

One of Nine Los Angeles Community Colleges

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Pierce college



General Catalog

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LOS ANGELES PIERCE COLLEGE

6201 Winnetka Avenue, Woodland Hills, CA 91371

(818) 710-4100 | www.lapc.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, 428 J Street, Suite 400, Sacramento, CA 95814, (415) 506-0234, an institutional accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation and the U.S. Department of Education.

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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 actual or perceived ethnic group identification, race, color, national origin, ancestry, religion, creed, sex (including gender-based sexual harassment), pregnancy, marital status, cancer-related medical condition of an employee, sexual orientation, age, physical or mental disability, or veteran status [LACCD Board Policy 5500]. Please direct complaints to: <https://laccd.guardianconduct.com/incident-reporting>. Additional information may be obtained by emailing: Diversity-Programs@email.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 accommodations for the participation unless the accommodation would result in undue hardship or threaten the health and safety of Los Angeles Pierce College employees or other participants. Additionally, Los Angeles Pierce College is committed to providing the necessary tools for communication, including sign language interpreters, documents in Braille and other alternate formats, and to ensure information is accessible to people who have speech, hearing, vision, or cognitive impairments.

Anyone who requires services for effective communication, or a modification of procedures, should communicate with the responsible department or event organizer as soon as possible, but no later than three days before the scheduled event to ensure Los Angeles Pierce College can secure the assistance needed for the event. No surcharge will be placed to cover the cost of providing services 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 Human Resources Office 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, Rolf Schleicher 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 Rolf Schleicher for all ADA accommodation requests from Staff, Faculty, and the Public:

6201 Winnetka Ave.

Woodland Hills, CA 91371

Phone: (818) 610-6504

Email: LAPC-ADA@piercecollege.edu



A MESSAGE FROM THE PRESIDENT



Dear Students,

Welcome to Los Angeles Pierce College. Whether you are starting college for the first time, returning to continue your studies, or exploring new directions in your education or career, we're glad you're here. This catalog is your first step toward the opportunities ahead, and I encourage you to take full advantage of all that Pierce has to offer.

If you're a first-time, full-time college student, you may be eligible for the Pierce Promise Program, which provides two years of free tuition. This program removes a major financial barrier to higher education and allows you to focus on your studies and goals without the stress of tuition costs. In addition to covering enrollment fees, the Promise Program connects students with support services that promote persistence and success. It's one of the many ways Pierce is helping to ensure college is accessible and within reach for everyone in our community.

Looking ahead, we have an exciting development for students seeking advanced opportunities in biotechnology and manufacturing. Our future baccalaureate program in Biomanufacturing will begin in Fall 2026 and provide a direct path to a growing and high-demand industry, allowing students to gain specialized training and credentials without leaving our campus. It's a significant step for Pierce and an exciting development for students seeking opportunities in biotechnology and manufacturing.

As you walk around the Pierce campus, you will see how we are supporting the future of teaching and learning. Academic East and Academic West, two major instructional buildings, are well into construction. Academic East will be the new home of our Computer Science & Information Technology, Mathematics, and Psychology departments, and will provide state-of-the-art classrooms and labs designed to support modern instruction. Academic West will bring together our Art, Media, and Social Sciences programs in contemporary, flexible learning spaces. Meanwhile, a new Child Development Academic Building will be ready for students soon, with over 11,000 square feet of indoor and outdoor environments designed to support hands-on learning and community engagement in early childhood education.

Our Career and Technical Education programs also continue to expand. New offerings in Electric Vehicle Technology, Public Health, and Recording Arts provide relevant, skills-based training that responds directly to the needs of today's job market. Whether your goal is to transfer, earn a certificate, or enter a specialized career field, these programs are designed to help you get there.

I know you'll agree that Pierce is more than just a place to take classes. It's a place to grow, to connect, and to prepare for what's next. We're proud to support students with comprehensive academic and student services, and we're committed to helping you reach your goals. Thank you for being a part of the Pierce College community. We look forward to seeing what you'll accomplish.

Warmly,

Aracely Aguiar
President



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PUBLICATION COORDINATOR > *Shant Varozian*

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 2025-2026 the fall semester will run from September 1, 2025 to December 21, 2025. The spring semester will follow from February 9, 2026 to June 8, 2026.

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 (ACCJC)
428 J Street, Suite 400, Sacramento, CA 95814
(415) 506-0234 www.accjc.org
- American Veterinary Medical Association (AVMA)
1931 North Meacham Road, Suite 100, Schaumburg, IL 60173
(800) 248-2862 www.avma.org
- California Bureau of Automotive Repair (BAR)
10949 North Mather Boulevard, Rancho Cordova, CA 95670
(800) 952-5210 www.bar.ca.gov
- California Board of Registered Nursing (BRN)
1747 N. Market Boulevard, Suite 150, Sacramento, CA 95834
(916) 322-3350 www.rn.ca.gov
- California Association for Alcohol/Drug Educators (CAADE)
5230 Clark Avenue, Suite 13, Lakewood, CA 90712
(707) 722-2331 www.dev.caaade.org

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 their discipline, including the effective and ethical use of artificial intelligence tools, and will exercise discernment in identifying relevant, credible, and contextually 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.

GLOBAL AWARENESS

The College recognizes that we are part of an interconnected world that necessitates global competencies. Students are encouraged and supported in pursuing an international education that prepares them to succeed outside of their home country, via a multidisciplinary approach designed to educate and hone skills required for the global citizen.

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 Director of Diversity, Equity, Inclusion and Accessibility, Natalie Mason-Kinsey 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, employment or academic decisions made against anyone who makes a prohibited discrimination or harassment 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 they knowingly make 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, Inclusion and Accessibility.

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, Inclusion and Accessibility. 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, Inclusion and Accessibility.

Investigation

A Compliance Investigator shall promptly investigate potential violations of this policy of which they become aware. A Compliance Investigator shall receive the complaint, and notify the complainant, alleged offender, the College President or District administrator, and the Director of Diversity, Equity, Inclusion and Accessibility, of a potential violation of this policy. During the process of the investigation, the complainant and respondent have the right to an advisor as defined by the policy.

