts, connecting rods and other related components. Modifications to short block assemblies for performance applications are also covered.

042 Performance Chassis and Suspension Systems (3)

Lecture 2 hours. Laboratory 2 hours.

This course provides a comprehensive understanding of automotive performance oriented chassis and suspension system upgrades. It discusses the effect springs, shocks and swaybars have on a performance vehicle. The effect of caster, camber and toe settings on a performance vehicle are covered. Modifications to a vehicle's steering and suspension systems are discussed for road course, oval and straight-line racing situations.

043 Dyno Tuning for Performance (3) CSU

Lecture 2 hours. Laboratory 2 hours.

This course provides a comprehensive understanding of automotive performance tuning on a chassis dynamometer. It discusses performance upgrades to timing and fuel curves on both non-computer and computer controlled systems. Bolt-on performance upgrades such as forced injection systems, improvements to intake systems and exhaust upgrades are also discussed.

044 Precision Upper-End Engine Assembly (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Advisory: Automotive Service Technology 001.

Students are provided a comprehensive understanding of automotive performance oriented upgrades to an engine upper-end to include cylinder heads, valve train, intake systems and exhaust systems. The course covers effective intake and exhaust flow on a performance engine. The course also covers machining cylinder heads, valves and related components. Modifications to cylinder head combustion

chambers, ports, valve size, valve spring set-up, rocker arm geometry and push rod lengths are covered in this course.

045 Chassis, Suspension and Interior Fabrication Techniques (3)

Lecture 2 hours. Laboratory 2 hours.

This course provides a comprehensive understanding of automotive performance oriented chassis, suspension and interior modifications, which enhance a vehicle's safety and performance ability. It discusses fabrication and modification of various chassis and suspension systems for performance use. How to fabricate and/or install from kit form safety equipment such as roll bars and roll cages are covered. Fabrication and installation of interior tin are discussed and practiced.

048 Automotive Service Writing (3) CSU

Lecture 3 hours.

This course provides a comprehensive understanding of automotive service writing as outlined by the laws and regulations of the State of California Bureau of Automotive Repair. Students learn the rules and regulations required by the State of California and explore how to write automotive repair invoices/contacts while keeping the customer informed and obtaining required authorization for services. This course is designed to explain business ethics, quality control in automotive diagnosis and repair, and the procedures needed to open an Automotive Business. The course is also designed to expose the student to the basics of customer relations.

053 Introduction to Alternative Fuels (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Students are introduced to alternative fuel vehicles in the automotive industry. Students compare various alternative fuels, such as Electric, Compressed Natural Gas (CNG), Liquefied Petroleum Gas (LPG), Liquefied Natural Gas (LNG), Ethanol, Methanol, Bio-diesel, electric vehicles, and hybrid electric vehicles. Students are presented and analyze topics on alternative fuel theory, design, operation, and safety. Learning strategies include: multimedia presentations, discussions, research, and lab practice. Students perform laboratory activities including vehicle diagnosis, vehicle maintenance, and vehicle repair.

055 Hybrid Service and Safety (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Students are introduced to Servicing and Safety procedures on Hybrid-Electric Vehicles. Students are presented and analyze topics including the various Hybrid-Electric designs, operation, service and safety of vehicles currently in production, as well as those being developed for the future. Learning strategies include: multimedia presentations, discussions, research, and lab practice. Students learn procedures and operation of equipment used during diagnosis, maintenance, repair, and service of Hybrid-Electric Vehicles. Students learn vehicle safety procedures and practices.

185 Directed Study - Automotive Service Technology (1) CSU

285 Directed Study - Automotive Service Technology (2) CSU

385 Directed Study - Automotive Service Technology (3) CSU

Conference 1 unit per hour.

This course allows students to pursue directed study in Automotive Service Technology on a contract basis under the direction of a supervising instructor.



Basic Skills (BSICSKL)

027CE Foundations: Study Skills (0) (NDA) - RPT 9

Lecture 1 hour.

This noncredit course is designed to prepare students to identify their preferred learning styles in various contexts and recognize their strengths and weaknesses to increase successful habits for effective studying, memorizing, and retaining information. Topics include: prioritizing and organizing tasks, managing time, identifying resources and relationships to improve success chances. Students are introduced to the Habits of Mind and Growth Mindset to help them develop the attitude and habits needed for success. Progress indicators are issued for this class including Pass (P), Satisfactory Progress (SP), and No Pass (NP). This is a managed enrollment course.

038CE GED Preparation (0) (NDA) - RPT 9

Lecture 4 hours.

This noncredit course is designed to prepare students for the General Educational Development (GED) Test. The class will focus on the skills and strategies necessary for passing the GED exam. Progress indicators are issued for this class including Pass (P), Satisfactory Progress (SP), and No Pass (NP). This is a managed enrollment course.

065CE Financial Literacy - Credit Basics (0) (NDA) - RPT 9

Lecture 0.5 hour.

Students develop a foundation of credit management concepts and learn about the credit rating systems, the consequences of excessive debt, and the impact of deferred and default student education loans on credit history. Progress indicators are issued for this class including Pass (P), Satisfactory Progress (SP), and No Pass (NP). This is an open entry/open exit course.

066CE Financial Literacy - Personal Money Management (0) (NDA) - RPT 9

Lecture 0.5 hour.

Students acquire a foundation of money management concepts and develop a financial plan to meet their educational goals using various strategies: FAFSA, scholarships, student loans, and banking (savings and checking accounts). Progress indicators are issued for this class including Pass (P), Satisfactory Progress (SP), and No Pass (NP). This is not an open entry/open exit course.

100CE First Year Success (0) (NDA) - RPT 9

Lecture 1 hour.

Students learn how to make the transition to college and proceed toward college success by developing effective study habits, incorporating career and academic planning tools, and understanding college resources available to students. Students will also learn the habits of successful college students.

211CE Anger Management Life Skills (0) (NDA) - RPT 9

Lecture 1.5 hours.

This non-credit course provides the foundation to increase the anger management knowledge that is necessary for successful life skills. Topics include defining anger, calming anger, problem solving techniques, and using humor to defuse anger. Progress indicators are issued for this class including Pass(P), Satisfactory Progress (SP), and No Pass (NP).

212CE Anger Management Skills in the Workplace (0) (NDA) - RPT 9

Lecture 1.5 hours.

This non-credit course is designed to introduce techniques to help increase the anger management skills that are essential in today's dynamic workplace environment. Topics include the effects of uncontrolled anger, and techniques to control

anger. Progress indicators are issued for this class including Pass(P), Satisfactory Progress (SP), and No Pass (NP).

Biology

See course listings under Anatomy, Microbiology, Oceanography, and Physiology.

003 Introduction to Biology (4) **UC:CSU

Lecture 3 hours. Laboratory 3 hours.

No credit is given for Biology 003 after completing Biology 006.

Students engage in a comprehensive study of the major principles of biology. Topics such as cell structure and physiology, bioenergetics, development, genetics, basic ecology, population biology and evolution are emphasized. This course meets the general education laboratory experience requirement. This course is not intended for life science, biology, or pre-professional (medical, dental) majors. (CSU GE Area B2 + B3 • IGETC Area 5B + 5C)

****UC Credit Limit:** No credit for Biology 003 if taken after 006 or 007.

006 General Biology I (5) UC:CSU

Lecture 3 hours. Laboratory 6 hours.

Corequisite: Concurrent enrollment in Chemistry 101. Previous completion of Chemistry 101 with a grade of "C" or better is allowable.

Note: This class meets off campus several times during the semester.

Note: Many 4-year institutions require that Biology 006 & 007 be taken at the same college.

Biology 006 represents half of a one-year general biology course designed for Life Science majors and those preparing for health professions and research careers. The course focuses on the fundamental processes associated with living organisms, particularly those at the cellular and molecular levels of organization. The course examines the principles of molecular biology, cell structure and function, metabolism, genetics and inheritance in both prokaryotic and eukaryotic organisms. **Note:** Some 4-year institutions prefer that Biology 006 and 007 be taken at the same college.

(CSU GE Area B2 + B3 • IGETC Area 5B + 5C)

C-ID: BIOL 135 S (BIOLOGY 006 and 007)

007 General Biology II (5) UC:CSU

Lecture 3 hours. Laboratory 6 hours.

Corequisite: Concurrent enrollment in Chemistry 101. Previous completion of Chemistry 101 with a grade of "C" or better is allowable.

Note: Biology 006 is not a prerequisite for Biology 007.

Note: This class meets off campus several times during the semester.

Note: Many 4-year institutions require that Biology 006 & 007 be taken at the same college.

Students complete the study of the basic principles of biology. The course includes a comparative study of the structure and physiology of vertebrate organ systems, the basic concepts of evolution, and the evolution of the vertebrates. The course also examines basic ecological concepts and populations and their relationships to biological communities.

(CSU GE Area B2 + B3 • IGETC Area 5B + 5C)

C-ID: BIOL 135 S (BIOLOGY 006 and 007)

010 Natural History I (4) UC:CSU

Lecture 3 hours. Laboratory 3 hours.

Note: Surveys of the local ecosystems are done during off campus field trips.

Students examine biological principles including evolution, adaptation and scientific methods using the local environment. Includes the role of climate in the distribution of plant and animal species and a systematic survey of the common local plants, aquatic and terrestrial invertebrates, birds, and mammals.

(CSU GE Area B2 + B3 • IGETC Area 5B + 5C)

011A Natural History IIA (1) *UC:CSU

Lecture 0.5 hour. Laboratory 1 hour.

This course is offered as a pass/no pass course only.

Note: Students with disabilities requiring accommodations must participate in an interactive meeting with the Office of Special Services in Student Services Building, Room 4800, to determine reasonable accommodations.

Students examine the Macrocytis (kelp) forest communities of Santa Catalina Island. Studies include the principles of community ecology and community analysis, the biology of kelp, and the identification and biology of the algal, invertebrate and fish assemblage that form the communities. An emphasis is placed on understanding the role that biological interactions play in determining the community structure and organization.

***UC Credit Limit:** BIOLOGY 011A, BIOLOGY 011B, BIOLOGY 011C combined must be taken for a minimum of 3 units to receive transfer credit.
Note: courses taught in modules – 1 module = 1 unit.

011B Natural History IIB (1) *UC:CSU

Lecture 0.5 hour. Laboratory 1 hour.

This course is offered as a pass/no pass course only.

Note: Students with disabilities requiring accommodations must participate in an interactive meeting with the Office of Special Services in Student Services Building, Room 4800, to determine reasonable accommodations.

Students examine the wetlands communities of the Estero de Punta Banda region of Baja California, Mexico. Studies include the principles of community ecology and community analysis, and the identification and biology of the algal, invertebrate, fish and bird assemblage that form the communities. Students observe and examine the morphological and physiological adaptations of wetlands plants and invertebrates, the feeding and behavioral adaptations of wetlands birds, and deduce the role that biological interactions play in determining the community structure and organization. The effects of human activity on changes in the wetlands communities of Baja California with respect to economic and political forcing functions, along with cultural concomitants are observed and discussed. This course is taught in 1 unit modules. One class meeting on campus is followed by a two day field study in the Estero de Punta Banda region of Baja California, Mexico. Studies include the principles of community ecology and community analysis and the identification and biology of the algal, invertebrate and fish assemblage that form the communities. An emphasis is placed on the morphological, physiological and behavioral adaptations of rocky intertidal organisms and on understanding the role that biological interactions play in determining the community structure and organization. The effects of the development of the coastal environment on the marine environment are also explored.

***UC Credit Limit:** BIOLOGY 011A, BIOLOGY 011B, BIOLOGY 011C combined must be taken for a minimum of 3 units to receive transfer credit.
Note: courses taught in modules – 1 module = 1 unit.

011C Natural History IIC (1) *UC:CSU

Lecture 0.5 hour. Laboratory 1 hour.

This course is offered as a pass/no pass course only.

Note: Students with disabilities requiring accommodations must participate in an interactive meeting with the Office of Special Services in Student Services Building, Room 4800, to determine reasonable accommodations.

Students examine the wetlands communities of the Estero de Punta Banda region of Baja California, Mexico. Studies include the principles of community ecology and community analysis, and the identification and biology of the algal, invertebrate, fish and bird assemblage that form the communities. Students observe and examine the morphological and physiological adaptations of wetlands plants and invertebrates, the feeding and behavioral adaptations of wetlands birds, and deduce the role that biological interactions play in determining the community structure and organization. The effects of human activity on changes in the wetlands communities of Baja California with respect to economic and political forcing functions, along with cultural concomitants are observed and discussed. This course is taught in 1 unit modules. One class meeting on campus is followed by a

two day field study in the Estero de Punta Banda region of Baja California, Mexico.

***UC Credit Limit:** BIOLOGY 011A, BIOLOGY 011B, BIOLOGY 011C combined must be taken for a minimum of 3 units to receive transfer credit.
Note: courses taught in modules – 1 module = 1 unit.

012A Natural History and Field Biology (1) CSU

Lecture 1 hour.

This course is offered as a pass/no pass course only.

In this course students will study the interrelationship of climate, animals, plants, and humans in the environment. The course will include an in-depth ecological and systematic survey of a few selected ecosystems. Topic: Birds of Winter Note: This course is taught in 1 unit modules. A segment of online 'class meetings,' plus two class meeting in the field. Note: Students must provide their own transportation to the field trips.

012B Natural History and Field Biology (1) CSU

Lecture 1 hour.

This course is offered as a pass/no pass course only.

In this course students will study the interrelationship of climate, animals, plants, and humans in the environment. The course will include an in-depth ecological and systematic survey of a few selected ecosystems. Topic: Birds of Spring Note: This course is taught in 1 unit modules. Each module consists of online 'class meetings,' plus two class meetings in field locations. Note: Students must provide their own transportation to field trips.

012C Natural History and Field Biology (1) CSU

Laboratory 2 hours.

This course is offered as a pass/no pass course only.

In this course students analyze the interrelationship of climate, animals, plants, and humans in the environment. The course will include an in-depth ecological and systematic survey of a few selected ecosystems. Topic: Birds of High Elevation vs Woodland Communities Note: This course is taught in 1 unit modules. A segment of 'online meetings' is administered, plus two class meetings are in field locations. Note: Students must provide their own transportation to the field trips.

110 General Biology - Genetic Analysis and Biotechnology (4) UC:CSU

Lecture 2 hours. Laboratory 6 hours.

Prerequisite: Biology 006 with a grade of "C" or better.

This course is designed for Life Science majors as a continuance of their general biology studies. This course provides a comprehensive introduction to genetic analysis, whereby students examine topics such as chromosome analysis, population genetics, and genomics. This course also provides a comprehensive introduction to the science of biotechnology by providing both the theory and hands-on experience with current laboratory procedures.

(CSU GE Area B2 + B3 • IGETC Area 5B + 5C)

121 Lectures in Marine Biology (3) *UC:CSU

Lecture 3 hours.

Formerly Oceanography 12. Credit not given for both courses.

May be offered as an honors section.

This course is an introduction to the biology of the marine environment. Students examine the physical conditions of the oceans and marine organisms. A strong emphasis is placed on learning and understanding the biology and attributes of the major groups of marine organisms including morphology, feeding, reproduction, adaptations and ecology. Students examine several marine communities and ecosystems and develop an understanding the fundamentals of ecosystems and community analysis, and apply their knowledge of the biology of individual organisms as they function as interacting members of these units of biological organization. Ecosystems and communities that will be examined include kelp forests, coral reefs, deep sea, hydro thermal vents, mangroves, the rocky inter tidal zone, sandy sub tidal and the Antarctic continent. Students also follow in the



news and report on the current state of environmental issues affecting the marine environments such as fisheries management and pollution.

(CSU GE Area B2 • IGETC Area 5B)

**UC Credit Limit: 121, 122 and 123 combined: maximum credit, 5 units.*

122 Marine Biology Laboratory (2) *UC:CSU

Laboratory 4 hours.

Note: Students with disabilities requiring accommodations must participate in an interactive meeting with the Office of Special Services in Student Services Building, Room 4800, to determine reasonable accommodations.

Formerly Oceanography 14. Credit not given for both courses.

Corequisite: Concurrent enrollment in Biology 121. Previous completion of Biology 121 with a grade of "C" or better is allowable.

May be offered as an honors section.

A laboratory and field course. Students will explore the Southern California near-shore marine environment with hands-on laboratory and field studies. In laboratory studies students will inspect live specimens and dissect preserved specimens to learn the morphology, physiological ecology, classification and ecology of marine plants, invertebrate and fishes. During field studies students will deduce biological relationships among organisms of the intertidal and nearshore communities while learning how to accurately identify organisms and observe, record, and analyze data they collected write a scientific format paper based on their research. Students will also cooperatively conduct a semester long analysis of the rocky intertidal community in a project they design, execute, analyze interpret. The students will also participate in research cruises learning how to operate shipboard oceanographic sampling devices to collect physical and biological data describing the water conditions and biological communities off the southern California coast.

(CSU GE Area B3 • IGETC Area 5C)

**UC Credit Limit: 121, 122 and 123 combined: maximum credit, 5 units.*

123 Introduction to Marine Biology (3) *UC:CSU

Lecture 2 hours. Laboratory 3 hours.

Formerly Oceanography 2. Credit not given for both courses.

Students live at a marine biology field station in the Sea of Cortez to maximize opportunities afforded by field study. The lectures, laboratories and field studies allow students to directly experience the physical attributes of the Gulf of California nearshore ecosystem as it influences the biology of the marine plants and animals of the region. Emphasis is placed on learning about the interactions among species which determine their distributions and the organization of communities. Students will observe and learn the biology of the plants, invertebrates, fish, birds, marine mammals and marine reptiles that interact in the numerous marine communities of the Gulf of California ecosystem. Field studies, both experimental and observational, will allow students to discover and describe the relationship between fish form and function, invertebrate and fish behavioral interactions, as well as marine mammal and fish behavior. This work is undertaken primarily while students are in the water snorkeling. Students will have readings followed by group discussions of issues relating to fisheries and resource utilization, future fisheries management and/or exploitation by 3rd world countries of fisheries. The Bahia de los Angeles area of the Sea of Cortez will be studied as the 3rd World marine fisheries in microcosm.

(CSU GE Area B2 + B3 • IGETC Area 5B + 5C)

**UC Credit Limit: 121, 122 and 123 combined: maximum credit, 5 units.*

185 Directed Study - Biology (1) CSU

285 Directed Study - Biology (2) CSU

385 Directed Study - Biology (3) CSU

Conference 1 hour per unit.

This course allows students to pursue directed study in Biology on a contract basis under the direction of a supervising instructor.

Biotechnology (BIOTECH)

002 Biotechnology I (4) CSU

Lecture 2 hours. Laboratory 6 hours.

This course introduces students to the field of Biotechnology and the industry standard of the principle of quality. It provides hands-on laboratory experience, and essential workplace-readiness skills to prepare students for the employment opportunity in the biotechnology industry. This course focuses on essential laboratory techniques used in the biotechnology industry, including pharmaceutical, food, and agriculture industries. Students receive two hours of lecture per week on the fundamental knowledge on several laboratory techniques and perform six hours per week hands-on laboratory activity. This course will give students a better idea of whether completing the biotechnology certification aligns with their career goals.

003 Biotechnology II (4) CSU

Lecture 2 hours. Laboratory 6 hours.

Prerequisite: Biotechnology 002 with a grade of "C" or better.

This course expands concepts and techniques introduced in Biotechnology I. This course focuses on state-of-the-art DNA technology (amplification and sequencing), protein biomanufacturing, and molecular diagnostics techniques. Each laboratory activity will be performed according to the industry standard. Students will receive 2-hours of lecture per week on the fundamental knowledge of several laboratory techniques and perform 6-hours per week hands-on laboratory activity.

185 Directed Study - Biotechnology (1) CSU

285 Directed Study - Biotechnology (2) CSU

385 Directed Study - Biotechnology (3) CSU

Conference 1 hour per unit.

This course allows students to pursue directed study in Biotechnology on a contract basis under the direction of a supervising instructor.

Broadcasting (BRDCSTG)

001 Fundamentals of Television and Radio Broadcasting (3) UC:CSU

Lecture 3 hours.

Advisory: Journalism 101.

Students in this course learn an overview of the Radio-TV industry, including its emergence, roles of the networks, governmental regulation, social effects, legal and ethical aspects, programming and employment practices.

(CSU GE Area D • IGETC Area 4)

010 Radio Programming and Production (3) CSU

Lecture 2 hours. Laboratory 3 hours.

Students are introduced by means of working on a campus radio station, to all aspects of radio station programming and production. Students will produce content in the form of podcasts, live shows, radio documentaries, broadcast news spots, etc. Basic writing for broadcast, audio storytelling and editing will be covered. Ethical and legal aspects of broadcast communication and radio journalism are also covered.

C-ID: JOUR 130

Course Descriptions

022 Radio/Television Activities (1) CSU

Laboratory 3 hours.

Prerequisite: Broadcasting 010 with a grade of "C" or better.

Students receive training and studio/field experience in production, programming, research and management in broadcast media completing practical assignments for Pierce College radio station KPCRradio.com.

050 Radio Documentary Production (6) CSU

Lecture 3 hours. Laboratory 6 hours.

Prerequisite: Broadcasting 010 with a grade of "C" or better.

Advisory: Media Arts 110.

This course explores long-form radio documentary concept development, pre-production, production and post-production. Students will learn how to research and pitch a story, elements of storytelling and story structure, character development, interviewing, microphone and editing techniques, how to write and perform narration, as well as how to use natural sound, music and sound effects for radio documentaries. In addition, copyright law and other legal issues will be considered in this hands-on course.

081 Field Work I - Broadcasting (1) CSU

Laboratory 2 hours.

Prerequisite: Broadcasting 010 with a grade of "C" or better.

In this course students pursue Field Work in Media Arts on a contract basis under the direction of a supervising instructor. Students gain experience by working on a specific approved topic to put into practice what they have learned in one of the prerequisite courses.

103 Live Hosting and Announcing on the Air and the Web (3) CSU

Lecture 2 hours. Laboratory 2 hours.

In this course, students will train in the presentation of broadcast, podcast and Webcast material. Students will learn the fundamentals of good speech and develop techniques for handling the problems unique to broadcasting, such as properly using a microphone, reading for the camera, interviewing techniques, preparing continuity and transitions for commercial copy, promotional and public service announcements, news copy, weather and sports announcing. Students may also receive an opportunity to create programming for the campus radio station or Internet radio station.

114 Sound Design for Digital Film/Video/Radio (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Intermediate course dealing with all aspects of digital media including film/video/radio sound recording, mixing, and editing from theory to application, centering on learning the basic parts and functions of professional motion picture and digital video/radio sound equipment, as well as sound techniques and aesthetics with an emphasis on editing and post-production for digital media. Students will develop an audio portfolio specific to post-production.

185 Directed Study - Broadcasting (1) CSU

285 Directed Study - Broadcasting (2) CSU

385 Directed Study - Broadcasting (3) CSU

Conference 1 unit per hour.

This course allows students to pursue directed study in Broadcasting on a contract basis under the direction of a supervising instructor.

Business Administration

Business Administration courses are listed separately under the following headings: Accounting, Business, Business Law, Insurance, International Business, Management, Marketing, Real Estate, and Supervision.

Business (BUS)

001 Introduction to Business (3) *UC:CSU

Lecture 3 hours.

Students will study the basic areas of business in this survey course. Topics covered include: Accounting, International Business, Finance, Marketing, Management, Business Law, Business Organization, and Careers.

***UC Credit Limit:** Business 001 and International Business 001: maximum credit, 1 course.

C-ID: BUS 110

005 Business Law I (3) UC:CSU

Lecture 3 hours.

Students in the Business Law course examine the law and its impact on society. Students analyze the Court System, the Law of Contracts, Torts, Negligence, Crimes, the Corporate Legal Structure and the liabilities of owners and the differences between the Corporate Legal Structure and other forms of business ownership. In addition, Personal Property, Bailments, and Real Property are covered. Students analyze and summarize legal cases and may present them as part of a class discussion.

C-ID: BUS 125

010 Fundamentals of Tax Return Preparation (3)

Lecture 3 hours.

This course is offered as a pass/no pass course only.

The student in Business 010 will acquire the knowledge and develop the skills necessary to prepare both federal and state income tax returns. The class is associated with the Voluntary Income Tax Assistance program (VITA) sponsored by the federal government and the State of California.

Business Communications

See course listings under Computer Applications Office Technologies.

Business Computer Applications

See course listings under Computer Applications Office Technologies.

Business English

See course listings under Computer Applications Office Technologies.

Chemistry (CHEM)

Students whose native language is other than English are recommended to be enrolled in E.S.L. 087 or E.S.L. 008 before enrolling in Chemistry laboratory courses. Chemistry courses require good reading and writing skills. It is recommended that students complete Intermediate Algebra and Intermediate Reading and Composition before enrolling in any Chemistry course.

**051 Fundamentals of Chemistry I (5) UC:CSU**

Lecture 3 hours. Laboratory 4 hours.

Prerequisite: Mathematics 115 with a grade of "C" or better.

This course offers a basic introduction to concepts in general chemistry with an overview of organic chemistry. It is designed for those students whose interests are in nursing, animal health technology, home economics, physical therapy, elementary education and for liberal arts students in need of a laboratory course in physical science. It is not intended for students planning to take Chemistry 101. Students explore concepts in chemistry by hearing about them in lecture, performing lab experiments, and engaging in computer-based activities.

(CSU GE Area B1 + B3 • IGETC Area 5A + 5C)

***UC Credit Limit:** Chemistry 051 and Chemistry 101 combined; maximum credit, 1 course.

060 Introduction to General Chemistry (5) *UC:CSU

Lecture 3 hours. Laboratory 4 hours.

This class may be offered periodically as an Internet-based class with an on-campus laboratory. This course is typically offered in both summer session and winter intersessions.

Prerequisite: Mathematics 115 with a grade of "C" or better.

In this course students will develop critical thinking and problem-solving skills by learning, reviewing, and applying important mathematical concepts and fundamental principles of general chemistry to find solutions to word problems. This will be implemented through weekly collaborative problem-solving sessions and through online Mastering Chemistry that coaches students on the process of how to actually solve problems. The composition and structure of different types of matter, and changes that it undergoes will be highlighted. Several types of simple inorganic reactions will be presented and the significance of the Periodic Table of the elements will be explained. Another emphasis of the course is on the development of a basic vocabulary related to chemical concepts, including chemical nomenclature. Students will also develop laboratory skills and scientific writing skills by applying their understanding of the theoretical chemistry concepts to weekly lab experiments where they are evaluated on their effort, skills, safe implementation of lab protocols and a written lab report. The laboratory work is intended to develop skills in measurement, observation, use of simple chemical glassware and equipment, and in making deductions from observations and communicating them in a written report.

(CSU GE Area B1 + B3 • IGETC Area 5A + 5C)

***UC Credit Limit:** No credit for Chemistry 060 if taken after Chemistry 101.

C-ID: CHEM 101

CHEMISTRY 101 PREPAREDNESS

Chemistry 101 is a challenging class that assumes some prior chemistry knowledge and laboratory experience in order to be successful. If a student doesn't have such experience, it is strongly recommended that they pass Chemistry 060 before attempting Chemistry 101.

Should a student want to challenge this recommendation, they would need to completely fill out a Prerequisite Challenge Form. The form can be obtained at http://www.piercecollege.edu/offices/assessment_center/media/pdf/prerequisite.pdf and should be submitted to the Assessment Center, located in the Student Services Building. Upon receiving the form, the Chemistry Department Chair will make an evaluation and contact the student by email. A readiness test may be administered to determine the student's preparedness for Chemistry 101. The student should plan to submit the Prerequisite Challenge Form at least a month prior to the date they wish to register for the class.

101 General Chemistry I (5) UC:CSU

Lecture 3 hours. Laboratory and discussion 6 hours.

This class may be offered periodically as an Internet-based class with an on-campus laboratory. This course is typically offered in both summer and winter intersessions.

Note: Many 4-year institutions require that Chemistry 101 & 102 be taken at the same college.

Prerequisite:

1. Chemistry 060 or equivalent with a grade of "C" or better, or passing the Chemistry 101 Preparedness Test.

2. Mathematics 125 with a grade of "C" or better.

This course presents the principles and laws of chemistry as related to the structure of matter. Students will compare states of matter and phase changes; relate atomic structure to periodic trends; use stoichiometry in multiple chemical contexts; be introduced to thermochemistry, thermodynamics, and chemical equilibrium; explain chemical bonding and the basics of Molecular Orbital Theory; identify acids and bases and their reactions; and identify and balance oxidation-reduction reactions. In lab, students will develop skills in observation, use of chemical glassware and equipment, making deductions from observations, analyzing results and communicating them in a written laboratory report.

(CSU GE Area B1 + B3 • IGETC Area 5A + 5C)

***UC Credit Limit:** Chemistry 051 and Chemistry 101 combined; maximum credit, 1 course.

C-ID: CHEM 110 (CHEM 101 & 102)

102 General Chemistry II (5) UC:CSU

Lecture 3 hours. Laboratory and discussion 6 hours.

This class may be offered periodically as an Internet-based class with an on-campus laboratory. This course is usually offered in the summer intersession.

Note: Many 4-year institutions require that Chemistry 101 & 102 be taken at the same college.

Prerequisite: Chemistry 101 or its equivalent with a grade of "C" or better.

This course is a continuation of Chemistry 101. Students cover topics including a detailed study of chemical equilibrium as applied to analytical chemistry including solubility, complex ion, and redox equilibria, pH, buffers, weak acids, weak bases, monoprotic and polyprotic systems; thermodynamics; electrochemistry; the solid state; the relationship between structure and properties; kinetics; coordination chemistry and ligand field theory; visible spectroscopy; nuclear chemistry; and the chemistry of selected metals and nonmetals.

(CSU GE Area B1 + B3 • IGETC Area 5A + 5C)

C-ID: CHEM 110 (CHEM 101 & 102)

211 Organic Chemistry for Science Majors I (5) UC:CSU

Lecture 3 hours. Laboratory and discussion 6 hours.

Note: Many 4-year institutions require that Chemistry 211 & 212 be taken at the same college.

Prerequisite: Chemistry 102 with a grade of "C" or better.

This constitutes the first part of a two-course sequence presenting the nomenclature, structure, stereochemistry, reactions, synthesis, and their mechanisms, of aliphatic hydrocarbons, focusing on alkanes, alkenes, alkynes, alcohols and ethers. As the course progresses a multistep-synthetic approach involves the various classes of compounds. The laboratory presents the standard techniques of preparation and isolation of organic compounds as well as the analysis of the purified products involving a variety of modern equipment and instrumentation.

(CSU GE Area B1 + B3 • IGETC Area 5A + 5C)

C-ID: CHEM 160 S (CHEM 211 & 212)

212 Organic Chemistry for Science Majors II (5) UC:CSU

Lecture 3 hours. Laboratory and discussion 6 hours.

Note: Many 4-year institutions require that Chemistry 211 & 212 be taken at the same college.

Prerequisite: Chemistry 211 with a grade of "C" or better.

This constitutes the second part of a two-course sequence and continues and completes the study of organic compounds initiated in Chemistry 211. It presents the nomenclature, structure, stereochemistry, reactions, synthesis, and their mechanisms of aromatics, amines and carbonyl-containing compounds. From the onset of the course, a multi-step synthetic approach ensures the review and incorporation of all previously studied classes of organic compounds. The end of the course employs the principles learned within a biochemistry framework involving the study of biomolecules, natural and synthetic polymers. The laboratory presents more techniques of preparation, isolation and analysis of organic compounds employing modern instrumental analysis. The laboratory focuses on the preparation and isolation of natural organic compounds, employing the prior-learned standard techniques, as well as the analysis of the purified products involving a variety of modern equipment and instrumentation.

(CSU GE Area B1 + B3 • IGETC Area 5A + 5C)

C-ID: CHEM 160 S (CHEM 211 & 212)

221 Biochemistry for Science Majors (5) UC:CSU

Lecture 3 hours. Laboratory and discussion 6 hours.

Prerequisite: Chemistry 211 or its equivalent with a grade of "C" or better.

Normally offered in the Spring semester only.

The course is designed to provide students with a thorough introduction to the principles, concepts and terminology of biochemistry, with an emphasis on the structure and function of biomolecules, the role of intermediary metabolism in energy production and common biochemical laboratory techniques. Students will work problems and perform experiments related to these concepts. Topics include the chemistry and properties of the four groups of biological macromolecules (proteins, nucleic acids, carbohydrates and lipids) and their building blocks, protein structure and function, enzyme catalysis, and the details of the central metabolic pathways (glycolysis, glycogenolysis, the citric acid cycle, electron transport, and oxidative phosphorylation) including their regulation and integration. Throughout the course the organizing principles of biochemistry and the distinctive characteristics of the living state will be emphasized. The laboratory exposes the students to a variety of biochemical techniques and how they are used to evaluate biomolecules and systems. These techniques include spectrophotometry, various types of chromatography including paper, thin layer, and molecular exclusion, basics of protein purification and enzyme assays.

(CSU GE Area B1 + B3 • IGETC Area 5A + 5C)

185 Directed Study - Chemistry (1) CSU
285 Directed Study - Chemistry (2) CSU
385 Directed Study - Chemistry (3) CSU

Conference 1 hour per unit.

This course allows students to pursue directed study in Chemistry on a contract basis under the direction of a supervising instructor.

Chicano Studies (CHICANO)

002 The Mexican-American in Contemporary Society (3) UC:CSU

Lecture 3 hours.

May be offered as an honors section.

Students examine current U.S. cultural and social issues relevant to the Chicano Community, advances in political organization and efficacy, and social problems remaining unresolved in Chicano communities in the United States with an emphasis on California and the Southwestern United States.

(CSU GE Area D • IGETC Area 4)

004 Introduction to Chicana/o Studies (3) UC:CSU

Lecture 3 hours.

This course is an introductory inter-disciplinary study of the field of Chicana/o Studies. It examines race, ethnicity, and culture in relation to Chicana/o and Latina/o communities and their social justice movements and struggles. The course provides a basis for better understanding of the socio-economic, cultural, and political conditions among Chicanas/os / Latinas/os and other minority groups through historical consideration of the creation and development of Ethnic Studies programs in the United States.

(CSU GE Area C2 or D or F)

007 The Mexican-American in the History of the United States I (3) UC:CSU

Lecture 3 hours.

Students learn about United States history from early colonial period through the Civil War with special emphasis on the contribution of Mexican Americans. This course will provide a background in the political and social development of both the United States and Mexico, and in addition, is for those who wish to gain a better understanding of Mexican culture in the southwestern United States. Included is a survey of the U.S. Constitution.

(CSU GE Area C2 or D • IGETC Area 3B or 4 • Satisfies CSU American Ideals Graduation Requirement US-1)

008 The Mexican-American in the History of the United States II (3) UC:CSU

Lecture 3 hours.

Students study the historical evolution of the Chicano in the nineteenth century America. Discussion centers on the participation, contributions, experiences of and by the Chicano community. Major areas include the historical socio-political, economic and educational struggles of Mexican-Americans since the mid 19th century. Topics include the Mexican American Southwest, the Post War conflict, American Expansionism, Westward Movements, U.S. Treaties of Cahuenga & Guadalupe Hidalgo, U.S. Constitution, Bill of Rights, Mexican Revolution, immigration, the Great Depression, Desegregation struggle, American Nativism, Mexican Repatriation and Deportations, WWII, Zoot-Suit Riots, Acculturation period, Bracero Program, Mexican American Labor Movement, Chicano Movement, and the Post Civil Rights Era. Intended for students interested in Chicano and Ethnic Studies or other social issues.

(CSU GE Area C2 or D or F • IGETC Area 3B or 4 • Satisfies CSU American Ideals Graduation Requirement US-1)

020 The Mexican-American in California (3) UC:CSU

Lecture 3 hours.

Students survey the political, economic, social, cultural and intellectual history of Mexicans on the Pacific Coast from Pre-Columbian times, through the Spanish Colonial era, the Mexican period, and to the Euro-American presence. Special emphasis will be placed on California.

(CSU GE Area D • IGETC Area 4)

**037 Chicano Literature (3) UC:CSU***Lecture 3 hours.*

This course is an introduction to the literary, social, and cultural aspects of the novel, short story, essay, poetry, and drama written by Mexican-Americans. Students examine the progression of a people and culture artistically expressed by Mexican-American writers who seek to understand themselves and the world around them.

(CSU GE Area C2 • IGETC Area 3B)

047 The Mexican-American Woman in Society (3) UC:CSU*Lecture 3 hours.*

Students gain a better understanding of the Chicana in contemporary society. Emphasis is placed on establishing a framework from which to view the historical development and treatment of women in modern society. An analysis of selected Latina issues currently affecting Chicana women is included.

(CSU GE Area C2 or D • IGETC Area 3B or 4)

054 Mexican-American Arts in American Culture (3) UC:CSU*Lecture 3 hours.*

Students explore Mexican and Chicana/o arts from the Pre-Columbian period to the contemporary era with a focus on social, political and economic structures. Particular emphasis is given to the identification and the discussion of their contributions to the contemporary culture of the United States. This course covers major historical periods of Mexican and Chicana/o history and visual culture.

(CSU GE Area C1 • IGETC Area 3A)

057 Chicanas and Chicanos in Film (3) UC:CSU*Lecture 3 hours.*

This course examines how film industry has depicted Chicanas and Chicanos through the medium of film from the early twentieth century to present day. Students analyze and interpret the techniques, contents, and historical context of relevant films. Analysis of the image of the Chicana and Chicano as presented in films and documentaries are summarized and interpreted by students.

(CSU GE Area C1 or C2 • IGETC Area 3A or 3B)

080 Chicano Politics (3) UC:CSU*Lecture 3 hours.*

Students examine U.S. history and political issues relevant to the Chicano community; the strategies of Chicano political activism in the United States; social change movements, issues, and problems that are relevant to the Chicano Community.

(CSU GE Area D • IGETC Area 4)

185 Directed Study - Chicano Studies (1) CSU**285 Directed Study - Chicano Studies (2) CSU****385 Directed Study - Chicano Studies (3) CSU***Conference 1 unit per hour.*

This course allows students to pursue directed study in Chicano Studies on a contract basis under the direction of a supervising instructor.

Child Development (CH DEV)

001 Child Growth and Development (3) UC:CSU*Lecture 3 hours.**Required for all Child Development majors and certificates.*

Students are introduced to the theory of human development focusing on growth from conception through adolescence. The course content focuses on the physi-

cal, cognitive, and social-emotional domains, and ways in which biological and diverse environments influence growth. Students identify typical and atypical development and apply strategies to promote healthy child development in their personal and professional lives. Equivalent to Psychology 011. Credit not given for both classes.

(CSU GE Area D • IGETC Area 4)

*C-ID: CDEV 100***002 Early Childhood: Principles and Practices (3) UC:CSU***Lecture 3 hours.**Required for all Child Development majors.*

Students examine the underlying theoretical principles of developmentally appropriate practices applied to programs, environments, emphasizing the key role of relationships, constructive adult-child interactions, and teaching strategies in supporting physical, social, creative and intellectual development for all young children. A review of the historical roots of early childhood programs and the evolution of the professional practices promoting advocacy, ethics, and professional identity is included.

*C-ID: ECE 120***003 Creative Experiences for Children I (3) CSU***Lecture 3 hours.*

The creative approach to program planning in areas of art, dramatic play, blocks, music and movement will be explored. Emphasis will be on the development of creative teaching strategies and the values of these curriculum areas.

007 Introduction to Curriculum in Early Childhood Education (3) CSU*Lecture 3 hours.*

Students explore the knowledge and skills related to providing appropriate curriculum and environments for young children from birth to age 6. A teacher's role in supporting development and engagement for all young children is examined. Strategies for developmentally-appropriate practice based on observation and assessments across the curriculum, including 1) academic content areas, 2) play, art, and creativity, and 3) development of social-emotional, communication, and cognitive skills are evaluated.

*C-ID: ECE 130***009 Advanced Curriculum: Art in Early Childhood (3) CSU***Lecture 3 hours.*

This course is an advanced exploration of visual art and creative curriculum in early childhood. Students are introduced to contemporary philosophies of art education and basic art concepts as they relate to early childhood education (birth - 8 years old). This course will emphasize the development of basic artistic and pedagogical skills, techniques, and strategies for working with young children to develop aesthetic perception and to promote creative expression. Further, this course provides a study of the importance of integrating art into the educational experience and examines the impact on overall child development for both typically and atypically developing children.

010 Health, Safety and Nutrition (3) CSU*Lecture 3 hours.*

Students engage in an in-depth examination of the laws, regulations, standards, policies and procedures and early childhood curriculum related to children's mental and physical health, safety, and nutrition. The key components that ensure physical health, mental health, and safety for both children and staff are identified as well as the importance of collaboration with families, community and health professionals. Strategies for integrating these concepts into everyday planning and program development for all children in accordance with cultural and linguistic needs are emphasized. Students earn First Aid and CPR certification.

C-ID: ECE 220

011 Child, Family and Community (3) UC:CSU*Lecture 3 hours.**Required for all Child Development majors.*

This course focuses on the processes and outcomes of the child's integration into the social world of home, school, and community. Emphasis is on socialization as a reciprocal and interactive process in which individuals are shaped by culture, relationships, and experiences. In this course, students will examine child behavior and development along with understanding cultural and developmental diversity in society and the impact on teaching, parenting, and family relations.

(CSU GE Area D or E • IGETC Area 4)

*C-ID: CDEV 110***022 Practicum in Child Development I (4) CSU***Lecture 2 hours. Laboratory 6 hours.**Prerequisite: Child Development 001, 002, 007 and 011 with a grade of "C" or better; health exam, current TB test.**Note: Students must have completed a TB test within 6 months of practicum placement. Immunization records for Pertussis, Measles and the annual flu are required.*

Students are assigned to an approved Child Development program to demonstrate developmentally appropriate early childhood teaching competencies under guided supervision. Students utilize practical classroom experiences to make connections between theory and practice, develop professional behaviors, and build a comprehensive understanding of children and families. Child centered, play-oriented approaches to teaching, learning, assessment and knowledge of curriculum content areas is emphasized as student teachers design, implement and evaluate experiences that promote positive development and learning.

*C-ID: ECE 210***027 Advanced Curriculum: Science and Math in Early Childhood (3) CSU***Lecture 3 hours.*

Students analyze creative science and mathematics curriculum in early childhood education (birth - 8 years old). The development of scientific procedure with particular attention to inquiry and prediction as basic cognitive skills, current math learning theory and techniques, and strategies for working with young children to promote creative thinking is emphasized. Students evaluate the use of blocks and cooking within the Early Childhood framework, particularly as they relate to science and math.

028 Advanced Curriculum: Music, Movement and Language Arts Curriculum (3) CSU*Lecture 3 hours.*

Students will explore language arts in this advanced curriculum course that emphasize the concepts of listening, speaking, emergent writing and reading for the young child. Developmentally appropriate practices in music/movement, gathering/circle time curriculum that relate to early childhood education (birth - 8 years old) will be explored. Students analyze age and content appropriate children's literature.

030 Infant/Toddler Development (3) UC:CSU*Lecture 3 hours.*

Students analyze the cognitive/language, social/emotional and perceptual/motor developmental domains and milestones of infants from birth to 36 months. They also examine major theories including attachment, brain development, the value of play, early intervention and relationship-based care in the context of family systems such as culture, home language, and traditions. Students are introduced to the laws and regulations of safe, healthy environments and the rights of all infants and toddlers, including children at-risk for disabilities. Class instruction includes how to objectively observe infants and toddlers in diverse settings.

031 Infant/Toddler Care and Education (3) UC:CSU*Lecture 3 hours.*

Students will examine the principles of inclusive, respectful caregiving for infants and toddlers within a variety of program designs and routines. Students will explore typical and atypical development and principles of early intervention. Students will also learn how to design, implement and assess developmentally appropriate curriculum and environments. Course content also includes health, safety and licensing issues. Coursework includes documentation of learning through observation, guidance toward self regulation, family communications and identification of community resources. Further, students will explore current research within the context of home language and culture.

033 Introduction to the Reggio Emilia Approach (3) CSU*Lecture 3 hours.*

The Reggio Emilia Preschool and Infant/Toddler schools are recognized as outstanding early childhood programs. Students will explore the curriculum approach and social, political, and historical context of the Reggio Emilia philosophy. Primary focus is on the planning, development and implementation of emergent curriculum and the processes for authentic assessment and documentation.

034 Observing and Recording Children's Behavior (3) CSU*Lecture 3 hours.*

Students observe, record and interpret children's behavior in a variety of settings using appropriate observational methods. Students will apply this information to adapt the environment, curriculum, and teaching strategies to meet the individual needs of children within an early childhood program.

*C-ID: ECE 200***038 Administration & Supervision of Early Childhood Programs I (3) CSU***Lecture 3 hours.**Advisory: Child Development 001 and 002.*

Students examine administration and supervisory principles and practices necessary for the operation of an early childhood program. Students create their own preschool or childcare center by developing a parent handbook, staff handbook, budget and website. Topics include: licensing regulations, leadership skills, budget preparation and analysis, personnel management, parent involvement and local community resources. Partially fulfills California Title 22 licensing requirement for the Preschool Director.

042 Teaching in a Diverse Society (3) UC:CSU*Lecture 3 hours.*

Students learn the philosophy, principles and methods related to working with young children from diverse backgrounds. They explore materials and experiences relating to diversity, including cultural, ethnic, ability, gender, social class and generation differences. Curriculum development, problem solving techniques and environmental designs is studied from an inclusive perspective to infuse multi-cultural activities and an anti-bias perspective into the fabric of the curriculum.

*C-ID: ECE 230***044 Early Intervention for Children with Special Needs (3) CSU***Lecture 3 hours.*

The course is designed for students interested in working with young children, birth through 3 years who have a developmental delay or who are at-risk for developmental delay, and their families. Students will compare screenings and assessments, examine and develop adaptations to the physical environment, instructional strategies and curriculum to meet the needs of differently-abled children. Students are required to participate in observations.

**045 Programs for Children with Special Needs (3) UC:CSU***Lecture 3 hours.*

Students will examine programs providing special education services for children with special needs, focusing on preschool through school age. Students will consider these programs, legislation, characteristics of exceptionalities, and educational implications. Students are required to participate in school observations.

046 School Age Programs I (3) CSU*Lecture 3 hours.*

Students will be introduced to school age care programs designed for those planning to work in before and after school programs. Topics to be covered include the developmental issues of school age children, program models, creating environments, and designing appropriate and effective experiences and curriculum.

048 Positive Guidance in Early Childhood Settings (3) CSU*Lecture 3 hours.*

This is an exploration course. Students will engage in a review of developmentally appropriate management techniques for children in early childhood settings. Students will explore and create culturally sensitive individualized plans for behavior management of children with traditional and special needs.

055 Home Visitation Programs (3) CSU*Lecture 3 hours.*

This course examines the emerging field of home visitation and community support, as it relates to programs offering in home and community support and intervention services. Students examine visitation and support techniques, and prepare to conduct home visitations and work with individuals in a variety of contexts including early intervention, family support systems, job coaching, gerontology and publicly funded early childhood programs.

065 Adult Supervision/Early Childhood Mentoring (2) CSU*Lecture 2 hours.*

This course satisfies the adult supervision requirement for the Master Teacher level on the Child Development Permit. It is designed for students who currently supervise or will supervise adults in an early childhood program. Students compare methods and principles of supervision and mentoring as well as how to develop positive team relationships and utilize conflict resolution techniques. Additional emphasis is placed on advocacy and professional development as well as special issues effecting ECE supervision. This course is required for eligibility to apply to become a California Early Childhood Mentor Teacher.

172 Introduction to Careers in Child Development (1) CSU*Lecture 1 hour.*

This course introduces students to a variety of career options available to Child Development majors. It explores career opportunities, qualifications required, resources available, as well as academic and professional support systems.

Cinema

003 History of Motion Pictures (3) UC:CSU*Lecture 2 hours. Laboratory 2 hours.**May be offered as an honors section.*

This course examines motion pictures as a communicative art form from late 1800s to present. Students will analyze representative films and television programs as to formats, aesthetics, societal impact, and evolution as entertainment media.

(CSU GE Area C1 • IGETC Area 3A)

005 Introduction to Screenwriting (3) UC:CSU*Lecture 2 hours. Laboratory 2 hours.**Advisory: Cinema 107.*

This course will introduce students to the aesthetic and technical elements of screenwriting. Students who complete this course will have a thorough understanding of the process and language used to create a first draft script for both television and motion pictures.

104 History of Documentary Film (3) UC:CSU*Lecture 3 hours.*

Students will learn an historical overview of the art and craft of documentary and non-fiction films from the silent era to contemporary times, both American and foreign, with an emphasis on the 'classics', propaganda, educational, docudrama and avant-garde.

(CSU GE Area C1 • IGETC Area 3A)

107 Understanding Motion Pictures (3) UC:CSU*Lecture 3 hours.**Formerly Cinema 18. Credit not given for both courses.**May be offered as an honors section.*

Students examine a survey of motion pictures as a communication medium via screenings and lectures. Assigned readings analyze classic and contemporary films, American and foreign-made films, and theatrical and non-theatrical releases.

(CSU GE Area C1 • IGETC Area 3A)

108 Beginning Digital Film/Video Production Workshop (3) UC:CSU*Lecture 2 hours. Laboratory 2 hours.**Prerequisite: Cinema 107 with a grade of "C" or better, or concurrent enrollment.*

Comprehensive overview of all aspects of digital film/video production from script concept to finished project, centering on basic theory and its application via exams, demonstrations, and hands-on experiences with digital media exercises.

109 Beginning Documentary Production Workshop (3) UC:CSU*Lecture 2 hours. Laboratory 2 hours.**Prerequisite: Media Arts 101 with a grade of "C" or better.**Same as Media Arts 109. Credit not given for both courses.*

This course provides a comprehensive overview of all aspects of documentary digital film/video production from concept to finished project, centering on basic theory and its application via exams, demonstrations, and hands-on experiences with digital media documentary production exercises.

113 History of Animation (3) UC:CSU*Lecture 3 hours.*

Students will examine an historical overview of the art and craft of animation from the silent era to present day, with an emphasis on classics, ground breaking, and Hollywood films and television shows, including different techniques: hand drawn, stop motion, and computer-generated animation.

(CSU GE Area C1 • IGETC Area 3A)

119 Advanced Documentary Production (6) CSU*Lecture 3 hours. Laboratory 6 hours.**Advisory: Cinema 109.*

This course explores long-form documentary concept development, pre-production, production and post-production. Students will learn how to research and pitch a story, elements of storytelling, story structure, character development, styles, etc. In addition, students will explore an array of different types of documentary genres. Students will produce at least one long-form documentary for this class from concept development to final piece.

185 Directed Study - Cinema (1) CSU
285 Directed Study - Cinema (2) CSU
385 Directed Study - Cinema (3) CSU

Conference 1 unit per hour.

This course allows the student to pursue Directed Study in film production or cinema on a contract basis under the direction of a supervising instructor.

Communication Studies (COMM)

100 Introduction to Communication Studies (3) UC:CSU

Lecture 3 hours.

Students explore the field of communication studies including interpersonal, intercultural, group communication, and media/media literacy, in addition to discussing ethics, 1st Amendment, and other contemporary communication issues. Students examine tools used in the study of human communication such as theories, basic methods, assumptions, and processes. Students critically analyze communication messages and their channels, and the skills necessary to communicate competently in various contexts.

(CSU GE Area D • IGETC Area 4)

C-ID: COMM 180

101 Public Speaking (3) UC:CSU

Lecture 3 hours.

Formerly Speech 101. Credit not given for both courses.

Advisory: Eligibility for English 028.

May be offered as an honors section.

Students analyze the theory and techniques of public speaking in a democratic society. Students will discover, develop and critique ideas in public discourse through research, reasoning, organization, composition, presentation and evaluation of various types of speeches including informative and persuasive speeches.

(CSU GE Area A1 • IGETC Area 1C)

C-ID: COMM 110

104 Argumentation and Debate (3) UC:CSU

Lecture 3 hours.

Formerly Speech 104. Credit not given for both courses.

Advisory: Eligibility for English 028.

May be offered as an honors section.

Students explore methods of critical inquiry and advocacy and analyze, present and evaluate oral and written arguments. Students identify fallacies in reasoning and language, test evidence and evidence sources, advance a reasoned position and defend and refute arguments orally and in writing.

(CSU GE Area A1 or A3 • IGETC Area 1C)

C-ID: COMM 120

121 Interpersonal Communication (3) UC:CSU

Lecture 3 hours.

Formerly Speech 121. Credit not given for both courses.

Advisory: Eligibility for English 028.

May be offered as an honors section.

This course examines principles of verbal and nonverbal transactions that occur in relationships. Students study theory and research findings in personal and professional contexts and assess their success in interpersonal effectiveness. This course provides skills practice in handling personal and professional communication situations. Individual and small group activities will be used to demonstrate principles of interpersonal communication.

ations. Individual and small group activities will be used to demonstrate principles of interpersonal communication.

(CSU GE Area A1 or D • IGETC Area 1C or 4)

C-ID: COMM 130

122 Intercultural Communication (3) UC:CSU

Lecture 3 hours.

Formerly Speech 122. Credit not given for both courses.

Advisory: Eligibility for English 028.

May be offered as an honors section.

This course provides an introduction to intercultural communication in domestic and/or global contexts and the development of appreciation of diverse groups within the larger context of American culture. Students explore theory and knowledge of effective communication within and between cultures to increase their intercultural competence. Students analyze the influence of cultures, verbal and non-verbal communication and social patterns of groups relating among themselves and with members of different ethnic and cultural groups.

(CSU GE Area D • IGETC Area 4)

C-ID: COMM 150

130 Introduction to Oral Interpretation of Literature (3) UC:CSU

Lecture 3 hours.

Students study the theory, principles, and techniques of oral interpretation of literature. Texts include prose, poetry, drama, and other forms of performance texts drawn from a diverse range of cultural viewpoints and voices. Students focus on selection, analysis, editing, performance, and evaluation; developing an appreciation for and an understanding of oral interpretation as a communication medium.

(CSU GE Area A1 or C1 • IGETC Area 1C)

151 Small Group Communication (3) UC:CSU

Lecture 3 hours.

Formerly Speech 151. Credit not given for both courses.

Advisory: Eligibility for English 028.

May be offered as an honors section.

Students analyze principles of communication in a variety of group contexts including theory, application, evaluation of group communication processes, problem solving, conflict management, decision making, and leadership.

(CSU GE Area A1 • IGETC Area 1C)

C-ID: COMM 140

190 Communication and New Media (3) UC:CSU

Lecture 3 hours.

This course introduces computer-mediated communication. Students examine how the Internet, specifically popular culture, social media, websites, blogs, podcasts, and social networks have reshaped communication practices. The course offers an overview of relevant theories and critical issues while providing students with the opportunity to apply communication skills using new media.

(CSU GE Area D • IGETC Area 4)



Computer Applications and Office Technologies (CAOT)

001 Computer Keyboarding and Document Applications I (3) CSU

Lecture 2 hours. Laboratory 3 hours.

Students develop fundamental skills in the operation of a computer keyboard to attain a minimum typing speed of 30 gross words a minute with a maximum of three errors. Students also develop skills in the operation of the numeric keyboard and learn to prepare business documents such as memos, business letters, and short reports.

002 Computer Keyboarding and Document Applications II (3) CSU

Lecture 2 hours. Laboratory 3 hours.

Through the practice of drills and exercises, students continue to improve keyboarding techniques, speed, and accuracy; and develop basic keyboarding speed and accuracy from 30 words per minute for 3 minutes to 40 words per minute for 5 minutes with no more than one error per minute. Students are introduced to the basic functions of the current version of Microsoft Word as well as to the creation of the following types of basic business documents: e-mail/memos, letters, reports, and tables. Students are shown and expected to use basic file management techniques such as naming files, correcting and saving files to folders within a folder hierarchy.

023 Legal Office Procedures I (5) CSU

Lecture 5 hours.

Note: Course may be presented in modules CAOT 023F and CAOT 023G.

Students explore an overview of the law office focusing on the professional and ethical responsibilities of the legal office assistant. Preparation of legal correspondence is introduced. Federal and state court structure, court document filings, and litigation procedures are examined. Vocabulary and document preparation in family law; wills, trust agreements, and probate; business law; real estate law; and criminal law are emphasized. Legal research including online tools is introduced. Students should be proficient in the use of Microsoft Word and be able to key at 40 words per minute.

023F Legal Office Procedures IF (2) CSU

Lecture 2 hours.

Students will learn the functions and organization of a law office as well as the duties of the legal office assistant. They will prepare legal correspondence and learn to file court documents. Students will obtain an overview of the court structure and become familiar with litigation procedures. They will prepare documents for trial in a lawsuit and documents involved in litigation and discovery procedures. To be successful in this course, students are expected to key at least 40 words a minute and be proficient in Microsoft Word.

023G Legal Office Procedures IG (3) CSU

Lecture 3 hours.

Students will review the organization and code of ethics of a law office and the duties of the legal office assistant. They will learn specific vocabulary and document preparation for family law; wills, trust agreements, and probate; business law, real estate law, and criminal law. Students will be introduced to legal research. To be successful in this course, students are expected to key at least 40 words a minute and be proficient in the use of Microsoft Word.

031 Business English (3) CSU

Lecture 3 hours.

Concurrent enrollment in CAOT 034 is recommended.

Students will learn fundamental English language skills as they relate to written and oral communication in business. Parts of speech; noun plurals and posses-

sives; verb tenses, voices, and agreement; pronoun usage; comparative and superlative forms of adjectives; capitalization; punctuation; and other related topics will be emphasized in lectures, student exercises, and tests. Students will develop competency in sentence structure, paragraph organization, and effective methods of writing style. After successful completion of this course, students will be prepared for CAOT 032, Business Communications.

032 Business Communications (3) CSU

Lecture 3 hours.

Prerequisite: English 101 with a grade of "C" or better.

Students apply the principles of ethical and effective communication to the creation of letters, memos, emails, and written and oral reports for a variety of business situations. Planning, organizing, composing, and revising business documents using word processing software for written documents and presentation-graphics software to create and deliver professional-level oral reports are emphasized. This course is designed for students who already have college-level writing skills and the ability to type is recommended.

C-ID: BUS 115

034 Business Terminology (2) CSU

Lecture 2 hours.

Basic computer knowledge and ability to keyboard.

Students will learn vocabulary concepts that emphasize the spelling and definition of words that sound alike but are spelled differently and have different meanings. Students will develop an understanding of common business and technology terms. The course will stress vocabulary development and expansion.

039 Word Processing: Keyboarding and Operations (3) CSU

Lecture 2 hours. Laboratory 3 hours.

Basic computer knowledge and ability to keyboard.

This course prepares students to become proficient in the use of word processing software on Windows-based computers. Students will create, format, and edit business documents using both the beginning and intermediate operations of Microsoft Word (current version).

048 Customer Service (3) CSU

Lecture 3 hours.

Students will learn and apply principles related to customer service as they relate to modern business practices. They will explore service cultures in the real world, examining customer service in a variety of industries—financial services, retail, supermarkets, retail manufacturing, and a host of others. Students will investigate customer service breakdowns and recovery, customer service in a diverse world, and customer service via technology. Building customer loyalty and strategies for retaining customers will be emphasized.

055 Career Skills for the Workplace (3) CSU

Lecture 3 hours.

Basic English skills, which include reading and speaking.

Students learn the important skills needed to survive in today's work force, such as workplace etiquette, customer service, records management, and job search procedures. Among other soft skills, they learn about proper attitude, appropriate dress, and business protocols.

063 Computer Applications and Office Technologies Laboratory II (1) CSU

Laboratory 2 hours.

This course is offered as a pass/no pass course only.

Students develop competency in the intermediate-level subject areas taught in the Computer Applications and Office Technologies Department. This course is designed as an aid to students who need additional time and practice to increase their knowledge and skills in any intermediate-level computer applications and office technologies course. Students have an opportunity to achieve goals set

Course Descriptions

forth in student learning outcomes with the assistance of CAOT instructors and tutors.

064 Computer Applications and Office Technologies Laboratory (1) CSU

Laboratory 2 hours.

Corequisite: Simultaneous enrollment in another CAOT course.

This course is offered as a pass/no pass course only.

Students develop competency in the subject areas taught in the Computer Applications and Office Technologies Department. Students who need additional time and practice to increase their knowledge and skills in any computer applications and office technologies course are advised to enroll.

065 Computer Applications and Office Technologies Laboratory III (1) CSU

Laboratory 2 hours.

This course is offered as a pass/no pass course only.

Students develop competency in the advanced-level subject areas taught in the Computer Applications and Office Technologies Department. This course is designed as an aid to students who need additional time and practice to increase their knowledge and skills in any advanced-level computer applications and office technologies course. An opportunity to achieve goals set forth in the student learning outcomes with the assistance of CAOT instructors and tutors is provided.

067 Microsoft Outlook for the Office (2) CSU

Lecture 1 hour. Laboratory 2 hours.

Basic computer knowledge and ability to keyboard.

Students learn to use the features of Microsoft Outlook in the business setting. This course includes sending and receiving e-mail messages as well as managing contacts and mail. It allows students to learn and use (1) Outlook's Calendar for scheduling appointments, planning meetings, and scheduling events; (2) Outlook's Tasks feature; and (3) Outlook's Notes feature.

078 Microcomputer Acctg Applications for the Electronic Office (3) CSU

Lecture 2 hours. Laboratory 3 hours.

Note: Uses QuickBooks.

Students apply the principles of accounting using software applications. The students will create business transactions, such as invoices, payments, bank reconciliation, and prepare professional-level financial statements, and financial reports. This course is designed for students who already have an accounting background.

079 Word Processing Applications (3) CSU

Lecture 2 hours. Laboratory 3 hours.

Offered in the Spring semester only.

Students use Microsoft Word for Windows (current version) to develop competency in the expert features of desktop publishing, electronic forms, mail merge, tables, charts, outlines, indexes, tables of contents, comments, revision marks, and integration of other Microsoft Office programs. Use of good judgment and personal style in formatting, layout, and design is emphasized.

082 Microcomputer Software Survey in the Office (3) CSU

Lecture 2 hours. Laboratory 3 hours.

Ability to keyboard.

Students examine information systems and their role in business. Information systems, database management systems, networking, e-commerce, ethics, security, and computer systems hardware and software components are evaluated. Students apply these concepts and methods through hands-on projects developing computer-based solutions to business problems.

C-ID: AG-AB 108

C-ID: BUS 140

085 Microcomputer Office Applications: Spreadsheet (3) CSU

Lecture 2 hours. Laboratory 3 hours.

Basic computer knowledge and ability to keyboard.

Students will learn spreadsheet applications using a Windows-based computer and Microsoft Excel (current version). They will develop competency in creating, editing, formatting, and printing worksheets and charts. The course emphasizes analyzing data; using formulas and functions; preparing pie, bar, column, and line charts; creating, sorting, subtotaling, filtering, and summarizing databases; and linking worksheets. Students will apply Excel principles to accounting applications and learn to simplify accounting procedures.

086 Microcomputer Office Applications: Database (3) CSU

Lecture 2 hours. Laboratory 3 hours.

Basic computer knowledge and ability to keyboard.

Students will learn office database applications using a relational database program, Microsoft Access. They will learn records design, file creation and maintenance, and data manipulation and presentation. Students will perform office applications such as maintaining records for personnel, inventory, and sales. They will integrate a word processing program to produce automated mailings.

087 Excel Concepts for Business Applications (2) CSU

Lecture 1 hour. Laboratory 2 hours.

Advisory: Basic knowledge of computer operations and ability to keyboard.

Develops competencies in the fundamentals of Microsoft Excel. Students will use the latest version of Excel to create and format workbooks, construct basic formulas, use functions, and create charts. Students will also prepare financial spreadsheets and pivot tables. The course is designed to familiarize students with Microsoft Excel and its applications in the business world.

088 Microcomputer Office Applications: Desktop Publishing (3) CSU

Lecture 2 hours. Laboratory 3 hours.

Ability to keyboard and general computer knowledge.

Note: Uses Adobe InDesign software.

Students will use Adobe InDesign software for desktop publishing. They will develop competency in preparing brochures, advertisements, flyers, business forms, reports, newsletters, and presentations. Students will have instruction in formatting text, using advanced graphics, adding color to publications, working with long publications, publishing electronically and creating additional challenging projects. Students will use Adobe InDesign software to design desktop publishing applications.

092 Computer Windows Application (2) CSU

Lecture 1 hour. Laboratory 2 hours.

Basic computer knowledge and ability to keyboard.

Note: Uses Windows software.

This course provides an in-depth study of the Windows operating system. Students will learn about the Windows environment, the Windows desktop, folder and file management, and personal information management and communication. Students will develop a personal work environment, customize the computer using the control panel, sort and filter files, manage security setting, and utilize Window's multimedia features.

096 Adobe Creative Suite Survey for the Office and the Web (3) CSU

Lecture 2 hours. Laboratory 3 hours.

Basic computer knowledge and ability to keyboard.

Note: Uses Adobe Creative Suite.

Introduces Adobe InDesign, Adobe Photoshop, and Adobe Illustrator as they apply to use in business offices. Provides hands-on instruction on a wide variety of tools and techniques for creating highly professional documents that include text, images, and graphics. Covers the basic vocabulary specific to these programs. Students should have basic keyboarding skills and computer knowledge.

**100 Windows Based Computer Applications (3) CSU**

Lecture 2 hours. Laboratory 3 hours.

Ability to keyboard.

Students will engage in a hands-on introduction to software applications in a Windows environment for the computer novice. Hardware basics, operating systems, basic Windows operations, applications software, document creation with word processing (Microsoft Word), spreadsheet applications (Microsoft Excel), and basic Internet applications are studied.

110 Microcomputer Office Applications: Presentation Design (3) CSU

Lecture 2 hours. Laboratory 3 hours.

Basic computer knowledge and ability to keyboard.

Students use the latest version of Microsoft Office PowerPoint to create presentations that incorporate PowerPoint templates, fonts, tables, charts, images, SmartArt, WordArt, transitions, animation, sound, and movies. Students will learn to organize and outline presentations, create dynamic slides, develop slide shows, and deliver presentations based on a variety of business topics. In addition, students will learn to save PowerPoint presentations as Web pages and incorporate them into Web sites.

113 Introduction to Adobe Photoshop for the Office (3) CSU

Lecture 2 hours. Laboratory 3 hours.

Basic computer knowledge and ability to keyboard

Note: Uses Adobe Photoshop.

Students will learn the introductory concepts of Adobe Photoshop to edit images. They will be provided instruction in using digital equipment to create images for use with Adobe Photoshop. Students will use various features of the program – selection tools, layers, channels, masks, painting tools, etc. Students apply these concepts and methods through hands-on projects to develop Photoshop files.

114 Adobe Acrobat for the Office and the Web (2) CSU

Lecture 1 hour. Laboratory 2 hours.

Ability to keyboard and knowledge of Microsoft Word.

Adobe PDF (Portable Document File) is a workflow standard in most industries. Students will learn how to use Adobe Acrobat to create, review, and modify PDFs from Microsoft Office files, including Word and PowerPoint, as well as from Web pages. Emphasis is on the use of PDFs on the Web for various purposes, including creating multimedia presentations, adding interactive features, creating electronic forms, and adding electronic signatures and security to documents. Students will learn to collaborate effectively through electronic reviews, share their work across multiple platforms and devices, and speed up their production and business task workflow with Acrobat DC.

120 Adobe Illustrator for the Office and the Web (3) CSU

Lecture 2 hours. Laboratory 3 hours.

Ability to keyboard and a working knowledge of any other Adobe program or experience with Microsoft Office programs.

Students use Adobe Illustrator features to create professional-looking illustrations, images, and documents. Adobe Illustrator provides a wide variety of tools and techniques for adding visual effects to documents and allows users to integrate text and graphics. Covers toolbox functions, palettes, gradients, path operations, filters, and text elements.

128 Communication Skills for the Business Professional (3) CSU

Lecture 3 hours.

Students participate in learning experiences that develop and improve their reading, writing, and verbal communication skills as they relate to the global business environment and its challenges. Students develop professional business communication skills, including professional letter and memo writing skills (format and content), email and digital media content writing skills and Netiquette, Business English grammar skills, business terminology, sales related communication skills, and cultural diversity affecting business practices and decisions.

130 Communication Skills in the Workplace (3) CSU

Lecture 2 hours. Laboratory 3 hours.

Note: Course may be presented in short-term modules - CAOT 130A, CAOT 130B, or CAOT 130C. Computer Applications and Office Technologies majors must take all three modules.

This course prepares students to communicate successfully in the workplace. Students will learn business English fundamentals, basic business writing principles, and oral communication strategies for the office.

Computer Science (CO SCI)/Computer Information Systems (CO INFO) Conversion Chart

Old Course Number	New Course Number
CO INFO 553	CS 112 - Programming in JavaScript
CO SCI 508	CS 111 - Programming in Visual Basic
CO SCI 516	CS 130 - Introduction to Computer Architecture and Organization
CO SCI 532	CS 236 - Advanced Data Structures and Introduction to Databases
CO SCI 536	CS 136 - Introduction to Data Structures
CO SCI 539	CS 114 - Programming in C
CO SCI 540	CS 216 - Object-Oriented Programming in C++
CO SCI 541	CS 215 - Advanced Database Programming Using C#
CO SCI 542	CS 131 - Discrete Structures for Computer Science
CO SCI 546	CS 230 - Advanced Computer Architecture and Organization
CO SCI 552	CS 213 - Advanced Programming in Java
CO SCI 557	CS 243 - Advanced Programming for Android Devices
CO SCI 559	CS 244 - Advanced Programming for iOS Devices
CO SCI 575	CS 116 - Programming in C++

Old Course Number	New Course Number
CO SCI/CO INFO 501	CIS 101 - Introduction to Computers and Their Uses
CO SCI/CO INFO 514	CIS 238 - Managing Windows with Azure
CO SCI/CO INFO 531	CIS 239 - Managing and Administering Windows Server
CO SCI/CO INFO 533	CIS 120 - Introduction to Databases
CO SCI/CO INFO 534	CIS 113 - Intermediate Linux
CO SCI/CO INFO 535	CIS 227 - Server Administration and Network Security
CO SCI/CO INFO 537	CIS 225 - Enterprise Networking, Security, & Automation
CO SCI/CO INFO 538	CIS 226 - Implementing Wide Area Networking
CO SCI/CO INFO 547	CIS 129 - Digital Image Processing and Programming for the Web
CO SCI/CO INFO 548	CIS 130 - Web Development Using Flash and ActionScript
CO SCI/CO INFO 550	CIS 148 - Introduction to Web Development HTML5 & CSS
CO SCI/CO INFO 554	CIS 149 - Web Development Using PHP-MySQL
CO SCI/CO INFO 555	CIS 150 - Advanced Website Development Using JavaScript and AJAX
CO SCI/CO INFO 556	CIS 127 - Advanced Dreamweaver - Dynamic Website Development
CO SCI/CO INFO 558	CIS 190 - E-Commerce Essentials
CO SCI/CO INFO 560	CIS 172 - Business Systems Design Using SQL
CO SCI/CO INFO 561	CIS 173 - Data Analysis for Computer Information Systems with Python
CO SCI/CO INFO 572	CIS 209 - Introduction to Computer Hardware and Operating Systems
CO SCI/CO INFO 578	CIS 224 - Routing and Switching Essentials
CO SCI/CO INFO 581	CIS 111 - Supporting Windows Desktops
CO SCI/CO INFO 584	CIS 216 - Network Security
CO SCI/CO INFO 587	CIS 210 - Introduction to Computer Networking
CO INFO 590	CIS 192 - Introduction to Cloud Computing
CO INFO 591	CIS 194 - Compute Engines in Amazon Web Services
CO INFO 592	CIS 195 - Security in the Cloud
CO INFO 593	CIS 193 - Database Essentials in Amazon Web Services



Computer Information Systems (CIS)

101 Introduction to Computers and Their Uses (3) UC:CSU

Lecture 3 hours. Laboratory 1 hour.

Formerly CO INFO 501. Credit not given for both courses.

Students learn concepts, techniques, and terminology of computing. Students examine information technologies and information systems used in business, database management systems, networking, e-commerce, ethics and security. Students apply these concepts and methods through hands-on projects developing computer-based solutions to business problems. Students discover the possibilities and problems of computer use in historical, economic and social contexts. Students learn to use common productivity applications. Students develop college-level and workplace skills in word processing, spreadsheets, and presentation in a practical lab environment, along with a conceptual view of databases, visual programming, and Internet methods and procedures.

C-ID: ITIS 120

111 Supporting Windows Desktops (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO INFO 581. Credit not given for both courses.

Students learn personal computer (PC) maintenance and repair with an emphasis on gaining employment as a PC support or Desktop support technicians. Through a combination of lectures, hands on labs and other projects, students troubleshoot PC subsystems (disks, peripherals, printers and adapters) software configurations (operating systems, drivers), and basic networking issues. This is the second course needed for CompTIA A+ certification.

113 Intermediate Linux (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO INFO 534. Credit not given for both courses.

Students learn a solid foundation in the fundamentals of the Linux operating system which plays a crucial role in government and corporate computing. In fact, Linux is the central operating system for much of the world's IT infrastructure powering more internet servers than any other major operating system. Students learn to configure common tasks in major distributions of Linux including the Linux command line, basic maintenance, installing and configuring workstation, and networking. Content from this course helps with the CompTIA Linux+ and Red Hat System Administration exam.

120 Introduction to Databases (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO INFO 533. Credit not given for both courses.

Students examine the concepts and functions of a relational database management system and create a complete system using the principles of good database design. Students learn the skills necessary to create tables and relationships, queries, forms and reports using Access and SQL. Students learn and practice the advanced features of Excel financial features and their uses.

127 Advanced Dreamweaver - Dynamic Website Development (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO INFO 556. Credit not given for both courses.

Prerequisite: CIS 148, CO INFO 550, or CO SCI 550 with a grade of "C" or better.

Students apply Advanced Dreamweaver tools and skills to develop dynamic, interactive websites which populate web pages from database information. Students retrieve and pass user input data using form and URL variables, cookies, and email forms. Students create server-side data validation, filter and display data using XML and AJAX, creating Administration Pages, Authenticating Users and Managing content.

129 Digital Image Processing and Programming for the Web (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO INFO 547. Credit not given for both courses.

This course is an introduction to digital image development, manipulation, management, and optimization for web sites. Topics include image and graphics preparation for inclusion on web pages, resolution optimization and sizing images for the web, file types, the use of various graphic editing software, importing and exporting files, sizing images for the web, and working with text. Additionally, bulk processing of images for the web using scripting and programming strategies will be addressed. Students will use Photoshop for many tasks.

130 Web Development Using Flash and ActionScript (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO INFO 548. Credit not given for both courses.

Students use the current versions of Adobe Flash and ActionScript to develop and program interactive websites which include animation, graphics, video, and sound. Students incorporate Flash basic features to create and control animation, and use ActionScript, with variables, control structures, events, and event handlers to create interactive web pages. Knowledge of file management in Windows or Mac is required.

148 Introduction to Web Development HTML5 & CSS (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO INFO 550. Credit not given for both courses.

Students use HTML and Cascading Style Sheets (CSS) to develop and maintain websites. Students use WordPress or similar Content Management Systems to create maintainable page layouts, style pages and forms. Students also use appropriate tools to publish and maintain websites and web pages.

149 Web Development Using PHP-MySQL (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO INFO 554. Credit not given for both courses.

Prerequisite: CIS 148, CO SCI 550, or CO INFO 550 with a grade of "C" or better.

Advisory: CIS 120, CO SCI 533, or CO INFO 533.

The student learns the PHP scripting language, and how to write PHP scripts to access web-based databases such as PostgreSQL and MySQL. Students examine setup, configuration, maintenance, security, designs, and implementation issues as it applies to Content Management Systems such as WordPress, Drupal, and Joomla!.

150 Advanced Website Development Using JavaScript and AJAX (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO SCI 555. Credit not given for both courses.

Using JavaScript, AJAX, and the latest tools, students develop and program interactive websites. Topics include: Advance JavaScript to manipulate the DOM, handle events, and provide error checking and debugging; AJAX to provide asynchronous server communication; Security to ensure a safe website; jQuery to animate and deliver the "wow factor"; Bootstrap to build "mobile first" responsive and consistent website presentations.

170 Introduction to Ethical Hacking (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Prerequisite: CIS 113, CIS 210, and CIS 227 or CO INFO 534, CO INFO 535, and CO INFO 587 with a grade of "C" or better.

This course introduces the concept of ethical hacking and systems defense. Topics covered include security concepts, tools, and procedures in evaluating environments to identify, exploit, report and recommend corrective actions to be taken in respect to threats and vulnerabilities. This course is designed for students who wish to pursue certifications in the certified systems defense fields, including Certified Ethical Hacker (CEH).

172 Business Systems Design Using SQL (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO INFO 560. Credit not given for both courses.

Prerequisite: CIS 120, CO SCI 533, or CO INFO 533 with a grade of "C" or better.

Students examine the processes of analysis, design, and implementation of computer database systems as applied to business. Using a relational data base, project work is assigned in table design, data retrieval using Structured Query Language (SQL), and database security and administration.

173 Data Analysis for Computer Information Systems with Python (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO INFO 561. Credit not given for both courses.

Advisory: CIS 120, CO SCI 533, or CO INFO 533.

Students learn Python as it applies to Computer Information Systems. Students learn practical applications of Python tools and technologies to solve business problems and to manipulate, analyze, and visualize data sets.

190 E-Commerce Essentials (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO SCI 558. Credit not given for both courses.

Students learn to develop a dynamic, interactive electronic commerce (E-Commerce) websites to conduct business over the Internet and World Wide Web using software such as PHP and MySQL. This course introduces electronic commerce including history, E-Commerce concepts and technology, development and integration of PHP and MySQL into an E-Commerce website, online catalog, shopping cart development, payment systems, website security, and Search Engine Optimization. This course also focuses on the development of dynamic, interactive website pages for all aspects of E-Commerce.

192 Introduction to Cloud Computing (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO INFO 590. Credit not given for both courses.

Students learn cloud computing which shifts information systems from on premises computing infrastructure to highly scalable Internet architectures. Students learn concepts of IT cloud computing infrastructure and systems and gain skills necessary to apply knowledge to implement, deploy, and support; configuration, optimization, services, and virtualization in the cloud environment. Students will learn concepts of cloud computing for both the enterprise and SoHo environments. Students review case studies to examine various industry cloud practices and applications. The course also surveys cloud careers and discusses industry demand for cloud skills.

193 Database Essentials in Amazon Web Services (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO INFO 593. Credit not given for both courses.

Corequisite: Concurrent enrollment in CIS 192 or CO INFO 590. Previous completion of CIS 192 or CO INFO 590 with a grade of "C" or better is allowable.

Students learn fundamentals of Cloud databases and data storage services. The course covers both an introduction of cloud databases technologies and block and object-based storage services. Students learn SQL and NoSQL database technologies, including the principles of database design and management. In addition, students are introduced to block and object-based storage options and the various use case scenarios for Cloud data storage services.

194 Compute Engines in Amazon Web Services (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO INFO 591. Credit not given for both courses.

Corequisite: Concurrent enrollment in CIS 192 or CO INFO 590. Previous completion of CIS 192 or CO INFO 590 with a grade of "C" or better is allowable.

Students explore how cloud computing systems are built using a common set of core technologies, algorithms, and design principles centered around distributed systems. Students gain an understanding of business and technical tools, and architecting on the Cloud. Students acquire practical hands-on experience solving real-world cloud computing problems with the Cloud. Students learn about tools useful for managing a business' IT infrastructure, and an understanding of how the cloud platform can help companies meet compliance, governance, and regulatory requirements.

195 Security in the Cloud (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO INFO 592. Credit not given for both courses.

Corequisite: Concurrent enrollment in CIS 192 or CO INFO 590. Previous completion of CIS 192 or CO INFO 590 with a grade of "C" or better is allowable.

Students learn to protect the confidentiality, integrity and availability of computing systems and data. Students learn how to use redundant and layered controls, continuous validation and testing, and a substantial amount of automation to ensure the underlying infrastructure is continuously monitored and protected. Students learn about the various security tools and features provided by Cloud Services. Students learn fundamental principles and topics of Information Technology Security and Risk Management at the organizational level and policies and procedures with respect to organizational Cybersecurity and Risk Management.

209 Introduction to Computer Hardware and Operating Systems (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO INFO 572. Credit not given for both courses.

Students learn to configure computer hardware such as motherboards, processors, RAM, BIOS/CMOS hard drives, optical drives, expansion cards I/O devices among other peripherals. Students learn to analyze the functionality of a computer system and troubleshoot various computer problems. Students acquire skill to survey, optimize, support and install Windows operating systems, and basic skill for troubleshooting Linux and Mac OS. Students learn to support and configure Small Office and Home Networks (SOHO.) This course prepares students for the CompTIA A+ certification.

210 Introduction to Computer Networking (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO INFO 587. Credit not given for both courses.

Students explore the fundamentals of computer networking using network simulation and virtualization tools to learn about common network functionality and topologies; the functions and applications of the TCP/IP protocols; the relationship of the OSI model to TCP/IP-based networking; and basic router and switch architecture. The course also places a major focus on understanding IP Addressing rules, subnet masking, and CIDR. Additionally, the course will cover network cable types and use. This is also the first course in the Cisco Network Academy program for CCNA preparation.

216 Network Security (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO INFO 584. Credit not given for both courses.

Prerequisite: CIS 225, CO SCI 537, or CO INFO 537 with a grade of "C" or better.

This course will cover the theory of the primary network security threats and the practical application of tools to mitigate those threats. Threats covered will include reconnaissance, access, and denial of services attacks, along with virus,



worm and trojan horse projections. Hardware and software based network protection, including firewalls, access control lists, intrusion detection systems, and cryptography will also be explored along with Virtual Private Networking. This course maps to the Cisco CCNA Security certification.

224 Routing and Switching Essentials (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO INFO 578. Credit not given for both courses.

Corequisite: Concurrent enrollment in CIS 210, CO SCI 587, or CO INFO 587. *Previous completion of CIS 210, CO SCI 587, or CO INFO 587 with a grade of "C" or better is allowable.*

In this course, students learn how to perform basic router and switch configuration using a variety of network strategies. Technologies covered include VLANs, Inter-VLAN routing, Spanning Tree Protocol, Etherchannel, DHCP (v4 & v6), Router redundancy, basic LAN switch security, Wireless LANs (WLAN), and the troubleshooting of covered technologies. This is the second course in the Cisco CCNA V7 preparation program.

C-ID: ITIS 151

225 Enterprise Networking, Security, & Automation (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO INFO 537. Credit not given for both courses.

Corequisite: Concurrent enrollment in CIS 224, CO SCI 578, or CO INFO 578. *Previous completion of CIS 224, CO SCI 578, or CO INFO 578 with a grade of "C" or better is allowable.*

With a combination of lectures, individual and group labs, and simulations, students develop skills and knowledge needed to configure, secure, scale, and troubleshoot switched and routed internetworks. Students use technologies that include multi-area OSPF, Access Control Lists (ACLs), link aggregation, and LAN redundancy to create larger-scale internetworks. Students will also assess security threats and mitigation strategies. This course is the third course in the Cisco CCNA preparation program and is based upon the new requirements enforced in February 2020.

226 Implementing Wide Area Networking (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO INFO 538. Credit not given for both courses.

Prerequisite: CIS 225, CO SCI 537, or CO INFO 537 with a grade of "C" or better.

Students learn Wide Area Networking (WAN) technologies and Virtual Private Networks (VPNs) by applying lecture content to hands-on lab activities. Students configure WANs, with multiple protocols, plan and implement network security including Access Control Lists (ACLs), and teleworker services (VPNs).

Additionally, support for IPv4 and IPv6 Addressing strategies, including DHCP, NAT, and IPv6 will be addressed, analyzed and configured. Students will troubleshoot WAN misconfigurations. This is semester four in the Cisco CCNA R&S Networking Academy program.

227 Server Administration and Network Security (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO INFO 535. Credit not given for both courses.

Students learn strategies for deploying, installing, configuring and troubleshooting Windows Server operating systems and their application layer services. Students learn to identify environment issues; understand and comply with disaster recovery and physical / software security procedures; become familiar with industry terminology and concepts; understand server roles / specializations and interaction within the overall computing environment.

238 Managing Windows with Azure (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO INFO 514. Credit not given for both courses.

Students explore the deployment, installation, configuration, of Windows and other applications in networked environments with an emphasis on practical,

hands-on learning strategies in Azure. Students learn multiple installation strategies, basic network configuration for systems in the Cloud. Students learn core Azure services and Cloud concepts, understand security privacy compliance various support levels. Techniques for performance monitoring and security are also practiced. The course is designed to help students prepare for Microsoft certification.

239 Managing and Administering Windows Server (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO INFO 531. Credit not given for both courses.

Corequisite: Concurrent enrollment in CIS 227 or CO INFO 535. *Previous completion of CIS 227 or CO INFO 535 with a grade of "C" or better is allowable.*

Students examine concepts and skills on how to manage and maintain a Windows Server network; Students manage and maintain servers, configure file and print services, network services, access and infrastructure. Students configure and manage Active Directory as well as Group Policy. This course maps directly to the exam 70-471 from the Microsoft Certified Solution Associate (MCSA).

240 Switching, Routing, WLANs, Security, and Enterprise Networking (CCNA Prep) (6) CSU

Lecture 4 hours. Laboratory 4 hours.

Prerequisite: CIS 210, CO SCI 587, or CO INFO 587 with a grade of "C" or better.

Students will describe, compare and contrast, and configure technologies associated with switched, routed, and wireless internetworks with an emphasis on scalability and security. This course is the equivalent to the Cisco Networking Academy 2nd and 3rd courses in the CCNA preparation program. Technologies will include VLAN management, InterVLAN routing, Wireless configuration, dynamic routing with OSPF, basic device hardening, Access Control Lists, and network virtualization and automation.

241 Cybersecurity Operations (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO INFO 594. Credit not given for both courses.

Prerequisite: CIS 210, CO SCI 587, or CO INFO 587 with a grade of "C" or better.

Formerly CO INFO 594. Students learn the fundamental principles of Information Technology Security and Risk Management at the organizational level. Students explore hardware, software, processes, communications, applications, and policies and procedures with respect to organizational Cybersecurity and Risk Management.

185 Directed Study - Computer Information Systems (1) CSU

285 Directed Study - Computer Information Systems (2) CSU

385 Directed Study - Computer Information Systems (3) CSU

Conference 1 unit per hour.

This course allows the student to pursue directed study in Computer Information Systems on a contract basis under the direction of a supervising instructor.

Computer Science (CS)

111 Programming in Visual Basic (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO SCI 508. Credit not given for both courses.

Students examine programming fundamentals using Visual Basic and VBA with an emphasis on business and engineering problem solving. Student examine event-driven programming, decision and looping structures, data types, file processing, program debugging, procedures, functions, Excel/VBA environment, and basic principles of interface design. Please check the transfer, degree, or certifi-

cate requirements. This course applies to some programs in CSIT department, but specifically not to Programming for Computer Science.

112 Programming in JavaScript (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO INFO 553. Credit not given for both courses.

Prerequisite: CS 111 or CS 116 or CO SCI 508 or CO SCI 575 with a grade of "C" or better.

Advisory: CIS 126, CO INFO 550, or CO SCI 550.

Students learn client-side web programming starting with a review of the latest version of HTML and an introduction to JavaScript and DOM. Students integrate script elements, outputting to a web document, working with selections, repetition structures, writing functions; and accessibility to create dynamic web resources.

114 Programming in C (3) UC:CSU

Lecture 3 hours. Laboratory 1 hour.

Formerly CO SCI 539. Credit not given for both courses.

Prerequisite: CS 116 or CO SCI 575 with a grade of "C" or better.

Students learn and apply programming methodologies using the C programming language. Students examine data types, operators and expressions, control flow, functions and program structure, pointers, arrays, arrays of pointers, structures, I/O, and binary files.

116 Programming in C++ (3) UC:CSU

Lecture 3 hours. Laboratory 1 hour.

Formerly CO SCI 575. Credit not given for both courses.

This course introduces the discipline of computer science using a high-level programming language such as C++ and utilizing programming and practical hands-on problem solving. Students learn the fundamental concepts of programming by applying lecture content to practical hands-on problem solving laboratory activities. Students design, implement, test, and debug computer programs using top-down, structured programming techniques. Students examine program planning techniques, expressions, selection, repetition, arrays, data structures, functions, parameter passing, and file and interactive input/output. Intended as a first course in computer science. This course is required for computer information systems and computer science majors; and is desirable for students wishing to study programming.

C-ID: COMP 122

130 Introduction to Computer Architecture and Organization (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO SCI 516. Credit not given for both courses.

Prerequisite: CS 116 or CO SCI 575 with a grade of "C" or better.

Advisory: CS 114 or CO SCI 539.

This course covers the organization and behavior of real computer systems at the assembly-language level. Students analyze the mapping of statements and constructs in a high-level language onto sequences of machine instructions, and differentiate among internal representations of simple data types and structures. Students examine numerical calculation at a computer architecture level, estimate data representation errors, and appraise potential procedural errors, details of computer architecture, instruction formats, stacks, and the execution cycle, and the underlying hardware elements.

C-ID: COMP 142

131 Discrete Structures for Computer Science (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO SCI 542. Credit not given for both courses.

Prerequisite: CS 116 or CO SCI 575 with a grade of "C" or better.

Advisory: Mathematics 260.

This course is an introduction to the discrete structures used in Computer Science with an emphasis on their applications. Students examine Functions,

Relations and Sets; Basic Logic; Proof Techniques; Basics of Counting; Graphs and Trees; and Discrete Probability.

(CSU GE Area B4 • IGETC Area 2A)

C-ID: COMP 152

136 Introduction to Data Structures (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO SCI 536. Credit not given for both courses.

Corequisite: Concurrent enrollment in CS 213 or CS 216 or CO SCI 540 or CO SCI 552. Previous completion of CS 213 or CS 216 or CO SCI 540 or CO SCI 552 with a grade of "C" or better is allowable.

This course is an introduction to data structures and their applications. Students examine the role of the abstract data type in object-oriented programming design; recursion; sorting and searching algorithms; Students evaluate algorithms using time complexity expressions. Students examine the definition, implementation, and application of data structures: stacks, queues, linked lists, trees, and graphs. Students apply software engineering techniques to the design and development of large programs utilizing various data structures.

C-ID: COMP 132

213 Advanced Programming in Java (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO SCI 552. Credit not given for both courses.

Prerequisite: CS 116 or CO SCI 575 with a grade of "C" or better.

This course covers Java language and object-oriented programming paradigm. Students examine Java expressions, control structures, methods, Java classes, overloading, object references, inheritance, polymorphism, Java library packages, exception handling, file input/output, applets, Graphical User Interface (GUI), and event handling.

215 Advanced Database Programming Using C# (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO SCI 541. Credit not given for both courses.

Prerequisite: CS 116 or CO SCI 575 with a grade of "C" or better.

Advisory: CIS 120, CO INFO 533, or CO SCI 533.

This course covers principles of event-driven programming and object-oriented design in Windows applications using the C# programming language. Students examine event-driven programming using GUI classes, OOP concepts of data encapsulation, inheritance, and polymorphism. Students create multi-form projects. Students use C# for the front-end interface for a database.

216 Object-Oriented Programming in C++ (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO SCI 540. Credit not given for both courses.

Prerequisite: CS 116 or CO SCI 575 with a grade of "C" or better.

Students learn and apply object-oriented programming methodology using the C++ language. Object-oriented features in this course include encapsulation, data hiding, inheritance and polymorphism -- with emphasis on classes, constructors, destructors, friend functions, virtual functions, and operator function overloading. Students use these features in programming assignments and a project due at end of the semester.