Informal Procedure

A Compliance Investigator shall undertake efforts to informally resolve and investigate the charges. If a resolution is reached, a Compliance Investigator shall draft a Settlement Agreement to be signed by the complainant and respondent. A Compliance Investigator or Title IX Coordinator shall monitor the situation to insure that the resolution is properly implemented and maintain records.

Complaint Procedure

A complaint can be filed on the prescribed Los Angeles Community College Complaint online form at <https://laccd.guardianconduct.com/incident-reporting> or reported verbally or in writing, including email, to appropriate campus or District personnel.

Compliance Investigators Report

After becoming aware of a potential violation of this policy, a Compliance Investigator 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 respondent.

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 respondent is not satisfied with the Written Decision, they 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 they are the victim of Prohibited Discrimination may also file a complaint with the California Civil Rights Department, formerly 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 misconduct 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 appropriate treatment and full and accurate information. Individuals who commit sexual misconduct 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 misconduct. 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 District Title IX Coordinator or Office for Diversity, Equity, Inclusion, and Accessibility.

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 or have a GED.
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. 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.lapc.edu/student-services/spr/iss

Phone: (818) 710-4346

Email: intlstu@piercecollege.edu

APPLICATION FILING PERIOD

Outside the USA/Change of Status

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

**F-1 Transfer Students within the USA**

FALL SEMESTER APPLY:	OCTOBER THROUGH JULY 31
SPRING SEMESTER APPLY:	JUNE THROUGH DECEMBER 15
SUMMER TERM APPLY:	OCTOBER 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 provide copies of all previous issued I-20s.
9. One (1) passport-sized photograph.
10. 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:

- have 3 years of attendance at a California high school.
- have 3 or more years of high school coursework and 3 years of attendance in California elementary schools, California secondary schools, or a combination of California elementary and secondary schools.
- attended or attained credits at a combination of California high school, California adult school, and/or California Community College for the equivalent of (3) years or more.
- have graduated or will graduate (before the first term of enrollment at the CCC) with a California high school diploma or the equivalent (i.e., California-issued GED, CHSPE).
- completed or will complete (before the first term of enrollment at the CCC) an associate's degree from a California Community College.
- completed or will complete (before the first term of enrollment at the CCC) the minimum requirements at a California Community College for transfer to the California State University.

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

A waiver form is available online 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 Supplemental Residency Questionnaire is available online at www.lapc.edu under Admissions & Records/Forms & Petitions.

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 Welcome Center in the Student Services Building. Please fill out the form, then return it to the Welcome 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.



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 Academic Accommodations Center 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.

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 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 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.lapc.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.studentaid.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. ONLINE ORIENTATION

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

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 First Year Experience Counseling Office in the Library and Learning Crossroads Building.

5. 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.

6. 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.studentaid.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/intersession 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.lapc.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 www.lapc.edu/academics/departments. 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).



AP 4070. Course Auditing and Auditing Fees

1. Persons who wish to audit a class must:
 - a. Complete an application and be authorized to register in the college.
 - b. Obtain the permission of the instructor of the class and agree that any participation in class activities by a student auditor will be solely at the discretion of the instructor, who may provide the auditor a written statement of the extent of participation allowed beyond observation.
 - c. Pay an audit fee of \$15 per unit.
 1. Students enrolled in ten or more credit units shall not be charged a fee to audit three or fewer semester units.
 2. Students who drop below the ten units of credit classes within the first two weeks will be subject to the audit fee.
 - d. Pay for instructional materials or other services which the student auditor uses in the class. (See Materials Fee List).
2. Auditors may not take priority over students desiring to take a course for credit.
3. A student who is currently enrolled in or has completed a credit course may be permitted to audit another section of the course.
4. A student may audit multiple sections of a course.
5. The name of a student auditor will appear on the permanent roster. However, the instructor shall not be required to record attendance, grades or other marks for a student auditor. The name of a student auditor will not appear on exclusion rosters. A record of courses in which a student enrolls as an auditor will not appear on the student's permanent record.
6. No refund shall be made of the auditing fee, unless the cancellation of enrollment was due to an action taken by the college.
7. A student auditing a course may not be permitted to change his or her enrollment in that course to receive credit for the course.

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 studentaid.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.lapc.edu/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.lapc.edu/student-services/spr/health-center for additional information.

For health fee exemptions, refer to AP 5200.

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 2025-2026 tuition fee for non-resident students is \$359 per semester unit for students who are non-residents from another state; \$359 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, 2025)

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: \$377 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: \$377 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	
- In-person: cash, cashier's check and money order - Online: credit card, ATM/debit card - 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.	
For questions please call: Business Office (818) 719-6432 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.	
All fee refunds will be posted to your student account. Please check the college website for critical information regarding the processing of fee refunds.	



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.

Graduation Requirements for Degrees and Certificates

AP 4100. Graduation Requirements for Degrees and Certificates

Last Revised: May 23, 2025

Los Angeles Community College District (LACCD) Graduation Requirements

The Graduation Requirements for programs at each of the nine colleges in the Los Angeles Community College District are published in the college catalogs.

Baccalaureate Degree Requirements

Unit Requirement

A combination of lower division and upper division coursework totaling a minimum of 120 semester/180 quarter units with a minimum of 60 semester/90 quarter units at the lower division, associate level and a minimum of 40 semester/60 quarter units of upper division courses.

Residency Requirement

Completion of at least 12 semester units of upper division courses within the District.

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

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).

General Education Requirement

At least 36 semester/54 quarter units of general education is required, with at least 9 semester/13.5 quarter units of upper division general education coursework.

Lower Division General Education Requirement

Completion of either the LACCD General Education Plan or completion of the requirements of an approved intersegmental lower-division general education pattern used for transfer to the California State University or the University of California. California Community College students who have been fully CSU GE Breadth or IGETC (UC or CSU version) certified or who have been awarded a Certificate of Achievement in CSU GE Breadth or Certificate of Achievement in IGETC, shall be considered to have met the Baccalaureate Degree lower division general education requirements. The certification or certificate award must be posted on the certifying or award in community college transcript.