230 Advanced Computer Architecture and Organization (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO SCI 546. Credit not given for both courses.

Prerequisite: CS 130 or CO SCI 516 with a grade of "C" or better.

Students study design of the main memory systems, including considerations of caching, error detection, and error correction; CPU design, including binary arithmetic, floating point, register usage, and a comparison of different addressing schemes; bus design, including its use in I/O; and performance-enhancing innovations such as superscalar architecture, pipelining, and multiprocessing. Student develop programs simulating or using various architectural features studied.

**236 Advanced Data Structures and Introduction to Databases (3) UC:CSU**

Lecture 3 hours. Laboratory 1 hour.

Formerly CO SCI 532. Credit not given for both courses.

Prerequisite: CS 136 or CO SCI 536 with a grade of "C" or better.

This course is a continuation of the study of data structures using object-oriented design. Students examine, use, and implement a number of classic data structures, including (but not limited to) the following: Union/Find Trees, Priority Queues and Heaps, Huffman Trees, Graphs, Hash Tables and Files, and B-Trees, and main memory structures, architectural foundations for files, Large-scale sorting, hash-based persistent structure, Indexed files. Students evaluate the basic concepts involved in external sorting, including the Replacement Selection and Polyphase Merge algorithms, introduction to Database Management Systems.

243 Advanced Programming for Android Devices (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO SCI 557. Credit not given for both courses.

Prerequisite: CS 213 or CS 216 or CO SCI 540 or CO SCI 552 with a grade of "C" or better.

This course provides students with advanced programming concepts and skills for creating mobile applications for Android devices. Students create multi-screen, multi-touch applications; send/receive SMS and emails programmatically from within applications; read and update contacts through public contact API; use media and browser content providers; use sensors and location-based services programmatically; develop services; create a home screen widget. Students learn about exception handling, create manageable user preferences and incorporate security and permissions. Students publish and distribute developed applications. Students analyze and apply these concepts and methods through hands-on projects developing computer programs.

244 Advanced Programming for iOS Devices (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO SCI 559. Credit not given for both courses.

Prerequisite: CS 111 or CS 116 or CO SCI 508 or CO SCI 575 with a grade of "C" or better.

Students learn advanced programming concepts and skills for creating mobile applications for iOS devices. Students create multi-screen, multi-touch applications; send/receive SMS and emails programmatically from within applications; read and update contacts through public contact API; use media and browser content providers; use sensors and location-based services programmatically; develop services; create a home screen widget. Students implement exception handling, will create manageable user preferences and will incorporate security and permissions. Students will sign, publish and distribute developed applications.

Counseling (COUNSEL)

001 Introduction to College (1) CSU

Lecture 1 hour.

Formerly Personal Development 1. Credit not given for both courses.

Note: No credit if taken after Personal Development 40 or Counseling 040. Credit only given for either Counseling 001 or Personal Development 1, not both.

Students learn the necessary skills to succeed in college. Emphasis is placed on college policies and procedures, campus services and resources, study skills and time management. Additional topics include: certificate, associate degree requirements, and transfer admission requirements.

004 Career Planning (1) CSU

Lecture 1 hour.

Formerly Personal Development 4. Credit not given for both courses.

This course will give the vocationally undecided student an understanding of the career planning process. May include vocational tests, various self appraisal tech-

niques, and information regarding occupational characteristics, trends, entry and career levels. Teaches career planning skills and allows the student to work toward a career choice.

008 Career Planning and Development (2) CSU

Lecture 2 hours.

Formerly Personal Development 8. Credit not given for both courses.

This course is offered as a pass/no pass course only.

Note: Credit only given for either Counseling 008 or Personal Development 8, but not both.

Students will learn the process of career planning. The emphasis is on learning about yourself and the world of work and how to use this information in career planning. This course also acquaints the students with college services, personnel, curricula, and student activities.

020 Post-Secondary Education: The Scope of Career Planning (3) *UC:CSU

Lecture 3 hours.

Formerly Personal Development 20. Credit not given for both courses.

Students are introduced to the role of higher education in society and to their role as students. Students explore personal attributes needed for college success, critical thinking and effective study strategies, relating to others in a diverse world, the career planning and decision making process, and transfer and educational planning. This course will also provide students with an overview of campus resources and policies.

(CSU GE Area E)

***UC Credit Limit:** Counseling 020, 022 and 040 combined: maximum credit, one course.

022 The Transfer Process (1) *UC:CSU

Lecture 1 hour.

This course is an introduction to the transfer process. It is designed to enable students to become active participants in planning their long-term educational and career goals and will provide students with an understanding of the process and the requirements for transferring to a four-year college or university. These goals will enable the student to develop a transfer educational plan and to be prepared to apply to a transfer institution. The course will consist of lecture, use of internet resources, guest speakers and student assignments.

***UC Credit Limit:** Counseling 020, 022 and 040 combined: maximum credit, one course.

040 College Success Seminar (3) *UC:CSU

Lecture 3 hours.

Formerly Personal Development 40. Credit not given for both courses.

This course introduces students to the study of the educational, psychological, intellectual, social, and health-related factors that impact lifelong learning, well-being, and success. Students engage topics such as motivation, critical thinking, learning strategies, time management, communication strategies, career exploration and educational planning by of active learning strategies such as classroom activities and discussions, peer presentations, real world scenarios and collaborative problem solving assignments.

(CSU GE Area E)

***UC Credit Limit:** Counseling 020, 022 and 040 combined: maximum credit, one course.

Criminal Justice

See course listings under Administration of Justice.

Dance Specialties (DNCESPC)

Title V changes effective Fall 2013 substantially restrict how many times students can take specific types of classes. Students enrolled in "active participation courses" in kinesiology, visual arts, or performing arts are limited to four (4) enrollments per "family." Failures and "W" grades count as enrollments. A family can contain multiple courses, but a student can only take four of them. LACCD courses in Art, Dance, Kinesiology, Music, and Theater are all affected. For courses in the Theater Arts & Dance department, families have been created as follows:

DANCE FAMILY NAMES AND COURSE NUMBERS:

Ballet Techniques	DANCETQ 111-114, 434, 466 DANCEST 806, 807
Latin and Social Dance	DANCETQ 440, 473 DNCESPC 441-444, 490
Dance Productions	DANCEST 814, 815, 820, 821, 826
Hip Hop Techniques	DNCESPC 171-174, 402
Jazz Techniques	DANCETQ 121-124, 437, 468
Modern Techniques	DANCETQ 141-144, 431 DANCEST 801-803
Special Projects in Dance	DANCEST 185, 262, 285 DANCETQ 151, 152, 290, 536, 570-573
Tap Dance	DANCETQ 446; DNCESPC 331-334
Yoga/Stress Management	DANCETQ 101, 231-234, 710
Dance Choreography	DANCEST 301, 302, 452
Dance Performance	DANCEST 822, 823
Folk Dance Forms	DNCESPC 491, 492

171 Hip-Hop Dance Techniques I (1) UC:CSU

Laboratory 3 hours.

Formerly Dance Specialties 402. Credit not given for both courses.

This course introduces students to the current techniques and trends present in hip-hop and street dance forms. Students focus on the fundamentals of various hip-hop styles, including their historical chronology and context, and explore the unique culture of hip-hop developing skill in the areas of: strength, stamina, technique and musicality.

(CSU GE Area E)

172 Hip-Hop Dance Techniques II (1) UC:CSU

Laboratory 3 hours.

Prerequisite: Dance Specialties 171 with a grade of "C" or better.

This beginning level course will establish a broader foundation of various hip-hop and street dance techniques. Students will explore musicality and beginning level rhythmic skills, in addition to historical chronology and context. This course will review cumulative hip-hop technique and information while preparing students for further study at an intermediate level.

(CSU GE Area E)

173 Hip-Hop Dance Techniques III (1) UC:CSU

Laboratory 3 hours.

Prerequisite: Dance Specialties 172 with a grade of "C" or better.

This intermediate level course will focus on hip-hop and street dance techniques including historical chronology as well as current trends. Students will explore the technical aspects of hip-hop with an emphasis on memorization and building dance phrases from movement vocabulary learned in the beginning levels.

(CSU GE Area E)

174 Hip-Hop Dance Techniques IV (1) UC:CSU

Laboratory 3 hours.

Prerequisite: Dance Specialties 173 with a grade of "C" or better.

This advanced level course will focus on improvisation and free style hip-hop and current street dance movement trends. Students will explore the technical aspects of hip-hop with a focus on building dance phrases from improvisation, developing choreography, and individual expression within performance material.

(CSU GE Area E)

331 Tap Dance Techniques I (1) UC:CSU

Laboratory 3 hours.

This course is an introduction to basic tap dance skills. Students will learn and practice introductory level tap dance fundamentals: technique, combinations, terminology, music essentials, and appreciation of dance as an art form.

(CSU GE Area E)

332 Tap Dance Techniques II (1) UC:CSU

Laboratory 3 hours.

Prerequisite: Dance Specialties 331 with a grade of "C" or better.

This course continues to establish a technical foundation for tap dance by utilizing syncopated rhythms, compound step sequences and accelerated tempos. Students continue to acquire tap dance techniques, choreography, terminology, music essentials, and appreciation of dance as an art form.

(CSU GE Area E)

333 Tap Dance Techniques III (1) UC:CSU

Laboratory 3 hours.

Prerequisite: Dance Specialties 332 with a grade of "C" or better.

This course offers instruction in intermediate level tap dance skills by building on syncopated rhythms, compound step sequences and accelerated tempos. Emphasis is placed on developing skills in classic style and performance dynamics. Students continue to establish an understanding of tap dance techniques, choreography, terminology, music essentials, and appreciation of dance as an art form.

(CSU GE Area E)

334 Tap Dance Techniques IV (1) UC:CSU

Laboratory 3 hours.

Prerequisite: Dance Specialties 333 with a grade of "C" or better.

This pre-performance level dance course advances acquired techniques and knowledge of a complete tap technique course with emphasis placed on the development of stylistic nuances in Broadway and rhythm tap. Students apply knowledge of codified terminology, advanced technique, musical phrasing, and artistic development for the purpose of stage performance preparation in tap dance.

(CSU GE Area E)

441 Latin Social and Salsa Dance I (1) UC:CSU

Laboratory 3 hours.

This course offers instruction and practice in the fundamentals of Latin Social and Salsa Dance, with focus on basic foot patterns and partnering sequences, cultural origins, and social etiquette. Students learn a variety of rhythms indigenous to the Latin cultures such as: Cha-Cha, Rumba, Jive, Mambo and/or Salsa.

(CSU GE Area E)

442 Latin Social and Salsa Dance II (1) UC:CSU

Laboratory 3 hours.

Prerequisite: Dance Specialties 441 with a grade of "C" or better.

Note: Students may be considered for the level II class through an audition process.

Students learn a variety of rhythms indigenous to the Latin cultures which developed into contemporary popular social and ballroom styles in America:



Merengue, Mambo, Cha Cha, Rhumba, Samba, Tango, and Salsa. This beginning level course continues to establish a technical foundation of the Latin rhythm dances by utilizing compound step sequences, higher level codified terminology, and faster tempo music.

(CSU GE Area E)

443 Latin Social and Salsa Dance III (1) UC:CSU

Laboratory 3 hours.

Prerequisite: *Dance Specialties 442 with a grade of "C" or better.*

Students learn a variety of rhythms indigenous to the Latin cultures which developed into contemporary popular social and ballroom styles in America such as: Merengue, Cha Cha, Rhumba, Jive, Mambo, and/or Salsa. This intermediate level course continues to establish a technical foundation of the Latin rhythm dances by utilizing compound step sequences, intermediate level foot patterns and partnering sequences, social etiquette higher level codified terminology, and faster tempo music.

(CSU GE Area E)

444 Latin Social and Salsa Dance IV (1) UC:CSU

Laboratory 3 hours.

Prerequisite: *Dance Specialties 443 with a grade of "C" or better.*

Students learn a variety of rhythms indigenous to the Latin cultures which developed into contemporary popular social and ballroom styles in America such as: Merengue, Cha Cha, Rhumba, Samba, Paso Doble, Jive, Mambo, and/or Salsa. This advanced level course continues to establish a technical foundation of the Latin rhythm dances by utilizing compound step sequences, advanced level foot patterns, arm styling, and partnering sequences, social etiquette, higher level codified terminology, and music theory.

(CSU GE Area E)

491 Special Topics in Dance I (1) CSU

Laboratory 3 hours.

This course introduces students to the historical and cultural origins and basic dance techniques of folk, ethnic, recreational, or other specialized dance genres. Basic steps and combinations of steps from a particular genre are utilized to create an understanding of musical phrasing and rhythms utilized in that particular dance form. This introductory course provides a foundation for further study in a particular dance genre.

492 Special Topics in Dance II (1) CSU

Laboratory 3 hours.

Prerequisite: *Dance Specialties 491 with a grade of "C" or better.*

This course offers continued instruction in the historical and cultural origins of folk, ethnic, recreational, or other specialized dance genres. Transitional combinations of steps from the particular genre are utilized to broaden the students understanding of specialized dance techniques, musical phrasing and rhythms utilized in that particular dance form. This low-intermediate course provides a greater foundation for further study in the particular genre of dance.

Dance Studies (DANCEST)

Title V changes effective Fall 2013 substantially restrict how many times students can take specific types of classes. Students enrolled in "active participation courses" in kinesiology, visual arts, or performing arts are limited to four (4) enrollments per "family." Failures and 'W' grades count as enrollments. A family can contain multiple courses, but a student can only take four of them. LACCD courses in Art, Dance, Kinesiology, Music, and Theater are all affected. For courses in the Theater Arts & Dance department, families have been created as follows:

DANCE FAMILY NAMES AND COURSE NUMBERS:

Ballet Techniques	DANCETQ 111-114, 434, 466 DANCEST 806, 807
Latin and Social Dance.	DANCETQ 440, 473 DNCESPC 441-444, 490
Dance Productions	DANCEST 814, 815, 820, 821, 826
Hip Hop Techniques	DNCESPC 171-174, 402
Jazz Techniques	DANCETQ 121-124, 437, 468
Modern Techniques.	DANCETQ 141-144, 431 DANCEST 801-803
Special Projects in Dance	DANCEST 185, 262, 285 DANCETQ 151, 152, 290, 536, 570-573
Tap Dance	DANCETQ 446; DNCESPC 331-334
Yoga/Stress Management.	DANCETQ 101, 231-234, 710
Dance Choreography	DANCEST 301, 302, 452
Dance Performance	DANCEST 822, 823
Folk Dance Forms.	DNCESPC 491, 492

301 Choreography I (1) UC:CSU

Laboratory 3 hours.

This course will introduce students to basic principles of dance composition and choreography. It includes theory and practice using improvisation, critical analysis, and implementation of the choreographic elements of space, time, and energy. Students will create and explore the concepts of choreography, as well as tricks and techniques used to create dance and movement phrases while analyzing movement for composition and meaning.

(CSU GE Area E)

302 Choreography II (1) UC:CSU

Laboratory 3 hours.

Prerequisite: *Dance Studies 301 with a grade of "C" or better.*

Students continue exploring the principles of dance composition and choreography. It includes theory and practice using improvisation, critical analysis, and implementation of the elements of space, time, and energy.

(CSU GE Area E)

452 Introduction to Choreography (2) UC:CSU

Laboratory 4 hours.

Students are introduced to the basic principles of dance composition and choreography, such as theory and practice using improvisation, critical analysis, and implementation of the elements of space, time, and energy.

Note: *Enrollment is by add card only.*

(CSU GE Area E)

801 Modern Dance I (3) UC:CSU

Lecture 2 hours. Laboratory 4 hours.

Formerly Dance 801. Credit not given for both courses.

This course offers students instruction in the fundamentals of Modern Dance technique. Students will explore fundamental technique, biomechanical princi-

ples of movement, elements of improvisation and composition, theory, and history of Modern Dance in its social, political and cultural context.

(CSU GE Area C1 or E • IGETC Area 3A)

802 Modern Dance II (3) UC:CSU

Lecture 2 hours. Laboratory 4 hours.

Formerly Dance 802. Credit not given for both courses.

Prerequisite: Dance Studies 801 with a grade of "C" or better.

This course offers in-depth instruction and practice in modern dance technique. Content includes theory, historical context, terminology of dance and theater, and elements of space, time, and energy. Students explore and practice techniques for rhythm, alignment, motivation, dynamics, and design as well as continue to train the body for performance and lifelong movement skills. Trailblazers of modern dance are highlighted.

(CSU GE Area C1 • IGETC Area 3A)

803 Modern Dance III (3) UC:CSU

Lecture 2 hours. Laboratory 4 hours.

Formerly Dance 803. Credit not given for both courses.

Prerequisite: Dance Studies 802 with a grade of "C" or better.

This course continues the dancers' development and progression in all areas of modern dance techniques; including musicality, expressivity, dynamic alignment and incorporation of biomechanics principles. Content includes theory, historical context, terminology of dance theater and instruction in the design elements of space, time and energy. Students deepen their range in technique, performance dynamics, the craft of choreography and artistic expression and begin to distinguish their artistry from their technique.

805 History and Appreciation of Dance (3) UC:CSU

Lecture 3 hours.

Students will examine dance for its historical, religious, social, and artistic functions. Students will attain a historical perspective of dance from ritual to contemporary theatrical dance forms. Students will examine the progression of dance throughout western society in the forms of court dance, ballet, modern dance, musical theater, dance theater, tap, jazz and ballroom dance. Students will view live dances as well as in video form throughout the course. Students will broach the topics of dance as it relates to religion, history, sociology, aesthetics, and to the cultures where the forms are manifest.

(CSU GE Area C1 • IGETC Area 3A)

806 Ballet I (3) UC:CSU

Lecture 2 hours. Laboratory 4 hours.

Students analyze and perform traditional ballet techniques with an emphasis on the fundamentals of traditional positions, body placement, injury prevention, French terminology and ballet history. Students discuss the thematic material of individual ballets, the influences of society on ballet, the historical figures in ballet and their impact on ballet as a performing art.

807 Ballet II (3) UC:CSU

Lecture 2 hours. Laboratory 4 hours.

Prerequisite: Dance Studies 806 with a grade of "C" or better.

Students perform traditional ballet techniques at a beginning level improving body placement and utilizing higher level codified terminology and music fundamentals. Students discuss historical figures in ballet and their impact on stage production.

(CSU GE Area C1 • IGETC Area 3A)

808 Ballet III (3) UC:CSU

Lecture 2 hours. Laboratory 4 hours.

Prerequisite: Dance Studies 807 with a grade of "C" or better.

This intermediate level ballet course further develops student's skills in the areas of codified ballet terminology, musical phrasing and theory, and classical composition. Students will distinguish the primary visual and stylistic characteristics of court dance, romantic, classical and contemporary ballet. Students will apply performance components through the practice of intermediate ballet techniques and choreography increasing their physical aptitude and performance skills. This course prepares students for higher study of ballet at a pre-professional level.

814 Dance Production I (2) UC:CSU

Lecture 1 hour. Laboratory 2 hours.

Formerly Dance 814. Credit not given for both courses.

This course provides instruction and laboratory experience in dance concert production for stage, film and site-specific areas including: publicity, lighting design, audio/visual training, costuming, dance criticism, audition and performance skills. The course involves dance rehearsals as well as production duties for non-dancers.

(CSU GE Area C1)

815 Dance Production II (2) UC:CSU

Lecture 1 hour. Laboratory 2 hours.

Prerequisite: Dance Studies 814 with a grade of "C" or better.

This course provides instruction and laboratory experience in dance concert production for stage, film or site-specific areas including: publicity, marketing, lighting design, audio, costuming, dance criticism, audition techniques and performance skills.

820 Dance Staging and Methods (4) UC:CSU

Lecture 2 hours. Laboratory 4 hours.

Formerly Dance 820. Credit not given for both courses.

This class provides students with instruction and laboratory experience in dance concert production including: choreography, staging, audio/visual training, costume, and make-up design. Students will gain additional experience in publicity and, administrative details of pre/post-performance responsibilities. The students will perform and/or choreograph with the Pierce College Dance Theater and develop their artist skills and experience therein.

821 Dance Staging and Methods II (4) UC:CSU

Lecture 2 hours. Laboratory 4 hours.

Formerly Dance 821. Credit not given for both courses.

Prerequisite: Dance Studies 820 with a grade of "C" or better.

Students gain increased experience in the art of dance production including: choreography, staging methods, set design, lighting design, audio/visual training, costume, and make-up design. Students participate in publicity, ticket sales and the administrative details of dance production. The class, which is a continuation of Dance 820, affords students the opportunity to produce choreography, manage projects and further develop their workshop experience.

822 Dance Rehearsals and Performances I (1) UC:CSU

Laboratory 2 hours.

Formerly Dance 822. Credit not given for both courses.

Students will gain practical experience and an awareness of the social, cultural and historical influences that create art and dance. Traditional and contemporary dance techniques will be explored and presented in dance concerts and site specific locations. Emphasis is placed on developing skills in choreographic design, performance dynamics and movement analysis.

(CSU GE Area E)

**823 Dance Rehearsals and Performances II (1) UC:CSU***Laboratory 2 hours.***Prerequisite:** *Dance Studies 822 with a grade of "C" or better.*

Students continue to establish practical experience and an awareness of the social, cultural and historical influences that create dance as a performing art. This course further explores the study of traditional and contemporary dance techniques through student participation in dance concerts, events and site specific locations. The dancer will exam his/her role in the creative process through: improvisational techniques, choreographic development, characterization, costume design, performance dynamics and movement analysis.

(CSU GE Area E)

826 Dance Performance Company (1) UC:CSU - RPT 3*Laboratory 3 hours.***Note:** *This course is intended for students who are able to demonstrate a foundation of traditional core dance genres through an audition process.*

Students perform in college-based, professional dance companies and/or touring dance troupes. Students explore various dance genres, which will enhance their abilities to become well-rounded dance artists in and around our community. Students will have the opportunity to participate in the Annual American College Dance Festival, the Los Angeles Community College Dance Competition/Invitational.

185 Directed Study - Dance (1) CSU**285 Directed Study - Dance (2) CSU***Conference 1 hour per unit.*

This course allows students to pursue directed study in Dance Studies on a contract basis under the direction of a supervising instructor.

Dance Techniques (DANCETQ)

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Yoga/Stress Management	DANCETQ 101, 231-234, 710
Dance Choreography	DANCEST 301, 302, 452
Dance Performance	DANCEST 822, 823
Folk Dance Forms	DNCESPC 491, 492

101 Dance to Fitness (1) *UC:CSU*Laboratory 2 hours.***Formerly** *Dance 101. Credit not given for both courses.*

Using a variety of dance styles and movement forms, students develop flexibility, strength and cardiovascular endurance according to their physical ability. The course includes movement phrases designed to develop an understanding of rhythm and increase coordination. Each class consists of a warm-up, introduction of basic rhythmic skills, dance workout, choreography with soft-rebound and smooth-impact movement phrases, stretching techniques and a cool down. Each individual will find his/her own Personal Training Zone (PTZ).

(CSU GE Area E)

***UC Credit Limit:** *Any or all of these PE Activity courses combined: maximum credit, 4 units.*

111 Ballet Techniques I (1) UC:CSU*Laboratory 3 hours.***Formerly** *Dance Techniques 434. Credit not given for both courses.*

This course offers students an introduction to traditional ballet techniques and principles, emphasizing instruction in the fundamentals of positions, placement, and introductory level exercises. Students are introduced to ballet through basic steps and combinations, terminology, music, and appreciation of dance as a performing art.

(CSU GE Area E)

112 Ballet Techniques II (1) UC:CSU*Laboratory 3 hours.***Prerequisite:** *Dance Techniques 111 with a grade of "C" or better.*

This beginning level ballet course continues to establish a basic knowledge of a complete classical ballet class by utilizing compound step sequences and combinations, higher level codified terminology, and faster tempo music while preparing students for further study at an intermediate level. This course affirms each student's appreciation of ballet dance as a historical and performing art form by reviewing cumulative ballet technique and music essentials.

(CSU GE Area E)

113 Ballet Techniques III (1) UC:CSU*Laboratory 3 hours.***Prerequisite:** *Dance Techniques 112 with a grade of "C" or better.*

This intermediate level ballet course solidifies learned techniques and knowledge of a complete classical ballet class through the application of acquired skills and technical elements demonstrated in compound step sequences and combinations. Advancement of codified ballet terminology, musical phrasing in ballet composition, physical aptitude and performance skills prepare students for higher study of ballet and affirms each student's appreciation of ballet as a performing art form.

(CSU GE Area E)

114 Ballet Techniques IV (1) UC:CSU*Laboratory 3 hours.***Prerequisite:** *Dance Techniques 113 with a grade of "C" or better.*

This pre-performance level ballet course advances acquired techniques and knowledge of a complete classical ballet class with emphasis placed on the development of stylistic nuances in ballet performance. Artistic development of performance components are applied to acquired skills and techniques learned in previous studies of ballet. Students apply knowledge of codified terminology, musical phrasing, and performance skills to existing dance technique vocabulary for the purpose of stage performance preparation. Performance practices prepare students for real world performance opportunities and solidify the student's appreciation of ballet dance as a performing art form.

(CSU GE Area E)

121 Jazz Dance Techniques I (1) UC:CSU*Laboratory 3 hours.**Formerly Dance Techniques 437. Credit not given for both courses.*

This fundamental course in Jazz dance provides students with a foundation for performance-based dance techniques of Jazz. Students are introduced to fundamental step sequencing and combinations, music, history, terminology and appreciation of the evolution of Jazz dance as a performing art form, which prepares students for further study in Jazz dance technique.

(CSU GE Area E)

122 Jazz Dance Techniques II (1) UC:CSU*Laboratory 3 hours.**Prerequisite: Dance Techniques 121 with a grade of "C" or better.*

This beginning level Jazz dance course continues to establish basic knowledge of performance-based Jazz dance technique. Students will utilize compound step sequences and combinations, higher codified level terminology, diverse selections of musical rhythms and phrasing that will affirm each student's appreciation of the evolution of Jazz dance as a performing art form by reviewing cumulative jazz technique and information while preparing students for further study at higher levels.

(CSU GE Area E)

123 Jazz Dance Techniques III (1) UC:CSU*Laboratory 3 hours.**Prerequisite: Dance Techniques 122 with a grade of "C" or better.*

This intermediate level jazz dance course solidifies learned techniques and knowledge of a complete jazz dance class through the application of acquired skills and technical elements demonstrated in compound step sequences and combinations. Students acquire increased awareness of the codified terminology used within the jazz genre, musical phrasing, physical aptitude and performance skills that prepare them for a more in-depth study of jazz dance and affirm their appreciation of jazz dance as a historical and performing art form. Social issues in the mid 20th century, including globalization and popularization of jazz as an artistic expressive form are discussed.

(CSU GE Area E)

124 Jazz Dance Techniques IV (1) UC:CSU*Laboratory 3 hours.**Prerequisite: Dance Techniques 123 with a grade of "C" or better.*

This capstone course teaches the technique, principles, terminology and practice of Jazz dance at the advanced level. Students practice the correct placement and execution of a wide variety of advanced Jazz dance movements and various jazz styles and learn the history of the movements.

(CSU GE Area E)

141 Modern Dance Techniques I (1) UC:CSU*Laboratory 3 hours.**Formerly Dance Techniques 431. Credit not given for both courses.*

This fundamental course in modern dance provides a foundation for the appreciation of how to take a modern dance class. Students learn foundational body movement skills, introductory performance qualities, fundamental theory of modern dance principles, an introduction to various styles of modern dance for the new dancer, and exposure to the historical development of modern dance forms as we know them today. Emphasis is placed on the development of technique and style.

(CSU GE Area E)

142 Modern Dance Techniques II (1) UC:CSU*Laboratory 3 hours.**Prerequisite: Dance Techniques 141 with a grade of "C" or better.*

This beginning level modern dance course establishes basic knowledge of beginning techniques of modern dance. Students broaden the exploration of body movement skills, basic performance qualities, deeper study of modern dance principles, and a greater ability to distinguish the differences of various modern dance forms as we know them today. Emphasis is placed on the development of individual expression and integration of creativity in order to prepare dancers for further study in modern dance.

(CSU GE Area E)

143 Modern Dance Techniques III (1) UC:CSU*Laboratory 3 hours.**Prerequisite: Dance Techniques 142 with a grade of "C" or better.*

This course teaches technique, principles, terminology and the practice of modern (contemporary) dance at the intermediate level. Emphasis is on the correct placement and execution of intermediate level modern dance movements, along with a more integrated use of the arms. The course includes an in-depth exploration of the choreographic element of Time through improvisational and choreographic exercises. Students increase coordination, flexibility, and cardiovascular strength using various movement combinations.

(CSU GE Area E)

144 Modern Dance Techniques IV (1) UC:CSU*Laboratory 3 hours.**Prerequisite: Dance Techniques 143 with a grade of "C" or better.*

This advanced level modern dance course advances acquired techniques and knowledge of a complete modern dance class with emphasis placed on the development of stylistic nuances and improvisational techniques demonstrated within movement form and artistry. Artistic development of performance components are applied to acquired skills and techniques learned in previous studies of modern dance. Students apply knowledge of codified terminology, dancer technique and training, musical phrasing, and performance skills to existing dance technique vocabulary for the purpose of stage performance preparation. Performance practices prepare students for real world performance opportunities and solidify student's appreciation of modern dance as a historical and performing art form. Students have the opportunity to create unique projects for a comprehensive understanding of contemporary relevance of this dance form. Social, cultural, and political ideologies illustrated within the genre are surveyed, as well as theoretical perspectives used to analyze the development of post-modern dance during the second half of the 20th century.

(CSU GE Area E)

151 Dance for Film and Stage I (1) UC:CSU*Laboratory 3 hours.*

This course will provide the student with the fundamental tools and abilities for the world of Dance. Students will audition for, perform in, and produce Dance works in the mediums of stage as well as film.

(CSU GE Area E)

152 Dance for Film and Stage II (1) UC:CSU*Laboratory 3 hours.**Prerequisite: Dance Techniques 151 with a grade of "C" or better.*

This course will provide the student with the intermediate level tools and abilities to create dance in various performance platforms. Students will audition for, perform in, and produce dance in the mediums of stage as well as film, as well as create their own promotional website.

(CSU GE Area E)

**231 Conditioning for Dance I (1) *UC:CSU***Laboratory 3 hours.**Formerly Dance Techniques 710. Credit not given for both courses.*

This course uses a variety of exercise techniques and philosophies to help students establish a workout program they can use to improve fitness as it applies to dance technique. Students will perform fundamental level exercises that are geared specifically for dance training, and are drawn from a number of different sources including yoga, Pilates, and other dance conditioning practices.

(CSU GE Area E)

**UC Credit Limit: Any or all of these PE Activity courses combined: maximum credit, 4 units.*

232 Conditioning for Dance II (1) UC:CSU*Laboratory 3 hours.**Prerequisite: Dance Techniques 231 with a grade of "C" or better.*

This course uses a variety of exercise techniques and philosophies to help students establish a workout program they can use to improve fitness as it applies to dance technique. Students will perform beginning level exercises that are geared specifically for dance training, and are drawn from a number of different sources including yoga, Pilates, and other dance conditioning practices.

(CSU GE Area E)

233 Conditioning for Dance III (1) UC:CSU*Laboratory 3 hours.**Prerequisite: Dance Techniques 232 with a grade of "C" or better.*

This course uses a variety of exercise techniques and philosophies to help students establish a workout program they can use to improve fitness as it applies to dance technique. Students will perform intermediate level exercises that are geared specifically for dance training, and are drawn from a number of different sources including yoga, Pilates, and other dance conditioning practices.

(CSU GE Area E)

234 Conditioning for Dance IV (1) UC:CSU*Laboratory 3 hours.**Prerequisite: Dance Techniques 233 with a grade of "C" or better.*

This course uses a variety of exercise techniques and philosophies to help students establish a workout program they can use to improve fitness as it applies to dance technique. Students will perform advanced level exercises that are geared specifically for dance training, and are drawn from a number of different sources including yoga, Pilates, and other dance conditioning practices.

(CSU GE Area E)

535 Dance Team Techniques I (2) UC:CSU - RPT 3*Laboratory 6 hours.*

Students examine techniques, performance qualities, and choreography for the Dance Company/Team. Students are required to perform at selected dance department events and/or Dance Company conventions and tours as part of course requirements. This course is required for the Los Angeles Pierce College Dance Theater Company/Team members.

(CSU GE Area E)

536 Dance Team Techniques II (2) UC:CSU*Laboratory 6 hours.**Prerequisite: Dance Techniques 535 with a grade of "C" or better.*

Students examine techniques, performance qualities and intermediate level repertoire choreography for the Dance Company/Team. Students are required to perform at selected dance department events and/or dance company conventions and tours as part of this course requirement. This second level dance course offers

students the opportunity to participate in the creation, communication and design elements of the choreography.

(CSU GE Area E)

570 Conditioning for Dance Team Techniques I (1) UC:CSU*Laboratory 3 hours.*

This course provides students with fundamental skills to condition the body for participation in a college dance team. In addition to exploring conditioning programs aimed to increase flexibility, strength, core awareness, balance, coordination, and endurance, students have the opportunity to develop dance techniques through discussion and application of warm-up skills, movement sequences, and basic dance combinations.

(CSU GE Area E)

571 Conditioning for Dance Team Techniques II (1) UC:CSU*Laboratory 3 hours.**Prerequisite: Dance Techniques 570 with a grade of "C" or better.*

This course establishes students dance skills to condition the body for participation in a college dance team. Students build additional skills to increase flexibility, strength, core awareness, balance, coordination, and endurance. Students have the opportunity to enhance various dance techniques through the application of beginning warm-up routines, movement sequences, and beginning dance combinations which prepare them for the college audition process.

(CSU GE Area E)

572 Conditioning for Dance Team Techniques III (1) UC:CSU*Laboratory 3 hours.**Prerequisite: Dance Techniques 571 with a grade of "C" or better.*

This intermediate level course solidifies learned techniques and knowledge to condition the body for college dance team participation through the application of acquired skills and technical elements demonstrated in flexibility and strength programs, compound step sequences, and combinations. Students have the opportunity to construct unique conditioning programs to challenge core awareness, balance, coordination and endurance. Advancement of dance techniques through discussion and application of warm-up skills, movement sequences, and intermediate dance combinations prepare students for dance team performances. Dance team responsibilities, training, etiquette and the audition process are applied to prepare students for future audition experiences.

(CSU GE Area E)

573 Conditioning for Dance Team Techniques IV (1) UC:CSU*Laboratory 3 hours.**Prerequisite: Dance Techniques 572 with a grade of "C" or better.*

This pre-performance level dance course advances acquired techniques and knowledge of a complete conditioning for dance class with emphasis placed on the development of stylistic nuances and dynamic range for college dance team performances. Artistic development of performance components and advancement in conditioning techniques are applied to acquired skills learned in previous dance conditioning programs. Students apply knowledge of codified terminology, dancer technique and training, musical phrasing, and performance skills to existing dance technique vocabulary for the purpose of stage performance preparation. Dancer marketing materials, including dance resume, bio and head shots are discussed. Simulation of professional dance auditions further prepare students for real-life audition processes.

(CSU GE Area E)

Desktop Publishing

See course listings under Computer Applications Office Technology.

Earth Science (EARTH)

003 Earth Science Lecture and Laboratory (4) UC:CSU

Lecture 3 hours. Laboratory 3 hours.

Offered Fall semesters only.

Students will survey the science of whole Earth inquiry and thereby includes the following topics: Scientific method, Earth systems, Earth materials, internal processes, surface processes, oceans, atmosphere, Earth origins, and Earth history. Students are introduced to important contributions to the study of these topics from the fields of geography, geology, oceanography, chemistry, astronomy, physics, and biology with special attention to the organizing paradigms of contributory disciplines such as Plate Tectonic Theory, the Theory of Evolution, and the Big Bang. Students will be offered a hands-on experience with Earth materials including rock and mineral identification, skills to gather scientific data, map reading, and critical thinking to solve problems.

(CSU GE Area B1 + B3 • IGETC Area 5A + 5C)

C-ID: GEOL 121

Economics (ECON)

001 Principles of Microeconomics (3) UC:CSU

Lecture 3 hours.

Prerequisite: Mathematics 115 with a grade of "C" or better.

Advisory: Mathematics 12S.

May be offered as an honors section.

Students learn the principles of economic analysis and decision-making from the viewpoint of the individual consumer, worker, and firm. Emphasis is placed on the price system allocation of resources and income, supply and demand analysis, the structure of industry, and the application of economic principles to current policies and social problems. Students review the global economy, fundamentals of markets, comparative advantage and international trade, elasticity of demand and supply, the effects of taxes and price controls on market outcomes, factor markets, production costs, market structures, game theory, market failure, and public goods. ECON 001 IS NOT A PREREQUISITE FOR THIS COURSE. STUDENTS WHO PLAN ON TAKING BOTH ARE ADVISED TO TAKE ECON 002 FIRST.

(CSU GE Area D • IGETC Area 4)

C-ID: ECON 201

002 Principles of Macroeconomics (3) UC:CSU

Lecture 3 hours.

Prerequisite: Mathematics 115 with a grade of "C" or better.

Advisory: Mathematics 12S.

May be offered as an honors section.

Students learn the principles of economics focusing on aggregate economic analysis. Topics discussed include the market system of resource allocation, measurement of GDP, the problems of unemployment and inflation, stabilization policy, and macroeconomic controversies. The global economy, fundamentals of markets, national income accounting and macroequilibrium, economic growth and business cycles, fiscal and monetary policies, money and financial institutions, international trade and finance are emphasized. ECON 001 IS NOT A PREREQUISITE FOR THIS COURSE. STUDENTS WHO PLAN ON TAKING BOTH ARE ADVISED TO TAKE ECON 002 FIRST.

(CSU GE Area D • IGETC Area 4)

C-ID: ECON 202

010 Economic History of the United States (3) UC:CSU

Lecture 3 hours.

May be offered as an honors section.

Students study the causes of growth in the American economy and how the economy today continues to be influenced by events from the past, such as the American Revolution, Civil War, World War I, and the Great Depression. Further speculation on the future of the U.S. economy, with explorations into various motivations to enhance global trade is also explored.

(CSU GE Area D • IGETC Area 4 • Satisfies CSU American Ideals Graduation Requirement US-1)

185 Directed Study - Economics (1) CSU

285 Directed Study - Economics (2) CSU

385 Directed Study - Economics (3) CSU

Conference 1 hour per unit.

This course allows students to pursue directed study in Economics on a contract basis under the direction of a supervising instructor.

Education (EDUC)

001 Introduction to Teaching (3) UC:CSU

Lecture 3 hours.

Note: Students must have a negative TB test result to participate in the 45-hour observation.

This course introduces students to the concepts and issues related to teaching diverse learners in today's contemporary schools, Kindergarten through grade 12 (K-12). Students will examine topics including teaching as a profession and career, historical and philosophical foundations of the American education system, contemporary educational issues, California's content standards and frameworks, and teacher performance standards. In addition to class time, the course requires a minimum of 45 hours of structured observation in public school elementary classrooms that represent California's diverse student population.

C-ID: EDUC 200

010 Principles of Teacher Assisting (3) CSU

Lecture 3 hours.

In the course, students will learn how teacher's assistants and paraprofessionals support the work of classroom teachers to promote a safe, nurturing and productive classroom environment. Students will develop skills for working one-on-one and in large group settings to assist children toward academic success. Through this course, students will explore ethical and legal issues in the classroom and school setting, responsibilities of paraprofessionals, curriculum development, children's rights, classroom behavior management techniques, strategies for working in a team, and techniques for working with diverse families.

200 Introduction to Special Education (3) UC:CSU

Lecture 3 hours.

Students gain knowledge related to the sources of developmental diversity, including both biological and environmental factors and how these factors can impact a child's development in the areas of social, cognitive, physical, emotional and language skills. Emphasis is placed on the theoretical and practical implications for special education and the role of the special educator and other members of the educational planning team in promoting a positive, supportive and healthy learning environment and individualized instruction, including the requirements and process for transitioning from high school to adulthood. This course also covers the legislation and legal requirements of special education, as specified in the Individuals with Disabilities Education Act (IDEA), Americans With Disabilities Act (ADA), and other legislative mandates.

**203 Education in American Society (3) UC:CSU***Lecture 3 hours.*

Students examine the fundamental theories of the American educational institution in its social, political, and economic contexts. Concepts and methods from the fields of sociology, philosophy, and the politics of education are used to analyze the current conditions of American schools. Consideration of contemporary issues, including the roles of the American school in a democratic, multi-cultural society is emphasized. Analysis of the historical, philosophical, and social foundations of education and of school organization are used to evaluate selected proposals and models for reform.

(CSU GE Area D • IGETC Area 4)

Electronics (ELECTRN)

004A Fundamentals of Electronics I (3) UC:CSU*Lecture 3 hours.*

Corequisite: Concurrent enrollment in Electronics 004B. Previous completion of Electronics 004B with a grade of "C" or better is allowable.

Students study electronics fundamentals such as Atomic theory, voltage, resistance, current, energy and power, Ohm's law, series-parallel circuits, voltage and current dividers. Students study the Network theorems and applications of Kirchhoff's laws. Students learn about voltage and current sources, conductors, resistors, batteries, magnetism, D.C. characteristics of capacitors and inductors. Students learn how to use computer simulation tools to do schematic capture and circuit analysis.

004B Fundamentals of Electronics I (1) UC:CSU*Laboratory 3 hours.*

Corequisite: Concurrent enrollment in Electronics 004A. Previous completion of Electronics 004A with a grade of "C" or better is allowable.

In this course, students will deal with construction of basic DC circuits for the study of Ohm's law, series and parallel, network theorems including Kirchhoff's Law, superposition, mesh, Thevenin's and Norton's. Wiring practice from schematics. Use of laboratory instruments including analog and digital multimeters and power supplies. Computer aided schematic entry and circuit analysis.

006A Fundamentals of Electronics II (3) UC:CSU*Lecture 3 hours.*

Corequisite: Concurrent enrollment in Electronics 006B and 004A and 004B. Previous completion of Electronics 006B and 004A and 004B with a grade of "C" or better is allowable.

Students will study alternating current theory and applications such as AC waveforms, reactance, impedance, resonance, transformers, quality factor, magnetism, coupling, and filters. Emphasize the solution of alternating current circuit problems.

006B Fundamentals of Electronics II (1) UC:CSU*Laboratory 3 hours.*

Corequisite: Concurrent enrollment in Electronics 006A and 004A and 004B. Previous completion of Electronics 006A and 004A and 004B with a grade of "C" or better is allowable.

Students will practice laboratory applications of the theories presented in Electronics 006A. Experiments are performed to study alternating current parameters and components including capacitance, inductance, reactance, resonance, filters and transformers. Students will use oscilloscopes, function generators, other lab instruments, and computer aided circuit analysis.

008A Electron Devices (3) CSU*Lecture 3 hours.*

Corequisite: Concurrent enrollment in Electronics 008B and 006A and 006B. Previous completion of Electronics 008B and 006A and 006B with a grade of "C" or better is allowable.

Students will learn principles of semiconductors including diodes, bipolar and field effect transistors, SCR's, tunnel diodes, light emitting diodes, photo-transistors, DIACs, TRIACs, Zener diodes, UJT's, tubes. Characteristic curves for semiconductor devices, Biasing and load lines, Common emitter, collector, and base transistor configurations, Sample applications of semiconductor devices, Computer aided circuit analysis.

008B Electron Devices (1) CSU*Laboratory 3 hours.*

Corequisite: Concurrent enrollment in Electronics 008A and 006A and 006B. Previous completion of Electronics 008A and 006A and 006B with a grade of "C" or better is allowable.

Students will utilize laboratory experience analyzing characteristics and applications of solid state electron devices and the use of test equipment including multi-meter, oscilloscope, function generator, and DC power supply. Students will focus on constructing, testing, analyzing, and troubleshooting a variety of circuits using semiconductor devices, including diodes and transistors. Students will use computer simulation tools (such as Pspice and Multisim) to design, construct and simulate different solid state devices circuits and their applications.

026 Linear Circuits (3) CSU*Lecture 3 hours.*

Advisory: Electronics 008A and 008B.

Students will construct, examine and analyze power supplies, AC and DC amplifiers, push-pull amplifiers, complementary symmetry, and phase splitters. Students will examine and perform analysis of distortion in amplifiers. Class A, B, and C amplifiers and oscillators. Multistage and large signal amplifiers. Students will analyze characteristics of feedback, input and output impedance, and frequency response. Students will perform analysis of computer circuits.

028 Electronic and Electro-Mechanical Drafting I (2) CSU*Lecture 1 hour. Laboratory 2 hours.*

The student will be introduced to computer aided drafting as applied to electronics. The student will use CAD programs to draw schematic symbols and diagrams, flow charts, block diagrams, highway and logic diagrams. The student will be presented and use methods for printed circuit board design and layout. Students will be introduced to assembly and construction drawings. Students will use schematic capture using PSPICE. Students will be introduced to printed circuit board design computer programs.

044 Communications Electronics (3) CSU*Lecture 3 hours.*

Corequisite: Concurrent enrollment in Electronics 008A and 008B and 045. Previous completion of Electronics 008A and 008B and 045 with a grade of "C" or better is allowable.

Students will be presented and study concepts of modulating and demodulating a RF carrier including AM, SSB, FM, and PM. Students will study RF transmitters and receivers and their sub-circuits, including RF filters, amplifiers, oscillators, modulators, mixers, detectors and discriminators. frequency multipliers, phase locked loop detectors and synthesizers. Students will study TV systems, digital Communications, FSK and PSK, and signals in the frequency and time domains.

045 Communications Electronics Laboratory (1) CSU

Laboratory 3 hours.

Prerequisite: Electronics 006A and 006B with a grade of "C" or better.

Corequisite: Concurrent enrollment in Electronics 044 and 008A and 008B. Previous completion of Electronics 044 and 008A and 008B with a grade of "C" or better is allowable.

This class is for the student to gain laboratory experience for Electronics 044. Students will construct and analyze communications circuits including oscillators, modulators, filters, IF amplifiers, TV systems, digital communications systems and modems. Students will connect and use communications test equipment, including signal generator, oscilloscope, FFT spectrum analyzer.

048A Integrated Circuits (3) CSU

Lecture 3 hours.

Prerequisite: Electronics 026 and 063 with a grade of "C" or better.

Corequisite: Concurrent enrollment in Electronics 048B. Previous completion of Electronics 048B with a grade of "C" or better is allowable.

Students will learn about theory and applications of linear and linear/digital integrated circuits with emphasis on operational amplifiers. DC parameters, input/output impedance, input offset/bias current, CMRR, open and closed loop gain. Frequency response, voltage regulators, audio frequency amplifiers, oscillators, filters and mixers. Differential amplifiers and phase lock loops. Applications and CAD circuit analysis.

048B Integrated Circuits Laboratory (1) CSU

Laboratory 3 hours.

Prerequisite: Electronics 026 and 063 with a grade of "C" or better.

Corequisite: Concurrent enrollment in Electronics 048A. Previous completion of Electronics 048A with a grade of "C" or better is allowable.

Students will obtain a laboratory applications of linear and linear/digital integrated circuits with emphasis on operational amplifiers. DC parameters, input/output impedance, input offset/bias current, CMRR, open and closed loop gain. Frequency response, voltage regulators, audio frequency amplifiers, oscillators, filters and mixers. Differential amplifiers and phase lock loops. Applications and CAD circuit analysis.

060 Microwave Fundamentals (3) CSU

Lecture 3 hours.

Corequisite: Concurrent enrollment in Electronics 061 and 008A and 008B.

Previous completion of Electronics 061 and 008A and 008B with a grade of "C" or better is allowable.

Students learn and analyze Microwave signals and their applications. Calculate Power density and RF safety. Analyze Electromagnetic waves and propagation. Design Antennas: Dipole, vertical. Learn Transmission lines: Characteristics, principles and analysis. Practice the Use of Smith Chart. Calculate VSWR, return loss, and reflection coefficient. Learn and Analyze Stubs and tuners, Waveguides, modes. Learn and analyze Microwave signal generation, amplifiers, and Microwave components operation.

061 Microwave Fundamentals Laboratory (1) CSU

Laboratory 3 hours.

Corequisite: Concurrent enrollment in Electronics 060 and 008A and 008B.

Previous completion of Electronics 060 and 008A and 008B with a grade of "C" or better is allowable.

Students practice performing microwave measurements and instrumentation using VSWR and power meters, spectrum analyzers, swept frequency systems and plotters. Students Calculate, measure and analyze VSWR, reflection coefficient, load impedance, power, frequency, and attenuation.

063 Circuit Analysis Laboratory (1) CSU

Laboratory 3 hours.

Advisory: Electronics 008A and 008B.

Students work in a laboratory environment with linear and switching power supplies, AC and DC and multistage amplifiers, push-pull and complementary symmetry. Students construct and test class A, B, and C amplifiers and oscillators, apply laboratory circuit construction and troubleshooting techniques, and use aided circuit analysis.

072A Digital Circuits I (3) CSU

Lecture 3 hours.

Corequisite: Concurrent enrollment in Electronics 072B. Previous completion of Electronics 072B with a grade of "C" or better is allowable.

Advisory: Electronics 008A and 008B.

Students will obtain a comprehensive study of Digital number systems, Boolean algebra, Karnaugh maps, Combinational systems including gates, adders, encoders, decoders, code converters, display drivers, multiplexers, Sequential circuits including flip flops, mono-stable, multi-vibrators, counters, registers, and timers. Students will learn about Synchronous sequential design, transition tables, timing diagrams and Memory systems. Students will analyze, design and practice digital circuits using multiple Computer aided circuit analysis.

072B Digital Circuits I (1) CSU

Laboratory 3 hours.

Corequisite: Concurrent enrollment in Electronics 072A. Previous completion of Electronics 072A with a grade of "C" or better is allowable.

Advisory: Electronics 008A and 008B.

Students will practice in breadboarding and troubleshooting digital circuits using integrated circuits. Students will construct and test the circuits using logic gates, flip-flops, memories, counters, registers, synchronous sequential designs, and digital displays. Students will learn how to use manufacturer's data sheets.

074A Digital Circuits II (3) CSU

Lecture 3 hours.

Prerequisite: Electronics 072A and 072B with a grade of "C" or better.

Corequisite: Concurrent enrollment in Electronics 074B. Previous completion of Electronics 074B with a grade of "C" or better is allowable.

Students will obtain a comprehensive study of a representative microprocessor, with an emphasis on the internal architecture, instruction set, timing and support chips. Students will learn the fundamentals of micro and macro programming, input and output control, interfacing, and machine language programming techniques. Students will be exposed to practice many programming examples and control applications such as A/D and D/A conversion.

074B Digital Circuits II (1) CSU

Laboratory 3 hours.

Prerequisite: Electronics 072A and 072B with a grade of "C" or better.

Corequisite: Concurrent enrollment in Electronics 074A. Previous completion of Electronics 074A with a grade of "C" or better is allowable.

Students will program a representative microprocessor, with an emphasis on the internal architecture, instruction set, timing and support chips. Students will learn the fundamentals of macro programming, input and output control, interfacing, and machine language programming techniques. Students will learn and practice several programming examples.

081 Projects Laboratory (1) CSU

Laboratory 3 hours.

Requires the student, after consultation with the instructor, to assemble, test, and document the characteristics of an electronic system while following a specified time schedule. A report covering the theory of operation and test procedures is required. The student will provide all materials and do all research without direct supervision. Time and resource management is emphasized.

**159 Programmable Logic Controls (PLC) (4) CSU***Lecture 3 hours. Laboratory 3 hours.**Advisory: Electronics 072A and 072B.*

Students will obtain a comprehensive study of PLC programming with an emphasis on the ladder logic, and the inner workings of a standard HMI (Human-Machine Interface). Students will study PLC programming for Industrial Processes, general controls, digital and analog IO, alarm / notification handling, counters/Timers Using the Rockwell software RSLogix 500.

Engineering (ENG GEN)

101 Introduction to Science, Engineering and Technology (2) UC:CSU*Lecture 2 hours.*

Students will explore engineering profession and its different fields, while learning effective strategies to reach their full academic potential. The course presents an introduction to the methods and tools of engineering problem solving and design, including the interface of the engineer with society and engineering ethics. Students will develop technical communication skills that are critical to the engineering profession.

*C-ID: ENGR 110***122 Programming and Problem-Solving in MATLAB (3) UC:CSU***Lecture 2 hours. Laboratory 3 hours.**Prerequisite: Mathematics 261 with a grade of "C" or better.*

Students utilize the MATLAB environment to attain a working knowledge of computer-based problem-solving methods relevant to science and engineering. Students are introduced to the fundamentals of procedural and object-oriented programming, numerical analysis, and data structures. Examples and assignments in the course are drawn from practical applications in engineering, physics, and mathematics.

*C-ID: ENGR 220***131 Statics (3) UC:CSU***Lecture 3 hours.**Prerequisite: Physics 101 with a grade of "C" or better.**Corequisite: Concurrent enrollment in Mathematics 262. Previous completion of Mathematics 262 with a grade of "C" or better is allowable.*

This is a first course in engineering mechanics. Students will learn about two and three dimensional analysis of force systems on particles and rigid bodies in equilibrium. Topics also include static analysis of trusses and beams, and determination of center of gravity, centroids, friction, and moments of inertia of area and mass.

*C-ID: ENGR 130***151 Materials of Engineering (3) UC:CSU***Lecture 3 hours.**Prerequisite: Chemistry 101 and Physics 101 with a grade of "C" or better.*

Students will learn how the internal structures of materials affect behaviors of materials used in engineering applications, including metals, ceramics, polymers, composites, and semiconductors. The emphasis is upon developing the ability both to select appropriate materials to meet engineering design criteria and to understand the effects of heat, stress, imperfections, and chemical environments upon material properties and performance.

*C-ID: ENGR 140***220 Electrical Circuits I (4) UC:CSU***Lecture 3 hours. Laboratory 3 hours.**Prerequisite: Physics 102 with a grade of "C" or better.**Corequisite: Concurrent enrollment in Mathematics 275. Previous completion of Mathematics 275 with a grade of "C" or better is allowable.*

Students learn the theory of circuit analysis and practice its application to areas of importance in electrical analysis in time and frequency domains, transient, and steady state solutions. Topics include linear circuit analysis techniques, Kirchhoff's Laws, Network Theorems, mesh and nodal analysis, OP amps and amplifiers, Thevenin/Norton equivalents circuits, natural-forced-complete response of RLC circuits and Laplace Transforms. Introduction to AC circuits, phasors, three phase power, and frequency response and resonance. The laboratory includes experimental verification of the laws of AC and DC circuits, Kirchhoff's laws, and Thevenin's theorem using instruments such as multimeter, oscilloscopes, and signal generators.

*C-ID: ENGR 260**C-ID: ENGR 260 L***185 Directed Study - Engineering, General (1) CSU***Conference 1 hour per unit.*

This course allows students to pursue directed study in General Engineering on a contract basis under the direction of a supervising instructor.

Engineering Graphics and Design Technology (EGD TEK)

101 Engineering Graphics (3) *UC:CSU*Lecture 2 hours. Laboratory 2 hours.**Formerly Industrial Technology 110. Credit not given for both courses.*

In this introductory course students will learn the fundamentals of technical drawing and an introduction to computer-aided design (CAD) with a focus on mechanical applications. Topics include the development of visualization and technical sketching skills in conjunction with orthographic projections; dimensioning and tolerancing practices, including a brief introduction to geometric dimensioning and tolerancing (GD&T); and reverse engineering. Lab work includes hand sketching and the use of two- and three-dimensional CAD software.

UC Credit Limit: Engineering Graphics & Design Technology 101, 111, 131, 210, 310 and Architecture 162 combined: maximum credit, 8 quarter units.*111 2-D Computer-Aided Drafting (3) *UC:CSU***Lecture 2 hours. Laboratory 2 hours.*

Students will utilize AutoCAD software to learn the basic concepts involved in creating two-dimensional CAD drawings. This course is appropriate for students studying engineering, architecture, landscape, and construction as well as other fields that require CAD skills. Upon successful completion of this course students will be able to accurately produce 2-D drawing documents that follow CAD and appropriate industry standards.

UC Credit Limit: Engineering Graphics & Design Technology 101, 111, 131, 210, 310 and Architecture 162 combined: maximum credit, 8 quarter units.*UC Credit Limit: Engineering Graphics & Design Technology 111 and Engineering Graphics & Design Technology 310 combined: maximum credit, 1 course.*

131 CAD-Advanced Applications 3-D (2) *UC:CSU

Laboratory 3 hours.

Prerequisite: Engineering Graphics & Design 101 with a grade of "C" or better.

Corequisite: Concurrent enrollment in Engineering Graphics & Design 111 or 210 or 310. Previous completion of Engineering Graphics & Design 111 or 210 or 310 with a grade of "C" or better is allowable.

This course is offered as a pass/no pass course only.

This laboratory class is designed for students who need additional experience using 2-D and/or 3-D CAD software. Students will explore advanced computer-aided design and drafting techniques in various applications related to mechanical design and manufacturing. Students must have some prior experience with CAD software and an understanding of engineering drawings, and may be taking a CAD course concurrently. Specific course content will vary by student.

***UC Credit Limit:** Engineering Graphics & Design Technology 101, 111, 131, 210, 310 and Architecture 162 combined: maximum credit, 8 quarter units.

210 3D Computer-Aided Design (3) *UC:CSU

Lecture 1 hour. Laboratory 5 hours.

Prerequisite: Engineering Graphics & Design 101 with a grade of "C" or better.

In this course students learn the fundamentals of 3D solid modeling with mechanical applications. The topics include sketching, part modeling, assembly modeling, and engineering drawing creation using 3D parametric modeling software. The course assumes the student has prior knowledge of mechanical drawings, either by taking EGD TEK 101 or an equivalent Engineering Graphics course, or through relevant industry experience.

***UC Credit Limit:** Engineering Graphics & Design Technology 101, 111, 131, 210, 310 and Architecture 162 combined: maximum credit, 8 quarter units.

310 Engineering Design (3) *UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Prerequisite: Engineering Graphics & Design 210 with a grade of "C" or better.

Students will learn mechanical design concepts for drafters, designers, and engineers. Topics include the design process and methodologies, documentation practices, material selection, manufacturing processes, and technical communication. The use of 3D CAD software and a design project are integral to the course. This course assumes the student has prior knowledge and experience in mechanical drafting and 3D CAD software such as SolidWorks.

***UC Credit Limit:** Engineering Graphics & Design Technology 101, 111, 131, 210, 310 and Architecture 162 combined: maximum credit, 8 quarter units.

***UC Credit Limit:** Engineering Graphics & Design Technology 111 and Engineering Graphics & Design Technology 310 combined: maximum credit, 1 course.

185 Directed Study - Engineering Graphics & Design Technology (1) CSU

Conference 1 hour per unit.

This course allows students to pursue directed study in Engineering Graphics & Design Technology on a contract basis under the direction of a supervising instructor.

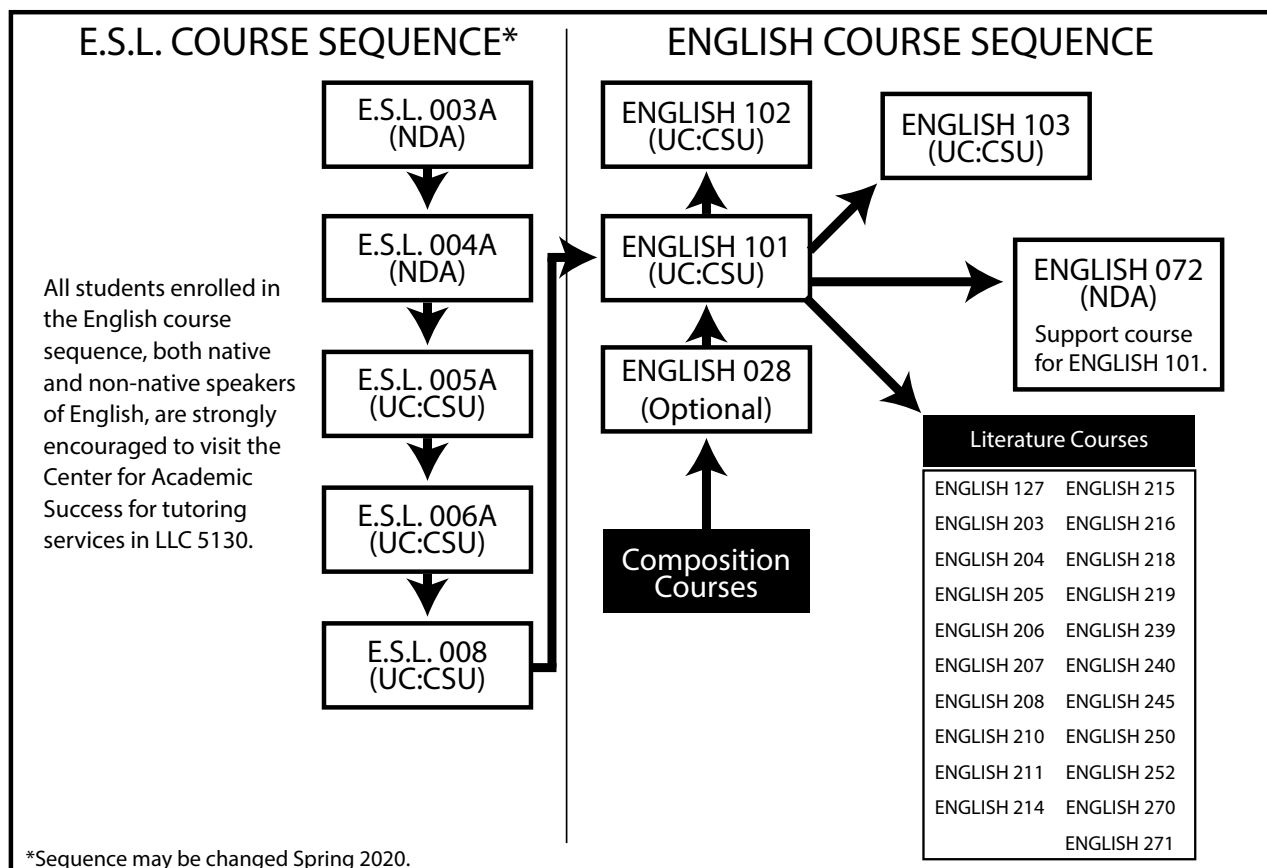


English Department Chair: Brad Saenz
 Phone: 710-3355 Office: FO 2203
 Faculty Advisor: Brad Saenz

SEQUENCE OF ENGLISH COMPOSITION COURSES

The English department offers classes designed to coincide with students' reading and writing ability on entering college.

- ENGLISH 028 - This is the course designed for students who wish to have extra study prior to taking English 101. It emphasizes grammar, sentence structure, paragraph and essay writing.
- ENGLISH 101 - This is the composition course required for students who plan to transfer to a four year college. It emphasizes expository reading and essay writing, research techniques and semantics. Students in English 101 are expected to write well-organized, grammatically correct compositions 700 words and more.



In keeping with AB 705, students who have graduated from a US High School within the last 10 years are eligible to enroll in English 101 automatically. The college makes the following recommendations based on high school GPA:

- GPA greater than 2.6 - English 101
- GPA between 1.9 and 2.6 - English 101 and are recommended to enroll in English 072, a support course
- GPA less than 1.9 - English 101 and are highly recommended to enroll in English 072, a support course

Students who are not able to provide enough information for automated placement, who have been away from high school for more than 10 years, or did not attend or graduate from a US high school or earn a GED or CA High School Proficiency certificate, may use the Guided Self-placement process. This will likely involve meeting with a counselor or other college officer to discuss topics such as the following in order for the student to place him/herself:

- Courses taken and grades received
- The transfer-level English and math courses offered at the student's home college, and which of them (if any) are required for the student's chosen major, general education plan, or transfer plan
- The support courses and services offered to students enrolled in transfer-level courses
- Students' rights under the AB 705 law

The Guided Self-placement process cannot require the student to take any exam or test, solve any problems, provide any writing samples, or review any sample questions, problems, or prompts.

English

ENGLISH PLACEMENT PROCESS

In keeping with AB 705, students who have graduated from a US High School within the last 10 years are eligible to enroll in English 101 automatically. The college makes the following recommendations based on high school GPA:

- GPA greater than 2.6 - English 101
- GPA between 1.9 and 2.6 - English 101 and are recommended to enroll in English 072, a support course
- GPA less than 1.9 - English 101 and are highly recommended to enroll in English 072, a support course

Students who are not able to provide enough information for automated placement, who have been away from high school for more than 10 years, or did not attend or graduate from a US high school or earn a GED or CA High School Proficiency certificate, may use the Guided Self-placement process. This will likely involve meeting with a counselor or other college officer to discuss topics such as the following in order for the student to place him/herself:

- Courses taken and grades received
- The transfer-level English and math courses offered at the student's home college, and which of them (if any) are required for the student's chosen major, general education plan, or transfer plan
- The support courses and services offered to students enrolled in transfer-level courses
- Students' rights under the AB 705 law

The Guided Self-placement process cannot require the student to take any exam or test, solve any problems, provide any writing samples, or review any sample questions, problems, or prompts.

021 English Fundamentals (3) (NDA)

Lecture 3 hours.

English 21 is designed to improve the writing of sentences, paragraphs, and short essays. Students practice short writing assignments and learn how to read short academic essays. They also review punctuation, spelling, and sentence structure and develop the ability to read analytically and think logically.

028 Intermediate Reading and Composition (3)

Lecture 3 hours.

The course is designed to assist the student in making a successful transition to English 101. Students focus on grammar, sentence structure, and paragraph and essay writing.

032 College Literary Magazine Editing (2) CSU

Lecture 2 hours.

Students process poetry and prose submitted to the editor of the literary magazine (Direction), including critical evaluation of short stories and poetry, rewriting, editing, and copy reading. In addition, students acquire print shop experience doing make up and proof reading, study and evaluation of other college literary magazines, and training in magazine promotion and sales.

067 Writing Laboratory (0.5) (NDA)

Laboratory 1 hour.

This course is offered as a pass/no pass course only.

Students will improve their writing skills through one-to-one tutoring conferences, writing workshops, and computer instruction with assistance from an instructor and tutors. Students will develop their understanding of purpose, audience, invention, drafting, revision, and editing. Students will also focus on improving punctuation, mechanics, and grammar. This class may be taken by students at any level of English.

072 English Bridge (1) (NDA)

Laboratory 3 hours.

Corequisite: Concurrent enrollment in English 101. Previous completion of English 101 with a grade of "C" or better is allowable.

This course is offered as a pass/no pass course only.

The course is designed to assist the student who requires supplemental support for English 101. Students focus on grammar, sentence structure, paragraph and essay writing, and research skills.

101 College Reading and Composition I (3) UC:CSU

Lecture 3 hours.

Prerequisite: English 028 with a grade of "C" or better, or appropriate skill level demonstrated through the English placement process.

Students gain proficiency in reading and writing through application of the principles of rhetoric and the techniques of critical thinking. A formal research paper is required. An understanding of the elements of grammar, punctuation, and sentence structure is crucial to successful completion of English 101. English 101 is required for AA and GE/transfer completion. Placement Advisory: ENGLISH 28 or appropriate placement per AB 705.

(CSU GE Area A2 • IGETC Area 1A)

C-ID: ENGL 100

102 College Reading and Composition II (3) UC:CSU

Lecture 3 hours.

Prerequisite: English 101 with a grade of "C" or better.

Students analyze literature and literary criticism in order to develop critical thinking, reading and writing skills beyond the level achieved in English 101, emphasizing logical reasoning, analysis, and strategies of argumentation.

(CSU GE Area A3 or C2 • IGETC Area 1B or 3B)

C-ID: ENGL 120

C-ID: ENGL 110 (ENGLISH 102 and 206)

103 Composition and Critical Thinking (3) UC:CSU

Lecture 3 hours.

Prerequisite: English 101 with a grade of "C" or better.

May be offered as an honors section.

Students develop critical thinking and writing skills beyond the level achieved in English 101 with an emphasis on logical reasoning, analysis, and strategies of argumentation using expository prose as subject matter. Students demonstrate the ability to use critical thinking in written arguments by applying established modes of reasoning, analyzing rhetorical strategies, evaluating logical fallacies, and detecting propaganda techniques. One of two critical thinking courses offered by the English department.

(CSU GE Area A3 • IGETC Area 1B)

C-ID: ENGL 105

124 Short Story Writing I (3) UC:CSU

Lecture 3 hours.

Prerequisite: English 101 with a grade of "C" or better.

Students will develop skills in writing the traditional short story. Emphasis is on discussion of students' writing with some discussion of works of major writers. The course deals with marketing and preparing manuscripts for submission to publishers. Students may submit manuscripts to the college literary magazine.

**127 Creative Writing (3) UC:CSU**

Lecture 3 hours.

Prerequisite: English 101 with a grade of "C" or better.

Advisory: English 102 is recommended, but not required.

This course presents a workshop in creative writing. Class and instructor informally discuss and criticize students' plays, poems, short stories, and essays. Encourages student participation in campus literary publication.

(CSU GE Area C2)

C-ID: ENGL 200

203 World Literature I (3) UC:CSU

Lecture 3 hours.

Prerequisite: English 101 with a grade of "C" or better.

Advisory: English 102 is recommended, but not required.

Students in this class explore the works of great writers of the world from ancient times through the Renaissance.

(CSU GE Area C2 • IGETC Area 3B)

C-ID: ENGL 140

204 World Literature II (3) UC:CSU

Lecture 3 hours.

Prerequisite: English 101 with a grade of "C" or better.

Advisory: English 102 is recommended, but not required.

Students analyze great books of the world from the Renaissance to recent times. English 203 is not a prerequisite.

(CSU GE Area C2 • IGETC Area 3B)

C-ID: ENGL 145

205 English Literature I (3) UC:CSU

Lecture 3 hours.

Prerequisite: English 101 with a grade of "C" or better.

Advisory: English 102 is recommended, but not required.

Students read and analyze English literature from Anglo-Saxon period through the 18th century. This class is required for English majors. Students will read and analyze the works of major English writers to construct critical arguments.

(CSU GE Area C2 • IGETC Area 3B)

C-ID: ENGL 160

206 English Literature II (3) UC:CSU

Lecture 3 hours.

Prerequisite: English 101 with a grade of "C" or better.

Advisory: English 102 is recommended, but not required.

Students continue the study of English 205, covering English literature, poetry, and fiction from the 18th century to the 20th century. Students analyze major authors within cultural context. English 205 is not a prerequisite. This class is required for English majors.

(CSU GE Area C2 • IGETC Area 3B)

C-ID: ENGL 165

C-ID: ENGL 110 (ENGLISH 102 and 206)

207 American Literature I (3) UC:CSU

Lecture 3 hours.

Prerequisite: English 101 with a grade of "C" or better.

Advisory: English 102 is recommended, but not required.

Students survey American literature from 1608 to the Civil War, focusing on major writers and works.

(CSU GE Area C2 • IGETC Area 3B)

C-ID: ENGL 130

208 American Literature II (3) UC:CSU

Lecture 3 hours.

Prerequisite: English 101 with a grade of "C" or better.

Advisory: English 102 is recommended, but not required.

Students read and analyze texts focusing on American literature from 1860 to the 20th century. Students compose thesis-driven essays based on readings.

(CSU GE Area C2 • IGETC Area 3B)

C-ID: ENGL 135

210 The Twentieth Century Novel (3) UC:CSU

Lecture 3 hours.

Prerequisite: English 101 with a grade of "C" or better.

Advisory: English 102 is recommended, but not required.

Students analyze significant novels of the twentieth century. Works discussed include landmark American, British, and European novels. Students explore the evolution of the novel in and the primary themes of the twentieth century.

(CSU GE Area C2 • IGETC Area 3B)

211 Fiction (3) UC:CSU

Lecture 3 hours.

Prerequisite: English 101 with a grade of "C" or better.

Advisory: English 102 is recommended, but not required.

Students analyze selected great novels and short stories from French, German, Russian, English, American, and Spanish literature.

(CSU GE Area C2 • IGETC Area 3B)

214 Contemporary Literature (3) UC:CSU

Lecture 3 hours.

Prerequisite: English 101 with a grade of "C" or better.

Advisory: English 102 is recommended, but not required.

Concentrates on significant literature since 1920, primarily American and British. Includes lectures and discussions, oral and written reports. Emphasis is placed upon critical analysis of short story, novel, drama, and poetry.

(CSU GE Area C2 • IGETC Area 3B)

215 Shakespeare I (3) UC:CSU

Lecture 3 hours.

Prerequisite: English 101 with a grade of "C" or better.

Advisory: English 102 is recommended, but not required.

Students read and discuss the early plays of Shakespeare, including the histories and comedies, with an emphasis on understanding the themes, characters, writing components and context of the works. Students analyze the works to construct critical arguments.

(CSU GE Area C2 • IGETC Area 3B)

216 Shakespeare II (3) UC:CSU

Lecture 3 hours.

Prerequisite: English 101 with a grade of "C" or better.

Advisory: English 102 is recommended, but not required.

May be taken before English 215.

Students read and discuss the tragedies and non-dramatic poetry of William Shakespeare, with emphasis on understanding the themes, characters, and context of the works. Students analyze the plays and poems to construct critical arguments.

(CSU GE Area C2 • IGETC Area 3B)

218 Children's Literature (3) UC:CSU

Lecture 3 hours.

Prerequisite: English 101 with a grade of "C" or better.

This course surveys the historical and cultural development of children's literature and includes critical approaches and the examination of shared themes that cross geographical boundaries. Students analyze both classic and contemporary works spanning different cultures in order to understand how evolving historical, social, political, and theoretical attitudes toward childhood have shaped the field of children's literature.

(CSU GE Area C2 • IGETC Area 3B)

C-ID: ENGL 180

219 The Literature of American Ethnic Groups (3) UC:CSU

Lecture 3 hours.

Prerequisite: English 101 with a grade of "C" or better.

Advisory: English 102 is recommended, but not required.

A survey of the literature of American ethnic writers: stories, novels, plays, poems, essays, and other non-fiction prose works. Works are examined in the context of traditional and contemporary problems of American ethnic groups, each of which offers a unique contribution to American society.

(CSU GE Area C2 • IGETC Area 3B)

234 African-American Literature I (3) UC:CSU

Lecture 3 hours.

Prerequisite: English 101 with a grade of "C" or better.

This course surveys African American literature, written by African American writers, which documents, interprets, and proclaims the Black experience in the United States. The course offers both chronological and thematic coverage of literary content and identifies significant authors and their work in the various literary forms, including autobiography, essay, and novel. The course also examines the relationship of this literature to individual struggles and social issues of Black Americans.

239 Women in Literature (3) UC:CSU

Lecture 3 hours.

Prerequisite: English 101 with a grade of "C" or better.

Advisory: English 102 is recommended, but not required.

Students examine major literary works from ancient times to the present that make women their central character or focus. Students also examine women's changing status and sense of identity as reflected in essays, fiction, poetry, and drama.

(CSU GE Area C2 • IGETC Area 3B)

240 Literature and the Motion Picture I (3) UC:CSU

Lecture 3 hours.

Prerequisite: English 101 with a grade of "C" or better.

Students examine the comparative arts of literature and the motion picture. Students read literary works, both classic and modern, and screen film versions of these literary sources. Students also discuss these works and write critical papers on them.

(CSU GE Area C2 • IGETC Area 3B)

245 Queer Literature (3) UC:CSU

Lecture 3 hours.

Prerequisite: English 101 with a grade of "C" or better.

This course acquaints students with the work of queer (gay, lesbian, bisexual, transgender, or gender non-conforming) writers, historical and contemporary, who have made important contributions to literature. Queer issues and relationships (both overt and in subtext) are examined in both historical and contemporary contexts. Students read works by Whitman, Baldwin, Walker, Kushner, and Highsmith among others. In addition, students become familiar with queer theo-

ry and use the work of writers such as Foucault, Butler, and Rich to analyze texts and write critical essays that analyze predominate themes in this literature.

(CSU GE Area C2 • IGETC Area 3B)

250 Mythology and Literature (3) UC:CSU

Lecture 3 hours.

Prerequisite: English 101 with a grade of "C" or better.

Advisory: English 102 is recommended, but not required.

This class introduces the mythology of Western and Near-Eastern civilizations, broadened to include such other elements of folk tale as marches, fairy tale, legend, etiological tale, fable, myth, and motif.

(CSU GE Area C2 • IGETC Area 3B)

252 The English Bible as Literature (3) UC:CSU

Lecture 3 hours.

Prerequisite: English 101 with a grade of "C" or better.

Advisory: English 102 is recommended, but not required.

Students read and analyze the Bible with the Oxford Annotated Revised Standard Version with the Apocrypha as the basic text. Students compose thesis-driven essays based on course texts.

(CSU GE Area C2 • IGETC Area 3B)

270 Science Fiction - Fantasy (3) UC:CSU

(J.R.R. Tolkien, etc.)

Lecture 3 hours.

Prerequisite: English 101 with a grade of "C" or better.

Advisory: English 102 is recommended, but not required.

Students analyze science fiction as literature, with emphasis on the use of mythology; science fiction by scientists and non-scientists, political and philosophical oriented science fiction, and science fiction as fantasy and escape literature.

(CSU GE Area C2 • IGETC Area 3B)

271 Graphic Fiction (3) UC:CSU

Lecture 3 hours.

Prerequisite: English 101 with a grade of "C" or better.

Advisory: English 102 is recommended, but not required.

Students analyze graphic novels as literature and gain proficiency in reading and writing through the application of the principles of rhetoric and the techniques of critical thinking. The scope of the class encompasses from the origin of comics through current graphic novels. Students explore character, plot, dialogue, setting and other storytelling elements using various literary lenses to analyze the futures and fantasies created by graphic fiction writers and illustrators.

(CSU GE Area C2 • IGETC Area 3B)

185 Directed Study - English (1) CSU
285 Directed Study - English (2) CSU
385 Directed Study - English (3) CSU

Conference 1 hour per unit.

This course allows students to pursue directed study in English on a contract basis under the direction of a supervising instructor.



English as a Second Language (E.S.L.)

**UC Credit Limit: E.S.L. 005A, 006A, 008, and 086 combined: limited to 8 semester/12 quarter units.*

003A College ESL III: Writing and Grammar (6)

Lecture 6 hours.

This course is offered as a pass/no pass course only.

Within the ESL credit course sequence, this low-intermediate writing and grammar course prepares non-native English speakers for college work. It emphasizes low-intermediate vocabulary, grammar, and the writing of basic compositions and paragraphs based on critical reading and personal experience. Required: 8-10 short compositions including at least three 100-200-word paragraphs. Skills advisory: Students who want additional support with reading and vocabulary skills at the low-intermediate level should also enroll in E.S.L. 003B. Students who want additional support with speaking and listening skills at the low-intermediate level should enroll in E.S.L. 003C.

003B College ESL III: Reading and Vocabulary (3)

Lecture 3 hours.

This course is offered as a pass/no pass course only.

Students in this low-intermediate ESL course learn reading comprehension, critical reading, and vocabulary skills to prepare for their academic work across the curriculum. This course is designed to build academic language fluency including academic vocabulary. Skills Advisory: Students who want support with speaking/listening should take E.S.L. 003C (Low-Intermediate Speaking and Listening) or E.S.L. 004C (Mid-Intermediate Speaking and Listening).

003C College ESL III: Listening and Speaking (3)

Lecture 3 hours.

This course is offered as a pass/no pass course only.

Students at the low-intermediate ESL level learn skills to improve listening and speaking to prepare them for college work. Skills Advisory: Students who want support with reading and vocabulary should take E.S.L. 003B (Low-Intermediate Reading and Vocabulary) or E.S.L. 004B (Mid-Intermediate Reading and Vocabulary).

004A College ESL IV: Writing and Grammar (6)

Lecture 6 hours.

Prerequisite: E.S.L. 003A with a grade of "C" or better, or placement exam.

Within the ESL credit course sequence, this mid-intermediate writing and grammar course prepares non-native English speakers for college work. Students practice mid-intermediate vocabulary and grammar and write compositions and paragraphs based on readings and personal experience. Required: 8-10 short compositions including at least three 200-300-word paragraphs. Skills Advisory: Students who want support with reading/vocabulary and speaking/listening should take: E.S.L. 003B (Low-Intermediate Reading and Vocabulary), E.S.L. 003C (Low-Intermediate Speaking and Listening) or E.S.L. 004B (Mid-Intermediate Reading and Vocabulary) and E.S.L. 004C (Mid-Intermediate Speaking and Listening).

004B College ESL IV: Reading and Vocabulary (3)

Lecture 3 hours.

Prerequisite: E.S.L. 003B with a grade of "C" or better, or placement exam.

In this intermediate ESL course, students practice reading comprehension, critical reading, and vocabulary skills to prepare for their academic work across the curriculum. This course is designed to build academic language fluency including academic vocabulary. Skills Advisory: Students who want support with speaking/listening should take E.S.L. 003C (Low-Intermediate Speaking and Listening) or E.S.L. 004C (Mid-Intermediate Speaking and Listening).

004C College ESL IV: Listening and Speaking (3)

Lecture 3 hours.

Prerequisite: E.S.L. 003C with a grade of "C" or better.

This course is offered as a pass/no pass course only.

Students in this intermediate ESL course improve their listening comprehension and oral fluency to prepare for academic work across the curriculum. Speaking practice includes level-appropriate activities such as presentations, discussions, and interviews using academic vocabulary. Skills Advisory: Students who want support with reading and vocabulary should take E.S.L. 003B (Low-Intermediate Reading and Vocabulary) or E.S.L. 004B (Mid-Intermediate Reading and Vocabulary).

005A College ESL V: Writing and Grammar (6) UC:CSU

Lecture 6 hours.

Prerequisite: E.S.L. 004A with a grade of "C" or better, or placement exam.

Within the ESL credit-course sequence, this high-intermediate writing and grammar course continues to prepare non-native English speakers for college work. The emphasis is on course work in written composition, grammar, and critical reading skills. Students in this high-intermediate ESL course write compositions, paragraphs, and summaries based on critical reading, interpretation/analysis, and personal experience. Required: 8-10 short compositions, including at least three 300-400 word multi-paragraph or paragraph compositions. Skills Advisory: Students who want support with reading/vocabulary and speaking/listening should take: E.S.L. 003B (Low-Intermediate Reading and Vocabulary), E.S.L. 003C (Low-Intermediate Speaking and Listening) or E.S.L. 004B (Mid-Intermediate Reading and Vocabulary) and E.S.L. 004C (Mid-Intermediate Speaking and Listening).

005B College ESL V: Reading and Vocabulary (3) CSU

Lecture 3 hours.

Prerequisite: E.S.L. 004B with a grade of "C" or better, or placement exam.

This course complements E.S.L. 005A and E.S.L. 005C, providing intensive instruction in reading comprehension and vocabulary development at a high intermediate level. Emphasis is placed on identifying the stated and implied main ideas and supporting details of reading selections as well as transitions and patterns of organization. Students continue to develop their vocabulary. Students who want additional support with speaking and listening skills at high-intermediate level should also enroll in E.S.L. 005C and E.S.L. 005A.

005C College ESL V: Listening and Speaking (3) CSU

Lecture 3 hours.

Prerequisite: E.S.L. 004C with a grade of "C" or better, or placement exam.

Students in this high-intermediate ESL course improve their listening comprehension and oral fluency to prepare for academic work across the curriculum. Speaking practice includes level-appropriate activities such as discussions, and interviews using academic vocabulary. Students who want additional support with reading and vocabulary skills at high intermediate level should also enroll in E.S.L. 005B and E.S.L. 005A.

006A College ESL VI: Writing and Grammar (6) UC:CSU

Lecture 6 hours.

Prerequisite: E.S.L. 005A with a grade of "C" or better, or placement exam.

Within the ESL credit-course sequence, this low-advanced writing and grammar course continues to prepare non-native English speakers for college work. It emphasizes course work in written composition, grammar, critical reading skills, and aspects of American culture. Students in this low-advanced ESL course write compositions and paragraphs based on advanced ESL reading, critical thinking, interpretation/analysis, and personal experience. Students will be introduced to a variety of rhetorical modes. Low advanced reading and vocabulary activities reinforce advanced writing, grammar, and mechanics development. Required: 8-10 writing assignments, including at least three 400-500-word compositions. Skills Advisory: Students who want support with reading/vocabulary and speaking/lis-

tening should take: E.S.L. 003B (Low-Intermediate Reading and Vocabulary), E.S.L. 003C (Low-Intermediate Speaking and Listening) or E.S.L. 004B (Mid-Intermediate Reading and Vocabulary) and E.S.L. 004C (Mid-Intermediate Speaking and Listening).

006B College ESL VI: Reading and Vocabulary (3) CSU

Lecture 3 hours.

Prerequisite: E.S.L. 005B with a grade of "C" or better, or placement exam.

This course complements E.S.L. 006A and E.S.L. 006C, providing intensive instruction in reading comprehension and vocabulary development at an advanced level. Emphasis is placed on developing critical reading skills needed to understand academic texts. Students develop skills in annotating, outlining, and summarizing texts. Students acquire knowledge of more sophisticated, academic vocabulary. Students continue to develop their vocabulary. Students who want additional support with speaking and listening skills at the advanced level should also enroll in E.S.L. 006C and E.S.L. 006A.

006C College ESL VI: Listening and Speaking (3) CSU

Lecture 3 hours.

Prerequisite: E.S.L. 005C with a grade of "C" or better, or placement exam.

Students in this low-advanced ESL course improve their listening comprehension and oral fluency to prepare for academic work across the curriculum. Speaking practice includes level-appropriate activities such as presentations, discussions, and debates using academic vocabulary. Students who want additional support with reading and vocabulary skills at high intermediate level should also enroll in E.S.L. 006B and E.S.L. 006A.

008 Advanced ESL Composition (6) UC:CSU

Lecture 6 hours.

Prerequisite: E.S.L. 006A with a grade of "C" or better, or placement exam.

Students in this high-advanced ESL course leading to English 101 learn written composition, grammar, and critical reading skills through the analysis of various aspects of American and cross-cultural topics through readings to prepare students for college work. The emphasis is on writing based primarily on critical reading and interpretation/analysis of fiction and non-fiction. Students will practice using MLA and/or APA citation and bibliographic conventions in their research and critical thinking in their compositions. Advanced grammar skills, mechanics, and academic vocabulary are emphasized throughout each lesson. Required: Eight to ten writing assignments, including at least four essays of 600-800 words. Prerequisite: Completion of E.S.L. 006A with a grade of "C" or better, or appropriate placement level demonstrated through the assessment process.

Skills Advisory: Students who want support with reading/vocabulary and speaking/listening should take: E.S.L. 003B (Low-Intermediate Reading and Vocabulary), E.S.L. 003C (Low-Intermediate Speaking and Listening) or E.S.L. 004B (Mid-Intermediate Reading and Vocabulary) and E.S.L. 004C (Mid-Intermediate Speaking and Listening).

072 English Bridge for ESL (1) (NDA)

Laboratory 3 hours.

Corequisite: Concurrent enrollment in English 101. Previous completion of English 101 with a grade of "C" or better is allowable.

This course is designed to assist the students whose first language is not English and who require supplemental support for English 101. Students focus on grammar, sentence structure, paragraph and essay writing, and research skills particular to those of non-native speakers of English.

English as a Second Language - Noncredit (ESL NC)

001CE English as a Second Language - Beginning I (0) (NDA) - RPT 9

Lecture 3 hours.

This is an open-entry, open-exit course that emphasizes listening/speaking and reading/writing skills at a beginning level. The focus of the course is on understanding and participating in basic communication and conversation skills in routine social situations. Students read simple passages, and write sentences related to basic communications, housing, food, health, and emergencies.

002CE English as a Second Language - Beginning II (0) (NDA) - RPT 9

Lecture 3 hours.

This is an open-entry, open-exit course that is a continuation of ESL NC 001CE. The emphasis of the course is on listening/speaking and reading/writing skills at a beginning level. Students will acquire skills to understand and participate in basic communication and conversation in routine social situations. Students will read simple passages and write sentences related to transportation, employment, community resources, clothing, and interpersonal communication. Students learn and practice basic elements of grammar and syntax.

006CE English as a Second Language - 0 (0) (NDA) - RPT 9

Lecture 12 hours.

This pre-literacy/literacy level course is focused on basic survival English skills. Topics include essential skills in recognizing and producing letters, words, numbers with focus on pronunciation. Vocabulary and basic grammar learning and acquisition through the practice of listening, speaking, reading, and writing skills are also covered. Progress indicators are issued for this class including Pass(P), Satisfactory Progress (SP), and No Pass (NP). This is not an open entry/open exit course.

007CE English as a Second Language - I (0) (NDA) - RPT 9

Lecture 12 hours.

ESL NC 007CE is designed for students at the low-beginning level of English. This course provides instruction in reading, writing, basic sentence structure, spelling, verbal communication skills, listening comprehension of everyday spoken English, and development of life skills and vocational competencies. Progress indicators are issued for this class including Pass(P), Satisfactory Progress (SP), and No Pass (NP). This is not an open entry/open exit course.

008CE English as a Second Language - II (0) (NDA) - RPT 9

Lecture 12 hours.

This low-beginning ESL class provides instruction in English vocabulary and basic grammar including listening, speaking, reading, and writing topics that will develop students' skills in English for their personal growth, academic and vocational success. Progress indicators are issued for this class including Pass(P), Satisfactory Progress (SP), and No Pass (NP). This is not an open entry/open exit course.

009CE English as a Second Language - III (0) (NDA) - RPT 9

Lecture 12 hours.

This beginning-mid ESL course focuses on English vocabulary and grammar with an emphasis on listening, speaking, reading, and writing development for functional life, academic, and vocational skills. Progress indicators are issued for this class including Pass(P), Satisfactory Progress (SP), and No Pass (NP). This is not an open entry/open exit course.

**015CE English as a Second Language - IV (0) (NDA) - RPT 9***Lecture 12 hours.*

This high-beginning ESL course focuses on English communication, reading, and grammar with emphases in listening, speaking, reading, and writing skills. Material prepares students' lifelong, personal, academic, and vocational skills. Progress indicators are issued for this class including Pass(P), Satisfactory Progress (SP), and No Pass (NP). This is not an open entry/open exit course.

016CE English as a Second Language - V (0) (NDA) - RPT 9*Lecture 12 hours.*

This low-intermediate ESL course focuses on English communication and grammar through practice of listening, speaking, reading, and writing skills that support students' lifelong, academic, and vocational goals. Progress indicators are issued for this class including Pass(P), Satisfactory Progress (SP), and No Pass (NP). This is not an open entry/open exit course.

017CE English as a Second Language - VI (0) (NDA) - RPT 9*Lecture 12 hours.*

This intermediate-mid ESL course focuses on English communication and grammar through practice of listening, speaking, reading, and writing skills that support students' academic, vocational, and lifelong goals. Progress indicators are issued for this class including Pass(P), Satisfactory Progress (SP), and No Pass (NP). This is not an open entry/open exit course.

023CE English as a Second Language - Speech I (0) (NDA) - RPT 9*Lecture 6 hours.*

This is an open-entry open-exit course that emphasizes listening/speaking and pronunciation skills at a low level. The focus of the course is on listening and speaking on topics within social and academic contexts. Students will be able to respond to impromptu questions. Students will be able to practice pronunciation skills and develop rhythm, stress, and intonation patterns of English conversation.

024CE English as a Second Language - Speech II (0) (NDA) - RPT 9*Lecture 6 hours.*

This is an open-entry open-exit course that emphasizes listening/speaking and pronunciation skills at an intermediate low level. The focus of the course is on listening and speaking through conversations, discussions, and lectures within the contexts of social, academic, legal and medical environments. Students will be able to give brief prepared oral presentation. Students will focus on practicing pronunciation skills for better oral communication, as well as developing rhythm, stress, and intonation patterns of English conversation.

Environmental Design (ENV)

101 Foundations of Design I (3) UC:CSU*Laboratory 6 hours.*

This is a first level architectural design studio where students develop creative, conceptual and analytical skills by creating two and three dimensional projects. Students will learn to properly communicate architectural concepts through drawings, renderings, physical models, and computer 3-D modeling. Fundamental architectural formal and spatial design principles, theories, order, methodologies and sustainability are explored and incorporated into student projects. The profession of architecture and the practice of architects are clarified. This fundamentals class is critical for students interested in pursuing a higher degree in architecture school or related design field and is recommended as well for art, interior design, construction and related fields. This course is great as a general education course to develop the creative mind and problem solving skills. Students will also create a portfolio of their work.

102 Foundations of Design II (3) UC:CSU*Laboratory 6 hours.***Prerequisite:** *Environmental Design 101 with a grade of "C" or better.*

Second level architectural design studio. Students continue to develop creative, conceptual and analytical skills by designing more complex projects addressing multiple programmatic requirements, symbolism and contextualism. Drawing, rendering, computer and model making skills are further refined. Students will also create a portfolio of their work.

ESL Civics (ESLCVCS)

013CE ESL and Civics IV (0) (NDA) - RPT 9*Lecture 3 hours.*

This is an open-entry, open-exit communicative-based course designed to introduce high-beginning level non-native adult learners to U.S. history and government and promote civic participation. This course will cover U.S. geography, American symbols and celebrations, the three branches of government, and types of government including state and local government. Students will also begin preparing for the U.S. Citizenship and Naturalization Oral Test.

014CE ESL and Civics V (0) (NDA) - RPT 9*Lecture 3 hours.*

This is an open-entry, open-exit course designed to introduce intermediate level non-native adult learners to U.S. history and government and promote civic participation. This course will focus on introducing students to the important benchmarks in U.S. history beginning with the first North Americans until the present time. Students will also continue preparing for the U.S. Citizenship and Naturalization Oral Test.

Environmental Science (ENV SCI)

001 Introduction to Environmental Science (3) UC:CSU*Lecture 3 hours.*

This course introduces students to the fundamentals of Earth's physical environment, focusing on the scientific principles that relate to human-environment interactions and the role of science in finding sustainable solutions. These interactions are explored with regard to the Earth's atmosphere, biosphere, hydrosphere, and lithosphere. Topics include human populations and sustainability, energy flow and biogeochemical cycles, natural resource extraction and use, renewable and nonrenewable energy, pollution, waste management, and global climate change.

(CSU GE Area B1 or E • IGETC Area 5A)

002 The Human Environment: Biological Processes (3) **UC:CSU*Lecture 3 hours.*

Students are introduced to the biological aspects of our environmental systems. Study will focus on our large-scale systems including populations and ecosystems and small-scale issues such as nutrition and toxicity. A portion of the course will be dedicated to examining the ability of species to adapt: leading to issues such as pesticide and antibiotic resistance. Global population will be examined through the lens of population dynamics. These topics will form a foundation for discussing the dynamic interplay between ecosystems, populations and economics. Upon completion of the course, students will develop an appreciation of the problems facing humans as we attempt to set environmentally meaningful standards for tox-

Course Descriptions

ins and how important concepts such as nutrition, toxicity, birth defects and cancer rates relate to our environmental life support systems.

(CSU GE Area B2 • IGETC Area 5B)

****UC Credit Limit:** Environmental Science 002 and Plant Science 901 combined: maximum credit, one course.

185 Directed Study - Environmental Science (1) CSU

285 Directed Study - Environmental Science (2) CSU

385 Directed Study - Environmental Science (3) CSU

Conference 1 hour per unit.

This course allows students to pursue directed study in Environmental Science on a contract basis under the direction of a supervising instructor.

Family and Consumer Studies (FAM &CS)

034 Child Nutrition (3) CSU

Lecture 3 hours.

This course provides students with an understanding of the relationships among nutrition, growth, development, and disease prevention prenatal through childhood. Students will examine nutritional needs of pregnant women, lactating women, infants, and children. Nutritional assessment for normal and high risk groups will be discussed as well as the psychological, social, and economic factors that contribute to nutritional status. Students will learn about meal planning for families and for child care centers as well as intervention strategies with special populations.

Finance

001 Principles of Finance (3) UC:CSU

Lecture 3 hours.

Prerequisite: Mathematics 125 or 134 with a grade of "C" or better.

Students examine the principles of money, credit, banking, product pricing and marketing, and the role of the Federal Reserve System and government policy on the financial environment. Financial instruments, interest rates, capital management, money and capital markets and currency fluctuations and hedging for global business are analyzed, including detailed evaluations of the time value of money, and its application to calculations in personal and business finance.

(CSU GE Area B4)

002 Investments (3) CSU

Lecture 3 hours.

Students will analyze the stock market from a practical viewpoint. Analysis includes developing an understanding of diversification, allocation, growth stocks, value stocks, dividends, technical analysis, fundamental analysis, bonds and options. The course also covers real estate and other investment opportunities.

008 Personal Finance and Investments (3) UC:CSU

Lecture 3 hours.

Prerequisite: Mathematics 125 or 134 with a grade of "C" or better.

Students examine the concepts and tools necessary for the rational allocation of personal resources. Significant financial decisions facing each household during its life cycle, including budgeting, record keeping, home ownership, consumer purchases, credit, insurance, investing, retirement and estate planning are emphasized.

(CSU GE Area B4)

French

001 Elementary French I (5) UC:CSU

Lecture 5 hours.

Note: Students with previous knowledge of French should not enroll in French 001, but in a higher level. Native speakers should enroll in French 004, 005, or 006.

Students acquire the fundamentals of pronunciation and grammar, practical vocabulary, and useful phrases. Communicative interaction facilitates the acquisition of the four language skills (speaking, listening, reading, and writing) and focuses on French culture. The language of instruction is mainly French. English is used only when it is necessary to explain difficult grammatical concepts. Students with two years of high-school French should enroll in French 002.

(CSU GE Area C2 • IGETC Area 6A)

002 Elementary French II (5) UC:CSU

Lecture 5 hours.

Prerequisite: French 001 or language proficiency equivalent to two years of high-school French with a grade of "C" or better.

Note: Students with previous knowledge of French should not enroll in French 002, but in a higher level. Native speakers should enroll in French 004, 005, or 006.

Students continue to practice authentic language in communicative contexts and increase their listening, speaking, reading, and writing proficiency. Upon successful completion of this course, students are able to describe and narrate in the present, past, and future time frames with an increasing degree of grammatical accuracy and lexical detail. Students expand their awareness of the cultural diversity of the Francophone world. This class is equivalent to two years of high-school French. It is conducted entirely in French except for grammar clarification.

(CSU GE Area C2 • IGETC Area 3B + 6A)

003 Intermediate French I (5) UC:CSU

Lecture 5 hours.

Prerequisite: French 002 or language proficiency equivalent to three years of high-school French with a grade of "C" or better.

Note: Concurrent enrollment in French 008 is strongly recommended for non-native speakers.

Not offered every semester.

Students complete the study of basic French grammar. There is continued emphasis upon French pronunciation, practical vocabulary, and useful phrases. The course emphasizes more challenging texts and continued improvement in writing and speaking through written and oral dialogues. Further exposure to French culture is used as a background for conversation and reading. The class is conducted entirely in French except when English clarification is necessary for grammatical concepts.

(CSU GE Area C2 • IGETC Area 3B + 6A)

004 Intermediate French II (5) UC:CSU

Lecture 5 hours.

Prerequisite: French 003 with a grade of "C" or better.

Note: Concurrent enrollment in French 008 is strongly recommended for non-native speakers.

Not offered every semester.

Students expand the structural concepts acquired in French 001, 002, and 003 while acquiring additional vocabulary to maximize comprehension and expression skills. Students focus on social, cultural, educational, and political aspects; as well as discussions on art and media, and topics relevant to the francophone world. The course emphasizes oral discussions and presentations as well as written compositions and analysis.

(CSU GE Area C2 • IGETC Area 3B + 6A)

**005 Advanced French I (5) UC:CSU***Lecture 5 hours.***Prerequisite:** French 004 with a grade of "C" or better.**Note:** Concurrent enrollment in French 008 is strongly recommended for non-native speakers.*Not offered every semester.*

Students review and expand the grammatical structures acquired in French 004. They continue to acquire advanced vocabulary to maximize comprehension and expression skills and examine in greater depth the literature of France and the Francophone world. The course emphasizes oral discussions and presentations as well as written compositions and analysis on more complex topics.

(CSU GE Area C2 • IGETC Area 3B + 6A)

006 Advanced French II (5) UC:CSU*Lecture 5 hours.***Prerequisite:** French 005 with a grade of "C" or better.**Note:** Concurrent enrollment in French 008 is strongly recommended for non-native speakers.*Not offered every semester.*

Students continue to review advanced structures within authentic French literature texts from the seventeenth century through the present time. Special emphasis is placed on oral discussions and presentations as well as written essays and analysis of the literature and culture of France and the Francophone world.

(CSU GE Area C2 • IGETC Area 3B + 6A)

008 Conversational French (2) CSU*Lecture 2 hours.***Prerequisite:** French 002 with a grade of "C" or better.*This course is offered as a pass/no pass course only.**Not offered every semester.*

Students practice the fundamentals of French pronunciation and develop conversational skill and fluency through a review of basic French grammar and the core vocabulary of everyday situations. French is used throughout except in instances in which clarification in English is necessary.

010 French Civilization (3) UC:CSU*Lecture 3 hours.**No knowledge of French required.**Not offered every semester.*

Students examine the origins, growth, and development of French civilization in its many forms with special emphasis on modern France and Francophone countries and its literary movements, ideas, sciences and the arts. Lectures and readings are in English.

(CSU GE Area C2 • IGETC Area 3B)

185 Directed Study - French (1) CSU**285 Directed Study - French (2) CSU****385 Directed Study - French (3) CSU***Conference 1 hour per unit.*

This course allows students to pursue directed study in French on a contract basis under the direction of a supervising instructor.

Geographic Information Systems (GIS)

025 Introduction to Geographic Information Systems and Laboratory (4) UC:CSU*Lecture 2 hours. Laboratory 4 hours.***Advisory:** Computer Science-Information Technology S01 or CIS 101.*Same as Geography 025. Credit not given for both courses.*

Using Geographic Information Systems (GIS), a computer-based tool that uses spatial (geographic) data, students analyze and solve real-world problems. Students examine the basic principles and techniques of GIS, including: computer representation of geographic data, vector and raster data models, map projections, coordinate systems, spatial analysis, and map design. Students apply the theoretical underpinnings of GIS by practicing those concepts and techniques in the laboratory portion of the course. The GIS software ArcGIS by Esri is used.

C-ID: GEOG 155**033 Intermediate GIS Applications (3) UC:CSU***Lecture 2 hours. Laboratory 2 hours.***Advisory:** Geography 025 or Geographic Information Systems 025.*Same as Geography 033. Credit not given for both courses.*

This course provides students with more in-depth use of GIS software and familiarization with more advanced GIS software operations. Students will apply GIS fundamentals and software skills to a semester-long project, from inception and initial planning to data acquisition and final project design, using census and/or other real-world data. Depending on selected project, possible use of 3-D, Spatial Analysis, Network Analysis, Model Building, and other modules. (Currently using ESRI's ArcGIS software: versions upgraded to maintain currency with industry software usage.)

036 Cartography and Base Map Development (3) UC:CSU*Lecture 2 hours. Laboratory 2 hours.***Corequisite:** Concurrent enrollment in Geography 025 or Geographic Information Systems 025. Previous completion of Geography 025 or Geographic Information Systems 025 with a grade of "C" or better is allowable.*Same as Geography 036. Credit not given for both courses.*

Students will receive a comprehensive study of GIS cartography including cartographic principles, data acquisition methods used in map production, and methods of base map development. The course will include an in depth study of cartography (history, principles, map projections, scales, and map accuracy). Methods of data acquisition will include the basic principles used in remote sensing, aerial images and the use of Global Positioning Systems (GPS) in the field for map feature locations. Techniques used in GIS base map development (scanning, digitizing and coordinate geometry) will also be introduced. The course will include production of professional quality maps using ArcGIS software.

037 Introduction to Global Positioning Systems (GPS) (1) UC:CSU*Lecture 1 hour.**Same as Geography 037. Credit not given for both courses.*

Students are introduced to the basic use of a hand-held Global Positioning System (GPS) unit in the field, including the terminology, hardware and technology used in GPS. While operating a hand-held GPS unit, students examine the basic techniques used in the determination of location as well as collecting data to be used in production of a GIS-generated map.

038 Spatial Analysis and Modeling (3) UC:CSU*Lecture 2 hours. Laboratory 2 hours.***Prerequisite:** Geography 025 or Geographic Information Systems 025 with a grade of "C" or better.*Same as Geography 038. Credit not given for both courses.*

Students will review the principles of statistics and relate them to methods used in analysis of geographically referenced data. Sampling strategies for data structures

(raster and vector) used in GIS will be introduced. Single and multi-layer operations (classification, coordination, modeling analysis) and spatial correlation will be covered. Applications and problems in spatial correlation will be discussed including interpretation of results of spatial analysis.

040 GIS Internship (1) CSU

Lecture 1 hour.

Prerequisite: *Geography 038 or Geographic Information Systems 038 with a grade of "C" or better.*

Students apply classroom instruction to real-world Geographic Information Systems (GIS) projects in the community in a business, government or non-profit agency under the supervision of a faculty advisor. The short-term internship includes periodic meetings with the advisor, the completion of interim reports, and the presentation of a final report at the completion of the internship.

Geography (GEOG)

001 Physical Geography (3) *UC:CSU

Lecture 3 hours.

May be offered as an honors section.

This course is a spatial study of the Earth's dynamic physical systems and processes using an Earth Systems Science approach. Topics include: Earth-sun geometry, weather, climate, water, landforms, soil, and the biosphere. Emphasis is on the interrelationships among environmental and human systems and processes and their resulting patterns and distributions. Tools of geographic inquiry are also briefly covered; they may include: maps, remote sensing, Geographic Information Systems (GIS) and Global Positioning Systems (GPS).

(CSU GE Area B1 • IGETC Area 5A)

***UC Credit Limit:** *Credit for either: Geography 1 and 15 or for 17.*

C-ID: *GEOG 110*

002 Cultural Elements of Geography (3) UC:CSU

Lecture 3 hours.

May be offered as an honors section.

This course is a study of diverse human populations, their cultural origins, diffusion and contemporary spatial expressions. Topics include: demography, languages and religions, urbanization and landscape modification, political units and nationalism, and economic systems and development. Tools of geographic inquiry may include maps, satellite imagery, and geographic information systems.

(CSU GE Area D • IGETC Area 4)

C-ID: *GEOG 120*

003 Introduction to Weather and Climate (3) UC:CSU

Lecture 3 hours.

Same as Meteorology 003. Credit not given for both courses.

Students acquire introductory knowledge of the Earth's atmosphere using an Earth Systems Science approach. Topics include atmospheric structure and composition, solar radiation and energy balances, temperature, seasonal changes, atmospheric moisture, clouds and fog, precipitation, air pressure, winds, air masses and fronts, cyclones, weather forecasting, climate and climate change. The following tools of inquiry may be used: weather maps, satellite imagery, and geographic information systems.

(CSU GE Area B1 • IGETC Area 5A)

C-ID: *GEOG 130*

007 World Regional Geography (3) UC:CSU

Lecture 3 hours.

Students will survey the world's cultural regions and nations as interpreted by geographers, including physical, cultural, and economic features. The course will emphasize spatial and historical influences on population growth, transportation networks, natural environments, and significant features of regions.

(CSU GE Area D • IGETC Area 4)

C-ID: *GEOG 125*

014 Geography of California (3) UC:CSU

Lecture 3 hours.

Students survey the physical and cultural landscapes of California with emphasis on human-environment interaction and the natural, socio-political, economic and demographic forces that have shaped the state. The course deals with the history of the state, settlement and land-use patterns, economic activities, resource use, transportation and trade, as well as California's role in the new global economy. The political, economic, environmental and demographic challenges facing the state are also discussed. Optional field trips will be offered.

(CSU GE Area D • IGETC Area 4)

C-ID: *GEOG 140*

015 Physical Geography Laboratory (2) *UC:CSU

Lecture 1 hour. Laboratory 2 hours.

Corequisite: *Concurrent enrollment in Geography 001. Previous completion of Geography 001 with a grade of "C" or better is allowable.*

Students use laboratory exercises to increase understanding of spatial location and temporal processes on the Earth, to develop skills for map and image analysis, to appraise Earth-sun relationships, to identify major atmosphere-hydrosphere interactions related to weather and climate, to interpret lithospheric processes and geomorphologic features, to analyze the integration of climate, soils and biomes and their spatial patterns. Tools used for laboratory inquiry may include topographic maps, satellite images, selected weather instruments and computer software. This course supplements the material of Geography 001.

(CSU GE Area B3 • IGETC Area 5C)

***UC Credit Limit:** *Credit for either: Geography 1 and 15 or for 17.*

C-ID: *GEOG 111*

017 Physical Geography and Laboratory (5) *UC:CSU

Lecture 4 hours. Laboratory 2 hours.

Lecture: Students study the Earth's physical environment using an Earth Systems Science approach. Emphasis is given to Earth-sun relationships, atmosphere-hydrosphere interactions related to weather and climate, lithospheric processes and geomorphology, integration of climate, soils and biomes and their spatial patterns. Tools used for geographic inquiry may include maps, satellite imagery, geographic information systems, and field investigation. Lab: This lab course supplements the material of Geography 001. Laboratory exercises are used to increase understanding of geographical concepts. Tools used for laboratory may include topographic maps, satellite images, selected weather instruments and computer software.

(CSU GE Area B1 + B3 • IGETC Area 5A + 5C)

***UC Credit Limit:** *Credit for either: Geography 1 and 15 or for 17.*

C-ID: *GEOG 115*

019 Introductory Meteorology Laboratory (2) UC:CSU

Lecture 1 hour. Laboratory 2 hours.

Corequisite: *Concurrent enrollment in Geography 003 or Meteorology 003. Previous completion of Geography 003 or Meteorology 003 with a grade of "C" or better is allowable.*

Same as Meteorology 004. Credit not given for both courses.

This course supplements the material of Geography 003 or Meteorology 003. Students participate in laboratory exercises to increase their understanding of



weather and climatological processes on the Earth, to develop skills using meteorological instruments and observations, to appraise Earth-Sun relationships and energy balances as they impact temperature, to identify the major atmosphere-hydrosphere interactions related to humidity, clouds and precipitation, to identify and analyze the factors that contribute to pressure patterns, winds and storms and to demonstrate an understanding of the factors which control climate development. Tools used for laboratory inquiry may include various weather charts and maps, satellite images, selected weather instruments and computer programs.

(CSU GE Area B3 • IGETC Area 5C)

023 Severe and Hazardous Weather (3) UC:CSU

Lecture 3 hours.

Same as Meteorology 005. Credit not given for both courses.

Students will learn basic principles about the atmosphere as it relates to severe, hazardous, and unusual weather events. Emphasis is first given to the properties and measurements of severe weather conditions, maps and computer simulations of severe weather events, and basic forces and dynamics of the atmosphere during severe and hazardous weather. Then a series of severe, hazardous, and unusual weather phenomena will be discussed, including thunderstorms, lightning, hailstorms, downbursts, tornadoes, tropical cyclones and hurricanes, floods, drought, and extreme mountain weather. Tools used of inquiry may include weather maps, radar and satellite imagery, and geographic information systems.

(CSU GE Area B1 • IGETC Area 5A)

025 Introduction to Geographic Information Systems and Laboratory (4) UC:CSU

Lecture 2 hours. Laboratory 4 hours.

Advisory: Computer Science-Information Technology 501 or CIS 101.

Same as Geographic Information Systems 025. Credit not given for both courses.

Using Geographic Information Systems (GIS), a computer-based tool that uses spatial (geographic) data, students analyze and solve real-world problems. Students examine the basic principles and techniques of GIS, including: computer representation of geographic data, vector and raster data models, map projections, coordinate systems, spatial analysis, and map design. Students apply the theoretical underpinnings of GIS by practicing those concepts and techniques in the laboratory portion of the course. The GIS software ArcGIS by Esri is used.

C-ID: GEOG 155

033 Intermediate GIS Applications (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Advisory: Geography 025 or Geographic Information Systems 025.

Same as Geographic Information Systems 033. Credit not given for both courses.

This course provides students with more in-depth use of GIS software and familiarization with more advanced GIS software operations. Students will apply GIS fundamentals and software skills to a semester-long project, from inception and initial planning to data acquisition and final project design, using census and/or other real-world data. Depending on selected project, possible use of 3-D, Spatial Analysis, Network Analysis, Model Building, and other modules. (Currently using ESRI's ArcGIS software: versions upgraded to maintain currency with industry software usage.)

036 Cartography and Base Map Development (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Corequisite: Concurrent enrollment in Geography 025 or Geographic Information Systems 025. Previous completion of Geography 025 or Geographic Information Systems 025 with a grade of "C" or better is allowable.

Same as Geographic Information Systems 036. Credit not given for both courses.

Students will receive a comprehensive study of GIS cartography including cartographic principles, data acquisition methods used in map production, and methods of base map development. The course will include an in depth study of car-

tography (history, principles, map projections, scales, and map accuracy). Methods of data acquisition will include the basic principles used in remote sensing, aerial images and the use of Global Positioning Systems (GPS) in the field for map feature locations. Techniques used in GIS base map development (scanning, digitizing and coordinate geometry) will also be introduced. The course will include production of professional quality maps using ArcGIS software.

C-ID: GEOG 150

037 Introduction to Global Positioning Systems (GPS) (1) UC:CSU

Lecture 1 hour.

Same as Geographic Information Systems 037. Credit not given for both courses.

Students are introduced to the basic use of a hand-held Global Positioning System (GPS) unit in the field, including the terminology, hardware and technology used in GPS. While operating a hand-held GPS unit, students examine the basic techniques used in the determination of location as well as collecting data to be used in production of a GIS-generated map.

038 Spatial Analysis and Modeling (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Prerequisite: Geography 025 or Geographic Information Systems 025 with a grade of "C" or better.

Same as Geographic Information Systems 038. Credit not given for both courses.

Students will review the principles of statistics and relate them to methods used in analysis of geographically referenced data. Sampling strategies for data structures (raster and vector) used in GIS will be introduced. Single and multi-layer operations (classification, coordination, modeling analysis) and spatial correlation will be covered. Applications and problems in spatial correlation will be discussed including interpretation of results of spatial analysis.

185 Directed Study - Geography (1) CSU

285 Directed Study - Geography (2) CSU

385 Directed Study - Geography (3) CSU

Conference 1 hour per unit.

This course allows students to pursue directed study in Geography on a contract basis under the direction of a supervising instructor.

Geology

See also course listings under Environmental Science and Oceanography.

001 Physical Geology (3) *UC:CSU

Lecture 3 hours.

May be offered as an honors section.

Physical geology is an introduction to the composition and dynamics of the earth from the atomic scale of minerals to the global scale of plate tectonics. Topics include the composition of minerals and rock, volcanism, earth structures, earthquakes, erosion and surface processes, geologic time, geologic hazards, and plate tectonics. Students learn to recognize, understand, and appreciate the processes which continually change our earth.

(CSU GE Area B1 • IGETC Area 5A)

C-ID: GEOL 100

002 Earth History (3) UC:CSU

Lecture 3 hours.

This course is an introduction to the history of Earth from its origin to the present. This course will cover the history of the major systems of Earth: the solid planet, atmosphere, hydrosphere/cryosphere and the biosphere. Emphasis will be

placed on the history of the life and landforms of North America. Topics include the tectonic, climatic and biological evolution of the planet; major geochemical reservoirs and fluxes; geological time and stratigraphy; a systematic study of tectonic processes preserved in the rock record and the evolutionary history of life including plants, invertebrates, fish, dinosaurs and mammals. Field trips may be taken.

(CSU GE Area B1 • IGETC Area 5A)

C-ID: GEOL 110

006 Physical Geology Laboratory (1) *UC:CSU

Laboratory 3 hours.

Corequisite: Concurrent enrollment in Geology 001. Previous completion of Geology 001 with a grade of "C" or better is allowable.

This course provides students the laboratory complement to Geology 001: Physical Geology. Students in this lab explore the composition and dynamics of the earth from the atomic scale of minerals to the global scale of plate tectonics. Students will learn to determine the composition of minerals and rocks, as well as to understand volcanism, earth structures, earthquakes, erosion and surface processes, geologic time, geologic hazards, and plate tectonics. Successful completion of physical geology laboratory prepares the student to recognize, understand, and appreciate processes which continually change our earth.

(CSU GE Area B3 • IGETC Area 5C)

C-ID: GEOL 100 L

007 Earth History Laboratory (1) UC:CSU

Laboratory 3 hours.

Corequisite: Concurrent enrollment in Geology 002. Previous completion of Geology 002 with a grade of "C" or better is allowable.

This is a supplemental laboratory course for Geology 002, intended to teach the scientific methods of reasoning and to give the student an acquaintance with the fundamental principles of historical geology. Laboratory exercises will examine the history of the earth from its origin to the present as interpreted from the fossil record and radiometric dating techniques. Also included will be the evolutionary study of fossils and study of rock types and ancient landforms. This course will include methods used to determine events in Earth history and reconstruct past environmental conditions. Field trips will be taken. Strongly recommended for the student who is enrolled in or has completed Geology 002.

(CSU GE Area B3 • IGETC Area 5C)

C-ID: GEOL 110 L

010 Introduction to Environmental Geology (3) UC:CSU

Lecture 3 hours.

Same as Environmental Science 007. Credit not given for both courses.

This course provides a survey of the relationships between humans and the environment, including a review of natural, geological processes and effects. Topics include a discussion of the hazards and risks associated with catastrophic geologic events like earthquakes, floods, landslides and volcanoes. Mineral, energy, soil and water resources will be discussed, the future of these resources discussed and the impacts of their extraction and consumption investigated.

(CSU GE Area B1 • IGETC Area 5A)

C-ID: GEOL 130

012 Introduction to the Geology of California (3) UC:CSU

Lecture 3 hours.

This class is a survey of the physical and historical geology of California. Consideration is given to studying the twelve geomorphic provinces into which the State is divided. Students will learn to recognize the characteristic geologic features for each of these regions. Additionally, major events in earth history will be identified for each geomorphic region.

(CSU GE Area B1 • IGETC Area 5A)

015 Geological Catastrophes (3) UC:CSU

Lecture 3 hours.

Students will learn to understand the geological and tectonic forces behind the most common natural disasters on Earth. Students will analyze how earthquakes, tsunamis, volcanoes, mass movements, weather-related phenomena, wildfires and floods are generated and evaluate how they affect populations. Specific hazard mitigation techniques will also be compared. Special emphasis will be placed on the disaster risk of the Los Angeles region.

(CSU GE Area B1 • IGETC Area 5A)

022A Geology Field Study - Mojave (1) CSU

Lecture 0.5 hour. Laboratory 1 hour.

This course is offered as a pass/no pass course only.

This course offers students an opportunity to explore fundamental geological concepts in a field-based setting. Pre-trip meetings will orient students to the tectonic, petrologic, historical and geomorphological setting of the selected field area. This course includes a multi-day field excursions to various locales of geological interest and may involve camping in primitive wilderness environments.

NOTE: This course is taught in one unit modules.

(CSU GE Area B3)

022B Geology Field Study - Basin and Range (1) UC:CSU

Lecture 0.5 hour. Laboratory 1 hour.

Corequisite: Concurrent enrollment in Geology 001. Previous completion of Geology 001 with a grade of "C" or better is allowable.

This course is offered as a pass/no pass course only.

This course offers students an opportunity to explore fundamental geological concepts in a field-based setting. Pre-trip meetings will orient students to the tectonic, petrologic, historical and geomorphological setting of the selected field area. This course includes multi-day field excursions to various locales of geological interest and may involve camping in primitive wilderness environments.

(CSU GE Area B3)

022C Geology Field Study - Yosemite (1) UC:CSU

Lecture 0.5 hour. Laboratory 1 hour.

Corequisite: Concurrent enrollment in Geology 001. Previous completion of Geology 001 with a grade of "C" or better is allowable.

This course is offered as a pass/no pass course only.

This course offers students an opportunity to explore fundamental geological concepts in a field-based setting. Pre-trip meetings will orient students to the tectonic, petrologic, historical and geomorphological setting of the selected field area. This course includes multi-day field excursions to various locales of geological interest and may involve camping in primitive wilderness environments.

(CSU GE Area B3)

022D Geology Field Study-Death Valley (1) UC:CSU

Lecture 0.5 hour. Laboratory 1 hour.

Corequisite: Concurrent enrollment in Geology 001. Previous completion of Geology 001 with a grade of "C" or better is allowable.

This course is offered as a pass/no pass course only.

This course offers students an opportunity to explore fundamental geological concepts in a field-based setting. Pre-trip meetings will orient students to the tectonic, petrologic, historical and geomorphological setting of the selected field area. This course includes multi-day field excursions to various locales of geological interest and may involve camping in primitive wilderness environments.

(CSU GE Area B3)

**022E Geology Field Study - Joshua Tree (1) UC:CSU***Lecture 0.5 hour. Laboratory 1 hour.***Corequisite:** Concurrent enrollment in Geology 001. Previous completion of Geology 001 with a grade of "C" or better is allowable.*This course is offered as a pass/no pass course only.*

This course offers students an opportunity to explore fundamental geological concepts in a field-based setting. Pre-trip meetings will orient students to the tectonic, petrologic, historical and geomorphological setting of the selected field area. This course includes multi-day field excursions to various locales of geological interest and may involve camping in primitive wilderness environments.

022F Geology Field Study - San Andreas Fault (1) CSU*Lecture 0.5 hour. Laboratory 1 hour.**This course is offered as a pass/no pass course only.*

This course offers students an opportunity to explore fundamental geological concepts in a field-based setting. Pre-trip meetings will orient students to the tectonic, petrologic, historical and geomorphological setting of the selected field area. This course includes multi-day field excursions to various locales of geological interest and may involve camping in primitive wilderness environments.

185 Directed Study - Geology (1) CSU**285 Directed Study - Geology (2) CSU****385 Directed Study - Geology (3) CSU***Conference 1 hour per unit.*

This course allows students to pursue directed study in Geology on a contract basis under the direction of a supervising instructor.

Health

002 Health and Fitness (3) *UC:CSU*Lecture 2 hours. Laboratory 2 hours.*

Students examine physical, holistic, and psychological wellness, with an emphasis on disease prevention, nutrition, sexuality, reproduction, drugs, alcohol, tobacco, aging, stress management and weight control. Individual improvement using cardiovascular, flexibility, body composition and strengthening activities is emphasized in the physical fitness segment of the course.

(CSU GE Area E)

***UC Credit Limit:** Health 002, 007, 008, 011 and 043, any or all of these courses combined: maximum credit, one course.

007 Physical Fitness and Nutrition (3) *UC:CSU*Lecture 3 hours.*

This course reviews the relationship of physical fitness and nutrition and how it affects our personal and social development. Students will discuss the application of food science, energy metabolism, and the foundations of exercise physiology. Student will analyze their personal health and fitness choices and construct a healthy behavior change plan. This course encourages healthy behavior that enhances physical fitness, disease prevention, weight control, and overall well-being.

(CSU GE Area E)

***UC Credit Limit:** Health 002, 007, 008, 011 and 043, any or all of these courses combined: maximum credit, one course.

008 Women's Personal Health (3) *UC:CSU*Lecture 3 hours.*

In this course, Women's Personal Health, students will examine Socio-cultural influences, 7-dimensions of wellness, holistic health options, and factors that contribute to the overall well-being of women's health such as: breast and cervical can-

cer, cardiovascular disease risk factors, stress management, menopause/PMS, birth control/pregnancy, Sexually Transmitted Diseases and disease prevention. (CSU GE Area E)

***UC Credit Limit:** Health 002, 007, 008, 011 and 043, any or all of these courses combined: maximum credit, one course.

011 Principles of Healthful Living (3) *UC:CSU*Lecture 3 hours.**Not an activity class.**Note: Credit given for either Health 10 or Health 011, but not both.*

In this course, students will examine health concepts to use today and tomorrow as guidelines for self-directed responsible living. Emphasis is placed on relating health concepts to the student's mental, emotional, spiritual, and physical well-being. Topics include nutrition, exercise, weight control, mental health, stress management, violence, substance abuse, reproductive health, disease prevention, aging, healthcare, and environmental hazards and safety.

(CSU GE Area E)

C-ID: PHS 100

***UC Credit Limit:** Health 002, 007, 008, 011 and 043, any or all of these courses combined: maximum credit, one course.

043 Men's Health and Fitness (3) *UC:CSU*Lecture 3 hours.*

This course is designed to give students the knowledge and understanding of men's health issues. Students study topics such as domestic abuse and violence, stress, alcoholism, disease transmission and other physical, emotional and social topics related to men's health, fitness, and wellness. This class is open to students of all genders.

(CSU GE Area E)

***UC Credit Limit:** Health 002, 007, 008, 011 and 043, any or all of these courses combined: maximum credit, one course.

History

001 Introduction to Western Civilization I (3) UC:CSU*Lecture 3 hours.*

Students analyze major elements in Western heritage from the earliest Mesopotamian civilizations through the reformations of the sixteenth century. The ideas and institutions central to western civilization are examined through reading and critical discussion.

(CSU GE Area C2 or D • IGETC Area 3B or 4)

C-ID: HIST 170**002 Introduction to Western Civilization II (3) UC:CSU***Lecture 3 hours.*

From an emerging secular society to one that is being redefined by rapid technological change, Western Civilization II examines the west as it emerges from brutal religious wars and proceeds to establish its influence upon the rest of the world. Students evaluate Western Civilization's positive and negative impact on other civilizations through class discussion and the examination of primary source material.

(CSU GE Area C2 or D • IGETC Area 3B or 4)

C-ID: HIST 180

005 History of the Americas I (3) UC:CSU*Lecture 3 hours.*

Students survey the political, economic, social, and intellectual history of Latin America from the Age of Exploration and conquest of the indigenous people of the Americas through the colonial period.

(CSU GE Area C2 or D • IGETC Area 3B or 4)

006 History of the Americas II (3) UC:CSU*Lecture 3 hours.*

Students explore the political, economic, social, and intellectual history of Latin America from the 19th Century into the 21st Century.

(CSU GE Area C2 or D • IGETC Area 3B or 4)

011 Political and Social History of the United States to 1877 (3) *UC:CSU*Lecture 3 hours.*

Students survey the history of the United States from pre-Columbian times to 1877. Political and social events as well as the development of America's central institutions are emphasized.

(CSU GE Area D • IGETC Area 4 • Satisfies CSU American Ideals Graduation Requirement US-1)

C-ID: HIST 130

012 Political and Social History of the United States from 1865 (3) **UC:CSU*Lecture 3 hours.*

May be offered as an honors section.

Students survey the political, economic, social, and intellectual history of the United States from the Civil War to present.

(CSU GE Area D • IGETC Area 4 • Satisfies CSU American Ideals Graduation Requirement US-1)

C-ID: HIST 140

013 The United States in the Twentieth Century (3) **UC:CSU*Lecture 3 hours.*

Students analyze the main events, actors, and themes of the twentieth century, primarily focusing on their impact on United States history (i.e. cultural, political, and social movements), including a discussion of America's central institutions.

(CSU GE Area D • IGETC Area 4 • Satisfies CSU American Ideals Graduation Requirement US-1)

019 History of Mexico (3) UC:CSU*Lecture 3 hours.*

Students examine the cultural, social, political, and economic history of Mexico from the pre-Columbian era to the present.

(CSU GE Area C2 or D • IGETC Area 3B or 4)

029 Asian Civilization: The Middle East (3) UC:CSU*Lecture 3 hours.*

In this introductory survey of the modern Middle East, students explore the political and social development of Islamic culture. The course covers the life and teachings of Muhammad, the development of the Islamic faith, and interaction with the West.

(CSU GE Area C2 or D • IGETC Area 3B or 4)

041 The African American in the History of the U.S. I (3) *UC:CSU*Lecture 3 hours.*

Students analyze United States history and major American institutions from the early colonial era through the Civil War with special emphasis on the contributions of African-Americans to the nation's political and social development.

(CSU GE Area C2 or D • IGETC Area 3B or 4 • Satisfies CSU American Ideals Graduation Requirement US-1)

042 The African American in the History of the U.S. II (3) UC:CSU*Lecture 3 hours.*

This course surveys the history of African-Americans in the United States and their relationship with major American institutions. Covering the period that spans from the end of the Civil War to the present time, this course emphasizes the role African-Americans played in the social and political development of American civilization.

(CSU GE Area C2 or D • IGETC Area 3B or 4 • Satisfies CSU American Ideals Graduation Requirement US-1)

044 The Mexican American in the History of the United States II (3) UC:CSU*Lecture 3 hours.*

Students analyze the historical evolution of the Mexican-American since the 1850s, immigration patterns from Mexico, the impact of the civil rights movement, the aftermath of the Mexican-American War, and the contributions of the Mexican-Americans to the American experience. Discussions include basic American institutions. Students will be able to name important figures in Mexican American history, analyze their achievements and value, and construct a timeline of events comparing parallel events and major figures from U.S. history.

(CSU GE Area C2 or D • IGETC Area 3B or 4 • Satisfies CSU American Ideals Graduation Requirement US-1)

052 The Role of Women in the History of the U.S. (3) UC:CSU*Lecture 3 hours.*

Students will explore the political, economic, social, and intellectual history of women in the development of the United States from the early colonial era to the present day with special emphasis on their contributions and well as issues they faced.

(CSU GE Area C2 or D • IGETC Area 3B or 4 • Satisfies CSU American Ideals Graduation Requirement US-1)

056 American Environmental History (3) UC:CSU*Lecture 3 hours.*

Students will survey the environmental history of the United States from the pre-Columbian era to the present, including an examination of the economic, social and political consequences of environmental degradation and the responses to those disasters by governmental and other bodies. Students will relate events and express concerns when dealing with issues of the environment. They will apply this knowledge by calculating and assembling data while measuring the outcomes of the environment and how it is interpreted in American History.

(CSU GE Area D • IGETC Area 4)

086 Introduction to World Civilization I (3) UC:CSU*Lecture 3 hours.*

Students examine world civilization from prehistory through the 1500's, including Greek and Roman philosophies, Confucianism, Hinduism, Buddhism, Christianity, Islam, political institutions, social practices, literature, women's status and cross-cultural influences.

(CSU GE Area C2 or D • IGETC Area 3B or 4)

C-ID: HIST 150

**087 Introduction to World Civilization II (3) UC:CSU***Lecture 3 hours.*

Students trace the development and interrelationships of the major world civilizations and their cultural traditions and contributions from the era of European expansion in the sixteenth century to the present.

(CSU GE Area C2 or D • IGETC Area 3B or 4)

C-ID: HIST 160

185 Directed Study - History (1) CSU**385 Directed Study - History (3) CSU**

Conference 1 hour per unit.

This course allows students to pursue directed study in History on a contract basis under the direction of a supervising instructor.

Horse Science

See course listings under Animal Science 600-699.

Horticulture, Ornamental

See course listings under Plant Science 700-899.

Hospitality (HOSPT)

100 Introduction to the Hospitality Industry (3) CSU*Lecture 3 hours.*

Students will learn about the organization, employment opportunities, and financial performances of the many segments involved in the hospitality industry--food and lodging, resorts, tourism enterprises, attractions, and related operations such as event planning and entertainment. The focus is on orientation to customer service, cultural and economic trends, and career opportunities in the various segments.

C-ID: HOSP 100

120 Hospitality Cost Control (3) CSU*Lecture 3 hours.*

Students will learn how to analyze and manage food, beverage, labor, and other costs within a hospitality operation. Emphasis is on problem-solving and applying cost-control techniques to maximize profits while managing expenses. Topics include establishing standards, cost-volume-profit-analysis, forecasting, purchasing and storage controls, menu costing and pricing, theft prevention, and labor control.

C-ID: HOSP 120

140 Introduction to Hotel Management (3) CSU*Lecture 3 hours.*

In this course students will become familiar with the nature of hotel front office operations, including the scope of the industry. They will study the relationship of hotels to other kinds of lodging facilities based on size, target markets, and levels of service. Students will identify and describe the various operational departments and staff within a full-service hotel. They will determine room rates based on different strategies such as the Hubbart Formula. Students will conduct a compara-

tive market analysis and develop a plan to improve service and revenue at a selected property.

C-ID: HOSP 140

Humanities (HUMAN)

006 Great People, Great Ages (3) UC:CSU*Lecture 3 hours.*

This is an interdisciplinary course in the liberal arts that includes a cultural survey of the lives and contributions of selected individuals whose impact helped shape the eras in which they lived. The course explores both the lives and eras with an appreciation of both their historical importance and their individual contributions to our cultural heritage. There is emphasis on philosophy, art, music, literature, architecture, science, etc.

(CSU GE Area C2 • IGETC Area 3B)

031 People in Contemporary Society (3) UC:CSU*Lecture 3 hours.*

Students explore from a humanistic perspective the cultural changes from the Industrial Revolution to the present. This course uses an interdisciplinary approach, involving art, music, literature, drama, philosophy, and history.

(CSU GE Area C2 • IGETC Area 3B)

185 Directed Study - Humanities (1) CSU

Conference 1 hour per unit.

This course allows students to pursue directed study in Humanities on a contract basis under the direction of a supervising instructor.

Industrial Technology (IND TEK)

Industrial Technology courses are listed individually under sub-headings, (e.g., Industrial Technology - Machine Shop/CNC)

Automotive Service Technology - Listed separately

Electronics - Listed separately

Engineering - Listed separately

Engineering Graphics and Design Technology (includes CAD)

Machine Shop/CNC (includes CAM)

Welding

Industrial Technology classes are affiliated with the Society of Manufacturing Engineers and American Welding Society.

105 Industrial Print Reading with GD&T (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Provides training in reading basic engineering prints as used in contemporary manufacturing industries. Both the visualization and interpretation aspects of print reading are covered. Reviews history of engineering drawing and tolerancing and overviews geometric dimensioning & tolerancing standards and applications.

130 Technology of Metal Machining Processes I (3) UC:CSU

Laboratory 6 hours.

Students will be introduced to the fundamentals of metal machining processes. Theory is supplemented with demonstrations and/or practice on: lathes, mills, grinders, drills. The course conveys concepts of metal machining to: draftpersons, engineer/designers, NC programmer/operators, QC inspectors; and provides entry-level skills to: machinists, machine operators, and tool makers.

140 Fundamentals of CNC Technology (3) CSU*Laboratory 6 hours.*

This introductory course provides the student an overall picture of the history of numerical control, the wide variety of CNC equipment available, basic coding systems, axes designation and notation, and CNC program preparation equipment. Students will develop CNC programs for assigned projects and 'run' their programs on a CNC mill.

230 Technology of Metal Machining Processes II (3) CSU*Laboratory 6 hours.**Prerequisite: Industrial Technology 130 with a grade of "C" or better.*

Students increase their depth and breadth of understanding of the theoretical concepts and practical skill introduced in IND TEK 130. Students advance their studies in: metallurgy theory and practice, engineering materials, metrology, and conventional machining techniques.

244 CNC Programming and Machine Operation - Lathe (3) CSU*Laboratory 6 hours.**Advisory: Industrial Technology 130 and 140.*

This course continues the study of CNC programming begun in IND TEK 140. This course introduces CNC turning using the popular Haas CNC turning machine tool. Expanded exposure to axes designation and word address formats for CNC part programming. The student will develop and 'run' CNC part programs for facing, turning, drilling, boring, and threading.

248 CNC Programming and Machine Operation - Mill (3) CSU*Laboratory 6 hours.**Prerequisite: Industrial Technology 140 with a grade of "C" or better.**Advisory: Industrial Technology 130.*

Students will expand their CNC knowledge and skills with three axis CNC applications involving manufacturing planning, CNC paperwork, CNC mill programming using linear and circular interpolation, bolt hole patterns, pocketing, cutter compensation, and implementation of programs using the Haas machining center. Lab emphasizes writing and running CNC mill programs, machining parts representative of typical industry hardware.

330 Technology of Metal Machining Processes III (3) CSU*Laboratory 6 hours.**Prerequisite: Industrial Technology 230 with a grade of "C" or better.*

Students will build upon manual machining skills and concepts from IND TEK 130 and 230. Additional techniques, such as EDM and Jig Boring will be introduced, and close tolerance work will be required. Students will complete a project involving the fabrication of parts. This course provides preparation for employment in the metal machining industry.

332 Projects Laboratory in Metal Machining Processes I (3) CSU*Laboratory 6 hours.**Prerequisite: Industrial Technology 230 with a grade of "C" or better.*

Students will develop skills in the techniques of design, planning and execution of machined parts. Prototype work not possible in regular machine shop classes will be covered. Emphasis is placed on developing a project that requires extensive job planning, independent study, and machining.

346 Introduction to CAM Programming (3) CSU*Lecture 1 hour. Laboratory 4 hours.**Prerequisite: Engineering Graphics & Design Technology 101 with a grade of "C" or better.**Advisory: Industrial Technology 140.*

Students will learn computer-aided manufacturing (CAM), using software to perform numerical code generation to automate machine tool manufacturing processes. Students will be instructed on 2-D and 3-D geometry creation/manipulation.

tion/importation, cutter selection & parameters, tool path creation/verification. Students will complete CNC programming assignments using CAM software.

444 Projects Laboratory--CNC Lathe Programming (3) CSU*Laboratory 6 hours.**Corequisite: Concurrent enrollment in Industrial Technology 244. Previous completion of Industrial Technology 244 with a grade of "C" or better is allowable.*

Students will develop skills in the techniques of design or selection of an advanced project, planning, and execution of CNC lathe program(s) to complete projects. Students will learn part programs and CNC programming practices not possible in IND TEK 244. Emphasis is placed on developing a project to be programmed and machined using CNC turning machines, requiring extensive job planning and independent study.

448 Projects Laboratory--CNC Mill Programming (3) CSU*Laboratory 6 hours.**Corequisite: Concurrent enrollment in Industrial Technology 248. Previous completion of Industrial Technology 248 with a grade of "C" or better is allowable.*

Students will develop skills in the techniques of design or selection of an advanced project, planning, and execution of CNC mill program(s) to complete projects. Emphasis is placed on developing a project to be programmed and machined using CNC mill machines, requiring extensive job planning and independent study.

185 Directed Study - Industrial Technology (1) CSU**385 Directed Study - Industrial Technology (3) CSU***Conference 1 hour per unit.*

This course allows students to pursue directed study in Industrial Technology on a contract basis under the direction of a supervising instructor.

Insurance (INSUR)

101 Principles of Property and Liability Insurance (3) CSU*Lecture 3 hours.*

Students examine basic information concerning various aspects of Property and Liability Insurance. The fundamentals of insurance, including types of insurers, institutions that provide insurance, regulations, and measurements of financial performance are introduced in the first segment of the course. Insurance operations, such as marketing, underwriting, and claims are covered in the second segment of the course. Insurance contracts, loss exposure, and risk management are reviewed in the final segment of the course.

102 Personal Insurance (3) CSU*Lecture 3 hours.*

Students will examine basic information regarding personal insurance as it relates to automobile insurance, homeowners insurance, and other residential insurance such as fire and earthquake insurance. Marine insurance, other personal property and liability insurance, financial planning, life insurance, and health insurance will also be explored.

103 Commercial Insurance (3) CSU*Lecture 3 hours.*

Students will review basic information regarding the whole area of commercial insurance, such as commercial property insurance, business income insurance, commercial crime insurance, equipment breakdown insurance, inland and ocean marine insurance, commercial general liability insurance, commercial automobile insurance, business owner's policies and farm insurance, workers compensation and employers liability insurance, and other miscellaneous insurance.



International Business (INTBUS)

001 International Trade (3) *UC:CSU

Lecture 3 hours.

Students engage in a comprehensive overview of international business including basic trade theory, international marketing, export/import financing, the foreign currency markets, the operation and management of multinational firms, and the cultural aspects of global trade. The practical application of basic international trade topics is emphasized.

**UC Credit Limit: Business 001 and International Business 001: maximum credit, 1 course.*

006 International Marketing I (3) CSU

Lecture 3 hours.

Students analyze the challenges of marketing consumer and industrial products in the global marketplace and the most effective approaches to these challenges. The top potential exports for different countries and the most promising markets through the use of current market data and actual case studies of international marketing companies are explored.

018 Basics of Exporting (1) CSU

Lecture 1 hour.

Students are introduced to the basic information needed for an understanding of the export process. The most important U.S. Government export regulations are reviewed, which gives the student an overview of export documentation and terminology.

019 Basics of Importing (1) CSU

Lecture 1 hour.

Students develop a solid understanding of the import process, including import documentation, and U.S. Government customs regulations. Students are guided through the process of creating a basic import business plan.

022 International Management (3) CSU

Lecture 3 hours.

Students examine international management principles with an overview of global and multinational organizations. This issues of international human resource, operational topics, marketing decisions, strategic planning, and cross-cultural issues are analyzed.

Italian

001 Elementary Italian I (5) UC:CSU

Lecture 5 hours.

Note: Students with previous knowledge of Italian should not enroll in Italian 001 or 002, but in a higher level. Native speakers should enroll in Italian 003, 004, 005, or 006.

Students acquire the fundamentals of pronunciation and grammar, practical vocabulary, and useful phrases. Communicative interaction facilitates the acquisition of the four language skills (speaking, listening, reading, and writing) and focuses on Italian culture. The language of instruction is mainly Italian. English is used only when it is necessary to explain difficult grammatical concepts. Students with two years of high-school Italian should enroll in Italian 002.

(CSU GE Area C2 • IGETC Area 6A)

002 Elementary Italian II (5) UC:CSU

Lecture 5 hours.

Prerequisite: Italian 001 with a grade of "C" or better or language proficiency equivalent to two years of high-school Italian.

Note: Students with previous knowledge of Italian should not enroll in Italian 001 or 002, but in a higher level. Native speakers should enroll in Italian 003, 004, 005, or 006.

Students continue to practice authentic language in communicative contexts and increase their listening, speaking, reading, and writing proficiency. Upon successful completion of this course, students are able to describe and narrate in the present, past, and future time frames with an increasing degree of grammatical accuracy and lexical detail. Students expand their awareness of the cultural significance and influence of Italy in Western culture. This class is conducted entirely in Italian except for grammar clarification.

(CSU GE Area C2 • IGETC Area 3B + 6A)

003 Intermediate Italian I (5) UC:CSU

Lecture 5 hours.

Prerequisite: Italian 002 with a grade of "C" or better or language proficiency equivalent to three years of high-school Italian.

Note: Concurrent enrollment in Italian 008 is strongly recommended for non-native speakers.

Normally offered in the Fall semester only.

Students practice complex grammatical structures in communicative activities that are culturally contextualized. Students analyze basic elements of Italian culture, life, and civilization as transmitted by representative texts of Italian literature.

(CSU GE Area C2 • IGETC Area 3B + 6A)

004 Intermediate Italian II (5) UC:CSU

Lecture 5 hours.

Prerequisite: Italian 003 with a grade of "C" or better.

Note: Concurrent enrollment in Italian 008 is strongly recommended for non-native speakers.

Normally offered in the Spring semester only.

Students practice complex grammatical structures and conceptual vocabulary in communicative activities that are culturally contextualized on the arts, the mass media, and contemporary social issues. Students analyze Italian literary texts and practice expository writing.

(CSU GE Area C2 • IGETC Area 3B + 6A)

005 Advanced Italian I (5) UC:CSU

Lecture 5 hours.

Prerequisite: Italian 004 with a grade of "C" or better.

Note: Concurrent enrollment in Italian 008 is strongly recommended for non-native speakers.

Normally offered in the Spring semester only.

This course provides a historical perspective of Italy and its literature. Students analyze selected works of Italian literature and identify Italy's contributions as a center of culture and artistic innovation. Students participation focuses on oral presentations and written papers. Elements of advanced grammar and stylistics are also discussed.

(CSU GE Area C2 • IGETC Area 3B + 6A)

008 Conversational Italian (2) CSU

Lecture 2 hours.

Prerequisite: Italian 002 with a grade of "C" or better.

This course is offered as a pass/no pass course only.

Students develop their communicative skills through the practice of a combination of group-based and individual activities focused on language functions within a cultural context. This course is designed for students who have at least the equivalent of two semesters of college-level Italian. The primary language of instruction is Italian.

010 Italian Civilization (3) UC:CSU

Lecture 3 hours.

Students analyze the cultural development of Italy from the earliest period to the present day with emphasis on Italian contributions to Western civilization in the fields of art, architecture, literature, music and the sciences. This course is conducted in English.

(CSU GE Area C2 • IGETC Area 3B)

185 Directed Study - Italian (1) CSU
285 Directed Study - Italian (2) CSU
385 Directed Study - Italian (3) CSU

Conference 1 hour per unit.

This course allows students to pursue directed study in Italian language, literature, or culture on a contract basis under the direction of a supervising instructor.

Japanese (JAPAN)

001 Elementary Japanese I (5) UC:CSU

Lecture 5 hours.

Note: Students with previous knowledge of Japanese should not enroll in Japanese 001 or 002, but in a higher level. Native speakers should enroll in Japanese 003 or 004.

Students acquire the fundamentals of pronunciation and grammar, basic vocabulary, and useful phrases, and the ability to read and write Japanese scripts. Students also gain knowledge of basic facts on the geography, customs and culture of Japan. Corresponds to the first year of high school Japanese. Students with two years of high school Japanese should enroll in JAPAN 002.

(CSU GE Area C2 • IGETC Area 6A)

002 Elementary Japanese II (5) UC:CSU

Lecture 5 hours.

Prerequisite: Japanese 001 with a grade of "C" or better, or language proficiency equivalent to two-years of high-school Japanese.

Note: Students with previous knowledge of Japanese should not enroll in Japanese 001 or 002, but in a higher level. Native speakers should enroll in Japanese 003 or 004.

Students continue to learn the fundamentals of grammar, vocabulary, and useful expressions, and increase their listening, speaking, reading and writing proficiency. Additional Kanji will be introduced. Students expand their knowledge of Japanese customs and culture.

(CSU GE Area C2 • IGETC Area 6A)

003 Intermediate Japanese I (5) UC:CSU

Lecture 5 hours.

Prerequisite: Japanese 002 with a grade of "C" or better.

Normally offered in the Fall semester only.

Continues the study of grammar and vocabulary building for conversational fluency and written composition. Begins the study of short narrative writing.

(CSU GE Area C2 • IGETC Area 3B + 6A)

004 Intermediate Japanese II (5) UC:CSU

Lecture 5 hours.

Prerequisite: Japanese 003 with a grade of "C" or better.

Normally offered in the Spring semester only.

The course provides additional training in the comprehension, speaking, grammar, reading and writing of modern Japanese. Topics and cultural information rel-

evant to the daily lives of Japanese (i.e. food, transportation, seasons, geography, traveling and traditional customs) are included.

(CSU GE Area C2 • IGETC Area 3B + 6A)

009 Japanese Civilization (3) UC:CSU

Lecture 3 hours.

Students explore the origins and evolution of Japanese civilization with emphasis on Japan's socio-political institutions, religion, philosophy and art forms. Lectures and readings are in English.

(CSU GE Area C2 or D • IGETC Area 3B or 4)

027 Cultural Awareness Through Advanced Conversation (3) UC:CSU

Lecture 3 hours.

Prerequisite: Japanese 003 with a grade of "C" or better.

Students practice Japanese conversation in the context of the lives and customs of contemporary Japanese culture and become prepared for authentic interaction within Japanese people. Intercultural comparisons between American culture and Japanese culture are also discussed.

185 Directed Study - Japanese (1) CSU
285 Directed Study - Japanese (2) CSU
385 Directed Study - Japanese (3) CSU

Conference 1 hour per unit.

This course allows students to pursue directed study in Japanese on a contract basis under the direction of a supervising instructor.

Journalism (JOURNAL)

100 Social Values in Mass Communication (3) *UC:CSU

Lecture 3 hours.

May be offered as an honors section.

Students will survey and evaluate the mass media in economic, historical, political, psychological and social terms. The focus of this course is to help the media consumer better understand today's mass communications; newspapers, radio, television, motion pictures, magazines, the internet, advertising and public relations. Students will learn about the relationships, ethics, rights and responsibilities of media in today's society.

(CSU GE Area D • IGETC Area 4)

**UC Credit Limit: Journalism 100 and 251 combined: maximum credit, one course.*

C-ID: JOUR 100

101 Collecting and Writing News (3) CSU

Lecture 3 hours.

Advisory: English 101. Concurrent enrollment in Journalism 100 for all journalism majors.

Students gain instruction and practice in news gathering with particular emphasis on documentation, research and news writing. Adherence to professional writing style; legal and ethical aspects of the profession are included. Required of all journalism majors.

C-ID: JOUR 110

108 Article Writing (3) CSU

Lecture 3 hours.

This is a course for journalism majors, freelance writers and anyone who wants to learn to write materials for magazines. Emphasis is placed on writing articles, features, editorials, or reviews suitable for publication. Students also receive practice in editing and the use of illustrations.

**109 Critical Thinking and Media Literacy (3) UC:CSU***Lecture 3 hours.**Prerequisite: English 101 with a grade of "C" or better.*

Students in this course develop and refine critical thinking and writing skills with an emphasis on media literacy. Students will critically evaluate the quality of information sources, recognize the difference between news and opinion, evidence and inference, media bias and audience bias and will use inductive and deductive reasoning to evaluate claims. Development and application of reading skills in the interpretation, analysis, criticism, and advocacy of ideas encountered in academic readings across the curriculum and Internet media sources. Students develop tools to evaluate credibility, truth and accuracy through critical examination of news, opinion, advertising, public relations, entertainment and social media.

202 Advanced Newswriting (3) CSU*Lecture 3 hours.**Prerequisite: Journalism 101 with a grade of "C" or better.**Advisory: English 021, 028, or 101.*

Students practice the principles of journalism through writing specialized types of newspaper and online stories. Mastery of fundamental reporting techniques, interpretative writing skills, editorial writing, and feature writing are emphasized. This course is required for all journalism majors.

*C-ID: JOUR 210***217-1 Publication Laboratory I (2) CSU***Laboratory 6 hours.*

In this beginning level course, students learn introductory newspaper production techniques through the publication of the campus newspaper, including newspaper design, layout, graphic techniques, and materials. Student reporters, editors, photographers and other visual journalists receive practical instruction in basic production and publication. Deadlines and real-world working conditions are stressed.

217-2 Publication Laboratory II (2) CSU*Laboratory 6 hours.**Prerequisite: Journalism 217-1 with a grade of "C" or better.*

In this intermediate level course, students learn to identify relevant editorial topics and produce content for the opinion/editorial section, through the publication of the campus newspaper, the Roundup. Reporters, photographers and cartoonists learn to collaborate at the intermediate level in order to produce effective staff editorials and editorial cartoons or other images. Students also produce content for the news section, and learn to create style sheets and dummy pages for the graphic design of the op/ed section. Students adhere to strict deadlines.

217-3 Publication Laboratory III (2) CSU*Laboratory 6 hours.**Prerequisite: Journalism 217-2 with a grade of "C" or better.*

In this advanced course, students learn newspaper production techniques, and adapt print work to the Internet. Advanced students produce stories for the print edition of the campus newspaper and also contribute content to the newspaper's digital site, www.theroundupnews.com. Students focus on introductory vertical reporting skills that may include photography, videography, broadcast editing, broadcast reporting and print reporting. Students learn to generate ideas for photo essays, graphics centerpieces and bar charts. Student reporters focus on series and investigative reporting techniques.

217-4 Publication Laboratory IV (2) CSU*Laboratory 6 hours.**Prerequisite: Journalism 217-3 with a grade of "C" or better.*

Student reporters, editors, photographers and other visual student journalists learn newspaper production techniques through the publication of the campus newspaper and website, as well as other student-produced publications. Reporters

will focus on basic reporting and writing for the campus newspaper and website and other student-run publications, while photographers focus on gathering images for publications. Other visual journalists will focus on layout and design or cartooning and illustration.

218 Practical Editing (3) CSU*Lecture 1 hour. Laboratory 6 hours.**Prerequisite: Journalism 202 with a grade of "C" or better.**Corequisite: Concurrent enrollment in Journalism 217-1 or 217-2 or 217-3 or 217-4. Previous completion of Journalism 217-1 or 217-2 or 217-3 or 217-4 with a grade of "C" or better is allowable.**Advisory: English 101 and Library Science 102.*

Students learn practical instruction and practice in writing, editing and other preparation required to produce the campus newspaper. Print and online editions are evaluated and critiqued in regularly scheduled student staff meetings.

*C-ID: JOUR 131***219 Techniques for Staff Editors (1) CSU***Laboratory 3 hours.*

Students in this course analyze editorial problems and write editorials for the College newspaper. Formulation of editorial policy, first-person commentaries, third-person commentaries, editorial cartoons, letters to the editor, corrections/clarifications, encouraging reader participation, ethics, and writing skills are emphasized. This course is designed for College newspaper editors.

*C-ID: JOUR 130 (JOURNAL 217 and 219)***220 Magazine Production (3) CSU***Lecture 2 hours. Laboratory 3 hours.**Advisory: Journalism 101 and Photography 101.*

Students will learn the theory of writing, editing and producing a magazine. Artistic design principles of harmony and unity, and creativity in layout are stressed. Writing and editing of copy, designing pages, selecting photographs and other illustrations and design materials, preparing them for production; arranging production schedules; and other aspects of publishing are included. Students will create print and/or online editions of The Bull magazine.

*C-ID: JOUR 130***223 Magazine Writing (3) CSU***Lecture 2 hours. Laboratory 3 hours.*

Students will learn the theory of writing for a magazine. Focus is on research, reporting and writing. Writing and editing of copy, working with editors, photographers or illustrators, preparing articles for production; arranging production schedules; and other aspects of publishing are included.

227 Field Work Laboratory (2) CSU*Laboratory 6 hours.**Prerequisite: Journalism 101 with a grade of "C" or better.**Corequisite: Concurrent enrollment in Journalism 202 or 218 or 219 or 220, or Photography 020 or 021, or Broadcasting 010. Previous completion of Journalism 202 or 218 or 219 or 220, or Photography 020 or 021, or Broadcasting 010 with a grade of "C" or better is allowable.*

Student reporters, editors, photographers and other visual journalists practice and refine intermediate skills in the publication of the campus newspaper, website and other student-run publications. The focus of the course is the preparation of specialized content for print, online and social media. Students will apply newsgathering skills to one or more media platforms.

229 Editorial Techniques for Staff Editors (1) CSU*Laboratory 3 hours.*

Students in this course, who are editors for campus publications, write editorials, learn about and select photo illustrations and editorial cartoons, and analyze editorial problems including letters to the editor, corrections, reader participation,

ethics and writing. An emphasis is placed on formulating editorial policy for campus publications.

238 Editing for Publications (3) CSU

Lecture 1 hour. Laboratory 6 hours.

Prerequisite: Journalism 202 with a grade of "C" or better.

Corequisite: Concurrent enrollment in Journalism 217-1 or 217-2 or 217-3 or 217-4. Previous completion of Journalism 217-1 or 217-2 or 217-3 or 217-4 with a grade of "C" or better is allowable.

Advisory: Computer Science-Information Technology 501 or Library Science 102. English 021, 028, or 101.

This course provides practical instruction and practice in copy editing for print and online publications as required to produce the campus news print and online publications. Print and online editions are evaluated and critiqued in regularly scheduled student staff meetings.

239 Opinion Writing Techniques for Staff Editors (1)

Laboratory 3 hours.

Students in this course, who are campus publication editors, write columns and analyze editorial problems. An emphasis is placed on formulating editorial policy for campus publications.

248 Investigative Journalism (3) CSU

Lecture 1 hour. Laboratory 6 hours.

Prerequisite: Journalism 202 with a grade of "C" or better.

Corequisite: Concurrent enrollment in Journalism 217-1 or 217-2 or 217-3 or 217-4. Previous completion of Journalism 217-1 or 217-2 or 217-3 or 217-4 with a grade of "C" or better is allowable.

Advisory: Computer Science-Information Technology 501 or Library Science 102. English 021, 028, or 101.

This course provides instruction and practice in developing, researching and writing investigative articles for the student print and online campus publications. Print and online editions are evaluated and critiqued in regularly scheduled student staff meetings.

249 Management Techniques for Staff Editors (1) CSU

Laboratory 3 hours.

Prerequisite: Journalism 101 with a grade of "C" or better.

Corequisite: Concurrent enrollment in Journalism 202 or 218 or 238 or 248 or 258 or 268, or Photography 021. Previous completion of Journalism 202 or 218 or 238 or 248 or 258 or 268, or Photography 021 with a grade of "C" or better is allowable.

Advisory: English 021, 028, or 101.

This course offers instruction for campus publication editors in management techniques and editorial problems as well as editorial writing, photo illustrations and editorial cartoons. An emphasis is placed on formulating editorial policy for campus publications.

251 Visual Communication in Mass Media (3) *UC:CSU

Lecture 3 hours.

Students in this course examine the pervasive influence of the visual components of mass communication including signs, typography, photographs, newspaper layout, magazine and Web design, editorial cartoons, print and television advertisements, television programs, and cinematography. Emphasis is put on determining obvious and implied messages and their impact on individuals and society. This course includes discussion of ethical considerations inherent in visual communication.

(CSU GE Area D • IGETC Area 4)

***UC Credit Limit:** Journalism 100 and 251 combined: maximum credit, one course.

C-ID: JOUR 170

255 Online Journal Production (The Roundup Online) (2) CSU

Lecture 1 hour. Laboratory 2 hours.

Advisory: Journalism 101 or Photography 101.

Students in this course focus on producing journalistic content and multimedia storytelling for online campus publications, such as The Roundup Online and The Bull Online, as a practical laboratory. Students research, produce and edit content for the online school newspaper using multimedia techniques, such as photo slideshows, videos, animations, Flash-based presentations, podcasts, Webcasts and other various forms of digital content. Students research stories, produce and edit them, and prepare them for dissemination. New trends in online journalism are also explored. Ethical and legal aspects of communication and journalism are also covered.

258 Blogging and Social Media (3) CSU

Lecture 1 hour. Laboratory 6 hours.

Prerequisite: Journalism 202 with a grade of "C" or better.

Corequisite: Concurrent enrollment in Journalism 217-1 or 217-2 or 217-3 or 217-4. Previous completion of Journalism 217-1 or 217-2 or 217-3 or 217-4 with a grade of "C" or better is allowable.

Advisory: Computer Science-Information Technology 501 or Library Science 102. English 021, 028, or 101.

This course provides practical instruction and practice in developing, producing, writing and marketing blogs as part of the student online campus publications. Online editions are evaluated and critiqued in regularly scheduled student staff meetings.

260 Media Design and Copy Writing (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Students in this course learn principles and theory of publication layout as it relates to various forms of media, such as magazines, brochures, Web sites, newspapers, etc. The practical aspect of this class focuses on the news and public relations aspects of digital layout and copy writing. A basic introduction to typography, color, print layout and web layout will be covered with an emphasis on journalism and public relations based projects. Headline and advertising copy writing and editing will be discussed, including formatting and Associated Press style. An introduction to design software will be given.

268 Computer Assisted Reporting, Editing and Design (3) CSU

Lecture 1 hour. Laboratory 6 hours.

Prerequisite: Journalism 202 with a grade of "C" or better.

Corequisite: Concurrent enrollment in Journalism 217-1 or 217-2 or 217-3 or 217-4. Previous completion of Journalism 217-1 or 217-2 or 217-3 or 217-4 with a grade of "C" or better is allowable.

Advisory: Computer Science-Information Technology 501 or Library Science 102. English 021, 028, or 101.

This course provides practical instruction and practice in working with content management systems, data collection for storytelling and creating visual elements through data for the student print and online campus publications. Print and online editions are evaluated and critiqued in regularly scheduled student staff meetings.

185 Directed Study - Journalism (1) CSU

285 Directed Study - Journalism (2) CSU

385 Directed Study - Journalism (3) CSU

Conference 1 hour per unit.

This course allows students to pursue directed study in Journalism on a contract basis under the direction of a supervising instructor.



Kinesiology (KIN)

Title V changes effective Fall 2013 substantially restrict how many times students can take specific types of classes. Students enrolled in "active participation courses" in kinesiology, visual arts, or performing arts are limited to four (4) enrollments per "family." Failures and "W" grades count as enrollments. A family can contain multiple courses, but a student can only take four of them. LACCD courses in Art, Dance, Kinesiology, Music, and Theater are all affected. For courses in the Kinesiology department, families have been created as follows:

KINESIOLOGY FAMILY NAMES AND COURSE NUMBERS:

Aerobics, Circuit Training & Sport-Specific Strength Training
All Levels of KIN 229, 250, 327, 329, 329-2, 329-3, 330-2, 330-3, 332, 350, 350-2, 352-1

Aquatics All Levels of KIN 201, 300, 301, 303

Court Sports All Levels of KIN 266, 271, 291, 371

Directed Studies KIN 185, 911, 921, 931, 941

Individual Activities All Levels of KIN 268, 373-1, 373-2

Martial Arts/Combatives All Levels of KIN 217-1, 316

Mind/Body Conditioning All Levels of KIN 251, 340-1, 347, 351

Team Sports All Levels of KIN 287, 289, 387-1, 387-2

Track & Field Mixed Activities All Levels of KIN 307, 334

201 Swimming Skills (1) *UC:CSU

Laboratory 2 hours.

Formerly Physical Education 102. Credit not given for both courses.

Students develop and expand fundamental swimming skills. Water orientation, safety, poolside etiquette and components of fitness are reviewed. Students with all levels of swimming ability may participate.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

217-1 Self Defense Skills I (1) *UC:CSU

Laboratory 2 hours.

This is a basic level activity course designed to include concepts and techniques for practice of effective self-defense skills. Students will learn methods to prevent and avoid assault, rape and mugging as well as methods of developing an awareness of personal safety and how to avoid and deescalate violent confrontation. The course includes discussion of safety precautions and the promotion of mental and physical well-being.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

229 Body Conditioning Skills (1) *UC:CSU

Laboratory 2 hours.

Formerly Physical Education 228. Credit not given for both courses.

Students analyze the procedures for evaluating fitness levels and evaluate the cognitive, affective, and psychomotor levels involved in learning a variety of exercise programs and techniques designed to improve their physical fitness.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

250 Weight Training Skills (1) *UC:CSU

Laboratory 2 hours.

Formerly Physical Education 230. Credit not given for both courses.

This course is an introduction to weight training fundamentals. Students will learn proper weight training techniques to develop and enhance muscular strength and

endurance. Students are introduced to the components of weight training for fitness and exercise program design.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

251 Yoga Skills (1) *UC:CSU

Laboratory 2 hours.

Formerly Physical Education 225. Credit not given for both courses.

Students learn an ancient form of hatha yoga (the physical movement of yoga) along with breathing and meditation techniques. Brief lectures covering yoga history, diaphragmatic breathing, basic anatomical alignment of yoga poses, body awareness, and stress management are presented. Students practice the 25 basic asanas (yoga poses) with modifications to each asanas, and alignment principles (forward folds, twists, backbends, and standing poses, etc.).

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

266 Badminton Skills (1) *UC:CSU

Laboratory 2 hours.

Formerly Physical Education 203. Credit not given for both courses.

Badminton is a fitness class where students will develop basic skills and abide by rules and regulations set forth by the sport. Students will understand the care and selection of equipment and proper etiquette to be displayed during all phases of play.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

268 Golf Skills (1) *UC:CSU

Laboratory 2 hours.

Formerly Physical Education 259. Credit not given for both courses.

Students start with the basics of the golf grip, stance, swing, posture, and advance to the specifics of course etiquette, course management, driving, putting and chipping. Students with any golf skills, from beginning to advanced, may participate.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

271 Tennis Skills (1) *UC:CSU

Laboratory 2 hours.

Formerly Physical Education 212. Credit not given for both courses.

Students understand and practice the fundamentals of tennis through lecture, demonstration, group and individual drills, analysis, singles and doubles situations as well as competitive single and double matches. Nutrition and physical fitness are emphasized. Instruction and practice play is arranged to suit all skill levels.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

287 Basketball Skills (1) *UC:CSU

Laboratory 2 hours.

Students practice all levels of the basic basketball skills of passing, dribbling, shooting, and rebounding in the context of individual and team offense and defense, rules, proper etiquette, terminology, and the components of fitness.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

289 Soccer Skills (1) *UC:CSU

Laboratory 2 hours.

Students practice fundamental soccer skills and learn the game rules, proper etiquette, terminology, game strategies, and the selection and care of equipment. Students are introduced to individual and team offense and defense as well as the five components of fitness.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

291-1 Volleyball Skills I (1) *UC:CSU

Laboratory 2 hours.

Formerly Kinesiology 291. Credit not given for both courses.

Students learn basic volleyball skills and techniques. Skills learned are passing, serving, setting, blocking and hitting. Game strategies and rules of the sport will also be addressed. The course will introduce individual and team offense and defense systems, as well as proper etiquette, terminology, components of fitness, and injury prevention strategies for volleyball.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

291-2 Volleyball Skills II (1) *UC:CSU

Laboratory 2 hours.

Prerequisite: Kinesiology 291-1 with a grade of "C" or better.

Students continue their education in the fundamental aspects of volleyball which includes the skills and strategies at the intermediate level: serving, spiking, passing, and blocking. The student will learn advanced skills in offense and defense systems, as well as proper court etiquette and sportsmanship through active practice of the game.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

301-1 Swimming Skills I (1) *UC:CSU

Laboratory 3 hours.

In this introductory swimming course students learn and practice freestyle and backstroke. Upon completion of this course, students will be able to perform these basic introductory strokes, understand injury prevention strategies and dry-land exercises for swimming.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

301-2 Swimming Skills II (1) *UC:CSU

Laboratory 3 hours.

Prerequisite: Kinesiology 301-1 with a grade of "C" or better.

In this intermediate swimming course students will practice freestyle and backstroke and are introduced to butterfly stroke. Upon completion of this course, student will be able to perform these strokes with more advanced technique and will learn turns and transitions.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

301-3 Swimming Skills III (1) *UC:CSU

Laboratory 3 hours.

Prerequisite: Kinesiology 301-2 with a grade of "C" or better.

In this advance swimming course students will practice freestyle, backstroke and butterfly and are introduced to breaststroke and Individual Medleys. Upon com-

pletion of this course, student will be able to perform these strokes with more advanced technique, apply interval training and develop swim workouts.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

303-1 Aqua Aerobics I (1) *UC:CSU

Laboratory 3 hours.

An introduction to aqua aerobics, a conditioning method that promotes fitness and therapy using water resistance exercises. Students will learn how to improve cardiovascular endurance, muscular fitness, and flexibility by practicing exercises with body weight, flotation devices, and resistance equipment in shallow water. No swimming skills required.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

303-2 Aqua Aerobics II (1) *UC:CSU

Laboratory 3 hours.

Prerequisite: Kinesiology 303-1 with a grade of "C" or better.

This course continues the study and practice of aqua aerobics, a conditioning method that promotes fitness and therapy. Students focus on skill progression by practicing intermediate water resistance exercise routines: ideal for improved fitness, cross-training, and injury management. No swimming skills required.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

316 Karate (1) *UC:CSU

Laboratory 3 hours.

Formerly Physical Education 675. Credit not given for both courses.

Students practice the fundamental aspects of karate including basic kicking, punching, blocking, and grappling techniques. Through active participation, students improve in the basic five components of fitness: cardiorespiratory endurance, muscular strength, muscular endurance, flexibility, and body composition.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

316-2 Karate II (1) *UC:CSU

Laboratory 3 hours.

Prerequisite: Kinesiology 316 with a grade of "C" or better.

Students continue their education in the fundamental aspects of karate including basic kicking, punching, blocking, and grappling techniques. The science behind martial arts such physiology and physics of how and why specific techniques apply in certain situations is emphasized. Through active practice, students improve in the basic five components of fitness: cardiovascular endurance, muscular strength, muscular endurance, flexibility, and body composition.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

**316-3 Karate III (1) *UC:CSU***Laboratory 3 hours.**Prerequisite: Kinesiology 316-2 with a grade of "C" or better.*

Through this advanced course, students enhance physical skill and mental focus in the martial arts. Students gain knowledge of functional anatomy as it pertains to martial arts training and they engage in sport specific training.

(CSU GE Area E)

**UC Credit Limit: Any or all of these PE Activity courses combined: maximum credit, 4 units.*

316-4 Karate IV (1) *UC:CSU*Laboratory 3 hours.**Prerequisite: Kinesiology 316-3 with a grade of "C" or better.*

Students expand the skills and knowledge gained from the study of Karate in prior courses and engage in advanced martial arts training. Additionally, they enhance their communication skills through apprentice teaching in the martial arts and reinforce their knowledge of the origins of martial arts and the effects globalization has had upon them.

(CSU GE Area E)

**UC Credit Limit: Any or all of these PE Activity courses combined: maximum credit, 4 units.*

327 Lifelong Fitness Lab (1) *UC:CSU*Laboratory 3 hours.**Formerly Physical Education 640. Credit not given for both courses.*

Through this physical fitness course, students design procedures for evaluating individual fitness levels. A progression of lifelong fitness exercises for all major muscle groups to improve cardiovascular fitness, muscular strength/endurance, flexibility and body composition are examined.

(CSU GE Area E)

**UC Credit Limit: Any or all of these PE Activity courses combined: maximum credit, 4 units.*

329 Body Conditioning (1) *UC:CSU*Laboratory 3 hours.**Formerly Physical Education 666. Credit not given for both courses.*

Students develop body fitness with an emphasis on aerobics, proper nutrition, weight control, and strength training in accordance with the American College of Sports Medicine Guidelines. Using a variety of exercises and techniques, based on personal needs, students establish programs that achieve these goals.

(CSU GE Area E)

**UC Credit Limit: Any or all of these PE Activity courses combined: maximum credit, 4 units.*

329-2 Body Conditioning II (1) *UC:CSU*Laboratory 3 hours.**Prerequisite: Kinesiology 329 with a grade of "C" or better.*

Students continue to develop body fitness with an emphasis on aerobics, proper nutrition, weight control, and strength training in accordance with the American College of Sports Medicine Guidelines. Using a variety of exercises and techniques, based on personal needs, students establish programs that achieve these goals.

(CSU GE Area E)

**UC Credit Limit: Any or all of these PE Activity courses combined: maximum credit, 4 units.*

332 Step Aerobics (1) *UC:CSU*Laboratory 3 hours.*

In this course students improve their cardiovascular fitness and strengthen select muscle groups by performing stepping skills in rhythm with music. Stepping is pri-

marily a low impact aerobic exercise. Activity includes muscle conditioning and flexibility exercises.

(CSU GE Area E)

**UC Credit Limit: Any or all of these PE Activity courses combined: maximum credit, 4 units.*

334-1 Fitness Walking I (1) *UC:CSU*Laboratory 3 hours.*

In this course the student will focus on achieving cardiovascular fitness and a healthy lifestyle through walking. Topics taught in this course are: basic fitness walking principles, proper technique, shoe selection, posture, gait, walking styles, flexibility, clothing, safety limitations, assessing fitness level and the physical health benefits from walking.

(CSU GE Area E)

**UC Credit Limit: Any or all of these PE Activity courses combined: maximum credit, 4 units.*

340-1 T'ai Chi Ch'uan I (1) *UC:CSU*Laboratory 3 hours.*

This course introduces T'ai chi ch'uan, an internal martial art, designed to increase physical and mental strength by incorporating energy circulation, breathing, and mindfulness. Students will study and practice stances and movement sequences that improve joint stability, postural alignment, flexibility, balance, and relaxation to manage stress and improve health.

(CSU GE Area E)

**UC Credit Limit: Any or all of these PE Activity courses combined: maximum credit, 4 units.*

340-2 T'ai Chi Ch'uan II (1) *UC:CSU*Laboratory 3 hours.**Prerequisite: Kinesiology 340-1 with a grade of "C" or better.*

This course continues the study and practice of T'ai chi ch'uan, an internal martial art, designed to increase physical and mental strength by incorporating energy circulation, breathing, and mindfulness. Students focus on skill progression and martial arts applications to improve physical performance, manage stress, and improve health.

(CSU GE Area E)

**UC Credit Limit: Any or all of these PE Activity courses combined: maximum credit, 4 units.*

347 Pilates Mat (1) *UC:CSU*Laboratory 3 hours.*

This course is an introduction to the Pilates method of conditioning. Students will learn how to improve personal fitness by practicing beginning Pilates mat exercises: designed to reduce muscular imbalances and improve body alignment by incorporating flexibility, muscular strength, muscular endurance, and relaxation techniques. Activities focus on core strength, postural symmetry, and stress management.

(CSU GE Area E)

**UC Credit Limit: Any or all of these PE Activity courses combined: maximum credit, 4 units.*

347-2 Pilates Mat II (1) *UC:CSU*Laboratory 3 hours.**Prerequisite: Kinesiology 347 with a grade of "C" or better.*

This course continues the study and practice the Pilates method of conditioning. Students focus on skill progression by practicing intermediate Pilates mat exercises: designed to reduce muscular imbalances and improve body alignment by

Course Descriptions

incorporating flexibility, muscular strength, muscular endurance, and relaxation techniques. Activities focus on movement precision, breath control, and fluidity. (CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

350 Weight Training (1) *UC:CSU

Laboratory 3 hours.

Formerly Physical Education 690. Credit not given for both courses.

This course is an introduction to weight training. Students will learn and practice proper weight training techniques to develop and enhance muscular strength and muscular endurance. Students are introduced to the five health related components of fitness: muscle strength, muscle endurance, flexibility, body composition, and cardiovascular fitness. Students will design and implement a personal resistance training program based upon sound physiological principles.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

350-2 Weight Training II (1) *UC:CSU

Laboratory 3 hours.

Prerequisite: Kinesiology 350 with a grade of "C" or better.

Students will analyze the intermediate principles of weight training for men and women. A general program of progressive resistance exercises with adaptation and implication are developed by the individual student. Terminology, use of equipment, safety precautions, program development, fitness assessment, heavy rope training, care and prevention of injury, nutrition for fitness, steroid use, anatomy and physiology are examined.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

351 Yoga (1) *UC:CSU

Laboratory 3 hours.

Students will apply fundamental yoga techniques such as asana practice (postures), breathing, stretching, and relaxation to decrease stress and improve mental well-being and overall fitness.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

352-1 Olympic Weightlifting (1) *UC:CSU

Laboratory 3 hours.

This course is designed for students interested in learning how to perform Olympic Style Weightlifting. In this class, the student will learn the technical execution of the snatch, clean, and jerk. This class is not recommended for beginners. Previous experience in weight training is important for success in this class.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

371-1 Tennis I (1) *UC:CSU

Laboratory 3 hours.

In this introductory course students will focus on achieving the fundamentals of tennis. Topics taught are the basic tennis skills of the forehand and serve. This course will also introduce the selection and care of equipment, rules, proper etiquette, terminology, strategies of the game, and components of fitness.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

371-2 Tennis II (1) *UC:CSU

Laboratory 3 hours.

Prerequisite: Kinesiology 371-1 with a grade of "C" or better.

This course will cover basic tennis skills of the forehand, backhand and serve at the beginning level. This course will also introduce strategies of the game, and components of fitness. Additional skills will include learning a volley at the beginning level.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

371-3 Tennis III (1) *UC:CSU

Laboratory 3 hours.

Prerequisite: Kinesiology 371-2 with a grade of "C" or better.

This course will place emphasis on the forehand, serve, volley, and lob at the intermediate level. This course will also cover the selection and care of equipment, rules, proper etiquette, terminology, strategies of the game, and components of fitness.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

371-4 Tennis IV (1) *UC:CSU

Laboratory 3 hours.

Prerequisite: Kinesiology 371-3 with a grade of "C" or better.

This course will cover tennis skills of the forehand, backhand, serve, volley, and lob at the advanced level. This course will also emphasize strategies of the game and the five components of fitness.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

373-1 Ultimate Frisbee I (1) *UC:CSU

Laboratory 3 hours.

A coeducational activity designed for students to practice the fundamental aspects of ultimate frisbee. Includes instruction of skills and strategies at the beginner level of throwing, catching, and passing in ultimate frisbee. The course will also introduce students to the five components of fitness. Other disc activities, such as frisbee golf, may be included.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

373-2 Ultimate Frisbee - 2 (1) *UC:CSU

Laboratory 3 hours.

Prerequisite: Kinesiology 373-1 with a grade of "C" or better.

Students continue their education in the fundamental aspects of ultimate frisbee. Includes instruction of skills and strategies at the intermediate level of throwing, catching, and passing in ultimate frisbee. Through active practice, students improve in the five components of fitness: cardiovascular endurance, muscular strength, muscular endurance, flexibility, and body composition.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

387-1 Basketball I (1) *UC:CSU

Laboratory 3 hours.

Students are introduced to the fundamental aspects of basketball such as terminology, passing, dribbling, shooting and basic game strategies. The course will also



emphasize basic fitness development including the five components of physical fitness.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

387-2 Basketball II (1) *UC:CSU

Laboratory 3 hours.

Prerequisite: Kinesiology 387-1 with a grade of "C" or better.

Students will review the beginning levels of basketball skills such as passing, shooting, defense and rebounding. Additional game strategies and physical skills will include learning a proper lay up at the beginning level. The course will introduce advance rules, proper etiquette, additional terminology.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

Kinesiology Athletics (KIN ATH)

503 Intercollegiate Athletics-Baseball (3) *UC:CSU - RPT 3

Laboratory 10 hours.

Formerly Physical Education 503. Credit not given for both courses.

Intercollegiate Athletic competitive baseball team course. Skills perfected will include throwing, fielding, hitting, baserunning, and baseball game strategies.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

504 Intercollegiate Athletics-Basketball (3) *UC:CSU - RPT 3

Laboratory 10 hours.

Formerly Physical Education 504. Credit not given for both courses.

Course offers instructional and competitive experiences in the sport of Basketball.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

506 Intercollegiate Athletics-Cross Country (3) *UC:CSU - RPT 3

Laboratory 10 hours.

This is the intercollegiate cross country team course and prepares the student athlete for intercollegiate competition. The course includes endurance workouts, speed and interval training, hill training, and weight training.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

508 Intercollegiate Athletics-Football (3) *UC:CSU - RPT 3

Laboratory 10 hours.

Formerly Physical Education 508. Credit not given for both courses.

Course offers instructional and competitive experiences in the sport of Football.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

511 Intercollegiate Athletics-Soccer (3) *UC:CSU - RPT 3

Laboratory 10 hours.

Formerly Physical Education 511. Credit not given for both courses.

Course offers instructional and competitive experiences in the sport of Soccer.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

512 Intercollegiate Athletics-Softball (3) *UC:CSU - RPT 3

Laboratory 10 hours.

Formerly Physical Education 512. Credit not given for both courses.

Course offers instructional and competitive experiences in the sport of Softball.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

513 Intercollegiate Athletics-Swimming and Diving (3) *UC:CSU - RPT 3

Laboratory 10 hours.

Formerly Physical Education 513. Credit not given for both courses.

Course offers instructional and competitive experiences in Swimming and Diving.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

514 Intercollegiate Athletics-Tennis (3) *UC:CSU - RPT 3

Laboratory 10 hours.

Formerly Physical Education 514. Credit not given for both courses.

Tennis rules and regulations are reviewed with guidance in acquiring the proper equipment, playing on a regulation-size court and following the guidelines within the markers on the court. Learn how to correctly play the game. This is a course in tennis training. Training programs, sessions and conditioning drills to improve your fitness and performance on the court. Increase power, agility, and quickness and take your game to a higher level.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

516 Intercollegiate Athletics-Volleyball (3) *UC:CSU - RPT 3

Laboratory 10 hours.

Formerly Physical Education 516. Credit not given for both courses.

Course offers instructional and competitive experiences in the sport of Volleyball.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

550 Intercollegiate Cheer/Yell Leaders/Marching Band (2) *UC:CSU - RPT 3

Laboratory 6 hours.

Technique, practice and development of skills and knowledge necessary to perform in cheer leading, yell leading, song leading and flag and baton twirling.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

550-1 Intercollegiate Cheer/Yell Leaders/Marching Band (1) *UC:CSU - RPT 3

Laboratory 3 hours.

Formerly Physical Education 550. Credit not given for both courses.

Students are introduced to the fundamental and advanced principles and theories of drill patterns, yell and cheer leading routines. Demonstration and practice of yell/cheer leading skills are emphasized. Students will be required to perform at

Course Descriptions

athletic events as part of the course requirements. Competitions and extra events outside of athletic events are optional.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

552 Intercollegiate Sports-Conditioning & Skills Training (1)

***UC:CSU - RPT 3**

Laboratory 3 hours.

Formerly Physical Education 552. Credit not given for both courses.

This course is designed for the student athlete. The following areas are emphasized: the analysis and training of athletic skills, the analysis of offensive and defensive systems, physical conditioning, strength training and aerobic conditioning.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

553 Intercollegiate Football-Fitness & Skills Training (1) *UC:CSU - RPT 3

Laboratory 3 hours.

Formerly Physical Education 553. Credit not given for both courses.

This course is intended for the student athlete and designed to provide focused strength and conditioning exercises, emphasize safety and injury prevention, and present new rules and techniques for the sport.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

556 Intercollegiate Basketball-Fitness & Skills Training (1) *UC:CSU - RPT 3

Laboratory 3 hours.

Formerly Physical Education 556. Credit not given for both courses.

This course is designed for the student athlete and is intended to provide focused strength and conditioning exercises with an emphasis on safety, injury prevention, and new rules and game plays for basketball.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

557 Intercollegiate Baseball -Fitness & Skills Training (1) *UC:CSU - RPT 3

Laboratory 3 hours.

Formerly Physical Education 557. Credit not given for both courses.

This course is designed for the student athlete. It is intended to provide focused strength and conditioning exercises, emphasize safety and injury prevention and present new rules and game plays for baseball.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

558 Intercollegiate Soccer-Fitness & Skills Training (1) *UC:CSU - RPT 3

Laboratory 3 hours.

Formerly Physical Education 558. Credit not given for both courses.

This course is designed for the student athlete and intended to provide focused strength and conditioning exercises with an emphasis on safety, injury prevention, and new rules and game plays for soccer.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

560 Intercollegiate Swimming/Diving-Fitness & Skills Training (1) *UC:CSU - RPT 3

Laboratory 3 hours.

Formerly Physical Education 560. Credit not given for both courses.

This course provides an advanced strength and conditioning program specific to competitive swimming, emphasizing injury prevention and safety. The student also learns rules necessary for competition at advanced levels.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

Kinesiology Major (KIN MAJ)

100 Introduction to Kinesiology (3) *UC:CSU

Lecture 3 hours.

Students are introduced to the interdisciplinary approach to the science and study of human movement. This course provides an orientation to various educational pathways, requirements, and career opportunities in Kinesiology in the areas of teaching, coaching, therapeutic exercise, fitness and health, and sport management professions. Basic concepts of the Kinesiology discipline and an overview of the relevance of foundational sub-disciplines will be discussed. Issues, challenges, and current/future trends are also addressed.

(CSU GE Area E)

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

C-ID: KIN 100

101 First Aid and CPR (3) UC:CSU

Lecture 3 hours.

Students will demonstrate emergency first aid which includes situations where help is delayed, during natural disasters and major catastrophes. Students will demonstrate and explain recommendations by the American Heart Association, National Safety Council, ECSI (Emergency Care Safety Institute) and the American National Red Cross for community members to respond to non-breathing and sudden cardiac emergencies. Students will also explain techniques for all ages along with emergency action plans, safety, and prevention of disease transmission.