Students with catalog rights prior to Fall 2025 may use the Intersegmental General Education Transfer Curriculum (IGETC), or the California State University General Education Breadth Requirements (CSU GE-Breadth Plan) to fulfill the lower division general education requirements for the baccalaureate degree or choose to switch to the Cal-GETC or LACCD General Education plan to fulfill the lower division general education requirements.

Upper Division General Education Requirement

A minimum of nine (9) semester/13.5 quarter units of upper division general education is required. Upper division general education courses should come from at least two (2) disciplines outside of the major, one of which must have an emphasis in written communication, oral communication, or computation.

Minimum Course Grade Requirements

Major coursework: 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.

General Education coursework:

Lower division general education:

- LACCD GE Plan: each course counted toward the LACCD GE Plan must be completed with a grade of D- or higher or a "P" if the course is taken on a "pass-no pass" basis.
- Cal-GETC: each course counted toward the Cal-GETC must be completed with a grade of "C" or better or a "P" if the course is taken on a "pass-no pass" basis.

Upper division general education: grades of C or higher are required.

Elective units: Degree-applicable units needed to reach the 120 semester units minimum required for a baccalaureate degree grades of D- or higher permissible.

Conferring of the Baccalaureate Degree:

Students shall earn the Baccalaureate Degree from the college baccalaureate program to which they are admitted, and therefore cannot choose to earn the degree from another LACCD college even if another college offers the same baccalaureate degree.

Refer to the California Community College Chancellor's Office (CCCCO) Program and Course Approval Handbook for guidelines and requirements for baccalaureate degrees.

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 requirement. There is no limit on the number of courses that may be used simultaneously in this manner. Unit credit for a course is only counted once.

**Associate and Baccalaureate Degrees Earned from Other United States Institutionally Accredited Institutions of Higher Education**

LACCD Baccalaureate Degree lower division general education requirements are fully satisfied by students who have earned an associate degree from an institution accredited by one of the United States institutional accrediting agencies listed below.

LACCD Baccalaureate Degree lower and upper division general education requirements are fully satisfied by students who have earned a baccalaureate degree from an institution accredited by one of the following United States institutional accrediting agencies.

1. Accrediting Commission for Community and Junior Colleges (ACCJC)
2. The Higher Learning Commission (HLC), formerly North Central Association of Colleges and Schools
3. Middle States Commission on Higher Education (MSCHE)
4. New England Association of Schools and Colleges, Commission on Institutions of Higher Education (NEASC-CIHE)
5. Northwest Commission on Colleges and Universities (NWCCU)
6. Southern Association of Colleges and Schools, Commission on Colleges (SACSCOC)
7. WASC Senior College and University Commission (WSCUC)

Note: The accrediting agencies above were formerly known as U.S. regional accrediting agencies.

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 21 semester units of study in general education. The 18-unit major or area of emphasis unit minimum applies even when the units generated by the required courses exceeds 18 units. Thus, when a student meets a course requirement through any means other than enrolling in and successfully completing the required course(s) (e.g., credit for prior learning [LACCD AP 4235 Credit for Prior Learning]), or external course credit bearing fewer units [LACCD AP 4051 Acceptance and Evaluation of External Coursework, etc.), the student does not have to make up the difference between the 18-unit minimum and the listed major/area of emphasis unit totals listed in the college catalog.

Associate Degrees for Transfer, as defined in California 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 California General Education Transfer Curriculum (Cal-GETC) or its variations as required for approval by the California Community Colleges Chancellor's Office.

Residency Requirement

Students must complete (i.e., earn) no fewer than 12 units within the Los Angeles Community College District.

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 is required 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).

Minimum Course Grade Requirements

Major and Area of Emphasis coursework: 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.

General Education coursework: The following indicates the course grade requirement for each general education plan.

- LACCD GE Plan: Course grades of D- or better are permissible.
- Cal-GETC: Course grades of C or better are required.

Elective units: Degree-applicable units needed to reach the 60 semester units minimum required for an associate degree D- or higher grades are permissible.

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.

Associate Degree and Associate Degree for Transfer General Education requirements, and associate degree additional graduation requirements satisfied with completion of an approved intersegmental lower-division general education pattern used for transfer to the University of California or the California State University.

- California Community College students who have been fully CSU GE Breadth or IGETC (UC or CSU version) certified or who have been awarded a Certificate of Achievement in CSU GE Breadth or Certificate of Achievement in IGETC, shall be considered to have met the Associate Degree and Associate Degree for Transfer general education requirements, and any additional associate degree graduation requirements, including math competency, reading and written expression competency, and the ethnic studies associate degree graduation requirement. The certification or certificate award must be posted on the certifying or awarding community college transcript.

Students with catalog rights prior to Fall 2025

- Associate Degree: may use the LACCD General Education Plan, the California General Education Transfer Curriculum (Cal-GETC), the Intersegmental General Education Transfer Curriculum (IGETC), or the California State University General Education Breadth Requirements (CSU GE-Breadth Plan), or their variations, to fulfill the general education requirement for the degree.
- Associate Degree for Transfer: may use the California General Education Transfer Curriculum (Cal-GETC), the Intersegmental General Education Transfer Curriculum (IGETC), or the California State University General Education Breadth Requirements (CSU GE-Breadth Plan), or their variations as specified by the Transfer Model Curriculum, to fulfill the general education requirement for the degree.

The following general education plans are offered at the colleges of the Los Angeles Community College District: the LACCD General Education Plan and the California General Education Transfer Curriculum (Cal-GETC). The colleges of the LACCD shall not impose any requirements in addition to the Cal-GETC requirements, including any local college or district requirements, for students completing the Cal-GETC 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 California General Education Transfer Curriculum (Cal-GETC) or its variations as required for approval by the California Community Colleges Chancellor's Office.

1. 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 earn a baccalaureate degree from a California community college or transfer to a baccalaureate-degree granting institution.

At least 27 semester/36 quarter units of general education coursework must be completed in the following areas:

Area 1A: English Composition (3 semester/4 quarter units)
Courses fulfilling this requirement must be baccalaureate level and include expository and argumentative writing

Area 1B: Oral Communication and Critical Thinking (3 semester/4 quarter units)
Courses fulfilling this requirement must be baccalaureate level and may include oral communication and critical thinking courses,

Area 2: Mathematical Concepts and Quantitative Reasoning (3 semester/4 quarter units)
Courses fulfilling this requirement must be at least college level and may include mathematics or quantitative reasoning courses, including logic, statistics, computer languages, and related disciplines.

Below-transfer-level math and quantitative reasoning courses are permitted under the following conditions:

- Courses required for Career Education programs and recommended by the advisory committee
- Courses offered through dual enrollment

Note: Returning students who previously completed below-transfer-level courses like beginning algebra, intermediate algebra, and plane geometry have satisfied this area.

Area 3: Arts and Humanities (3 semester/4 quarter units)

Courses in the humanities study the cultural activities and artistic expressions of human beings. Such courses develop students' awareness of how people throughout the ages and in different cultures respond to themselves and the world around them in artistic and cultural creation and develop students' aesthetic understandings and abilities to make value judgments. Courses fulfilling this requirement may include introductory or integrative baccalaureate-level courses in the visual and performing arts, art history, foreign languages, literature, philosophy, religion, and related disciplines

Area 4A: American Institutions (3 semester/4 quarter units)

Courses that satisfy this area include the following: Historical Development of American institutions and Ideals, United States Constitution and government, and California state and local government

Area 4B: Social and Behavioral Sciences (3 semester/4 quarter units)

Courses in the social and behavioral sciences focus on people as members of society and develop awareness of the methods of inquiry used by the social and behavioral sciences. They stimulate critical thinking about how people act and have acted in response to their societies and promote appreciation of how societies and social subgroups operate. Courses fulfilling this requirement may include introductory or integrative baccalaureate-level courses in cultural anthropology, cultural geography, economics, history, political science, psychology, sociology, and related disciplines.

Area 5: Natural Sciences (3 semester/4 quarter units)

Courses in the natural sciences examine the physical universe, its life forms, and its natural phenomena, helping students appreciate and understand the scientific method and the relationships between science and other human activities. Courses fulfilling this requirement may include introductory or integrative baccalaureate-level courses in astronomy, biology, chemistry, general physical science, geology, meteorology, oceanography, physical geography, physical anthropology, physics, and other scientific disciplines.

Area 6: Ethnic Studies (3 semester/4 quarter units)

Courses fulfilling this requirement may include baccalaureate-level courses in the four autonomous disciplines within Ethnic Studies: Black Studies, African American Studies, African Studies, Native American Studies, Chicano/a/x, Latino/a/x Studies/La Raza Studies; and Asian American Studies.

Area 7: Lifelong Learning and Self Development (3 semester/4 quarter units)

This area is designed to equip learners for lifelong understanding and development of themselves as integrated physiological, social, and psychological beings. Physical activity may be included. Content may include topics such as student success strategies, human behavior, sexuality, nutrition, physical and mental health, stress management, information literacy, social relationships



and relationships with the environment, as well as implications of death and dying or avenues for lifelong learning. Courses in this area shall focus on the development of skills, abilities, and dispositions.

Area 7 waivers for Prior Learning and high-unit Majors

1. Area 7 shall be waived for students who complete a degree in Nursing.
2. Area 7 shall be waived for students who have completed Public Service Academy training as determined by local college protocol.
3. Area 7 shall be waived for Emergency Medical Technicians (EMT), Licensed Vocational Nurses (LVN), and Certified Nursing Assistants (CNA) as determined by local college protocol.
4. Area 7 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.
5. High Unit Majors: After all double counting of major units with general education units is completed, LACCD General Education Area 4a American Institutions and/or Area 7 Lifelong Learning and Self Development minimum unit requirement shall be waived as follows:

Degree major/area of emphasis total units:	LACCD Waiver:
34 to 36 units	One Area Waived (Student Choice: Area 4a OR Area 7)
37 or more units	Two Areas Waived: Area 4a AND Area 7

2. The California General Education Transfer Curriculum (Cal-GETC)

The California 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 plan is governed by the Intersegmental Committee of the Academic Senates (ICAS). All requirements of the plan, including the scholarship requirement, are the purview of ICAS.

See the most recent version of the Cal-GETC Standards for the requirements for Cal-GETC certification.

Associate or Baccalaureate Degrees Earned from Other United States Institutionally Accredited Institutions of Higher Education

LACCD Associate Degree general education requirements are fully satisfied by students who have earned an associate or baccalaureate degree from an institution accredited by one of the following United States institutional accrediting agencies.

1. Accrediting Commission for Community and Junior Colleges (ACCJC)

2. The Higher Learning Commission (HLC), formerly North Central Association of Colleges and Schools
3. Middle States Commission on Higher Education (MSCHE)
4. New England Association of Schools and Colleges, Commission on Institutions of Higher Education (NEASC-CIHE)
5. Northwest Commission on Colleges and Universities (NWCCU)
6. Southern Association of Colleges and Schools, Commission on Colleges (SACSCOC)
7. WASC Senior College and University Commission (WSCUC)

Note: The accrediting agencies above were formerly known as U.S. regional accrediting agencies.

Graduation Requirements for Associate Degree in Nursing

To obtain an associate degree in nursing, students who have a baccalaureate or higher degree(s) from a United States institutionally accredited or a formerly regionally accredited postsecondary institution are only required to complete the coursework that is unique and exclusively required for completion of the registered nursing program, including prerequisites and nursing coursework.

These students are not to be mandated 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. Unit credit for a course is only counted once.

Students may also simultaneously apply the same course toward satisfaction of the LACCD General Education Plan and the California General Education Transfer Curriculum (Cal-GETC)

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 degree in the same major/area of emphasis provided that the student completes any additional coursework required for the local associate degree.

Conferring an Associate Degree when offered at multiple LACCD Colleges

A student may choose to earn an associate degree from any college in the LACCD regardless of home college status. No units need to be completed at the student's college of choice provided the 12 units in residency within the LACCD is met. While students may meet all requirements at multiple LACCD colleges, for the same associate 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 institutionally accredited institution of higher education 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, 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.