C-ID: KIN 101

103 Introduction to Coaching Athletics (3) *UC:CSU

Lecture 3 hours.

Students are introduced to the responsibilities of coaching an athletic team and the scope of issues encountered in athletic coaching, including (but not limited to) facilities, budgets, managing participants, parents, spectators, the press, coaching techniques, philosophies and administration.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 units.

117 Personal Trainer Instructor (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly Physical Education 91. Credit not given for both courses.

This course is designed to give students the knowledge and understanding necessary to prepare for the ACE Personal Trainer Certification Exam and become effective personal trainers. This is a comprehensive course for designing individualized programs based on each client's unique health, fitness, and goals. The information covered by this course will help students learn how to facilitate rapport, adherence, self-efficacy and behavior change in clients, as well as design programs



that help clients to improve posture, movement, flexibility, balance, core function, cardiorespiratory fitness, and muscular endurance and strength.

(CSU GE Area E)

Law

See course listings under Administration of Justice and Business Administration.

Learning Skills (LRNSKIL)

001 Reading (3) (NDA)

Lecture 2 hours. Laboratory 2 hours with homework.

Advisory: E.S.L. 005A.

This course is offered as a pass/no pass course only.

Learning Skills 001 is an individualized, self-paced reading remediation for ESL students and/or native speakers. The program ranges from learning to read to improving comprehension and interpretation. Center for Academic Success tutors and computer programs supplement learning.

002 English Fundamentals (3) (NDA)

Lecture 2 hours. Laboratory 2 hours with homework.

Advisory: E.S.L. 005A.

This course is offered as a pass/no pass course only.

Students practice proper use of English grammar, including appropriate use of punctuation, sentence structure and correctness, and major parts of speech. Computer Assisted instruction supplements the lecture portion of the course during the lab component.

Library Science (LIB SCI)

102 Internet Research Methods (1) UC:CSU

Lecture 1 hour.

Recommended: Computer access, experience using the Internet and word processing programs.

This course covers the process of conducting online research using book catalogs, ebook collections, article databases, and the web. Students will learn how to identify and locate applicable resources, evaluate their content and credibility, and utilize sources in an effective and ethical manner.

Life Science

Life Science courses are listed separately under the following headings: Anatomy, Biology, Microbiology and Physiology.

Machine Shop

See course listings under Industrial Technology - Machine Shop/CNC.

Management (MGMT)

002 Organization and Management Theory (3) CSU

Lecture 3 hours.

Students will be introduced to the management and organization of businesses. Students will connect how the management of people and resources accomplishes organizational goals. Students will demonstrate their understanding of leading, planning and controlling, organization design, operations management, and decision making. Students will also provide examples of human resource management, managing change, individual and group behavior, motivating and rewarding employees, communicating and interpersonal skills, work teams, ethics, leadership and trust in various business case studies.

013 Small Business Entrepreneurship (3) CSU

Lecture 3 hours.

In this course students will analyze management, marketing, financing, and human resource functions of a small business as well as develop a business plan. This course presents a systematic approach to successful small business operations. Material covered includes personnel evaluation, pre-ownership evaluation, management and leadership in a small business environment, financing, location, taxation, record keeping, employee management, purchasing, advertising, sales, and credit. The course will emphasize the development of a business plan.

031 Human Relations for Employees (3) CSU

Lecture 3 hours.

Students will apply the psychological and sociological principles to the study of human relations in business and industry. The students will examine case studies and teamwork scenarios. Students will identify communication styles, self-esteem, ethics, attitude and motivation, self-disclosure, emotional balance, leadership strategies, work force diversity, and professional presence.

033 Human Capital Management (3) CSU

Lecture 3 hours.

This course consists of a critical examination of the principles, methods, and procedures related to the effective utilization of human resources in organizations. Students analyze the management of employment recruiting, testing, selection and placement; job evaluation; wage and salary administration; labor relations and communication; performance evaluation; promotion and transfer; accident prevention; labor law and legislation; benefits and services; discipline, motivation and morale.

Marketing (MARKET)

001 Principles of Selling (3) CSU

Lecture 3 hours.

Students examine the principles used in persuasive communication with a focus on consumer buying behavior, presentations, and closing. The course is designed to help students currently involved in sales as well as those seeking to improve their communication skills. Sales presentations, group exercises and case studies are used.

011 Fundamentals of Advertising (3) CSU

Lecture 3 hours.

Students will explore the role of advertising in our economy, including reviewing the functions of planning and managing of advertising campaigns. Students will review how the major forms of media, such as television, radio, newspapers, magazines, and online marketing are integrated into the advertising campaign.

021 Principles of Marketing (3) CSU

Lecture 3 hours.

Students will analyze all aspects of marketing including the consumer market, consumerism, packaging and branding, pricing, wholesaling, retailing, sales promotion, personal selling, international marketing, and the principles involved in the distribution of a product from the producer to the user or consumer.

031 Retail Merchandising (3) CSU

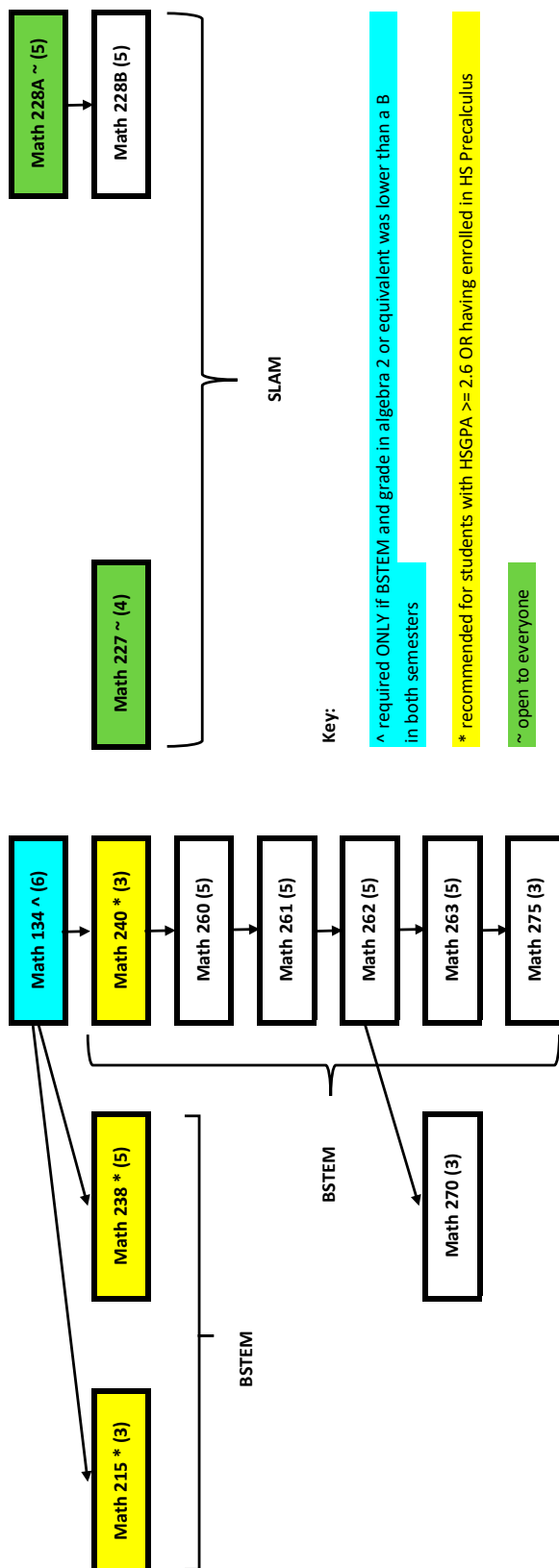
Lecture 3 hours.

Offered Fall semesters only.

Students will review the retail operation in total including the study of store location, store layout, store organization, merchandise buying, pricing, stock planning, and retail sales promotion. Students will examine personnel duties and responsibilities including the tasks of department managers, store buyers, merchandise managers, publicity directors, store superintendents, and the store controllers.



Fall 2019



Mathematics (MATH)

CAS MATH LABORATORY

Open to any regularly enrolled student in Los Angeles Pierce College. Mathematics tutoring is located in The Center for Academic Success.

075 Fundamentals of Mathematics (6) (NDA)

Lecture 6 hours.

Students discuss fundamental topics in mathematics necessary for advancing to algebra and statistics: quantitative reasoning/math numeracy skills, work with fractions and mixed numbers, ratios & proportions, decimals, percents, intro to geometry and statistics, as well as solving one-variable equations.

103 How to Succeed at Math (1) (NDA)

Lecture 1 hour.

This course is offered as a pass/no pass course only.

Students will learn basic study skills necessary to successfully complete mathematics courses. Students will learn how to prepare for class, solve math problems, where to go for help, minimize test anxiety, and memory techniques for recalling information, with a special emphasis on having a positive experience in math.

105 Arithmetic (3) (NDA)

Lecture 3 hours.

Students review the arithmetic essential in college and business, including: fractions, decimals, percent, and measurement. Problem solving techniques that are useful in practical situations are emphasized.

110 Introduction to Algebraic Concepts (5) (NDA)

Lecture 5 hours.

Students discuss abstract ideas necessary for understanding algebra and review selected topics in arithmetic relevant to algebra. Fundamental notions of algebra including signed numbers, simple equations, and modeling are introduced. Students participate in hands-on laboratories and group work instruction in study skills.

112 Pre-Algebra (3) (NDA)

Lecture 3 hours.

Students discuss abstract ideas necessary for understanding algebra and review selected topics in arithmetic relevant to algebra. Fundamental notions of algebra including signed numbers, simple equations, and modeling are introduced.

115 Elementary Algebra (5)

Lecture 5 hours.

Prerequisite: Mathematics 110 or 112 with a grade of "C" or better, or equivalent high school preparation and appropriate skill level demonstrated through the Mathematics placement process.

Math 115 includes operations with algebraic expressions, solution of linear equations and inequalities, systems of linear equations, quadratic equations, graphs of lines and simple parabolas. No credit is given for students who have completed Mathematics 116.

120 Plane Geometry (5)

Lecture 5 hours.

Prerequisite: Mathematics 115*** with a grade of "C" or better, or equivalent high school preparation and appropriate skill level demonstrated through the Mathematics placement process.

Students are introduced to logic and the construction of a formal proof, the study of plane figures such as triangles, parallelograms and other polygons, and circles. Students practice construction methods with compass and straight edge and computations for perimeter, area and volume.

***Or the equivalent course at an accredited college or university.

125 Intermediate Algebra (5)

Lecture 5 hours.

Prerequisite: Mathematics 115*** with a grade of "C" or better, or equivalent high school preparation and appropriate skill level demonstrated through the Mathematics placement process.

Students examine linear equations and inequalities, systems of linear equations and Gaussian elimination, quadratic equations, polynomials and rational expressions, exponents and radicals. Functions and their graphs, including linear, quadratic and exponential functions; logarithms, polynomials and algebraic fractions are discussed. Modeling and problem solving, conic sections, and complex numbers are presented.

***Or the equivalent course at an accredited college or university.

134 Accelerated Elementary and Intermediate Algebra (6)

Lecture 6 hours.

This is an accelerated course covering topics from Elementary and Intermediate Algebra. Topics include linear equations and inequalities, exponents, factoring, radical expressions and equations, quadratics equations and inequalities, graphing linear and nonlinear equations and inequalities, system of linear and nonlinear equations and inequalities, functions and their compositions and inverses, exponential and logarithmic functions, and some conics. This course has a lab component and satisfies any Intermediate Algebra requisite.

215 Principles of Mathematics I (3) UC:CSU

(for Prospective Elementary School Teachers)

Lecture 3 hours.

Prerequisite: Mathematics 120 & 125 or Mathematics 134 with a grade of "C" or better.

Students examine problem solving, functions, systems of numeration and number concepts; whole numbers, integers, rational and real numbers, together with their algorithms; use of manipulatives; techniques/strategies employed by children to accomplish arithmetic tasks. Math 215 is intended for prospective elementary or junior high school teachers.

(CSU GE Area B4)

C-ID: MATH 120

227 Statistics (4) *UC:CSU

Lecture 4 hours.

Prerequisite: Mathematics 125 or 134 with a grade of "C" or better.

Students learn about averages, variability, graphical techniques, probability, hypothesis testing, sampling, estimation, correlation, prediction, and linear regression. The emphasis of Math 227 is on the collection and analysis of data and how inferences about a population are made from a sample.

(CSU GE Area B4 • IGETC Area 2A)

***UC Credit Limit:** Mathematics 227, 228B, and Statistics 101 combined: maximum credit, one course.

C-ID: MATH 110

228A Statistics Pathway Part I (5)

Lecture 5 hours.

As part I of the two part Statway curriculum, students will study: experiment and observational study design, sample methods, data measures such as mean, median, mode, standard deviation, percentiles, data displays and graphical techniques such as histograms, boxplots, and dotplots. Also, students will study: scatter plots, correlation and regression, probability, sampling, exponential functions - exponential growth and decay, residual plots, two-way tables, probability, the normal distribution and z-scores, and probability distributions. Students will engage with real-world topical data for each lesson. Emphasis is on the collection and analysis of data. Algebraic skills and techniques are integrated into the presentation of statistical methods; these include numeracy (calculation with rational numbers, signed numbers, and percents, estimating and rounding, converting units), proportional



reasoning, writing and evaluating algebraic expressions, solving equations and inequalities, modeling situations with functions (evaluating and interpreting function values, representing functions graphically and algebraically, recognizing families of functions), with particular attention to linear and exponential functions.

228B Statistics Pathway Part II (5) *UC:CSU

Lecture 5 hours.

Prerequisite: Mathematics 228A with a grade of “C” or better.

Note: UC transferable for students applying to UC’s Fall 2016 or later.

Note: Students must complete both Statway courses.

Note: Maximum UC Credit Limit: 4 semester/6 quarter units.

Students examine averages, variability, graphical techniques, probability, probability distributions including the Normal distribution and the Chi-Square distributions, hypothesis testing, sampling, estimation and confidence intervals, correlation, prediction, and linear regression. Students also perform ANOVA analysis. Emphasis is on the collection and analysis of data and how inferences about a population are made from a sample. Algebraic skills and techniques from both Elementary and Intermediate Algebra are integrated into the presentation of statistical methods; these include numeracy (calculation with rational numbers, signed numbers, and percents, estimating and rounding, converting units), proportional reasoning, writing and evaluating algebraic expressions, solving equations and inequalities, modeling situations with functions (evaluating and interpreting function values, representing functions graphically and algebraically, recognizing families of functions), with particular attention to linear and exponential functions.

(CSU GE Area B4 • IGETC Area 2A)

***UC Credit Limit:** Mathematics 227, 228B, and Statistics 101 combined: maximum credit, one course.

C-ID: MATH 110

238 Calculus for Business and Social Science I (5) *UC:CSU

Lecture 5 hours.

Prerequisite: Mathematics 125 or 134 with a grade of “C” or better.

Math 238 students will study the techniques of calculus with emphasis placed on the application of these concepts to business and management related problems. The applications of derivatives and integrals of functions including polynomials, rational, exponential and logarithmic functions are studied.

(CSU GE Area B4 • IGETC Area 2A)

***UC Credit Limit:** Mathematics 238 and Mathematics 261 combined: maximum credit, one course.

C-ID: MATH 140

240 Trigonometry (3) CSU

Lecture 3 hours.

Prerequisite: Mathematics 120 & 125 or Mathematics 134 with a grade of “C” or better.

Math 240 centers on a study of trigonometry. Students will explore the sine, cosine, and tangent functions, including a study of their graphs, inverses of the functions, solution of triangles, models for periodic phenomena, identities, conditional equations, and polar coordinates. Students will also be introduced to the cotangent, secant, and cosecant functions.

(CSU GE Area B4)

240S Trigonometry with Support (4) CSU

Lecture 3 hours. Laboratory 2 hours.

Prerequisite: Mathematics 125 or 134 with a grade of “C” or better.

Introduces trigonometric functions, their graphs, inverses, and fundamental identities. Trigonometric equations are solved. The laws of sines and cosines; vectors; scalar and vector products are introduced. Polar coordinates and equations are introduced and used to represent complex numbers.

260 Precalculus (5) **UC:CSU

Lecture 5 hours.

Prerequisite: Mathematics 240*** with a grade of “C” or better, or equivalent high school preparation and appropriate skill level demonstrated through the Mathematics placement process.

Math 260 develops properties of the elementary functions. Students will examine properties of functions including exponential, logarithmic and trigonometric. Students will use graphing to further explore these functions. In Math 260, students will also investigate sequences, series, and elements of analytic geometry such as conic sections.

(CSU GE Area B4 • IGETC Area 2A)

***Or the equivalent course at an accredited college or university.

261 Calculus I (5) *UC:CSU

Lecture 5 hours.

Prerequisite: Mathematics 260*** with a grade of “C” or better, or equivalent high school preparation and appropriate skill level demonstrated through the Mathematics placement process.

Note: Many 4-year institutions require that Mathematics 261 & 262 be taken at the same college.

Math 261 begins a sequence of three courses in calculus. Students will investigate limits, continuity, differentiation and some integration of algebraic and transcendental functions. Students will explore applications of calculus including related rates, optimization of one-variable functions, calculation of areas, volumes, arc length and growth.

(CSU GE Area B4 • IGETC Area 2A)

***UC Credit Limit:** Mathematics 238 and Mathematics 261 combined: maximum credit, one course.

***Or the equivalent course at an accredited college or university.

C-ID: MATH 210, MATH 211

C-ID: MATH 900 S (MATH 261 and 262)

262 Calculus II (5) UC:CSU

Lecture 5 hours.

Prerequisite: Mathematics 261*** with a grade of “C” or better, or a score of 3 or higher on the high school Advanced Placement Calculus AB Exam.

Note: Many 4-year institutions require that Mathematics 261 & 262 be taken at the same college.

Students continue the study of calculus begun in Math 261 with attention given to techniques and applications of integration as well as functions expressed in polar and parametric forms. Infinite series, including expansion of functions into series, and an introduction to differential equations complete the course.

(CSU GE Area B4 • IGETC Area 2A)

***Or the equivalent course at an accredited college or university.

C-ID: MATH 220, 221

C-ID: MATH 900 S (MATH 261 and 262)

263 Calculus III (5) UC:CSU

Lecture 5 hours.

Prerequisite: Mathematics 262*** with a grade of “C” or better, or a score of 3 or more on the high school Advanced Placement Calculus BC Exam.

Students conclude the study of calculus begun in Math 261. The concepts of the derivative and the definite integral are extended to functions of several variables in the form of partial derivatives and multiple integrals. In addition, the theory of limits, derivatives, and integrals are extended to vector-valued functions. Topics in vector calculus such as vector fields, line integrals, divergence and curl, Green’s, Stokes’, and the Divergence theorems are treated.

***Or the equivalent course at an accredited college or university.

C-ID: MATH 230

270 Linear Algebra (3) UC:CSU

Lecture 3 hours.

Prerequisite: Mathematics 262*** with a grade of "C" or better.

Advisory: Mathematics 263 is strongly recommended.

Students examine vector spaces, linear transformations and matrices, matrix algebra, determinants, solutions of systems of equations, eigenvectors and eigenvalues.

***Or the equivalent course at an accredited college or university.

C-ID: MATH 250

C-ID: MATH 910 (MATH 270 and 275)

275 Ordinary Differential Equations (3) UC:CSU

Lecture 3 hours.

Prerequisite: Mathematics 263 with a grade of "C" or better.

Students are introduced to first, second and higher order linear differential equations, operator methods, series solutions, the gamma function, Laplace transform techniques, boundary value problems, and numerical methods with an emphasis on applications.

(CSU GE Area B4 • IGETC Area 2A)

C-ID: MATH 240

C-ID: MATH 910 S (MATH 270 and 275)

185 Directed Study - Mathematics (1) CSU

285 Directed Study - Mathematics (2) CSU

385 Directed Study - Mathematics (3) CSU

Conference 1 hour per unit.

This course allows students to pursue directed study in Mathematics on a contract basis under the direction of a supervising instructor.

Media Arts (MEDIART)

See also course listings under Broadcasting, Cinema, Journalism, Multimedia, Photography, and Public Relations.

101 Introduction to Digital Film Production (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly Multimedia 108. Credit not given for both courses.

Advisory: Cinema 107.

Students are introduced to the basic operation of digital video cameras and shooting techniques, including application to mobile and other digital devices. Topics covered include basic storytelling, the production process, digital formats, compression, lenses, depth of field, white balance, microphone techniques, lighting, tapeless recording methods, and an introduction to the editing process and new media publishing considerations (Web and digital devices, etc). Legal aspects, such as releases and permits, related to video production are also covered.

104 Photoshop for Motion Pictures and Television (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly Multimedia 804. Credit not given for both courses.

Students are introduced to beginning level graphics for digital video and television and new media using digital imaging software, with an emphasis on Adobe Photoshop, including layers, filters, text, blend modes, editing tools, timeline animation, frame animation, 3D animation, and output. This course focuses on input from and output to web based and mobile digital devices as well as producing content for new media and emerging technologies.

109 Beginning Documentary Production Workshop (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Same as Cinema 109. Formerly Multimedia 109. Credit not given for both courses.

Prerequisite: Media Arts 101 with a grade of "C" or better.

Advisory: Cinema 104.

Students in this course learn a comprehensive overview of all aspects of documentary digital film/video production from concept to finished project, centering on basic theory and its application via exams, demonstrations, and hands-on experiences with digital media documentary production exercises.

110 Digital Film Sound (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly Multimedia 114. Credit not given for both courses.

Students explore all aspects of digital media including multimedia/video/radio sound recording, mixing, and editing from theory to application, centering on learning the basic parts and functions of multimedia/digital video/radio sound equipment, as well as sound techniques and aesthetics with an emphasis on editing and post-production for digital media. Students develop an audio portfolio specific to post-production. Emphasis is placed on new and emerging forms of media and media dissemination, including dissemination to the internet and digital devices.

117 Introduction to Social Media (3) UC:CSU

Lecture 3 hours.

Students critically examine how journalists and news organizations use emerging forms of social media and mobile platforms. Students gain hands-on experience by using social media and mobile devices for news-gathering, distribution and audience engagement.

120 Digital Film Editing (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly Multimedia 210. Credit not given for both courses.

Advisory: Cinema 107 and Media Arts 101.

Students learn a foundation for assembling digital media elements for movies, television and new media. Students work with digital video, stills and audio elements for the purposes of journalistic and entertainment storytelling production using post-production computer applications.

801 Digital Media Storytelling (3) UC:CSU

Lecture 2 hours. Laboratory 3 hours.

Formerly Multimedia 801. Credit not given for both courses.

Advisory: Journalism 101 or Photography 101.

Students in this convergence journalism course incorporate print and broadcast techniques to produce digital media pieces for the web. Students shoot and edit video, record and edit sound, write and take photographs. Material created will meet the standards for possible use in student-run online media. Students will learn about ethical and legal issues regarding professional journalistic practices.

C-ID: JOUR 120

802 Introduction to Podcast (3) CSU

Lecture 2 hours. Laboratory 3 hours.

Formerly Multimedia 802. Credit not given for both courses.

Students explore the principles and practice of writing for audio podcasts -- with some additional instruction for video -- with emphasis on news, entertainment, and information. Podcasts are developed in class using microphones and recording/editing software. A website is provided for students to post podcasts.

**803 Introduction to Webcasting (2) CSU***Lecture 1 hour. Laboratory 2 hours.**Formerly Multimedia 803. Credit not given for both courses.**Advisory: Broadcasting 001 and Broadcasting 010.*

Students in this course learn the principles and practice of producing Webcasts--emphasizing news, entertainment and information. Students will learn fieldwork, interviewing, writing, shooting, editing and post-production techniques for Webcasts. This course provides instruction on the use of video and audio recording equipment, live streaming techniques, recording and editing software, as well as posting and publicizing Webcasts. Audience, lighting techniques, composition. Students' work may also be posted to student-run campus media online.

805 Motion Graphics for Digital Video, Animation and New Media (3) UC:CSU*Lecture 2 hours. Laboratory 2 hours.**Formerly Multimedia 805. Credit not given for both courses.*

Students in this course gain further expertise in dealing with motion graphics and compositing for Digital Video, Animation, Gaming and New Media using digital imaging and animation software, with an emphasis on After Effects or similar state-of-the-art software, including layers, masks, filters, text, blend modes, editing tools, timeline animation, frame animation, 3D animation, and output. Course will focus on input from and output to web based mobile digital devices, and producing storytelling content for new media and emerging technologies. Students will learn from demonstrations, practicums, and exercises.

807 Interactive Media for Mobile Platforms (3) CSU*Lecture 2 hours. Laboratory 2 hours.**Formerly Multimedia 807. Credit not given for both courses.*

Students in this course learn basic concepts of developing interactive content for digital media with a journalistic emphasis. Students will produce interactive multimedia packages, graphics, animation, mobile applications, interactive text, and more. An introduction to basic design principles, concepts of engagement and interactivity, and presentation of journalistic or non-fiction content on a variety of platforms will be discussed. An emphasis will be placed on accuracy, as well as clear and dynamic presentation.

809 Mobile Game Production (3) CSU*Lecture 2 hours. Laboratory 2 hours.**Formerly Multimedia 809. Credit not given for both courses.*

Students will learn the field of game content and production as it relates specifically to mobile and tablet devices. Practical experience in game design will be acquired from concept development to distribution. Students will acquire the fundamental skills to build a basic game. Historical and contemporary examples will be examined, along with professional roles. Students will look at elements of games that are unique to mobile/tablet such as their portability, their social nature and their technology driven evolution.

185 Directed Study - Media Arts (1) CSU**285 Directed Study - Media Arts (2) CSU****385 Directed Study - Media Arts (3) CSU***Conference 1 hour per unit.*

This course allows students to pursue directed study in Media Arts on a contract basis under the direction of a supervising instructor.

Meteorology (METEOR)**003 Introduction to Weather and Climate (3) UC:CSU***Lecture 3 hours.**Same as Geography 003. Credit not given for both courses.*

Students acquire introductory knowledge of the Earth's atmosphere using an Earth Systems Science approach. Topics include atmospheric structure and composition, solar radiation and energy balances, temperature, seasonal changes, atmospheric moisture, clouds and fog, precipitation, air pressure, winds, air masses and fronts, cyclones, weather forecasting, climate and climate change. The following tools of inquiry may be used: weather maps, satellite imagery, and geographic information systems.

(CSU GE Area B1 • IGETC Area 5A)

*C-ID: GEOG 130***004 Introductory Meteorology Laboratory (2) UC:CSU***Lecture 1 hour. Laboratory 2 hours.**Corequisite: Concurrent enrollment in Meteorology 003 or Geography 003.**Previous completion of Meteorology 003 or Geography 003 with a grade of "C" or better is allowable.**Same as Geography 019. Credit not given for both courses.*

This course supplements the material of Geography 003 or Meteorology 003. Students participate in laboratory exercises to increase their understanding of weather and climatological processes on the Earth, to develop skills using meteorological instruments and observations, to appraise Earth-Sun relationships and energy balances as they impact temperature, to identify the major atmosphere-hydrosphere interactions related to humidity, clouds and precipitation, to identify and analyze the factors that contribute to pressure patterns, winds and storms and to demonstrate an understanding of the factors which control climate development. Tools used for laboratory inquiry may include various weather charts and maps, satellite images, selected weather instruments and computer programs.

(CSU GE Area B3 • IGETC Area 5C)

005 Severe and Hazardous Weather (3) UC:CSU*Lecture 3 hours.**Same as Geography 023. Credit not given for both courses.*

Students examine basic principles about the atmosphere as it relates to severe, hazardous, and unusual weather events. Emphasis is first given to the properties and measurements of severe weather conditions, maps and computer simulations of severe weather events, and basic forces and dynamics of the atmosphere during severe and hazardous weather. Then a series of severe, hazardous, and unusual weather phenomena are analyzed, including thunderstorms, lightning, hailstorms, downbursts, tornadoes, tropical cyclones and hurricanes, floods, drought, and extreme mountain weather. Inquiry tools used may include weather maps, radar and satellite imagery, and geographic information systems.

(CSU GE Area B1 • IGETC Area 5A)

Microbiology (MICRO)

001 Introductory Microbiology (5) *UC:CSU

Lecture 3 hours. Laboratory 6 hours.

Note: A total of 5 units given for Microbiology 001 and 020.

Prerequisite: Biology 003 or 006; and Chemistry 051 or Physiology 001 or equivalent with a grade of "C" or better.

This course introduces students to bacteria, fungi, viruses, protozoa, and multicellular parasites. Students examine microbial morphology, metabolism, genetics, growth, and the roles of microorganisms in infectious diseases. Students also study immunology, biotechnology, and the microbiology of food, water, and soil in this course. Laboratory techniques emphasize microscopy and aseptic techniques plus cultivation, isolation, staining, counting, control, and identification of bacteria.

This course is recommended for students who are pursuing professional degrees in health fields such as nursing, pharmacy, veterinary medicine, physician assistant, and optometry. Micro 001 includes more lab hours than Microbiology 020.

(CSU GE Area B2 + B3 • IGETC Area 5B + 5C)

*UC Credit Limit: Microbiology 001 and 020 combined: maximum credit, one course.

020 General Microbiology (4) *UC:CSU

Lecture 3 hours. Laboratory 3 hours.

Note: A total of 5 units given for Microbiology 001 and 020.

Prerequisite: Biology 003 or 006; and Chemistry 051 or 060 or 101 or Physiology 001 or equivalent with a grade of "C" or better.

This course introduces students to bacteria, viruses, fungi, protozoa, and multicellular parasites, and includes examination of microbial morphology, metabolism, genetics, and the roles of microorganisms in infectious diseases. This course also includes immunology and methods of controlling microorganisms. The labs include microscopy, aseptic technique, cultivation, isolation and identification of bacteria, and control of bacterial populations. This course is recommended for pre-nursing and allied health students who need a 4 unit course with 3 hours of lab per week.

(CSU GE Area B2 + B3 • IGETC Area 5B + 5C)

*UC Credit Limit: Microbiology 001 and 020 combined: maximum credit, one course.

Modern Languages

Modern Language courses are listed separately under the following headings: American Sign Language, French, Italian, Japanese, and Spanish.

Multimedia (MULTIMD)

See also course listings under Media Arts.

110 Visual Communication (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Students develop essential skills needed to create and design digital artwork and explore the different roles, skill sets, jobs, software, and hardware needed to develop audio, videos, graphics, games, animation and other artwork intended for interactive delivery.

(CSU GE Area C2 • IGETC Area 3B)

200 Digital Imaging (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Note: Computer application for this class is Adobe Photoshop.

Students create, design, and manipulate images for animation, video, virtual/augmented reality, websites, and print using digital using Adobe Photoshop. This course covers techniques used by graphic designers and photographers to enhance images for fine art and commercial application.

210 Digital Editing (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Students learn digital video editing using desktop and mobile applications to create video, and animated graphics that can be used for video, animation, games, the web, and virtual and augmented reality.

340 Vector Graphics (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Note: Computer applications covered in this class are Adobe Illustrator and Adobe Flash.

Students use Adobe Illustrator to design digital artwork for print, games, animation, web, video, apps, and virtual/augmented reality.

650 Designing for the Web (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Advisory: Computer Information Systems 550.

Students design graphics, videos, and animations for websites, blogs, social networks, and advertisements using various programs to integrate their work into functioning desktop and mobile applications.

651 Animation for the Web (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Students apply the principles of design and motion graphics to create animated artwork for desktop and mobile versions of social networks, websites, blogs, advertisements, games, videos and augmented/virtual reality.

185 Directed Study - Multimedia (1) CSU

285 Directed Study - Multimedia (2) CSU

385 Directed Study - Multimedia (3) CSU

Conference 1 hour per unit.

This course allows students to pursue directed study in Multimedia on a contract basis under the direction of a supervising instructor.



Music

Check with the Music Department or Counseling Office for transferability of courses to four-year institutions, and for unit limitations of courses accepted by both University of California and CSUN. All Music Majors are required to enroll in a performing ensemble each semester (Music 501, 721, 745). Performance classes study different literature each semester, and musical growth is in no sense completed in a single semester. For these reasons it is educationally sound for a student to repeat a music performance course.

Title V changes effective Fall 2013 substantially restrict how many times students can take specific types of classes. Students enrolled in "active participation courses" in kinesiology, visual arts, or performing arts are limited to four (4) enrollments per "family." Failures and "W" grades count as enrollments. A family can contain multiple courses, but a student can only take four of them. LACCD courses in Art, Dance, Kinesiology, Music, and Theater are all affected. For courses in the Music department, families have been created as follows:

MUSIC FAMILY NAMES AND COURSE NUMBERS:

Classical Guitar. MUSIC 650-654, 661-664
 Piano All Levels of MUSIC 311-314, 321-324, 341, 351, 361
 Brass Instruments. MUSIC 601-604
 String Instruments MUSIC 611-614
 Woodwind Instruments MUSIC 621-624
 Percussion Instruments MUSIC 631-634
 Voice MUSIC 400-403, 411-414, 431-433, 441, 453

101 Fundamentals of Music (3) UC:CSU

Lecture 3 hours.

Students are introduced to the fundamentals of notation and theoretical elements of Western music. Development of skills in hand written notation, basic properties of sound, rhythm and meter, key signatures, diatonic scales, triads, chords and fundamental musicianship. Musical concepts will be discussed by interpreting and critiquing music literature from a broad historical, cultural, and social context.

(CSU GE Area C1)

C-ID: MUS 110

111 Music Appreciation I (3) UC:CSU

Lecture 3 hours.

May be offered as an honors section.

Students analyze basic materials, aesthetics, and structure of music through a broad historical survey of musical styles and masterpieces from the Middle Ages up to and including the 21st century, with emphasis on perceptive listening.

(CSU GE Area C1 • IGETC Area 3A)

C-ID: MUS 100

121 Music History and Literature I (3) UC:CSU

Lecture 3 hours.

Note: Students should have some familiarity with 18th century harmonic practice.

Offered Fall semesters.

This course is designed for Music Majors, but it is open to the general student. The student traces the evolution of musical thought and practice in the Western world from the Classic period through the present day, with particular focus on the function of music in various social, political and historical contexts and the emerging compositional styles and techniques.

(CSU GE Area C1 • IGETC Area 3A)

C-ID: MUS 105

122 Music History and Literature II (3) UC:CSU

Lecture 3 hours.

Note: Students should have some familiarity with 18th century harmonic practice.

Offered Spring semesters.

This course is designed for Music Majors, but it is open to the general student. The student traces the evolution of musical thought and practice in the Western world from the Classic period through the present day, with particular focus on the function of music in various social, political and historical contexts and the emerging compositional styles and techniques.

(CSU GE Area C1 • IGETC Area 3A)

C-ID: MUS 106

161 Introduction to Music Technology (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Students develop skills in the use of synthesizers, Musical Instrument Digital Interface (MIDI), computers, musical acoustics, sound design, and music software. Students develop and apply technical, composition, and performance skills through the use of digital synthesizers in conjunction with computers and music software.

165 Introduction to Recording Arts (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Students are introduced to the theory and practice of professional audio recording. Students develop and apply technical skills in topics such as the nature of sound, basic acoustics, analog and digital audio recording systems, terminology, microphone principals and usage, recording styles, and multitrack recording procedures.

181 Applied Music I (.5) UC:CSU

Laboratory 1 hour.

Corequisite: Concurrent enrollment in Music 250-1 or 250-2 or 250-3 or 250-4 and Music 216-1 or 216-2 or 216-3 or 216-4 and Music 217-1 or 217-2 or 217-3 or 217-4. Previous completion of Music 250-1 or 250-2 or 250-3 or 250-4 and Music 216-1 or 216-2 or 216-3 or 216-4 and Music 217-1 or 217-2 or 217-3 or 217-4 with a grade of "C" or better is allowable.

Students engage in individual instruction per week in voice, piano, guitar, or band/orchestral instruments, with an assigned instructor on the Applied Music staff. Students will be able to perform selected repertoire at a level based on the students' entrance abilities. All students must successfully audition to enroll. Performance on a student recital, and for a faculty jury, is required at the end of the semester. Concurrent enrollment in any of the following Music Performance Workshop classes MUS 250-1, MUS 250-2, MUS 250-3, MUS 250-4, and any Theory classes MUS 216-1, MUS 216-2, MUS 216-3, MUS 216-4, and any Musicianship classes MUS 217-1, 217-2, 217-3, 217-4 is required. This parallels the offering and requirements of UC and CSU music majors.

C-ID: MUS 160

182 Applied Music II (.5) UC:CSU

Laboratory 1 hour.

Prerequisite: Music 181 with a grade of "C" or better.

Corequisite: Concurrent enrollment in Music 250-1 or 250-2 or 250-3 or 250-4 and Music 216-1 or 216-2 or 216-3 or 216-4 and Music 217-1 or 217-2 or 217-3 or 217-4. Previous completion of Music 250-1 or 250-2 or 250-3 or 250-4 and Music 216-1 or 216-2 or 216-3 or 216-4 and Music 217-1 or 217-2 or 217-3 or 217-4 with a grade of "C" or better is allowable.

Students engage in individual instruction per week in voice, piano, guitar, or band/orchestral instruments, with an assigned instructor on the Applied Music staff. Students will be able to perform selected repertoire at a level based on the students' entrance abilities. All students must successfully audition to enroll. Performance on a student recital and for a faculty jury is required at the end of the semester. Concurrent enrollment in any of the following Music Performance Workshop classes MUS 250-1, MUS 250-2, MUS 250-3, MUS 250-4, and any

Theory classes MUS 216-1, MUS 216-2, MUS 216-3, MUS 216-4, and any Musicianship classes MUS 217-1, 217-2, 217-3, 217-4 is required. This parallels the offering and requirements of UC and CSU music majors.

C-ID: MUS 160

183 Applied Music III (.5) UC:CSU

Laboratory 1 hour.

Prerequisite: Music 182 with a grade of "C" or better.

Corequisite: Concurrent enrollment in Music 250-1 or 250-2 or 250-3 or 250-4 and Music 216-1 or 216-2 or 216-3 or 216-4 and Music 217-1 or 217-2 or 217-3 or 217-4. Previous completion of Music 250-1 or 250-2 or 250-3 or 250-4 and Music 216-1 or 216-2 or 216-3 or 216-4 and Music 217-1 or 217-2 or 217-3 or 217-4 with a grade of "C" or better is allowable.

Students engage in individual instruction per week in voice, piano, guitar, or band/orchestral instruments, with an assigned instructor on the Applied Music staff. Students will be able to perform selected repertoire at a level based on the students' entrance abilities. All students must successfully audition to enroll. Performance on a student recital and for a faculty jury is required at the end of the semester. Concurrent enrollment in any of the following Music Performance Workshop classes MUS 250-1, MUS 250-2, MUS 250-3, MUS 250-4, and any Theory classes MUS 216-1, MUS 216-2, MUS 216-3, MUS 216-4, and any Musicianship classes MUS 217-1, 217-2, 217-3, 217-4 is required. This parallels the offering and requirements of UC and CSU music majors.

C-ID: MUS 160

184 Applied Music IV (.5) UC:CSU

Laboratory 1 hour.

Prerequisite: Music 183 with a grade of "C" or better.

Corequisite: Concurrent enrollment in Music 250-1 or 250-2 or 250-3 or 250-4 and Music 216-1 or 216-2 or 216-3 or 216-4 and Music 217-1 or 217-2 or 217-3 or 217-4. Previous completion of Music 250-1 or 250-2 or 250-3 or 250-4 and Music 216-1 or 216-2 or 216-3 or 216-4 and Music 217-1 or 217-2 or 217-3 or 217-4 with a grade of "C" or better is allowable.

Students engage in individual instruction per week in voice, piano, guitar, or band/orchestral instruments, with an assigned instructor on the Applied Music staff. Students will be able to perform selected repertoire at a level based on the students' entrance abilities. All students must successfully audition to enroll. Performance on a student recital and for a faculty jury is required at the end of the semester. Concurrent enrollment in any of the following Music Performance Workshop classes MUS 250-1, MUS 250-2, MUS 250-3, MUS 250-4, and any Theory classes MUS 216-1, MUS 216-2, MUS 216-3, MUS 216-4, and any Musicianship classes MUS 217-1, 217-2, 217-3, 217-4 is required. This parallels the offering and requirements of UC and CSU music majors.

C-ID: MUS 160

216-1 Music Theory I (3) UC:CSU

Lecture 3 hours.

Corequisite: Concurrent enrollment in Music 217-1. Previous completion of Music 217-1 with a grade of "C" or better is allowable.

Music theory is the set of principles used to analyze the construction and perception of music. This course is the first in a sequence of four intended for music majors who plan to earn a music certificate, degree, and/or transfer to a four-year music program. Students analyze the principles of tonality and harmonic function—the tendency of certain types of music to progress toward a central tone or key. Music history, a review of the fundamentals of music, melodic construction, two-part counterpoint, harmonic progression, phrase structure and harmonization are examined. Students engage in practical application of these topics in the corresponding musicianship course; thus, concurrent enrollment in or previous completion (with a minimum grade of "C") of Musicianship I (MUSIC 217-1) is required.

(CSU GE Area C1 • IGETC Area 3A)

C-ID: MUS 120

216-2 Music Theory II (3) UC:CSU

Lecture 3 hours.

Prerequisite: Music 216-1 with a grade of "C" or better.

Corequisite: Concurrent enrollment in Music 217-2. Previous completion of Music 217-2 with a grade of "C" or better is allowable.

This course is the second in a sequence of four intended for music majors who plan to earn a music certificate, degree, and/or transfer to a four-year music program. Students analyze the principles of contrapuntal expansion of tonality. The elaboration and reduction of tonic, pre-dominant and dominant harmonies, and phrase structure are evaluated. Students engage in the practical application of these topics in the corresponding musicianship course; thus, concurrent enrollment in or previous completion (with a minimum grade of "C") of Musicianship II (MUSIC 217-2) is required.

C-ID: MUS 130

216-3 Music Theory III (3) UC:CSU

Lecture 3 hours.

Prerequisite: Music 216-2 with a grade of "C" or better.

Corequisite: Concurrent enrollment in Music 217-3. Previous completion of Music 217-3 with a grade of "C" or better is allowable.

This course is the third in a sequence of four intended for music majors who plan to earn a music certificate, degree, and/or transfer to a four-year music program. Students analyze the principles of chromatic expansion of tonality and musical form. Harmonic sequences, applied chords, modulation, binary form, modal mixture, Neapolitan chords, augmented sixth chords and period structure are evaluated. Students engage in the practical application of these topics in the corresponding musicianship course; thus, concurrent enrollment in or previous completion (with a minimum grade of "C") of Musicianship III (MUSIC 217-3) is required.

C-ID: MUS 140

216-4 Music Theory IV (3) UC:CSU

Lecture 3 hours.

Prerequisite: Music 216-3 with a grade of "C" or better.

Corequisite: Concurrent enrollment in Music 217-4. Previous completion of Music 217-4 with a grade of "C" or better is allowable.

Students analyze the principles of single-movement forms and post-tonal theory. Ternary, rondo and sonata forms, extended tertian harmonies, modal and synthetic tonality, introductory blues harmony, symmetrical harmony, chromatic sequences, and introductory concepts in non-diatonic harmony are examined. Students engage in the practical application of these topics in the corresponding musicianship course; thus, concurrent enrollment in or prior completion (with a minimum grade of "C") of Musicianship IV (MUSIC 217-4) is required.

C-ID: MUS 150

217-1 Musicianship I (1) UC:CSU

Laboratory 3 hours.

Formerly Music 211. Credit not given for both courses.

Prerequisite: Music 101 with a grade of "C" or better.

Corequisite: Concurrent enrollment in Music 216-1. Previous completion of Music 216-1 with a grade of "C" or better is allowable.

Musicianship is the ability to perceive and demonstrate musical artistry while reading, dictating and performing music. This course is the first in a sequence of four intended for music majors who plan to earn a music certificate, degree, and/or transfer to a four-year music program. It presents techniques for vocal and keyboard sight reading, improvisation, and melodic and harmonic dictation of music featuring the concepts presented in its counterpart music theory course. Thus, concurrent enrollment in or previous successful completion (with a minimum grade of "C") of Music Fundamentals (MUSIC 101) is required.

C-ID: MUS 125

**217-2 Musicianship II (1) UC:CSU***Laboratory 3 hours.**Formerly Music 212. Credit not given for both courses.**Prerequisite: Music 217-1 with a grade of "C" or better.**Corequisite: Concurrent enrollment in Music 216-2. Previous completion of Music 216-2 with a grade of "C" or better is allowable.*

This course is the second in a sequence of four intended for music majors who plan to earn a music certificate, degree, and/or transfer to a four-year music program. This class will present level 2 techniques for vocal and keyboard sight reading, improvisation, and melodic and harmonic dictation of music featuring the concepts presented in its counterpart music theory course. Thus, concurrent enrollment in or previous successful completion (with a minimum grade of 'C') of Music Theory II (MUSIC 216-2) is required.

*C-ID: MUS 135***217-3 Musicianship III (1) UC:CSU***Laboratory 3 hours.**Formerly Music 213. Credit not given for both courses.**Prerequisite: Music 217-2 with a grade of "C" or better.**Corequisite: Concurrent enrollment in Music 216-3. Previous completion of Music 216-3 with a grade of "C" or better is allowable.*

This course is the third in a sequence of four intended for music majors who plan to earn a music certificate, degree, and/or transfer to a four-year music program. It presents techniques for vocal and keyboard sight reading, improvisation, and melodic and harmonic dictation of music featuring the concepts presented in its counterpart music theory course. Thus, concurrent enrollment in or previous successful completion (with a minimum grade of 'C') of Music Theory II (MUSIC 202) is required.

*C-ID: MUS 145***217-4 Musicianship IV (1) UC:CSU***Laboratory 3 hours.**Formerly Music 214. Credit not given for both courses.**Prerequisite: Music 217-3 with a grade of "C" or better.**Corequisite: Concurrent enrollment in Music 216-4. Previous completion of Music 216-4 with a grade of "C" or better is allowable.*

This course is the last in a sequence of four intended for music majors who plan to earn a music certificate, degree, and/or transfer to a four-year music program. It presents techniques for vocal and keyboard sight reading, improvisation, and melodic and harmonic dictation of tonal and atonal music featuring the concepts presented in its counterpart music theory course. Thus, concurrent enrollment in or previous successful completion (with a minimum grade of 'C') of Music Theory IV (MUSIC 216-4) and previous successful completion of Music 217-3 (with a minimum grade of 'C') is required.

*C-ID: MUS 155***250-1 Music Performance Workshop I (1) UC:CSU***Laboratory 3 hours.*

Students work in a master-class environment, rehearsing music appropriate to their instrument/voice at skill level 1. Students prepare, rehearse and perform or record selected musical works, focusing on rhythm, intonation, articulation, expression. Additional emphasis is on basic microphone technique and monitoring. Students also learn and practice professional standards of conduct. The Student Learning Outcome for this course is a final public performance.

250-2 Music Performance Workshop II (1) UC:CSU*Laboratory 3 hours.*

Students continue to work in a master-class environment, rehearsing music appropriate to their instrument/voice. Students prepare, rehearse and perform or record selected musical works, focusing on rhythm, intonation, articulation, expression. Additional emphasis is on basic microphone technique and monitoring. Students

also learn and practice professional standards of conduct. The Student Learning Outcome for this course is a final public performance.

250-3 Music Performance Workshop III (1) UC:CSU*Laboratory 3 hours.**Prerequisite: Music 250-2 with a grade of "C" or better.*

Students continue to work in a master-class environment, rehearsing music appropriate to their instrument/voice. Students prepare, rehearse and perform or record selected musical works, focusing on rhythm, intonation, articulation, expression. Additional emphasis is on basic microphone technique and monitoring. Students also learn and practice professional standards of conduct. The Student Learning Outcome for this course is a final public performance.

250-4 Music Performance Workshop IV (1) UC:CSU*Laboratory 3 hours.**Prerequisite: Music 250-3 with a grade of "C" or better.*

This course is the fourth level of Music Performance Workshop and provides students the opportunity to perform in a master class environment. This level includes preparation as life as a musician, entrepreneurship, some music business topics, concert preparation, practice techniques, memorization, stage deportment, and critical analysis of performances.

251-1 Jazz Improvisation Workshop I (1) UC:CSU*Laboratory 3 hours.**Note: Students must be able to play a jazz instrument or voice.*

In this jazz and rock-style improvisation environment, students rehearse music appropriate to the beginning skill level of instrument or voice. Students prepare, rehearse and perform or record selected musical works, focusing on rhythm, intonation, articulation, expression. Basic microphone technique and monitoring is emphasized. Students practice professional standards of conduct. The Student Learning Outcome is assessed in a final public performance.

251-2 Jazz Improvisation Workshop II (1) UC:CSU*Laboratory 3 hours.**Prerequisite: Music 251-1 with a grade of "C" or better.**Note: Students must be able to play a jazz instrument or voice.*

In this jazz and rock-style improvisation environment, students continue to rehearse music appropriate to their instrument/voice at an intermediate skill level. Students prepare, rehearse and perform or record selected musical works, focusing on rhythm, intonation, articulation, expression. Basic microphone technique and monitoring is emphasized. Students practice professional standards of conduct. The Student Learning Outcome is assessed in a final public performance.

251-3 Jazz Improvisation Workshop III (1) UC:CSU*Laboratory 3 hours.**Prerequisite: Music 251-2 with a grade of "C" or better.**Note: Students must be able to play a jazz instrument or voice.*

Students continue to work in an improvisation environment, rehearsing music appropriate to their instrument/voice at an intermediate-high skill level. Students prepare, rehearse and perform or record selected musical works, focusing on rhythm, intonation, articulation, expression. Basic microphone technique and monitoring is emphasized. Students practice professional standards of performance conduct. The Student Learning Outcome for this course is assessed at a final public performance.

251-4 Jazz Improvisation Workshop IV (1) UC:CSU*Laboratory 2 hours.**Prerequisite: Music 251-3 with a grade of "C" or better.**Note: Students must be able to play a jazz instrument or voice.*

Students continue to rehearse music appropriate to their instrument/voice at an advanced skill level. Students prepare, rehearse and perform or record selected musical works, focusing on rhythm, intonation, articulation, expression. Basic

microphone technique and monitoring is emphasized. Students practice professional standards of performance conduct. The Student Learning Outcome for this course is assessed at a final public performance.

261 Electronic Music Workshop (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Prerequisite: Music 161 with a grade of "C" or better.

Note: Students must be familiar with basic concepts of digital synthesis through computer and MIDI applications.

The electro-acoustic music techniques introduced in Music 161 are extended in this course. Students apply advanced electro-acoustic music equipment, software and techniques used in a contemporary music project studio. The production of music using advanced synthesis, computer applications, MIDI, signal processing and recording techniques are emphasized.

265-1 Recording Arts Workshop I (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Prerequisite: Music 165 with a grade of "C" or better.

Students will engage in advanced recording theory and hands-on workshop experience in the recording studio. Topics include stereo and multi-track recording, overdubbing and mixing processes, use of microphones and microphone placement, digital and analog console operation, advanced magnetic and digital recording principles, computerized digital audio workstation operation, and signal processing equipment.

265-2 Recording Arts Workshop II (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Prerequisite: Music 265-1 with a grade of "C" or better.

This is the second level of an advanced recording theory and hands-on workshop using our recording studio. Topics include more in depth stereo placement and multi-track recording, overdubbing and advanced mixing processes, use of specific microphones and exact microphone placement, digital console operation, advanced digital recording principles, computerized digital audio workstation operation using Pro Tools, and specific signal processing equipment.

265-3 Recording Arts Workshop III (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Prerequisite: Music 265-2 with a grade of "C" or better.

This is the third level of the advanced recording theory and hands-on workshops using our recording studio. Topics include stereo and multi-track recording, advanced overdubbing and mixing processes, digital console operation, advanced digital recording principles using Pro Tools, computerized digital audio workstation operation, and specific signal processing equipment.

299 Music Honors (1) CSU

Laboratory 3 hours.

Note: Designed for those students who have completed a sequence of classes and desire to develop more advanced skills.

Students pursue concentrated study under the direct supervision of an instructor in selected areas through a series of projects designed to increase knowledge of musical aspects pertinent to the student's interests and talents.

321 Elementary Piano I (2) UC:CSU

Lecture 1 hour. Laboratory 2 hours.

Students apply basic techniques and skills used in playing piano and electronic keyboard instruments, including the following: reading musical notation, playing scales and chords, use of the pedals, sight reading, terminology and theory as related to the music studied.

(CSU GE Area C1)

C-ID: MUS 170

322 Elementary Piano II (2) UC:CSU

Lecture 1 hour. Laboratory 2 hours.

Prerequisite: Music 321 with a grade of "C" or better.

Note: Students must be able to perform simple major scales, melodies with basic chordal accompaniment, and two-part pieces similar to those found in Bartok's *Mikrokosmos*, Volume 1.

This course, a continuation of Music 321, consists of learning new music, continuation of scale playing, use of piano pedals, sight reading, memorization, terminology and theory as related to the music studied.

(CSU GE Area C1)

323 Elementary Piano III (2) UC:CSU

Lecture 1 hour. Laboratory 2 hours.

Prerequisite: Music 322 with a grade of "C" or better.

As a continuation of Music 322, students will be able to perform Major and minor scales and arpeggios in three octaves, learn new repertoire at the intermediate level, and harmonize and transpose melodies using primary and secondary chords.

(CSU GE Area C1)

324 Elementary Piano IV (2) UC:CSU

Lecture 1 hour. Laboratory 2 hours.

Prerequisite: Music 323 with a grade of "C" or better.

As a continuation of Music 323, students will learn new repertoire that develops articulation, technique, memorization, and musicianship at the more advanced beginning level, chord progressions in all keys, arpeggios and scales in four octaves, and harmonization and transposition skills.

(CSU GE Area C1)

341 Intermediate Piano (2) UC:CSU

Lecture 1 hour. Laboratory 2 hours.

Prerequisite: Music 324 with a grade of "C" or better.

This course is a continuation of Elementary Piano IV (Music 324). Students will be able to play all Major and Minor scales with correct fingering and rhythm in four octaves, play the chord progression I-IV-I-V7-I in Major and Minor keys, and distinguish and demonstrate a variety of articulation, technique and musicianship from the Baroque, Classical, Romantic, Twentieth Century, and Contemporary repertoire.

(CSU GE Area C1)

411 Elementary Voice I (2) UC:CSU

Lecture 1 hour. Laboratory 2 hours.

In this course, basic techniques of vocal production are introduced. The student is directed toward proper stance and breathing techniques, increased vocal freedom, and improvement of articulation and tone. The course introduces standard solo literature and offers performing experience.

(CSU GE Area C1)

412 Elementary Voice II (2) UC:CSU

Lecture 1 hour. Laboratory 2 hours.

Prerequisite: Music 411 with a grade of "C" or better.

Note: Traditional voice students must be familiar with the basic fundamentals of singing and the art song styles. Pop voice students must be familiar with the fundamentals of singing and microphone technique.

This is a continuation of basic vocal technique, further practice and performance experience. Basic Italian repertoire is introduced.

(CSU GE Area C1)

**413 Elementary Voice III (2) UC:CSU**

Lecture 1 hour. Laboratory 2 hours.

Prerequisite: Music 412 with a grade of "C" or better.

The student is offered continued voice building, looking toward the possibility of increasing range, richness and expressiveness. A song repertoire of moderate difficulty, including art songs in English, Italian, and German or French, is memorized and performed in class.

(CSU GE Area C1)

414 Elementary Voice IV (2) UC:CSU

Lecture 1 hour. Laboratory 2 hours.

Prerequisite: Music 413 with a grade of "C" or better.

The student gains further experience with and refinement of technique, repertoire and performance. Along with songs in English, Italian and German, those in French or Spanish will be introduced. The development of the student's ability to analyze and interpret the song repertoire is stressed.

(CSU GE Area C1)

441 Song Repertoire (2) UC:CSU

Lecture 1 hour. Laboratory 2 hours.

The student will gain more vocal experience with an emphasis on repertoire, musical notation, diction and music industry. This course is a continuation of Elementary Voice IV.

453 Musical Theatre Repertoire for Singers (1) UC:CSU

Laboratory 3 hours.

Note: Enrollment is subject to audition. Bring the music of a prepared song to the first class meeting.

The student will have a continued concentration of general basic fundamentals of singing dealing with vocal techniques as utilized in musical theater. Additional instruction will include basic body movement, acting techniques and musical theater song literature interpretation.

501 College Choir (1) UC:CSU - RPT 3

Laboratory 3 hours.

Note: Students must audition to enroll in this course.

The student is introduced to choral ensemble singing. Emphasis is placed on vocal technique and choral elements, such as blend, intonation, diction and music reading. Repertoire is chosen on the basis of the ensemble's ability and represents historical and current styles of music.

C-ID: MUS 180

521 Concert Choir (1) UC:CSU - RPT 3

Laboratory 3 hours.

Note: Students must audition to enroll in this course.

The student, carefully selected, prepares and performs representative repertoire including motets, chanson, madrigals, popular music, jazz standards and multicultural music from a variety of periods in music history. The student works with selected small and large mixed vocal ensembles and performs numerous concerts of varied repertoire for concert choir.

601 Brass Instrument Instruction I (2) UC:CSU

Lecture 1 hour. Laboratory 2 hours.

The student receives basic instruction on the brass instruments, including trumpet, French horn, trombone and tuba. The student will become familiar with the parts of chosen instrument, tuning and perform appropriate musical literature. Open to all students.

(CSU GE Area C1)

602 Brass Instrument Instruction II (2) UC:CSU

Lecture 1 hour. Laboratory 2 hours.

Note: Enrollment is subject to audition.

The student learns more advanced brass instrument techniques with emphasis on the development of embouchure, range, endurance and music reading skills. Some instruments available to loan to enrolled students.

611 String Instrument Instruction I (2) UC:CSU

Lecture 1 hour. Laboratory 2 hours.

Students receive basic instruction on a string instrument, either violin, viola, cello, or bass and learn the parts of the chosen instrument and how to tune it. They perform appropriate musical literature for this level. Open to all students.

(CSU GE Area C1)

612 String Instrument Instruction II (2) UC:CSU

Lecture 1 hour. Laboratory 2 hours.

Prerequisite: Music 611 with a grade of "C" or better.

Note: Enrollment is subject to audition.

Students learn more advanced string instrument techniques with increased emphasis in scales, fingering and all areas specific to level II. Primary emphasis is on development of bow and fingering techniques and music reading skills. If prerequisite is not met enrollment is subject to audition.

613 String Instrument Instruction III (2) UC:CSU

Lecture 1 hour. Laboratory 2 hours.

Prerequisite: Music 612 with a grade of "C" or better.

Note: Enrollment is subject to audition.

The student learns more advanced string instrument techniques with increased emphasis in all areas as appropriate to level III. Primary emphasis is on development of bow and fingering technique in third position and advanced music reading skills. If prerequisite is not met enrollment is subject to audition.

614 String Instrument Instruction IV (2) UC:CSU

Lecture 1 hour. Laboratory 2 hours.

Prerequisite: Music 613 with a grade of "C" or better.

Note: Enrollment is subject to audition.

The student learns more advanced string instrument techniques with increased emphasis in all areas covered in previous levels I, II, III. Primary emphasis is on interpretation of advanced solo and small ensemble literature appropriate to Level IV. If prerequisite is not met enrollment is subject to audition.

621 Woodwind Instrument Instruction I (2) UC:CSU

Lecture 1 hour. Laboratory 2 hours.

This course provides elementary instruction on woodwind instruments, including tone production, fingering, breathing technique, dynamics and introduction to ensemble performance. It is recommended for students interested in learning an instrument or a second instrument, or those planning to teach instrumental music. (CSU GE Area C1)

622 Woodwind Instrument Instruction II (2) UC:CSU

Lecture 1 hour. Laboratory 2 hours.

Prerequisite: Music 621 with a grade of "C" or better.

Note: Enrollment is subject to audition.

The student learns level II woodwind instrument techniques with increased emphasis in all areas covered. Primary emphasis is on embouchure development, range, endurance and music reading skills. Some instruments available to loan to enrolled students. (If prerequisite is not met, students may challenge the prerequisite through the audition process.)

623 Woodwind Instrument Instruction III (2) UC:CSU*Lecture 1 hour. Laboratory 2 hours.**Prerequisite: Music 622 with a grade of "C" or better.**Note: Enrollment is subject to audition.*

The student learns Level III woodwind instrument techniques with increased emphasis in all areas covered. Primary emphasis is on interpretation of more complex rhythmic notation and performance skills. Some instruments available to loan to enrolled students. (If prerequisite is not met, students may challenge the prerequisite through the audition process.)

624 Woodwind Instrument Instruction IV (2) UC:CSU*Lecture 1 hour. Laboratory 2 hours.**Prerequisite: Music 623 with a grade of "C" or better.**Note: Enrollment is subject to audition.*

The student learns Level IV woodwind instrument techniques with increased emphasis in all areas covered. Primary emphasis is on interpretation of advanced solo and small ensemble literature. Some instruments available to loan to enrolled students. (If prerequisite is not met, students may challenge the prerequisite through the audition process.)

650 Beginning Guitar (2) UC:CSU*Lecture 1 hour. Laboratory 2 hours.*

Students will read guitar music at a beginning level including notes, scales, and chords up to the fifth fret for the left hand. Students will use right hand technique for both finger & pick oriented. Techniques in this course can be applied to classical, commercial, or folk guitar playing.

651 Classical Guitar I (2) UC:CSU*Lecture 1 hour. Laboratory 2 hours.**Prerequisite: Music 650 with a grade of "C" or better.**Note: Familiarity with music notation and basic guitar technique is required. Enrollment is subject to audition.*

The student reinforces fundamental music reading, right and left hand playing techniques and performance of elementary solo guitar compositions. For students who wish to continue beyond the beginning level. Student must provide own guitar. (If prerequisite is not met, enrollment is subject to audition.)

(CSU GE Area C1)

652 Classical Guitar II (2) UC:CSU*Lecture 1 hour. Laboratory 2 hours.**Prerequisite: Music 651 with a grade of "C" or better.**Note: If prerequisite is not met, enrollment is subject to audition.*

The student reinforces fundamental music reading, right and left hand playing techniques and performance of elementary solo guitar compositions. For students who wish to continue beyond the Classical I level. Student must provide own guitar. (If prerequisite is not met, enrollment is subject to audition.)

653 Classical Guitar III (2) UC:CSU*Lecture 1 hour. Laboratory 2 hours.**Prerequisite: Music 652 with a grade of "C" or better.**Note: If prerequisite is not met, enrollment is subject to audition.*

Students are engaged in the reinforcement of fundamental music reading, right and left hand playing techniques and performance of elementary solo guitar compositions. Students must provide their own guitar.

654 Classical Guitar IV (2) UC:CSU*Lecture 1 hour. Laboratory 2 hours.**Prerequisite: Music 653 with a grade of "C" or better.**Note: If prerequisite is not met, enrollment is subject to audition.*

The student reinforces fundamental music reading, right and left hand playing techniques and performance of elementary solo guitar compositions. For students

who wish to continue beyond the Classical III level. Student must provide own guitar.

661 Commercial Guitar I (2) UC:CSU*Lecture 1 hour. Laboratory 2 hours.**Note: Familiarity with rudimentary chord symbols and basic guitar technique is required.*

Students interested in popular and jazz guitar techniques explore topics such as Chords, Scales, Blues and Swing patterns. Students also practice soloing styles and accompaniment techniques as well as ensemble playing in jazz bands and combos.

662 Commercial Guitar II (2) UC:CSU*Lecture 1 hour. Laboratory 2 hours.**Prerequisite: Music 661 with a grade of "C" or better.**Note: Must possess own instrument.*

This course is designed for students interested in more advanced popular and jazz guitar techniques not covered in Music 661. Topics include major, minor and blues chords and associated scales. More advanced blues and swing style rhythmic patterns, soloing styles and accompaniment technique will be learned as well as ensemble playing in jazz bands and combos.

663 Commercial Guitar III (2) UC:CSU*Lecture 1 hour. Laboratory 2 hours.**Prerequisite: Music 662 with a grade of "C" or better.**Note: Must possess own instrument.*

This course is designed for students interested in more advanced popular and jazz guitar techniques. Topics include Jazz chords, chord substitution, and associated scales. More advanced blue and swing style rhythmic patterns, soloing styles and accompaniment technique will be learned as well as techniques for ensemble playing in jazz bands and combos.

664 Commercial Guitar IV (2) UC:CSU*Lecture 1 hour. Laboratory 2 hours.**Prerequisite: Music 663 with a grade of "C" or better.**Note: Must possess own instrument.*

In this course, a continuation of mus 663, the student will learn more advanced sight-reading and improvisation skills. Advanced Jazz chords and chord substitutions with associated scales, comping styles, as well as the application of more advanced technical skills necessary for the performing amateur and professional guitarist. Jazz and popular music literature is used as a basis for study.

701 Instrumental Ensemble (1) UC:CSU*Laboratory 3 hours.**Note: Enrollment is subject to audition.*

This course involves preparation for concert appearances. It provides for the development of individual technical and artistic abilities, a more discriminating understanding of music through experience with a wide range of instrumental literature, and the opportunity to perform in public.

705 Chamber Music (1) UC:CSU - RPT 3*Lecture 0.5 hour. Laboratory 2.5 hours.**Note: Enrollment is subject to audition.*

The student reads, studies and performs standard chamber music repertoire with special emphasis on preparing for recital.

*C-ID: MUS 180***711 Rehearsal Orchestra (1) UC:CSU - RPT 3***Laboratory 3 hours.**Note: A successful audition on the first day is required for continued enrollment.*

This course involves preparation for concert appearances. It provides for the development of individual technical and artistic abilities, a more discriminative



understanding of music through experience with a wide range of orchestral literature, and the opportunity to perform with more advanced players.

721 Orchestra (1) UC:CSU - RPT 3

Laboratory 4 hours.

Note: A successful audition on the first day is required for continued enrollment.

This course emphasizes performance. Opportunities are presented to expand repertoire and reading of standard symphonic literature through rehearsal and concert performance of that literature. Participation in a symphonic season of no less than four programs a year takes place.

C-ID: MUS 180

745 Symphonic Band (1) UC:CSU - RPT 3

Laboratory 3 hours.

Note: Ability to play a wind or percussion instrument required. Enrollment is subject to audition.

The student studies standard symphonic band literature with the intent to develop technical and artistic abilities through experiences with a wide range of band literature. Public performances are presented.

C-ID: MUS 180

751 Wind Ensemble (1) UC:CSU - RPT 3

Laboratory 3 hours.

Note: A successful audition on the first day is required for continued enrollment.

Students prepare wind ensemble repertoire and develop individual technical and artistic abilities through experience with a wide range of wind ensemble literature. (Confirmation of enrollment is subject to audition.)

755 Brass Ensemble (1) UC:CSU - RPT 3

Laboratory 3 hours.

Note: A successful audition on the first day is required for continued enrollment.

This course involves preparation for performances of brass ensemble repertoire. It provides for the development of individual technical and artistic abilities through experience with a wide range of brass ensemble literature.

C-ID: MUS 180

765 Percussion Ensemble (1) UC:CSU - RPT 3

Laboratory 3 hours.

Note: Enrollment is subject to audition.

The student studies and performs standard percussion ensemble literature in the symphonic and commercial fields emphasizing proper execution of musical styles, phrasing, balance and blending techniques, rehearsal and performance techniques.

777 Musical Theater Workshop (3) *UC:CSU - RPT 3

Laboratory 6 hours.

This course emphasizes practical experience using techniques and principles of acting in a musical to prepare for a live performance. Students focus on the development of acting, singing, and movement skills. Study culminates in a live performance entered in the intercollegiate competition known as the Kennedy Center American College Theatre Festival.

**UC Credit Limit: Music 777 and Theater 280 combined: maximum credit, one course.*

781 Studio Jazz Band (1) UC:CSU - RPT 3

Laboratory 3 hours.

Note: Ability to play a jazz instrument required.

Students gain practical experience playing in a large jazz band. Standard and special musical arrangements are rehearsed and performed with emphasis placed upon intonation, rhythmic accuracy, artistic expression and improvisation.

C-ID: MUS 180

185 Directed Study - Music (1) CSU

285 Directed Study - Music (2) CSU

385 Directed Study - Music (3) CSU

Conference 1 hour per unit.

Students undertake special studies with the guidance of weekly faculty meetings. Topics or projects must be approved by the faculty member in charge, and the course of study is to be submitted to the Music Department Chairman at the beginning of the semester. †UC credit may be granted by petition after transfer.

Numerical Control

See course listings under Industrial Technology - Machine Shop/CNC.

Nursing

See "Nursing: Associate of Science Degree" on page 133 for General Education Prerequisites.

400 Adult Health Care I (5) CSU

Lecture 2 hours. Laboratory 9 hours.

Note: Acceptance into the Nursing Program.

Students study the Nursing Process and Gordon's Functional Health Patterns as they relate to the care of the adult client and practice basic clinical skills. Physical, psychosocial, cultural, nutritional, developmental, and legal aspects in relation to the practice of nursing are examined. Students participate in clinical experiences.

401 Client Care Seminar I (1) CSU

Lecture 1 hour.

This course is offered as a pass/no pass course only.

Note: Acceptance into the Nursing Program.

This course is an elective, but strongly recommended, instructor-guided course for students currently enrolled in the first year of the program that emphasizes (1) physical assessment, (2) the Nursing Process, and, (3) Gordon's Functional Health Patterns. Students are able to practice nursing care plan formulation and client care skills.

402 Pharmacology (1) CSU

Lecture 1 hour.

Note: Acceptance into the Nursing Program.

Students analyze the basic principles and skills required for the administration of safe and effective drug therapy. The mathematics used in the calculation of drug dosage is examined. Specific drug classifications are evaluated in conjunction with Gordon's Functional Health Patterns. The Nursing Process serves as a framework in the application of content of client care.

403 Adult Health Care II (5) CSU*Lecture 2 hours. Laboratory 9 hours.**Note: Completion of the first semester of the Nursing Program or its equivalent.*

In this course, students learn and utilize theory and skills central to the practice of medical-surgical nursing. Included in the course content are the concepts of short-term acute health dysfunctions and peri-operative client care. Also included are the physical, psychosocial, cultural, developmental, and legal aspects related to the care of the adult client. Students utilize course theory, Gordon's Functional Health Patterns, and the Nursing Process in the clinical setting to guide safe and effective care of multiple primary care adult clients.

404 Maternal and Newborn Health Care (4) CSU*Lecture 2 hours. Laboratory 6 hours.**Note: Successful completion of the second semester of the Nursing Program, or its equivalent, or Board of Registered Nursing referral.*

Students are introduced to theory and concepts relating to the reproductive process and their relation to health and family life. Students utilize these constructs within the framework of the Nursing Process and Gordon's Functional Health Patterns to provide direct care in the clinical setting to clients within this population. Course content covers the normal maternity cycle, common dysfunctions related to the maternity cycle, women's health care, newborn care, and psychosocial, cultural, developmental, legal, and ethical aspects of maternity care.

405 Psychiatric Health Care (4) CSU*Lecture 2 hours. Laboratory 6 hours.**Prerequisite: Nursing 400, 402, 407 and 408 with a grade of "C" or better.**Note: Successful completion of the first semester of the Nursing Program, or its equivalent, or Board of Registered Nursing referral.*

Students examine the concepts of psychiatric nursing based on current theory and practice in the care of the mentally ill. These concepts utilize Gordon's Functional Health Patterns and the Nursing Process to illustrate care planning and management. Students engage in discussion relating to psychosocial, physical, legal and illness stressors as they relate to the individual and family. Students participate in a variety of clinically based experiences.

406 Adult Health Care III (5) CSU*Lecture 2 hours. Laboratory 9 hours.**Prerequisite: Nursing 403 and 405 with a grade of "C" or better.**Note: Completion of the second semester of the Nursing Program or its equivalent.*

This course builds upon previously learned concepts of medical-surgical nursing. Students encounter concepts essential to the nursing care of the chronically-ill adult and gerontology client with concurrent acute health problems. Students utilize the Functional Health Patterns as a basis for assessment and implementation of the Nursing Process. Students practice the clinical care of multiple primary care clients. Students are introduced to concepts relating to the management of acutely/chronically ill clients in the acute care setting.

407 Geriatric Health Care (3) CSU*Lecture 1 hour. Laboratory 6 hours.**Note: Acceptance into the Nursing Program.*

In this course, students learn the concepts and skills required to safely and effectively care for older adult/geriatric clients. Students practice caring for clients in this life stage while incorporating the principles of physical, psychological, social, spiritual, and intellectual development. Students apply Gordon's Functional Health Patterns, and the Nursing Process to client care planning, along with considerations and recognition of specific health needs experienced by the older adult client. This course includes clinical experience.

408 Psychological Aspects of Health Care (1) CSU*Lecture 1 hour.**Note: Acceptance into the Nursing Program.*

Students examine the assessment and promotion of mental health perspective across the life span. Students consider the concepts of wellness and holistic health care while focusing on community mental health and utilizing the Nursing Process and Gordon's Functional Health Patterns to discern between functional and dysfunctional health patterns. Students examine multiple factors influencing mental health such as biological, sociocultural, or psychological components.

414 Adult Health Care IV (5) CSU*Lecture 2 hours. Laboratory 9 hours.**Prerequisite: Nursing 404 and 406 with a grade of "C" or better.**Note: Successful completion of the third semester of the Nursing Program or its equivalent.*

Students examine advanced theories and concepts of adult medical-surgical nursing with emphasis on complex and acute health problems. These concepts include physical, psychosocial, cultural, developmental, and legal aspects of adult client care. Students participate in in-depth clinical experience utilizing Gordon's Functional Health Patterns and the Nursing Process in the planning of client care. Students are introduced to nursing management concepts focusing on the staff nurse role.

415 Pediatric Health Care (4) CSU*Lecture 2 hours. Laboratory 6 hours.**Prerequisite: Nursing 404 and 406 with a grade of "C" or better.**Note: Successful completion of the third semester of the Nursing Program, or its equivalent, or Board of Registered Nursing referral.*

In this course, students explore and discuss concepts of Pediatric Health Care within the framework of Gordon's Functional Health Patterns and the Nursing Process. Emphasis is placed upon health problems and the pediatric client's unique reaction to illness. Topics include growth and development from infancy through adolescence and adaptation of nursing techniques for the pediatric client/family. The student engages in direct clinical care of the pediatric client in the acute care environment and participate in ambulatory care provision.

441 History, Trends and Issues of Nursing (1) CSU*Lecture 1 hour.**Note: Successful completion of the third semester of the Nursing Program or its equivalent.*

The student examines current and relevant nursing issues within the context of historical development of organized nursing. Content includes legal/ethical responsibilities, economic concerns and educational issues as they affect the emergence of the modern nurse. The student also explores and discusses the nurse's role as a contributing member of the discipline and the community. Students practice resume construction and gain interviewing experience in this unique capstone course in which they enroll during their final semester of the program.

442 Role Transition to RN (1) CSU*Lecture 1 hour.**This course is offered as a pass/no pass course only.**Note: Approval to enter the Nursing Program. Must currently be a Licensed Vocational Nurse, foreign nurse graduate or a transfer nursing student. Advanced Placement students take this as a bridge course concurrently with their first class in the nursing program.*

This course orients the advanced placement nursing student to the College and to the Nursing Program. In this course, students discuss the roles and responsibilities of the registered nurse. Instruction focuses on the application of the nursing process and its components, and the use of Gordon's Functional Health Patterns for assessment. This course also includes development of care plans for clients in a variety of settings.

**444 Client Care Seminar III (1) CSU***Lecture 1 hour.**This course is offered as a pass/no pass course only.**Note: Concurrent enrollment in the third semester of the Nursing Program.*

In this optional course, students participate in an instructor-guided experience designed to facilitate and reinforce intermediate-to-advanced nursing skills. Students engage in a range of selected instructor-guided nursing skills practice opportunities.

185 Directed Study - Nursing (1) CSU**285 Directed Study - Nursing (2) CSU***Conference 1 hour per unit.*

This course allows students to pursue directed study in Nursing on a contract basis under the direction of a supervising instructor.

Oceanography (OCEANO)

See course listings under Biology for Marine Biology courses.

001 Introduction to Oceanography (3) UC:CSU*Lecture 3 hours.*

Students engage in an introductory study of the geological, chemical, physical and biological aspects of Earth's ocean. Students explore topics that include how ocean basins are made and destroyed through plate tectonics, the physiography of ocean basins and continental margins, the chemical and physical aspects of seawater, ocean-atmosphere interactions, ocean circulation, waves, tides, and shorelines, with some emphasis on human impacts on marine ecosystems, including climate change. Students interested in earning lab credit are encouraged to enroll in OCEANO 010.

(CSU GE Area B1 • IGETC Area 5A)

010 Physical Oceanography Laboratory (1) UC:CSU*Laboratory 3 hours.*

Corequisite: Concurrent enrollment in Oceanography 001. Previous completion of Oceanography 001 with a grade of "C" or better is allowable.

This course is the laboratory complement to Oceanography 001: Introduction to Oceanography. The lecture portion of this course reviews important concepts that are explored in the laboratory portion of this course. Students examine oceanographic data, maps, and charts to describe the geological, chemical, physical and biological aspects of Earth's ocean, and interpret processes responsible. Students investigate how the movement of tectonic plates create seafloor features, and the causes and effects of hurricanes, tsunamis, El Niño and La Niña events, and phytoplankton blooms. Students inspect and describe marine sediments and use maps to investigate coastline and seafloor features. Students consider the effects that human activities have on marine ecosystems, including pollution and climate change. An off-campus meeting may be required.

(CSU GE Area B3 • IGETC Area 5C)

285 Directed Study - Oceanography (2) CSU**385 Directed Study - Oceanography (3) CSU***Conference 1 hour per unit.*

This course allows students to pursue directed study in Oceanography on a contract basis under the direction of a supervising instructor.

Office Administration

See course listings under Computer Applications Office Technologies.

Older Adults (OLD ADL)

ENCORE is a Los Angeles Pierce College noncredit program that provides courses designed specifically for older adults.

029CE Literature and the Human Experience (0) (NDA) - RPT 9*Lecture 2 hours.*

This course is designed for older adults and offers a variety of literary experiences and films based on literature both past and present taking into consideration individual interests, backgrounds, and mental abilities. Selected literary works and/or films will be discussed. Class discussion provides an opportunity for participants to express an opinion and share life experiences.

042CE Creative Art for Seniors (0) (NDA) - RPT 9*Lecture 2 hours.*

Unlock your creativity with guided visualization in art. Learn to express yourself through drawing, painting, and design. Improve your sense of well-being by holistically blending mind, body, and spirit.

044CE Personal Finance for Seniors (0) (NDA) - RPT 9*Lecture 2 hours.*

This course is specifically designed for the older adult. The course will cover basic investment strategies, financial planning, the law, as well as techniques to minimize taxes and facilitate asset transfers.

047CE Beginning Shakespeare for Seniors (0) (NDA) - RPT 9*Lecture 2 hours.*

Participants will become acquainted with the great dramatic genius. Selected plays by Shakespeare will be read and discussed.

049CE Music Appreciation for Seniors (0) (NDA) - RPT 9*Lecture 2 hours.*

Each week the class will focus on different musical themes and musical eras. The class will be invited to share musical memories while listening to professionally recorded music.

052CE Body Movement for Seniors (0) (NDA) - RPT 9*Laboratory 2 hours.*

Improve cardiovascular performance, core strength, and balance with low impact aerobic exercises, some strength training and stretch movements; increase flexibility with a variety of motions to music.

053CE Yoga for Seniors (0) (NDA) - RPT 9*Lecture 2 hours.*

This course introduces participants to a form of yoga that conditions and improves flexibility, balance, and mental acuity. Students apply these concepts to manage stress and improve restful sleep.

055CE Implications of Aging (0) (NDA) - RPT 9*Lecture 2 hours.*

Students explore the issues facing adults in contemporary society: stereotypes, age bias, loss, and change. Course will examine the aging process using physiological, psychological, and sociological points of view.

056CE Seeing and Understanding Art (0) (NDA) - RPT 9*Lecture 2 hours.*

Students investigate the history of art and view selections from particular time periods and regions and examine art through slides, film, and video.

057CE Adventures in Theater (0) (NDA) - RPT 9*Lecture 2 hours.*

Students explore the development of a play from paper to performance. They are guided from the backstage to the front stage while tracing the life cycle of a play from the hands of the playwright through auditions, rehearsals, and performance.

058CE Healthy Living (0) (NDA) - RPT 9*Lecture 2 hours.*

Students learn about health promotion and lifestyle choices by reviewing recent research and literature from allied health professions.

060CE Senior Topics (0) (NDA) - RPT 9*Laboratory 1.7 hours.*

This course is designed for older adults and offers a variety of topics both past and present taking into consideration individual interests, backgrounds, and physical and mental abilities. The discussion forum provides an opportunity for participants to express an opinion, share life experiences, compare events through reminiscence and examine current events to interpret how they impact their lives.

062CE Life Drawing for Seniors (0) (NDA) - RPT 9*Laboratory 2.5 hours.*

This course will introduce the older adult student to rendering the human figure through gesture, contour and value. A variety of materials and techniques will be utilized in describing the human form.

063CE Watercolor Painting for Seniors (0) (NDA) - RPT 9*Laboratory 2.5 hours.*

This course introduces participants to basic watercolor techniques and equipment while concentrating on color and composition.

Philosophy (PHILOS)

001 Introduction to Philosophy (3) UC:CSU*Lecture 3 hours.*

Students analyze some of the fundamental issues of philosophy and humanity that includes topics such as knowledge and reality, the foundations of truth and science, and the nature of human consciousness and self.

(CSU GE Area C2 • IGETC Area 3B)

*C-ID: PHIL 100***002 Society and Values (3) UC:CSU***Lecture 3 hours.*

Students study and evaluate some of the traditional and contemporary theories in social and political philosophy, covering topics such as rights, governments, social institutions, citizenship, and distributive justice.

(CSU GE Area C2 • IGETC Area 3B)

005 Critical Thinking and Composition (3) UC:CSU*Lecture 3 hours.*

*Prerequisite: English 101 with a grade of "C" or better.
May be offered as an honors section.*

Students develop and refine the critical thinking skills necessary to formulate and evaluate argumentative essays. Critical writing about philosophical and logical concepts that are applicable to any systematic thinking is emphasized.

(CSU GE Area A3 • IGETC Area 1B)

006 Logic in Practice (3) UC:CSU*Lecture 3 hours.*

Students learn how to understand, evaluate, and distinguish arguments and explanations by applying accepted standards of good reasoning. Students will learn techniques to recognize deductively valid arguments and avoid fallacies. They will also consider what is required for inductively strong arguments in order to avoid informal fallacies. There is particular emphasis on the appeals made in advertising and political rhetoric.

(CSU GE Area A3)

009 Symbolic Logic I (3) UC:CSU*Lecture 3 hours.*

This course covers both propositional and quantificational logic through to first-order predicates and identity. Students analyze techniques for representing truth-functional statements using letters and symbols, determining the validity of arguments using such statements, and demonstrating validity through formal proofs using a natural deduction system.

(CSU GE Area A3)

*C-ID: PHIL 210***012 History of Greek Philosophy (3) UC:CSU***Lecture 3 hours.*

This course introduces the student to a rigorous overview of ancient Greek thought starting with pre-Socratic philosophers and ending with Greco-Roman philosophy of the later ancient period. Major emphasis is placed on the works of Plato and Aristotle. Students read primary source materials, engage in careful analysis of the texts through class discussions and written assignments, and develop a solid conceptual foundation for further study in philosophy. This conceptual foundation is both historical, in terms of the development of ideas from one era or school to the next, but also in terms of the philosophical problems identified and addressed.

(CSU GE Area C2 • IGETC Area 3B)

*C-ID: PHIL 130***014 History of Modern European Philosophy (3) UC:CSU***Lecture 3 hours.*

Students study western philosophy from the 16th to the 18th centuries. The course explores the rise of modern science, continental rationalism and British empiricism, and completes the historical developments with Kant.

(CSU GE Area C2 • IGETC Area 3B)

*C-ID: PHIL 140***015 History of Contemporary Philosophy (3) UC:CSU***Lecture 3 hours.*

In this course students read, analyze, and discuss recent philosophical developments in Continental and/or Anglo-American philosophy with readings from such figures as Nietzsche, Heidegger, Husserl, Derrida, Foucault, Gadamer, Ricoeur, Habermas, Russell, Wittgenstein, Dewey, Quine, Davidson, and Rorty.

(CSU GE Area C2 • IGETC Area 3B)

019 Contemporary Problems in Bioethics (3) UC:CSU*Lecture 3 hours.*

Students are introduced to some of the traditional ethical theories and how they apply to contemporary biomedical ethical problems. Topics to be discussed will include some of the following: abortion, euthanasia, suicide, organ donation, informed consent, allocation of scarce resources, genetic engineering, human and animal research, stem cell research, and cloning.

(CSU GE Area C2 or E • IGETC Area 3B)

**020 Ethics (3) UC:CSU***Lecture 3 hours.*

Students consider human conduct, study the rules and institutions of moral order, and philosophically examine a range of today's moral issues, such as the just distribution of the social good, abortion, euthanasia, the environment, war, and world hunger.

(CSU GE Area C2 • IGETC Area 3B)

*C-ID: PHIL 120***028 Environmental Ethics (3) UC:CSU***Lecture 3 hours.*

Students study the relationship between human beings and the environment, in particular human obligations to the environment. The focus is on "traditional" normative theories of ethics, morality, and rights, as applied to issues involving the environment and animals, and on a critical examination of environmental ethical theories with consideration of the value and moral status of the environment (animals, plants, ecosystems).

(CSU GE Area C2 • IGETC Area 3B)

030 Asian Philosophy (3) UC:CSU*Lecture 3 hours.*

Students will explore and analyze the history and key teachings of the philosophical traditions of East and South Asia with emphasis on Confucianism, Daoism, Hinduism, and Buddhism.

(CSU GE Area C2 • IGETC Area 3B)

037 Philosophy of Mind (3) UC:CSU*Lecture 3 hours.*

Students consider the mind and its relationship to the body and the world by examining both broad theoretical approaches like dualism, identity theories, reductive materialism, and functionalism and narrower topics such as representation, perception, qualia, intentionality, and consciousness.

(CSU GE Area C2 • IGETC Area 3B)

040 Introduction to the Philosophy of Art (3) UC:CSU*Lecture 3 hours.**May be offered as an honors section.*

Students are introduced to the meaning of art, the meaning of beauty, truth in art, creativity and art, various philosophical theories regarding the nature of art.

(CSU GE Area C2 • IGETC Area 3B)

041 Introduction to Philosophy and Literature (3) UC:CSU*Lecture 3 hours.*

This course studies the literary medium as it is employed to express and explore philosophical themes such as freedom, determinism, moral responsibility, and alienation. Each particular class also allows for a review of literature of a relatively specific milieu, for example, twentieth century existentialism. Cognate concepts from literary criticism, psychology and religion are utilized for understanding selected literary works, although no background in any of these fields is required.

(CSU GE Area C2 • IGETC Area 3B)

042 Philosophy and Cinema (3) UC:CSU*Lecture 3 hours.*

Students examine film as philosophy, as a philosophical statement by the filmmaker via his or her art form, covering the traditional philosophical problems within the human condition, such as the very meaning of that human condition, reality, self, morality, mortality, along with other questions within the human quest that

come under the role of philosophy. Students also examine film philosophically, as a topic for philosophical inquiry.

(CSU GE Area C2 • IGETC Area 3B)

046 Introduction to Existentialism (3) UC:CSU*Lecture 3 hours.*

Students will analyze the major themes in the history of existentialism, as well as identify the contributions existentialist thinkers have made to our contemporary understanding of human existence and humanity's place in the cosmos.

(CSU GE Area C2 • IGETC Area 3B)

185 Directed Study - Philosophy (1) CSU**285 Directed Study - Philosophy (2) CSU****385 Directed Study - Philosophy (3) CSU***Conference 1 hour per unit.*

This course allows students to pursue directed study in Philosophy on a contract basis under the direction of a supervising instructor.

Photography (PHOTO)

009 Introduction to Cameras and Composition (3) UC:CSU*Lecture 3 hours.**Note: A 35mm digital single lens reflex camera is required.*

Students learn about beginning digital photography, including basic information on cameras, lenses, film and exposure designed to aid in an awareness of camera techniques and photo composition.

(CSU GE Area C1)

016 Fundamental Commercial Photography (3) CSU*Lecture 2 hours. Laboratory 3 hours.**Not offered each semester.**Prerequisite: Photography 009 or 101 with a grade of "C" or better.**Advisory: Photography 102.*

Students in this course learn the major areas of commercial and illustrative photography as they apply to publication photography with emphasis on studio lighting and business techniques.

020 Beginning Photojournalism (4) UC:CSU*Lecture 2 hours. Laboratory 6 hours.**Advisory: Photography 101.*

Students learn photojournalism methods, news, feature and sports photography and documentary photography for print and online publications. Students should have their own DSLR camera.

*C-ID: JOUR 160***021 News Photography (4) CSU***Lecture 2 hours. Laboratory 6 hours.**Prerequisite: Photography 020 with a grade of "C" or better.*

Students gain practical experience in taking photojournalistic pictures including news, sports and feature photos. Students take pictures for the campus newspaper, magazine and website. Students learn editing, Photoshop and design skills. Some students will serve as editors for the campus newspaper. Emphasis is placed on real world experience, photo stories, digital technology and portfolio development.

Course Descriptions

027A History & Aesthetics of Photography A (3) *UC:CSU
Lecture 3 hours.

Students study the major developments of the photographic medium, and relate these developments to society and to events in the other visual arts examining the meaning of photography as a work of art.

(CSU GE Area C1 • IGETC Area 3A)

027B History & Aesthetics of Photography B (3) *UC:CSU
Lecture 3 hours.

Students examine the major developments of the photographic medium, focusing on the genre of documentary photography, including how these developments relate to society and to events in the other visual arts.

(CSU GE Area C1 • IGETC Area 3A)

035 Travel Photography (3) CSU
Lecture 2 hours. Laboratory 2 hours.
Advisory: Photography 101.

Students develop a travel project idea from inception to publication for print and online. Emphasis on capturing moments which portray the visual essence of a culture and a sense of place through the practice of photographic documentation of people in their environs.

036 Documentary Photography (3) CSU
Lecture 2 hours. Laboratory 2 hours.
Prerequisite: Photography 101 with a grade of "C" or better.
Advisory: Photography 020.

Students will research, propose, create, edit, write and present a documentary photography project. Emphasis on storytelling, developing a personal vision and in-depth coverage of social issues.

037 Visual Journalism: Photography, Video and Multimedia (4) CSU
Lecture 2 hours. Laboratory 6 hours.
Prerequisite: Photography 021 with a grade of "C" or better.

Students gain practical experience in taking photojournalistic pictures and video including news, sports and features. Students take pictures for the campus newspaper, magazine and website. Students learn video editing, Photoshop and layout skills to showcase their still and video images in online publications. Some students will serve as editors for the campus newspaper/magazine. Emphasis is placed on real world experience, in-depth photo/video stories, digital technology and portfolio development.

049A Photographic Digital Imaging (3) CSU
Lecture 2 hours. Laboratory 3 hours.
Advisory: Multimedia 200 and Photography 101.

Students integrate the use of camera, photographic software, scanners, and printers with an emphasis on creating and printing photographic images.

049B Advanced Photographic Digital Imaging (3) CSU
Lecture 2 hours. Laboratory 3 hours.
Advisory: Multimedia 200.

This digital imaging course will incorporate the use of camera, photographic software, scanners, and printers. Emphasis on creating and printing photographic images.