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:

1. Pursuant to catalog rights, described above, completion of all current degree requirements, including: scholarship, residency, general education, and major requirements.
2. There is no maximum number of concurrent degrees that a student may be awarded.
3. If a course is a major requirement for each concurrent degree, it may be applied toward satisfaction of each major degree requirement.
4. 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

Unit Requirements

A Certificate of Achievement that requires a minimum of 16 semester units must be submitted to the California Community College Chancellor's Office (CCCCO) for approval. The 16-unit minimum applies even when the units generated by the required courses exceeds 16 units. Thus, when a student meets a course requirement through any means other than enrolling in and successfully completing the required course(s) (e.g., credit-for-prior-learning, credit-by-exam, external course credit baring fewer units, etc.), the student does not have to make up the difference between the 16-unit minimum and the listed unit totals listed in the college catalog.

A Certificate of Achievement that requires fewer than 16 units may be submitted to the CCCCCO for approval if it requires at least eight (8) units of degree-applicable coursework. The eight unit minimum applies even when the units generated by the required courses exceeds eight (8) units. Thus, when a student meets a course requirement through any means other than enrolling in and successfully completing the required course(s) (e.g., credit-for-prior-learning, credit-by-exam, external course credit baring fewer units, etc.), the student does not have to make up the difference between the eight-unit minimum and the unit totals listed in the college catalog.

Refer to the CCCCCO Program and Course Approval Handbook for guidelines and requirements for Certificates of Achievement.

Scholarship Requirement

Each course counted towards the certificate requirement must be completed with a grade of "C" or better, or a "P" if the course is taken on a "pass-no pass" basis.

Certificates of Completion and Competency

Certificate of Competency

A Certificate of Competency prepares students to take non-degree-applicable credit coursework, including basic skills and English as a Second Language (ESL), or to take degree-applicable credit coursework leading to completion of a credit certificate, an associate of arts degree, or transfer to a baccalaureate institution.

Certificate of Completion

A Certificate of Completion may be awarded to students completing noncredit courses in a prescribed pathway, chaptered by the California Community Colleges Chancellor's Office, leading to improved employability or job opportunities.

Scholarship Requirement

Each course counted towards the noncredit certificate requirement must be completed with a "P."

Certificate of Achievement, Certificate of Completion, and Certificate of Competency: Residency and Conferment

There is no residency requirement for Certificates of Achievement, Certificates of Completion, and Certificates of Competency. When a student meets the requirements for conferring of the same certificate at multiple LACCD colleges, as defined by the certificate type and major title, it shall be conferred at only one of those colleges according to the student's choice.

Conferring of College-initiated Certificates of Achievement, Certificates of Completion, and Certificates of Competency (aka, Auto-awarding)

A student's home college may confer a certificate of achievement, certificate of completion, or certificate of competency without the student initiating a graduation petition if all of the following are true:

1. The certificate is conferred in the term its requirements were completed per the conferring college's catalog in effect at the time or any previous version for which the student has maintained rights;
2. The student is given the opportunity to opt out; and
3. During the opt-out period, the student does not opt out.

Degrees shall not be awarded in this manner.

Non-Transcribed Awards

Colleges may offer shorter programs leading to an award (e.g., Skills Certificate, Digital Badges) without review and approval by the State Chancellor's Office after approval by the college curriculum committee and the District's Board of Trustees. Such an award may be given any name or designation deemed appropriate by the District's Board of Trustees, except that such an award may not be referred to as a certificate of achievement, a certificate of completion, or a certificate of competency.



Catalog Rights and Continuous Attendance

College catalogs cover an academic year that reflect enrollment beginning with the fall term and includes subsequent winter, spring and summer terms. Having “Catalog Rights” means students may choose to be held to the graduation requirements listed in the catalog at the time enrollment begins in the Los Angeles Community College District (LACCD), or for any subsequent catalog year during which they maintain continuous attendance.

“Continuous attendance” means attending at least one term (fall, winter, spring, summer) each calendar year at any United States institutionally accredited institution of higher education. Courses with a “W” (withdrawal) count toward determining continuous attendance. Credit and noncredit coursework both count toward 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.

Exceptions to the Catalog Rights requirements stated in this Administrative Procedure may be made at the discretion of the college Articulation Officer on a case-by-case basis, in conjunction with discipline faculty as appropriate, provided that exceptions are not more restrictive than what is stated in this Administrative Procedure.

Retroactive Awards

Current and former students who completed a degree or certificate during the period in which they maintained catalog rights, but have not yet been awarded said degree or certificate, may have it conferred retroactively, effective in the term in which it was completed. This can occur without the need to re-enroll in the LACCD.

Finality of Degrees, Certificates and General Education Certifications

Degrees, certificates, and general education certifications (i.e., Cal-GETC) shall not be revoked except in cases of student academic dishonesty (see AP 5530 Student Discipline) or as specified below.

Colleges shall approve any student-initiated petition to revoke a certificate of achievement, certificate of completion, or certificate of competency that was conferred by the college without a student-initiated petition (aka, via auto-awarding).

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.

CAL-GETC

CALIFORNIA 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 a Degree and Certificate

All petitions for degrees and certificates must be submitted online by the student or a counselor. Please check the Graduation Office webpage for deadlines – www.lapc.edu/campus-life/graduation.

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 Cal-GETC or LACCD GE 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:
www.lapc.edu/student-services/counseling-dept.

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 page 24 for details)

1. UNIT REQUIREMENT	3. MAJOR REQUIREMENT	5. RESIDENCY REQUIREMENT
2. GENERAL EDUCATION REQUIREMENT	4. SCHOLARSHIP 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.



LACCD General Education Pattern 2025-2026

General Education Requirements: Minimum of 27 semester units. This plan may **not** be used for the Associate Degrees for Transfer (ADTs). ADT degrees require completion of Cal-GETC.

Major Requirements: Minimum of 18 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 or a "P" if the course is taken on a "pass-no pass" basis.

Residency: Students must complete 12 units within the Los Angeles Community College District.

Area 1A: English Composition

3 Sem/4 Qtr Units Minimum

ENGL C1001

Area 1B: Oral Communication and Critical Thinking

3 Sem/4 Qtr Units Minimum

COMM 104, 121, 122, 130, 151, C1000; ENGLISH 102; JOURNAL 109; PHILOS 005, 006, 009; PSYCH 066

Area 2: Mathematical Concepts and Quantitative Reasoning

3 Sem/4 Qtr Units Minimum

CIS 113, 173; CS 111, 112, 114, 131, 213, 216; FINANCE 008; MATH 120, 125, 134, 215, 228A, 228B, 229, 230, 238, 240, 240S, 260, 261, 262, 263, 270, 275; PHILOS 009; SOC 125; STAT 101, C1000

Note: Below-transfer-level math courses offered through Dual Enrollment satisfy this requirement. LACCD courses (or the equivalent from other institutions): MATH 113 & 114, 115, 120, 121, 122, 123A, 125, 125S, 134 and 137 (Per AP 4100).

Note: Returning students who previously completed below-transfer-level courses i.e. beginning algebra, intermediate algebra, and plane geometry have satisfied this requirement. LACCD courses (or the equivalent from other institutions): MATH 113 & 114, 115, 120, 121, 122, 123A, 125, 125S, 134 and 137 (Per AP 4100).

Area 3: Arts and Humanities

3 Sem/4 Qtr Units Minimum

A S L 001, 002, 003, 004, 016, 025, 040; AFRO AM 004, 005; ANTHRO 121, 161; ART 092, 101, 102, 103, 105, 107, 109, 111, 116, 119, 121, 141, 201, 202, 203, 204, 205, 206, 207, 209, 301, 302, 307, 308, 309, 501, 502, 603, 604, 605, 606, 635; 700, 701, 708, 709; BRDCSTG 001; CHICANO 004, 007, 008, 037, 047, 054, 057; CINEMA 003, 005, 104, 107, 113; COMM 130; DANCEST 452, 801, 802, 803, 805, 814; ENGLISH 102, 124, 127, 203, 204, 205, 206, 207, 208, 210, 211, 214, 215, 216,

218, 219, 234, 239, 240, 245, 250, 252, 270, 271; FRENCH 001, 002, 003, 004, 005, 006, 010; HISTORY 001, 002, 005, 006, 011, 012, 013, 019, 029, 041, 042, 044, 052, 081, 082, 086, 087; HUMAN 002, 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, 216-2, 321, 322, 323, 324, 341, 411, 412, 413, 414, 501, 601, 602, 611, 612, 613, 614, 621, 622, 623, 624, 650, 651, 652, 653, 654, 705, 721, 745, 755, 777; NATIVAM 175; PHILOS 001, 002, 012, 014, 015, 019, 020, 028, 030, 037, 040, 041, 042, 046; PHOTO 009, 027A, 027B, 101, 102; POL SCI 005; SOC 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, 232, 240, 270, 271, 273, 291, 292, 293, 300, 401

Area 4 Social and Behavioral Sciences

6 Sem/8 Qtr Units Minimum

Area 4A: AMERICAN INSTITUTIONS

3 Sem/4 Qtr Units Minimum

AFRO AM 004, 005; CHICANO 007, 008; ECON 010; HISTORY 005, 006, 011, 012, 013, 041, 042, 044, 052, 056, 081, 082; POL SCI 019, 030; POLS C1000

Area 4B: SOCIAL AND BEHAVIORAL SCIENCES

3 Sem/4 Qtr Units Minimum

A S L 040; ADDICST 001, 010, 014, 015; ADM JUS 001, 002, 003, 004, 067, 075, 319; AFRO AM 004, 005, 019; ANTHRO 102, 103, 105, 106, 109, 118, 121, 132, 141, 161; BRDCSTG 001; BUS 001, 005; CH DEV 001, 002, 010, 011, 042, 045; CHICANO 002, 004, 007, 008, 020, 047, 057, 080; COMM 100, 121, 122, 151, 189, 190; ECON 001, 002, 010; EDUC 001, 203; GEOG 002, 007, 014; HEALTH 101, 102; HISTORY 001, 002, 005, 006, 011, 012, 013, 019, 029, 041, 042, 044, 052, 056, 081, 082, 086, 087; JAPAN 009; JOURNAL 100, 251; KIN MAJ 109; MEDIART 117; NATIVAM 170, 171, 173; POL SCI 002, 005, 007, 014, 019, 030, 050; POLS C1000; PSYC C1000; PSYCH 013, 014, 016, 032, 041, 052, 060, 069, 074; PUB REL 001; SOC 001, 002, 003, 004, 011, 013, 015, 021, 028, 029, 031, 035, 037, 086, 087; SPANISH 009, 010, 016, 026; SUPV 001

Area 5: Natural Sciences

3 Sem/4 Qtr Units Minimum

ANATOMY 001; ANML SC 511; ANTHRO 101, 103, 118; ASTRON 001; BIOLOGY 003, 006, 007, 010, 110, 121; BIOTECH 002, 003; CHEM 051, 060, 101, 102, 211, 212, 221; EARTH 003; ELECTRN 004A, 004B; ENG GEN 151, 220; ENV SCI 001, 002; GEOG 001, 003, 017, 023, 025; GEOLOGY 001, 002, 010, 012, 015; METEOR 003, 005; MICRO 001, 020; OCEANO 001; PHYS SC 004, 006; PHYSICS 006, 007, 012, 066, 067, 101, 102, 103; PHYSIOL 001; PLNT SC 103, 711, 757, 901; PSYCH 002

Area 6: Ethnic Studies

3 Sem/4 Qtr Units Minimum

AFRO AM 004, 005, 019; CHICANO 002, 004, 007, 008, 047; HISTORY 041, 042

Area 7: Lifelong Learning and Self Development

3 Sem/4 Qtr Units Minimum

ADDICST 001; ANML SC 621, 622, 623; CH DEV 001, 011; CHICANO 047; COUNSEL 020, 040; DANCEST 301, 302, 452, 801, 802, 803, 805, 814, 815, 820, 821, 822, 823, 826; HEALTH 002, 007, 008, 011, 043, 101; KIN MAJ 100, 101, 109, 117; LIB SCI 102; PHILOS 019; PSYC C1000; PSYCH 013, 014, 032, 041, 052, 060; SOC 021, 028; Any DANCETQ, DNCESPC, KIN or KIN ATH courses.