101 Beginning Digital Photography (3) **UC:CSU
Lecture 2 hours. Laboratory 3 hours.

Students will learn theory and practice of contemporary use of the DSLR (Digital Single Lens Reflex) camera; Includes comprehension of exposure control with various light sources; skills of digital photographic printing are emphasized; an emphasis is also given to creative thinking and idea preparation and execution. Course will cover digital photography including imaging editing software, print-

ing methods and the internet. A DSLR camera with manual control of f-stops and shutter speeds is required. No prior experience is required.

102 Advanced Digital Photography (4) UC:CSU
Lecture 3 hours. Laboratory 3 hours.
Prerequisite: Photography 009 or Photography 101 with a grade of "C" or better.

Students learn theory and practice of contemporary use of the camera; Includes expanded comprehension of exposure control with various light sources; Introduction to studio lighting and on camera flash exposure; Skills of photographic printing emphasized; An emphasis is also given to creative thinking and idea preparation and execution. Course will cover conventional and digital photography including imaging editing software, printing methods and the internet.

185 Directed Study - Photography (1) CSU
285 Directed Study - Photography (2) CSU
385 Directed Study - Photography (3) CSU
Conference 1 hour per unit.

This course allows students to pursue directed study in Photography on a contract basis under the direction of a supervising instructor.

Physical Science (PHYS SC)

004 Physical Science and Laboratory (4) UC:CSU
Lecture 3 hours. Laboratory 3 hours.

This is a one semester, inquiry-based physical science course suitable for a general education course or prospective or practicing elementary teachers. Students construct a meaningful understanding of physics and chemistry concepts through lecture and laboratory activities. The course covers: mechanics, electricity & magnetism, light, thermodynamics, physical changes, chemical changes, and the periodic table.

(CSU GE Area B1 + B3 • IGETC Area 5A + 5C)

006 Introduction to the Solar System (3) UC:CSU
Lecture 3 hours.

Students encounter a survey of the material contents and workings of our solar system. Students learn the physical principles essential to a fundamental understanding of astronomy and Earth science. Students discuss the development of science and the results of ancient solar system exploration. Students acquire a modern understanding of the solar system and systems around other stars, the tools of a natural scientist, the evolution and histories of planetary bodies, and the environmental requirements for extraterrestrial life. Finally, students view Earth's place in the solar system and the solar systems context in the universe to grasp concepts such as geologic time and the size of the universe.

(CSU GE Area B1 • IGETC Area 5A)

007 Introduction to the Solar System Lab (1) UC:CSU
Laboratory 3 hours.

Corequisite: Concurrent enrollment in Astronomy 001 or Engineering General 101 or Physical Science 006. Previous completion of Astronomy 001 or Engineering General 101 or Physical Science 006 with a grade of "C" or better is allowable.

Students learn the physical principles essential to a fundamental understanding of astronomy and earth science. Students discuss the development of science and the results of solar system exploration. Students acquire a modern understanding of the solar system and systems around other stars, the tools of a natural scientist, the



evolution and histories of planetary bodies, and how spacecraft are developed and operated.

(CSU GE Area B3 • IGETC Area 5C)

185 Directed Study - Physical Science (1) CSU

Conference 1 hour per unit.

This course allows students to pursue directed study in Physical Science on a contract basis under the direction of a supervising instructor.

Physics

All Physics, Engineering, and Astronomy majors should enroll in either Physics 101 if qualified, or Physics 006 if their first semester at Los Angeles Pierce College.

006 General Physics I (4) *UC:CSU

Lecture 3 hours. Laboratory 3 hours.

Prerequisite: *Mathematics 240 with a grade of "C" or better, or equivalent.*

This is the first course of a two semester sequence and considers the fundamental principles and applications of classical mechanics, gravitation, thermodynamics, fluids, periodic motion and waves at the algebra/trigonometry level of mathematical sophistication. The laboratory includes both quantitative and qualitative experiments which permit students to verify, illustrate, and deduce various laws of physics.

(CSU GE Area B1 + B3 • IGETC Area 5A + 5C)

***UC Credit Limit:** *Physics 006, 007 or 066, 067 or 101, 102, 103 combined: maximum credit, one series. Deduct credit for duplication of topics.*

C-ID: *PHYS 105*

C-ID: *PHYS 100 S (PHYSICS 006 and 007)*

007 General Physics II (4) *UC:CSU

Lecture 3 hours. Laboratory 3 hours.

Prerequisite: *Physics 006 with a grade of "C" or better.*

This is the second course in a two course, trigonometry based sequence with Physics 006. Topics include the principles of electricity and magnetism, optics, and modern physics. The laboratory includes both quantitative and qualitative experiments which permit students to verify, illustrate, and deduce various laws of physics.

(CSU GE Area B1 + B3 • IGETC Area 5A + 5C)

***UC Credit Limit:** *Physics 006, 007 or 066, 067 or 101, 102, 103 combined: maximum credit, one series. Deduct credit for duplication of topics.*

C-ID: *PHYS 110*

C-ID: *PHYS 100 S (PHYSICS 006 and 007)*

012 Physics Fundamentals (3) UC:CSU

Lecture 3 hours.

May be offered as an honors section.

This course provides a survey of physics including laws of motion, properties of matter, heat, sound, electricity and magnetism, light, atomic and nuclear physics, and relativity. There will be given a historic perspective and applications in today's culture.

(CSU GE Area B1 • IGETC Area 5A)

066 Physics for Life Science Majors I (5) *UC:CSU

Lecture 3 hours. Laboratory 6 hours.

Corequisite: *Concurrent enrollment in Mathematics 261. Previous completion of Mathematics 261 with a grade of "C" or better is allowable.*

May be offered as an honors section.

Students analyze, at the beginning calculus level, the fundamental principles of mechanics, gravitation, thermodynamics, fluids, oscillatory motion, waves, and sound, with applications to biological and biochemical systems.

(CSU GE Area B1 + B3 • IGETC Area 5A + 5C)

***UC Credit Limit:** *Physics 006, 007 or 066, 067 or 101, 102, 103 combined: maximum credit, one series. Deduct credit for duplication of topics.*

C-ID: *PHYS 105*

067 Physics for Life Science Majors II (5) *UC:CSU

Lecture 3 hours. Laboratory 6 hours.

Prerequisite: *Mathematics 261 and Physics 066 with a grade of "C" or better.*

This course is the second semester of a one year introductory calculus-based physics course. The main objective is to provide life science students with the basic concepts and qualitative reasoning skills connecting physics principles to natural phenomena. Lectures cover the fundamental principles and applications of electricity and magnetism, electromagnetic waves, geometric optics, wave optics, quantum physics, atomic physics and nuclear physics. The students will perform laboratory activities that include structured problem-solving strategies, quantitative and qualitative experiments, tutorials, and conceptual activities.

(CSU GE Area B1 + B3 • IGETC Area 5A + 5C)

***UC Credit Limit:** *Physics 006, 007 or 066, 067 or 101, 102, 103 combined: maximum credit, one series. Deduct credit for duplication of topics.*

C-ID: *PHYS 110*

101 Physics for Engineers and Scientists I (5) *UC:CSU

Lecture 3 hours. Laboratory 6 hours.

Prerequisite: *Mathematics 261 with a grade of "C" or better.*

Corequisite: *Concurrent enrollment in Mathematics 262. Previous completion of Mathematics 262 with a grade of "C" or better is allowable.*

Note: *Many 4-year institutions require that Physics 101, 102 & 103 be taken at the same college.*

This course begins a sequence of three calculus-based physics courses. Physics 101 considers the fundamental principles and applications of classical mechanics, gravitation, periodic motion, and fluid mechanics at the beginning calculus level of mathematical sophistication. The lecture and laboratory form a single integrated course. The laboratory includes both quantitative and qualitative experiments, tutorials, and conceptual activities which permit students to verify, illustrate, and deduce various laws of physics.

(CSU GE Area B1 + B3 • IGETC Area 5A + 5C)

***UC Credit Limit:** *Physics 006, 007 or 066, 067 or 101, 102, 103 combined: maximum credit, one series. Deduct credit for duplication of topics.*

C-ID: *PHYS 205*

C-ID: *PHYS 200 S (PHYSICS 101 and 102 and 103)*

102 Physics for Engineers and Scientists II (5) *UC:CSU

Lecture 3 hours. Laboratory 6 hours.

Prerequisite: *Mathematics 262 and Physics 101 with a grade of "C" or better.*

Corequisite: *Concurrent enrollment in Mathematics 263. Previous completion of Mathematics 263 with a grade of "C" or better is allowable.*

Note: *Many 4-year institutions require that Physics 101, 102 & 103 be taken at the same college.*

Students continue the sequence of three calculus based physics courses begun in Physics 101. The fundamental principles and applications of introductory thermodynamics and electricity and magnetism including circuits and Maxwell's equations at a beginning calculus level of mathematical sophistication are explored. Students participate in a single integrated lecture and laboratory course.

Course Descriptions

Students verify, illustrate, and deduce various laws of physics through quantitative and qualitative experiments, tutorials, and active-learning activities.

(CSU GE Area B1 + B3 • IGETC Area 5A + 5C)

***UC Credit Limit:** Physics 006, 007 or 066, 067 or 101, 102, 103 combined: maximum credit, one series. Deduct credit for duplication of topics.

C-ID: PHYS 210

C-ID: PHYS 200 S (PHYSICS 101 and 102 and 103)

103 Physics for Engineers and Scientists III (5) *UC:CSU

Lecture 3 hours. Laboratory 6 hours.

Prerequisite: Mathematics 263 and Physics 102 with a grade of "C" or better.

Note: Many 4-year institutions require that Physics 101, 102 & 103 be taken at the same college.

Students continue the sequence of three calculus based physics courses begun in Physics 101 and continued in Physics 102. Mechanical waves including sound, light and optics, relativity, introductory quantum mechanics, atomic and nuclear physics are examined. Students may also review topics in molecular and condensed matter as well as particle physics. As waves necessarily involve motion in multiple dimensions, more sophisticated elements of calculus are required. Students participate in a single integrated lecture and laboratory course.

Quantitative and qualitative experiments, tutorials, and active-learning activities which permit students to verify, illustrate, and deduce various laws of physics are included in the laboratories.

(CSU GE Area B1 + B3 • IGETC Area 5A + 5C)

***UC Credit Limit:** Physics 006, 007 or 066, 067 or 101, 102, 103 combined: maximum credit, one series. Deduct credit for duplication of topics.

C-ID: PHYS 215

C-ID: PHYS 200 S (PHYSICS 101 and 102 and 103)

185 Directed Study - Physics (1) CSU

285 Directed Study - Physics (2) CSU

385 Directed Study - Physics (3) CSU

Conference 1 hour per unit.

This course allows students to pursue directed study in Physics on a contract basis under the direction of a supervising instructor.

Physiology (PHYSIOL)

001 Introduction to Human Physiology (4) *UC:CSU

Lecture 3 hours. Laboratory 3 hours.

Prerequisite: Anatomy 001 or Animal Science 511 and 512, and Biology 003 or 006 with a grade of "C" or better.

This course includes lectures and laboratory exercises which focus on the principle functions of the human body. Students explore the following systems: circulatory, respiratory, digestive, nervous, sensory, muscular, excretory, endocrine, and reproductive.

(CSU GE Area B2 + B3 • IGETC Area 5B + 5C)

C-ID: BIOL 120 B

Plant Science (PLNT SC)

Agriculture - General Plant Science 100-199

Horticulture and Landscaping . . . Plant Science 700-899

Natural Resources Management. . Plant Science 900-999

103 Introduction to Soil Science (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

This course involves the study of the physical, chemical and biological properties of soil. Students will learn about soil classification, and its derivation, use, and function. Management issues, including erosion, moisture retention, structure, cultivation, organic matter and microbiology will also be covered. In the laboratory, students will participate in experiments involving soil type, classification, soil reaction, soil fertility and physical properties of soil. The laboratory portion is a requirement of this class.

(CSU GE Area B1 + B3 • IGETC Area 5A + 5C)

C-ID: AG-PS 128 L

110 Food and Society (3) UC:CSU

Lecture 3 hours.

In this course students will acquire knowledge in the history of modern agriculture, and its integration into social, cultural, economic, legal and political institutions. Students will explore the biological systems of which agriculture is a part and consider the causes and impact of world hunger. Students will analyze the social and environmental effects of commodity chains in comparative global context. The course will emphasize critical analysis of current agricultural and food issues.

701 Floral Design and Practices I (2) CSU

Lecture 1 hour. Laboratory 2 hours.

This course teaches students the flowers and plants in Southern California used primarily in the florist trade. It includes the use and care of equipment used in the trade. The course covers shop practice in flower care, corsage making and the basics of floral arrangements.

710 Hemp and Society (2) UC:CSU

Lecture 2 hours.

This course introduces students to the science, history, and cultural uses of industrial hemp around the world for food, fuel, and fiber. Students will learn about the science behind CBD and the use of hemp for biofuel. Students discuss the legal and social aspects of prohibition and regulation in the modern landscape. Students evaluate the potential for industrial hemp to alleviate environmental contamination and climate change concerns in the future such as heavy metals remediation, carbon capture, and the use of hemp green building materials.

711 Introduction to Plant Science (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Students explore plant science including structure and anatomy, growth processes, propagation, physiology, growth media, biological competitors, and post-harvest factors of food, fiber, and ornamental plants. Students gain appropriate plant science technology skills in the required laboratory.

(CSU GE Area B2 + B3 • IGETC Area 5B + 5C)

C-ID: AG-PS 104, AG-PS 106 L

714 Principles of Horticulture (3) CSU

Lecture 3 hours.

Students survey the full array of Horticultural endeavor and study and review the skills necessary to engage in multiple fields of horticultural work. Techniques of turf care, including plant growth regulators, plant nutrition and weed control, are discussed. The course includes a broad preparatory context for someone about to enter a career in Horticulture, including career options, basic botany, plant propagation, nutrition, and greenhouse, floristry, and nursery industries.

**716 Arboriculture I (Care of Trees and Shrubs) (1)**

Lecture 0.5 hour. Laboratory 1.5 hours.

This course includes both a lecture and a hands-on laboratory covering the basic methods of tree and shrub care. Emphasis is given to the selection, planting and maintenance of trees and shrubs from youth to specimen maturity along with cultural aspects in selection criteria. Extensive instruction in pruning and shaping are part of the hands-on laboratory.

718 General Fruit Production I (3) CSU

Lecture 2 hours. Laboratory 2 hours.

General fruit production focuses on subtropical fruit with emphasis on citrus and avocado. Included in the course is analysis of soil and climatic requirements, frost protection methods, use of root stocks, new varieties, bud section and tree records. Citrus and avocado pests, including spraying, fumigating, dusting and orchard examination is discussed. Fruit handling, marketing and visits to local packing houses are included. Students will receive hands on experience in soil analysis, grafting and budding trees, fruit collection and processing and planning a small urban fruit farm.

726 Agricultural Genetics (2) CSU

Lecture 1 hour. Laboratory 2 hours.

Agricultural Genetics will introduce students to a broad range of topics in the exciting field of population and molecular genetics. Upon completion of this course, the student will be fluent in basics of Mendelian, non-Mendelian, and Molecular genetics. These important concepts will provide insight for all types of students involved in Agricultural Science, Biology and Environmental Science. In addition, students will gain basic skills understanding needed to work in a molecular laboratory.

727 Plant Breeding Techniques (2) CSU

Lecture 1 hour. Laboratory 2 hours.

This course covers the principles of traditional plant breeding methods and theory including genetic principles, effects of selection, reproductive systems and mapping techniques. Students are prepared with entry-level skills to work in fruit, vegetable, or forage breeding programs.

756 Greenhouse Plant Production (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Students will study the status of the flower and potted plant growing industry including all types of forcing structures, including their parts, maintenance and use. Greenhouse and field situations, soil and container mixes, nutrition, light, temperature, moisture, and pest and disease problems are discussed. Students identify flowering and foliage plants in common usage which are grown in laboratory practice. Students learn how to produce and culture plants in a temperature-controlled environment and examine variables like humidity, light and nutrients. Students will grow different types of plants in the college's greenhouse.

757 Plant Propagation and Production (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Students explore plant propagation and production practices with emphasis on nursery operations including sexual and asexual reproduction, planting, transplanting, fertilizing, plant pest and disease control; structures and site layout; preparation and use of propagating and planting mediums; use and maintenance of common tools and equipment; regulations pertaining to plant production. Laboratory required. There is a materials fee of \$100.00 for this course.

C-ID: AG-EH 116 L

800 Plant Identification and Use I (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Recommended: Plant Science 711.

Students examine growth habits, plant identification, culture and ornamental use of landscape and indoor plants adapted to climates of California. Plants emphasized will come from the current California Association of Nurseries & Garden Centers (CANGC) and Professional Landcare Network (PLANET) Certification Tests Plant lists. Students compare and contrast plants during the respective season. Plant materials from local regions will also be examined. Laboratory required.

C-ID: AG-EH 108 L

801 Plant Identification and Use II (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

In this course, students consider plants used in landscaping and nursery occupations (ornamental plants), their pronunciation, botanical and common names and individual plant characteristics. Students will study and identify trees, annuals, and cut flower varieties. The course requires a number of field trips for observation of plants and their uses.

806 Landscape Planning and Design (3) *UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Includes the fundamental principles of landscape design, drafting, mapping techniques, basic design concepts as applied to residential and commercial developments, and practice in preparing landscape plans for small properties.

812 Landscape Installation and Maintenance I (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Students install the landscape work commonly done at commercial and residential job sites. Both lecture and lab include sod installation; soil preparation; turf renovation, tree moving equipment; pruning and surgery; injection feeding; lawn header-board construction; vertical mulching techniques; planting of shrubs, trees, flowers, and ground covers. Students operate power equipment used by landscaping and maintenance crew: rototillers, edgers, mowers, sod cutters, chain-saws, and use of technical instruments (transit, builders level, etc.).

816 Grading and Drainage Planning (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Students design the contouring and water drainage of landscaped areas as they apply to nuisance water removal. Their studies emphasize contour grading, spot elevations, and surveying with building levels.

818 Basic Construction Techniques (3) CSU

Lecture 2 hours. Laboratory 3 hours.

This course includes fundamental concepts, materials and methods of working with earth, wood, concrete, concrete block, brick and stone, and irrigation and drainage as they apply to construction. Includes projects, blueprint reading, budget information, use of construction equipment and instruments as related to projects. Includes operation of power equipment.

820 Irrigation Design and Installation (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Students analyze irrigation as it relates to plant growth and implement various methods of irrigation with special emphasis on sprinklers and irrigation management procedures.

822 Turf and Ground Cover Management (3) CSU

Lecture 2 hours. Laboratory 2 hours.

This course studies turfgrasses, their characteristics, uses, and management. The course includes soils, soil preparation, irrigation, fertilization, insects, weeds, dis-

Course Descriptions

case, and special management factors involved with maintaining turfgrasses in the landscape, on golf courses, and athletic fields for private and public sectors. The class may require field trips to supplement class work.

826 Computer Landscape Design (3)

Lecture 2 hours. Laboratory 2 hours.

In this introductory course to AutoCAD (Computer Aided Design) students apply the program to create Landscape Design plans.

827 Sustainable Gardening for Landscapes (Horticulture) (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Students examine ways in which urban landscapes in Southern California can become more sustainable. Topics include water conservation, storm water runoff, composting, landscapes for fire prone areas, material reuse, recycling and repurchase, and other principles of sustainability. Students will learn the application of new technology to increase sustainability.

828 Sustainable Water Management & Conservation (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Students will study Worldwide Water Quality, Supply and Conservation issues. Students will study principles and practices of water management for urban sustainable landscapes including water audit methods, irrigation scheduling, water budgets, water use monitoring and laws and regulations pertaining to sustainable urban landscape irrigation and runoff.

829 Sustainable Plant Selection (3) CSU

Lecture 2 hours. Laboratory 2 hours.

This course covers drought tolerant xeriscape plant identification, collection and preservation. The list of plants to be studied include trees, shrubs, vines, ground covers, succulents, grasses, perennials and annuals. The student will be able to identify plants by botanical and common name and demonstrate their characteristics (height, spread, soil adaptation, flower, landscape use and ecology). Information will be used by the student to produce an individual reference guide for future use. This class is especially useful for students entering the fields of nursery operations, landscape design, landscape contracting and landscape maintenance.

830 Sustainable Pest Control (3) CSU

Lecture 2 hours. Laboratory 2 hours.

This course examines the various methods of pest control with emphasis on common pest problems for garden and house plants and vertebrate pests. Includes a survey of common pests, plants they infect and the symptoms of infestation. Diagnostic procedures are presented and the non-chemical and integrated pest management methods are presented. Student will do projects that require development of a complete sustainable integrated pest management program.

896A Horticulture Projects (1) CSU

Laboratory 2 hours.

In this course, students are involved in the planning, development and completion of an individual or group horticulture or crop production project under the guidance of a faculty advisor on or off the College campus.

896B Horticulture Projects (2) CSU

Laboratory 4 hours.

In this course, students are involved in the planning, development and completion of an individual or group horticulture or crop production project under the guidance of a faculty advisor on or off the College campus.

896C Horticulture Projects (3) CSU

Laboratory 6 hours.

In this course, students are involved in the planning, development and completion of an individual or group horticulture or crop production project under the guidance of a faculty advisor on or off the College campus.

901 Natural Resources Conservation (3) **UC:CSU

Lecture 3 hours.

In this course, students study the development of the conservation ethic in the United States and the impact that human populations have on the natural world. The course traces the development of the wise use of natural resources in the National Forest system vs. the preservationist ethic associated with the National Parks. The course follows the use of the Antiquities Act of 1906 to preserve large tracts of land up to the present day. Discussions focus on government legislation and resource management strategies including soil, water, fish, rangeland, forest, air, and minerals.

(CSU GE Area B2)

****UC Credit Limit:** Plant Science 901 and Environmental Science 002 combined: maximum credit, one course.

913 Environmental Restoration (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Students will engage in hands-on soil carbon building activities such as industrial hemp cultivation and experimentation with soil amendments, water conservation trials, and cover cropping. Students will practice propagation techniques for woody plant materials and forest restoration planting. Students will develop basic plant ecology measurement and statistical analysis skills. Students will conduct testing of plant tissue and soil materials for fungal root diseases such as Phytophthora, and mycotoxin producers such as Aspergillus using cultivation independent methods. Students will learn to perform environmental testing such as micronutrient and heavy metals testing of soil and plant tissue. Field trips may be required.

185 Directed Study - Plant Science (1) CSU
285 Directed Study - Plant Science (2) CSU
385 Directed Study - Plant Science (3) CSU

Conference 1 hour per unit.

This course allows students to pursue directed study in Plant Science on a contract basis under the direction of a supervising instructor.



Political Science (POL SCI)

See also Chicano Studies.

001 The Government of the United States (3) UC:CSU

Lecture 3 hours.

May be offered as an honors section.

Students study the government of the United States with respect to historical background, constitutional framework and development, civil liberties and civil rights, the political process, including elections, political parties and interest groups, and the institutions and processes for the development and implementation of American public policies. The study of California state and local government is a special component of this class.

(CSU GE Area D • IGETC Area 4 • Satisfies CSU American Ideals Graduation Requirement US-2 + US-3)

C-ID: POLS 110

002 Introduction to Comparative Politics (3) UC:CSU

Lecture 3 hours.

May be offered as an honors section.

Students study a selected variety of major national states to secure a comparative picture of political philosophies constitutions, political processes and governmental institutions. Emphasis is placed on those factors, geographic, historic, demographic and cultural, which contribute to differences in governmental experiences.

(CSU GE Area D • IGETC Area 4)

C-ID: POLS 130

005 The History of Western Political Thought (3) UC:CSU

Lecture 3 hours.

May be offered as an honors section.

Surveys important ideas and theories in political thinking that have developed from the time of the ancient Greeks to the present day. Students will analyze the relationship between political theory and political life.

(CSU GE Area A3 or D • IGETC Area 4)

C-ID: POLS 120

007 Introduction to International Relations (3) UC:CSU

Lecture 3 hours.

May be offered as an honors section.

Students are introduced to the major theoretical approaches to international politics, to explore important historical and contemporary questions and debates in international affairs, and to teach students to think critically about international relations. Students review PowerPoint Presentations, engage in discussions, and write summaries of the discussion.

(CSU GE Area D • IGETC Area 4)

C-ID: POLS 140

014 Government and Politics in the Middle East (3) UC:CSU

Lecture 3 hours.

May be offered as an honors section.

Students will survey the domestic, regional, and international factors which shape the political landscape of the Middle East. Students will also identify and explain sources of instability and violence in the region by focusing on the processes of state building and state disintegration. Students will examine the material in the comparative context, the particular experiences of Middle Eastern countries to answer questions concerning the nature, roots, and historical evolution of the region's regimes, nationalism, leadership, and institutions.

(CSU GE Area D • IGETC Area 4)

019 Women in Politics (3) UC:CSU

Lecture 3 hours.

May be offered as an honors section.

Women in Politics examines from a women's perspective political theories and public policies which shape the various possibilities and strategies for women's political participation in the United States and elsewhere. This course examines the political institutions, processes, and problems of the national, state, and local government from a women's perspective.

(CSU GE Area D • IGETC Area 4 • Satisfies CSU American Ideals Graduation Requirement US-2 + US-3)

030 The Political Process (3) UC:CSU

Lecture 3 hours.

This course surveys the American political process and institutions, the workings of American democracy and society, with a particular emphasis on how students can contribute to a democratic society and become responsible and constructive citizens through an understanding of the nature and foundation of the democratic system. The Constitution is thoroughly read and discussed. Specific focus is placed on the interactions between federal, state and local government, democratic theory and the contrasting philosophies of the framers of the Constitution. Also emphasized are representative and direct democracy, the rights and obligations of citizenship, civil rights and civil liberties, and governmental institutions at the local, state and federal level. The course devotes considerable attention to the political rights and obligations of citizenship, essential Supreme Court decisions, interactions between the US and state constitutions, elections, political behavior, public opinion, socialization, civic engagement and the roles and interactions of political parties and interest groups in a modern democratic political process. Students will engage with the material actively to both acquire the knowledge from the research and information portions of the text, lectures and in-class projects as well as critically think and discuss what the information they've learned means in society at large and specifically in the context of a democratic institution.

(CSU GE Area D • IGETC Area 4 • Satisfies CSU American Ideals Graduation Requirement US-2 + US-3)

050 Introduction to Research in Political Science (3) UC:CSU

Lecture 3 hours.

May be offered as an honors section.

Students examine the logic of the scientific analysis of political and social institutions. Analyzes the various methodological tools utilized in social science research and emphasizes clarification of basic social science issues. Topics include research design, conceptualization, measurement, sampling methodology, and both qualitative and quantitative data analysis. The work of several scholars is evaluated and students develop their own research design related to a political issue.

(CSU GE Area D • IGETC Area 4)

C-ID: POLS 160

185 Directed Study - Political Science (1) CSU

285 Directed Study - Political Science (2) CSU

385 Directed Study - Political Science (3) CSU

Conference 1 hour per unit.

This course allows students to pursue directed study in Political Science on a contract basis under the direction of a supervising instructor.

Psychology (PSYCH)

001 General Psychology I (3) *UC:CSU

Lecture 3 hours.

Advisory: Eligibility for English 028 or higher.

Required for Psychology majors.

May be offered as an honors section.

Students are introduced to the scientific study of behavior and mental processes through an examination of well established psychological perspectives, theories, concepts, research methods, and results. Students learn about the history of psychology, biological psychology, sensation and perception, consciousness, life-span development, learning, memory, cognition, social psychology, human sexuality and gender, motivation and emotion, health psychology, personality, psychological disorders, and clinical therapy. Students may also examine intelligence and statistics.

(CSU GE Area D • IGETC Area 4)

C-ID: PSY 110

002 Biological Psychology (3) UC:CSU

Lecture 3 hours.

Prerequisite: Psychology 001 or 006 with a grade of "C" or better.

May be offered as an honors section.

Students are introduced to the scientific study of the physiological and neuroanatomical underpinnings of behavior and mental processes through discussion of research investigating core introductory psychology topics. Nature (genetics/biology) and nurture (life experiences/culture/evolution), nervous system structure, function and development, axonal and synaptic transmission, psychopharmacology, behavioral neuroscience and neuropsychological research methods, sensation, perception, consciousness, motivation, vision, sleep and biological rhythms, hormones and reproductive behavior, emotions and stress, ingestive behavior, learning, memory, communication, neurological as well as psychopathological disorders are discussed. Students may also examine audition, touch, sensorimotor and chemical senses.

(CSU GE Area B2 • IGETC Area 5B)

C-ID: PSY 150

013 Social Psychology (3) UC:CSU

Lecture 3 hours.

Advisory: Psychology 001.

Psychology 013 studies individual behavior as it affects others and as it is affected by others. Main topics include: Aggression, Attitudes, Discrimination and Prejudice, Conformity, Compliance, Obedience, Group Behavior, Interpersonal Relationships, Persuasion, Prosocial Behavior, "The Self", and Social Cognition.

(CSU GE Area D • IGETC Area 4)

C-ID: PSY 170

014 Abnormal Psychology (3) UC:CSU

Lecture 3 hours.

Advisory: Psychology 001.

This course provides a review of anxiety disorders, depressive disorders, neurocognitive disorders, feeding & eating disorders, sleep/wake disorders, adjustment disorders, personality disorders, somatic symptom & related disorders, factitious disorders, dissociative disorders, schizophrenia & other psychotic disorders, substance-related & addictive disorders, disruptive, impulse-control & conduct disorders, sexual dysfunction, and other disorders. Additionally, an introduction to the etiology, assessment, diagnosis, and methods of therapy relevant to the major psychological disorders are discussed.

(CSU GE Area D • IGETC Area 4)

C-ID: PSY 120

016 Intimacy, Marriage and Family Relationships (3) UC:CSU

Lecture 3 hours.

This course presents a scientific study of human behavior and experience as expressed in love, marriage, and family relationships. Such topics as the psychological motives of couples, the emotional maturity of couples, the need for an adequate frame of reference for marriage, the development of interpersonal competence and effective partner and parentage relationships are studied.

(CSU GE Area D • IGETC Area 4)

032 Psychology of Women (3) UC:CSU

Lecture 3 hours.

Advisory: Psychology 001.

This course will provide a better understanding of the experiences of women through an exploration of cultural stereotypes, family structure, female sexuality, women's health and self-esteem issues. Moreover, this course will provide an overview of women's issues from a psychological perspective ranging from a re-examination of traditional theories of personality to current topics of research interest. Where applicable, the course draws heavily from the research literature on sex differences and sex role socialization.

(CSU GE Area D or E • IGETC Area 4)

041 Life-Span Psychology: From Infancy to Old Age (3) UC:CSU

Lecture 3 hours.

Advisory: Psychology 001.

Students are exposed to psychological development from infancy through old age, including genetic, physical, and social influences on perception, learning, memory, intelligence, personality, self-concept, and social roles; tasks, changes, and adjustments related to each phase of the life cycle.

(CSU GE Area D or E • IGETC Area 4)

C-ID: PSY 180

052 Psychological Aspects of Human Sexuality (3) UC:CSU

Lecture 3 hours.

Advisory: Psychology 001.

This course will provide an introduction to the psychological aspects of human sexual behavior with emphasis on how historical and current perspectives effects sexual attitudes, beliefs and behaviors. Topics will include sexual arousal and response, gender-related issues, attraction and relationships, sexual orientation, sexual dysfunctions and sexually transmitted infections. Additional topics will include pregnancy and contraception, sexual coercion, commercial sex and sexuality throughout the lifespan.

(CSU GE Area D or E • IGETC Area 4)

C-ID: PSY 130

060 Stress Management (3) UC:CSU

Lecture 3 hours.

Students examine the emotional, cognitive and physiological aspects of stress and stress management. Topics will include the psychology and physiology of stress, stress-related disorders, and stress-prone and stress-resistant personalities. Stress management practices will include various relaxation and meditation techniques, communication skills training, time management strategies and the role of physical exercise and nutrition.

(CSU GE Area D or E)

066 Introduction to Critical Thinking (3) UC:CSU

Lecture 3 hours.

Students examine the nature of critical thinking, models and strategies, common fallacies of reasoning, self regulation in the thinking process, application of critical thinking to specific areas, and evaluation of problem solving techniques.

(CSU GE Area A3 or D • IGETC Area 4)

**069 Psychology in Film (3) UC:CSU***Lecture 3 hours.**Advisory: Psychology 001.*

Students analyze a variety of films that portray specific human behaviors, characteristics, and disorders as discussed in General Psychology I. A lecture/discussion accompanying each film provides a more in depth analysis of the relevant topic than is covered in General Psychology I. Students discuss topics drawn from research methods, biological psychology, sensation and perception, states of consciousness, learning, memory, intelligence, motivation, human development, personality, emotions and stress, human sexuality and gender, social psychology, abnormal psychology, and clinical psychology.

(CSU GE Area D • IGETC Area 4)

073 Lab in Physiological Psychology (1) UC:CSU*Laboratory 2 hours.**Prerequisite: Psychology 002 with a grade of "C" or better.*

Students examine the physiological and neuroanatomical underpinnings of behavior and mental processes through research discussion and participation investigating core introductory psychology topics. Main topics include: nature (genetics/biology) and nurture (life experiences/culture/evolution), nervous system structure and function, behavioral neuroscience and neuropsychological research methods, sensation, perception, consciousness, motivation, vision, audition, touch, sensorimotor, chemical senses, hormones and reproductive behavior, emotions, stress, learning and memory.

(CSU GE Area B3 • IGETC Area 5C)

074 Research Methods in the Behavioral Sciences (3) UC:CSU*Lecture 3 hours.**Prerequisite: Psychology 001; and Statistics 001 or 101 with a grade of "C" or better.*

Students are introduced to research concepts, designs, and statistical techniques used in the behavioral and social sciences. Knowledge of descriptive and inferential statistics and its application to data is applied for both non-experimental and experimental studies. Understanding of ethics in research for animals and humans is addressed. Critiquing of current published research articles and disseminating of experimental and non-experimental research is discussed. Researching published articles through the use of personal computers is demonstrated. Report writing of APA-style manuscripts and presentation of a group project from data collected are required. Use of personal computers and the software 'Statistical Package for the Social Sciences (SPSS)' are applied throughout the course.

(CSU GE Area D • IGETC Area 4)

*C-ID: PSY 200***185 Directed Study - Psychology (1) CSU****285 Directed Study - Psychology (2) CSU****385 Directed Study - Psychology (3) CSU***Conference 1 hour per unit.*

This course allows students to pursue directed study in Psychology on a contract basis under the direction of a supervising instructor.

Public Relations (PUB REL)**001 Principles of Public Relations (3) CSU***Lecture 3 hours.**Not offered each semester.*

Students evaluate public relations as a growing profession. Students look at the job opportunities for the practitioner, internal and external PR and investigate relationships with the media, organizing and executing campaigns and tie-ins with

marketing. The use of social media, photography, graphics and video/audio components for campaigns is studied.

*C-ID: JOUR 150***002 Public Relations Techniques (3) CSU***Lecture 3 hours.**Prerequisite: Public Relations 001 with a grade of "C" or better.*

This course builds upon the public relations writing techniques and strategic program planning taught in Public Relations I, while orienting the student toward the types of written products generated by public relations professionals. This advanced course will refine a student's writing skills while paying close attention to the various formats such as press releases, media advisories, crisis plans, press kits in addition to other widely used public relations tools while adhering to the ethical guidelines set by the Public Relations Society of America. The accompanying practicum gives students the opportunity to work with an on-campus or non-profit organization to create and implement a public relations plan.

Reading

See course listings under English.

Real Estate (REAL ES)**001 Real Estate Principles (3) CSU***Lecture 3 hours.*

This course is an introductory survey of the fundamentals and principles of real estate. Students examine legal descriptions, estates in land, methods of holding title, transfer of real property, encumbrances, contract law, real estate agency law, principles of real estate financing, real estate appraisal, escrow, construction, investment, California real estate license law, and landlord/tenant law. Career opportunities are also discussed. This course applies toward the mandatory educational requirements for obtaining the California Real Estate Salesperson or Broker License.

003 Real Estate Practices (3) CSU*Lecture 3 hours.**Prerequisite: Real Estate 001 with a grade of "C" or better.*

This course covers the elements of day-to-day real estate sales and brokerage practices, emphasizing the selling process and the handling of a real estate transaction from listing to closing escrow. Students examine offer guidelines in areas such as: listing agreements and purchase agreements, pricing property, qualifying the purchaser, agency relationships, financing and other topics. This course applies towards the mandatory educational requirements for obtaining the California Real Estate Salesperson or Broker License.

Sign Language

See course listings under American Sign Language.

Sociology (SOC)

001 Introduction to Sociology (3) UC:CSU

Lecture 3 hours.

May be offered as an honors section.

Students are introduced to the discipline of sociology through examining its main theoretical and research approaches, and applying them to a variety of social phenomena. Students analyze issues including social interaction, culture, social structure, deviance, social inequality, and social institutions.

(CSU GE Area D • IGETC Area 4)

C-ID: SOCI 110

002 American Social Problems (3) UC:CSU

Lecture 3 hours.

Students analyze contemporary social problems in the United States and issues of power, inequality, privilege and oppression. Topics include racism, sexism, homophobia, classism, the environment, crime, war, and terrorism. This course also offers possible solutions.

(CSU GE Area D • IGETC Area 4)

C-ID: SOCI 115

003 Crime and Delinquency (3) UC:CSU

Lecture 3 hours.

Students examine the nature and extent of crime and delinquency, theories of causation, types of juvenile and adult offenses, and efforts by society to cope with law violations. Includes programs for prevention, correction, and rehabilitation.

(CSU GE Area D • IGETC Area 4)

C-ID: SOCI 160

004 Sociological Analysis (3) UC:CSU

Lecture 3 hours.

Prerequisite: Sociology 001 with a grade of "C" or better.

May be offered as an honors section.

Students examine the fundamental principles and methods of sociological research design and implementation. Students analyze the key types of evidence—including qualitative and quantitative data, data gathering and sampling methods, logic of comparison, and causal reasoning. The work of several scholars is evaluated and students create their own research design related to a sociological issue.

(CSU GE Area D • IGETC Area 4)

C-ID: SOCI 120

011 Race and Ethnic Relations (3) UC:CSU

Lecture 3 hours.

Students examine the definitions, history, and experiences of ethnic and racial groups in the United States from a sociological perspective. Attention is given to Black, Latino, Native Americans, Asian Americans, and White Americans from an intersectional perspective. Possible topics to explore may include: social, economic, and political factors that affect race relations, sources of discrimination and prejudice, and the achievement of social equality among different groups.

(CSU GE Area D • IGETC Area 4)

C-ID: SOCI 150

013 Society and Personality (3) UC:CSU

Lecture 3 hours.

May be offered as an honors section.

Students explore social psychology, focusing on the contributions of sociology to this field. This course considers individual human behavior in relation to the sociocultural environment. Topics analyzed include socialization, self, identity,

symbolic communication, altruism, aggression, prejudice and stereotypes, deviant behavior, interpersonal attraction, attitudes and attitude change, conformity, group processes, gender roles, cultural norms, multiculturalism.

(CSU GE Area D • IGETC Area 4)

C-ID: PSY 170

015 Religion and American Society (3) UC:CSU

Lecture 3 hours.

May be offered as an honors section.

Students engage in the sociological analysis of religion. The distinctions between the sociological perspective and the alternative approaches to religion are explored. Issues analyzed include the connections between religion and other aspects of social life, such as gender, sexual identity, class, race and ethnicity. Students also examine the relationship between religion and social continuity and change, particularly the impact of globalization on religion and religious identity.

(CSU GE Area D • IGETC Area 4)

021 Human Sexuality (3) UC:CSU

Lecture 3 hours.

May be offered as an honors section.

Students analyze the social, cultural, historical, and religious influences that shape contemporary sexual values and normative beliefs in the United States. Major and diverse paradigms of sociology regarding sexual practices and behavior, including cross-cultural traditions, sexual attraction and response, sexual deviance, sexual orientations and the commercialization of love, sex, and eroticism are examined.

(CSU GE Area D • IGETC Area 4)

028 The Family: A Sociological Approach (3) UC:CSU

Lecture 3 hours.

May be offered as an honors section.

This course is designed to introduce the students to the sociological analysis of the family. Examines the family as a social institution. Issues analyzed include family diversity, dating, cohabitation, marriage, parenting, socialization, violence, divorce.

(CSU GE Area D or E • IGETC Area 4)

C-ID: SOCI 130

029 The U.S. and Terrorism (3) UC:CSU

Lecture 3 hours.

Students examine the evolution of the U.S. presence in the Middle East and Central Asia, and explore the development of terrorism and the U.S. response.

(CSU GE Area D • IGETC Area 4)

031 Sociology of Gender (3) UC:CSU

Lecture 3 hours.

Students examine the social significance of gender in contemporary U.S. society and analyze the social construction of gender ideology and how people's experiences are affected by social institutions such as work, education, the family, and the criminal justice system. People's differential experiences are analyzed within the context of race, class, and sexual orientation. Students learn how the experiences of people are created through social institutions and can, therefore, be transformed through social and institutional change.

(CSU GE Area D • IGETC Area 4)

C-ID: SOCI 140

035 The Labor Movement (3) UC:CSU

Lecture 3 hours.

The course presents a sociological and historical analysis of labor movements in the United States and their effects upon American society. The course introduces



students to distinctions among different forms of labor (forced and free), the role of markets and the State in regulating labor, and the effects of external factors (Industrial Revolution, abolition of chattel slavery, the Great Depression, war, globalization) and internal (to the laboring class) factors (competition among workers, ideologies, social and political organization) affecting the development of labor movements.

(CSU GE Area D • IGETC Area 4)

037 Introduction to Political Sociology (3) UC:CSU

Lecture 3 hours.

This course is the sociological study of power, politics, and the state. In political sociology, students will examine the interrelation of politics and society by combining sociological analysis with analyses of political structure and political processes. Emphasis is placed on political sociological theories, elites and masses, the state, globalization, nationalism and social movements, media and interest groups, social and political institutions, capitalism, corporatism, and status.

(CSU GE Area D • IGETC Area 4)

086 Popular Culture (3) UC:CSU

Lecture 3 hours.

This course introduces students to the analysis of the historical and current development and emergence of American popular culture and its relationship to social institutions, collective behavior, and roles in people's lives. Social, technological, political, and economic aspects of society are examined with regard to the adoption, maintenance, and changes in popular culture, including the consumption of mass media, fashion, music, consumerism and food. Distinction between popular culture and culture, mass culture, folk culture and its contribution to society's contemporary outlook is analyzed.

(CSU GE Area D • IGETC Area 4)

087 Sociology of Deviant Behavior (3) UC:CSU

Lecture 3 hours.

This course examines the structural and individual causes of deviant behavior in American society. Students will conduct both absolutist and relativist analysis describe the very nature of why people engage in "undesirable" and socially "unacceptable" behavior. This course differs from criminology, in that sociology observes other behaviors that are not sanctioned by a legal body. This course examines the causes, consequences, practical data and ameliorative methods that are offered in the field.

(CSU GE Area D • IGETC Area 4)

125 Statistics for the Social Sciences (3) UC:CSU

Lecture 3 hours.

Prerequisite: Mathematics 125 or 134 with a grade of "C" or better, or placement according to AB705.

This course covers the application of statistical methods to interpret, analyze, and describe quantitative data in social sciences. Topics include descriptive and inferential statistics usually include levels and types of measurement; measures of central tendency and dispersion; normal, t, and chi-square distributions; probability and hypothesis testing; correlation and regression. Applications of statistical software (SPSS) to sociology and/or other social science data is required to analyze data and report results using American Sociological Association (ASA) style.

(CSU GE Area B4)

C-ID: SOCI 125

Spanish

001 Elementary Spanish I (5) UC:CSU

Lecture 5 hours.

Note: Students with previous knowledge of Spanish should enroll in a higher level.

An introductory course for students who have had little or no oral or written knowledge of Spanish. Students develop listening, speaking, reading, and writing skills in communicative contexts that are focused on the cultures of the Spanish-speaking world. Upon successful completion of this course students are able to understand and engage in simple conversations on familiar topics. Conducted primarily in Spanish. Placement Advisory: Students who have completed two years of high-school with a grade of C or higher should enroll in Spanish 002. Spanish speakers should enroll in Spanish 035. Advanced or native Spanish speakers should enroll in Spanish 004 or Spanish 037.

(CSU GE Area C2 • IGETC Area 6A)

C-ID: SPAN 100

002 Elementary Spanish II (5) *UC:CSU

Lecture 5 hours.

Prerequisite: Spanish 001 with a grade of "C" or better, or language proficiency equivalent to two years of high-school Spanish.

Students continue to practice authentic language in communicative contexts and increase their listening, speaking, reading, and writing proficiency. Upon successful completion of this course students are able to describe and narrate past real-life events, give commands and recommendations, talk about health issues, understand more complex conversations and readings, and write with more accuracy and detail. Students expand their awareness of the cultural diversity of the Spanish-speaking world. Prerequisite: Spanish 001 with a "C" or better, or two years of high-school Spanish with a 'C' or better. Placement Advisory: Spanish speakers should enroll in Spanish 035 or 036. Students who have completed four years of high-school Spanish should enroll in Spanish 003. Advanced or native Spanish speakers should consult with the department chair for optimal placement.

(CSU GE Area C2 • IGETC Area 3B + 6A)

C-ID: SPAN 110

003 Intermediate Spanish I (5) **UC:CSU

Lecture 5 hours.

Prerequisite: Spanish 002 with a grade of "C" or better or language proficiency equivalent to successful completion of four years of high-school Spanish.

Students continue their development of their listening, speaking, reading, and writing skills in communicative contexts focused on the cultural diversity of the Spanish-speaking world. Students improve oral and writing proficiency beyond expressing basic needs of the immediate environment, such as communicating nuanced personal meaning, opinions, recommendations, and discussing complex issues and plans using abstract and conceptual vocabulary. Upon completion of this course, students demonstrate increased awareness of cultural norms and values, increased accuracy in high-frequency structures and vocabulary, and increased fluency in complex discourse. Pre-requisite: Spanish 002 a grade of 'C' or better or language proficiency equivalent to successful completion of four years of high-school Spanish. Placement Advisory: Spanish speakers should enroll in Spanish 035 or 036. Students who have completed four years of high-school Spanish should enroll in Spanish 003. Advanced or native Spanish speakers should consult with the department chair for optimal placement.

(CSU GE Area C2 • IGETC Area 3B + 6A)

C-ID: SPAN 200

004 Intermediate Spanish II (5) UC:CSU
Lecture 5 hours.
Prerequisite: Spanish 003 with a grade of "C" or better.

This course continues to expand language acquisition through listening, speaking, reading and writing in the cultural context of the Spanish-speaking world. Students continue to develop proficiency in oral and written communication. Course content focuses on expressing nuanced meaning, expressing opinions or making recommendations, and discussing complex issues using abstract and conceptual vocabulary. This course also introduces students to the basic methodology and technical vocabulary of literary analysis. Upon completion of this course, students demonstrate increased awareness of cultural norms and values, are able to recognize and name basic discursive elements of a literary text, and demonstrate moderate accuracy in the use of complex discourse. This course is conducted in Spanish. This course is required for Spanish and Latin American Studies majors. Placement Advisory: Spanish speakers should enroll in Spanish 035 or 036. Students who have completed four years of high-school Spanish should enroll in Spanish 003. Advanced or native Spanish speakers should consult with the department chair for optimal placement.

(CSU GE Area C2 • IGETC Area 3B + 6A)

C-ID: SPAN 210
005 Advanced Spanish Through Latin American Literature (5) UC:CSU
Lecture 5 hours.
Prerequisite: Spanish 004 or 036 with a grade of "C" or better.
Recommended for native speakers and Spanish majors.

Students critically analyze seminal works of Latin American literature in Spanish and develop awareness of the historical, political and cultural contexts connected to the works. This class is conducted in Spanish. Students are expected to engage in discussion, read short stories and novels, and write research papers in Spanish. Placement Advisory: Spanish speakers should enroll in Spanish 035 or 036. Students who have completed four years of high-school Spanish should enroll in Spanish 003. Advanced or native Spanish speakers should consult with the department chair for optimal placement.

(CSU GE Area C2 • IGETC Area 3B + 6A)

006 Advanced Spanish Through Spanish Literature (5) UC:CSU
Lecture 5 hours.
Prerequisite: Spanish 004 or 036 with a grade of "C" or better.
Recommended for native speakers and Spanish majors.

Students critically analyze seminal works of Spanish literature in Spanish and develop awareness of the historical, political and cultural contexts connected to the works. This class is conducted in Spanish. Students are expected to engage in discussion, read short stories and novels, and write research papers in Spanish. Placement Advisory: Spanish speakers should enroll in Spanish 035 or 036. Students who have completed four years of high-school Spanish should enroll in Spanish 003. Advanced or native Spanish speakers should consult with the department chair for optimal placement.

(CSU GE Area C2 • IGETC Area 3B + 6A)

009 Civilization of Spain (3) UC:CSU
Lecture 3 hours.

Students engage in an interdisciplinary introduction to the Iberian civilization and cultures from prehistoric times to the present. Representative works of art, architecture, music, and literature are connected to historical, political, economic, social, and cultural developments that have shaped the historical reality of the peninsula and contributed to the configuration of Spain's identity.

(CSU GE Area C2 or D • IGETC Area 3B or 4)

010 Latin-American Civilization (3) UC:CSU
Lecture 3 hours.

Students explore the histories, cultures and arts of Latin America with a focus on the differences and similarities between the countries that comprise Latin America, noting the unifying forces as well as those that divide. The course also explores the relationship between Latin America and the United States since the 19th century.

(CSU GE Area D • IGETC Area 4)

011 Great Books of Spanish Literature (3) UC:CSU
Lecture 3 hours.

This course presents a chronological overview of major literary trends and cultural production from the Middle Ages to the 21st century in Spain. Students will read a representative selection of literary works, identify their aesthetic specificity and historical contexts, and practice critical reading and writing skills.

(CSU GE Area C2 • IGETC Area 3B)

012 Survey of Mexican Literature (3) UC:CSU
Lecture 3 hours.
Note: Readings are in English translation. Knowledge of the Spanish language is not required.
May be offered as an honors section.

Students explore Mexican cultural identity through masterpieces of Mexican literature spanning the late 19th and early 21st centuries. The works of representative authors such as Juan Rulfo, Octavio Paz, Elena Poniatowska, and Mariano Azuela are studied in depth.

(CSU GE Area C2 • IGETC Area 3B)

015 Great Books of Latin American Literature (3) UC:CSU
Lecture 3 hours.
Note: Readings are in English translation. Knowledge of the Spanish language is not required.

Students analyze the diverse cultures of Latin America through its most representative authors and works from the Conquest to contemporary times. This course is conducted in English.

(CSU GE Area C2 • IGETC Area 3B)

016 Mexican Civilization (3) UC:CSU
Lecture 3 hours.

Students survey the diverse cultures of Mexico from Pre-Columbian to present times, with a focus on the country's quest for sovereignty, independence, and an equitable society.

(CSU GE Area D • IGETC Area 4)

025 Spanish American Short Story in Translation (3) UC:CSU
Lecture 3 hours.
Note: Readings are in English translation. Knowledge of the Spanish language is not required.

Students engage in a survey of the Latin American short story grounded on the region's historical, political, and cultural production from the nineteenth century up until the present time. Students learn about key literary movements and authors, demonstrate understanding of the aesthetic and cultural specificity of the works studied, and develop critical reading and writing skills.

(CSU GE Area C2 • IGETC Area 3B)

026 Understanding Latin America Through Film (3) UC:CSU
Lecture 3 hours.
May be offered as an honors section.

Students review the prolific output of feature and documentary films that emphasize social themes, particularly social justice and political conflict in Latin



America. Discussion centers on how various Latin America countries express their resistance to and engagement with repressive social and political practices that often seek to stifle the voice of marginalized groups.

(CSU GE Area C2 or D • IGETC Area 3B)

027 Cultural Awareness Through Conversation (3) UC:CSU

Lecture 3 hours.

Prerequisite: Spanish 002 or 035 with a grade of "C" or better.

This course is designed to improve oral, formal Spanish through class discussion, debates, and oral presentations for those students who have some degree of proficiency in Spanish or are heritage speakers. Through the use of a variety of texts, including short stories, newspapers and magazines, essays, and specialized Web pages, students explore contemporary cultural topics in their political, economic, and social context, while addressing the structural and lexical differences between formal and informal Spanish. The course also promotes a greater awareness of the Spanish language in its historical, political, and social context. Guest speakers and community service projects may be included.

(CSU GE Area C2 • IGETC Area 6A)

035 Spanish for Spanish Speakers I (5) *UC:CSU

Lecture 5 hours.

This course is intended for fluent Spanish speakers who have had no formal instruction in Spanish. Students are introduced to Spanish grammar and spelling rules with a focus on reading and writing skills and vocabulary expansion. Students practice the four language skills in the context of the geography, customs, and cultures of the Spanish-speaking countries and of the Latino experience in the United States. No prerequisites. Placement Advisory: Spanish speakers should enroll in Spanish 035 or 036. Students who have completed four years of high-school Spanish should enroll in Spanish 003. Advanced or native Spanish speakers should consult with the department chair for optimal placement.

(CSU GE Area C2 • IGETC Area 3B + 6A)

C-ID: SPAN 220

036 Spanish for Spanish Speakers II (5) **UC:CSU

Lecture 5 hours.

Prerequisite: Spanish 035 with a grade of "C" or better.

This course is intended for fluent Spanish speakers who have had no formal instruction in Spanish and would like to continue improving their reading and writing skills and vocabulary expansion. Students continue to increase their awareness and proper application of linguistic registers and Spanish grammar. Students practice discussion, listening, reading, and writing in the context of the geography, customs, and cultures of the Spanish-speaking countries and of the Latino experience in the United States. This course is required for Spanish and Latin American Studies majors. Prerequisite: Spanish 035 with a grade of C or better. Placement Advisory: Spanish speakers should enroll in Spanish 035 or 036. Students who have completed four years of high-school Spanish should enroll in Spanish 003. Advanced or native Spanish speakers should consult with the department chair for optimal placement.

(CSU GE Area C2 • IGETC Area 3B + 6A)

C-ID: SPAN 230

037 Composition and Conversation for Spanish Speakers (5) UC:CSU

Lecture 5 hours.

Prerequisite: Spanish 036 with a grade of "C" or better.

Students continue to develop Spanish language proficiency with a focus on general academic writing and formal presentations. Students work with authentic texts written in different styles and practice various rhetorical modes, such as description, narration, exposition, and argumentation. Final projects consist of a research paper and a formal presentation. This course prepares students for upper-division major courses at four-year universities and is best suited for Spanish speakers who wish to increase their oral and writing skills in the context of themes, topics, and

the literary and cultural production of the US Latino population. This course fulfills the following requirements: Spanish AA degree, Spanish AA-T degree, CSU-GE Area C2, and IGETC Area 6A. Placement Advisory: Spanish speakers should enroll in Spanish 035 or 036. Students who have completed four years of high-school Spanish should enroll in Spanish 003. Advanced or native Spanish speakers should consult with the department chair for optimal placement.

(CSU GE Area C2 • IGETC Area 3B + 6A)

065 Mexican Literature and Culture (3) UC:CSU

Lecture 3 hours.

Students explore the culture, literature, and peoples of Mexico from the conquest to modernity. Great authors and masterpieces are read and analyzed.

(CSU GE Area C2 • IGETC Area 3B)

185 Directed Study - Spanish (1) CSU

285 Directed Study - Spanish (2) CSU

385 Directed Study - Spanish (3) CSU

Conference 1 hour per unit.

This course allows students to pursue directed study in Spanish on a contract basis under the direction of a supervising instructor.

Statistics (STAT)

101 Statistics for the Social Sciences (4) *UC:CSU

Lecture 4 hours.

Prerequisite: Mathematics 125 or 134 with a grade of "C" or better.

This course covers introductory statistics in the social and behavioral sciences, including probability theory, hypothesis testing, and predictive techniques. Topics include descriptive statistics; probability and sampling distributions; statistical inference; correlation and linear regression; analysis of variance, chi-square and t-tests; and application of technology for statistical analysis, including the interpretation of statistical findings to address social and behavioral science research questions and practical applications. Use appropriate statistical techniques to analyze and interpret applications based on data from no fewer than four of the following disciplines: business, economics, sociology, psychology, political science, administration of justice, life science, physical science, health science, information technology, and education. Students will use statistical software to analyze data, report and interpret results in APA style. Emphasis is on conceptualization as well as data analysis.

(CSU GE Area B4 • IGETC Area 2A)

***UC Credit Limit:** Mathematics 227, 228B, and Statistics 101 combined: maximum credit, one course.

C-ID: MATH 110

C-ID: SOCI 125

185 Directed Study - Statistics (1) CSU

285 Directed Study - Statistics (2) CSU

385 Directed Study - Statistics (3) CSU

Conference 1 hour per unit.

This course allows students to pursue directed study in Statistics/Psychology on a contract basis under the direction of a supervising instructor.

Supervision (SUPV)

001 Elements of Supervision (3) CSU

Lecture 3 hours.

This course introduces in general terms the total responsibilities of a supervisor in industry. Students will examine an organization, duties and responsibilities, human relations, grievances, training, rating promotion, quality-quantity control and management/employee relations.

Technical Stage Production (TECTHTR)

342 Technical Stage Production (2) UC:CSU

Laboratory 6 hours.

Students work in all aspects of play production in terms of study and laboratory practice, including stage management, lighting, sound, special effects, scenic construction, painting, designing, and the use of stage equipment. This course offers practical experience in stage crew and technical production. Study culminates in a college public performance entered in the American College Theatre Festival.

C-ID: THTR 192

700 Theatre Festival Workshop (2) UC:CSU - RPT 3

Laboratory 6 hours.

In this course, students learn methods, strategies and skills to compete in theater festivals, for example the Kennedy Center American College Theatre Festival. Students learn the rules of competition and prepare performances or presentations for competition. Areas of competition include: Auditioning for scholarships, professional companies, and college and university programs; stage management; costume, light, sound, and scenic design; allied theater crafts; play writing; dramaturgy; and others which may arise.

Theater

Title V changes effective Fall 2013 substantially restrict how many times students can take specific types of classes. Students enrolled in "active participation courses" in kinesiology, visual arts, or performing arts are limited to four (4) enrollments per "family." Failures and 'W' grades count as enrollments. A family can contain multiple courses, but a student can only take four of them. LACCD courses in Art, Dance, Kinesiology, Music, and Theater are all affected. For courses in the Theater Arts & Dance department, families have been created as follows:

THEATER FAMILY NAMES AND COURSE NUMBERS:

Acting for the Camera.	THEATER 185, 230, 278, 285, 385
Acting Study & Professional Applied Acting	All Levels of THEATER 200, 270-275
Directing.	THEATER 225, 227
Movement	THEATER 265
Musical Theater	THEATER 210, 279, 280
Professional Ensemble Performance	THEATER 232, 233, 235, 250, 262, 291-294
Professional Performance Preparation	All Levels of THEATER 205, 276, 277
Voice Theory.	All Levels of THEATER 240, 242

100 Introduction to the Theater (3) UC:CSU

Lecture 3 hours.

Students will survey and appreciate the art of theatre. The students are provided a wider basis for both evaluation and enjoyment of the theatrical experience. Students examine all elements of live theatre, its cultural and historical background, the contributions of various theatre artists, and its overall purpose and influence within our society. Students explore all aspects of play production: play-writing, directing, acting, criticism, theatre architecture, set design, costume design, lighting design, and the role of the audience.

(CSU GE Area C1 • IGETC Area 3A)

C-ID: THTR 111

110 History of the World Theater (3) UC:CSU

Lecture 3 hours.

Students examine the origins and development of world theater from ancient beginnings to modern times. Students will encounter topics that include the relationship of theater to the historical, political, social and religious events of the day, major authors and their works, the evolution of acting styles, changes in the use of the theatrical space and innovations in staging techniques.

(CSU GE Area C1 • IGETC Area 3A)

C-ID: THTR 113

114 Script Analysis (3) UC:CSU

Lecture 3 hours.

This course provides principles, theories, and techniques of play script analysis for theatrical production.

C-ID: THTR 114

125 Dramatic Literature (3) UC:CSU

Lecture 3 hours.

Students survey dramatic literature from ancient Greece to present day. Students will examine play structure, style, language and themes in addition to discussing the influence of the theater as a social and cultural force. Play reading for pleasure, appreciation and interpretation is emphasized. Film presentations highlight outstanding plays and related topics.

(CSU GE Area C1 or C2 • IGETC Area 3B)

225 Beginning Direction (3) UC:CSU

Lecture 3 hours.

Advisory: Theater 270 and one technical theater class (Theater 300 through 400).

Students are guided through the beginning process of choosing and examining a dramatic text to the final steps of staging a short one-act play to be performed before a live audience. Students are trained and gain hands-on experience in many important areas, including: research and script analysis, interpretation, auditions and casting, scheduling rehearsals, preparing a prompt book, blocking and stage business, pace and timing, creative problem-solving and effective techniques for working with the actors.

230 Acting for the Camera (3) UC:CSU

Lecture 3 hours.

Students are introduced to character building skills for the camera through in-class performances of memorized material, including dramatic, comedic monologues, scenes, commercials and voice-overs. Student's interaction also integrates blocking, cold readings, audition techniques, rapid line learning and retention. Camera acting problem solving and business practices for a professional acting career provide the student actor with tools for success in the television and film industry.

**232 Play Production II (2) UC:CSU - RPT 3***Laboratory 6 hours.**Required audition will be held the first week during which casts are selected for faculty directed productions.*

Students create and perform in a production before a live audience of the general public and community. Students participate in all areas, including acting, stage management, assistant directing, light and sound operation, costuming, props, and makeup in this collaborative process. Students must be available to meet all scheduled technical rehearsal and performance dates. The students' study culminates in a college public performance entered in the intercollegiate competition of the American College Theatre Festival.

240 Voice and Articulation for the Theater (3) UC:CSU*Lecture 3 hours.*

The student focuses on the fundamentals of voice production and overall vocal effectiveness for the stage. Through theory, practice, exercises and performance, the student incorporates the following elements: relaxation, breath support, physical alignment, resonance, projection, pitch, articulation, variety and expressiveness.

250 Children's Theater Production (2) UC:CSU*Laboratory 6 hours.**Required auditions are held the first week of class during which casts are selected for faculty directed productions.*

The student will explore and participate in the audition, rehearsal, and performance process for the production of children's plays before a live audience of the general public in the community. The student will be exposed to the guidelines and distinct performance challenges such as: developing creative storytelling skills, interacting with a younger audience, building the actor's physical and vocal energy, flexibility and variety, and exploring a broad range of unique and imaginative characterizations. The students' study culminates in a college public performance entered in the intercollegiate competition of the American College Theatre Festival.

265 Movement for the Actor (2) UC:CSU*Lecture 1 hour. Laboratory 2 hours.*

The students are introduced to theory, principles and practical techniques of theatrical stage movement and are trained to develop the actor's physical expressiveness on stage. Students are exposed to exercises and explorations that develop strength, balance, energy, flexibility and creativity. Students also incorporate basic unarmed combat, stage falls, period movement, and physical elements of characterization.

270 Beginning Acting (3) UC:CSU*Lecture 3 hours.*

This course provides instruction in the basic fundamentals of acting theory and practice. It prepares students for subsequent acting courses and fulfills one of the requirements for production classes. Relaxation, concentration, physical and vocal expressiveness, improvisation, scene and monologue performances, acting terminology, script analysis, and character development are primary areas of focus.

(CSU GE Area C1)

*C-ID: THTR 151***271 Intermediate Acting (3) UC:CSU***Lecture 3 hours.**Prerequisite: Theater 270 with a grade of "C" or better.*

Students receive further instruction in acting fundamentals through scene study. By exploring a broader scope of character roles and material, students form an enhanced sense of self awareness and confidence on stage and continue to build performance skills involving body, voice, movement, concentration, emotional range, imagination and spontaneity. Object exercises, games, improvisations, dis-

cussions, cold readings, scene and monologue performances, script and character analysis, and performance critiques are additional elements of the class.

(CSU GE Area C1)

*C-ID: THTR 152***273 Advanced Acting (3) UC:CSU***Lecture 3 hours.**Prerequisite: Theater 271 with a grade of "C" or better.*

Students are offered an advanced, focused, and in-depth study of acting concepts, methods, and techniques utilizing scenes from major plays and authors in both historical and contemporary drama. Students participate in continued performance experiences that develop acting ability and confidence in the areas of voice, body, character development, emotional range, energy, and overall stage presence. Requirements for historical periods and styles are examined along with audition guidelines and procedures. Exercises, improvisations, scene and monologue performances, comprehensive script analyses, and detailed critiques are designed to expand the student's training and sharpen acting skills.

279 Musical Theater (2) UC:CSU*Lecture 1 hour. Laboratory 2 hours.*

Students will survey American Musical Theatre with an emphasis on the development of singing, dancing, movement, acting skills and techniques, as well as, an analysis of musical theatre composition and development. Students shall apply these skills in a performance project before a live audience. Students are advised to have some background in music and vocal techniques.

280 Musical Theater Workshop I (3) *UC:CSU - RPT 3*Laboratory 6 hours.*

Students will receive practical experience in using techniques and principles of acting in the musical theatre and will culminate with a live performance before an audience. Emphasis will focus on the development of acting, singing, and movement skills. Students are advised to have some knowledge of reading music and vocal singing ability. Study culminates in a performance in the intercollegiate competition known as American College Theater Festival.

UC Credit Limit: Theater 280 and Music 777 combined: maximum credit, one course.C-ID: THTR 191***291 Rehearsals and Performances I (1) UC:CSU - RPT 3***Laboratory 3 hours, plus rehearsals and performances.**Auditions and interviews are held the first week of classes, during which casts and technical crews are selected for productions.*

In this course students are actively involved in the production of a Theatre department play presented before a public audience. All areas of the production process are incorporated, including acting, stage management, technical theatre and back stage crews, costumes, make up and house management. Students must be available to meet all scheduled technical rehearsal and performance dates. Study culminates in a college public performance entered in the American College Theatre Festival.

*C-ID: THTR 191***292 Rehearsals and Performances II (2) UC:CSU - RPT 3***Laboratory 6 hours, plus rehearsals and performances.**Recommended: Theater 270, 342, or equivalent.**Auditions and interviews are held the first week of classes, during which casts and technical crews are selected for productions.*

Students are actively involved and continue honing skills in the production of a Theater department play presented before a public audience. All areas of the production process are incorporated, including acting, stage management, technical theater and back stage crews, costumes, make up and house management. Students must be available to meet all scheduled technical rehearsal and perfor-

mance dates. Study culminates in a college public performance entered in the American College Theater Festival.

C-ID: THTR 191

293 Rehearsals and Performances III (3) UC:CSU - RPT 3

Laboratory 9 hours, plus rehearsals and performances.

Auditions and interviews are held the first week of classes, during which casts and technical crews are selected for productions.

Students practice performance in assigned roles, such as Actors, Directors, Designers, or Technicians, in theatre productions and deliver a college public performance entered in the intercollegiate competition known as American College Theatre Festival.

C-ID: THTR 191

300 Introduction to Stage Craft (3) UC:CSU

Lecture 3 hours.

Through lecture and demonstration, this course covers all phases of scenic construction, painting, mounting and running of stage scenery. The course also covers the use of sound, lighting equipment, and stage properties. Additional instruction is given in stage terminology and the organization and management of stage crew activities.

C-ID: THTR 171

305 Introduction to Design for Theatre (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Students are introduced to a survey of scenery, lighting, sound, props, costumes and make-up, theatrical equipment, and construction techniques through demonstration and laboratory experience.

C-ID: THTR 172

310 Introduction to Theatrical Lighting (3) UC:CSU

Lecture 3 hours.

Students survey and implement the basic skills of theatrical lighting, its equipment, medium and design; with special emphasis on practical application of computer-aided drafting, design and intelligent lighting systems.

C-ID: THTR 173

315 Introduction to Theatrical Scenic Design (3) UC:CSU

Lecture 3 hours.

Students explore the training, practice, and problem solving skills of designing scenery for the stage. The students engage in concept design development, construction and painting techniques, sketching and rendering media skills, and model making. In addition, students will be introduced to the use of the Vectorworks computer program for drafting and rendering a scenic design.

320 Computer Aided Drafting and Designing for the Theater (3) UC:CSU

Lecture 3 hours.

Students explore the drafting techniques and skills needed to express the art of theatrical design in lighting, scenery, and sound through the medium of the computer. Students implement various theatrical design projects using the computer drafting program known as Vectorworks.

340 Theatre Management-On and Off Stage (3) UC:CSU

Lecture 3 hours.

Students are exposed to the knowledge and implement the skills necessary to stage manage a theatrical production, and survey an overview of theatre administration including theatre management, production management, and producing.

342 Technical Stage Production (2) UC:CSU - RPT 3

Laboratory 6 hours.

Students work in all aspects of play production in terms of study and laboratory practice, including stage management, lighting, sound, special effects, scenic construction, painting, designing, and the use of stage equipment. This course offers practical experience in stage crew and technical production. Study culminates in a college public performance entered in the American College Theatre Festival.

C-ID: THTR 192

401 Costume and Fashion History (3) UC:CSU

Lecture 3 hours.

Students explore costume design and fashion from ancient to modern times with a focus on the artistry and history of the time period, geography, culture, and politics and their influences on costume design for stage, film, and television.

(CSU GE Area C1 • IGETC Area 3A)

410 Costume Draping and Pattern Making (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Students are introduced to the theory and practice of creating stage and film costumes and costume accessories through draping and pattern making.

411 Costuming for the Theater (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Students survey theatrical costuming as a craft and design art. Students are introduced to and implement design principles, research methods, pattern and construction techniques, and sewing equipment usage and maintenance. Students survey the functions of costume personnel in theatrical production work. Lab work may include assignments on current department productions.

C-ID: THTR 174

450 Beginning Stage Make-Up (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Students are introduced to the basic techniques and materials of theatrical stage makeup and provides practice in its application. Students learn to create designs and apply straight, corrective, middle age, old age, character and fantasy makeups. The application of facial hair, scars, bruises, and prosthetics are also studied. Lab work may include work on current departmental productions.

C-ID: THTR 175

185 Directed Study - Theater (1) CSU

285 Directed Study - Theater (2) CSU

385 Directed Study - Theater (3) CSU

Conference 1 hour per unit.

This course allows students to pursue directed study in Theater on a contract basis under the direction of a supervising instructor.

Tutor

001T Supervised Tutoring (0) (NDA) - RPT 9

Lecture 1.11 hours.

Students receive tutoring in designated subject areas through the tutoring center on campus. Cumulative progress and attendance records will be maintained for this non-credit, open-entry course.



Veterinary Technology (VETTECH)

180 Animal Care Experience (1) CSU

Lecture 1 hour.

Formerly Animal Science 180. Credit not given for both courses.

Prerequisite: Animal Science 511 and 512 with a grade of "C" or better.

Veterinary science students will learn important aspects of animal care through theoretical and hands on learning. Areas of study will include sanitation, housing, nutrition, restraint, and environmental enrichment for livestock, lab animals and companion animals.

401 Orientation to Veterinary Science (1) CSU

Lecture 1 hour.

Formerly Animal Science 401. Credit not given for both courses.

This class directs student exploration of veterinary medicine as a career choice, including education, job tasks, and employment options. Other key topics include an orientation into Pierce College veterinary science programs and an introduction to medical terminology.

410 Animal Nursing I (2) CSU

Lecture 2 hours.

Formerly Animal Science 410. Credit not given for both courses.

Prerequisite: Animal Science 181A, 501, 510, Microbiology 020, Veterinary Technology 180, and 401 with a grade of "C" or better.

Approval to enter the Registered Veterinary Technology Program.

Students are introduced to concepts in the nursing care of small animals. Representative diseases from each system will be highlighted with an emphasis on the RVT's role in caring for patients with these diseases. Wellness protocols for dogs and cats will also be addressed, with an emphasis on vaccine programs.

411 Animal Nursing I Laboratory (1) CSU

Laboratory 2 hours.

Formerly Animal Science 411. Credit not given for both courses.

Prerequisite: Animal Science 511 and 512 with a grade of "C" or better.

Corequisite: Concurrent enrollment in Veterinary Technology 410. Previous completion of Veterinary Technology 410 with a grade of "C" or better is allowable.

Students will be introduced to skills necessary for providing nursing care to small animals, and provided opportunities to practice these skills under direct supervision in an academic environment. Areas of study include administering vaccinations, injection techniques, performing diagnostic tests and obtaining laboratory samples.

412 Animal Nursing II (2) CSU

Lecture 2 hours.

Formerly Animal Science 412. Credit not given for both courses.

Prerequisite: Veterinary Technology 410 with a grade of "C" or better.

Students in this course will explore the topics of triage, nursing care for emergency and critical patients, and pharmacology. Common disease conditions of birds and reptiles, including their nursing and therapeutic requirements, will be introduced.

413 Animal Nursing II Laboratory (1) CSU

Laboratory 2 hours.

Formerly Animal Science 413. Credit not given for both courses.

Prerequisite: Veterinary Technology 411 with a grade of "C" or better.

Corequisite: Concurrent enrollment in Veterinary Technology 412. Previous completion of Veterinary Technology 412 with a grade of "C" or better is allowable.

Students will expand upon the skills and knowledge developed in Small Animal Nursing I Laboratory. Areas of study include emergency medicine, pharmacology skills, and companion exotic animal clinical techniques.

420 Clinical Procedures in Animal Care I (2) CSU

Lecture 2 hours.

Formerly Animal Science 420. Credit not given for both courses.

Prerequisite: Veterinary Technology 410 with a grade of "C" or better.

Approval to enter the Registered Veterinary Technology Program.

Veterinary technology students prepare for practice in a small animal hospital by acquiring theoretical knowledge of physical examinations and medical record keeping, the mathematical skills to accurately calculate drug and fluid doses, as well as the complex decision-making process behind administering and monitoring general anesthesia. Sterility and sterile procedure are also investigated. Suture materials, patterns, and their use are examined.

421 Clinical Procedures in Animal Care I Laboratory (1) CSU

Laboratory 3 hours.

Formerly Animal Science 421. Credit not given for both courses.

Prerequisite: Veterinary Technology 411 with a grade of "C" or better.

Corequisite: Concurrent enrollment in Veterinary Technology 420. Previous completion of Veterinary Technology 420 with a grade of "C" or better is allowable.

Veterinary technology students will apply theoretical knowledge regarding physical examinations and record keeping, the administration of medications and fluids, the operation of general anesthetic and monitoring equipment, and basic operating room procedures and surgical assisting through the performance of hands-on skills.

422 Clinical Procedures in Animal Care II (2) CSU

Lecture 2 hours.

Formerly Animal Science 422. Credit not given for both courses.

Prerequisite: Veterinary Technology 412 and 420 with a grade of "C" or better.

Corequisite: Concurrent enrollment in Veterinary Technology 423. Previous completion of Veterinary Technology 423 with a grade of "C" or better is allowable.

Offered Spring semesters only.

Advanced veterinary technology students will prepare for practice in a small animal veterinary hospital, with particular focus on the areas of anesthesiology and surgery. The pharmacology of anesthetic agents, how to troubleshoot during general anesthesia, and how to intervene in emergency situations will be discussed. Students will also investigate the veterinary technician's role in the operating room as a member of the surgical team. The identification of pain, as well as its pharmacological and non-pharmacological management, are explored in-depth.

423 Clinical Procedures in Animal Care II Laboratory (1) CSU

Laboratory 2 hours.

Formerly Animal Science 423. Credit not given for both courses.

Prerequisite: Veterinary Technology 480 with a grade of "C" or better.

Corequisite: Concurrent enrollment in Veterinary Technology 422. Previous completion of Veterinary Technology 422 with a grade of "C" or better is allowable.

Offered Spring semesters only.

Students gain practical experience in anesthesia, surgical preparation and assisting through participation in on-site surgical procedures on dogs and cats. Students are assigned to perform 18 hours of animal care.

424 Dentistry for Veterinary Technicians (1) CSU

Lecture 0.5 hour. Laboratory 1 hour.

Formerly Animal Science 424. Credit not given for both courses.

Prerequisite: Veterinary Technology 420 and 421 with a grade of "C" or better.

Corequisite: Concurrent enrollment in Veterinary Technology 422 and 423. Previous completion of Veterinary Technology 422 and 423 with a grade of "C" or better is allowable.

Students in this course will learn the basic principles of veterinary dentistry utilized by veterinary technicians in small animal practice. Topics will include dental anatomy, pathophysiology, charting and instrumentation. Techniques of routine dental prophylaxis and aspects of anesthesia specific to dental patients are included.

ed. Discussion of periodontal disease, modes of therapy, client education and preventive care will be covered, as well as an introduction to common dental disorders, simple extractions, and dental radiography. This course includes hands-on laboratory sessions using veterinary dental equipment, models, and live animal patients.

430 Veterinary Clinical Pathology (2) CSU

Lecture 2 hours.

Formerly Animal Science 430. Credit not given for both courses.

Corequisite: Concurrent enrollment in Veterinary Technology 410, 411, and 431. Previous completion of Veterinary Technology 410, 411, and 431 with a grade of "C" or better is allowable.

Approval to enter Registered Veterinary Technology Program.

In this course, students are introduced to modern and practical methods in veterinary clinical laboratory analysis. Blood, urine, feces and skin scrapings tests with emphasis on small animal species are examined.

431 Veterinary Clinical Pathology Laboratory (1) CSU

Laboratory 2 hours.

Formerly Animal Science 431. Credit not given for both courses.

Corequisite: Concurrent enrollment in Veterinary Technology 430. Previous completion of Veterinary Technology 430 with a grade of "C" or better is allowable.

Approval to enter the Registered Veterinary Technology Program.

Students engage in practical experience in performing various clinical analysis examinations and procedures.

435 Veterinary Diagnostic Imaging (2) CSU

Lecture 2 hours.

Formerly Animal Science 435. Credit not given for both courses.

Corequisite: Concurrent enrollment in Veterinary Technology 410 and 411. Previous completion of Veterinary Technology 410 and 411 with a grade of "C" or better is allowable.

Approval to enter the Registered Veterinary Technology Program.

Students learn and understand the radiological terms, safety, and techniques needed by veterinary technicians to provide the veterinarian with diagnostic quality x-rays.

436 Veterinary Diagnostic Imaging Laboratory (1) CSU

Laboratory 2 hours.

Formerly Animal Science 436. Credit not given for both courses.

Corequisite: Concurrent enrollment in Veterinary Technology 435. Previous completion of Veterinary Technology 435 with a grade of "C" or better is allowable.

Approval to enter the Registered Veterinary Technology Program.

Veterinary technology students acquire hands-on practice in safely taking diagnostic quality x-rays of animals.

441 Large Animal Nursing Laboratory (2) CSU

Laboratory 4 hours.

Formerly Animal Science 441. Credit not given for both courses.

Prerequisite: Veterinary Technology 420 and 421 with a grade of "C" or better.

Approval to enter the Registered Veterinary Technology Program.

Students acquire hands-on practical experience in performing procedures and husbandry practices common to large and laboratory animal species. Extensive practice in handling and restraint will also be provided.

460 First Aid for Companion Animals (2)

Lecture 2 hours.

Formerly Animal Science 460. Credit not given for both courses.

This course presents an overview of first aid situations and their treatments in dogs and cats, relative to animal facility employees and/or pet owners.

470 Laboratory Animal Care (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly Animal Science 470. Credit not given for both courses.

Prerequisite: Veterinary Technology 420 and 421 with a grade of "C" or better.

Approval to enter the Registered Veterinary Technology Program.

Students participate in an introduction to laboratory animal care and husbandry. Topics include care and restraint of rabbits, guinea pigs, rodents and other small lab animals. Laboratory regulations and career opportunities will also be addressed.

480 Clinical Experience for Veterinary Technicians I (3) CSU

Lecture 3 hours.

Formerly Animal Science 480. Credit not given for both courses.

Prerequisite: Veterinary Technology 412, 413, 420, 421, 430 and 431 with a grade of "C" or better.

Approval to enter the Registered Veterinary Technology Program.

Students will integrate extensive class work and outside clinical work in a veterinary setting. Non-technical topics such as grief counseling, career development, practice management, and the human - animal bond are explored. Particular focus is placed on expanding student acquisition of medical terminology. During the clinical component of the class students will participate in a variety of clinical experiences encompassing multiple aspects of veterinary technology. Successful completion of this course requires a minimum of 160 hours working at a veterinary clinic. The lecture component of this course requires 3 hours per week of class time.

481 Clinical Experience for Veterinary Technicians II (3) CSU

Lecture 3 hours.

Formerly Animal Science 481. Credit not given for both courses.

Prerequisite: Veterinary Technology 422, 423, 424, 435 and 436 with a grade of "C" or better.

Approval to enter the Registered Veterinary Technology Program.

Advanced Veterinary Technology students will integrate extensive class work and outside clinical work in a veterinary setting while engaging in a comprehensive review for the Veterinary Technician National Exam. During the clinical component of the class students will participate in a variety of clinical experiences encompassing multiple aspects of veterinary technology. Successful completion of this course requires a minimum of 160 hours working at a veterinary clinic. The lecture component of this course requires 3 hours per week of class time. Class time is devoted to board exam review, case studies and impromptu discussions.



Vocational Education (VOC ED)

060CE Custodial Technician Training (0) (NDA) - RPT 3

Lecture 1 hour. Laboratory 2.5 hours.

This course will provide students with the knowledge and hands-on training needed to apply for entry-level building maintenance service positions in the public and private sectors. Students will learn and practice basic safety protocols, the use of common custodial tools, and specific cleaning processes for different types of building areas. Progress indicators are issued for this class including Pass (P), Satisfactory Progress (SP), and No Pass (NP). This is not an open entry/open exit course.

088CE Introduction to Tutor Training (0) (NDA) - RPT 9

Lecture 1 hour.

This noncredit course trains newly hired and potential tutors. Students focus on the basics of student tutoring, tutoring pedagogy, best practices, and concepts such as learning modalities, effective communication, and role modeling are covered. Students review important information such as Title IX and student resources.

089CE Advanced Tutor Training (0) (NDA) - RPT 9

Lecture 1 hour.

This course trains returning and experienced tutors on more advanced concepts surrounding student tutoring. Topics covered include group process, equity mindset, brain dominance theory, asking probing questions, tutoring target populations, and advanced group management skills.

096CE Blueprint for Workplace Success (0) (NDA) - RPT 9

Lecture 2 hours.

This noncredit class is designed to provide students critical tools and skills for workplace success. The topics covered include, but are not limited to, self-discovery, time and stress management, job search, resume preparation, interviewing skills, workplace realities, communication, and maintaining a job. Upon completion of this course, students will have a plan for immediate and long-term actionable goals.

098CE 30 Ways to Shine as a New Employee (0) (NDA) - RPT 9

Lecture 0.67 hour.

This noncredit class is designed to provide new and incumbent employees "30 Ways to Shine as a New Employee" and increase their level of effectiveness with customers, develop professional relationships with colleagues. Topics will include achieving organizational goals, understanding workplace culture, dealing with change, being a team player, and achieving balance between work and home.

187CE Computer Usage Skills (0) (NDA) - RPT 9

Lecture 2 hours.

This open entry/open exit self-paced course familiarizes students with computer workplace skills and related computer application software. Students will be exposed to a demonstration and basic usage for word processing and the Internet.

340CE Basic Dog Grooming I (0) (NDA)

Laboratory 2 hours.

This non-credit introductory course covers the fundamentals of dog grooming, including terminology, safety, anatomy, breeds, grooming equipment, products and basic skills. The course will blend classroom learning activities with hands-on experience.

341CE Basic Dog Grooming II (0) (NDA)

Laboratory 2 hours.

This non-credit course builds on the skills and knowledge obtained in Basic Dog Grooming I. This class covers grooming products, techniques, customer service and career development. The course will blend classroom learning activities with hands-on experience.

370CE Geriatric Home Care Basics (0) (NDA) - RPT 9

Laboratory 3 hours.

In this non-credit course, students prepare to care for elderly clients with focus on basic needs and the skills required including the physical, psychological, and social challenges of the elderly person living at home. Intended for students pursuing an entry-level career as a caregiver. Progress indicators are issued for this class including Pass (P), Satisfactory Progress (SP), and No Pass (NP).

371CE Nutrition for Aging Adults (0) (NDA) - RPT 9

Lecture 1 hour.

This non-credit course prepares students to care for elderly clients in their own homes with focus on basic nutrition, including dietary needs of geriatric patients, cultural foods, cooking, and kitchen sanitation. The course is intended for students pursuing a career as a Geriatric Home Aide. Progress indicators are issued for this class including Pass (P), Satisfactory Progress (SP), and No Pass (NP).

372CE Fundamentals of Medical Assisting (0) (NDA) - RPT 9

Lecture 2 hours.

Students are introduced to the role and responsibilities of the entry-level medical assistant. They will comprehend and apply essential principles of professionalism, communications skills, medical ethics, legal issues, and basic safety and infection control. Career pathways are also discussed. Progress indicators are issued for this class including Pass (P), Satisfactory Progress (SP), and No Pass (NP). This is not an open entry/open exit course.

373CE Medical Assisting Front Office (0) (NDA) - RPT 9

Lecture 2 hours.

Students will learn administrative procedures and skills needed for entry-level medical assistants. Topics include creating a therapeutic office environment, telephone techniques, appointment scheduling, managing correspondences and mail, managing office supplies, and document management. Progress indicators are issued for this class including Pass (P), Satisfactory Progress (SP), and No Pass (NP).

374CE Computer Usage Skills for the Medical Office (0) (NDA) - RPT 9

Laboratory 2 hours.

Students learn computer literacy and basic electronic health record concepts required to work in an entry-level medical assistant environment. Progress indicators are issued for this class including Pass (P), Satisfactory Progress (SP), and No Pass (NP).

375CE Medical Assisting Back Office I (0) (NDA) - RPT 9

Laboratory 4 hours.

In this non-credit course students will gain the knowledge and skills needed to successfully perform the duties of an entry-level medical assistant in the back office environment. Topics include: vital signs and measurement, preparing patients for examination, assisting the physician during an exam and collecting blood and other lab specimens. Progress indicators are issued for this class including Pass (P), Satisfactory Progress (SP), and No Pass (NP).

376CE Medical Assisting Back Office II (0) (NDA) - RPT 9

Laboratory 4 hours.

In this non-credit course students continue to gain the knowledge and skills needed to successfully perform the duties of an entry-level medical assistant in the back office environment. Topics include: hand hygiene, surgical asepsis, basic surgery setup, radiation safety, and other topics related to the medical assistant role. Progress indicators are issued for this class including Pass (P), Satisfactory Progress (SP), and No Pass (NP).

377CE Basic Medical Terminology, Pathophysiology and Pharmacology (0) (NDA) - RPT 9

Lecture 2 hours.

In this non-credit introductory course students will learn the fundamentals of basic medical language. They will be introduced and apply terminology related to common diseases and injuries and their pharmacological treatment. Progress indicators are issued for this class including Pass (P), Satisfactory Progress (SP), and No Pass (NP). This is not an open entry/open exit course.

378CE Essential Skills in Medical Insurance Coding and Billing for Medical Assistants (0) (NDA) - RPT 9

Lecture 2 hours.

This non-credit course is an introduction to medical office billing and coding procedures (procedural coding CPT as well as diagnostic coding ICD-10-CM) for the entry-level medical assistant role. Students gain basic functional knowledge about insurance eligibility, procedure posting, claim submissions and other topics related to the medical assistant's role. Students receive an overview of daily medical office billing processes required for successful provider reimbursement. Progress indicators are issued for this class including Pass (P), Satisfactory Progress (SP), and No Pass (NP). This is not an open entry/open exit course.

379CE Basic Life Support and First Aid for Medical Assistants (0) (NDA) - RPT 9

Laboratory 0.5 hours.

This Basic Life Support and First Aid for Healthcare Workers course is a nine-hour course in which students will gain basic competency in promptly recognizing and administering essential first aid and life support, as well as understanding the criteria that would indicate necessity of a healthcare professional. Students will be required to demonstrate basic sterile first aid care, high-quality chest compressions, deliver appropriate ventilations and provide for early use of an AED. The course contains both a lecture and practical component with the CPR/AED portion provided by an AHA credentialed instructor. Students who complete the course and pass the AHA written and skills exams, will be qualified to obtain the AHA Basic Life Support for Healthcare Providers certification card.

380CE Medical Assistant Practicum (0) (NDA) - RPT 9

Lecture 0.5 hour. Laboratory 1 hour.

In this noncredit course students will receive unpaid on-the-job training. Under supervision, students will practice the skills learned in the Medical Assistant: Front & Back Office program in a pre-approved medical office or clinic. Incorporated into this course is a regular instructor site visits and weekly meeting to review what externs have learned, discuss concerns and successes, and review homework. This will give students an opportunity to learn from one another and strengthen their soft skills. Progress indicators are issued for this class including Pass (P), Satisfactory Progress (SP), and No Pass (NP). This is not an open entry/open exit course.

381CE Phlebotomy Technician I (0) (NDA) - RPT 9

Laboratory 3 hours.

In this noncredit course students will gain the necessary skills required to prepare for phlebotomy certification and employment as a phlebotomy technician I. Topics include: phlebotomy safety techniques, phlebotomy procedures, infection

control, venipunctures and procedures to collect laboratory specimens. Progress indicators are issued for this class including Pass (P), Satisfactory Progress (SP), and No Pass (NP). This is not an open entry/open exit course.

382CE Phlebotomy Technician I Practicum (0) (NDA) - RPT 9

Laboratory 4 hours.

In this noncredit course students will receive supervised and unpaid on-the-job training. Students will practice the skills learned in the Phlebotomy Technician I course in a pre-approved medical office or clinic. Progress indicators are issued for this class including Pass (P), Satisfactory Progress (SP), and No Pass (NP). This is not an open entry/open exit course.

383CE Introduction to Vocational Education (0) (NDA)

Lecture 0.25 hour.

This non-credit course introduces students to the opportunities and benefits of vocational education programs. Progress indicators are issued for this class including Pass (P), Satisfactory Progress (SP), and No Pass (NP). This is not an open entry/open exit course.

384CE EKG Technician (0) (NDA)

Lecture 3 hours.

In this noncredit course students gain the necessary skills required to work as EKG Technicians. Students learn and practice the fundamental skills related to operating the electrocardiograph (EKG machine). Topics include: EKG interpretation, medical disease processes, legal aspects of patient contact, the normal anatomy of the chest wall for proper lead placement, 12-lead placement and other EKG practices. Upon successful completion, students will be prepared for the Certified EKG Technician (CET) exam by the National Healthcareer Association (NHA). Progress indicators are issued for this class including Pass (P), Satisfactory Progress (SP), and No Pass (NP). This is not an open entry/open exit course.

385CE Medical Assistant Simulation Lab (0) (NDA)

Laboratory 2 hours.

In this noncredit course students will practice medical assistant skills in a structured setting. Students will practice hands on application of skills necessary to work as a medical assistant to build competence. Skills include blood collection, basic laboratory test and electrocardiograms. The class will be individualized to meet student's needs. Progress indicators are issued for this class including Pass (P), Satisfactory Progress (SP), and No Pass (NP). This is not an open entry/open exit course.

550CE Custodial Scheduling and Supervisor Training (0) (NDA)

Lecture 2.5 hours.

This noncredit course provides students with the knowledge and hands-on training needed to apply for entry-level supervision positions in the field of building and maintenance in the public and private sectors. Topics include: scheduling workloads, management of custodial staff, record keeping, and proper distribution of workloads. Progress indicators are issued for this class including Pass (P), Satisfactory Progress (SP), or No Pass (NP). This is not an open entry/open exit course.