Area 7 Waived: Area 7 shall be waived for students who complete a degree in nursing; have completed a Public Service Academy, Emergency Medical Technicians (EMT), Licensed Vocational Nurses (LVN) and Certified Nursing Assistants (CNA); Military Personnel on Active duty or DD 214 that document 181 days of active duty.

High Unit Majors: After all double-counting of major units with general education is completed. LACCD General Education Area 4A American Institutions and/or Area 7 Lifelong Learning and Self-Development minimum unit requirement shall be waived. 34-36 units: Area 4A or 7 (student choice); 37 or more units: Area 4A and Area 7.

LAPC California General Education Transfer Curriculum (Cal-GETC) Certification 2025-2026

Governed by [Cal-GETC Standards](#):

WARNING: Many students attend multiple California Community College Campuses. Follow the Cal-GETC at each college of attendance.

DISCLAIMER: Dates in superscript indicate the GE area applicability effective date from 2003 to present only. 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 Cal-GETC totals 34 UC/CSU transferable semester units. A minimum of 60 UC/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.

Courses must be a minimum of 3 semester/4 quarter units to meet the requirements for Cal-GETC (except Area 5C) and completed with a grade of "C" or higher.

A minimum grade of "C" or better (2.0 on a 4.0 scale) is required for Cal-GETC.

Note: Dates in superscript indicate the GE area applicability effective date from 2003 to present only.

AREA 1 – English Communication

3 courses required (9 semester or 12 quarter units; 3 semester or 4 quarter units for each of 1A, 1B and 1C.)

1A - ENGLISH COMPOSITION

One course – 3 semester or 4 quarter units

ENGL C1000 (formerly ENGLISH 101)

1B - CRITICAL THINKING AND COMPOSITION

One course – 3 semester or 4 quarter units

COMM 104; ENGL C1001 (formerly ENGLISH 103), ENGLISH 102; JOURNAL 109^{F23}; PHILOS 005; PSYCH 066

1C - ORAL COMMUNICATION

One course – 3 semester or 4 quarter units

COMM C1000 (formerly COMM 101)

AREA 2 – Mathematical Concepts and Quantitative Reasoning

One course – 3 semester or 4 quarter units

CS 131^{S20} (formerly CO SCI 542); MATH 228B+^{F15} (4 units UC credit), 229, 238+, 260, 261+, 262, 275^{F16}, SOC 125+^{F23}; STAT C1000 (formerly MATH 227), 101^{F19}

AREA 3 – Arts and Humanities

Two courses. One course each from 3A and 3B subject areas.

6 semester or 8 quarter units

3A - ARTS

ART 101, 102, 103, 105, 107^{F19}, 109^{S07}, 111, 116, 121, 141, 501, 502; CHICANO 054^{F17}, 057^{F17}; CINEMA 003, 104, 107^{S06}, 113^{F14}; DANCEST 801^{F15}, 802^{S07}, 805^{F12}, 807^{F15}, MUSIC 111, 121, 122, 216-1^{F16}; NATIVAM 175; PHOTO 027A^{F08}, 027B; THEATER 100, 110, 114^{F24}, 401^{F16}

3B - HUMANITIES

ANTHRO 121, 161^{F09}; A S L 003, 004, 040^{F19}; ART 107^{F19}; CHICANO 007^{F16}, 008^{F16}, 037^{F17}, 047^{F17}, 057^{F17}; ENGLISH 102^{F19}, 203, 204, 205, 206, 207, 208, 210^{F07}, 211, 214, 215, 216, 218^{F20}, 219, 234^{F23}, 239, 240, 245^{F21}, 250, 252, 270, 271^{F20}; FRENCH 002^{F17}, 003, 004, 005, 006, 010^{F15}; HISTORY 001, 002, 005^{F21}, 006^{F21}, 019^{F17}, 029^{F21}, 041^{F16}, 042^{F16}, 044, 052^{F21}, 086, 087; HUMAN 006, 031; ITALIAN 002, 003, 004, 005, 010^{F15}; JAPAN 003, 004^{F16}, 009^{F19}; MULTIMD 110^{F17}; PHILOS 001, 002, 012, 014, 015, 019, 020, 028^{F10}, 030, 037^{F21}, 040, 041, 042^{S05}, 046^{F21}; SPANISH 002^{F16}, 003, 004, 005, 006, 009^{F03}, 010^{F23}, 011^{F14}, 012, 015, 025, 026, 035^{F16}, 036^{F16}, 065; THEATER 125

AREA 4 – Social and Behavioral Sciences

Two courses. Two academic disciplines.

6 semester or 8 quarter units

ADDICST 010, 014, 015; ADM JUS 001^{S06}, 002+^{S06}, 004+^{S06}, 067^{S06}; AFRO AM 004, 005, 019; A S L 040^{F19}; ANTHRO 102, 103, 105, 106, 109, 121^{F22}, 132, 141^{F19}, 161^{F09}; BRDCSTG 001^{F09}; CHICANO 002^{S07}, 004^{F23}, 007^{F16}, 008^{F16}, 020^{F12}, 047^{F17}, 080^{S06}; CH DEV 001, 011^{F20}; COMM 100^{F16}, 121, 122^{S04}, 189; ECON 001, 002, 010; EDUC 203^{F17}; GEOG 002, 007, 014; HISTORY 001^{F21}, 002^{F21}, 005, 006, 011, 012, 013, 019^{F17}, 029^{S06}, 041, 042, 044, 052, 056^{F10}, 081, 082, 086^{F17} (F97-F13), 087; JAPAN 009^{F19}; JOURNAL 100+, 251+^{F09}; NATIVAM 170, 171, 173; POL SCI 002, 005^{F08}, 007, 019, 022, 030^{F09}, 050^{F13}; POLS C1000 (formerly POL SCI 001); PSYC C1000 (formerly PSYCH 001); PSYCH 013, 014, 016^{F20}, 032, 041, 052, 069^{F15}, 074^{F21}; SOC 001, 002, 003, 004, 011, 013, 015^{S07}, 021^{F07}, 028, 029^{S05}, 031^{F11}, 035^{F09}, 037^{F07}, 086^{F09}, 087^{F09}; SPANISH 009^{F19}, 010, 016+

AREA 5 – Physical and Biological Sciences

At least 2 courses. One from 5A and 5B subject areas. One of the two courses must include a laboratory.