551CE Community Health Worker (0) (NDA) - RPT 9

Lecture 1.5 hours.

In this noncredit course students will prepare for an entry-level position as a Community Health Worker. Topics include: community health outreach and education, creating client care plans, and communicating with social service providers and program participants. Progress indicators are issued for this class including Pass (P), Satisfactory Progress (SP), and No Pass (NP). This is not an open entry/open exit course.

**560CE Fundamentals of Bookkeeping (0) (NDA) - RPT 9***Lecture 2.5 hours.*

This noncredit course prepares students for a career in basic bookkeeping. Students will be prepared for the American Institute of Professional Bookkeepers Certified Bookkeeper exam. Topics include: recording and adjusting entries, corrections of errors, and processing required payroll information. Progress indicators are issued for this class including Pass (P), Satisfactory Progress (SP), and No Pass (NP). This is not an open entry/open exit course.

620CE Introduction to Residential Landscape Design (0) (NDA) - RPT 9*Lecture 2 hours.*

In this noncredit course, students develop introductory skills to create a basic home landscape plan. Topics include: basic design techniques, gathering site information, selecting plant materials and planning for outdoor amenities. Progress indicators are issued for this class including Pass(P), Satisfactory Progress (SP), and No Pass (NP). This is not an open entry/open exit course.

621CE Basics of Plant Identification (0) (NDA) - RPT 9*Lecture 2 hours.*

In this noncredit course, students prepare for a career as a Landscape Technician. Topics covered include the identification of various types of plants, trees, shrubs, and ground cover. Students will learn the culture of various plants and their use in landscaping. Progress indicators are issued for this class including Pass(P), Satisfactory Progress (SP), and No Pass (NP). This is not an open entry/open exit course.

622CE Landscape Blueprint Reading and Cost Estimating (0) (NDA) - RPT 9*Lecture 2 hours.*

In this noncredit course students learn basic principles of interpretation of landscape construction drawings and installation specifications. Students calculate and report counts of plant, irrigation and hardscape materials, and estimate the dollar costs of labor and materials. Progress indicators are issued for this class, including Pass (P), Satisfactory Progress (SP), and No Pass (NP). This is not an open-entry/open-exit course.

623CE Landscape Business Practices (0) (NDA) - RPT 9*Lecture 0.78 hour.*

In this noncredit course, students learn the skills needed to develop and grow a landscaping business. Topics covered include: obtaining proper licensing, best business practices, employee relations and basic labor laws. Progress indicators are issued for this class including Pass(P), Satisfactory Progress (SP), and No Pass (NP). This is not an open entry/open exit course.

650CE Integrated Workplace Support (0) (NDA) - RPT 9*Laboratory 1.5 hours.*

This course provides students with contextualized support while engaged in an internship or similar work-based learning experience. The course will help the student in the development of effective employability skills for success in technical careers.

660CE Exploring Biotechnology Careers (0) (NDA) - RPT 9*Laboratory 1.5 hours.*

This noncredit course introduces students to careers, basic skills, and common career pathways in the biotechnology and related industries; helping them explore their interests and aptitudes in the field. Students will also be exposed to fundamental biotechnology skills and perform basic laboratory tasks.

661CE Biotechnology Entrepreneurship (0) (NDA) - RPT 9*Laboratory 1.5 hours.*

This noncredit course introduces students to the basic principle of entrepreneurship in the context of various biotechnology sectors. The course will highlight examples of bioscience products, principle of quality & regulatory in biotech, the concept of unmet needs and lean startups, intellectual properties, biomanufacturing, leadership and communication, and diversity and inclusion in the biotech industry.

662CE Acute Certified Nursing Assistant (0) (NDA) - RPT 9*Lecture 3.5 hours. Laboratory 6 hours.*

This non-credit course introduces students to skills required to meet basic personal and healthcare needs required by patients in acute care facilities and hospitals. The Certified Nursing Assistant (CNA) works in the acute setting under the supervision of a Registered Nurse (RN) or a Licensed Vocational Nurse (LVN). Completion of this non-credit course qualifies the student to sit for the National Nurse Aide Assessment Program (NNAAP) examination for certification.

663CE Heartsaver Pediatric First Aid/CPR/AED (0) (NDA) - RPT 9*Laboratory 0.44 hour.*

In this noncredit course students gain basic competency in promptly recognizing and administering essential first aid and life support for infants, children, and adults. Students will be required to demonstrate basic sterile first aid care, high-quality chest compressions, deliver appropriate ventilations and provide for early use of an AED. Students who successfully complete the course will be qualified to obtain the AHA Heartsaver® Pediatric First Aid CPR AED certification card.

667CE Real Estate Fundamentals (0) (NDA) - RPT 9*Lecture 0.5 hour.*

This noncredit course is designed for individuals considering a career in real estate or recent real estate licensees preparing to enter the real estate field. Topics include: clear expectations for the industry, best practices for success as a real estate agent, and a review of current trends in the industry.

668CE Passing the California Real Estate Exam (0) (NDA) - RPT 9*Lecture 0.5 hour.*

This noncredit course is designed for individuals considering a career in real estate or recent real estate licensees preparing to enter the real estate field. Topics include clear expectations for the industry, best practices for success as a real estate agent, and a review of current trends in the industry.

Welding

See course listings under Industrial Technology - Welding.

161 Oxy-Acetylene Welding I (3) CSU

Laboratory 6 hours.

Formerly Industrial Technology 161. Credit not given for both courses.

This course covers basic application in Oxy-Acetylene Gas Welding and cutting. Students weld in the flat, horizontal, and vertical position. Students practice safety procedures and acquire knowledge related to welding machinery, equipment, theory, and materials.

162 Oxy-Acetylene Welding II (3) CSU

Laboratory 6 hours.

Formerly Industrial Technology 162. Credit not given for both courses.

Prerequisite: Welding 161 or Industrial Technology 161 with a grade of "C" or better.

This course focuses on enhanced concepts and skills required in the oxy-acetylene welding and cutting process. Students apply the basic principles of safety, equipment, methods, and materials. Students analyze fitting, metallurgy, heat treating, and distortion control factors. Students weld with the SMAW process on light gauge material in all positions. Safety procedures and characteristics of mild carbon steel are reviewed.

261 Shielded Metal Arc Welding I (3) CSU

Laboratory 6 hours.

Formerly Industrial Technology 261. Credit not given for both courses.

Prerequisite: Welding 162 or Industrial Technology 162 with a grade of "C" or better.

Students perform basic manipulative exercises in Shielded Metal Arc Welding (SMAW) process using mild carbon steel material in all positions and fire prevention. The student is given a basic foundation in the principles and practices associated with shielded metal arc welding. Students learn the rules of welding safety, along with fundamental information on the tools and techniques used in the shielded metal process and welding electrodes.

262 Shielded Metal Arc Welding II (3) CSU

Laboratory 6 hours.

Formerly Industrial Technology 262. Credit not given for both courses.

Prerequisite: Welding 261 or Industrial Technology 261 with a grade of "C" or better.

Students prepare for the L.A. City Structural Steel Code, AWS D1.1 Certification. Students practice in the Shielded Metal Arc Welding (SMAW) process under supervision and with individualized coaching. Students also review relevant welding safety and equipment information.

361 Gas Tungsten Arc Welding I (3) CSU

Laboratory 6 hours.

Formerly Industrial Technology 361. Credit not given for both courses.

Prerequisite: Welding 162 or Industrial Technology 162 with a grade of "C" or better.

Students complete activities using the Gas Tungsten Arc Welding (GTAW) process, also known as Tungsten Inert Gas (TIG). Students acquire a solid foundation in the principle and practices necessary to construct weldments. Student will learn to control stresses, and distortion of aluminum welding safety, and basic information on the equipment and procedures critical to GTAW. Students weld on Aluminum. Students gain the knowledge on the proper usage of the filler metal used in the GTAW.

362 Gas Tungsten Arc Welding II (3) CSU

Laboratory 6 hours.

Formerly Industrial Technology 362. Credit not given for both courses.

Prerequisite: Welding 361 or Industrial Technology 361 with a grade of "C" or better.

Students complete intermediate-level activities using the Gas Tungsten Arc Welding (GTAW) process, also known as Tungsten Inert Gas (TIG). Students continue to acquire a solid foundation in the principle and practices necessary to construct weldments and learn to control stresses and distortion of stainless steel welding safety. Students weld on Stainless Steel. Students gain knowledge on the proper use of the filler metal used in the GTAW.

461 Advanced Shielded Metal Arc Welding (3) CSU

Laboratory 6 hours.

Formerly Industrial Technology 461. Credit not given for both courses.

Prerequisite: Welding 262 or Industrial Technology 262 with a grade of "C" or better.

This course will offer the advanced shielded metal arc welding students an opportunity to prepare for the L.A. City Structural Steel AWS D1.1 Certification. There will be supervised practice and individual coaching in the Shielded Metal Arc Welding (SMAW) process. Welding will concentrate on building codes, fabrication techniques, and testing.

462 Advanced Semi-Automatic Welding (3) CSU

Laboratory 6 hours.

Formerly Industrial Technology 462. Credit not given for both courses.

Prerequisite: Welding 461 or Industrial Technology 461 with a grade of "C" or better.

Advanced students prepare for 'Certification' using the semi-automatic process of Gas Metal Arc Welding (GMAW) and Flux Cored Arc Welding (FCAW) of structural steel. Discussion and application concentrate on construction regulations, weldment generation, and inspection.

185 Directed Study - Welding (1) CSU

Conference 1 hour per unit.

This course allows students to pursue directed study in welding technology on a contract basis under the direction of a supervising instructor.



Scholastic Policies

Grades and Grading Policies

BOARD RULE 6700. Grade Symbol Definitions and Conditions for Use

Only the symbols in the grading scale given in this section shall be used to grade all courses.

Grades shall be averaged on the basis of the point equivalencies to determine a student's grade point average, using the following evaluative symbols:

SYMBOL	DEFINITION	GRADE POINT
A	Excellent	4
B	Good	3
C	Satisfactory	2
D	Less than satisfactory	1
F	Failing	0
P	Pass (At least satisfactory - units awarded not counted in GPA. Has the same meaning as "CR" as that symbol was defined prior to June 30, 2007.) Applies to credit and noncredit courses.	
NP	No Pass (Less than satisfactory - units awarded but not counted in GPA. NP has the same meaning as "NC" as that symbol was defined prior to June 30, 2007.) Applies to credit and noncredit courses.	
SP	Satisfactory Progress towards completion of the course (used for noncredit courses only and is not supplanted by any other symbol.)	

(P and NP grades may be given only in courses authorized by the District Pass/No Pass Option.)

Explanation of Symbols Without Impact on Grade Point Average:

SYMBOL	DEFINITION
I	Incomplete

Incomplete academic work for unforeseeable, emergency, and justifiable reasons at the end of the term may result in an "I" symbol being entered in the student's record. The condition for removal of the "I" and the grade which is assigned in lieu of shall be stated by the instructor in an Incomplete Grade Record.

This record shall be given to the student, with a copy on file in the college Admissions Office until the "I" is made up and a final grade assigned, or when one year has passed. The "I" symbol shall not be used in calculating units attempted nor for grade points. The "I" may be made up no later than one year following the end of the term in which it was assigned. The student may petition for a time extension due to unusual circumstances.

Note: Courses in which the student has received an Incomplete ("I") may not be repeated unless the "I" is removed and has been replaced by a grade of "D" or "F". This does not apply to courses which are repeatable for additional credit.

SYMBOL	DEFINITION
IP	In Progress

The "IP" symbol shall be used only in those courses which extend beyond the normal end of an academic term. It indicates that work is "in progress," but that assignment of a grade must await the course completion. The "IP" symbol shall remain on the student's permanent record in order to satisfy enrollment documentation. The appropriate evaluative grade and unit credit shall be assigned and appear on the student's record for the term in which the required work of the course is completed. The "IP" shall not be used in calculating grade point averages.

SYMBOL	DEFINITION
RD	Report Delayed

The "RD" symbol may be assigned when there is a delay in reporting the grade beyond the control of the student. The "RD" may be assigned by the Dean of Student Services only. It is a temporary notation to be replaced by a permanent symbol as soon as possible.

SYMBOL	DEFINITION
W	Withdrawal

Withdrawal from a class or classes shall be authorized through the last day of the fourteenth week of instruction or 75% of the time the class is scheduled to meet, whichever is less.

No notation ("W" or other) shall be made on the record of a student who withdraws before the census date of the course.

Withdrawal between the end of the fourth week (or 30% of the time the class is scheduled to meet, whichever is less) and the last day of the fourteenth week of instruction (or 75% of the time the class is scheduled to meet, whichever is less) shall be authorized after informing the appropriate faculty. A student who remains in class beyond the fourteenth week or 75% of the time the class is scheduled shall be given a grade other than a "W", except in cases of extenuating circumstances.

After the last day of the fourteenth week (or 75% of the time the class is scheduled, whichever is less) the student may withdraw from class upon petition demonstrating extenuating circumstances and after consultation with the appropriate faculty.

Extenuating circumstances are verified cases of accidents, illness, or other circumstances beyond the control of the student. Withdrawal after the end of the fourteenth week (or 75% of the time the class is scheduled, whichever is less) which has been authorized in extenuating circumstances shall be recorded as a "W".

For purposes of withdrawal policies, the term "appropriate faculty" means the Instructor of Record for each course in question or, in the event the instructor cannot be contacted, the department chair or equivalent faculty officer.

The "W" shall not be used in calculating units attempted nor for the student's grade point average.

“W’s” will be used as factors in progress probation and dismissal.

A “W” shall not be assigned, or if assigned shall be removed, from a student’s academic record, if a determination is made that the student withdrew from the course due to discriminatory treatment or due to retaliation for alleging discriminatory treatment or that the student withdrew because he or she reasonably believed that remaining in the course would subject him or her to discriminatory treatment or retaliation for alleging discriminatory treatment.

A student may not withdraw and receive a “W” symbol on his or her record more than three times for enrollment in the same course. A student may enroll again in the same course after having previously received the authorized number of “W” symbols in the same course, if a designated college official approves such enrollment after review of a petition filed by a student.

SYMBOL	DEFINITION
MW	Military Withdrawal

“Military Withdrawal” occurs when a student who is a member of an active or reserve United States military service receives orders compelling a withdrawal from courses. Upon verification of such orders, a withdrawal symbol may be assigned at any time after the period established by the governing board during which no notation is made for withdrawals. The withdrawal symbol so assigned shall be a “MW.”

Military withdrawals shall not be counted in progress probation and dismissal calculations. “MW” shall not be counted for the permitted number of withdrawals. The District shall refund the entire enrollment fee unless academic credit has been awarded.

SYMBOL	DEFINITION
EW	Excused Withdrawal

“Excused Withdrawal” occurs when a student must withdraw from a course or courses under circumstances beyond their control. Upon verifiable documentation (i.e. job transfer, illness of family member, incarcerated student, subject to immigration action, chronic or acute illness, accident or natural disaster) a student may petition for an “EW” non-evaluation symbol.

Excused withdrawals shall not be counted in progress probation and dismissal calculations nor shall it be counted towards the permitted number of withdrawals or counted as an enrollment attempt.

The student with an approved “EW” grade may file a petition with the District requesting a refund of the enrollment fee unless academic credit has been awarded or they received the California College Promise Grant or a waiver of fees from AB19 funds.

Title 5, C.C.R., Section 55022, 55024

BOARD RULE 6701. Pass-No Pass Options

Colleges may designate courses in the college catalog wherein all students are evaluated on a “pass-no pass” basis or wherein each student may elect on registration or no later than the end of the first 30% of the term, whether the basis of evaluation is to be “pass-no pass” or a letter grade. These courses will be noted in the college catalog as being eligible for the “pass-no pass” option.

The pass-no pass grading system shall be used in any course in which there is a single satisfactory standard of performance for which unit credit is assigned. A grade of Pass shall be assigned for meeting that

standard (earning 70% or higher), and a grade of No Pass shall be assigned (earning a grade below 70%) for failure to do so.

The student who is enrolled in a course on a “pass-no pass” basis will be held responsible for all assignments and examinations required in the course and must meet the same standards of evaluation as required for all students.

Title 5, C.C.R., 55022

BOARD RULE 6701.10. Acceptance of Pass Credits

All courses and units (including those units earned on a “pass-no pass” basis) used to satisfy requirements, including graduation requirements, educational program requirements and transfer core curriculum requirements, shall be from accredited institutions, unless otherwise specified in this Board Rule.

“Accredited institution” shall mean a United States regionally accredited institution. It shall not mean an institution “approved” by the California Department of Education or by the California Council for Private Postsecondary and Vocational Education.

E.C. 66721, Title 5, C.C.R., Sections 53406, 55000, 55022

BOARD RULE 6701.11. Recording of Grade

A student who is enrolled in a course on the “pass-no pass” basis shall receive both course and unit credit upon satisfactory completion of the course. Satisfactory completion (earned 70% or higher) is equivalent to the grade of “C” or better. A student with unsatisfactory performance (earned less than 70%) will be assigned a “no pass” grade.

Title 5, C.C.R., 55022

BOARD RULE 6701.12. Grade Point Calculation

Units earned on a “pass-no pass” basis shall not be used to calculate grade point averages. However, units attempted for which the “NP” (No Pass) symbol is recorded shall be considered in probationary and dismissal procedures.

Title 5, C.C.R., 55022

BOARD RULE 6701.13. Conversion to Letter Grade

A student who has received credit for a course taken on a “pass-no pass” basis may not convert this credit to a letter grade.

Title 5, C.C.R., 55022

CAMPUS PROCEDURE

- Certain courses, noted in the Schedule of Classes, are evaluated on a Pass/No Pass basis only. Letter grades may not be assigned for these courses.
- In addition to courses mentioned above, a student has the option of selecting one course per semester to be graded on a Pass/No Pass basis. This option is available only for courses listed in the Schedule of Classes under “Courses Offered on a Pass/No Pass Basis.”
- Selection of courses to be taken on a Pass/No Pass basis must be made during the time indicated in the schedule. Late requests will not be accepted.
- Once a course has been selected to be graded on a Pass/No Pass basis, a student cannot receive a letter grade for the course. The decision to take a course on this basis is irrevocable.



- The general practice at most four-year colleges is not to accept “Pass/No Pass” grades for courses required for the major or preparation for the major. A student planning to transfer to UCLA is required to have at least 42 units in regular letter grades.

BOARD RULE 6702. Credit by Examination

See section under **Academic Standards & Credit Policies**.

BOARD RULE 6703. Grades and Grade Changes

The Instructor of Record for the course shall determine the grade to be awarded to each student. The determination of the student's grade by the instructor is final in the absence of mistake, fraud, bad faith, or incompetency. For purposes of this section, “mistake” may include, but is not limited to, clerical errors and errors made by an instructor in calculating a student's grade. The removal or change of an incorrect grade from a student's record shall only be done upon authorization by the Instructor of Record for the course, or upon authorization by the College President upon the conclusion of the grade grievance process.

In the case of fraud, bad faith, or incompetency, the final determination concerning removal or change of grade will be made by the College President.

No grade may be challenged by a student more than one year from the end of the term in which the course was taken absent extenuating circumstances; if a college's academic senate has determined that extenuating circumstances apply, then that period of time during which grades may be challenged should be more than one year, such longer period shall apply at that college.

E.C. 76224, Title 5, C.C.R., Section 55760

Grades are not mailed to students. It is important to check your grades at the end of every semester. Grades are available to students online at www.piercecollege.edu.

Campus Procedure

Students should file a petition for grade change in the Graduation Office to have an instructor reevaluation of a course grade, provided the grade in question was originally issued within the last year. Effective September 2002, grade changes will not be considered for grades issued more than one year ago.

Transcripts

Upon written request of the student, a copy of the student's academic record shall be forwarded to the student or his or her designated addressee promptly by U.S. mail, electronically or other responsible forwarding agency.

A student or former student shall be entitled to two free copies of the transcript of his or her record or two free verifications of student records. Additional copies shall be made available to the student, or to an addressee designated by the student, at a cost of \$3. Students may request special processing to expedite their request for a fee of \$10 per transcript or verification. This option is subject to the College's ability to provide this service. Requests for transcripts or verifications may be obtained online. Transcripts from another institution are not available for copying.

The student's transcript and/or verification of enrollment may be withheld if 1) any library books or other library materials are charged to

the student and are unreturned, 2) there are any unpaid fees or charges due to the College, or 3) any other unreturned college property. The transcript may be withheld until these obligations of the student to the College are discharged.

BOARD RULE 6703.10 Syllabus

During the first week of classes, the Instructor of Record shall provide students, the Department Chairperson, and the Office of Academic Affairs, either hard copy or electronically, a syllabus that clearly states the work product which will be the basis for determining each student's grade as well as the grading criteria. The syllabus shall include the approved course student learning outcomes, an accommodation statement for students informing them of services available through the DSPS office, instructor contact information, and a reference to the student code of conduct as it relates to academic dishonesty (Board Rule 9803.28).

BOARD RULE 6703.20 Retention of Written Work and Grade Records

To the extent that student work product takes the form of written work, such written work shall, if not returned to the student, be retained by the faculty member for at least one year from the end of the term in which the course was taken. All faculty grade records shall be retained by the faculty member for at least a one-year period. All written work and grade records shall be stored on campus.

BOARD RULE 6704. Course Repetition

NEW RULES ABOUT THE NUMBER OF TIMES YOU CAN ATTEMPT A COURSE

Effective summer 2012, course withdrawal (“W”) and/or a standard grade (“D,” “F,” or “NP”) count as an attempt at a course. Only three attempts at any one course will be allowed, with some exceptions. Listed below are the new rules that all students need to know about.

- Students who drop or are excluded after the last day to drop without a grade of “W” will have a “W” appear on their transcript. The “W” will count as an attempt for that course.
- A course in a student's transcript which currently shows a recorded “W” counts as an attempt for that course.
- Students will not be allowed to register for any course within the LACCD if there are three recorded attempts for that course in any combination of W, D, F, or NP grades.
- Enrollment for a course within the LACCD will not be permitted if there are three recorded attempts for that course in any combination of W, D, F, or NP grades.
- For courses specifically designated as “repeatable,” students may repeat up to three times. (See Title 5 California Code of Regulations sections 55040, 55041, 58161).
- When the student's number of enrollments in a course exceeds the allowable amount, the student may petition for an additional enrollment in cases of extenuating circumstances.

WHAT STUDENTS SHOULD DO:

- Be sure you are academically ready for classes you enroll in.
- If you must drop a course, drop before the specified deadline for dropping a class without a grade of “W.”
- See a counselor before making decisions that could affect your educational plan.

REMEDIAL (BASIC SKILLS) ENROLLMENT LIMITATION POLICY

Title 5 California Code of Regulations §55035 establishes that students will be limited from taking more than 30 units of “remedial” coursework. The Remedial Coursework Limit regulation defines remedial coursework as non-degree applicable basic skills courses. Effective Winter 2010, the college’s registration system will prevent students who have exceeded this limit from enrolling in additional basic skills courses.

Note: This limit does not apply to completion of noncredit basic skills courses.

EXEMPTIONS

Only the following students are exempt from the limitation on remedial coursework:

1. A student enrolled in one or more credit or noncredit English as a Second Language (ESL) courses.
2. Students with a verified learning disability with appropriate academic accommodations.

For additional information on who qualifies for academic accommodations, please contact the Special Services Office.

COURSE REPETITION AND WITHDRAWAL FROM CREDIT COURSES POLICY

Title 5 California Code of Regulations §55040, §55041, and §55042 establish that the number of times that a student may withdraw and receive a “W” symbol on his or her record for enrollment in the same course is not to exceed **three** times. All credit course repeats and withdrawals in a student’s enrollment record are counted towards the new limit. For courses specifically designated as “repeatable” students may repeat up to three times. Also, enrollment in a course within the LACCD will not be allowed if there are three recorded attempts for that course in any combination of W, D, F, Inc. or NP grades. Students may be permitted one additional enrollment on an appeal basis if they need to repeat a course due to an educational need (e.g. significant lapse of time since course was last taken) or when there are specific extenuating circumstances such as flood, fire, or other extraordinary conditions beyond the student’s control. *The limits set forth will affect students based on their current and prior course enrollments.* The decision by students to repeat or withdraw from a class with a “W” has many more implications under these new regulations so students are encouraged to consult with their counselor before enrolling.

EXEMPTIONS

Except as provided below, this repetition limitation applies to all levels of courses that involve a similar primary educational activity, regardless of whether the repetitions reflect multiple enrollments in a single course or in multiple courses involving the same primary activity. (Title 5, section 55042)

1. Visual or performing arts courses in music, fine arts, theater or dance which are part of a sequence of transfer courses are not subject to this limitation.
2. ESL courses and non degree-applicable basic skills courses are not considered “activity courses” for purposes of the regulation.

BOARD RULE 6704.10. Course Repetition to Remove A Substandard Grade

Students may repeat courses in which substandard grades (“D”, “F” or “NC”, “NP”) were awarded provided they have not already attempted the same course three times.

When course repetition under this section occurs, the student’s permanent academic record shall be annotated in such a manner that all work remains legible, ensuring a true and complete academic history.

For the first and second repetitions of a course where a substandard grade was awarded, the highest grade earned shall be used when computing the student’s cumulative grade point average.

- a. Students who have received three substandard grades for the same course may repeat it one more time upon approval of a filed petition documenting extenuating circumstances. Extenuating circumstances are verified cases of accidents, illness, or other circumstances beyond the control of the student.

BOARD RULE 6704.20. Duplicative Credit

Duplicative credit in non-repeatable courses should not be used towards the 60 units required for graduation regardless of whether or not the student petitioned to have the transcript annotated.

Course Repetition: Special Circumstances**BOARD RULE 6704.30. Repetition of Courses in Which A Satisfactory Grade Was Recorded**

- a. Repetition of courses for which a satisfactory grade (“A”, “B”, “C”, “P”) has been recorded shall be permitted only upon advance petition of the student and with the written permission from the college president, or designee, based on a finding that extenuating circumstances exist which justify such repetition or that there has been a significant lapse of time since the student previously took the course. Significant lapse of time is defined as no less than 36 months since the most recent grade was awarded.
- b. When course repetition under this section occurs, the student’s permanent academic record shall be annotated in such a manner that all work remains legible, ensuring a true and complete academic history.
- c. Grades awarded for courses repeated under the provisions of subsection “a” and “b” of this section shall not be counted in calculating a student’s grade point average.
- d. When such repetition is necessary for a student to meet a legally mandated training requirement as a condition of continued paid or volunteer employment, such courses may be repeated for credit any number of times, and the grade received each time shall be included for purposes of calculating the student’s grade point average. The college shall establish policies and procedures requiring students to certify or document that course repetition is necessary to complete legally mandated training pursuant to this subsection.

The college’s process for certification or documentation of legal training requirements shall be developed in accordance with the provisions of Chapter XVIII of the Board Rules -- ACADEMIC SENATE AND BOARD OF TRUSTEES SHARED GOVERNANCE POLICY.
- e. A student may repeat any course if the college has properly established a recency prerequisite for a course, if there has been “significant lapse of time.” In no instance shall this be less than three years.
- f. A student with a disability may repeat a class any number of times, if such repetition is required as a disability-related accommodation for that particular student.



- g. A student who receives a grade of SP in a noncredit course pursuant to repeatability regulations governing noncredit courses.

Title 5, C.C.R., Sections 55763 and 58161

BOARD RULE 6705. Academic Renewal

Students may petition for an academic renewal action in order to alleviate substandard academic performance under the following conditions:

- Students must have achieved a grade point average of 2.5 in their last 15 semester units, or 2.0 in their last 30 semester units, completed at any United States regionally accredited college or university, subsequent to the coursework to be alleviated and
- At least one calendar year must have passed since the course work to be removed was completed.

Granted, academic renewal shall result in:

- Eliminating up to 30 semester units of coursework taken within the Los Angeles Community College District from consideration in the student's cumulative grade point average, and
- Annotating the student academic record to note which courses have been removed through academic renewal. Academic renewal actions are irreversible.

Graduation honors and awards are to be based on the student's cumulative grade point average for all college work attempted.

Title 5, C.C.R., Section 55046

BOARD RULE 6706. Auditing Classes

Students may be permitted to audit a class under the following conditions:

- Payment of a fee of \$15 per unit. Students enrolled in classes to receive credit for ten or more semester units shall not be charged a fee to audit three or fewer semester units per semester.
- No student auditing a course shall be permitted to change his/her enrollment in that course to receive credit for the course.
- Priority in class enrollment shall be given to students desiring to take the course for credit.

EC 76370

BOARD RULE 6707. Articulation of High School Courses

For the purposes of this section, the term "articulated high school course" means a high school course or courses that the faculty in the appropriate discipline, using policies and procedures approved by the curriculum committee established pursuant to California Code of Regulations 55002, have determined to be comparable to a specific community college course.

The governing board of a community college district may adopt policies to permit articulated high school courses to be applied to college educational program requirements. Articulated high school courses may be accepted in lieu of comparable courses to partially satisfy:

- requirements for a certificate program, including the total number of units required for the certificate; or;

- the major requirements in a degree program.

Articulated high school courses used to partially satisfy certificate or major requirements shall be clearly noted as such on the student's academic record. Notations of college course credit shall be made only if the college courses are successfully completed or if credit is earned via credit by examination.

Except through credit by examination, as defined in Board Rule 6704, high school courses may not be used to satisfy:

- the requirement of Board Rule 6201.10, that students complete at least 60 semester units in order to receive an associate degree; or;
- any general education requirement for the associate degree established pursuant to Board Rule 6201.14.

BOARD RULE 6707.10 Implementation

All LACCD-high school articulation agreements shall be subject to the provisions of this Board Rule. However, any student who, prior to the date this Board Rule takes effect, has successfully completed a high school course articulated under the terms of a previous agreement, shall be permitted to apply the credit so earned according to the terms of the previous agreement.

Academic Standards & Credit Policies

Attendance

Only students who have been admitted to the College and are in approved active status may attend classes.

Students are expected to be in class on time and to remain for the entire class period. Medical appointments, work, job interviews, child-care responsibilities, etc. should be arranged so as not to occur during class time. Please do not make requests for exceptions.

Any student who has unexcused absences equaling one week's worth of class time prior to census date may be excluded. Students may drop the class online, before the last day to drop. Students should never rely on the instructor to exclude them. Do not call the college offices to report absences; call the course instructor.

By the last day to add the class, students are responsible to inform the instructor of any anticipated absences due to observance of major religious holidays so that alternative arrangements may be made. Failure to do so may result in an inability to make other arrangements or a lower grade.

Students who are registered in a class and miss the first meeting may lose their right to a place in the class, but the instructor may consider special circumstances. Instructors will generally only exclude students through the census date for non-attendance. It is the student's responsibility to drop classes in time to avoid fees and/or grades of "W".

See section "Adding and Dropping" under Registration Policies.

Campus Procedure

Students who because of mitigating circumstances are unable to attend the first class meeting should leave a voice mail message or email for the faculty member. This, however, does not guarantee students a seat in the class if they do not attend the first class meeting.

Withdrawal

Students intending to withdraw should avail themselves of the opportunity to first discuss the contemplated withdrawal with a counselor. Whether withdrawing from one class or all classes in which the student is enrolled, it is essential that standard withdrawal procedures be observed.

would be associated with enrollment in the course for which the student seeks credit by examination.

Title 5, C.C.R., Section 55050

Lecture and Laboratory Credit

In computing the number of units granted for any course, Los Angeles Pierce College follows the general practice of granting one unit of credit for each lecture hour per week on the semester basis.

The College requires two or more hours of attendance per week for each unit of credit for non-lecture periods (laboratory, field work, physical education) which require a minimum of outside preparation.

Final Examinations

Final examinations are to be given in all subjects according to the schedule printed in the Schedule of Classes. No student will be excused from taking a final examination.

All faculty shall retain the final exams of every student for a minimum of one year after the end of the semester for which the final exam was given in order to permit students to examine their graded final exams.

BOARD RULE 6702. Credit by Examination

- a. The governing board shall adopt and publish policies and procedures pertaining to credit by examination; and
- b. The governing board may grant credit to any student who satisfactorily passes an examination approved and conducted by proper authorities at each college. Such credit may be granted only to a student who is registered at the college and in good standing and only for a course listed in the college catalog.
- c. The nature and content of the examination shall be determined solely by faculty in the discipline who normally teach the course for which credit is to be granted in accordance with policies and procedures approved by the college curriculum committee. The faculty shall determine that the examination adequately measures mastery of the course content as set forth in the outline of record. The faculty may accept an examination conducted at a location other than the college.
- d. A separate examination shall be conducted for each course for which credit is to be granted. Credit may be awarded for prior experience or prior learning only in terms of individually identified courses for which examinations are conducted.
- e. The student's academic record shall be clearly annotated to reflect credit was earned by examination.
- f. Grading shall be according to the regular grading system, except that students shall be offered a "pass-no pass" option if that option is ordinarily available for the course.
- g. Units for which credit is given for credit by examination shall not be counted in determining the 12 semester units in residence required for an associate degree.
- h. The college may charge a student fee for administering an examination provided the fee does not exceed the enrollment fee which



Courses Offered on a Credit-By-Exam Basis

Animal Science	401*, 501, 510
Automotive Service Technology	001, 002, 003, 004, 005, 006, 007, 025*
Art	102, 201*, 501*, 604*, 605
Biology	123
Computer Information Systems	101*
Dance Techniques	142*
Industrial Technology	130, 145, 146, 230, 330
Journalism	101*
Media Arts/Multimedia	MEDIART 101*, 805, MULTIMD 200
Music	101, 216-1, 216-2, 216-3, 216-4, 217-1, 217-2, 217-3, 217-4, 321
Nursing	400, 402, 403, 404, 405, 406, 407, 408, 414, 415, 441, 442
Photography	009*
Physics	012
Plant Science	701*, 711*, 714*, 718*, 812, 827*, 896B*, 896C
Veterinary Technology	180

*Through High School Articulation.

Transfer Credit Policy

Transfer credit for lower division courses taken at regionally accredited institutions of higher education in the United States is accepted toward Associate Degrees or Certificates. Students must provide official transcripts. Please have your school(s) mail them directly to our Graduation Office.

Students should make an appointment with a counselor for transcript evaluation.

Disclaimer: Every effort has been made to ensure the articulation information for the California State Universities and the University of California institutions are accurate, including the CSU GE and IGETC areas. However, this information is unofficial and should be checked against the official information found on the ASSIST website at www.assist.org.

Foreign Transcript Credit Policy: CREDIT FOR COURSES TAKEN AT INSTITUTIONS OF HIGHER LEARNING OUTSIDE THE UNITED STATES (ADMINISTRATIVE REGULATION E-101)

The intent of this policy is to provide a process for granting LACCD Associate Degree general education, graduation competency, and unit (elective) credit for course work completed at institutions of higher education outside the United States. This policy does not apply to Associate Degrees for Transfer (ADT's), IGETC or CSU GE: refer to the LACCD ADT Reciprocity Guidelines.

- Students petitioning for credit must provide comprehensive, detailed, course by course evaluation of their transcripts completed by an independent transcript evaluation service approved by the *California Commission on Teacher Credentialing*.
- Students may receive credit for the following:
 - LACCD General Education Plan, excluding Area B1 American Institutions.

- LACCD Competency Requirement, excluding Reading and Written Expression.
 - LACCD unit (elective) credit. There is no maximum on the number of units that may be applied to local associate degrees. The LACCD residency requirement must still be met per LACCD Board Rule 6201.11.
 - LACCD Course Credit
 - Each college may develop procedures for determining whether the courses taken at the institution of higher education outside the United States are equivalent to courses in the college's curriculum. These procedures shall be developed in consultation with the college's Academic Senate in accordance with the provisions of Chapter XVIII of the Board Rules - *Academic Senate and the Board of Trustees Shared Governance Policy*.
 - Courses that are part of a program that also meets licensing requirements, must be approved by the receiving college, in accordance with college policies developed in consultation with the college's Academic Senate in accordance with the provisions of Chapter XVIII of the Board Rules - *Academic Senate and the Board of Trustees Shared Governance Policy*.
- This evaluation is valid only in the Los Angeles Community College District and may not necessarily meet the requirements of other colleges and universities.

Courses Offered on a Pass/No Pass Basis

(FORMERLY CREDIT/NO CREDIT)

The college offers courses which students may elect to take on a Pass/No Pass basis.

- Students have the option of selecting Pass/No Pass only for those courses listed below.
- Selection of courses to be taken on a Pass/No Pass basis must be made during the time indicated in the schedule of classes for the semester in which the course is taken. Late requests will not be accepted. Pass/No Pass grading petitions for short-term classes will be accepted during the first two weeks of the class.
- Only one course per semester may be selected to be graded on a Pass/No Pass basis, (this does not include those courses in which all students are evaluated on a Pass/No Pass basis).
- A Pass grade is granted for performance which is equivalent to the letter grade of "C" or better.
- Once a course has been selected to be graded on a Pass/No Pass basis, a student cannot receive a letter grade for the course. The decision to take a course on this basis is irrevocable.
- The general practice at most four-year colleges is not to accept Pass/No Pass grades for courses required in the major or preparation for the major. A student planning to transfer to UCLA is required to have at least 42 units in regular letter grades.
- Students taking the Pass/No Pass option are held to the same academic standards as students receiving letter grades.

Accounting - 001, 002, 015, 017

Administration of Justice - all courses

American Sign Language - all courses

Animal Science - all courses

Anthropology - 101, 102, 105, 106, 109, 111, 119, 121, 132, 141

Architecture - 005

Art - 101, 102, 103, 105, 111, 137, 138, 139, 201, 301, 501, 604, 700, 708

Astronomy - 001, 002

Automotive Service Technology - 001, 020, 025

Biology - 003, 010, 121, 122

Business - 001, 005

Chicano Studies - all courses

Cinema - 003

Computer Applications Office Technologies - all courses

Counseling - 040

Dance Specialties - all courses

Dance Studies - all courses

Dance Techniques - all courses

Economics - all courses

English - 072, 127, 203, 204, 205, 206, 207, 208, 211, 214, 215, 216, 239, 240, 250, 252, 270

Finance - 001, 002, 008

French - all courses

Geography - 001, 002, 003, 014, 015, 017, 019, 023, 025, 033, 036, 037, 038

Geology - 012

Geographic Information Systems (GIS) - all courses

History - all courses

Humanities - 006

Industrial Technology

Machine Shop/CNC - 130, 140, 444, 448

Italian - all courses

Japanese - all courses

Journalism - no courses

Management - 002, 013, 031, 033

Marketing - 001, 011, 021, 031

Meteorology - 003, 004, 005

Music - 101, 111, 321, 411, 601, 611, 621, 650

Philosophy - all courses

Physics - 012

Plant Science - all courses

Political Science - all courses

Psychology - all courses

Public Relations - 001

Real Estate - 001, 003

Sociology - all courses

Spanish - all courses

Supervision - 001

Theater - all courses

Note: The following courses are graded as Pass/No Pass only. The student does not have the option of receiving a letter grade.

American Sign Language - 185, 285, 385

Biology - 011A, 011B, 011C; 012A, 012B, 012C

Business - 010

Computer Applications Office Technologies - 063, 064, 065

Counseling - 008

E.S.L. - 003A, 003B, 003C, 004C

Engineering Graphics and Design Technology - 131

English - 067, 072

French - 008, 185, 285, 385

Geology - 022A, 022B, 022C, 022D, 022E, 022F

Italian - 008, 185, 285, 385

Japanese - 185

Learning Skills - 001, 002

Mathematics - 103

Nursing - 185, 285, 401, 442, 444



Advanced Placement Credit

1. Course Equivalency for the local Associate of Arts and Associate of Science Degrees Major Requirements and Certificates of Achievement Requirements

Faculty with the appropriate discipline expertise may establish criteria for granting course equivalencies for Advanced Placement (AP) exams. Course equivalency for AP exams toward satisfying major requirements for local Associate Degrees and Certificates of Achievement shall be granted only if criteria have been established by the appropriate discipline faculty and shall be based solely on the established criteria. At a minimum the criteria shall require that the student has earned a score of 3, 4, or 5. All course equivalencies and criteria shall be published in the college catalog. Discipline faculty are encouraged to use the AP scores and course equivalencies provided in Appendix B for guidance.

The granting of course equivalency does not determine the amount of unit credit awarded. The amount of unit credit awarded for each AP exam is stated in Appendix A.

2. Use of AP exams for meeting LACCD General Education Requirements and Graduation Competency Requirements for the local Associate of Arts and Associate of Science Degrees

Advanced Placement (AP) Exams shall be used toward meeting General Education requirements and Graduation Competency for the Associate of Arts and Associate of Science Degrees, as defined in Administrative Procedure 4100 Graduation Requirements for Degrees and Certificates.

Students must receive a passing score (3, 4, or 5) on an AP exam to receive the credit indicated in Appendix A.

3. Use of AP exams for meeting Associate Degree for Transfer major requirements.

Advanced Placement (AP) Exams shall be used toward meeting Associate Degree for Transfer major requirements as defined in

Administrative Procedure 4100 Graduation Requirements for Degrees and Certificates.

Students must receive a passing score (3, 4, or 5) on an AP exam to receive the credit indicated in Appendix B.

Students who take an Advanced Placement (AP) exam, an International Baccalaureate (IB) exam or College-Level Examination Program (CLEP) exam in the same topic area will receive credit for only one exam. (For example, if a student takes both the CLEP exam in Biology and the AP exam in Biology, they will only be awarded credit for one exam because the topics are duplicative). The college should award credit for the exam that most benefits the student.

4. AP Unit Credit

For the purpose of granting unit credit applicable to the minimum of 60 units required for the local Associate degree and the Associate Degree for Transfer, the LACCD shall follow the guidelines for Advanced Placement credit set by the American Council on Education:

In general, the recommended minimum number of semester hours from ACE corresponds to the status of the corresponding high school AP course:

- 3 semester hours are recommended in the case of a half-year course
- 6 semester hours for most full-year courses
- 8 semester hours for some of the mathematics, sciences, and foreign languages

5. CSU GE Breadth and IGETC

The use of Advanced Placement exams on the California State University General Education Breadth (CSU GE Breadth) and the Intersegmental General Education Transfer Curriculum (IGETC) plans is determined by the University of California and California State University systems respectively. Refer to the current IGETC Standards and the current CSU Executive Order 1100 on external exams for applicability to the IGETC and CSU GE Breadth areas.

LACCD AP 4236: Advanced Placement Exams Credit APPENDIX A

Unit Credit/LACCD General Education Area/Graduation Competency

AP SUBJECT AREA	AP SCORE	TOTAL SEMESTER UNITS AWARDED TOWARD AA/AS/ADT	SEMESTER UNITS APPLIED TOWARD LACCD GE REQUIREMENTS	ASSOCIATE DEGREE GE AREA FULFILLED AP 4100	GRADUATION COMPETENCY REQUIREMENT FULFILLED AP 4100
Art History	3, 4, 5	6	3	Area C: Humanities	
Biology	3, 4, 5	6	3	Area A: Natural Science	
Calculus AB	3, 4, 5	3	3	Area D2: Communication and Analytical Thinking	Mathematics Competency Satisfied
Calculus BC	3, 4, 5	6	3	Area D2: Communication and Analytical Thinking	Mathematics Competency Satisfied
Calculus BC/AB Sub-score	3, 4, 5	3	3	Area D2: Communication and Analytical Thinking	Mathematics Competency Satisfied
Chemistry	3, 4, 5	6	3	Area A: Natural Science	
Chinese Language and Culture	3, 4, 5	6	3	Area C: Humanities	
Comparative Government and Politics	3, 4, 5	3	3	Area B2: Social and Behavioral Sciences	
Computer Science Exam A	3, 4, 5	3	3	Area D2: Communication and Analytical Thinking	
Computer Science Exam AB	3, 4, 5	6	3	Area D2: Communication and Analytical Thinking	
Computer Science Principles	3, 4, 5	6	3	Area D2: Communication and Analytical Thinking	Mathematics Competency Satisfied
English Language and Composition	3, 4, 5	6	3	Area D1: English Composition	Reading and Written Expression Competency Satisfied
English Literature and Composition	3, 4, 5	6	3	Area C: Humanities or Area D1: English Composition	Reading and Written Expression Competency Satisfied
Environmental Science	3, 4, 5	4	3	Area A: Natural Science	
European History	3, 4, 5	6	6	Area B2: Social and Behavioral Sciences or Area C: Humanities	
French Language and Culture	3, 4, 5	6	3	Area C: Humanities	
German Language and Culture	3, 4, 5	6	3	Area C: Humanities	
Human Geography	3, 4, 5	3	3	Area B2: Social and Behavioral Sciences	
Italian Language and Culture	3, 4, 5	6	3	Area C: Humanities	
Japanese Language and Culture	3, 4, 5	6	3	Area C: Humanities	
Latin	3, 4, 5	6	3	Area C: Humanities	
Macroeconomics	3, 4, 5	3	3	Area B2: Social and Behavioral Sciences	
Microeconomics	3, 4, 5	3	3	Area B2: Social and Behavioral Sciences	
Music Theory	3, 4, 5	3	3	Area C: Humanities	
Physics 1: Algebra-Based	3, 4, 5	4	3	Area A: Natural Science	
Physics 2: Algebra-Based	3, 4, 5	4	3	Area A: Natural Science	
Physics C: Mechanics	3, 4, 5	4	3	Area A: Natural Science	
Physics C Electricity and Magnetism	3, 4, 5	4	3	Area A: Natural Science	
Psychology	3, 4, 5	3	3	Area B2: Social and Behavioral Sciences	
Spanish Language and Culture	3, 4, 5	6	3	Area C: Humanities	
Spanish Literature and Culture	3, 4, 5	6	3	Area C: Humanities	
Statistics	3, 4, 5	3	3	Area D2: Communication and Analytical Thinking	Mathematics Competency Satisfied
Studio Art: Drawing	3, 4, 5	3	3	Area C: Humanities	
Studio Art: 2-D Design	3, 4, 5	3	3	Area C: Humanities	
Studio Art: 3-D Design	3, 4, 5	3	3	Area C: Humanities	
United States Government and Politics	3, 4, 5	3	3	Area B1: American Institutions	
United States History	3, 4, 5	6	3	Area B1: American Institutions or Area C: Humanities	
World History: Modern	3, 4, 5	3	3	Area B2: Social and Behavioral Sciences or Area C: Humanities	



Los Angeles Pierce College AP Course Credit Applicable to Associate Degree Major and/or Certificate Requirements only:

This course credit is *not* applicable to Los Angeles Pierce College Associate Degree general education requirements or units awarded. For this information, reference the AP chart on the previous pages. *Additionally, Pierce course credit is in no way related to the AP policy of the CSU GE Breadth Certification Plan or the IGETC.*

AP EXAMINATION	SCORE	PIERCE COURSE CREDIT	UNITS
AP Art History	3, 4, 5	ART 101 and ART 102	6
AP Art Studio: Drawing	3, 4, 5	ART 201 and ART 202	6
AP Art Studio: 2-D Design	3, 4, 5	ART 501	3
AP Biology	3, 4, 5	BIOLOGY 003	4
AP Calculus AB	3, 4, 5	MATH 261	5
AP Calculus BC	3, 4, 5	MATH 261 and MATH 262	10
AP Computer Science A	3, 4, 5	CO SCI 506 or CS 116	3
AP Computer Science AB	3, 4, 5	CS 136	3
AP English Language and Composition	3, 4, 5	ENGLISH 101	3
AP English Literature and Composition	3, 4, 5	ENGLISH 101	3
AP Environmental Science	3, 4, 5	ENV SCI 002	3
AP French Language	3, 4, 5	FRENCH 001	5
AP Government and Politics: United States	3, 4, 5	POLI SCI 001	3
AP History: European	3, 4, 5	HISTORY 002	3

AP EXAMINATION	SCORE	PIERCE COURSE CREDIT	UNITS
AP History: United States	3, 4, 5	HISTORY 011 and HISTORY 012	6
AP History: World	3, 4, 5	HISTORY 086 and HISTORY 087	6
AP Human Geography	3, 4, 5	GEOG 002	3
AP Macroeconomics	3, 4, 5	ECON 002	3
AP Microeconomics	3, 4, 5	ECON 001	3
AP Music Theory	3, 4, 5	MUSIC 101	3
AP Physics B	3, 4, 5	PHYSICS 006 and PHYSICS 007	8
AP Physics C: Mechanics	3, 4, 5	PHYSICS 101	5
AP Physics C: Electricity and Magnetism	3, 4, 5	PHYSICS 102	5
AP Psychology	3, 4, 5	PSYCH 001	3
AP Spanish Language	3, 4, 5	SPANISH 001	5
AP Statistics	3, 4, 5	MATH 227 or STAT 101	4
AP World History: Modern	3, 4, 5	HISTORY 087	3

CLEP Credit

1. Course Equivalency for the local Associate of Arts and Associate of Science Degrees Major and Certificates of Achievement Requirements

Faculty with the appropriate discipline expertise may establish criteria for granting course equivalencies for College-Level Examination Program (CLEP) exams.

Course equivalency for CLEP exams toward satisfying major requirements for local Associate Degrees and Certificates of Achievement, shall be granted only if criteria have been established by the appropriate discipline faculty and shall be based solely on the established criteria. At a minimum the criteria shall require that the student has earned a score of 50 or higher on exam as stated in Appendix A. All course equivalencies shall be published in the college catalog.

The granting of course equivalency does not determine the amount of unit credit awarded. The amount of unit credit awarded for each CLEP exam is stated in Appendix A.

2. Use of CLEP exams for meeting LACCD General Education Requirements and Graduation Competency Requirements for the local Associate of Arts and Associate of Science Degrees.

CLEP Exams shall be used toward meeting LACCD General Education requirements and Graduation Competency for the local Associate of Arts and Associate of Science Degrees, as defined in Administrative Procedure 4100 Graduation Requirements for Degrees and Certificates

Students must receive a passing score (50) on most CLEP exams, except Foreign Language level 2 exams which require a higher score as noted in Appendix A.

Students who take an Advanced Placement (AP) exam, an International Baccalaureate (IB) exam or College-Level Examination Program (CLEP) exam in the same topic area will receive credit for only one exam. (For example, if a student takes both the CLEP exam in Biology and the AP exam in Biology, they will only be awarded credit for one exam because the topics are duplicative). The college should award credit for the exam that most benefits the student.

3. Use of CLEP exams for meeting Associate Degree for Transfer major requirements.

CLEP exams may not be used to satisfy Associate Degree for Transfer major requirements.

4. CLEP Unit Credit

For the purpose of granting unit credit applicable to the minimum of 60 units required for the Associate degree, the LACCD shall follow the guidelines for CLEP credit set by the American Council on Education:

- 3 semester hours are recommended in the case of a half-year course.
- 6 semester hours for most full-year courses.
- 9 semester hours for Level 2 Foreign Language exams equivalent to four semesters of college level foreign language course work.

5. CSU GE Breadth and IGETC

The use of CLEP exams on the California State University General Education Breadth (CSU GE Breadth) is determined by California State University. Refer to the current CSU Executive Order 1036 on external exams for details.

The use of CLEP exams on the IGETC is not permitted as determined by the University of California. Refer to the current IGETC Standards for details.



LACCD AP 4238: College-Level Examination Program (CLEP) Credit Appendix A

CLEP EXAM	ACE RECOMMENDED SCORE	TOTAL SEMESTER UNITS AWARDED TOWARD ASSOCIATE DEGREE ¹	SEMESTER UNITS APPLIED TOWARD ASSOCIATE DEGREE GE REQUIREMENTS ²	ASSOCIATE DEGREE GE AREA FULFILLED AP 4100	GRADUATION COMPETENCY REQUIREMENT MET AP 4100
American Government	50	3	3	Area B1: American Institutions	
American Literature	50	3	3	Area C: Humanities	R&W Competency NOT Met
Analyzing and Interpreting Literature	50	3	3	Area C: Humanities	R&W Competency NOT Met
English Literature	50	3	3	Area C: Humanities	R&W Competency NOT Met
Financial Accounting	50	3	NA		
French Language, Level I	50	6	NA	NA	
French Language, Level II	59	9	3	Area C: Humanities	
German Language, Level I	50	6	NA	NA	
German Language, Level II	60	9	3	Area C: Humanities	
History of the United States I	50	3	3	Area B1: American Institutions	
History of the United States II	50	3	3	Area B1: American Institutions	
Human Growth and Development	50	3	3	Area B2: Social and Behavioral Sciences	
Humanities	50	3	3	Area C: Humanities	
Information Systems and Computer Apps	50	3	NA	NA	
Introduction to Educational Psychology	50	3	NA	NA	
Introductory Business Law	50	3	NA		
Introductory Psychology	50	3	3	Area B2: Social and Behavioral Sciences	
Introductory Sociology	50	3	3	Area B2: Social and Behavioral Sciences	
Principles of Macroeconomics	50	3	3	Area B2: Social and Behavioral Sciences	
Principles of Management	50	3	NA		
Principles of Marketing	50	3	NA		
Spanish Language, Level I	50	6	NA	NA	
Spanish Language, Level II	63	9	3	Area C: Humanities	
Spanish with Writing, Level I	50	6	NA	NA	
Spanish with Writing, Level II	63	9	3	Area C: Humanities	

¹ The scores and credit hours that appear in this table are the credit-granting scores and semester hours recommended by the American Council on Education (ACE). The scores listed above are equivalent to a grade of C in the corresponding course. The credit in this table is applicable for local Associate Degrees only.

² The credit listed applies toward Associate Degree GE requirements on the LACCD General Education Pattern only.

Los Angeles Pierce College CLEP Course Credit Applicable to Associate Degree Major and/or Certificate Requirements only:

This course credit is *not* applicable to Los Angeles Pierce College Associate Degree general education requirements or units awarded. For this information, reference the CLEP chart on the previous pages. *Additionally, Pierce course credit is in no way related to the CLEP policy of the CSU GE Breadth Certification Plan.*

CLEP EXAMINATION	SCORE	PIERCE COURSE CREDIT	UNITS
Biology	50	BIOLOGY 003	4
French Level I	50	FRENCH 001	5
French Level II	59	FRENCH 002	5
Human Growth and Development	50	PSYCH 041	3
Introductory Psychology	50	PSYCH 001	3

CLEP EXAMINATION	SCORE	PIERCE COURSE CREDIT	UNITS
Principles of Macroeconomics	50	ECON 002	3
Principles of Microeconomics	50	ECON 001	3
Spanish Level I	50	SPANISH 001	5
Spanish Level II	63	SPANISH 002	5



International Baccalaureate (IB) Credit

This regulation defines the International Baccalaureate Diploma and the conditions under which the District will accept it for the purposes of award/annotate credit, equivalency or competency in student records.

Definition: The International Baccalaureate (IB) Diploma Program is a challenging two-year curriculum, primarily aimed at students aged 16 to 19. The IB Diploma Program is a comprehensive and challenging pre-university course of study, leading to examinations that demand the best from motivated students and teachers. It is widely recognized for its high academic standards.

- The two-year curriculum is rigorous and intellectually coherent, encouraging critical thinking through the study of a wide range of subjects in the traditional academic disciplines while encouraging an international perspective.
- Beyond completing college-level courses and examinations, Diploma Program students are also required to engage in community service, individual research, and an inquiry into the nature of knowledge.
- The two-year course of study leads to final examinations in six subject areas.

The IB governance is composed of:

- An IB Board of Governors
- Six committees (access and advancement, audit, compensation, education, finance and governance)

Requirements:

1. Course Equivalency for Local Associate Degrees major and Certificates of Achievement Requirements

Faculty with the appropriate discipline expertise may establish criteria for granting course equivalencies for International Baccalaureate (IB) exams. Course equivalency for International Baccalaureate (IB) exams toward satisfying major requirements for local Associate Degrees and Certificates of Achievement shall be granted only if criteria have been established by the appropriate discipline faculty and shall be based solely on the established criteria. At a minimum the criteria shall require that the student has earned the minimum exam score stated in Appendix A. All course equivalencies shall be published in the college catalog.

The granting of course equivalency does not determine the amount of unit credit awarded. The amount of unit credit awarded for each IB exam is stated in Appendix A.

2. Use of IB exams for meeting LACCD General Education Requirements and Graduation Competency Requirements for the Associate of Arts and Associate of Science Degrees

IB Exams shall be used toward meeting LACCD General Education requirements and Graduation Competency for the local Associate of Arts and Associate of Science Degrees, as defined in Administrative Procedure 4100 Graduation Requirements for Degrees and Certificates

Students must receive a minimum score of 4 on most IB exams; other exams may require a score of 5 as noted in Appendix A.

Credit will only be given for Higher Level (HL) exams. No credit is given for Standard Level (SL) exams.

Students who take an Advanced Placement (AP) exam, an International Baccalaureate (IB) exam or College-Level Examination (CLEP) exam in the same topic area will receive credit for only one exam. (For example, if a student takes both the AP exam in Biology and the IB Biology HL exam, they will only receive credit for one exam because the topics are duplicative). The college should award credit for the exam that most benefits the student.

3. Use of IB exams for meeting Associate Degree for Transfer major requirements.

Associate Degree for Transfer major requirements may be satisfied with IB exam course equivalency as defined in Section 1.

4. IB Unit Credit

For the purpose of granting unit credit applicable to the minimum of 60 units required for the Associate degree, the LACCD shall follow the guidelines for IB credit set by the International Baccalaureate Organization:

Students can receive a score of 1 (poor or elementary) to 7 (excellent) for each subject studied. Universities and colleges typically expect individual HL subject scores to be a minimum of 4 (satisfactory) or sometimes 5 (good) for credit consideration.

5. CSU GE Breadth and IGETC

The use of International Baccalaureate exams on the California State University General Education Breadth (CSU GE Breadth) and the Intersegmental General Education Transfer Curriculum (IGETC) Plans is determined by the University of California and California State University systems respectively. Refer to the current IGETC Standards and the current CSU Executive Order 1036 for applicability to the IGETC and CSU GE Breadth areas.

LACCD AP 4237: International Baccalaureate Credit APPENDIX A

IB SUBJECT AREA	MINIMUM PASSING SCORE AA/AS	TOTAL SEMESTER UNITS AWARDED TOWARD ASSOCIATE DEGREE	SEMESTER UNITS APPLIED TOWARD ASSOCIATE DEGREE GE REQUIREMENTS	ASSOCIATE DEGREE GE AREA FULFILLED AP 4100	GRADUATION COMPETENCY REQUIREMENT FULFILLED AP 4100
Biology HL	5 (ALL)	6	3	Area A: Natural Science	
Chemistry HL	5 (ALL)	6	3	Area A: Natural Science	
Economics HL	5 (ALL)	6	3	Area B2: Social and Behavioral Sciences	
Geography HL	5 (ALL)	6	3	Area B2: Social and Behavioral Sciences	
History (any region) HL	5 (ALL)	6	3	Area B2: Social and Behavioral Sciences or Area C: Humanities	
Language A Literature HL	4	6	3	Area C: Humanities	
Language A Language and Literature HL	4	6	3	Area C: Humanities	
Language B (any language) HL	4	6	NA	NA	
Mathematics HL	4	6	3	Area D: Language & Rationality: Area 2. Communication and Analytical Thinking	Mathematics Competency Satisfied
Physics HL	5	6	3	Area A: Natural Science	
Psychology HL	5	3	3	Area B2: Social and Behavioral Sciences	
Theater HL	4	6	3	Area C: Humanities	

Sources:

<http://admission.universityofcalifornia.edu>

<https://calstate.policystat.com/policy/7800250/latest/>

<http://icas-ca.org/standards-policies-and-procedures-manual>

<http://www.ibo.org/>

Los Angeles Pierce College IB Course Credit Applicable to Associate Degree Major and/or Certificate Requirements only:

This course credit is *not* applicable to Los Angeles Pierce College Associate Degree general education requirements or units awarded. For this information, reference the IB chart on the previous pages. *Additionally, Pierce course credit is in no way related to the IB policy of the CSU GE Breadth Certification Plan or the IGETC.*

IB EXAMINATION	SCORE	PIERCE COURSE CREDIT	UNITS
IB Biology HL	5 (ALL)	BIOLOGY 003 or 006	4 or 5
IB Chemistry HL	5 (ALL)	CHEMISTRY 060 or 101	5
IB Economics HL	4, 5 (ALL)	ECON 001 and 002	6
IB Psychology HL	5	PSYCH 001	3



Academic Honors

This policy is adopted for use in the Los Angeles Community College District only. Other institutions may differ and students planning to transfer to another college should contact that institution regarding its policy.

Awards

Graduating students of outstanding personality, scholarship, and leadership are recognized through the yearly presentation of awards within the several departments of the College. Recipients of these awards are determined through department procedures.

President's Honor List

Students who have appeared on the Full-time or Part-time Dean's Honor List for three or more consecutive semesters will be placed on the President's Honor List. A notation of this award will appear on the student's transcript.

Dean's Honor List

Each semester a list is published containing the names of students who have completed 12 or more units of graded classes (Pass/No Pass and Incompletes are not included) during the preceding semester with a grade-point average of 3.5 or better. Part-time students may also receive recognition through the Part-time Dean's List, which honors students who have completed a minimum of 12 graded units at Pierce and 6 to 11 units of graded course work with a GPA of 3.5 or better in the current semester. For more details about the Part-time Dean's List, contact the Admissions & Records Office. A notation of this award will appear on the student's transcript.

President's Award

A perpetual trophy and scholarship have been donated by the Associated Student Organization to the College President so that one or two outstanding graduating students can be recognized. The student must have maintained a 3.0 GPA for all college work, successfully participated in co-curricular activities, demonstrated leadership, served both the College and the community, and exhibited desirable personal qualifications.

Academic Probation & Dismissal

Academic Standards for Probation

The following standards for academic and progress probation shall be applied as required by regulations adopted by California Community Colleges. Probation shall be determined based on student course work dating from Fall 1981; course work completed prior to Fall of 1981 is excluded from probation calculations.

PROBATION

A student shall be placed on probation if any one of the following conditions prevail:

- **ACADEMIC PROBATION.** The student has attempted a minimum of 12 semester units of work and has a grade-point-average less than a "C" (2.0).
- **PROGRESS PROBATION.** The student has enrolled in a total of at least 12 semester units and the percentage of all units in which a student has enrolled and for which entries of "W" (Withdrawal), "I" (Incomplete), and "No Pass" (NP), formerly No Credit are recorded reaches or exceeds fifty percent.
- **TRANSFER STUDENT.** The student has met the conditions of academic or progress probation at another college within the Los Angeles Community College District.

UNITS ATTEMPTED

"Units Attempted," for purposes of determining probation status only, means all units of credit in the current community college of attendance for which the student is enrolled.

REMOVAL FROM PROBATION

A student shall be removed from probation upon meeting the criteria specified in this section.

ACADEMIC PROBATION

A student on academic probation for a grade point deficiency shall be removed from probation when the student's cumulative grade-point-average is 2.0 or higher.

PROGRESS PROBATION

A student on progress probation because of an excess of units for which entries of No Pass (NP), formerly No Credit, Incomplete (I), and/or Withdrawal (W) are recorded shall be removed from probation when the cumulative percentage of units in this category drops below fifty percent (50%).

Academic Standards for Dismissal

A student shall be subject to dismissal and subsequently be dismissed under the conditions set forth within this section. Dismissal shall be determined based on student course work dating from Fall 1981; course work completed prior to Fall of 1981 is excluded from dismissal calculations.

ACADEMIC PROBATION

A student who is on academic probation shall be subject to dismissal if the student has earned a cumulative grade-point-average of less than 2.0 in all units attempted in each of 3 consecutive semesters.

A student who is on academic probation and earns a semester grade-point-average of 2.0 or better shall not be dismissed as long as this minimum semester grade-point-average is maintained.

PROGRESS PROBATION

A student who is on progress probation shall be subject to dismissal if the cumulative percentage of units in which the student has been enrolled for which entries of No Pass (NP), formerly No Credit, Incomplete (I), and/or Withdrawal (W) are recorded in at least 3 consecutive semesters reaches or exceeds fifty percent (50%).

A student who is on progress probation shall not be dismissed after a semester in which the percentage of units in which the student has been enrolled for which entries of "W," "I" and "No Pass" (NP), formerly "No Credit", are recorded is less than fifty percent (50%).

APPEAL OF DISMISSAL

A student who is subject to dismissal may appeal to the Dean of Admissions & Records. Dismissal may be postponed and the student continued on probation if the student shows significant improvement in academic achievement but has not been able to achieve to a level that would meet the requirements for removal from probation.

DISMISSAL

A student who is subject to dismissal, and who has not been continued on probation through the appeal process, shall be notified by the College President, or designee, of dismissal which will become effective the semester following notification.

Dismissal from any one college in the District shall disqualify a student from admission to any other college in the District.

READMISSION AFTER DISMISSAL

A student who has been dismissed may request reinstatement after two semesters have elapsed. The student shall submit a written petition requesting readmission to the College in compliance with College procedures. Readmission may be granted, denied, or postponed subject to fulfillment of conditions prescribed by the College.

Student Rights and Legal Protection

STUDENT DIRECTORY INFORMATION

Los Angeles Pierce College considers the following information relating to a student to be "directory information:" name, city of residence, participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees and awards received, dates of attendance, and most recent previous educational agency or institution attended by the student. Students who do not wish the above categories of information to be given out should so indicate on the Release of Directory Information form in the Admissions Office.

In addition, branches of the U.S. military are entitled to receive the following student information: student directory information as defined above, student address, telephone number, date of birth, and major field of study. This information will not be released if you so indicate on your Application for Admission.

The College Foundation is entitled, with your permission, to receive the following student information: student's name, address and telephone number. The College Foundation is not entitled to release your student information to third parties. This information will not be released if you so indicate on your Application for Admission.

Other colleges and universities may also receive mailing information if you agree to release it on your Application for Admission.

PRIVACY OF STUDENT INFORMATION

The Los Angeles Community College District is committed to protecting student privacy. Social security numbers are not used as the primary method of student identification.

FAMILY EDUCATION RIGHTS AND PRIVACY ACTS

The Family Educational Rights and Privacy Act (FERPA) affords students the following rights with respect to their educational records:

1. The right to inspect and review the student's education records within 45 days of the day the college receives a request for access.

Students may submit to the College Admissions Office written requests that identify the specific record(s) they wish to inspect. Within 45 days, the College Admissions Office will make arrangements for access and will notify the student of the time and place where the records may be inspected.

Educational records are those records that are directly related to students and are maintained by the College. Students may not inspect education records pertaining to parents' financial records and certain confidential letters or recommendations.

2. The right to request an amendment of the student's educational records which the student believes to be inaccurate, misleading or otherwise in violation of the student's privacy rights.

With the exception of grade grievances, which are handled through Administrative Regulations E-55, students may ask the College President, or his/her designee to amend a record that they believe is inaccurate, misleading, or in violation of their privacy rights. A student seeking to amend an educational record should write to the College President and clearly identify the part of the record he/she wants changed, and specify why it is inaccurate, misleading, or in violation of his/her privacy rights.

If the College President, or his/her designee, decides not to amend the record as requested by the student, the College, in accordance with section 99.21 of the Code of Federal Regulations and section 76232 of the Education Code, will notify the student of the decision and of his/her right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA and California law authorize disclosures without consent.

If a student authorizes the release of his/her education record to a third party, he/she shall provide a dated written consent to the College Admissions Office authorizing said release with a specific list of the information to be released.

Federal and California law authorize certain disclosures of personally identifiable information without a student's written consent. One such exception is the disclosure of personally identifiable information to school officials with legitimate educational interests. School officials with legitimate educational interests are employees or agents of the Los Angeles Community College District who need to review educational records in order to fulfill their professional responsibilities.

4. The right to restrict disclosure of personally identifiable information that the College has designated as directory information which may be released without the written consent of the student.

Directory information may be disclosed without a student's consent unless the student has notified the college that he/she does not want all or portions of the directory information released. To do so, the student must submit the appropriate District form to the College Admissions Office requesting that some or all of the categories of directory information not be released without his/her consent. This form must be submitted in accordance with College policy.



Pursuant to Board Rule 5201.10, the Los Angeles Community College District has designated the following student information as directory information:

- a. The student's name, city of residence, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most previous educational agency or institution attended by the student;
 - b. Student employee records may be released in order to comply with collective bargaining agreements;
 - c. The names, addresses and telephone numbers of students or former students may be released to the College Foundation for each college for college-related activities at the discretion of the College President, unless the student or former student has informed the College that such information should not be released. The release of this information is conditioned upon the College Foundation's agreement that such information will be released in accordance with District policy and that information will not be released to third parties;
 - d. At the discretion of the College President, the names, addresses and telephone numbers of students from the College may be released to heads of private and/or public institutions of higher education, or their designees, for the purpose of providing information to students regarding transfer opportunities to those institutions, unless the student has indicated that such information should not be released. The release of this information will be conditioned upon the institution's agreement that student privacy rights under federal and state law will be protected and that information will not be released to third parties.
5. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the College to comply with the requirements of FERPA.

The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW, Washington, DC 20202-4605

UNAUTHORIZED RELEASE OF STUDENT RECORDS

Release of student records by faculty members to third parties, which includes parents and other family members, without a student's written permission or in the absence of a judicial order is prohibited by the California Constitution and the Education Code.

Los Angeles Community College District Records shall be developed, maintained and disposed of according to the requirements of law and this Board policy.

SEXUAL HARASSMENT POLICY

The policy of the Los Angeles Community College District is to provide an educational, employment and business environment free from gender-based discrimination including sexual harassment and sexual misconduct under Title IX. Employees, students or other persons acting on behalf of the District who engage in sexual harassment as defined by the District's policy or by state or federal law shall be subject to discipline, up to and including discharge, expulsion or termination of contract.

The specific rules and procedures for reporting charges of gender-based discrimination including sexual harassment and sexual misconduct under Title IX and for pursuing available remedies are incorporated in the LACCD Board Rules, Chapter 15 and District Administrative Regulations C-14 and C-15. Copies of the policy may be obtained from the District Office for Diversity, Equity, and Inclusion at (213) 891-2315 or titleix@email.laccd.edu.

SEXUAL MISCONDUCT

The Los Angeles Community College District is committed to providing a safe environment for its students, faculty, and staff. The Los Angeles Community College District Board of Trustees condemns any act of sexual misconduct including gender-based discrimination committed on any of its facilities. In the event of sexual misconduct committed on grounds or in facilities maintained and/or used by the District, any victim of a sexual misconduct who is one of the District's students, faculty, staff, or visitors shall promptly receive full and accurate information related to their rights and options for filing a complaint and available resources and support available. Individuals who are accused of sexual misconduct while on properties within the control of the District shall be subject to appropriate criminal prosecution and/or District disciplinary procedures.

TITLE IX COORDINATORS

To address Title IX issues, gender-based discrimination, and sexual misconduct, Los Angeles Community College District has designated a Title IX and Deputy Title IX Coordinators who are specially trained to work with individuals who report gender-based discrimination and sexual misconduct and provide information about resources, support services, and procedural options. To make a report about a specific incident, please contact Pierce's Deputy Title IX Coordinator below.

Vacant

Deputy Title IX Coordinator for Los Angeles Pierce College
Regional Equity & Title IX Officer and Dean
770 Wilshire Boulevard
Attention: Office for Diversity, Equity and Inclusion
Los Angeles, CA 90017
213-891-2315

Dr. Genice Sarcedo-Magruder

Title IX Coordinator
Interim Director of Diversity, Equity and Inclusion
770 Wilshire Boulevard
Attention: LACCD Office for Diversity, Equity and Inclusion
Los Angeles, CA 90017
213-891-2315
titleix@email.laccd.edu

Standards of Conduct

A student enrolling in one of the Los Angeles Community Colleges may rightfully expect that the faculty and administrators of the Colleges will maintain an environment in which there is freedom to learn. This requires that there be appropriate conditions and opportunities in the classroom and on the campus. As members of the college community, students should be encouraged to develop the capacity for critical judgment, to engage in the sustained and independent search for truth, and to exercise their rights to free inquiry and free speech in a responsible, non-violent manner. In furtherance of students' interest in free inquiry and the search for truth, it is also important that students be able to hear the views of non-students and engage in the free exchange of ideas with non-students.

All persons shall respect and obey civil and criminal law, and shall be subject to legal penalties for violation of laws of the city, county, state and nation. All persons shall respect and obey the rules, regulations, and policies of the Los Angeles Community College District.

Conduct in all of the Los Angeles Community Colleges must conform to District and college rules and regulations. Violations of such rules and regulations may result in disciplinary action depending on the individual's status as student, faculty, staff or visitor. Violations of such rules and regulations include, but are not limited to, the following:

BOARD RULE 9803.10

WILLFUL DISOBEDIENCE. Willful disobedience to directions of college officials acting in the performance of their duties.

BOARD RULE 9803.11

VIOLATION OF COLLEGE RULES AND REGULATIONS. Violation of college rules and regulations including those concerning student organizations, the use of college facilities, or the time, place, and manner of public expression or distribution of materials.

BOARD RULE 9803.12

DISHONESTY. Dishonesty, such as cheating, or knowingly furnishing false information to the colleges.

BOARD RULE 9803.13

UNAUTHORIZED ENTRY. Unauthorized entry to or use of the college facilities.

BOARD RULE 9803.14

COLLEGE DOCUMENTS. Forgery, alteration or misuse of college documents, records or identification.

BOARD RULE 9803.15

DISRUPTION OF CLASSES OR COLLEGE ACTIVITIES. Obstruction or disruption of classes, administration, disciplinary procedures or authorized college activities.

BOARD RULE 9803.16

THEFT OF OR DAMAGE OF PROPERTY. Theft of or damage to property belonging to the college, a member of the college community or a campus visitor.

BOARD RULE 9803.17

INTERFERENCE WITH PEACE OF COLLEGE. The malicious or willful disturbance of the peace or quiet of any of the Los Angeles Community Colleges by loud or unusual noise or any threat, challenge to fight, fight, or violation of any rules of conduct as set forth in this Article. Any person whose conduct violates this section shall be considered to have interfered with the peaceful conduct of the activities of the college where such acts are committed.

BOARD RULE 9803.18

ASSAULT OR BATTERY. Assault or battery, abuse or any threat of force or violence directed toward any member of the college community or campus visitor engaged in authorized activities.

BOARD RULE 9803.19

ALCOHOL AND DRUGS. Any possession of controlled substances which would constitute a violation of Health and Safety Code section 11350 or Business and Professions Code section 4230, any use of controlled substances the possession of which are prohibited by the same, or any possession or use of alcoholic beverages while on any property owned or used by the District or colleges of the District or while participating in any District or college-sponsored function or field trip. "Controlled substances," as used in this section, include but are not limited to the following drugs and narcotics:

- a. opiates, opium and opium derivatives
- b. mescaline
- c. hallucinogenic substances
- d. peyote
- e. marijuana
- f. stimulants and depressants
- g. cocaine

BOARD RULE 9803.20

LETHAL WEAPONS. Possession, while on a college campus or at a college-sponsored function, of any object that might be used as a lethal weapon is forbidden all persons except sworn peace officers, police officers and other governmental employees charged with policing responsibilities.

BOARD RULE 9803.21

DISCRIMINATORY BEHAVIOR. Behavior while on a college campus or at a college-sponsored function, inconsistent with the District's Non-discrimination Policy, which requires that all programs and activities of the Los Angeles Community College District be operated in a manner which is free of "Prohibited Discrimination," defined as discrimination or harassment in violation of state or federal law on the basis of actual or perceived membership in a protected class including but not limited to ethnic group identification, race, color, national origin, ancestry, religion, creed, sex (including gender-based discrimination and sexual misconduct), pregnancy, marital status, cancer-related medical condition of an employee, sexual orientation, age (40+), physical or mental disability, or veteran status.

**BOARD RULE 9803.22**

UNLAWFUL ASSEMBLY. Any assemblage of two or more persons to 1) do an unlawful act, or 2) do a lawful act in a violent, boisterous or tumultuous manner.

BOARD RULE 9803.23

CONSPIRING TO PERFORM ILLEGAL ACTS. Any agreement between two or more persons to perform illegal acts.

BOARD RULE 9803.24

THREATENING BEHAVIOR. A direct or implied expression of intent to inflict physical or mental/emotional harm and/or actions, such as stalking, which a reasonable person would perceive as a threat to personal safety or property. Threats may include verbal statements, written statements, telephone threats or physical threats.

BOARD RULE 9803.25

DISORDERLY CONDUCT. Conduct which may be considered disorderly includes; lewd or indecent attire or behavior that disrupts classes or college activities; breach of the peace of the college; aiding, or inciting another person to breach the peace of college premises or functions.

BOARD RULE 9803.26

THEFT OR ABUSE OF COMPUTER RESOURCES. Theft or abuse of computer resources including but not limited to:

- a. Unauthorized entry into a file to use, read, or change the contents, or for any other purpose.
- b. Unauthorized transfer of a file.
- c. Unauthorized use of another individual's identification and password.
- d. Use of computing facilities to interfere with the work of a student, faculty member or college official, or to alter college or district records.
- e. Use of unlicensed software.
- f. Unauthorized copying of software.
- g. Use of computing facilities to access, send or engage in messages which are obscene, threatening, defamatory, present a clear and present danger, violate a lawful regulation and/or substantially disrupt the orderly operation of a college campus.
- h. Use of computing facilities to interfere with the regular operation of the college or district computing system.

BOARD RULE 9803.27

PERFORMANCE OF AN ILLEGAL ACT. Conduct while present on a college campus or at a location operated and/or controlled by the District or at a District-sponsored event, which is prohibited by local, State, or federal law.

BOARD RULE 9803.28

ACADEMIC DISHONESTY. Violations of Academic Integrity include, but are not limited to, the following actions: cheating on an exam, plagiarism, working together on an assignment, paper or project when the instructor has specifically stated

students should not do so, submitting the same term paper to more than one instructor, or allowing another individual to assume one's identity for the purpose of enhancing one's grade.

BOARD RULE 9804

INTERFERENCE WITH CLASSES. Every person who, by physical force, willfully obstructs, or attempts to obstruct, any student or teacher seeking to attend or instruct classes at any of the campuses or facilities owned, controlled or administered by the Board of Trustees of the Los Angeles Community College District, is punishable by a fine not exceeding five hundred dollars (\$500) or imprisonment in a county jail not exceed one year, or by both such fine and imprisonment. As used in this section, "physical force" includes, but is not limited to, use of one's person, individually or in concert with others, to impede access to or movement within or otherwise to obstruct the students or teachers of the classes to which the premises are devoted.

BOARD RULE 9805

INTERFERENCE WITH PERFORMANCE OF DUTIES BY EMPLOYEES.

Every person who attempts to cause, or causes, any officer or employee of any of the Los Angeles Community Colleges or any public officer or employee to do or refrain from doing, any act in the performance of his/her duties, by means of a threat to inflict any injury upon any person or property, is guilty of a public offense.

BOARD RULE 9805.10

ASSAULT OR ABUSE OF INSTRUCTOR. Every parent, guardian, or other person who assaults or abuses any instructor employed by the District in the presence or hearing of a community college student or in the presence of other community college personnel or students and at a place which is on District premises or public sidewalks, streets, or other public ways adjacent to school premises, or at some other place where the instructor is required to be in connection with assigned college activities is guilty of a misdemeanor.

BOARD RULE 9806

UNSAFE CONDUCT. Conduct which poses a threat of harm to the individual and/or to others. This includes, but is not limited to, the following types of conduct:

- a. Unsafe conduct in connection with a Health Services Program (e.g., Nursing, Dental Hygiene, etc.);
- b. Failure to follow safety directions of District and/or College staff;
- c. Willful disregard of safety rules as adopted by the District and/or College; and/or
- d. Negligent behavior which creates an unsafe environment.

Smoking Policy

Smoking is not permitted in any classroom or other enclosed facility. Smoking is permitted in designated areas only.

Drug-Free Campus

STANDARDS OF CONDUCT

The Los Angeles Community College District is committed to drug-free and alcohol-free campuses. Students and employees are prohibited from unlawfully possessing, using or distributing illicit drugs and alcohol on District premises, in District vehicles, or as part of any activity of the District or colleges of the District.

LACCD BOARD RULE 9803.19 STATES: Alcohol and Drugs. Any possession of controlled substances which would constitute a violation of Health and Safety Code section 11350 or Business and Professions Code section 4230, any use of controlled substances the possession of which are prohibited by the same, or any possession or use of alcoholic beverages while on any property owned or used by the District or colleges of the District or while participating in any District or college-sponsored function or field trip. "Controlled substances," as used in this section include, but are not limited to, the following drugs and narcotics:

- a. opiates, opium and opium derivatives
- b. mescaline
- c. hallucinogenic substances
- d. peyote
- e. marijuana
- f. stimulants and depressants
- g. cocaine

LEGAL AND DISCIPLINARY SANCTIONS

Federal and State laws regarding alcohol and illicit drugs allow for fines and/or imprisonment. Other legal problems include the loss of one's driver's license and limitations of career choices. A summary of federal penalties for drug related offenses is available at: <http://www.justice.gov/dea/druginfo/factsheets.shtml>

In addition to criminal prosecution, violators are also subject to disciplinary action by the College. Student discipline actions may include the following: warning, reprimand, disciplinary probation, suspension, and/or expulsion.

HEALTH RISKS

Health risks associated with the abuse of controlled substances include malnutrition, damage to various organs, hangovers, blackouts, general fatigue, impaired learning, dependency, disability and death. Both drugs and alcohol may be damaging to the development of an unborn fetus. Personal problems include diminished self-esteem, depression, alienation from reality, and suicide. Social problems include alienation from and abuse of family members, chronic conflict with authority, and loss of friends, academic standing, and/or co- and extra-curricular opportunities. A summary chart of various drugs and their effects is available at: <http://www.justice.gov/dea/druginfo/factsheets.shtml>

COUNSELING, TREATMENT AND REHABILITATION

The following counseling, treatment, and rehabilitation resources are available for the treatment of alcohol and drug dependence and abuse:

- Los Angeles Community College District Employee Assistance Program (EAP) <http://laccd.edu/Departments/HumanResources/Total-Wellness-Program/Pages/HR-ARFLbenefits.aspx>; (800) 342-8111

- National Council on Alcoholism and Drug Dependence www.ncadd.org; (800) NCA-CALL
- Los Angeles County Alcohol and Drug Program Administration <http://publichealth.lacounty.gov/sapc/>; (626) 299-4193
- Alcoholics Anonymous <http://www.aa.org>; (213) 387-8316; (818) 988-3001
- Cocaine Anonymous www.ca.org; (213) 839-1141
- Marijuana Anonymous www.marijuana-anonymous.org; (800) 766-6779
- Narcotics Anonymous www.na.org; (800) 863-2962
- Families Anonymous <http://www.familiesanonymous.org>; (800) 736-9805

Penalties for Copyright Infringement and Illegal File Sharing

Unauthorized distribution of copyrighted material, including unauthorized peer-to-peer file sharing, may subject students to civil and criminal liability. Civil liability for copyright infringement may include payment of monetary damages to the copyright owner. Criminal penalties for copyright infringement may include fines up to \$250,000 and imprisonment up to ten years. Students who violate the District's computing facilities usage policy (**LACCD Administrative Regulations B-28**) may also be subject to college disciplinary action, including, but not limited to, suspension or expulsion.

Student Discipline Procedures

Community college districts are required by law to adopt standards of student conduct along with applicable penalties for violation (Education Code Sections 66017, 66300, 76030 and 76031). The Los Angeles Community College District has complied with this requirement by adopting Board Rule 9803, Standards of Student Conduct and 91101, Student Discipline Procedures. The purpose of Board Rule 91101 is to provide uniform procedures to assure due process when a student is charged with a violation of the Standards of Student Conduct. All proceedings held in accordance with these procedures shall relate specifically to an alleged violation of the established Standards of Student Conduct.

These provisions do not apply to grievance procedures, student organization councils and courts, or residence determination and other academic and legal requirements for admission and retention. Disciplinary measures may be taken by the College independently of any charges filed through civil or criminal authorities, or both.

Copies of the Student Discipline Procedures are available in the Student Services Office.

Student Grievance Procedures

The student grievance procedure is designed to provide a prompt and equitable means for resolving student grievances, including but not limited to the grading process. The grievance procedure may be initiated by a student or group of students who reasonably believe that they have been subject to unjust action or denied rights that adversely affect their status, rights, or privileges as a student.

**STATUTE OF LIMITATIONS**

“The statute of limitations period for requesting a Grievance Hearing under this regulation is 120 calendar days after the occurrence of the incident giving rise to the grievance; or 120 calendar days after the student learns, or should have learned, that the student has a basis for filing a grievance. Pursuing an informal remedy for a grievance does not relieve the Grievant of the responsibility of requesting a Grievance Hearing within 120 calendar days of the incident giving rise to the grievance.”

SUMMARY OF THE CA EDUCATION CODE COVERING GRADING PRACTICES

Although the grievance procedures are established to enable a student to challenge a particular grade, students are advised of section 76224 of the California Education Code which provides: “When grades are given for any course of instruction taught in a community college district, the grade given to each student shall be the grade determined by the instructor of the course and the determination of the student’s grade by the instructor, in the absence of mistake, fraud, bad faith, or incompetency, shall be final.”

STUDENT HAS THE BURDEN OF PROOF

The burden of proving mistake, fraud, bad faith and/or incompetence is on the student. Basically, this means that you, the student, must provide the evidence to prove “mistake, fraud, bad faith or incompetence” against the instructor you are grieving.

WHAT KIND OF EVIDENCE DO I NEED?

That depends on what you are attempting to prove. In most matters, you will need to supply the Grievance Officer with the course syllabus, any email communications you may have had with the instructor surrounding the matter, and any returned student work. (Please see Step 4 below).

WHAT IS THE DIFFERENCE BETWEEN AN INFORMAL AND FORMAL RESOLUTION?

Informal Resolution Procedures. The E-55 Administrative Regulations states “All parties involved should be encouraged to seek an informal remedy. Informal meetings and discussion between persons directly involved in a grievance are essential at the outset of the dispute and should be encouraged at all stages. An equitable solution should be sought before persons directly involved in the case have assumed official or public opinions that might tend to polarize the dispute and render a solution more difficult.”

Formal Resolution Procedures. The E-55 Administrative Regulations states in part “. . . If there is no informal resolution of the grievance, the student has a right to request a Grievance Hearing.”

LET’S GO OVER THE STEPS . . .**STEP 1**

Contact your instructor. If you cannot reach the instructor, contact the department chair of the faculty member. If you cannot contact the department chair, contact the department’s Dean. Visit the list of Department Chairs.

STEP 2

If your grade matter has not been resolved at these levels, you are entitled to file a Statement of Grievance with the Grade Grievance Officer. Read LACCD Administrative Regulations E-55 (Student Grievance Procedures) to understand the grade grievance process.

STEP 3

Complete and sign the E-55 Form 1 Statement of Grievance and E-55 Form 2 Request for Formal Grievance Hearing go to the next step.

STEP 4

Go back through your course materials and retrieve the following written materials:

1. Course outline
2. All graded papers/quizzes/exams and/or graded scantrons
3. Any email communications with the instructor, department chairperson and/or area dean regarding the grade dispute or coursework
4. Any other written material you deem relevant towards proving your claim

STEP 5

Collect all materials from Steps 3 and 4 and put them in an envelope. Contact the College Ombudsman and Grade Grievance Officer to schedule an intake appointment at ombuds@piercecollege.edu.

Our address is Los Angeles Pierce College, 6201 Winnetka Avenue, Woodland Hills, CA 91371.

ADDITIONAL INFORMATION RELATING TO STUDENT COMPLAINTS

Please see Administrative Regulations E-55 for more specific information on hearings and appeals.

Please also note that the student grievance procedure does not apply to the following.

- a. Challenge process for prerequisites, corequisites, advisories and limitations on enrollment. Information on challenges to prerequisites is available from the Office of Academic Affairs.
- b. Alleged violations of sexual harassment, actions dealing with alleged discrimination on the basis of membership in a protected class such as ethnic group identification, religion, age, sex, color, sexual orientation, physical or mental disability. These complaints are handled through the District’s Office for Diversity, Equity, and Inclusion at (213) 891-2315.
- c. An appeal for residency determination. Residency appeals should be filed with that Admissions & Records Office.
- d. Eligibility, disqualification or reinstatement of financial aid. Procedures for eligibility, disqualification or reinstatement of Financial Aid may be obtained in the Financial Aid Office.
- e. Student Discipline: Actions dealing with student discipline are handled through the Office of Student Services.
- f. Freedom of the Press: Issues pertaining to freedom of press and journalism are addressed in Administrative Regulations E-63 and Board Rules 9703 and 9704.
- g. Employee Discipline. Students may file complaints about employee conduct with the appropriate administrator (see Board Rule 10101 – Unsolicited Written Derogatory Communications).
- h. Challenges of established District policies, e.g. Board Rules and Administrative Regulations. Grievances regarding District policy, which are beyond the authority of a college president, shall be

referred to the Chancellor or Chancellor's designee for appropriate handling and response.

- i. Financial claims against the District. Financial claims need to be made through the District's Office of General Counsel.

Information about other procedures is listed in the schedule of classes and college catalogs or may be obtained from the Student Service Office.

Most complaints, grievances or disciplinary matters should be resolved at the campus level, before escalating issues to other resources. Please follow the link below for more information at the California Community Colleges Chancellor's Office:
<https://www.cccco.edu/Complaint-Process-Notice>

Students may file complaints about Los Angeles Pierce College employee misconduct with the appropriate administrator (see LACCD Board Rule 10101 – Unsolicited Written Derogatory Communications) or call the Office of Academic Affairs at (818) 719-6444.

Students may file complaints about Student Services Units with the Office of Vice President of Student Services on campus (Student Services Building, 3rd floor) or call (818) 719-6418 for more information.

- Student Services Complaint Form – submit the completed form to the Office of Vice President of Student Services located on the 3rd floor of the Student Services Building.

Student Academic Integrity Policy Statement

The faculty and administration of Los Angeles Pierce College are committed to the belief that honesty and integrity are integral components of the academic process. The College expects students to be honest and ethical at all times in their pursuit of academic goals. Students who violate the code of academic conduct by which the College maintains its academic integrity will be dealt with in a manner reflecting the seriousness of these violations.

- I. Violations of academic honesty and integrity occur when a student participates in any act in which he/she uses deception or fraud while performing an academic activity. Violations include, but are not limited to, the following:
 - Using study aids such as calculators, tape recorders or notes, when not authorized by the instructor.
 - Cheating on examinations, assignments or experiments (allowing another student to copy one's answers or copying the answers of other students; exchanging information by any means, including verbal exchanges, sign language, hand signals, secret codes, passed notes, creation of a distraction for the purpose of cheating; changing answers on a previously scored test, assignment or experiment; inventing information and/or data.)
 - Allowing another student to assume one's identity in order to fulfill an assignment or take a test.
 - Submitting for a grade the words, ideas, and/or written work (including laboratory notes and drawings) of another person without giving due credit to that person. This includes purchased papers or papers written by other students.
 - Falsifying or attempting to falsify attendance records and/or grade rosters.

- Conspiring with other students to commit any of the above behaviors.

- II. Consequences for any offense against academic honesty and integrity may include:

- An "F" or a "0" on the examination or assignment.
- Suspension from the class and other sanctions and/or penalties authorized by the Board of Trustees for violations of the District Code of Conduct.
- A record of the student's violation placed in the student's disciplinary file.

- III. Student's Right to Appeal

Students have the right to appeal disciplinary actions through the Board of Trustees Discipline procedures. A final grade may be contested through the student grievance procedures.

- IV. Reporting a Violation

When an alleged incident of academic dishonesty occurs, it is recommended that a faculty member take the following steps to report the incident:

- a. Inform the student and the department chair of the nature of the alleged violation and the impending course of action.
- b. Complete the Academic Dishonesty Report Form and submit it, along with any related evidence, to the V.P. of Student Services or their designee. The student should also receive a copy of the form from the Office of the V.P. of Student Services or their designee within ten (10) working days of the incident.
- c. The V.P. of Student Services, or their designee, will forward information about the incident to the Department Chair and the appropriate Dean of Academic Affairs.
- d. The V.P. of Student Services or designee will investigate the allegations and recommend any appropriate disciplinary actions.

- V. Faculty Responsibilities

In order to maintain an environment free of academic dishonesty, the following recommendations are made to the faculty regarding their responsibility to uphold academic integrity:

- Make every attempt to conduct their classroom in a manner which encourages honorable behavior and learning, to ensure student success and discourage academic dishonesty.
- Inform students of the course requirements, grading procedures and expectations of responsible academic conduct.
- Inform students of the College policy on Academic Integrity and the potential consequences for violations of this policy.
- Inform students of their right to due process should they wish to contest the cheating allegation.



Student Services & Academic Resources

Student Services

Los Angeles Pierce College offers a broad array of support services for students. The division of student services exists to assist students in accomplishing their educational objectives and to provide opportunities for involvement in a number of co-curricular activities. Overall supervision is the responsibility of the Vice President of Student Services.

The Vice President of Student Services provides leadership and oversight of student services departments. The office ensures compliance with State and Federal laws and regulations. Student success is our highest priority. Students are encouraged to contact the Vice President of Student Services to provide feedback about our services and programs.

Financial Aid

- Location: Student Services Building, 2nd floor
- Website: www.piercecollege.edu/offices/financial_aid

What is Financial Aid?

The purpose of the financial aid program is to provide financial assistance to students who, without such aid, would be unable to attend college. Although it is expected that students and parents will make a maximum effort to meet the cost of education, financial aid is available to fill the gap between family resources and the annual educational expenses. Financial aid is meant to supplement the family's existing income/financial resources and should not be depended upon as the sole means of income to support other non-educational expenses.

Financial aid is available from various sources such as Federal, State, institutional, community organizations and individual donors. Financial aid can be awarded in the form of grants, loans, work-study, scholarships, or a combination of these.

Who Is Eligible for Financial Aid?

To be considered for financial aid, students must meet the following minimum requirements:

- Be a U.S. citizen or an eligible non-citizen. An eligible non-citizen is a U.S. permanent resident who has documentation from the Department of Homeland Security verifying that his/her stay in the U.S. is for other than a temporary purpose.
- Demonstrate financial need.
- Be making Satisfactory Academic Progress in a course of study leading to a Certificate, AA or AS Degree, or Transfer to a Baccalaureate Degree Program.

- Not be in default on any student loan such as Federal Perkins Loans, Federal Stafford Loans (subsidized and unsubsidized), Federal Direct Loans (subsidized or unsubsidized), Supplemental Loans to Assist Students (SLS), or FPLUS Loans (Parent Loans for undergraduate students) at any college attended.
- Not owe a refund on a Federal Pell Grant, Federal Supplemental Educational Opportunity Grant (FSEOG) or Academic Competitiveness Grant (ACG) or SMART Grant.
- Be enrolled as a regular student in an eligible program.
- Have a valid Social Security Number (SSN).
- Received a high school diploma or its equivalent, or passed a high school proficiency examination.

When to Apply

The best time to submit the Free Application for Federal Student Aid (FAFSA) is between October 1st and March 2nd prior to the start of the academic year (fall semester).

FOLLOW THE TIMELINE BELOW

October 1 - March 2	FAFSA and CA Dream Application priority application
March 2	Deadline to apply for Cal Grant
May 1	Priority deadline to submit required documents to the Financial Aid Office
September 2	Extended Cal Grant deadline for CA Community College students

To be considered for Title IV Financial Aid, Los Angeles Pierce College Financial Aid Office must have on file a valid Institutional Student Information Report (ISIR) by the last day of enrollment for a term/semester or by June 30 of the award year, whichever is earlier. Check the financial aid website at www.piercecollege.edu/offices/financial_aid for deadlines.

How to Apply

To apply for Federal and State financial aid programs, complete and submit the Free Application for Federal Student Aid (FAFSA) at www.studentaid.gov. The FAFSA is an all inclusive application form that allows students to apply for all programs.

Include Los Angeles Pierce College Federal School Code: 001226.

VERIFICATION POLICY

Federal verification requirements apply to the following programs:

- Federal Pell Grant
- Iraq and Afghanistan Service Grant
- Children of Fallen Heroes
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- Federal Work-Study (FWS)
- Student Success Completion Grant (SSCG)

- Federal Direct Loan
- Cal Grant B and C
- California Chafee Grant
- California National Guard Education Assistance Award Program (CNG EAAP)

If your application has been selected for verification, you will be required to provide additional documentation with a specific deadline. Failure to meet this deadline will result in the denial of financial aid. For verification deadline dates, visit the Financial Aid Office website.

For the Federal Direct Loan Program, verification must be completed 30 working days prior to the last day of enrollment period to allow for loan processing time.

Students whose applications are selected for verification may be paid on any corrected valid SAR/ISIR that is received within 120 days after the student's last day of enrollment.

If an applicant does not complete verification by the established deadline, all federal financial aid is forfeited for the award year. The Financial Aid Office maintains the right to request additional information which may be required to process your application. Those may include but are not limited to:

- IRS Tax Transcript
- Verification of Non-Filing
- Verification of Untaxed Income
- Verification Worksheet
- Social Security Verification
- Permanent resident documents, if an eligible non-citizen

English as a Second Language (ESL)

Students taking only ESL classes must have a Student Educational Plan on file within the first semester.

Audited Classes

Students cannot receive financial aid, including the College Promise Grant, for enrollment in audited classes. No exceptions to this policy can be made.

Enrollment at Other LACCD Colleges

Consortium Agreements are in effect for all colleges within the Los Angeles Community College District. If you are attending more than one college within the District in the same academic period, payment will be based on all units taken. Please note that if you are in an extension appeal due to Satisfactory Academic Progress, you must be enrolled in approved units, meaning classes listed in your Student Educational Plan (SEP) you submitted with your appeal to the Financial Aid Office. If you are enrolled in classes not listed in your SEP, the units will not be included in the calculation of approved units. For further information, please contact the Financial Aid Office.

Tax Benefit

Plan ahead – you may be able to take advantage of federal tax benefits for education. Most tax benefits have income limits; to learn more about each program, see IRS Publication 970, Tax Benefits for

Education, available at www.irs.gov or by calling 1-800-829-3676. Also, be sure to consult a professional tax advisor.

In addition, funds from your IRA, 529 college savings plan or Coverdell Education Savings Account may be withdrawn without a tax penalty to pay for qualified education expenses. There's also a tax break if you use certain U.S. savings bonds to pay for college. You should consult a tax professional for further details or consult the following website: <http://www.irs.gov/pub/irs-pdf/p970.pdf>

Types of Financial Aid Available

FEDERAL FINANCIAL AID GRANTS

Federal PELL Grant Program

The Federal PELL Grant Program is a federally funded program that provides assistance to undergraduate students who have not yet earned a baccalaureate or first professional degree and who demonstrate financial need. Awards are based on the student's Expected Family Contribution (EFC) and enrollment status. The EFC is calculated based on the information such as income and assets on the FAFSA.

Due to the Higher Education Opportunity Act (HEOA), students have a maximum lifetime PELL Grant eligibility of 600% (12 full-time semesters). Students may view their percentage of PELL Grant eligibility by logging into www.nslds.ed.gov. The "Lifetime Eligibility Used" percentage will be displayed in the "Grants" section of the webpage.

Federal Supplemental Educational Opportunity Grant (FSEOG)

The FSEOG is a federal grant program designed to supplement other sources of financial aid for students with exceptional need. FSEOG awards are based on financial need and fund availability. Since this is a limited funded program, priority will be awarded to students who are enrolled at least six (6) approved units at Los Angeles Pierce College. FSEOG awards range upward from \$100 to \$500 per year, depending on need and packaging policy.

Iraq and Afghanistan Service Grant

A student whose parent or guardian was a member of the U.S. Armed Forces and died as a result of service performed in Iraq or Afghanistan after September 11, 2001 may be eligible to receive the Iraq and Afghanistan Service Grant. Student eligibility requirements are:

- Must be ineligible for a Federal PELL Grant due only to having less financial need than is required to receive PELL funds, and
- Be under 24 years old, or
- Enrolled in college at least part-time at the time of the parent's or guardian's death.

The grant award is equal to the amount of a maximum PELL Grant for the award year – not to exceed the cost of attendance for that award year.

Children of Fallen Heroes

A student whose parent or guardian was a public safety officer and died while in the line of duty may be eligible to receive a Federal Pell Grant. Student eligibility requirements are:

- The student was younger than 24 years of age at the time of the parent's or guardian's death
- The student was enrolled at an institution of higher education at the time of the parent's or guardian's death



Since the U.S. Department of Education does not have a database, it is recommended that student contact the Financial Aid Office to determine eligibility.

STATE FINANCIAL AID GRANTS

To qualify for any of the state-funded grants, a student must be a California resident and be attending (or planning to attend) an eligible college in California.

California College Promise Grant (formerly known as BOG Fee Waiver)

This grant is offered by the California Community Colleges. Recipients of the CA College Promise Grant are responsible for payment of health fees.

You are eligible to apply for a College Promise Grant if you are:

- A California resident, *and*
- You are enrolled in at least one unit.

The following are different categories of the College Promise Grant:

- At the time of enrollment you are a recipient of benefits under the TANF/CalWORKs Program (formerly AFDC), Supplemental Security Income/State Supplementary Program (SSI/SSP), or General Assistance Program (GA). You have certification from the California Department of Veterans Affairs or the National Guard Adjutant that you are eligible for a dependent's fee waiver. Documented proof of benefits is required.
- You meet the income standards as established by the Board of Governors. Check with the Financial Aid Office if you qualify.
- You are qualified based on financial need as defined by the state. To qualify under this criteria, you will need to complete the FAFSA to determine if you have need based on state requirements. If you qualify after you have paid your enrollment fees, you should go to the college Business Office to request for a refund.

Cal Grants

The Cal Grant Program is a state-funded educational opportunity program to assist students in paying for a college education. There are entitlement awards as well as competitive awards.

Deadline date: First deadline is March 2nd prior to the start of the academic year. A second deadline for community college applicants is September 2nd, but we highly recommend that applicants meet the March 2 deadline when more funding is available.

Students must submit a GPA Verification and FAFSA by the applicable deadlines to the California Student Aid Commission. GPA verification for students enrolled within the Los Angeles Community College District will be electronically sent to the Commission by the deadline date for those who meet specific criteria. Contact your Financial Aid Office to see if you meet the criteria to have your GPA electronically sent and for other possible options.

TYPES OF GRANTS AVAILABLE

Entitlement Grants

- **Cal Grant A** – provides grant funds to help pay for tuition/fees at qualifying institutions offering baccalaureate degree programs. If you receive a Cal Grant A but choose to attend a CA Community College first, your award will be held in reserve for up to three years until you transfer to a four-year college.

- **Cal Grant B** – provides subsistence payments for new recipients. Payments are reduced accordingly for three-quarter and half-time enrollment for each payment period. Cal Grant B recipients who transfer to a tuition/fee charging school after completing one or two years at a community college may have their grant increased to include tuition and fees as well as subsistence.
- Cal Grant Transfer Entitlement Award is for eligible CA Community College students who are transferring to a four-year college and are under age 28 as of December 31 of the award year.

Competitive Grants

- Cal Grant A and B awards are used for the same purpose as the A and B entitlement awards, except that they are not guaranteed and the number of awards is limited.
- Cal Grant C recipients are selected based on financial need and vocational aptitude. Students must be enrolled in a vocational program at a California Community College, independent college, or vocational college, in a course of study lasting from four months to two years. Cal Grant C awards may not be used to pursue a four-year degree program, graduate study, or general education.

Student Success Completion Grant (SSCG)

This grant is a supplemental grant awarded to students who have been disbursed a full-time Cal Grant and continue to be enrolled full-time. A maximum of \$1,298 annually who enroll 12 through 14.99 units per term. A maximum of \$4,000 annually who enroll 15 units per term.

California Dream Act

Students who have been determined to be AB540 by the Admissions Office, or students without a social security number, or has a DACA social security number AND are determined as California residents may apply for the Cal Grant Program by completing the California Dream Application at <https://dream.csac.ca.gov>. Submit the CA Dream Application between October 1st and March 2nd each year.

For additional information and resources, contact the California Student Aid Commission at (888) 224-7268 or visit their website at www.csac.ca.gov/dream_act.asp.

Chafee Grant

The California Chafee Grant is a federal grant administered by the California Student Aid Commission and provides assistance to current or former foster youth to use for college courses or vocational school training. Eligible students may receive up to \$5,000 per academic year. To learn more about this program and to apply online, go to www.chafee.csac.ca.gov/default.aspx

FEDERAL STUDENT LOANS (AID THAT YOU HAVE TO PAY BACK)

Please note that federal student loans are funds that you are borrowing from the federal government. This means that you will need to pay back the funds you have borrowed plus interest after you graduate from college or have ceased enrollment at the college. Students must meet all eligibility requirements to be eligible for student loans and must have an enrollment of at least half-time (6 approved units). Visit the Financial Aid Office website at www.piercecollege.edu/offices/financial_aid for more information about student loans.

LOS ANGELES PIERCE COLLEGE PARTICIPATES IN THE FOLLOWING LOAN PROGRAMS:**Federal Direct Loan**

The Federal Direct Loan Program is a low-interest loan program for students and parents to help pay for the cost of higher education. Loans are made by the federal government. The following are types of Direct Loans:

- Subsidized Loans - students must demonstrate financial need; no interest is charged while in school or attending college at least half-time.
- Unsubsidized Loans - this loan is not based on financial need; interest is charged during all periods.
- PLUS Loan - Unsubsidized loans for parents of dependent students and for graduate/professional students. Interest is charged during all periods.

To learn more about the federal student loan program, visit the US Department of Education at www.studentaid.gov.

PART-TIME EMPLOYMENT**Federal Work-Study (FWS)**

The FWS program enables students to earn part of their financial aid award through part-time employment either on or off campus. To be eligible, a student must meet the eligibility requirements for federal financial aid and must maintain a good academic standing while employed under the program. Students must be enrolled in a minimum of six (6) approved units to be considered for this program.

Scholarships

Throughout the year, the college receives announcements on scholarship opportunities. The focus of each scholarship is different; some require good grades, some require financial need, and some are awarded to students who are majoring in certain area of study. The Financial Aid Office has a listing of current scholarship offerings. Interested students are urged to go to the Financial Aid Office for information and assistance or visit the Scholarship website at www.piercecollege.edu/offices/financial_aid/scholarships.asp

Summer Financial Aid

Please contact the Financial Aid Office for more information and deadlines.

How Financial Aid is Packaged

Once the student's financial aid eligibility is established, a "package" of aid is provided which may be a combination of grants, work-study, and loan funds.

Los Angeles Pierce College prefers to meet a student's need with a combination of grant(s) and self-help aid whenever possible.

Students will be notified via email, if email was provided on the FAFSA, when Aid Offer Letters are available for review in the Student Information System. In addition, students will be referred to read the Award Guide on the Financial Aid website which explains the responsibilities of the student and provides information on each award.

Disbursement

Disbursement dates and deadlines are determined by Federal, State, District and/or institutional regulations and policies. Disbursement dates and amounts displayed in the Student Information System are estimates until actual disbursement are processed. Students who are new to the LACCD will receive information by mail and e-mail from BankMobile regarding the process to select their refund/disbursement preference. For more information about BankMobile, visit this link: <http://bankmobiledisbursements.com/refundchoices/>.

AB540 students who currently have an open bank account or are eligible to open an account will receive their funds electronically via their selected refund preference with BankMobile. All others will receive their disbursements by paper check.

It is critical that students update their address on file with the Admissions & Records Office to ensure receipt of their Refund Selection Kit. If you have not received your Refund Selection Kit, contact the college Business Office. Students receiving a disbursement from a federal student loan have the right to cancel their loan disbursement. Contact the Financial Aid Office at the college for details on loan disbursement cancellation.

Disbursements will be adjusted if enrollment is less than full-time. Supplemental disbursements occur throughout the academic year. If your enrollment status has increased and you are due an additional disbursement, it will be deposited to your account. Disbursements will be adjusted if enrollment increases or decreases. Payment for late-starting classes cannot be issued until the class begins. After the second disbursement date of each semester, no further award adjustments can be made based on late enrollment. (Exception: Short-term classes that start after the second disbursement date and winter classes.)* Students are encouraged to log in to the Student Information System (SIS) at mycollege.laccd.edu to view their disbursement information. Please note that if you have an approved Extension Petition, you must be enrolled in approved courses on your petition to receive payment.

**Courses taken during the winter session are defined as short-term courses. Students must complete the short-term courses that start after the second disbursement date to be eligible for disbursement.*

CHANGE OF ENROLLMENT

If your enrollment status changes during the semester please inform the Financial Aid Office. Your financial aid award may be modified to reflect the correct number of units in which you were enrolled at the time of the second disbursement run. The adjustment of enrollment may cause an overpayment of financial aid funds. Repayment of financial aid funds is necessary if the adjustment of enrollment causes an overpayment. You must resolve your overpayment prior to receiving any additional financial aid. Having an overpayment of federal funds will prevent you from receiving federal financial aid from any institution.

FEDERAL REFUND REQUIREMENTS – RETURN TO TITLE IV

The student's eligibility for financial aid is based upon enrollment. The Higher Education Amendment of 1998 governs the Return of Title IV funds policy for a student who completely withdraws from a period of enrollment (i.e. semester). These rules assume that a student "earns" aid based on his/her semester enrollment. "Unearned" aid, other than Federal Work-Study, must be earned. Unearned aid is the amount of



federal financial aid received that exceeds the amount the student has earned. Unearned aid may be subject to repayment.

STUDENTS WHO RECEIVE FINANCIAL AID AND TOTALLY WITHDRAW FROM ALL CLASSES MAY HAVE TO REPAY SOME OF THE FEDERAL FUNDS RECEIVED PRIOR TO WITHDRAWAL.

All students receiving federal aid and then withdraw from the institution may be subject to **Return Regulations**. The Financial Aid Office will calculate the amount of federal funds earned by the student up to the point of withdrawal and students will be billed and must repay any federal grant funds received but not earned.

Failure to repay these funds will result in the denial of future federal financial aid at all colleges. Nonpayment of the unearned amount will be reported to the U.S. Department of Education for collection. The college is also required to report grant overpayments to the National Student Loan Data System.

If you owe a repayment, students will be notified in writing by the Financial Aid Office. The student will have 45 calendar days from the date of notification to repay; otherwise, a hold will be placed on the academic and financial aid records which will prevent the student from receiving college services and will jeopardize future financial aid.

It is advised that you contact the Financial Aid Office **before withdrawing** from all of your classes so you understand the results of your actions. For the refund policy on enrollment fees and non-resident tuition, please see the College Schedule of Classes or the College Catalog.

Determining Financial Need

Most financial aid awards are based on demonstrated financial need which is the difference between the Cost of Attendance (COA) and the Expected Family Contribution (EFC).

COA minus EFC = Financial Need

COST OF ATTENDANCE

In order to treat all students equally, standardized budgets (Cost of Attendance) are established and applied to all applicants. This means all students with similar circumstances will receive the same allowance for tuition and fees, books and supplies, room and board, personal expenses and transportation.

The cost of attendance is based on the Student Expenses and Resources Survey (SEARS) data and updated for three years of inflation using the estimated California Consumer Price Index.

The following table shows the estimated 2022-2023 9-month Cost of Attendance budget for a CA resident student living at home with parents and a CA resident student living away from parents:

	LIVING WITH PARENTS 9 MONTHS	LIVING AWAY FROM HOME 9 MONTHS
Fees	\$ 1,238	\$ 1,238
Books & Supplies	\$ 1,152	\$ 1,152
Room & Board	\$ 9,360	\$ 17,784
Transportation	\$ 1,026	\$ 936
Personal Expenses	\$ 3,348	\$ 3,924
Total	\$ 16,124*	\$ 25,034*

	LIVING WITH PARENTS 9 MONTHS	LIVING AWAY FROM HOME 9 MONTHS
*Non-resident tuition will be added to the Cost of Attendance for students who are non-residents.		
*Child care cost of \$1,000 per academic year will be added to the Cost of Attendance to students who qualify.		

The financial aid office may also add the following to a student's cost of attendance, if applicable:

- Non-resident tuition cost plus \$46 enrollment fee
- Child Care cost - \$1,000 annually
- Direct Loan Origination/Insurance Fee - determined annually

EXPECTED FAMILY CONTRIBUTION

Students and/or their parent(s) are expected to contribute something to the cost of higher education. Parental and/or student contribution (EFC) are determined from the information reported on the FAFSA and take into account the resources available such as income, assets, liabilities, size of family, number in college, taxes paid, etc.

CHILD CARE EXPENSES

This is an adjustment to the Cost of Attendance provided to students with unusual and reasonable expenses for dependent/child care up to a maximum of \$1,000. If you are paying for Child Care expenses during the academic year, you must notify the Financial Aid Office in writing to request for an adjustment to your Cost of Attendance.

TECHNICAL/VOCATIONAL EXPENSES

Institutions may make adjustments for students in trade vocational programs that require supplies and equipment above and beyond the normal budgeted allowance for books and supplies. Some of these programs include: Registered Nursing, Physical Therapy, Animal Health Technology, Auto Mechanics, Photography and others where documentation is submitted to support the additional cost.

HANDICAPPED EXPENSES

As documented and in excess of amounts provided by other agencies.

Student Rights and Responsibilities

RIGHTS

All Los Angeles Community College District students who apply for and receive financial aid have a right to the following:

1. Information on all financial assistance available, which includes all Federal, State, and institutional financial aid programs.
2. Application deadlines for all financial aid programs including deadlines for the submission of requested supporting documentation.
3. Specific information regarding enrollment fees, tuition and refunds due from students who withdraw from school prior to the end of the semester.
4. An explanation of how financial need is determined. This process includes establishing budgets for the costs of tuition and fees, books and supplies, room and board, transportation, personal and miscellaneous expenses, child care, etc., plus the student's income and assets, parental contribution, other financial aid (such as

scholarships) and so on. Financial need is determined by the Central Processor from the information provided on the FAFSA.

5. Knowledge of what resources are considered in the calculation of student need.
6. Knowledge of how a financial aid package is determined.
7. An explanation of various programs awarded in the student's financial aid package. If a student feels he/she has been treated unfairly, a reconsideration of the award may be requested.
8. An explanation regarding requests for repayment of funds. This situation occurs when students withdraw prior to the end of the semester. Students must receive a clear explanation of the program funds that do not need to be repaid as well as the portion of the grant aid that the student is required to repay. If the student received a loan, the student is informed about what the interest rate is, the total amount to be repaid, when the repayment is to begin, and the conditions of deferment and cancellation during loan counseling sessions.
9. Knowledge of how the Los Angeles Community College District determines whether students are making "satisfactory academic progress" and what happens if they are not.
10. Knowledge of what facilities are available for handicapped students.

RESPONSIBILITIES

Students must take responsibility for:

1. Reviewing and considering all information regarding the Los Angeles Community College District's academic programs prior to enrollment.
2. Having a valid Social Security Number (SSN) on file in the Admissions & Records Office for the purposes of receiving financial aid, reporting a Cal Grant Grade Point Average, loan deferments, etc.
3. Enrolling in an eligible program, which is defined as a Certificate, an Associate Degree (AA/AS), or a two-year academic Transfer Program that is acceptable for full credit toward a Baccalaureate Degree. Students must declare an eligible educational goal and major, and update changes with the Admissions & Records Office. Students who do not have a valid educational goal will be notified at the time of review of financial aid application and if students do not provide a valid educational goal with Admissions & Records will not be processed their financial aid.
4. Maintaining Satisfactory Academic Progress (SAP) to receive financial aid and meeting with an academic counselor to develop or review an Educational Plan (The SAP Policy is also in the college catalog).
5. Promptly returning all additional documentation, verification, corrections, and/or new information requested by either the Financial Aid Office or the agency or agencies to which an application was submitted.
6. Completing all required financial aid forms ACCURATELY AND COMPLETELY. If this is not done, aid could be delayed. Errors must be corrected before any financial aid can be received. Intentional misreporting of information and intentionally committing fraud on application forms for financial aid is a violation of the law and is considered a criminal offense subject to penalties

under the U.S. Criminal Code, and the denial of the student's application. Additionally, regulations require that all cases of suspected fraud emanating from misrepresentation, be reported to the Office of Inspector General.

7. Reading and understanding all financial aid forms and information. We advise students to retain copies of all documents submitted.
8. Choosing a home school to process financial aid. Students MAY NOT receive financial aid from more than one institution at the same time or periods of overlapping terms.
9. Notifying the appropriate entity (college, lender, California Student Aid Commission, U.S. Department of Education, etc.) of changes in your name, address, school enrollment status, or transfer to another college.
10. Repaying financial aid funds if it is determined that the student was ineligible to receive funds for any reason (i.e. Return to Title IV, overpayments, over-awards).
11. Performing the work that is agreed upon in accepting a work-study award.
12. Knowing and complying with the deadlines for application or reapplication for financial aid.
13. Knowing and complying with the Los Angeles Community College District Title IV Refund Policy.

Satisfactory Academic Progress Policy

I. GENERAL INFORMATION

- A. In accordance with the Higher Education Act of 1965, as amended, the Los Angeles Community College District (hereinafter referred to as LACCD) establishes the following Standards of Satisfactory Academic Progress (SAP). These Standards apply to all students who apply for and receive financial aid from the programs listed below.
 1. Federal Pell Grant
 2. Iraq and Afghanistan Service Grant
 3. Children of Fallen Heroes
 4. Federal Supplemental Educational Opportunity Grant (FSEOG)
 5. Federal Work Study (FWS)
 6. Federal Direct Stafford (student) and PLUS (parent) Loans
 7. Cal Grant (A, B and C)
 8. Student Success Completion Grant (SSCG)
 9. California Chafee Grant
 10. California National Guard Education Assistance Award Program (CNG EAAP)
- B. Professional Judgment may be exercised in applying these standards in accordance with Section 479A of the Higher Education Act of 1965, as amended.
- C. Satisfactory Academic Progress standards are reasonable if they are the same as or stricter than the institution's standards for a student enrolled in the same educational program who



is not receiving assistance under Title IV Federal Financial Aid programs.

- D. Current and previous coursework earned at any college within the LACCD will be reviewed for compliance with the standards put forth in this policy.
- E. Consortium classes
 - 1. All classes throughout the LACCD will be included when reviewing satisfactory academic progress.
 - 2. For students aided under a consortium agreement with colleges **outside** the LACCD, consortium classes will be included during satisfactory academic progress review. Units will be used in the Maximum Time Frame calculation. The district Student Information System will collect, maintain, and utilize the number of outside units entered into the system for calculating student eligibility.
- F. Repeated coursework
 - 1. Repeated coursework within the LACCD will be counted towards cumulative units attempted as defined in this chapter.
 - 2. For repeated coursework for which a student has petitioned the college to utilize the most recent grade received, only the most recent grade received will be used in the cumulative Grade Point Average (GPA) calculation for SAP status determination.
- G. Transfer credits from institutions outside the LACCD will be used and evaluated for SAP standing. Transfer units are added when the institution receives transcripts from outside the district. College Admission & Records Offices (A&R) will record incoming transcripts. Units will be used for in the Maximum Time Frame calculation.
- H. Academic Renewal: All classes and all units that have been exempted from academic consideration (i.e., considered for academic standing, college GPA calculation, and as otherwise determined by the Admissions & Records Office) due to Academic Renewal are still considered and counted towards all SAP standards for financial aid eligibility, unless otherwise affected by the Repeated Coursework rule noted above regarding GPA calculation (Section I.F.2).

II. GENERAL REQUIREMENTS

- A. Students receiving financial aid must be enrolled in an eligible program. An eligible program is defined as:
 - 1. An educational program that leads to an associate or baccalaureate degree, **or**
 - 2. An educational program which is at least a two-year academic transfer program that is acceptable for full credit toward a bachelor's degree, **or**
 - 3. An educational program which leads to a certificate (excluding Certificate of Accomplishment programs, formerly known as Skills Certificate programs) that prepares a student for gainful employment in a recognized occupation.

III. SATISFACTORY ACADEMIC PROGRESS (SAP) STANDARDS

- A. **GPA:** Maintenance of a 2.0 or higher cumulative GPA.

- B. **Pace of Progression:** Successful completion of a minimum of 67% of cumulative units attempted. Entries recorded in the students' academic record as Fail (F), Incomplete (INC), No Credit (NCR), No Pass (NP), Excused Withdrawal (EW), and/or Withdrawal (W) are not considered to have been successfully completed and must compose 33% or less of the cumulative units attempted. Military Withdrawals (MW) are not included in the Pace of Progression calculation.
- C. **Maximum Time Frame:** Attempted less than 150% of the number of required units (also referred to as Scheduled Program Length) for the student's academic program (BA/BS degree, AA/AS degree, transfer program, or certificate program).
 - 1. Remedial ESL and Basic Skills/Remedial classes are excluded from the Maximum Time Frame Standard unit limit when determining units attempted. These classes are classified in the Student Information System as remedial and/or Basic Skills classes.
 - 2. In Progress (IP) grades count as attempted units in the maximum time frame Standard. IP grades are not used in the GPA calculation nor are they included in the Pace of Progression calculation.
 - 3. Courses graded as MW (Military Withdrawal) are not counted in the Maximum Time Frame Standard calculation.
- D. **External Degree:** Students who have already earned an Associate or higher degree outside of the LACCD will be disqualified. Students enrolled in the BA/BS program at West LA College may have an earned AA or AS degree and still meet SAP standards in the LACCD for this item.

IV. APPLICATION OF STANDARDS

- A. Satisfactory Academic Progress standing for financial aid students will be determined at the end of each payment period/semester (Summer, Fall/Winter, or Spring).
 - 1. Reports and postings (for individual students) are generated by district IT and reviewed by CFAU staff and the SAP workgroup. Issues and irregularities are resolved by the CFAU with consultation from the SAP subcommittee chair.
 - 2. Notifications are sent by the CFAU. Notifications include contact information for the Financial Aid Offices at the campuses for students who have questions regarding their SAP status, petition process, or other SAP-related questions.
- B. Students who are disqualified from financial aid eligibility will be notified (by email) and receive information regarding the petition process.
- C. Students disqualified at **any** college in the LACCD, are disqualified at **all** colleges within the LACCD.
- D. **Warning Status.** Students will be placed on Warning Status if a) they were initially in good standing (based on SAP standards) or do not have a previously-calculated standing, and b) at the end of their most current semester they do not meet the GPA Standard and/or Pace of Progression Standard (see III.A. and III.B., above). Students will remain eligible for financial aid during their Warning Status, assuming they are not disqualified due to Maximum Time Frame or External Degree Standards

(III.C. and III.D., above). Students will be sent a Warning Status notification.

- E. Advisory Letter.** Students will receive an Advisory Letter at the end of the first semester where their number of units attempted reaches or exceeds 75% or 100% of the academic program Maximum Time Frame.
- F. Disqualification.** Students will be disqualified if they have one or more of the following academic deficiencies:
 1. Does not meet the GPA Standard (see III.A., above) following a semester of attendance for which the student was placed on Warning Status.
 2. Does not meet the Pace of Progression Standard (see III.B., above) following a semester of attendance for which the student was placed on Warning Status.
 3. Exceeds the Maximum Time Frame Standard (see III.C., above).
 4. An Associate or higher degree has been earned outside the LACCD. Degree information received and posted to the district Student Information System during a semester will be evaluated for the following semester for potential disqualification. Students enrolled in the BA/BS program at West LA College may have an earned AA or AS degree and still meet SAP standards in the LACCD for this item.
- G. Reestablishing Eligibility.** Students who have been disqualified or placed on Warning Status will reestablish financial aid eligibility for a future semester if they are determined to be meeting all SAP Standards. As SAP standing is determined at the end of each payment period/semester, a student can regain financial aid eligibility by improving their academic standing until they meet all SAP standards.

V. SUMMER AND WINTER PERIODS OF ENROLLMENT

- A.** Summer and Winter terms are included in the Satisfactory Academic Progress evaluation process. Summer is considered a separate semester for evaluation purposes. Winter term, as it is combined with Fall semester for disbursement purposes, is included with the Fall semester for SAP evaluation purposes.

PETITION PROCESS TO APPEAL FOR FINANCIAL AID DISQUALIFICATION

If the student is disqualified due to not meeting progress, the student may submit a petition for reinstatement or extension of financial aid.

Please check the deadline dates at

http://www.piercecollege.edu/offices/financial_aid/assistance.asp.

There is no retroactive submission of petition forms; therefore, you must apply for financial aid and submit all required documentation by the established deadlines.

There are two (2) levels in the petition process at the college for each type of petition (reinstatement or extension).

1. The first-level petition must be reviewed by a committee. The result of the petition will generally be provided to the student in writing to the student's LACCD email within 30 calendar days. During peak periods, which are July through September and January through February, the review process may take up to six (6) weeks due to the number of petitions received. If the first-level petition is denied, the student may submit a second-level petition. The second-level petition form is available in the Financial Aid Office.
2. The second-level petition is reviewed by the Financial Aid Administrator or designee. Students will be notified in writing to the student's LACCD email of the result of the petition within 14 calendar days.
3. An Administrative District Review may be initiated by the student who reasonably believes that the college, state, and/or federal guidelines were applied incorrectly, and therefore, adversely affected the student's financial aid status, rights and privileges. A request for Administrative Review can only be submitted until after denial from the first-level and second-level petitions. An Administrative Review is conducted by a district-appointed administrator. Administrative Reviews must be submitted before the end of the specified semester for which the student is requesting reinstatement or extension of financial aid eligibility.

Fraud

A student who attempts to obtain financial aid by fraudulent means will be suspended from financial aid for unsatisfactory conduct.

The college will report such instances to local law enforcement agencies, to the California Student Aid Commission, to the Federal Government and the Office of Inspector General.

Restitution of any financial aid received in such manner will be required.

Other Information You Should Know

STATE TAX OFFSET

Students should be aware that state income tax refunds might be offset by the institution for repayment of financial aid funds if it is determined the students were ineligible to receive funds, have defaulted on a student loan, or owe other debts to the school.

SPECIAL CIRCUMSTANCES

In certain cases, a family's financial situation can change because of:

- Death in the family
- Separation or divorce
- Loss of employment
- Loss of non-taxable income or benefits

In such cases, the student should contact the Financial Aid Office.

FINANCIAL AID RELATED WEBSITES

1. Los Angeles Pierce College Financial Aid website – www.piercecollege.edu/offices/financial_aid
2. FAFSA on the Web – www.fafsa.ed.gov
3. Information about the Cal Grant Program – www.calgrants.org
4. California Student Aid Commission – www.csac.ca.gov
5. National Student Loan Database System – www.nslds.ed.gov

TELEPHONE NUMBERS

1. Los Angeles Pierce College Financial Aid and Scholarships Office (818) 719-6428



2. Los Angeles Pierce College Veterans Office (818) 710-3316
3. California Student Aid Commission (888) 224-7268
4. Central Loan Administration Unit (Perkins Loan) (800) 822-5222
5. Department of Veterans Affairs (VA Benefits) (800) 827-1000
6. Federal Student Aid Information Center (800) 433-3243

Foster Youth Program

- Location: Student Services Building, 2nd floor, Financial Aid Office
- Website: www.piercecollege.edu/offices/foster_youth
- Email: guardianscholars@piercecollege.edu

Foster Youth Program (commonly known as Guardian Scholars Program) is a support program designed as a one-stop center to help current or former foster youth achieve their educational goals. The goal of the program is to improve college access, increase retention and graduation rates, and improve student learning and development.

The Guardian Scholars Program provides the following services:

- Meet with a designated Guardian Scholars staff in the Financial Aid Office
- Assist with the college admission application
- Matriculation process: Assessment, Orientation and Counseling
- Meet with a designated Guardian Scholars Counselor to develop student educational plan
- Assist and process with the financial aid application (FAFSA) and the Chafee application
- Refer to support programs such as EOP&S, CAFYES, DSPS, Tutoring, etc.
- Participate in life skills workshops such as money management, transfer information, career services, health education, financial literacy, employment readiness, etc.

Transfer Information

The Transfer Center

The Los Angeles Pierce College Transfer Center has resources and services to make the transition from Pierce to a four-year college/university easier. Representatives from many public and private universities, including but not limited to; UCLA, CSUN, CSU Los Angeles and UC San Diego meet regularly with prospective students to advise them regarding admissions, program planning, and other support services.

For additional information on these and other transfer-related activities, visit the Transfer Center on the first floor of the Student Services Building. You can also contact the Transfer Center at (818) 710-2907 and view all transfer related information online at www.piercecollege.edu/transfer.

Transfer Information Websites

As a student, the Internet is one of your most important resources for transfer information. We have workstations available to use in our center if you don't have internet access at home. So, please stop by and let us help.

You can use the Los Angeles Pierce College Transfer website as a portal to transfer information for the UCs, CSUs, private and out-of-state colleges and universities:

Los Angeles Pierce College Transfer Website:

www.piercecollege.edu/transfer

University of California Transfer Information:

admission.universityofcalifornia.edu

California State University Transfer Information:

www2.calstate.edu

California Private and Independent Transfer Information:

www.aiccu.edu

Which courses transfer?

CALIFORNIA PUBLIC INSTITUTIONS: UC AND CSU

Assist: As a prospective transfer student, it is important to make sure that the community college courses you take are acceptable to the university for transfer credit. Assist is California's official statewide repository of transfer information for the California State University and University of California systems. Website – www.assist.org.

LOS ANGELES PIERCE COLLEGE AND UNIVERSITY TRANSFER PARTNERSHIPS

Pierce has transfer partnerships with universities through the following programs:

- UC Transfer Admission Guarantee (TAG) - Guarantee your transfer to UC Davis, Irvine, Merced, Riverside, Santa Barbara, or Santa Cruz
- UCLA
 - Transfer Alliance Program (TAP)/Honors Transfer Program:
 - UCLA CCCP Scholars - meet with a UCLA peer mentor in the Transfer Center and attend weekend and summer programming to help you meet your goals.
- CSU Associate Degree Transfer (ADT) get a degree at Pierce and transfer to a CSU campus with ease.
- CSU Local Priority admission to CSUN and CSULA
- Transfer Admission Guarantee (TAG) with private & out of state universities: Pepperdine, Loyola Marymount University, Arizona State University, Western Oregon University

For more information on these programs and how to transfer from Pierce, please visit www.piercecollege.edu/transfer.

DEVELOP AN EDUCATIONAL PLAN

The most important action you can take to ensure success is to meet early with a Los Angeles Pierce College Counselor and develop an educational plan. This plan will include courses you need to meet transfer requirements. Using and updating an educational plan throughout your attendance at Pierce will ensure the most direct path to transfer and earning a baccalaureate degree.

THE COUNSELING CENTER

Prospective transfer students are encouraged to meet with a counselor in order to develop and refine educational plans and career goals. Each counselor is well-equipped to assist students in planning transfer-related coursework.

In addition to serving students in the Counseling Center, the Counseling Department Faculty offer a number of courses as part of the College's curriculum. These courses include skill-building activities to enhance program planning, personal and professional development, study and time management skills, and strategies for problem solving and decision-making. Please refer to the Counseling Department section of Course Descriptions in this catalogue for additional information.

The Counseling Center is located on the first floor of the Student Services Building.

GENERAL EDUCATION AGREEMENTS

The California State University and the University of California systems have developed system-wide general education agreements which enable community college transfer students to complete lower division courses that satisfy general education requirements at many CSUs and UCs.

See *LAPC CSU GE Certified Plan and IGETC 2022-2023* on pages 30 and 32.

Disclaimer

Every effort has been made to ensure the articulation information for the California State Universities and the University of California institutions are accurate, including the CSU GE and IGETC areas. However, this information is unofficial and should be checked against the official information found on the ASSIST website at www.assist.org.

TRANSFER CENTER STUDENT LEARNING OUTCOMES

The following Student Learning Outcomes have been developed to inform students about the goals of the program:

- Los Angeles Pierce College students with the goal of transfer will know the University of California (UC) and California State University (CSU) minimum transfer requirements.
- Los Angeles Pierce College students with the goal of transfer will know at least two web based transfer resources.
- Los Angeles Pierce College transfer students will know of the two general education patterns to the UC & CSU.
- Los Angeles Pierce College students will know how and where to seek help with transfer applications.

Special Instructional Programs

Honors Program

The Los Angeles Pierce College Honors Transfer Program is designed for serious, motivated students. The program offers approximately 12 academically enriched general education courses each semester. These courses are challenging and enhance the academic skills necessary for successful transfer. Classes are limited to approximately 30 students, offering maximum interaction with faculty and peers. For further information see the current Schedule of Classes, visit the Honors webpage at <http://www.piercecollege.edu/offices/honors> or

call (818) 719-6455. The Honors Transfer Program office is located in ALDER 1001, but applications are submitted online.

ELIGIBILITY

High school graduates need a 3.0 cumulative GPA, and continuing college students need a 3.25 GPA in all UC transferable course work including nine (9) or more UC-transferable units.

TRANSFER

Honors Transfer Program students successfully transfer to colleges and universities across the country. However, we have a special arrangement with the UCLA and UCI College of Letters and Sciences Transfer Alliance Program (TAP). Students who complete at least 60 units in a pattern that satisfies both the UC lower division and major course requirements, complete at least 15 Honors units by taking five (5) formal Honors classes within these 60 units, and maintain an overall grade point average of 3.25 in UC-transferable units, are eligible for TAP certification.

Satisfactory completion of the above gives students priority consideration for admission to UCLA's and UCI's College of Letters & Sciences with Junior Standing. We belong to a statewide honors organization which constantly negotiates agreements with colleges and universities; please check <http://www.piercecollege.edu/offices/honors/> for updates.

APPLICATION

To be admitted to the Honors Transfer Program you must have completed 9 units of UC transferable coursework with a minimum GPA of 3.25 in all UC transferable coursework. Students coming directly from high school must have a minimum high school GPA of 3.0. Eligible students should file a completed Honors Transfer Program application through the honors' website at <http://www.piercecollege.edu/offices/honors/>. If a student's high school or other college transcripts are not on file in Admissions, they may be e-mailed to phonors@piercecollege.edu or submitted to the Honors Transfer Program office in ALDER 1001 at the time of application. Once submitted to the HTP office, they become part of the student's application. It is the student's responsibility to see the college has an official transcript sent directly from any other institution attended to ensure proper credit is received for outside coursework.

Note: The Honors Office must have access to all official transcripts from all institutions and official AP scores. Check with your counselor to see if your records are on file in the Admissions & Records office. All official transcripts must be sent directly from the high school, university, college, College Board, etc. to the:

Admissions & Records Office
Student Services Building
Los Angeles Pierce College
6201 Winnetka Ave., Woodland Hills, CA 91371

PROGRAM BENEFITS

Students in the Honors Transfer Program receive special Honors counseling. Those who complete the program and become certified receive recognition on both the transcript and at graduation.

All Honors students also receive the special services provided by membership in the UCLA Transfer Alliance Program, whether or not they are planning to transfer to UCLA. These services include a free UCLA College Library card, tickets to cultural events, and much more.



Distance Education

Los Angeles Pierce College offers different modalities to best meet students' schedules. Below are the different modalities in which students can choose to take courses.

Online Live - Real-time meetings are required as scheduled. All course activity is online.

Online - No real-time meetings are required. All course activity is online and there are no scheduled activities.

Hybrid (Partially Online) - Some in-person meetings are required as scheduled. The remainder of the class is online.

HyFlex (In person or online live) - Students can choose to join the scheduled class session online or in person.

In person - All meetings occur at the scheduled time and location, many of these courses are web enhanced wherein homework and assignments will be submitted online.

For students who do not have access to a computer, the LA Pierce College Library offers an open lab where students can access their online courses. Visit the LA Pierce College Library website at <http://library.piercecollege.edu>.

PierceOnline

Online courses at Los Angeles Pierce College provide the opportunity for students to take classes in a setting other than the traditional face-to-face classroom. Using the SIS portal, students log into their courses.

All course materials and class activities can be accessed online 24/7 to meet your needs while you are at home, your office, or on a trip. With the use of innovative course delivery software, our professors deliver quality instruction at a distance. Students can access the PierceOnline office through the Faculty/Staff Resource Center.

PACE (Program for Accelerated College Education)

Program for Accelerated College Education (PACE) is an accelerated college program designed to provide students with the ability to graduate in two years. PACE coursework meets transfer guidelines and is accelerated to fit into 8-week quarters. PACE is designed to allow students to earn an associate's degree and be ready to transfer in two years by attending classes one or two nights a week or taking classes online. There are five PACE sessions offered in a school year: two in the fall, two in the spring, and one in the summer. PACE scheduling follows the IGETC and CSU GE certified plan that can be applied to any Associate Degree for Transfer program.

PACE CHARACTERISTICS:

- Earn an associate's degree in two years or less
- 8-week hybrid or fully online classes
- Study for only two classes at a time while maintaining full time status during the semester
- PACE students have access to a dedicated counselor to assist with their transfer and graduation path
- PACE offers a guided pathway toward completion
- Call today to fast track your education with PACE (818) 719-6485

Los Angeles Pierce College Extension Program

Los Angeles Pierce College Extension is the educational outreach program of the College offering community and continuing education classes as well as cultural and recreational activities through the Office of Community Services on a not-for-credit basis.

Community Education provides a community-based program, opportunities for personal and professional development, skill improvement and upgrading, cultural enrichment and recreational enjoyment for all ages, emphasizing lifelong personal and professional growth.

These activities are offered in addition to Los Angeles Pierce College's instructional program and are not academic equivalents of regular credit classes or prerequisites for the traditional college program. This program is supported by participant fees and receives no direct general purpose tax funds.

Through the Extension Program, the College hopes to serve your interests, and through you, our whole community. For a calendar of activities or further information, please contact the Extension Services Office at (818) 719-6425 or visit <http://extension.piercecollege.edu>.

Economic and Workforce Development

Services that we deliver to our community include but are not limited to the following:

- **CONTRACT EDUCATION** offers customized quality classes and timely workshops to local business and industry on campus or at the workplace. This program can augment a company's current training program or develop specialized classes in areas such as Time Management, Conflict Resolution, Leadership Training and ESL to meet professional needs.
- We offer more than 200 online classes and online career training

For further information please visit <http://extension.piercecollege.edu>.

ENCORE Older Adult Education Program

Encore is a Los Angeles Pierce College lifelong learning program that provides meaningful educational opportunities designed and paced specifically to serve mature adults in our community.

The program offers free noncredit classes and volunteer opportunities. Classes range from arts & humanities, health & fitness, to finance and technology. The program recognizes the importance of intellectual pursuits, critical thinking, creative expression, health maintenance, skill development, and cultural awareness.

Encore noncredit classes generally meet for 2 hours a week for 15 weeks. Students enrolled in Encore classes are Pierce College students in a noncredit program.

For a schedule of classes or further information, please contact the Encore office at (818) 710-2561 or visit our website at www.piercecollege.edu/encore.

Foster and Kinship Care Education

Los Angeles Pierce College Foster and Kinship Care Education (FKCE) offers continuing education for foster parents, relative caregivers, adoptive parents, and others who are interested in fostering or adopting children. Classes that satisfy "D" rate (to provide care for children who exhibit severe and persistent emotional and behavioral problems in a family home setting) and "F" rate (to provide care to

medically fragile children in a family home setting) requirements are offered, as well as D, F, and W (Whole Family Foster Home) rate pre-service training for foster parents or relative caregivers to gain certification in those categories.

For a schedule of events or further information, please contact the Foster and Kinship Care Education office at (818) 710-2937, and for information on Foster Youth Success Initiative (FYSI) or Guardian Scholars, please call (818) 710-2937, or visit <http://extension.piercecollege.edu>.

International Education Program: Study Abroad Classes

Los Angeles Pierce College offers short-term study abroad programs specifically designed for community college students. Study abroad programs are a one-of-a-kind experience and will not only offer exciting travel opportunities for students, but worthwhile academic ones as well! These faculty-led programs will challenge you to see the world in a new perspective, while simultaneously encountering different language and cultures. Opportunities for study feature a summer program in Marine Biology in Mexico. Call (818) 719-6444 for further information.

Educational Support Services

Disabled Students Programs and Services (Special Services)

Los Angeles Pierce College affirms its programs and activities are available to all qualified persons without regard to disability. The College is also subject to Sections 504 and 508 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act. The primary objective of the Disabled Student Programs and Services (DSPS) is to provide accommodations for students with a disability in campus programs and activities to the greatest extent feasible. The ability of each student with a disability to function independently in the collegiate environment is the ultimate goal.

Individuals with a disability may receive support services and accommodations from the DSPS program at Los Angeles Pierce College. Students with physical, visual, hearing, mental health, and other health impairments as well as learning and intellectual disabilities are served.

For further information or an initial appointment, contact the DSPS Office at (818) 719-6430. Our email address is special_services@piercecollege.edu. We are located in the Student Services Building, room 48175.

DSPS determines reasonable accommodations on a case-by-case basis, by reviewing disability verification documentation and an interactive process with each student. Following are some of the supportive services which may be approved as reasonable accommodations, depending on the nature of the student's educational limitations, to assure access to educational activities at Los Angeles Pierce College:

- ASL Interpreters for the deaf
- Note-taking assistance
- Priority registration
- On-campus transportation (shuttle service)

- Academic & personal counseling
- Closed Captioned TV (C.C.T.V.)
- Print magnifier
- Testing proctoring
- Alternative media/Assistive technology
- Specially adapted software technology
- Adaptive furniture

DISPUTES

A. Appeal of Eligibility Determination

1. If, upon reviewing the disability documentation submitted by the student, the DSPS professional staff determines that the student is ineligible under the provisions of Section I, Subsection E of Los Angeles Community College District Administrative Regulation E-100, the student may request a meeting with the DSPS Coordinator to appeal the ineligibility decision. The student may also appeal the ineligibility decision to the College ADA Coordinator.
 - a. The student must submit an appeal to the College ADA Coordinator within ten (10) working days of receiving the notice of ineligibility.
 - b. The College ADA Coordinator will consult with the DSPS Coordinator and the Counselor to determine accommodation eligibility.
 - c. The College ADA Coordinator will send a written response and rationale to the student within ten (10) calendar days of receipt of the appeal.
2. If the College ADA Coordinator upholds the ineligibility decision, the student may appeal to the DSPS Review Committee within ten (10) working days of receipt of the College ADA's Coordinator's response and rationale. The District Disabled Student Accommodation Review Committee will consist of District DSPS Coordinators present at the scheduled monthly District DSPS Coordinator's meeting, the Vice President of Student Services Officer assigned as DSPS liaison or his/her designee, the Vice President of Student Services Officer of the college from where the appeal originated or his/her designee, and the District ADA Coordinator.
 - a. Within ten (10) working days of the appeal, the District DSPS Review Committee will consider the appeal at the next scheduled District DSPS Coordinator's meeting, or special meeting convened for the purpose of hearing the appeal, and make a recommendation to the President of the college where the student is in attendance.
 - b. The recommendation will be determined by majority vote of the District DSPS Review Committee.
 - c. The District DSPS Review Committee will provide the college President with written notification, including the rationale for its decision, within ten (10) working days of its decision. The College President will provide the student of his or her final decision within ten (10) working days of receipt of the DSPS Review Committee's recommendation.
3. If the student is not satisfied with the College President's decision, the student has the right to file an Unlawful



Discrimination Complaint with the District's Office for Diversity, Equity, and Inclusion. The student may utilize this option at any time during the process.

B. Appeal of Accommodations

If a student who has been determined to be eligible for services (under E-100 Section I, Subsection E) believes that the college is not providing support services and/or academic accommodations, and the matter cannot be resolved informally, the student may file a complaint, which will be evaluated by the Academic Accommodations Review Committee.

1. Informal Resolution

When a dispute arises over DSPS recommended support services and/or academic accommodations, all parties are required to seek informal resolution, before proceeding formally. In an effort to resolve the matter informally, the DSPS Coordinator will assist the student by scheduling a good faith interactive meeting with the person(s) involved in the dispute, as well as the person's immediate supervisor, the corresponding Dean of Academic Affairs, and a DSPS professional.

2. Formal Resolution

If the matter cannot be resolved informally, the student may file a written request for a formal hearing of the college Academic Accommodations Review Committee.

- a. The college Academic Accommodations Review Committee will consist of the Vice President of Academic Affairs or his/her representative, the Vice President of Administration or his/her representative, the Vice President Student Services or his/her representative, the Department Chair or designated representative for the student's program of study, the College ADA Coordinator, and the DSPS Coordinator or designee, who will function in the hearing as a consultant and will vote only in the event of a tie.
- b. The College ADA Coordinator, or other designated college official with knowledge of support services and accommodations, may make an interim decision, if necessary, regarding provision of support services or accommodations pending the final resolution of the dispute.
- c. The Academic Accommodations Review Committee will meet within ten (10) working days of the request and review the request in accordance with the following procedures:
 - I. During the formal hearing process, the committee chair shall coordinate the conduct of the hearing.
 - II. The student and/or a representative shall present the written request to the DSPS Coordinator and attend the meeting of the Academic Accommodations Review Committee. The representative may not be an attorney.
 - III. The person denying the DSPS approved support services or accommodations and/or his/her departmental representative shall present written reasons why the DSPS-approved support services or accommodations were not provided and shall attend the meeting of the Academic Accommodations Review Committee.
 - IV. The committee will make a determination regarding the "reasonableness" of the support service(s) or

accommodation(s), and recommend an equitable solution, if necessary.

- V. The committee will deliberate outside of the presence of the student and the person denying the support services or accommodations and their representatives.
- VI. The hearing shall be closed and confidential.
- d. The committee will, within five (5) working days after the hearing, inform the student in writing of the committee's decision.
 - I. Copies of the committee's decision will be placed in the student's file and sent to the College President, Vice President of Academic Affairs and Vice President of Student Services, as well as to the individual, if appropriate, who denied the support service (s) or accommodation(s), by the Academic Accommodations Review Committee Chair.
 - II. Academic Accommodations Review Committee Formal Hearing Request forms are available in the DSPS Office, Student Services Office, and/or College Ombudsperson.
3. Appeal
 - a. If the student is dissatisfied with the Academic Accommodations Review Committee decision, the student may appeal to the College President.
 - b. The student may also file a formal discrimination complaint with the District's Office of Diversity Programs, who will then follow the established steps outlined in Chapter XV of the Board Rules.

DISABLED STUDENTS PROGRAM AND SERVICES SERVICE AREA OUTCOMES

The following Service Area Outcomes have been developed to inform students about the goals of the program:

1. Students with declared majors will demonstrate a level of confidence choosing an educational goal and follow the recommendations of their Special Services counselor taking the appropriate classes to achieve their academic goals.
2. Special Services students will:
 - Describe their disability, strengths, and effective accommodations
 - Understand and adhere to the Special Services policies and procedures
 - Actively participate in counseling sessions and initiate accommodation requests in a timely manner
 - Identify resources available on campus to enhance development and academic performance

Extended Opportunity Program and Services (EOPS) and Cooperative Agencies Resources for Education (CARE) and NextUp (formerly known as CAFYES)

Extended Opportunity Programs and Services (EOPS) is a state-funded comprehensive support system which recruits and assists qualified low-income students who have educational disadvantages. EOPS provides academic counseling, career exploration, tutoring, priority registration, book services and workshops aimed at helping students succeed in college. Participants must be full-time students or students in DSPS that are part-time. EOPS participants who are single parents with dependent children may receive additional services if they qualify for C.A.R.E. (Cooperative Agencies Resources for Education). Qualified current or former foster youth whose dependency was established or continued by the court (on or after a student's 13th birthday) receive assistance balancing their academic needs with financial assistance and additional support services from the NextUp program (formerly CAFYES).

STUDENT LEARNING OUTCOMES

EOPS/CARE/NextUp

It is the goal of EOP&S to ensure that each participating student is proficient in understanding the complexities of higher education, knowledgeable of resources necessary to be successful in their studies, and to develop a "road map" to achieving their objectives. EOP&S evaluates its effectiveness in providing quality services by identifying student learning outcomes and assessing the extent to which students have achieved those outcomes.

Counseling

- Students will:
 1. Identify their career objective
 2. Identify their academic objective
 3. Follow their Student Educational Plan developed in conjunction with their EOP&S counselor

Support Services

- EOP&S students participating in the program orientation will be able to demonstrate knowledge of the program's requirements and philosophies as measured by a score of 75% or better on a post orientation survey.

EOPS is located in the Student Services Building, 2nd floor, Room 48235. Office hours are Monday through Thursday 8:00 a.m. - 5:00 p.m., and Friday 8:00 a.m. - 4:00 p.m. Early morning and evening appointments can be made by special arrangement.

CalWORKs Program

The CalWORKs Program serves eligible students enrolled at the college who currently receive CalWORKs for themselves and at least one child under the age of eighteen, and who have or are in the process of developing a GAIN welfare-to-work plan which includes education as an approved activity, or are County-referred for post-employment or post-time limits services.

The program offers a variety of supportive services designed to help students meet their welfare-to-work and educational goals in order to

achieve academic success, career advancement and economic self-sufficiency, including:

- Priority registration
- Orientation
- Case management and coordination with GAIN services
- Books, supplies, fees, tools and uniforms, in partnership with the Los Angeles County GAIN program
- Work-study opportunities
- Academic counseling
- Individualized Student Education Plan for the entire academic program
- Completion and certification of required GAIN and Child Care Resource Center forms and documents
- Informative workshops
- Referrals to community agencies for legal, personal counseling, domestic violence and social services
- Calculators and Laptops loan services

The CalWORKs office is located in the Student Services Building, second floor, room 48235. For more information and appointments call 818-719-6400. Our email address is: calworks@piercecollege.edu

CalWORKs Student Learning Outcomes

Students will:

- Develop a Student Educational Plan (SEP) that will facilitate an effective integration into the workforce
- Find and utilize effectively available on/off campus resources needed to become self-sufficient
- Students placed in CalWORKs work study program will demonstrate essential workplace skills
- Students who attend and participate in CalWORKs workshops will be able to develop personal resumes and learn the process to apply to a four-year institution

High School Outreach and Recruitment

The High School Outreach and Recruitment Department (OAR) assists students and the Los Angeles Pierce College community in general, in achieving their higher education goals, by providing information and access to the academic and student services programs available at Pierce. Through outreach efforts at our local feeder high schools and our surrounding communities, the OAR department facilitates the transition from high school to college by providing information regarding vocational, certificate, degree and transfer program options.

The OAR department assists students with:

- Admission Application
- Financial Aid applications
- Concurrent enrollment for high schools students

Additionally, the OAR department works with the Student Success Committee to support its programs and initiatives including the summer Bridge Program and learning communities.



International Student Services

Location: SSB 48271 (2nd Floor)

Phone: (818) 719-6417

Email: intlstu@piercecollege.edu

Website: www.piercecollege.edu/offices/international_students

International Student Services (ISS) provides comprehensive service to prospective and current F-1 Visa international students. The program has students enrolled from over 40 countries around the world.

Services include:

- Application advisement and processing
- F-1 status advisement
- Academic and personal counseling
- New student orientation
- Specialized workshops

In order to maintain F-1 status, international students are required to meet obligations set by United States Citizenship and Immigration Services (USCIS). Some of these obligations are:

- Complete a full-course load (minimum 12 units) every fall and spring semester, a minimum of 9 units must be on-campus or “in-person” classes
- Maintain a valid passport and I-20A Form
- Refrain from unauthorized employment
- Report a change of residence within 10 days of the change

If an international student has questions about maintaining status, they should contact a Designated School Official (DSO) in the ISS Office.

Per LACCD Board Rule 2309.30, international students are required to enroll in the district mandated health insurance policy. Students are billed by the college every fall and spring semester.

Library

The Pierce Library provides access to research materials -- including books & ebooks, article databases, and streaming media -- to support the college's curriculum and our community's lifelong learning goals. Located on the second floor of the Library Learning Crossroads Building, the library includes areas conducive to both group and quiet study, access to computers and printing, and friendly Library faculty and staff here to assist with finding, using, and evaluating information sources.

The library website, <http://library.piercecollege.edu>, provides convenient access to our resources, research support pages (called “Subject Guides”), access and lending policies, and links to both virtual and in-person support options. Librarians offer real-time help 24/7 through online chat, and offer both in-person and Zoom based support during the Library's regular hours. Individuals looking for a strong foundation in research and critical thinking skills to support their college coursework, employment, or lifelong goals, should consider enrolling in one of the Library Science courses noted on our website.

To learn more about the Library's resources and services, please visit our website or call us at 818-719-6409.

Center for Academic Success (CAS)

The Center for Academic Success is committed to helping students in need of academic support acquire the skills and tools necessary to meet their individual academic goals. All tutoring services are free to currently enrolled Los Angeles Pierce College students.

Tutoring Program (LLC 5130)

The Center for Academic Success offers free individual tutoring, group tutoring, and workshops in a variety of subject areas. English and math tutoring are offered all day long, and other subjects and schedules vary by semester. Come into the CAS, call us, or check our website to obtain tutoring schedules for all subjects. No appointments are necessary. English and ESL sessions are 30 minutes in length and are scheduled on a first come/first serve basis. Check the CAS website, call (818) 719-6414, or stop by the tutoring center (LLC 5130) for more information.

Center for Academic Success Hours:

Monday through Thursday, 9:00 a.m. - 5:30 p.m.

Friday, 10:00 a.m. - 2:00 p.m.

Location: Library/Learning Crossroads Building, Room 5130

Website: www.piercecollege.edu/departments/academic_success

Veterans Services

Veterans applying for Veterans Administration (VA) educational benefits are responsible for knowing the VA eligibility requirements and regulations. Eligibility for VA educational benefits can only be determined by the U.S. Department of Veterans Administration. Before we can certify enrollment for benefits, veterans must meet the college admission requirements and supply the college with copies of official transcripts from previous training. The amount of VA educational benefits awarded is determined by the U.S. Department of Veterans Administration and is based on monthly enrollment for specific courses which are applicable toward an approved VA objective. Monthly rates may be accessed at <http://www.benefits.va.gov/gibill/>

Please note that the application process for Veterans Educational Benefits is different for new students who have never received benefits before from continuing/transfer students who have already initiated benefits. Applications for benefits may be obtained from the U.S. Veterans Administration or from the Veterans Office.

The Veterans Office is located in the Office of Financial Aid, Scholarships & Veterans in the Student Services Building, 2nd floor. Visit the Veterans website at www.piercecollege.edu/offices/veterans or e-mail us at pierce-veteran@piercecollege.edu.

Veterans Office Hours:

Monday through Thursday, 8:30 a.m. - 4:00 p.m.;

Friday, 8:30 a.m. - 12:00 p.m.

THE VETERANS SERVICES OFFICE OFFERS THE FOLLOWING SERVICES:

- Help student veteran start and continue educational benefits,
- Help student veteran with college admission and application process,
- Assist with financial aid application process,
- Offer advice on completing and filing VA forms,
- Provide information on student services available at Los Angeles Pierce College,

- Offer orientation workshops to learn how to navigate college life, and
- Offer information on veterans services provided by VA Centers and support groups.

NEW VETERAN STUDENT CHECKLIST:

1. Apply to Los Angeles Pierce College at www.piercecollege.edu.
2. Apply for VA Educational Benefits by completing the VA 22-1990 form online at <http://www.benefits.va.gov>.
3. Apply for financial aid at www.studentaid.gov. Make sure Los Angeles Pierce College federal school code (001226) is included in your FAFSA.
4. Schedule an appointment with a Veterans counselor in the Counseling Office. Appointments must be made one week in advance. Please note that a student educational plan must be submitted to the Veterans Services along with other paperwork in order to be certified for VA benefits. Submit the following documentation to the Financial Aid Office, Scholarships & Veterans Office located in the 2nd floor of the Student Services Building:
 - a. Student Educational Plan signed by you and the counselor. Note: Short term classes affect the VA monthly benefits. Please check with the Veterans representative for additional information.
 - b. Chapter 33 applicants must submit a Certificate of Eligibility letter awarded by the VA. This form is automatically sent to your home of record upon exiting the military. If you need to request an additional copy, call the VA Office at (888) 442-4551.
 - c. Submit a copy of your DD-214 (copy member-4) or NOBE (Notice of Basic Eligibility DD-2384).
 - d. Complete the Veterans Statement of Obligation and Responsibilities form available in the Veterans Services Office.

Make copies of all submitted documents for your own records.

5. To continue receiving benefits, visit the Veterans Services every semester to request VA Enrollment Certification.
6. You need to verify your attendance every month if you are receiving one of the benefits listed below. You may verify your enrollment by calling VA at (877) 823-2378 or online at <https://www.gibill.va.gov/wave/index.do>
 - a. Montgomery GI Bill® - Active Duty
 - b. Montgomery GI Bill® - Selected Reserve
 - c. REAP
 - d. VRAP

VETERANS EDUCATIONAL BENEFITS

- Chapter 33 (Post 9/11 GI Bill®) – this is the most comprehensive educational benefit package since the original Montgomery GI Bill®. The Post 9/11 GI Bill® is for individuals with at least 90 days of aggregate service on or after September 11, 2001, or individuals discharged with a service-connected disability after 30 days. You must have received an honorable discharge to be eligible for the Post 9/11 GI Bill®. This program will pay for enrollment fees (non-resident tuition is not eligible) and other mandatory fees, a monthly housing allowance, and an annual books and supplies stipend for eligible individuals.

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

- Chapter 1606 – this program provides benefits for members of the Selected Reserve and National Guard who enlisted, re-enlisted, or extended their enlistment for a period of six years after July 1, 1985.
- Chapter 1607 – this program provides benefits for members of the Selected Reserve who have established eligibility for 1606 of the MGIB and have been called to active duty since September 11, 2001.
- Chapter 31 (Vocational Rehabilitation) – this is an educational assistance program that is available to disabled veterans who are in need of vocational rehabilitation.
- Chapter 35 (Dependents or Spouses) – this is an educational program is designed to provide benefits for dependents or spouses of veterans.

OVERPAYMENT TO VETERANS

The U.S. Department of Veterans Administration holds veterans liable for overpayments received for reasons including failure to notify the VA and the college's Veterans Office when they drop a class or receive an incomplete grade. Veterans who receive overpayment should promptly notify the VA and the college's Veterans Office. The VA allows veterans to drop classes prior to the "last day to drop classes" as published in the Schedule of Classes. Veterans who drop classes after this date must provide the VA with a letter of explanation. Any change of program or enrollment status must first be approved by the Veterans counselor in the Counseling Office and must be reported to the Veterans Office at Los Angeles Pierce College.

CREDIT FOR MILITARY SERVICE

Los Angeles Pierce College grants up to six (6) units of credit for military service. Credit will also be granted for some classes at special military schools. Granting of credit for elective units is based on the veteran's compliance with the following guidelines:

1. Current enrollment.
2. Having served at least 181 days in the Armed Services.
3. Presenting a copy of military separation paper (DD214) when petitioning for elective credit.

TUTORING

Veterans needing tutoring services must first obtain prior approval from the U.S. Veterans Administration. Tutors must be approved by the VA in order for a veteran to become eligible for reimbursement for the costs of tutorial services. Veterans contact the Los Angeles Pierce College's Veterans Office for the necessary reimbursement forms.



Counseling Services

The Counselors at Los Angeles Pierce College are trained in educational planning, career planning and personal counseling. Our goal is to help students clarify their goals, realistically evaluate their own strengths and challenges, and learn to develop their planning skills to achieve their goals.

Here is what we hope to accomplish with you, depending on your circumstances and needs:

- **CLARIFICATION OF ISSUES/PROBLEMS** - The student will understand and/or articulate the need to define clearly the issue to be addressed in Counseling before moving on to the next steps.
- **REALISTIC SELF-ASSESSMENT** - The student will be aware of and/or able to critically evaluate and integrate personal factors (interest, potential, limitations, financial, family, etc.) that may influence educational/career decisions.
- **EDUCATIONAL PLANNING** - The student will be aware of and/or able to create and put into effect a plan of action to reach an educational goal (integrating self knowledge, program demands and requirements).

EDUCATIONAL PLANNING AND COUNSELING

Counselors assist students in setting educational goals, exploring alternatives, making decisions regarding their academic programs and understanding the effects of having made these decisions. Short-term courses are also offered to help students develop skills in such areas as decision making and personal development. Counselors are located in the main Counseling Office in the Student Services Building. Appointments may be made online at www.piercecollege.edu/offices/counseling_center.

Faculty advisors, located in most departments, will also help students with academic and career information related to courses and programs in the academic area of the advisor.

COUNSELING COURSES (FORMERLY PERSONAL DEVELOPMENT COURSES)

Counseling courses are the instructional component of the Counseling Department. These courses are taught by Los Angeles Pierce College Counselors, and provide students with foundational skills in college success strategies, career and/or major exploration, educational planning, and more. Students will learn the various aspects of the Los Angeles Pierce College campus including: student activities, support programs and resources, and campus policies and procedures. Counseling courses are offered in various formats, including: eight-week sessions, online only, as one element of a cohort (e.g. summer Bridge Program), as well as traditional semester length courses. For more information regarding Counseling courses, please visit the official course descriptions within this catalog. For future course offerings, please view the Los Angeles Pierce College schedule of classes for the upcoming semester.

PERSONAL COUNSELING

Students can obtain personal counseling from counselors in the Counseling Office. Counseling is available to students who feel a need for short-term help with personal problems or in a crisis situation. Assistance may be provided through a limited number of individual counseling sessions and referrals. To make an appointment to see a counselor, call (818) 719-6440 or go to the

Counseling Office in the Student Services Building or online at www.piercecollege.edu/offices/counseling_center.

STUDENT LEARNING OUTCOMES

The following have been developed to inform students about the goals of the program:

- Students will be able to evaluate academic options and make informed decisions on appropriate classes to take each semester.

Career Center

The Los Angeles Pierce College Career Center provides individual career counseling appointments, special events and workshops in career exploration, career planning and decision-making in addition to job seeking skills and strategies. The Career Center can help students identify and communicate their major, career and/or educational goals with clarity and purpose. We offer resources such as virtual self-assessments, assessment interpretations, major exploration tools, and more so students can navigate on their own or get help from a career counselor. We are located in the Student Services building.

The Transfer Center

The Los Angeles Pierce College Transfer Center has resources and services to make the transition from Pierce to a four-year college/university easier. Representatives from many public and private universities, including UCLA, CSUN, CSU Los Angeles and UC Santa Barbara meet regularly with prospective students to advise them regarding admissions, program planning, and other support services.

The Transfer Center provides students with the resources they need to plan their educational goal of obtaining a bachelor's degree. Students can personally meet with representatives from UCLA, CSUN and UCSB to name just a few. We also have catalogs, web resources, applications and five workstations with internet connectivity. Please refer to the Transfer Information section of this catalog for more information.

Veterans Advisement

Veterans Advisement is available to all veterans and veteran dependents who desire to use their benefits. The Veterans Office is in the lobby of the Financial Aid Office in the Student Services Building, 2nd floor.

Vocational Rehabilitation Services

Students who have a physical, emotional, or other disability may be eligible for the services of the State Department of Rehabilitation.

These services include vocational counseling and guidance, training (including payment of college costs), and job placement. Under certain circumstances students may also qualify for help with medical needs, living expenses and transportation and other services.

For further information, appointments may be made with a counselor in the Special Services Office.

Campus Resource Support Services

College Store

Los Angeles Pierce College's College Store is located next to parking lot #1 in the College Services Building. The store is a meeting place for both the academic and social life of the campus. It is an academically oriented resource, where the need for and interest in reading and study engendered in the classroom can be nurtured and reinforced. The store is also a social focal point on the campus, offering many goods and services required by the college community.

The College Store is owned and operated by the Los Angeles Community College District, under policies set down by the Board of Trustees.

The purpose of the College Store is to provide for the sale of textbooks, course materials and general merchandise for the academic programs and beyond. More information is available online at www.lapiercollegestore.com.

Students may also have the option of renting selected textbooks for their courses.

The College Store is operated on sound business principles in the anticipation that its income will cover both its operating expenses and its attributable capital development costs.

School Supply Vending Machine

The College Store has a supply vending machine on campus for your testing needs. The supply vending machine is located near the front entrance of the College Store.

Metro U-Pass

Los Angeles Pierce College is one of the pilot campuses for the Metropolitan Transit Authority's (Metro) U-Pass program, which provides unlimited rides on Metro bus and rail during each academic term. Students can purchase the sticker, which is attached to the back of their I.D. card and contains a chip at the College Store. The total cost will be based on the length of term and must be purchased on a per-term basis (not week by week or month by month.) As with a regular TAP card, value can be added in order to use the card with other systems, such as Santa Monica's Big Blue Bus.

To purchase your Los Angeles Pierce College U-Pass:

1. Go to piercollege.edu and click on the "Students" tab at the top of the page.
2. On the new page, click on the "U-Pass" link on the top right corner of the page.
3. Answer the survey questions as accurately as possible.
4. Bring proof of survey completion, payment and your student I.D. to the College Store to pick up your new U-Pass sticker.

To renew:

1. Pay for the U-Pass at the College Store.
2. Make sure that the clerk taps your U-Pass sticker on the CPOS machine, to ensure activation.

For more information about the U-Pass program, see a College Store staff member or call the College Store at (818) 719-6420.

Business Office

All student accounts are handled through the Business Office. Services available are: collection of fees for enrollment, non-resident tuition, audit, parking, and ASO (cash only). The Business Office also processes child development payments. Grant checks are distributed by this office and repayment collected for returned checks.

Campus Child Development Center

Northwest Corner of Mason Ave. and Olympic Drive. Entrance is located on Olympic Drive.

The Campus Child Development Center serves two purposes: 1) To provide a high quality preschool program for the children of Pierce students, and 2) To provide a model program as a fieldwork site for adult students studying Child Development and related fields.

The Child Development Center offers a developmentally appropriate program to children 2.9 years of age through 5.6 years of age whose parents are enrolled at any LACCD campus. We run primarily as a State Preschool program, with subsidized funding from California State Department of Education. Parents must qualify for this program under income guidelines furnished by the State Department of Education. We do have a small tuition based program, also.

The Center is open from Monday through Friday, 7:45 a.m. - 4:00 p.m. The following sessions are offered within these hours: Half day - 8:00 a.m. - 12:30/1:00 p.m., Monday through Friday, and Full day - 8:00 a.m. - 3:00/4:00 p.m., Monday through Friday. The program is staffed with highly educated and experienced teachers, and offers a minimum ratio of 1 adult to 8 children in each classroom.

The Campus Child Development Center is also utilized as a primary observation and practicum site for students studying Child Development and related fields. Adult students have the opportunity to observe and/or gain experience working with young children as they study to become Early Childhood Educators and Directors.

CAMPUS CHILD DEVELOPMENT CENTER SERVICE AREA OUTCOMES

The following Service Area Outcomes have been developed to inform students about the goals of the program:

- Children will demonstrate continued growth in cognitive, creative, physical and social-emotional development.
- CDC Assistant Teachers will be able to demonstrate ability to create appropriate curriculum activities for children after professional development trainings.
- Instructional/Adult students will demonstrate, by their observation of or work in the CDC classrooms, knowledge of appropriate child-centered classroom activities.
- Parents will gain relevant information to improve parenting skills.

Food Services

Food services will be available on the mall during normal business hours.

Brahma Cafe

Located next to the College Store, Brahma Cafe is an exciting gathering point for the Campus' Community and its visitors. The Brahma Cafe does catering, as well – from 5-1500 people. We look forward to serving you.

**Brahma Cafe Hours:**

Monday through Thursday: 7:30 a.m. - 6:30 p.m., Friday: 7:30 a.m. - 3:30 p.m. when classes are in session. Hours are subject to change.

Pacific Dining

Located on the ground floor of the Library Learning Crossroads (LLC) is Pacific Dining food court offering a broad range of food choices.

Pacific Dining Hours:

Monday through Thursday, 7:00 a.m. - 7:00 p.m., Friday, 8:00 a.m. - 1:00 p.m. Closed on Saturdays and Sundays. Hours subject to change.

Food Vending Machines

Located at various locations on campus. Serving hot and cold drinks, sandwiches, fruit and other miscellaneous snack items.

Health Services

A variety of health services are available at the Student Health Center located on the second floor of the Student Services Building. The center provides first aid, crisis intervention, health assessment, mental health counseling, health referrals and health information. Students are welcome to drop in or call (818) 710-4270 for an appointment to see a physician, the college nurse, a nurse practitioner, or a licensed psychologist.

The Student Health Center is now a Family PACT provider. That means an eligible student can receive free family planning services, including contraception, emergency contraception, STI screening and treatment, and most family planning associated services. Other acute medical issues can be treated with low-cost antibiotics when indicated that the Health Center can supply. Free condoms, over the counter medications and antigen COVID test are also provided on an as needed basis.

Consultation and/or referral regarding personal and emotional problems affecting a student's educational progress are also available through the Student Health Center. In addition, a licensed psychologist is available to students for short-term personal counseling. Appointments are made through the Health Center at (818) 710-4270.

It is strongly urged that an identifying emblem be worn by persons with any medical problems or allergies. Students with known physical impairments must limit enrollment to courses in which they may participate with safety. Students are encouraged to obtain a medical insurance plan.

Students who need medical assistance when the Student Health Center is closed should contact the Campus Sheriff.

Students participating in competitive sports are required to have a physical exam. The Health Center is not able to offer sports physicals based on restrictions found in the Education Code. Students should contact their coach/trainer for information regarding physical exams.

Please call the Health Center at (818) 710-4270 for more information or check our website at www.piercecollege.edu/offices/health_center for additional information.

HEALTH SERVICES SERVICE AREA OUTCOMES

The following Service Area Outcomes have been developed to inform students about the goals of the program:

1. More students will utilize the Student Health Center.
2. Students will utilize free psychological services, if needed.
3. Students will exhibit knowledge of behaviors that support good health, identify obstacles and challenges to achieving optimal health and devise strategies to pursue a healthy lifestyle.
4. Students will experience a private, secure facility for health services.

Los Angeles County Sheriff's Office

Los Angeles Pierce College is patrolled by Los Angeles County Sheriff's Deputies and Security Officers. The Sheriff's Deputies are Peace Officers pursuant to Penal Code section 830.1. The Sheriff's Security Officers are defined as "Public Officers," authorized by Penal Code section 831.4 and have received additional Peace Officer training per Penal Code section 832.

The Los Angeles Pierce College Sheriff's Office is responsible for reporting and investigating crimes, issuing traffic citations, responding to medical emergencies, traffic collisions and fire emergencies, as well as other incidents that require their assistance. Please report traffic accidents, injuries, thefts, lost and found items, or any unusual circumstances to the Sheriff's Office. The Sheriff's Office is located on the east side of parking lot one near the tennis courts next to Brahma Drive and is staffed twenty-four hours a day, seven days a week.

Los Angeles Pierce College is committed to the safety of all the Students, Faculty, and Staff. The campus is equipped with "Blue Emergency Phones" that connect directly to the on-campus Sheriff's station.

Emergency Resources

The campus has developed comprehensive emergency procedures on evacuations, general safety, communications, and response to a major disaster. An emergency procedure booklet can be found in each classroom and it provides information on the following subjects: Emergency Contacts, Utility Failures, Personal & Medical Emergency, Fire, Crime in Progress, Earthquake, Explosions, Bomb Threat, Evacuation [with zone map and zone assignments], and Blue Phone Map. The Los Angeles Pierce College Campus Emergency Procedure Statement and emergency booklet is also available on the college website under Campus Safety & Sheriff.

Los Angeles Pierce College has installed several methods to communicate to Students, Faculty, and Staff in the event of an emergency. Los Angeles Pierce College utilizes Blackboard Connect to send messages and for voice paging via the campus telephone system.

All emergency communications and the overall emergency plan for Pierce are updated on a consistent basis and tested on an annual basis.

Parking lots are patrolled for your protection by the campus Sheriff's Deputies, Sheriff's Security Officers and Law Enforcement Cadets. Please lock your vehicle and do not leave anything of value visible. Valuables should be locked in the trunk of the vehicle. Evening escorts are available for students and faculty. Requests for escorts can be pre-arranged by contacting the Campus Sheriff's Office at (818) 719-6450 or Ext. 6450 from campus phones. This is to ensure a more timely and prompt service.

Students will need to seek outside assistance for any vehicle problems such as keys locked in the vehicle, out of gas and dead batteries.

The Campus Sheriff's Office issues citations for illegal parking and for traffic violations. Please observe all Parking and Traffic Regulations as posted. Parking citations are a minimum of \$30. A citation for parking in a handicapped zone is \$330. All unpaid citations are sent to the D.M.V. for registration hold; penalties are added. Be sure to read the current schedule of classes for specific parking and safety rules.

The emergency phone number is (818) 710-4311.

Lost and Found

You may inquire at the Campus Sheriff's Office regarding lost property. However, you may also need to check the location(s) the item(s) were presumed to be lost.

Student Right-to-Know

In compliance with the Student Right-to-Know and Campus Security Act of 1990 (Public Law 101-542), it is the policy of our college district to make available its completion and transfer rates to all current and prospective students. Beginning in Fall 2018, a cohort of all certificate-, degree-, and transfer-seeking first-time, full-time students were tracked over a three year period. Their completion and transfer rates are listed below. These rates do not represent the success rates of the entire student population at the College nor do they account for student outcomes occurring after this three year tracking period.

Based upon the cohort defined above, a Completer is a student who attained a certificate or degree or became 'transfer prepared' during a three year period, from Fall 2018 to Spring 2021. Students who have completed 60 transferable units with a GPA of 2.0 or better are considered 'transfer-prepared'. Students who transferred to another post-secondary institution, prior to attaining a degree, certificate, or becoming 'transfer-prepared' during a five semester period, from Spring 2019 to Spring 2021, are transfer students.

STUDENT RIGHT-TO-KNOW RATES FOR FALL 2018 COHORT

Completion Rate: 37.27%

Transfer Rate: 8.29%

CRIME STATISTICS

As required by the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act ("Clery Act"), the college's Annual Security Report contains policy statements and crime statistics for the campus. The Annual Security Report includes statistics for the previous three years concerning certain reported crimes that occurred on campus, in off-campus buildings or property owned or controlled by the college, and on public property within or immediately adjacent to the college. The report also includes institutional policies concerning campus safety and security, such as policies on drug and alcohol use, crime prevention, the reporting of crimes, sexual assault, and emergency response and evacuation procedures. You can obtain the college's Annual Security Report online at <http://www.piercecollege.edu/media/pdf/AnnualSecurityReport.pdf>. You may also request a paper copy by contacting the Sheriff's Department at (818) 710-6450.

Campus Parking, Traffic and Safety Regulations

Access to campus is limited on weekends and at night. The campus is closed from 11:00 p.m. to 6:00 a.m. Only the Winnetka entrance will be open on weekends and holidays.

Enforcement of Traffic and Parking Regulations

The maximum speed limit is eight (8) miles per hour on all parking facilities and 25 miles per hour on campus roads unless posted.

All persons driving a vehicle on the campus are required to comply with the traffic laws of the State of California and the rules and regulations pursuant to Section 21113A of the California Vehicle Code. Violations of any of the regulations set forth below may result in a citation being issued.

Section 21113A. CVC grants the President of Los Angeles Pierce College authority to regulate and impose special conditions regarding traffic and parking regulations which include the authority to have vehicles which block traffic flow and pose a safety hazard, or are abandoned with no license, towed away at the owner's expense.

Vehicles parking in areas designated as tow-away zones will be towed away, no exceptions. Please check fences and curbs for tow-away signs. ALL POSTED CAMPUS TRAFFIC AND PARKING REGULATIONS WILL BE ENFORCED. Parking on campus is a privilege and permission to park may be revoked at any time.

Los Angeles Pierce College assumes no responsibility for damage to any motor vehicle, theft of its contents, or injury to persons operating such vehicles on or off the campus.

THERE IS NO FREE PARKING AREA ON THE CAMPUS. ALL PARKING AREAS REQUIRE A PERMIT. PARKING PERMITS MUST BE DISPLAYED CLEARLY FROM THE REAR VIEW MIRROR WHEN PARKING IN THE COLLEGE PARKING LOTS. PAY VALIDATION MACHINES FOR GUEST PARKING ARE LOCATED IN LOT 1, LOT 5, LOT 6, LOT 7 AND LOT 8. THESE ONE-DAY ONLY PARKING PERMITS CAN BE USED IN ANY PARKING LOT ON THE CAMPUS.

A VALID PERMIT MUST BE DISPLAYED AT ALL TIMES.

A STUDENT'S LOS ANGELES PIERCE COLLEGE PARKING DECAL IS VALID AT EACH LOS ANGELES COMMUNITY COLLEGE DISTRICT CAMPUS AT WHICH THE STUDENT IS CURRENTLY ENROLLED IN CLASSES.

See STUDENT FEES section in this college catalog for more details.

Parking permits are not transferable and are only valid for the semester as indicated on the tag.

General Regulations on Driving and Parking

1. The person in whose name the vehicle is registered will be held responsible for any violations involving the vehicle.
2. Yield the right of way to pedestrians at all times.
3. Driving or parking a vehicle on pedestrian paths, sidewalks, or safety zones is prohibited. All violators will be cited.



4. Curbs painted red indicate NO PARKING zones. Curbs painted yellow indicate loading and unloading zones for passengers and business deliveries. Curbs painted green indicate "special parking" or limited parking time. Curbs painted blue indicate handicapped parking by Special Permit obtained from Special Services. Student parking is not permitted in Staff/Faculty lots. Parking in red and yellow zones, loading docks, entrances to buildings and driveways constitutes illegal parking.
5. The responsibility of finding a legal parking space rests with the motor vehicle operator. LACK OF SPACE IS NOT CONSIDERED A VALID EXCUSE FOR VIOLATION OF THESE REGULATIONS.
6. Any area on campus that has been closed off by barricades or other traffic control devices shall not be entered by any vehicle.
7. Motorcycles and motor scooters may not be parked in bicycle racks nor may they be driven on sidewalks or pedestrian paths. Motorcycles, motor scooters and motorized bicycles must park in motorcycle areas in parking lot 1 or lot 7. MOTORCYCLES ARE NOT PERMITTED ON INNER CAMPUS ROADWAYS.
8. Always lock your car and set brake when parking.
9. If you feel you have received a parking citation in error, visit the College Sheriff's Station between the hours of 8:00 a.m. to 9:00 p.m., Monday - Friday.

Students are advised to be alert for large farm machinery moving on the campus, particularly early in the morning and evenings. Use extreme caution when driving around farm machinery, which travels slowly and makes very wide turns, and needs plenty of room to maneuver. If you park on the farm, please park completely off the road. Never park in front of gates and do not park in front of the animal barn doors. When encountering farm machinery, please yield to it.

Bicycle Safety Rules

1. Ride with the traffic, obeying all traffic rules as you would on a public highway as per Section 21200 of the California Vehicle Code. It is your responsibility to watch out for pedestrians.
2. Bicycle racks are provided at various locations on the campus. Lock your bicycle to the rack to help prevent theft.
3. No bicycle riding is permitted on pedestrian sidewalks and mall walkways. Riding on sidewalks adjacent to classrooms, library, gyms, gardens, grass areas, or in any other college facilities is also not permitted. *Walk your bike within these areas at all times.*
4. You must lock your bicycles to bike racks which are provided near the entrances to the campus.
5. Roller-skates, in-line skates and skateboards are not permitted at any time on the campus.

Cross Country Track and Adjacent Areas Closed from Dusk to Dawn

The area behind the Stadium which includes the Cross Country Track and adjacent walking and running areas are normally closed to the public. Signs have been posted in this area to alert users that this area is not available. Use of the area may be granted if approved in advance by the College and/or the activities occurring within this area are being held within the instructional program.

Use of the Cross Country Track and adjacent areas are by permit only.

PETS ARE NOT PERMITTED ON CAMPUS.

SKATEBOARDS, ROLLER SKATES AND INLINE SKATES ARE NOT PERMITTED ON CAMPUS.

Non-District Sponsored Transportation

Some classes may be conducted off campus. Unless you are specifically advised otherwise, you are responsible for arranging for your own transportation to and from the class site. Although the District may assist in coordinating the transportation and/or recommend travel times, route or caravanning, be advised that the District assumes no liability or responsibility for the transportation and any person driving a personal vehicle is not an agent of the District.

Student Activities

Co-Curricular Activities

Co-curricular or extra class activities are intended to provide students with the opportunity to be better prepared to fulfill the duties of citizenship in a democratic society and enrich their educational and personal development. This may be accomplished through extra class cultural activities, volunteer programs related to the instructional program, community-related affairs, athletics, and student government. Students learning to work with groups will develop skills to prepare them for cooperative and meaningful associations in both occupational and personal pursuits.

The development of a student activity program is a vital portion of the obligations that both faculty and administrators assume for students in any American college community. At Pierce, student activities are an integral part of the educational program.

Intercollegiate Athletics and Eligibility

Intercollegiate Athletics are an integral part of the total college program. Men and women compete in the Western States Conference in a variety of sports. The sports offered for men are baseball, basketball, football, swimming, tennis and volleyball. The sports offered for women are soccer, softball, swimming, volleyball, water polo, and basketball.

ELIGIBILITY

All questions pertaining to athletic eligibility should be directed to the Director of Athletics at (818) 719-6421.

Student Publications

Students in the Media Arts Department produce online, broadcast, multi-media and print material.

The Roundup newspaper is generally printed 11 Wednesdays during each of the fall and spring semesters. People with story ideas or questions can contact the newsroom in Village 8211. Back issues and breaking news are available year-round online at www.theroundupnews.com.

The campus magazine, The Bull, is published semi-annually as resources permit. Issues can be viewed online at www.thebullmag.com

The campus internet radio station, *KPCRadio.com* provides streaming content 24-7, while live operating hours vary. Listen to the station at *www.KPCRadio.com*. Podcasts, multi-media stories, music and other content are available at any time. The station is located in Village 8212.

Associated Students Organization (ASO)

The students of Los Angeles Pierce College govern their own affairs through the organization known as the Associated Students Organization (A.S.O.). Each student who enrolls at the college may become a member. The Associated Students Organization provides a framework for many college student activities. Through active participation in student government and clubs, students have the opportunity to develop leadership skills, increase cultural and social awareness, and serve the local and campus communities through civic engagement activities. Students are encouraged to serve on campus and A.S.O. committees. For information visit the Student Engagement Center.

ASSOCIATED STUDENT ORGANIZATION SERVICE AREA OUTCOMES

The following Service Area Outcomes have been developed to inform students about the goals of the program:

- Leadership: Students have a chance to learn leadership skills.
- Advocacy: Students learn about the policy making process and how to communicate with political leaders.
- Committee Projects: Students learn how to work with others to complete projects.

Qualifications for ASO Officers

(ADMINISTRATIVE REGULATIONS S-9)

1. The following standards governing candidate and officer (as defined by the ASO constitution and by-laws) eligibility for appointed and elected Associated Student Organization officers (ASO), must be met:
 - a. The candidate or officer must be a currently paid member of the ASO, at the college where the election is being held and have successfully completed no more than 80 degree-applicable units in the District.
 - b. The candidate may seek only one campus office within the District.
 - c. The candidate or officer must have and maintain a cumulative and current GPA of at least 2.0 in units completed at all the colleges in the District during the semesters in which the student government office is applied for and held. Current means the most recently completed semester or session. The ASO Constitution may not set a higher GPA requirement.
 - d. The candidate or officer must not be on academic or progress probation, as defined by LACCD Board Rule 8200.10.
 - e. At the time of election, or appointment, and throughout the term of office, the candidate or officer must be actively enrolled in, and must successfully complete a minimum of five (5) units per semester. The ASO Constitution may not set a higher unit requirement. Units in which a student receives an Incomplete (I) will not be counted in the determining the number of units completed. Students falling below this requirement will automatically forfeit their office. Students, who forfeit office for failing to meet this unit requirement, will not be reinstated if I grades are converted to letter grades and units are awarded for those courses. Candidates may be enrolled in more than one college in the District, but the candidate must be currently enrolled in a minimum of five (5) units at the college where the candidate is seeking office. Officers must maintain that enrollment at the college where the office is held.
- f. Exceptions on the maximum unit requirement in Section 1a of this regulation may be made for students enrolled in a college degree, certificate or transfer program where the combination of program requirements and prerequisites may result in the student exceeding the 80 degree-applicable unit limit.

Exceptions will be decided by the College President based upon recommendations made by the Chief Student Services Officer.

In order to be considered for an exemption, a student, who exceeds the requisite 80 degree- applicable unit maximum, must satisfy at least one of the following conditions:

 - The requirements of the student's declared associate degree major, certificate and/or transfer objective, as specified in the college catalog, caused the student to enroll in courses that exceeded the 80 degree-applicable unit maximum.
 - Program prerequisites, as specified in the college catalog, caused the student to exceed the 80 degree-applicable unit maximum.
2. A candidate or officer is ineligible for ASO office:
 - a. If he/she has served more than four (4) semesters in any one (1) or more student government elected or appointed offices in the District.
 - b. If a candidate or officer, who exceeded the unit maximum in Section 1a of this regulation and was granted an exception, fails to be enrolled in courses that are specifically required for his or her declared associate degree, certificate or transfer objective requirements, as specified in the college catalog.
3. An officer may serve a fifth semester if eligible at the time of assuming office with the approval of the college president or designee (e.g., has served three semesters and is a candidate for an office with a one-year term).
4. The Chief Student Services Officer and/or designee will verify a candidate or officer's eligibility. If the student should disagree with the findings of the Chief Student Services Officer and/or designee, he/she can appeal the decision through the student grievance procedures contained in LACCD Administrative Regulations E-55. Officers not adhering to the standards for office will be required to forfeit their positions.
5. Candidates or officers must comply with the minimum standards of the District Code of Conduct. Failure to comply will result in forfeiture of the position if an ASO Officer is suspended for more than ten (10) days from one or more classes, activities, services, programs, or specific locations at any college in the Los Angeles Community College District, under LACCD disciplinary provisions (Board Rule, Article VIII, Sections 9801-9806).
6. Any candidate or officer with a disability may request an accommodation for the requirements of Section 1e:
 - a. The approval of the accommodation for candidates with a disability will be made in individual instances on a case-by-case



basis by the Chief Student Services Officer in consultation with the college Compliance Officer and/or the Director of the Disabled Student Program and Service (DSPS) in compliance with Section 504 of the Rehabilitation Act and Title II of the Americans with Disabilities, as appropriate.

- b. Qualification for an accommodation will be based on the impact of the disability on the candidate's/officer's ability to take 6 units. However, a candidate or officer must be enrolled in a minimum of five units throughout his/her term in accordance with Education Code section 76071.
- c. Procedures for requesting an accommodation under S-9:
 - Candidates/officers must complete a written request form for accommodation available in the college's Student Services Office, and return it to the Chief Student Services Officer.
 - Each candidate or officer must present written documentation verifying the disability. Acceptable documentation includes, but is not limited to, written notice from the college DSPS office or a certified or licensed professional, such as a doctor, psychologist, rehabilitation counselor, occupational or physical therapist.
7. Students enrolled in college credit and/or non-credit courses are eligible to vote at the college of attendance. Enrollment in Community Services classes does not meet this requirement.

Student Clubs & Organizations

Approximately 50 campus clubs and organizations have open membership to students who are members of the Associated Students Organization. Service clubs, special interest clubs, department-related organizations, and religious clubs offer a variety of opportunities for student involvement.

The club program is coordinated by the Associated Students Organization through the Club Council. Clubs which have been active at Los Angeles Pierce College during the past semesters include: Alpha Gamma Sigma; Anthropology Club; Boots and Saddles Club; Business Economics Student Association; Child Development Club; Dance Club; Film Club; Game Development Club; Gay Straight Alliance (GSA); International Students Club; Parents Club; Persian Club; Phi Theta Kappa; Philosophy Club; Pierce Hillel; Pre-Health Club; Pre-Vet Club; Psychology Club; Red Cross Club; Sign Language Club; Society of Manufacturing Engineers; Sociology Club; Students of Success; Student Rights & Resources Organization and Student Veterans of America.

Information on the club chartering process is available in the Student Engagement Center.

Student Trustee Election Procedure

The Board of Trustees of the Los Angeles Community College District has established that within its membership there shall be one nonvoting student Board member. The term of office of the Student Board member shall be one year commencing on June 1 and ending on May 31.

QUALIFICATIONS:

Candidates for Student Trustee must:

1. Be currently enrolled and in good standing at one or more colleges in the District.

2. Be enrolled in five (5) units. The student must maintain eligibility during his/her term of office. If eligibility is not maintained, forfeiture of office will be required.
3. Have completed a minimum of 12 units and a maximum of 80 transferable units of college work which includes a minimum of 12 units completed within the Los Angeles Community College District.

Exceptions on the maximum units requirement will be made for students enrolled in recognized Los Angeles Community College District programs where the combination of program units and prerequisites may exceed the 80 transferable units limit.

Exceptions will be decided upon by the Chancellor or designee based upon recommendations made by the Chief Student Services Officer or designee at the student's primary college of attendance.

In order to be considered for an exemption, a student, who exceeds the requisite 80 transferable unit maximum, must satisfy at least one of the following conditions:

1. The requirements of the student's declared associate degree major, certificate and/or transfer objective, as specified in the catalog at the student's primary college of attendance, caused the student to enroll in courses that exceeded the 80 transferable unit maximum.
2. Program prerequisites, as specified in the catalog at student's primary college of attendance, caused the student to exceed the 80 transferable unit maximum.
3. A returning student, who has already completed a college degree or certificate, and is enrolled in courses that are specifically required for the student's declared certificate, associate degree or transfer objective, as specified in the catalog at student's primary college of attendance.

For further information, please visit or contact the Student Engagement Center.

Faculty

Full-time Faculty

A

Abara, Jose (2016)
Psychology

M.A., Ph.D., University at Buffalo

Abbamontian, Ramela (2007)
Art

B.A., M.A., Ph.D., University of California, Los Angeles

Abels, Beth (2008)
Architecture

B.A., University of Michigan

B.S., Kent State University

M.Arch., University of California, Los Angeles

Accardo, Donna L. (1989)
English/English as a Second Language

B.A., M.A., University of Nevada, Reno

Anderson, Barbara A. (2001)
Communication Studies

B.A., M.A., California State University, Northridge

Anderson, Emily (2013)
English

B.A., University of California, Los Angeles

M.A., New York University

Anderson, Marcus (2016)
Computer Applications and Office Technologies

B.A., Southern University and A&M College

M.A., University of Phoenix

M.A., Lamar University

Armenta, Susan (2014)
Director, Athletics; Kinesiology

A.A., Southwest College

B.S., California State University, San Bernardino

M.A., San Jose State University

Atsales, Kia (2022)
Anthropology

B.A., University of California, Santa Barbara

M.A., University of Minnesota

Avakian-Akkus, Garineh (2015)
Music

B.A., M.A., San Francisco Conservatory of Music

D.M.A., University of Southern California

B

Bagg, Judy (2014)
English as a Second Language

A.A., Los Angeles Pierce College

B.S., California State University, Northridge

M.A., Azusa Pacific University

Baltakian, Lena (2015)
Business Administration

A.S., Glendale Community College

B.S., Woodbury University

M.B.A., University of La Verne

Basmadzhyan, Babken (2016)
Business Administration

B.A., M.A., California State University, Northridge

Bass, Wendy (2010)
Distance Education

B.A., University of Arizona

M.A., California State University, Northridge

Ph.D., University of California, Los Angeles

Bates, Maria (2006)
English

B.A., Ph.D., University of California, Santa Barbara

Beavers, Jamie (2009)
Life Science

A.A., Moorpark College

B.S., University of California, Los Angeles

M.S., California State University, Northridge

Belden, Angela (2010)
Psychology

B.A., University of Arkansas, Little Rock

M.S., Ph.D., Oklahoma State University

Blaine, Ida (2002)
Director, Encore

B.A., M.A., California State University, Northridge

Boddicker, Kathleen (2014)
Education

B.A., College of the Canyons

B.A., M.A., California State University, Northridge

Borg, Darren (2008)
English

A.A., Ventura College

B.A., M.A., California State University, Northridge

Boyd, Lateaira (2019)
Counseling

M.A., Loyola Marymount University

Bram, Alan (2016)
Counseling

B.A., California State University, Northridge

Brisbois, Melissa (2019)
Director, Child Development Center

B.S., University of La Verne

Burns, Karin R. (1991)
English

B.A., M.A., University of California, Los Angeles

C

Cain, Cassie (2009)
Mathematics

B.A., M.S., University of Oklahoma

Campbell, Kaycea (2011)
Economics

M.A., University of Southern California

B.Sc., M.Sc., University of the West Indies

Ph.D., Claremont Graduate University

Celada, Luis (2015)
Computer Science and Information Technology

A.S., Community College of the Air Force

B.S., Santa Fe University

M.B.A., University of Phoenix

Chartrand, Frank (2010)
History

B.A., University of California, Los Angeles

M.A., California State University, Northridge

Cheung, Elizabeth (2010)
CAD/Engineering

B.S., University of Cincinnati

M.S., University of California, San Diego

Chhith, David (Kimhou) (2017)
Automotive Service Technology

A.A., Long Beach City College

Chow, Steve (2013)
Mathematics

B.A., University of California, Berkeley

M.A., California State Polytechnic University, Pomona

Cleveland, Monique S. (2000)
English

B.A., University of California, Irvine

M.Ed., TESOL, Seattle University

Connelly, Jill P. (2006)
Photography

B.A., State University of New York, Plattsburgh

M.S., Boston University

Conrady, Lara (2015)
Counseling

M.A., Ph.D., University of Texas at Austin

Cooper, Melody (2006)
Art

B.A., M.A., California State University, Northridge

Cooper Grigg, Yvonne (2007)
English

B.A., Cornell University

M.A., New York University

Cooperman, Michael (2010)
Art/Multimedia

B.S., California State University, Northridge

M.A., San Diego State University

Corning, Chris (2016)
English

B.A., University of Illinois at Urbana-Champaign

M.A., California State University, Northridge



Cortes, Alma (2017)

Child Development
B.A., Rutgers University
M.S., Bank Street College of Education
Ed.D., University of California, Los Angeles

D

Dahlberg, Justin (2015)

Art
B.F.A., California State University, Long Beach
M.F.A., Claremont Graduate University

Dao, Lu (2015)

Animal Science
A.A., Los Angeles Pierce College
B.S., D.V.M., University of California, Davis

Davoodian, Yeprem (2013)

Communication Studies
B.A., M.A., California State University, Northridge

Desai, Mita (2006)

Counseling
B.A., M.S., California State University, Northridge

DeVaney, Shannon (2010)

Biology
B.A., University of Washington
Ph.D., University of Kansas

Diehl, Marisa (2012)

Library Science
M.A., San Jose State University
Ph.D., Hastings University

Doelitzsch, Patricia (2010)

Child Development
B.A., M.A., California State University, Northridge

Drelen, Traci (2008)

Child Development
B.S., M.S., California State University, Northridge

Duffy, Curt (2014)

English
B.S., Worcester Polytechnic Institute
M.F.A., Antioch University
Ed.D., Fielding Graduate University

Duong, Lily (2016)

Counseling
B.A., California State University, Northridge
M.S., National University

E

Eagle, Ryan (2014)

Physics
B.S., University of California, Los Angeles
M.S., Georgia Institute of Technology

Ersig-Marcus, Christine (2012)

Communication Studies
M.A., California State University, Long Beach
Ph.D., University of Southern California

F

Faulseit, Sonny (Richard) (2016)

Anthropology
B.A., Montclair State University
M.A., University of Notre Dame
M.A., Ph.D., Tulane University

Favre, Jeff (2013)

Journalism/Media Arts
B.A., Indiana University
M.S., Northwestern University

Fernandez, Jose Luis (2008)

Business Administration
B.A., California State University, Chico
M.B.A., Monterey Institute of International Studies

Fields, Dale (2006)

Astronomy
B.S., University of Arizona, Tucson
M.S., Ph.D., The Ohio State University, Columbus

Finley, Jason (2011)

Geography & Meteorology
B.S., Northern Illinois University
M.A., University of California, Los Angeles
Ph.D., Lesley University

Forkeotes, Ann (1996)

Mathematics
B.S., University of Illinois, Chicago
Ph.D., University of California, Riverside

Fortune, Tom (2005)

Automotive Service Technology
A.A., Los Angeles Pierce College

Foster, Robert (2007)

Accounting, Business Administration
A.A., College of the Canyons
B.S., California State University, Long Beach
M.Ed., National University
M.B.A., Kennesaw State University

Furmuly, Roya (2006)

Mathematics
B.S., M.A., University of California, Los Angeles

G

Gabrielli, Anthony (2008)

Political Science
B.A., University of Nebraska
M.A., Northeastern University
Ph.D., University of Nebraska

Gallegos, Patricio (2016)

Architecture
B.A., University of Southern California

Garcia, Ramiro (2022)

Mathematics
M.A., California State University, Northridge

Gartner, Bryce (2018)

Industrial Technology
A.S., College of the Canyons

Gediman, Clayton (2013)

Library Science
M.A., California State Polytechnic University, Pomona
M.A., San Jose State University

Gelardi, Katherine (2007)

Nursing
A.D.N., Los Angeles Valley College
B.S.N., M.S.N., A.N.P., California
State University, Los Angeles

Gend, Michael (2009)

Technical Theater
A.A., Los Angeles Pierce College
B.F.A., M.F.A., California Institute of the Arts

Gendron, Brian (2013)

Psychology
B.A., University of Southern California
M.A., Ph.D., University of California, Riverside

Gibson, Denise (2008)

Dance
A.A., Moorpark College
B.A., University of California, Santa Barbara
M.F.A., University of California, Irvine

Gilbertson, Greg E. (2000)

Art
B.F.A., The School of The Art Institute of Chicago
M.F.A., University of Southern California

Gillis, Cara (2009)

Philosophy
B.A., University of Western Ontario
M.A., California State University, Long Beach
M.A., Ph.D., University of California, Irvine

Glass, Allen (2013)

Addiction Studies
B.A., California Institute of the Arts
M.A., Phillips Graduate Institute

Gonzales, David P. (2002)

English
B.A., University of California, Santa Barbara
M.A., Texas A&M University

Goodman, Isidore I. (1984)

Chemistry
B.S., State University of New York, Albany
Ph.D., University of California, Los Angeles

Granillo, Ashley (2022)

English
B.A., M.A., California State University, Northridge

Grigg, Casey (2016)

Business Administration
B.A., University of Southern California
M.A., University of Virginia

Grigoriant, Natalia (2014)

Computer Science and Information Technology
M.S., Yerevan Polytechnic Institute

Guzman, Wyndee (2013)

Biology
B.A., M.A., California State University, Northridge

H

Habata, Michael H. (2010)

Library Science
B.A., Stanford University
M.L.I.S., University of California, Los Angeles

Hall, Kristine (2010)

American Sign Language
B.A., Gallaudet University

Hamilton, Christianne (1997)

Nursing
A.D.N., Los Angeles Pierce College
M.N., University of Phoenix

Hamma-Kraemer, Marra (2013)

English
B.A., University of California, Los Angeles
M.A., University of California, Irvine

Hammon, Sheila (2014)

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

Harrison, Mickey (2015)*English*

B.A., University of California, Los Angeles
M.A., California State University, Dominguez Hills

Harvey, Sara (2010)*Chemistry*

B.A., University of California, Santa Barbara
M.S., Ph.D., University of California, Los Angeles

Hayes, Erin (2013)*Anthropology*

B.A., University of California, Santa Cruz
M.A., San Francisco State University
M.A., Ph.D., University of California, Irvine

Hennessey, Ann (2006)*Psychology*

B.A., Goucher College
M.A., Ph.D., Emory University

Hernandez, Jessica (2018)*Counseling*

B.A., California State University, Los Angeles
M.A., California State University, Northridge

Ho, Anh (2018)*Counseling*

M.A., California State University, Long Beach

Hoshlar, Mitra (2005)*Sociology*

B.A., Tehran University, Iran
M.A., Ed.D., California State University, Northridge

Hsin, Anson (2016)*Anatomy*

B.A., University of California, San Diego
M.A., California State University, Los Angeles

I**Ignatovski, Stefan (2015)***Accounting*

B.S., Indiana State University
M.S., Roosevelt University

J**Johnson, Jodi A. (1986)***English*

B.A., M.A., California State University, Northridge

Johnson, Theresa (2015)*Mathematics*

B.S., M.S., California State University, Northridge

Jones, Brandon (2016)*Biology*

B.A., Brigham Young University
M.A., Bucknell University

K**Kale, Allisun (2016)***American Sign Language*

B.A., M.A., California State University, Northridge

Kamajaya, Aron (2018)*Microbiology*

B.A., B.S., University of California, Berkeley
Ph.D., California Institute of Technology

Kamimura, Richard (2016)*Art & Architecture*

B.A., M.A., California State University, Fullerton

Karamian, Martin (2009)*Business Administration*

B.A., San Francisco State University
M.B.A., California State University, Northridge

Kassamanian, Sally (2013)*Communication Studies*

B.A., M.A., California State University, Northridge

Khasanova, Elvira (2015)*Mathematics*

A.A., Saddleback College
B.S., University of California, Los Angeles
M.S., University of California, Irvine
Ph.D., State University of New York at Buffalo

Kiekel, Crystal (2011)*Director, Center for Academic Success*

B.A., California State University, Northridge
M.S.W., University of California, Los Angeles
Ed.D., California State University, Northridge

Klein, Thomas (2019)*Political Science*

M.A., California State University, Long Beach

Kocs, Constance (2002)*Art*

B.A., Scripps College
M.F.A., Northern Illinois University

Kokorowski, Heather (2016)*Oceanography/Geology*

B.S., University of Arizona
M.S., University of Washington

Kramer, Craig (2006)*English*

B.A., University of California, Santa Barbara
M.A., University of Michigan

Krimm, Susan (1982)*Computer Science and Information Technology*

B.A., University of California, Los Angeles

L**Lam, Daisy (2012)***Mathematics*

M.A., University of Riverside

Lam, Judy (2019)*Counseling*

B.A., University of California, Los Angeles
M.A., California State University, Northridge

Langan, Jamie (2016)*Health*

B.S., M.S., Ed.D., California State University, Northridge

Langdon (Phillips), Lyndsay (2019)*Art & Architecture*

B.A., M.A., California State University, Los Angeles

Lay, Christopher (2015)*Philosophy*

B.A., University of California, Berkeley
Ph.D., University of California, Irvine

Lee, Teak (2014)*Anatomy*

B.S., University of California, Los Angeles
M.A., Ph.D., Texas A&M University

Lehavi, Sheri (2007)*Mathematics*

B.A., University of California, Berkeley
M.S., California State University, Northridge

Lehren, Dustin (2016)*English*

B.A., M.A., California State University

Lemus, Bonnie (2008)*Nursing*

B.A., M.A., Occidental College
M.B.A., California State University, Northridge
M.S.N., California State University, Los Angeles

Lendor, Danielle (2018)*Counseling*

B.A., California State University, Long Beach
M.A., San Jose State University

Lim, Raymond (2006)*Psychology*

B.A., California State University, Los Angeles
M.S., Ph.D., North Carolina State University

Lockard, Jill (2014)*Geology*

B.S., University of Western Ontario
M.S., Arizona State University

Longmore, Stacey Lee (2006)*Child Development*

B.S., M.S., California State University, Northridge

Loveridge, Lee (2009)*Physics*

B.S., Brigham Young University
M.A., University of California, Berkeley
Ph.D., University of California, Los Angeles

Low, Teresa (2007)*Biology*

B.A., University of California, Davis
M.S., University of California, Los Angeles

Loy, Robert (2017)*Communication Studies*

M.A., California State University, Northridge

M**Macias, Mario (2015)***Library*

B.A., Grinnell College
MLIS, University of Washington

Maduena, Jeanette (2015)*Counseling*

B.A., University of California, Santa Barbara
M.S., Ed.D., California State University, Long Beach

Marschall, Brett A. (2019)*Economics*

B.A., California State University, Stanislaus
M.A., University of California, Santa Barbara

Martinez, Jennifer (1996)*Mathematics*

B.A., California State University, Long Beach
M.S., University of California, Irvine

Mazon, Wendy (2016)*Music*

A.A., Cosumnes River College
B.A., M.A., California State University, Northridge
Ph.D., University of Arizona

**McCarthy, Tara (2016)***Counseling*B.A., University of California, Riverside
M.P.P.S., University of Redlands**McKeever, (James) Arthur (2009)***Sociology*A.A., Los Angeles Valley College
B.A., California State University, Los Angeles
M.A., Ph.D., University of Southern California**McLean, Kalynda Webber (2014)***Counseling*B.A., M.A., San Diego State University
Ed.D., Pepperdine University**McMillan, Richard B. (1996)***History*

B.A., M.A., California State University, Northridge

McQuitty, Melanie (2010)*Philosophy*B.A., LaSalle University
Ph.D., Temple University**Meckler, Wendi (2016)***Director, Career Center; Counseling*

M.A., California State University, Northridge

Mejia-Perez, Marcelo (2016)*Spanish*

Ph.D., University of California, Santa Barbara

Meyer Joiner, Cari (2007)*Chemistry*

B.S., Ph.D., University of California, Los Angeles

Miller Fleming, Alyce (2006)*Counseling*B.A., Loyola Marymount University
M.S., California Lutheran University**Moe, Brian (2016)***Dance*A.A., Onondaga Community College
B.A., State University of New York at Fredonia
M.A., California State University, Long Beach**Morales, Alejandro A. (2016)***History*

B.A., M.A., California State University, Northridge

Moran, Mary K. (1997)*Nursing*Diploma, Evangelical School of Nursing
B.S.N., University of Arizona
M.N., University of California, Los Angeles**Moses, Jennifer (2013)***Psychology*A.A., Irvine Valley College
B.A., California State University, Fullerton
M.A., San Diego State University
Ph.D., University of Minnesota

N**Nabulsi, Kassem (2009)***Political Science*A.A., Los Angeles City College
B.A., California State University, Northridge
M.A., Ph.D., University of Southern California**Nantroup, Sherry L. (2001)***Nursing*A.S.N., Moorpark College
B.S.N., M.S.N., California State
University, Dominguez Hills**Navab, Mitra (2012)***Mathematics*

M.A., California State University, Northridge

Nelson, Shilo (2010)*Physical Education*B.A., Eastern Washington University
M.S., California State University, Northridge**Nezhad, Farahnaz (2016)***Electronics*

B.S., M.S., California State University, Northridge

Ng, Benny (2016)*Chemistry*

Ph.D., University of California, Los Angeles

Ng, Crystal (2022)*Biology*B.A., University of California, Berkeley
Ph.D., Stanford University**Nicholas, Anna (2006)***Sociology*B.A., M.A., Ph.D., State University of New York,
Stony Brook**Nima, Fayez (2014)***Electronics*B.S., Damascus University
M.S., California State University, Northridge**Nomelli, Sheryl (2012)***History*

M.A., California State University, Northridge

O**Oborn, Kathy (1994)***Administration of Justice*A.A., Los Angeles Pierce College
B.A., M.S., California State University, Northridge**Oleas, Fernando (2006)***Spanish*

B.A., M.A., University of California, Los Angeles

Orellana, Diane (2015)*Counseling*A.A., Glendale Community College
B.A., University of California, Berkeley
M.Ed., Harvard University
M.Ed., Teachers College, Columbia University**Orloff, Travis (2013)***Physical Science*B.A., University of Washington
Ph.D., University of California, Santa Cruz**Orozco-Ramirez, Rafael (2015)***Spanish*B.A., University of California, San Diego
M.A., San Diego State University
Ph.D., Cornell University**Oxyzolou, Alex (2002)***Chemistry*B.S., Reed College
Ph.D., University of Southern California

P**Pearsall, Sam (2015)***Mathematics*B.A., Loyola Marymount University
M.A., California State University, Fullerton
M.A., California State University, San Bernardino**Penniman, Walter (2021)***Nursing*B.S.N., Pacific Union College
M.P.H., Loma Linda University
D.N.P., Loma Linda University**Perret, Joseph (2008)***Computer Applications and Office Technologies*B.S., M.S., California State University, Northridge
M.S., California Lutheran University**Perser, Maria (2010)***Psychology*

B.S., M.A., California State University, Northridge

Pham, Pauline (2016)*Mathematics*

B.A., M.A., California State University, Northridge

Pierson, Brian (2013)*Anthropology*

M.A., Ph.D., Tulane University

Pillado, Margarita (2009)*Spanish*B.A., Colorado State University
M.A., University of Washington
Ph.D., Washington University**Portillo, Marcella (2015)***Counseling*B.A., University of California, Los Angeles
M.S., California State University, Northridge**Pra, Denis (2016)***French*

Ph.D., University of California, Los Angeles

Prieur, Sabrina (2016)*Kinesiology*

Ph.D., Concordia University Irvine

Pumar, Mitchell (2016)*Mathematics*A.A., Los Angeles Pierce College
B.A., University of California, Los Angeles
M.A., California State University, Northridge**Putnam, Thomas C. (1992)***Mathematics*B.S., M.A., Ph.D., University of California,
Santa Barbara

Q**Quintero, Paul-Anthony (2010)***Counseling*B.S., University of Southern California
M.A., Point Loma Nazarene University

R**Rashidian, Mehrdokht (2013)***Mathematics*

M.A., California State University, Northridge

Rauch, Paul (2016)*English*

B.A., M.A., California State University, Northridge

Ray, Jamie (2013)*English as a Second Language*B.A., M.A., California State Polytechnic
University, Pomona

Reynoso, Aurora (2006)*English*

B.A., University of California, Berkeley
M.A., University of California, Santa Barbara

Riazzo, Kimberly (2018)*Nursing*

A.D.N., Moorpark College
B.S.N., University of Phoenix
M.N., Capella University

Rich, Kim (2010)*Administration of Justice*

B.A., M.A., California State University, Northridge

Robb, Denise (2011)*Political Science*

A.A., Santa Monica College
B.A., California State University, Los Angeles
M.A., Ph.D., University of California, Irvine

Roberson, Joseph (2009)*Counseling*

A.A., Los Angeles Pierce College
B.A., M.S., California State University, Northridge

Rodriguez, Cristina (2006)*Counseling*

B.A., University of California, Los Angeles
M.A., Loyola Marymount University
Ed.D., University of Southern California

Rohrer, Shannon (Elizabeth) (2016)*Kinesiology*

A.A., Moorpark College
B.A., University of California, San Diego
M.A., California State University, Northridge

Rosenberg, Jennifer A. (2001)*Communication Studies*

B.A., California State University, Sacramento
M.A., California State University, Northridge

Rovero, Angelita (2019)*Chicana/o Studies*

B.A., M.A., California State University, Northridge

S**Saenz, Bradley (2013)***English*

B.A., University of Texas at Austin
M.A., University of Houston

Salter, Sunday (2009)*Director, Transfer Center; Counseling*

A.A., Cuesta College
B.A., San Francisco State University
M.A., University of Southern California

Samilton, Jewell B. (2016)*Counseling*

A.A., Los Angeles Southwest College
B.A., Arizona State University
M.A., National University

Sandoval, Yvonne (2022)*Counseling*

B.A., University of California, Los Angeles
M.S., California Lutheran University

Saslow, Lauren E. (2000)*Library Science*

B.A., California State University, Long Beach
M.L.I.S., San Jose State University

Savage, Tracie (2015)*Journalism*

B.A., University of Michigan

Sawyer, Robin (1995)*Counseling*

B.S., Arizona State University
M.S., California State University, Los Angeles

Schneider, Joan (1997)*Nursing*

A.D.N., Los Angeles Valley College
B.S.N., M.N., University of Phoenix
Ed.D., California State University, Northridge

Schwesky, Howard (2012)*Mathematics*

M.A., Loyola Marymount University

Sehati, Sadaf (2009)*Chemistry*

B.S., Ph.D., University of California, Los Angeles

Semerdjian, Yeranuhi (2016)*Mathematics*

B.A., M.A., California State University, Northridge

Senn, Savannah (2015)*Horticulture*

B.S., California State University, Bakersfield
M.S., California State Polytechnic University, Pomona

Sheldon, Charles C. (1988)*English*

B.A., University of California, Santa Barbara
M.Litt., University of Edinburgh, Scotland

Silver, Michelle (2010)*Communication Studies*

B.A., M.A., California State University, Northridge

Smith, Benjamin (2009)*Mathematics*

B.S., M.S., California State Polytechnic University, Pomona

Snow, Chadwick (2007)*Psychology*

B.A., Skidmore College
M.A., Ph.D., University of Southern California

Snow, Lila (2006)*Child Development*

B.S., M.A., California State University, Northridge

Soldatenko Gutierrez, Adrian (2015)*Physics*

B.S., University of California, Los Angeles
Ph.D., University of California, Irvine

Sosa-Riddell, Citlali (2016)*History*

B.A., Pomona College
M.A., University of California, San Diego
Ph.D., University of California, Los Angeles

Soto, David (2010)*Mathematics*

B.S., M.S., California State University, Northridge

Sroya, Gracejeet (2019)*Biology*

B.S., University of California, Los Angeles
M.S., Johns Hopkins University

Stoianov, Carmell (2018)*Counseling*

M.A., Loyola Marymount University

Strickland, Christopher (2017)*History*

B.A., California State University, Sacramento
M.A., California State University, Northridge

T**Tadaki, Shelley S. (2016)***Counseling*

M.A., California State University, Northridge

Takase, Yoshiko (2017)*Japanese*

B.A., Doshisha University, Kyoto, Japan
M.A., California State University, Northridge

Tanashian, Houry (2022)*Director, Student Health Center*

B.S.N., Mount Saint Mary's University
M.S.N., University of Providence

Tchertchian, Edouard (2012)*Mathematics*

M.A., California State University, Northridge

Thompson, Darlene (2017)*Welding*

A.A., Los Angeles Trade-Tech College

Thorne, Kirsten (2006)*Spanish*

B.A., Scripps College, Claremont
M.A., Ph.D., Yale University, New Haven

Tiu, Concepcion (2005)*Nursing*

B.S.N., Pamantasan Ng Manila
M.S.N., California State University,
Dominguez Hills

Tobolowsky, Robert (2019)*Chemistry*

B.S., University of California, Irvine
M.S., Ph.D., University of California, Los Angeles

Toews Keating, Sarah (2017)*Chemistry*

B.A., Carleton College
Ph.D., University of New Mexico

Tsuha, Julio (Shigueru) (2015)*Sociology*

B.S., M.A., Ph.D., University of California, Riverside

U**Urquidez, Michael (2016)***English*

B.A., M.A., San Francisco State University

V**Vaaz, Shaheen (2015)***Theater*

M.F.A., Columbia University

Valdez, Lisa (2015)*Library*

B.A., California State University, Dominguez Hills
M.A., University of California, Los Angeles

Van Dyke, Michael (2009)*Automotive Service Technology*

A.A., Los Angeles Pierce College

Van Norman, Moriah (2013)*English as a Second Language*

B.A., University of Southern California
M.A., Azusa Pacific University

**Veiga, Jacob (2011)***Mathematics*

B.S., University of California, Los Angeles

M.S., University of California, Irvine

Villatta, Heber (Alex) (2015)*Automotive Service Technology*

A.S., Los Angeles Pierce College

Viz, Eleanor (2015)*Computer Applications and Office Technologies*

B.S., M.A., California State University, Northridge

M.B.A., Kennesaw State University

Voss-Rodriguez, Joleen (2001)*Director, PACE*

B.A., M.A., California State University, Northridge

Z**Ziv, Nurit (2019)***Anatomy*

B.S., University of California, Davis

M.S., University of California, Los Angeles

Zornoza, Stephanie (2015)*American Sign Language*

B.A., M.A., Gallaudet University

W**Walsh, Brian (2008)***History*

B.A., American University, Washington D.C.

M.A., Monmouth University

Watson, Abigail (2010)*Counseling*

B.A., University of California, Santa Barbara

M.A., Pepperdine University

Wee, Monika (2009)*Art*

B.A., M.F.A., John F. Kennedy University

Wessling, Margaret E. (2005)*Physics*

B.A., Amherst College

M.S., Ph.D., California Institute of Technology

Windrum, Ken (2015)*Cinema*

M.A., New York University

M.A., Ph.D., University of California, Los Angeles

Wono, Katrina (2019)*Mathematics*

M.A., San Francisco State University

Wood, Mia (2007)*Philosophy*

B.A., Pepperdine University

M.A., Ph.D., University of South Carolina

Y**Yates, Rebecca (2006)***Animal Science*

B.A., California State University, Humboldt

M.A., California State University, Dominguez Hills

D.V.M., University of California, Davis

Yatsuda-Dix, Miyuki (2014)*Child Development Center*

A.A., Moorpark College

B.A., Notre Dame Seishin University

M.A., Pacific Oaks College

Youhanna, Adrian (2010)*Geography*

B.A., M.A., California State University, Northridge

College Administration

A

Aguiar, Aracely (Ara) (2021)

Interim President

A.S., West Los Angeles College
B.S., University of California, Los Angeles
M.B.A., Pepperdine University

Apigo, Mary-Jo (2022)

Interim Vice President, Academic Affairs

B.A., University of California, San Diego
M.B.A., Loyola Marymount University
Ed.D., University of California, Los Angeles

Astorga, Juan Carlos (2016)

Dean, Student Engagement, Campus Life, Leadership

B.A., University of California, San Diego
M.A., San Diego State University
Ed.D., California State University, Fullerton

C

Cifra, Jason (2022)

Vice President, Student Services

B.A., University of Hawaii at Hilo
M.A., Argosy University, Hawaii

D

Dalmage, Sharon (2016)

Dean, Adult, Community and Continuing Education

B.A., University of California, Riverside
M.B.A., DeVry University

G

Gavarrá-Oh, Mary Anne (2012)

Dean, Academic Affairs

A.A., Los Angeles City College
B.A., California State University, Los Angeles
M.B.A., Loyola Marymount University

K

Khat, Mon (2019)

Dean, Career & Technical Education

B.S., M.A., California State University, Long Beach

M

Marmolejo, William A. (2016)

Dean, Student Services

B.A., M.A., Loyola Marymount University

P

Paquette, Ron (2021)

Associate Vice President, Administrative Services

M.B.A., California State Polytechnic University, Pomona
M.Ed., University of California, Riverside

R

Rhi-Kleinert, Susan (2015)

Dean, Academic Affairs

M.B.A., Woodbury University

Robinson, Anafe (2022)

Acting Dean, Student Services - Counseling, Retention, and Financial

M.B.A., University of Phoenix

S

Schleicher, Rolf (2012)

Vice President, Administrative Services

M.B.A., National University, La Jolla

V

Velasco, Claudia (2022)

Dean, Student Services - Student Success and Support

B.S., M.S., California State University, Los Angeles
Ed.D., Pepperdine University

Villanueva, Donna-Mae (2000)

Dean, Academic Affairs

B.A., CUNY/Brooklyn College
M.A., New York University
Ph.D., Claremont Graduate University

Z

Zarpas, Ani (2022)

Dean, Institutional Effectiveness

A.A., Los Angeles Valley College
B.A., M.A., California State University, Northridge



Adjunct Faculty

A

Adcock, Anita*Performing Arts***Addison, Kathleen E.***History, Philosophy & Sociology***Adelini, Jennifer***Animal Science***Agadjanian, Hasmik***Life Sciences***Agasse, John***Computer Science & Information Technology***Agel, Maria***Modern Languages***Aguon-Garrido, Frances***Computer Applications and Office Technologies***Ahlstrom, Martha M.***Physics & Planetary Sciences***Ahmad, Jamil***Political Science, Economics, Administration of Justice & Chicano Studies***Ahmadian, Jack***Mathematics***Ahrens, Jack***English & E.S.L.***Akopian, Varoujan***Physics & Planetary Sciences***Aldaoud, Kristy L.***Nursing***Alikhanyan, Tigran***Mathematics***Alimahomed-Wilson, Jake***History, Philosophy & Sociology***Allen, Douglas***Industrial Technology***Allen, Margarette***Physics & Planetary Sciences***Allen, Vicki***Communication Studies***Alvarado, Noel M.***Mathematics***Alvarez, Anthony***Anthropological & Geographical Sciences***Amoroso, Danielle***Life Sciences***Anderson, Christian***English & E.S.L.***Anderson, Steve***Media Arts***Anderson, Thomas***Political Science, Economics, Administration of Justice & Chicano Studies***Andrade, Rebecca***English & E.S.L.***Armendariz, Christe C.***History, Philosophy & Sociology***Arutyunyan, Andranik***Mathematics***Atkins, Mary Jane***English & E.S.L.***Atkinson, Dustin G.***English & E.S.L.***Aubuchon, Ann M.***Performing Arts***Avedissian, Rita***Counseling***Ayres, James G.***Industrial Technology*

B

Bahmanyar, Reza*Mathematics***Bakshandeh, Shahand***Chemistry***Banuelos, David***Kinesiology***Baskauskas, Vytas***Mathematics***Batres, Carlos***History, Philosophy & Sociology***Bazargan, Maryam***Chemistry***Bell, Cecilia L.***History, Philosophy & Sociology***Bell, Michael***Kinesiology***Belloso, Sergio A.***Counseling***Bendavid, Cecile***Computer Applications and Office Technologies***Bennet, Sage***History, Philosophy & Sociology***Bennett, Diana***Mathematics***Berchin, Arthur***English & E.S.L.***Bessenbacher, Kevin***English & E.S.L.***Bhola, Akbar***Computer Science & Information Technology***Blodgett, James F.***History, Philosophy & Sociology***Bodis, Tracy***Performing Arts***Bojkov, Alexander***Mathematics***Bouchard, Gary***Art & Architecture***Boyett, Lon***Kinesiology***Brandler, Marcielle***English & E.S.L.***Braun, David***Business Administration***Broady, Brianna***Communication Studies***Brostoff, Neal***Performing Arts***Brown, Jeanine***English & E.S.L.***Brown, Jeffrey***English & E.S.L.***Brownell, Bridgett***Kinesiology***Buonamassa, John***Performing Arts***Burgess, Jeffrey***Political Science, Economics, Administration of Justice & Chicano Studies***Burgin, Mark***Mathematics***Burke, Ramond***Life Sciences***Burkhart, Gerard J.***Media Arts*

C

Cantrell, Anthony*Performing Arts***Carlen, Nathan***Kinesiology***Carlone-Harris, Laura E.***History, Philosophy & Sociology***Caruana, Joseph A.***Business Administration***Catalano, Frank***Performing Arts***Chahayed, Lisa***Modern Languages***Chang, Julie P.***Political Science, Economics, Administration of Justice & Chicano Studies***Chapa, Travis***Life Sciences***Chawareewong, Norachai***Business Administration***Chen, Charles***Physics & Planetary Sciences***Christiansen, Heather***Child Development*

Christie, Victoria
Nursing
Cilva, Evelyn
English & E.S.L.
Clark, Jacquelyn
Psychology, Addiction Studies & Statistics
Clark, Merry
Modern Languages
Claus, Scott
Media Arts
Clebanoff, Gerald
Business Administration
Cohen, Jeffrey
Psychology, Addiction Studies & Statistics
Cohen, Jill S.
Psychology, Addiction Studies & Statistics
Cohen, Julia M.
Psychology, Addiction Studies & Statistics
Cohen, Sigal
Child Development
Colaco, Noel
English & E.S.L.
Constantin, George
English & E.S.L.
Cordero, Yolanda I.
Psychology, Addiction Studies & Statistics
Costa, Darrell E.
Media Arts
Costantini, Anthony
Modern Languages
Cota, Marisol M.
Counseling
Couste, Marie
Business Administration
Cowan-Gale, Kathleen
Performing Arts
Crane, Carolyn
Computer Applications and Office Technologies
Cummins, Diana J.
Kinesiology
D

Daly, Dora D.
Mathematics
D'Anca, Christene
English & E.S.L.
Dakdouk, Roula
Mathematics
Daniyelyan, Ruzanna
Mathematics
Dao, Cam
Computer Applications and Office Technologies
Darejeh, Hadi
Industrial Technology
Daruty, Kathy
Business Administration
Davis, Andrea
Modern Languages
Davis, Judy
Psychology, Addiction Studies & Statistics
Dawson, James
Political Science, Economics, Administration of Justice & Chicano Studies
de la O, Ismael
Political Science, Economics, Administration of Justice & Chicano Studies
Deluca, Peter
Political Science, Economics, Administration of Justice & Chicano Studies
Deutsch, Diana
Child Development
Devendorf, Mark W.
Media Arts
Diaz, Corina
History, Philosophy & Sociology
Didden, Craig
Life Sciences
Diehl, Marisa E.
Political Science, Economics, Administration of Justice & Chicano Studies
Domine, James
Performing Arts
Dompe, Rodolfo
Kinesiology
Dorsey, Norris
Business Administration
Douglas, Jessica
Anthropological & Geographical Sciences
E

Eden, Sheryl
Psychology, Addiction Studies & Statistics
Egan, Patrick
English & E.S.L.
Egipciaco, Mylo
Psychology, Addiction Studies & Statistics
Eidadu, Aric
Communication Studies
Ekimyan, Roza
Counseling
El'Amin, Fahmee
History, Philosophy & Sociology
Elias, Janine
Psychology, Addiction Studies & Statistics
Endara, Miguel A.
History, Philosophy & Sociology
England, Andrew
Mathematics
Enriquez, Calixto
Child Development
Enriquez, Marcos A.
Mathematics
Evans, Mary
Psychology, Addiction Studies & Statistics
Evinyan, Zarik
Mathematics
F

Farash, Martin
Psychology, Addiction Studies & Statistics
Favela, Richard
Media Arts
Feldman, Jeffrey
Psychology, Addiction Studies & Statistics
Fellows, Mary
Counseling
Fernandez, Anthony
Political Science, Economics, Administration of Justice & Chicano Studies
Filkorn, Harry
Physics & Planetary Sciences
Fiss, Andre
Mathematics
Flanders, Mark
Art & Architecture
Freudenrich, Jason D.
English & E.S.L.
Friedkokason, Naomi
Mathematics
Fuchs, Carol
English & E.S.L.
Fuentes, Yanira
History, Philosophy & Sociology
Fujitani, Donald
Business Administration
Fuller, Celene
History, Philosophy & Sociology
G

Gable, Jerrold
Political Science, Economics, Administration of Justice & Chicano Studies
Garcia, Celsa
English & E.S.L.
Garvey, Francis J.
Performing Arts
Getskow, Veronica
Child Development
Ghiglia, Jenny
Kinesiology, Performing Arts
Ghodousi, Nahal
Counseling
Gika, Edward
English & E.S.L.
Gilbert, Bradley
Computer Science & Information Technology
Gill, Kevin
History, Philosophy & Sociology
Gill, Shaista
English & E.S.L.
Gizienski, Eileen R.
Performing Arts
Glover, David
Art & Architecture

**Glucksman, Angela***Child Development***Godessoff, Judy B.***Counseling***Goffas, Helen***Political Science, Economics, Administration of Justice & Chicano Studies***Goldsmith, Richard***Modern Languages***Gompertz, Phil***Computer Science & Information Technology***Gonzalez, Marina R.***Counseling***Gopal, Bhuvana***Chemistry***Graham, Mark***Psychology, Addiction Studies & Statistics***Grattidge, Shoshana Z.***Child Development***Gregg, Robert***Computer Applications and Office Technologies***Gregory, James***Computer Applications and Office Technologies***Griffith, Mary E.***English & E.S.L.***Grigoryan, Masha***English & E.S.L.***Grigoryan, Siranush***Mathematics***Gruber, Edwin G.***Mathematics***Grzesiak, Denise E.***Counseling***Guilak, Nicholas***Performing Arts***Gulick, Melissa B.***History, Philosophy & Sociology***Gurrola, Larry***Physics & Planetary Sciences***H****Haley, Estenia***Life Sciences***Halpern, Charles***Computer Science & Information Technology***Hambly, Barbara J.***History, Philosophy & Sociology***Hank, Matthew E.***Kinesiology***Harandian, Reza***Mathematics***Hardy, Donna***Psychology, Addiction Studies & Statistics***Hefter, Deborah J.***Kinesiology***Hemmert, Sarah***Communication Studies***Hertz, Uri L.***English & E.S.L.***Hicklin, Jabbar***Psychology, Addiction Studies & Statistics***Hicks, Paul M.***History, Philosophy & Sociology***Hight, Lisa***English & E.S.L.***Hirota, Laurence***Business Administration***Hitt, Kathleen***History, Philosophy & Sociology***Hojo, Hiroko***Kinesiology, Performing Arts***Holland, Kathleen***Political Science, Economics, Administration of Justice & Chicano Studies***Hollingsworth, Deidre***Psychology, Addiction Studies & Statistics***Holzner, Julie***Political Science, Economics, Administration of Justice & Chicano Studies***Hong, Michael P.***History, Philosophy & Sociology***Howard, Alexander***Communication Studies***I****Izadpanah, Hedayat***English & E.S.L.***J****Jelletich, Haley***Nursing***Johnson, Jaclyn R.***Kinesiology***Johnson, Mark C.***History, Philosophy & Sociology***Jones, Edwin***Political Science, Economics, Administration of Justice & Chicano Studies***Jones, Samantha***History, Philosophy & Sociology***Joseph, Charlene D.***English & E.S.L.***K****Kaczorowski, Jack M.***History, Philosophy & Sociology***Kamin, Gerald***Mathematics***Kaminsky, Adam M.***Communication Studies***Kaufman, Doris***Kinesiology***Kayzakian, Yvette***Computer Applications and Office Technologies***Kelpine, Jessica***Communication Studies***Khachatourians, Aram G.***Industrial Technology***Kharagani, Shahram***Mathematics***Khasky, Amy***Psychology, Addiction Studies & Statistics***Killips, Angela***Animal Science***Kim, Esther***Mathematics***King, Bridget R.***Counseling***Kocharian, Armen***Physics & Planetary Sciences***Koefoed, Lori***Art & Architecture***Kolb, James***Business Administration***Kopitz, Mark***Industrial Technology***Korchmarev, Eugene***Industrial Technology***Kosters, Whitney***English & E.S.L.***Krohn, James***Physics & Planetary Sciences***Kudler, Steve***History, Philosophy & Sociology;
Psychology, Addiction Studies & Statistics***Kwack, Jessica***Communication Studies***L****Labadzhyan, Gagik***Chemistry***Lace, Noreen***English & E.S.L.***Lancaster, Donald A.***Business Administration***Lark, Regina F.***History, Philosophy & Sociology***Larson, Eugene S.***History, Philosophy & Sociology***Latif, Alia***Chemistry***Lavin-Hughes, Bonnie***Performing Arts***Lay, Amy***Art & Architecture***Le, Thien***Mathematics***Levick, Mark***Political Science, Economics, Administration of Justice & Chicano Studies*

Levy, Charles S.
History, Philosophy & Sociology

Lewis, Randall
Business Administration

Lin, Paul
Mathematics

Long, Stacy K.
Media Arts

Lopez, Emma L.
Mathematics

Lopez, Margarita
Modern Languages

Lopez, Valerie S.
Business Administration

Lovati, Karen
Nursing

Lucero, Kristina
Nursing

Lyons, Robert M.
Business Administration

M

MacLeod, Allison A.
English & E.S.L.

Madison, Cheryl D.
History, Philosophy & Sociology

Mahdavian, Ben
Business Administration

Makerian, Rafi
Industrial Technology

Mallory, Carolyn
Physics & Planetary Sciences

Maloney, John, III
Art & Architecture

Martin, Russell W.
Industrial Technology

Martin, Sylvia
Psychology, Addiction Studies & Statistics

Martinez, Efrain
Kinesiology; Mathematics

Martinez, Mario
Mathematics

Martinez de Murcia, Alondra
Child Development

Matza, Daria
Media Arts

McClung, Marilyn
Kinesiology

McDonald, Sean
Media Arts

McFerran, Douglass D.
History, Philosophy & Sociology

McGann, Eileen
Mathematics

McGann, Michael
Mathematics

McMullen, John
English & E.S.L.

Medvedev, Natasha
Art & Architecture

Meier, Sue A.
Psychology, Addiction Studies & Statistics

Meliksetian, Anna
Art & Architecture

Mellinger, Richard G.
Life Sciences

Meyer, Michelle
Physics & Planetary Sciences

Meyer, Walter
Art & Architecture

Mgeryan, Arman
History, Philosophy & Sociology

Miller, David
English & E.S.L.

Miller, Patricia
Modern Languages

Mireles, Debra
Nursing

Mitchell, Kathleen A.
Nursing

Mokhnatkina, Alexandra
Life Sciences

Molina-Rogers, Nancy
Communication Studies

Moniz, Kevin
Mathematics

Monterrosa, Erika
Modern Languages

Moobed Mehdiabadi, Shabnam
Mathematics

Morehouse, Thomas
Business Administration

Moreno, Victor
Modern Languages

Mortimer-Boyd, Sara
English & E.S.L.

Moshiri, Shawn
Political Science, Economics, Administration of Justice & Chicano Studies

Moyer, Richard A.
Political Science, Economics, Administration of Justice & Chicano Studies

Murphy, Joseph
Computer Science & Information Technology

N

Nantroup, John
Political Science, Economics, Administration of Justice & Chicano Studies

Nascimento, Frederica
Performing Arts

Nasser, Dana
Business Administration

Nathaniel, Iris
Psychology, Addiction Studies & Statistics

Nejadkashani, Simon
Computer Science & Information Technology

Nevins, Nancy
English & E.S.L.

Ng, Vicky
Life Sciences

Nguyen, Thi
Chemistry

Nicholson, Michael
Life Sciences

Nikjeh, Esmaail
Mathematics

Nissan, Rita
Media Arts

Norton, William
Kinesiology

Notari, Kimberly-Ann H.
Life Sciences

O

O'Hanlon, Lynne
Computer Science & Information Technology

O'Neal, Johnny
Computer Science & Information Technology

O'Neil, Robert
Media Arts

Okbamichael, Mussie
Physics & Planetary Sciences

Olsen, Gregg A.
Life Sciences

Olson, Amanda
Child Development

Onsgard, Eldin
Kinesiology

Onzol, Bozena I.
Mathematics

Orejarena, Magaly
Modern Languages

Orzechowaska, Grazyna
Chemistry

Osborn, Nikki
Life Sciences

Overall, Stephen
English & E.S.L.

P

Paik, Ranu
Business Administration

Panossian, Jonathan R.
Business Administration

Papa, Maria
Modern Languages

Paramonova, Emily
Communication Studies

Paransky, Vladimir
Computer Applications and Office Technologies



Pardo, Marco
Psychology, Addiction Studies & Statistics

Parker, David M.
History, Philosophy & Sociology

Partington, Al
Business Administration

Paulus, Christopher
Mathematics

Paz-Durocher, Evelyn
Child Development

Pedersen, Torben
Mathematics

Pellegrini, Gino
English & E.S.L.

Perez, Pamela
Modern Languages

Peshek, Brian
Art & Architecture

Petikyan, Gohar
Mathematics

Pinley, Alan L.
Industrial Technology

Pitones, Juan
History, Philosophy & Sociology

Potter, Malcolm
History, Philosophy & Sociology

Powell, Anthony
Performing Arts

Prothero, Donald R.
Physics & Planetary Sciences

Pumar, Mark
Mathematics

Pushkarev, Yevgeniy
Mathematics

Putnam, Gene
Performing Arts

R

Ram, Nina
Chemistry

Ramirez, Claudia
Counseling

Ramirez, Kathleen
Child Development

Rauda, Iris E.
Chemistry

Rawles, Dennis
Performing Arts

Reed, Carrie
Child Development

Remsburg, Ronald C.
History, Philosophy & Sociology

Rennix, Richard
English & E.S.L.

Reynolds, Walter
Mathematics

Ridgway, Rachel E.
Physics & Planetary Sciences

Riding, Deborah
Child Development

Roberts, Amy
Computer Applications and Office Technologies

Roman, Kathy A.
English & E.S.L.

Rooney, Michael S.
History, Philosophy & Sociology

Rosdahl, Thomas
Industrial Technology

Rose, Zina
Kinesiology

Rosenblom, Beth
Art & Architecture

Rosenwein, Andrea
English & E.S.L.

Rosner, Barbra
Child Development

Roth, Sheldon R.
Counseling

Rubio, Cesar
Business Administration

S

Sabaiz, Emmanuel
English & E.S.L.

Sabbah, Karen
History, Philosophy & Sociology

Sabolic, Jason
Kinesiology

Saenz, Abelardo
Industrial Technology

Saravia, Yesenia
Nursing

Scaife, Michele L.
History, Philosophy & Sociology

Schilf, Michael
English & E.S.L.

Schuit, Robert
Political Science, Economics, Administration of Justice & Chicano Studies

Schulz, Vanessa
History, Philosophy & Sociology

Schuster, Michael
History, Philosophy & Sociology

Shahmelikian, Azniv
Mathematics

Shahpar, Babak
Computer Science & Information Technology

Shanley, Michael F.
Communication Studies

Shapiro, Rona B.
Mathematics

Sharpe, Kenneth
Industrial Technology

Shaw, Frederick
Kinesiology

Simhan, Shuba V.
Mathematics

Simmonds, Antoinette
Computer Applications and Office Technologies

Singer, James S.
History, Philosophy & Sociology

Skelley, Steven
English & E.S.L.

Small, Larry
Mathematics

Solis, Brenda
English & E.S.L.

Soloff, Leonard
Chemistry

Soto, Jaime
History, Philosophy & Sociology

Spillman, Nancy
Political Science, Economics, Administration of Justice & Chicano Studies

Spranza, John
Physics & Planetary Sciences

Srichoom, Nisakorn
Mathematics

Steers, Anna
Performing Arts

Sterk, Jack
Communication Studies

Stites, Barbara R.
History, Philosophy & Sociology

Sturla, Robert
Computer Science & Information Technology; Industrial Technology

Suber, Kevin
Business Administration

Surenyan, Tatyana
English & E.S.L.

T

Tadevosian, Lusine
Mathematics

Tarcea, Steliana
English & E.S.L.

Taub-Hoglund, Wendy R.
Mathematics

Tauchi, Saori
Modern Languages

Thomsen, Mary
Psychology, Addiction Studies & Statistics

Thomsen, Terry
Business Administration

Titmus, Jon G.
Performing Arts

Tominac, Yolanda
Nursing

Tontsch, John
Computer Science & Information Technology

Torosian, Minas
Business Administration

Faculty

Torres, Ybonne

Political Science, Economics, Administration of Justice & Chicano Studies

Toth, Lynda L.

History, Philosophy & Sociology

Tran, Hanh

Computer Science & Information Technology

Tran, Lynn

Mathematics

Traviolia, Tristan

History, Philosophy & Sociology

Travis, Gregory

Psychology, Addiction Studies & Statistics

Travis, Lori

Communication Studies

Trickey, Randy J.

History, Philosophy & Sociology

Trujillo, Jose

Mathematics

Tumanyan, Meri

English & E.S.L.

U

Uranga, David

Political Science, Economics, Administration of Justice & Chicano Studies

V

Vardapetyan, Gohar

Mathematics

Vasquez, Kathleen

Child Development

Vazquez-Low, Maria

Modern Languages

Ventimiglia, Michelle

Child Development

Vicich, Gerald

Art & Architecture

Von Hungen, Kern

Chemistry

Vu, Phi

Astronomy

W

Wadiaeff, Alice

Modern Languages

Wagenbach, Alan J.

Kinesiology

Wang, Chang

Business Administration

Warford, Elyse

Communication Studies

Warne, Jessica

Computer Applications and Office Technologies

Waterstone, Stuart

Business Administration

Watson, Kathryn R.

Life Sciences

Waugh, Muriel

Chemistry

Wayne, Angela Q.

Mathematics

Wheeler, Gary

Industrial Technology

White, Lori

English & E.S.L.

Williams, Max

Art & Architecture

Wimsatt, Carman

Psychology, Addiction Studies & Statistics

Winnard, Stephanie

Psychology, Addiction Studies & Statistics

Wolf, Lori

English & E.S.L.

Wonser, Robert G.

History, Philosophy & Sociology

Y

Yee, Carole Z.

English & E.S.L.

Yen, Chia Ping

Mathematics

Young, William

English & E.S.L.

Z

Zacharia, Rachel

Business Administration

Zaida-Merchant, Syeda

Life Sciences

Zamudio, Celia

Modern Languages

Zand, Sohrab

Business Administration

Zelman, Laura

Nursing

Ziaei, Ben

Mathematics

Zilberbrand, Michael

Mathematics



Emeriti Faculty

Adelson, Ben H.; 1965-1981

Journalism

Aguilar, Amara; 2008-2012

Journalism and Multimedia

Ahmadian, Jack; 1980-2012

Mathematics

Ahrens, Stephen R.; 1980-2017

Business Administration

Alberti, Leo; 1956-1980

Chemistry

Allocco, Brenda K.; 1986-2001

Nursing

Aloy, Lisa; 2017-2022

Nursing

Alvarez, E.C.; 1955-1983

Computer Science

Aminoff, Susan; 1996-2010

Sociology

Anderson, Arthur J.; 1955-1980

Business Administration

Anderson, Donald; 1962-1995

Philosophy

Anderson, Ellen S.; 1965-1993

Business

Anderson, Marcia; 1989-2006

Nursing

Anderson, Richard; 1964-2004

Counseling; Psychology

Anderson, Roger; 1994-1995

Mathematics

André, Lawrence; 1998-2009

Philosophy

Andrino, Ruben D.; 1966-1993

Modern Languages

Atondo, Elizabeth; 2001-2016

Counseling

Baker, Robert S.; 1985-1995

Theater Arts

Ball, Odis C.; 1975-1995

Theater; Physical Education

Barlow, John D.; 1949-1984

Animal Science

Bayer, Diana E.; 1967-1984

Special Reading/English

Bell, Michael R.; 1968-2004

Physical Education, Department Chair,

Physical Education Men's

Beller, Anthony; 1968-1998

Business Administration

Benne, Elizabeth; 1993-2021

Director, Student Health Center

Beyer, Frank; 1968-2002

English, Department Chair, English

Binsley, Jill R.; 2001-2021

*Department Chair, Computer Applications
and Office Technologies*

Bird, Billy G.; 1968-1995

Floral Design

Bixler, Margaret L.; 1979-1993

Teacher, Campus Child Development Center

Bolin, Lori A.; 1999-2014

Teacher, Child Development Center

Boyd, Barbara J.; 1966-1973

Physical Education

Braun, David S.; 1986-2015

Business Administration

Bravo, Edward; 1970-1991

Physical Education

Brewer, Ferhiz; 2015-2022

Music

Brown, Pamela J.; 2002-2017

Economics

Brown, Roger A.; 1971-2004

Counseling

Buchbinder, Sue; 1974-2008

Counseling

Burke, Kathleen F.; 2010-2018

President of the College

Cameron, Catherine M.; 1973-1994

Nursing, Acting Dean, Administration

Campbell, E. Dudley; 1975-1999

Psychology

Campbell, Thomas R.; 1975-2006

Biology

Carrillo, Alexander A.; 1968-1989

Art

Carthew, John A.; 1964-2010

Geography

Cavanaugh, Jane T.; 1970-1982

Psychology

Chambers, James V.; 1968-1983

English

Chambers, Robert D.; 1957-1989

Physical Education

Chapman, Norman C.; 1957-1968

1977-1982, Music, Dean of Instruction

Chase, Robert; 1971-1985

Dean, Academic Affairs

Chavarria, Mary M.; 1984-2012

English

Christensen, Audrey; 1965-2001

Speech Communication

Christie, Evelyn G.; 1965-1997

Chemistry

Clark, Lyn; 1961-2020

*Department Chairperson, Computer
Applications and Office Technologies*

Cluff, John M.; 1966-1989

Political Science

Cohen, Jeffrey L.; 1977-2013

Psychology

Cohen, Sylvia L.; 1965-1995

Psychology

Cook, Leslee; 1979-2009

Counseling

Corbeil, John W.; 1965-1992

Art

Cornner, Mike; 1975-2006

Journalism

Crandall, James W.; 1965-1991

Art

Crawford, Roger C.; 1971-1999

Physics

Crossen, James; 2000-2012

Addiction Studies

Crozer, Norman; 1974-2010

Special Education, Director, Special Services

Curby, J. C. (Suzette); 1971-2001

Physical Education

Daruty, Kathy; 1979-2010

Business Administration

David, Peggy S.; 1989-2013

Teacher, Child Development Center

de Champlon, John S.; 1965-1984

Foreign Languages

De Leon, Ralph; 1961-1986

Physical Education

De Martin, Albert; 1963-1997

Electronics

de Rubertis, William A.; 1970-2010

Political Science

DeLaney, Gertrude Anne; 1980-1997

Computer Science & Information Technology

Delgado, Carole Ann; 1977-2008

Associate Dean, Academic Affairs

Delling, Leonard V.; 1974-1994

Electronics

Deonik, Walter A.; 1957-1988

Engineering

DesMarteau, Philip D.; 1976-1992

Animal Science

Deutsch, Diana; 1978-2012

Child Development

Dixon, James; 1949-1982

Horticulture; Coordinator of Administrative Services

Doctor, Charlotte B.; 1989-2007

English; Dean, Academic Affairs

Dompe, Rudy; 1978-2017

Counseling

Drooyan, Irving; 1956-1983

Mathematics

Drummond, Patricia A.; 1991-1995

Counseling

Duxler, Mary; 1970-2012

Speech Communication

Duxler, William; 1972-2012

Physics

Ehrhardt, Luise; 1989-2009

Library Science

Eisenbart, Gordon J.; 1975-2005

History

Eisenlauer, Joseph; 1996-2017

Anthropology and Archaeology

Enger, Robert R.; 1988-1996

Business

Enkema, Patricia; 1967-1987

Biology

Epstein, Allen; 1999-2009

Mathematics

Eskelin, Gerald Ray; 1973-2001

Music

Farhood, John N.; 1986-1991

Dean, Academic Affairs

Farrar, Ronald D.; 1968-1989

Foreign Languages

Department Chairperson, Foreign Languages

Farris, Patricia A.; 1992-2017

Biology

Feldman, Bernard; 1967-1983

Mathematics

Fine, Norine; 2014-2021

Counseling

Fink, Norma; 1982-2017

Lead Teacher, Child Development Center

Fiorello, Geraldine Y.; 1961-1990

Physical Education

Fish, Barbara; 1977-2006

Counseling

Fisk, Richard; 1985-1995

Music

Fitzgerald, Richard E.; 1970-1995

English

Flores-Esteves, Manuel; 1989-2008

Counseling

Follett, Richard; 1984-2013

English

Follosco, David; 2006-2015

Dean, Student Services

Foster, Harold; 1963-1984

Psychology

Fox, Stuart; 1986-2006

Life Science

Friedrich, Linda B.; 1987-1995

Nursing

Frith, Stefanie; 2009-2014

Journalism

Fujimoto, Jack; 1996-1996

President of the College

Furman, Mildred; 1971-1986

Health Education

Gani, Scarlett; 1985-2003

Modern Languages

Garber, Robert; 2006-2009

President of the College

Gechtman, Murray; 1956-1989

Lecturer in Mathematics;

Department Chairperson, Mathematics

Gelber, Martin B.; 1965-2003

Architecture

Gerstl, Shelly; 1981-2008

Dean, Admissions & Records

Gibson-Lott, Anne; 1987-2010

Library Science

Gillis, Art; 2004-2017

Director, PACE

Girgis, Amal Y.; 1976-2007

Chemistry

Goerss, Harold; 1971-2006

Economics

Goldbloom, Erwin M.; 1965-1995

Physical Education

Gonzalez, Margarita L.; 1984-2005

Counseling

Gottlieb, Miriam; 1992-2019

Special Education

Gottlieb, Seymour; 1970-2003

Mathematics

Grear, Valerie L.; 1979-2017

Theater Arts

Greenberg, Lionel; 1966-2015

Music

Greer, Fontaine; 1989-2002

English

Grogan, Robert; 1997-2016

Computer Science & Information Technology

Guffey, Mary Ellen; 1975-1994

Office Administration

Haile, Lynne H.; 1968-1998

Physical Education

Hall, Fay K.; 1986-1989

Nursing

Hankammer, Larry; 1968-1995

Physical Education

Hardesty, James N.; 1965-1995

Mathematics

Harland, John; 2010-2012

Mathematics

Hart, Robert R.; 2002-2021

Computer Science & Information Technology

Harwick, Betty C. B.; 1966-1995

Sociology

Haskell, Barry S.; 1958-1999

Geology

Heckel, Russel H.; 1969-1995

History

Herbst, Cynthia L.K.; 1979-2014

American Sign Language/Interpreter Education

Hoffmann, Edmund C.; 1970-1999

Computer Science & Information Technology

Hopper, Barbara K.; 1968-1982

Biology

Horne, Janet B.; 1979-2005

Computer Applications and Office Technologies

Horst, Donald P.; 1970-1988

Theater

Horstein, Charlotte G.; 1986-1997

Nursing

Hoskinson, Marjorie H.; 1969-2016

English

Houghten, Sadako H.; 1966-1986

Biology

Houston, Ann H.; 1969-1999

Biology

Department Chairperson, Life Science

Huber, William A.; 1965-1989

Chemistry

Department Co-Chairperson, Chemistry

Hubbell, John L.; 1965-1984

Foreign Languages

Hume, Carlyle M.; 1975-2000

Department Chairperson, Music

Music

Hutner, Lavina; 1998-2006

Counseling

Hylton, Wallace; 1985-1989

Art

Ikkanda, Martin J.; 1971-2007

Biology

James, Anna Gale; 1966-1999

Articulation Officer; Psychology

James, John Robert; 1989-2021

Counseling; Assistant Director, EOP&S

Johnson, Thomas J.; 1972-2001

Philosophy

Johnson, Ray; 1964-1973

Dean of Instruction

Jones, Edward; 1986-2008

Political Science

Jones, Harry; 1963-1994

Electronics

Kamuk, John; 1985-1989

Lecturer of Industrial Education

Khasigian, Amos; 1965-1983

Economics

Kinchloe, Ralph; 1970-2001

Biology

Kistel, Paul D.; 1977-2004

English

Kleeb, Jane; 1963-1986

English

Koller, Evelyn M.; 1986-2013

Biology; Department Chairperson, Life Sciences

Kostanick, Celeste B.; 1957-1983

Geography

Kramer, Thomas G.; 1971-1999

Journalism

Kraus, Larry; 1975-2017

Associate Vice President, Administrative Services

Krikorian, Lawrence V.; 1988-2021

English

Kubach, Kathleen L.; 1995-2010

Biology



Kuczynski, John; 1968-2000

Art

Kuljian, Ernest S.; 1951-1984

Chemistry

LaChance, Jody H.; 2009-2015

Horticulture

Lagerstrom, James; 1966-1997

Speech Communication

Department Chairperson, Speech Communication

Lakin, Karen H.; 1996-2017

EOPS Counselor/CARE Coordinator

Landau, William; 1966-1989

English

Lange, Donna L.; 1975-2003

Physical Education/Health

Department Chair, Physical Education Women's

Larson, Eugene; 1970-2012

History

Le Barbu, Anne; 2012-2016

French

Lee, Stephen; 1984-2017

Geology

Lenier, Minnette G.; 1984-2001

English

LeRoy, Martie F.; (2001)

Teacher, Child Development Center

Levine, Diane; 1998-2013

Anthropology Department Chairperson, Anthropological and

Geographical Sciences

Levy, Norman S.; 1985-2010

Political Science

Lewis, Henry E.; 1963-2004

Physical Education

Lewis, William E.; 1981-1984

Dean, Student Services; Business Administration

Lieu, Sandi; 1985-2007

Mathematics

Lofrano, Robert J.; 1989-2017

Director, Athletics, Physical Education

Logan, Barrie; 1972-2006

Chemistry

Luke, Roy; 1964-1995

Mathematics

Lyons, Robert M.; 1964-

Business Education

MacMaster, Joan H.; 1969-1995

History Department Chairperson, History/Humanities

Madson, Derald L.; 1969-1995

Biology

Majer, Lincoln; 1972-1975

Lecturer in Vocational Education

Martinez, Carlos; 1992-2006

Dean, Academic Affairs

Martinez, Robert M.; 1992-2017

Mathematics

Mason, Joyce; 1967-1990

Business

Mazeika, Edward R.; 1986-2010

Psychology

McCarty, Marcella A.; 1961-1981

Health Services

McCaslin, Joy; 1988-2012

Vice President, Student Services

McClatchey, William D.; 1986-1989

Anthropology

McCrackin, Russell; 1963-1983

Physics

McCutcheon, Thomas; 1983-1994

Mathematics

McHargue II, Daniel Stephen; 1995-2015

History

McWilliams, Marian; 1958-1995

Physical Education

Means, Daniel G.; 1989-1991

Educational Guidance

President of the College

Mehlman, Mary R.; 1964-1995

Mathematics

Meyer, W. Craig; 1975-2022

Geology

Meyers, Paul A.; 1974-2005

Biology

Migliore, Barbara; 1989-2006

Nursing

Moffatt, Constance J.; 1992-2017

Art

Muir, John K.; 1964-1989

Lecturer in Physical Education

Mull, Charles H.; 1982-1998

Industrial Technology

Mundsack, Allan; 1995-2003

Mathematics

Munsey, Robert E., Jr.; 1965-1995

Industrial Technology

Nabi, Hosni; 2001-2002

Biology

Nardin, Barbara; 1976-1988

Geology

Nelson, Lori; 2010-2012

Reading Specialist/English

New, Dennis; 1984-2017

Mathematics

Nicklin, John R.; 1970-1973

Acting President of the College

Nordberg, Paul C.; 1976-1999

Art

Norton, William; 1989-2012

Physical Education Department

Chairperson, Physical Education

Obayani, Kambon; 1991-2013

English

Obrecht, Frederick P.; 1992-1995

English

O'Connor, Robert; 1965-1994

Health Education

O'Dea, Marcia C.; 1991-2005

Modern Languages

Odegard, Patricia; 1979-1989

Nursing

Odello, Elizabeth; 1980-2009

Department Chairperson,

Philosophy/Sociology, Philosophy

Ogar, George W.; 1989-2022

Chemistry

O'Hanlon, Lynne; 1969-2012

Computer Science & Information Technology

Department Chairperson, Computer

Science & Information Technology

Oliver, Tim; 1999-2006

Vice President, Administration

Oliver, Tom; 2000-2006

Vice President, Development

O'Neil, Robert; 1989-2011

Journalism

Ono, Robert K.; 1981-2012

Chemistry

Osborne, Philip R.; 1980-1999

Vocational Education,

Director, Cooperative Education

Oshima, David; (1997)

Art

Paggi, Paula; 2008-2017

Library Science

Pam, Irene S.; 1974-1995

Counseling

Pandey, Carol J.; 1971-2005

Psychology

Partington, Alfred M.; 1978-2015

Business Administration

Paulman, Jack S.; 1967-1977

Computer Science

Pawlicki, Michael J.; 1976-2013

Music

Pence, Robert L.; 1969-1995

Anthropology

Pendleton, James; 1970-1989

Physical Education

Penrod, Richard G.; 1970-2008

History

Perkins, Wayne; 2006-2017

Music

Perry, Gerald E.; 1964-1995

Physical Education Department Co-Chairperson,

Physical Education Men's

Peterson, Lynne; 1976-2006

Psychology

Peterson, Philip E.; 1975-1994

Mathematics

Phoenix, David D.; 1986-2015

Special Education

Piazza, Stephen Paul; 1978-2012

Music

Pickard, Dean; 1983-2004

Philosophy/Humanities, Physical Education

Pill, Beatrice L.; 1955-1982

Chemistry

Faculty

Pinkston, Howell; 1970-2001

Art

Ponsor, Judith; 1980-2003

Nursing

Powell, Mark L.; 1967-1995

Geography

Department Chairperson, Earth Science/Physics

Pregerson, Bernadine S.; 1976-2012

Microbiology

Putnam, Gene; 1989-2011

Theater Arts

Department Chairperson, Theater Arts

Raboy, Joseph; 1968-1989

English

Ramirez, Lucia; 1984-2004

Counseling

Ravetch, Herbert; 1958-1970

1978-1985,

President of the College

English

Reiter-Vasquez, Kathleen L.; 1975-2012

Child Development

Renzi, Joseph; 1971-1983

Vocational Education

Richards, James R.; 1986-1991

Psychology

Rikel, James E.; 1977-2010

Biology

Rinnander, Elizabeth A.; 1981-2004

Associate Dean, Academic Affairs

Robin, Florence K.; 1975-2012

Library Science

Department Chairperson, Library

Robbins, Kent; 2009-2013

Anatomy/Physiology

Rooney, Colleen; 1975-2006

Counseling

Rosdahl, Thomas; 1986-2013

Industrial Technology

Rose, Jacquinita; 2007-2011

Dean, Academic Affairs

Rosemark, Erika; 1974-1989

Early Childhood Education Director,

Campus Children's Center

Rosen, William J.; 1976-1988

Mathematics

Ross, Bernice; 1986-2006

Psychology

Ross, D. Lee; 1971-1986

Dean, Academic Affairs

Roth, Sheldon; 1989-2013

Counseling

Rowe, Bruce; 1971-2012

Anthropology

Rudin, Brenda; 1995-2017

Mathematics

Rupert, Dorothy; 1994-2008

Dean, Academic Affairs

Schamus, David; 2007-2021

Computer Science & Information Technology

Scheibel, Barbara G.; 1976-1989

Special Reading/English

Scheibel, Robert W.; 1969-1989

Journalism

Schneider, John; 1980-2020

Music

Schneider, Sandra; 1991-2013

English

Schneiderman, Beth; 1971-1991

English

Schulman, Benson R.; 1966-1989

English

Schulman, Florence W.; 1968-1987

Health, Physical Education, Leisure Management

Schulman, Sandra; 1972-1989

Director, Study Skills Center

Special Reading/English

Schutzer, David; 1985-2012

Anthropology

Sears, Malcolm G.; 1976-2005

Natural Resources Management

Shapiro, Leland S.; 1976-2016

Animal Science

Sharpe, Kenneth J.; 1984-2014

Electronics

Shaw, William L.; 1958-1995

Electronics

Sheff, Eileen T.; (1979)

Counseling, Psychology

Shepherd, Henny B.; 1970-2005

Physical Education

Sherman, Arthur A.; 1984-2002

Computer Science & Information Technology

Shocket, Sol; 1959-1992

Economics

Siemens, David F., Jr.; 1966-1986

Philosophy

Silver, Constance R.; 1969-1988

Counselor

Sirott, Amy; 2009-2021

Computer Applications and Office Technologies

Siskin, Burton F.; 1986-1995

Anthropology

Skidmore, Richard D.; 1975-2017

Business Administration

Slattery, Eugene R.; 1950-1993

Mathematics

Small, Laurence; 1974-2007

Mathematics

Smetzer, Ronald D.; 1981-2017

Industrial Technology

Smith, Richard A.; 1986-2003

Psychology

Smith, Thomas; 1964-1987

Library Services

Smith, Walter Henry; 1956-1995

Art

Snooks, A. Nancy; (1971)

Art

South, Richard; 1976-2010

Horticulture

Sparks, Donald M.; 1989-2013

Physics

Stanley, Kenneth; 1966-2002

Physical Education

Stein, Philip L.; 1965-2009

Anthropology, Department Chairperson, Anthropological and Geographical Sciences

Stellwagen, Karin; 2012-2012

Cinema

Sterk, Jack; 2007-2011

Speech

Strother, Elizabeth; 2007-2021

Counseling

Sutherland, Miriam M.; 1976-1989

Nursing

Sutton, Daryl Lynn; 1979-2017

Nursing

Tabatabai, Zhila; 2002-2021

Mathematics

Thomas, Louise B.; 1975-2001

Nursing

Thompson, Terry; 1966-2006

Business Administration

Thomsen, Mary Joan M.; 1964-1999

Psychology

Thouin, Laurence G., Jr.; 1982-2017

Biology

Tishler, Roger; 1984-2012

Mathematics

Tontsch, John W.; 1965-1995

Computer Science & Information Technology

Toyoshima, Joe; 1964-1989

Lecturer in History

Trinchero, Bart L.; 1968-2000

Industrial Technology

Turney, Kay E.; 1965-1995

Physical Education

Department Chairperson, Physical Education/Women

Van Auken, Alfred J.; 1961-1986

Art

Van Tamelen-Hall, Victoria; 1991-2012

Counseling

Van Voorhis, James C.; 1964-1989

Architecture

Vernon, James Y.; 1971-1986

Meteorology

Vree-Brown, Marion F.; 1958-1985

Music

Waldron, Jill R.; 1971-1998

English

Walker, John Michael; 1973-1989

Lecturer of Horticulture

Warner, Patricia; 2009-2021

Equine Science

Wechsler, Ron; 1978-2006

Animal Science



Weiser, Marian S.; 1963-2012

Dance

Wells, Raymond A.; 1985-2020

Biology

Whalen, Paul L.; 1985-2012

Dean, Academic Affairs

White, Elizabeth G.; 1982-2017

Veterinary Technology

Whitman, Orene; 1972-1989

Nursing

Wilkinson, Jean; 1964-1984

English

Williams, Charles R.; 1974-1995

Physical Education

Williams, Robert L.; 1969-1980

History

Williams, Shiela; 1990-2010

History

Wilson, Charles C.; 1961-1984

Journalism

Wilson, Gussie Edwards; 1964-1975

Business

Wittman, Darlene K.; 1979-2013

American Sign Language/Interpreter Education

Woods, Dorris S.; 1989-1995

Nursing

Wynns, John; 1957-1978

Philosophy

Yamada, Katsuya; 1989-2013

Physics

Yoder, Kathie A.; 1988-2015

Mathematics

Yoshiwara, Bruce W.; 1989-2014

Mathematics

Yoshiwara, Katherine; 1980-2013

Mathematics

Young, Sylvie; (2009)

French

Zappala, Robert R.; 1976-2002

Astronomy

Zayac, John; 2007-2013

Geology

Department Chairperson, Physics and Planetary Sciences

Zitzelberger, John F.; 1987-2014

Electronics

Glossary of Terms

A.S.O. - Organization to which all enrolled students are eligible to join called the Associated Student Organization.

Academic Dishonesty - Defined as "Violations of academic integrity that include, but are not limited to, the following actions: Cheating on an exam; plagiarism; working together on an assignment, paper, or project when the instructor has specifically stated students should not do so; submitting the same term paper to more than one instructor, or allowing another individual to assume one's identity for the purpose of enhancing one's grade." (Standards of Student Conduct Section 9803.28.)

Academic Probation - After attempting 12 units, a student whose cumulative grade point average (beginning Fall 1981) falls below 2.00 is placed on academic probation. A student whose cumulative grade point average falls below 2.00 for three consecutive semesters is subject to dismissal from the College.

Academic Renewal - Removal of substandard grades from a student's academic record for purposes of computing the grade point average; special conditions must be met.

Admissions & Records - The office and staff that admits a student and certifies his or her record of college work; also provides legal statistical data for the College.

Administration - Officials of the College who direct and supervise the activities of the institution.

Advisory - A condition of enrollment that a student is advised, but not required, to meet before or in conjunction with enrollment in a course or educational program.

Application for Admission - A form provided by the College on which the student enters identifying data and requests admittance to a specific semester or session. A student may not register and enroll in classes until the application has been accepted and a Permit to Register issued.

Assessment Tests - Tests given prior to admission which are used to determine the student's readiness to the most appropriate class level.

Associate Degree (A.A. or A.S.) - A degree (Associate in Arts or Associate in Science) granted by a community college which recognizes a student's satisfactory completion of an organized program of study consisting of 60 to 64 semester units.

Associate Degree for Transfer (AA-T or AS-T) - A degree granted by a community college for transfer to a CSU. These degrees are designed to provide a clear pathway to a CSU major and baccalaureate degree.

Bachelor's Degree (B.A., A.B., B.S.) - A degree granted by a four-year college or university which recognizes a student's satisfactory completion of an organized program of study consisting of 120 to 130 semester units.

Certification of Achievement - A certificate granted by a community college upon satisfactory completion of a formal program of vocational study of 12 to 45 units.

Certificate of Competency - A certificate in a recognized career field articulated with degree-applicable coursework, completion of an associate degree, or transfer to a baccalaureate institution.

Certificate of Completion - A certificate leading to improved employability or job opportunities.

Community College - A two-year college offering a wide range of programs of study, many determined by local community need.

Concurrent Enrollment - Enrollment in two or more classes during the same semester. Also, enrollment of a student attending a K-12 school and a community college at the same time.

Continuing Student - A student registering for classes who attended the College during one of the previous two semesters. A student registering for the fall semester is a continuing student if he or she attended the College during the previous spring or fall semesters; attendance during the summer session is not included in this determination.

Corequisite - A requirement that must be satisfied at the same time a particular course is taken; usually a corequisite is concurrent enrollment in another course.

Counseling - Guidance provided by professional counselors in collegiate, vocational, social, and personal matters.

Course - A particular portion of a subject selected for study. A Course is identified by a Subject Title and Course Number; for example: Accounting 001.

Course Title - A phrase descriptive of the course content, for example the course title of Accounting 001 is "Introductory Accounting I."

Credit by Examination - Course or unit credit granted for demonstrated proficiency through testing.

Dismissal - A student on academic or progress probation for three consecutive semesters may be dismissed from the College. Once dismissed the student may not attend any college within the Los Angeles Community College District for a period of one year and must petition for re-admittance at the end of that period of time.

Dual Enrollment - Courses taken for college and/or high school credit while a student is currently enrolled in high school.

Educational Program - A planned sequence of credit courses leading to a defined educational objective such as a Certificate of Achievement or Associate Degree.

Electives - Courses which a student may choose without the restriction of a particular major program-curriculum.

Enrollment - That part of the registration process during which students select classes and enroll via their student portal.

EW - Grading symbol used for Excused Withdrawal. See page 266 for more details.

Full-time Student - A student may be verified as a full-time student if he/she is enrolled and active in 12 or more units, during the fall or spring semester.

General Education Requirements - (also called Breadth Requirements). A group of courses selected from several disciplines which are required for graduation.

Grade Points - The numerical value of a college letter grade: A-4, B-3, C-2, D-1, F-0.

Grade Point Average - A measure of academic achievement used in decisions on probation, graduation, and transfer. The GPA is determined by dividing the total grade points earned by the number of attempted units.

Grade Points Earned - Grade points times the number of units for a class.

I - Incomplete. The administrative symbol "I" is recorded on the student's permanent record in situations in which the student has not been able to complete a course due to circumstances beyond the student's control. The student must complete the course within one year after the end of the semester or the "I" reverts to a letter grade determined by the instructor. Courses in which the student has received an Incomplete ("I") may not be



repeated unless the “I” is removed and has been replaced by a letter grade. This does not apply to courses which are repeatable for additional credit.

IP - In Progress. An “IP” is recorded on the student’s permanent record at the end of the first semester of a course which continues over parts or all of two semesters. The grade is recorded at the end of the semester in which the course ends.

Lower Division - Courses at the freshman and sophomore level of college.

Major - A planned series of courses and activities selected by a student for special emphasis which are designed to teach certain skills and knowledge.

Matriculation - A process designed to assist students to achieve their educational goals.

MW - Grading symbol used for Military Withdrawal. See page 266 for more details.

NDA - Non-degree applicable.

Non-Penalty Drop Period - The first four weeks of a regular semester during which a student’s enrollment in a class is not recorded on the student’s permanent record if the student drops by the deadline. This deadline will be different for short-term and summer session courses.

NP - Grading symbol used for No Pass. See page 265 for more details.

P - Grading symbol used for Pass. See page 265 for more details.

Pass/No Pass (formerly Credit/No Credit) - A form of grading whereby a student receives a grade of CR or NCR instead of an A, B, C, D, or F. A CR is assigned for class work equivalent to a grade of C or above.

Permission Number - A code issued by an instructor upon presentation of a valid Registration/Fee Receipt which permits the student to add the class if the instructor determines that there is room. Enrollment in the class is official only after the student uses the permission number to register in class via their student portal.

Permit to Register - A form listing an appointment day and time at which the student may register. The permit is issued to all new students upon acceptance to the College, and to all continuing students.

Prerequisite - A requirement that must be satisfied before enrolling in a particular course usually a previous course with a grade of “C” or better, or a test score.

Progress Probation - After enrolling in 12 units a student whose total units for which a W, NCR, or I has been assigned equals 50

percent or more of the units enrolled is placed on progress probation. A student whose cumulative number of units (beginning Fall 1981) for which a W, NCR, or I has been assigned equals 50 percent or more for three consecutive semesters is subject to dismissal from the College.

RD - Report Delayed. This temporary administrative symbol is recorded on the student’s permanent record when a course grade has not been received from the instructor. It is changed to a letter grade when the grade report is received.

Registration - The process whereby a continuing student or a new or re-entering student whose application has been accepted formally enters the College for a specific semester and receives a Registration/Fee Receipt. The student may enroll in open classes as part of the registration process.

Returning Student - A former Pierce student registering for classes who did not attend the College during the previous two semesters. A student registering for the fall semester is a returning student only if he or she did not attend the College during the previous spring or fall semesters; attendance during the summer session is not included in this determination. Returning students must file a new Admissions Application.

Schedule of Classes - A booklet used during registration giving the Subject Title, Course Number, Course Title, Units, Time, Instructor, and Location of all classes offered in a semester.

Section - A group of registered students meeting to study a particular course at a definite time. Each section has a section number listed in the Schedule of Classes before the scheduled time of class meeting.

Section Number - See “Section”, above.

Semester - One-half of the academic year, usually 16 weeks.

Skills Certificate - Skills Certificates document a student’s achievement of specific skills or coursework within a discipline. These certificates require fewer than 18 units of coursework. A grade of “C” or better is required in each course. At least 1/5 of the units required for the certificate must be completed in residence at Los Angeles Pierce College. These local skills certificates do not go through state approval processes and will not appear on the students’ official transcripts.

SP - Grading symbol used for Satisfactory Progress. See page 265 for more details.

Subject - A division into which knowledge customarily is assembled for study, such as Art, Mathematics, or Psychology.

Subject Deficiency - Lack of credit for a course or courses required for some particular objective, such as graduation or acceptance by another institution.

Transfer - Changing from one collegiate institution to another after having met the requirements for admission to the second institution.

Transferable Units - College units earned through satisfactory completion of courses which have been articulated with four-year institutions.

Transcript - An official list of all courses taken at a college or university showing the final grade received for each course.

Transfer Courses - Courses designed to match lower division courses of a four-year institution and for which credit may be transferred to that institution.

Units - The amount of college credit earned by satisfactory completion of a specific course taken for one semester. Each unit represents one hour per week of lecture or recitation, or a longer time in laboratory or other exercises not requiring outside preparation.

Units Attempted - Total number of units in the courses for which a student received a grade of A, B, C, D, or F.

Units Completed - Total number of units in the courses for which a student received a grade of A, B, C, D, or CR.

W - An administrative symbol assigned to a student’s permanent record for all classes which a student has dropped or has been excluded from by the instructor after the end of the non-penalty drop date but before the last day to drop.

Withdrawal - The action a student takes in dropping all classes during any one semester and discontinuing coursework at the College.

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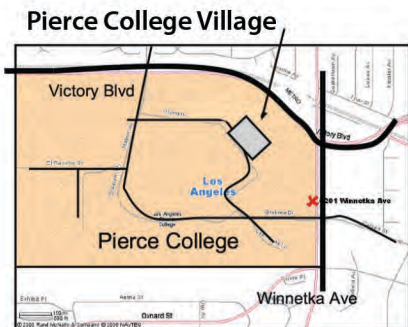
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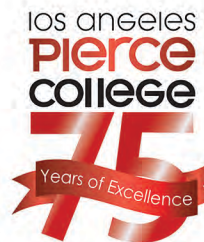
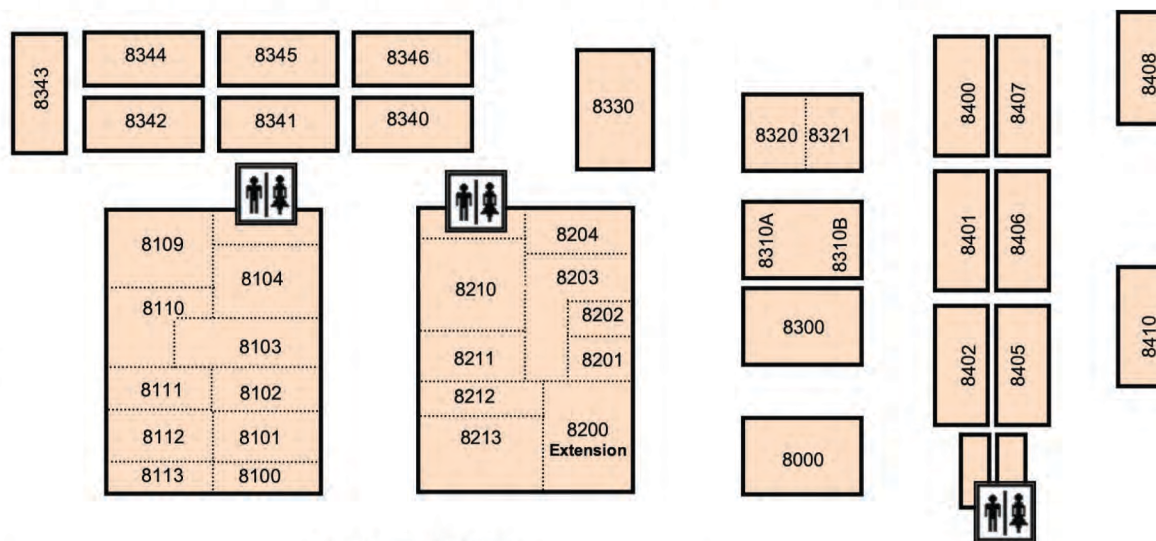
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Pierce College Village Map



FACULTY
& STAFF
PARKING



Room activities are
subject to change.

Use this link for the
most up-to-date map



PATH OF
TRAVEL

PATH OF
TRAVEL

Avenue of Champions

PATH OF
TRAVEL

PATH OF
TRAVEL



SHERIFF'S
STATION

Village Room Numbers and Activity

Room	Activity	Room	Activity	Room	Activity	Room	Activity
8000	Vacant	8200	Pierce Extension/Comm. Services	8300	Swing Space	8400	Classroom
8100	Vacant	8201-8202	Classrooms, Extension	8310A	ENCORE	8401	Classroom
8101-8102	Classrooms	8203	Media Arts Photo Studio	8310B	Conference Room	8402	Classroom
8103-8104	Electronics Lab/Classrooms	8204	Classroom	8320-8321	Classrooms	8405	Classroom
8109	Electronics Lab/Classrooms	8210	Media Arts Lab	8330	Classroom	8406	Classroom
8110	Electronics Faculty Office	8211	Media Arts Roundup Newsroom	8340	Faculty Offices	8407	Classroom
8111-8112	Classrooms	8212	Media Arts KPCRadio	8341	Classroom	8408	Classroom
8113	Faculty Offices	8213	Media Arts Faculty Offices	8342	Classroom	8410	Classroom
				8343	Classroom		
				8344	Classroom		
				8345	Classroom		
				8346	Faculty Offices		

Fall 2022



Restrooms