7 semester or 9 quarter units

Courses with an * in 5A and 5B indicates the course has a lecture and lab.

5A - PHYSICAL SCIENCE

ASTRON 001; CHEM 051+^{F21}, 060+^{F21}, 101+^{F21}, 102+^{F21}, 212+^{F21}; EARTH 003+^{F17}; ENV SCI 001; GEOG 001+, 003+ (same as METEOR 003), 017+^{F11}, 023+^{F14} (same as METEOR 005); GEOLOGY 001, 002, 010, 015^{F16}; METEOR 003+ (same as GEOG 003), 005+ (same as GEOG 023); OCEANO 001; PHYS SC 004+^{F20},

006^{F15}; PHYSICS 006+^{F20}, 007+^{F20}, 012, 066+^{F20}, 067+^{F20}, 101+^{F20}, 102+^{F20}, 103+^{F20}; PLNT SC 103+^{F17} (4 units; 3 units prior to F24)

5B - BIOLOGICAL SCIENCES

ANATOMY 001+; ANML SC 511^{F20}; ANTHRO 101, 118^{F17}; BIOLOGY 003+^{F20}, 006+^{F20}, 007+^{F20}, 010+^{F20}, 110+^{S09}, 121+^{S07}; ENV SCI 002+; MICRO 001+^{F20}, 020+^{F20}; PHYSIOL 001+; PLNT SC 711+^{F17} (4 units; 3 units prior to F23); PSYCH 002

5C - LABORATORY SCIENCE

Associated with a course taken to satisfy a lab for either 5A or 5B. Courses with a * in 5A or 5B indicates the course has a lecture and lab.

ANML SC 512^{F20}; ANTHRO 111 (lecture is ANTHRO 101), 119^{F20}; ASTRON 002 (lecture is ASTRON 001); BIOLOGY 122^{S07} (lecture is BIOLOGY 121); GEOG 015+ (lecture is GEOG 001), 019+^{F12} (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); OCEANO 010 (lecture is OCEANO 001); PSYCH 073^{F03} (lecture is PSYCH 002)

AREA 6 – Ethnic Studies

One course. This course must be in ethnic studies or in a similar field provided that the course is cross-listed with ethnic studies.

3 semester or 4 quarter units

CHICANO 004^{F23}, 008^{F23}, 047^{F24}

OPTIONAL: UC GRADUATION REQUIREMENT - LANGUAGE OTHER THAN ENGLISH

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

A S L 001^{F22}, 002, 003^{F05}, 004^{F05}; FRENCH 001^{F17}, 002, 003, 004, 005, 006; ITALIAN 001^{F17}, 002, 003, 004, 005; JAPAN 001^{F22}, 002, 003^{F04}, 004; SPANISH 001^{F13}, 002, 003, 004, 005, 006, 027^{F20}, 035^{F13}, 036^{F10}, 037^{F13}

OPTIONAL: CSU GRADUATION REQUIREMENT IN U.S. HISTORY, CONSTITUTION & AMERICAN IDEALS (CSU REQUIREMENT ONLY)

This is not part of Cal-GETC but can be completed prior to transfer. The course(s) may also fulfill Cal-GETC Areas 3B or 4. Some CSU campuses (excluding CSUN) may require students to take additional course(s) after transfer if this graduation requirement overlaps with a GE area.

US-1: Historical development of American institutions and ideals

US-2: U.S. Constitution and government

US-3: California state and local government

US-1: CHICANO 007^{F16}, 008^{F16}; ECON 010^{F15}; HISTORY 011^{F04}, 012^{F04}, 013^{F04}, 041^{F04}, 042^{F04}, 044^{F04}, 052^{F04}, 081, 082

US-2: POLS C1000^{F04} (formerly POL SCI 101), POL SCI 019^{F04}, 030^{F15}

US-3: POLS C1000^{F04} (formerly POL SCI 101), POL SCI 019^{F04}, 030^{F15}



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, LA Pierce College's COMM 101, 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.

These course requirements may change and 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 120 S	CHEM 101 & 102	GEOG 115	GEOG 017	MATH 211	MATH 261	PHYS 200 S	PHYSICS 101 & 102 & 103
ACCT 120	ACCTG 002	CHEM 150	CHEM 211	GEOG 120	GEOG 002	MATH 220	MATH 262	PHYS 205	PHYSICS 101
AG-AB 108	CAOT 082	CHEM 160 S	CHEM 211 & 212	GEOG 125	GEOG 007	MATH 221	MATH 262	PHYS 210	PHYSICS 102
AG-AS 104	ANML SC 501	COMM 110	COMM C1000	GEOG 130	GEOG 003	MATH 230	MATH 263	PHYS 215	PHYSICS 103
AG-AS 108 L	ANML SC 520 & 521	COMM 120	COMM 104	GEOG 130	METEOR 003	MATH 240	MATH 275	POLS 110	POLS C1000
AG-EH 108 L	PLNT SC 800	COMM 130	COMM 121	GEOG 140	GEOG 014	MATH 250	MATH 270	POLS 120	POL SCI 005
AG-EH 116 L	PLNT SC 757	COMM 140	COMM 151	GEOG 150	GEOG 036	MATH 900 S	MATH 261 & 262	POLS 130	POL SCI 002
AG-PS 104	PLNT SC 711	COMM 150	COMM 122	GEOG 150	GIS 036	MATH 910 S	MATH 270 & 275	POLS 140	POL SCI 007
AG-PS 106 L	PLNT SC 711	COMM 170	COMM 130	GEOG 155	GEOG 025	MUS 100	MUSIC 111	POLS 160	POL SCI 050
AG-PS 128 L	PLNT SC 103	COMM 180	COMM 100	GEOG 155	GIS 025	MUS 105	MUSIC 121	PSY 110	PSYC C1000
AJ 110	ADM JUS 001	COMM 180	COMM 189	GEOL 100	GEOLOGY 001	MUS 106	MUSIC 122	PSY 120	PSYCH 014
AJ 120	ADM JUS 002	COMM 190	COMM 103	GEOL 100 L	GEOLOGY 006	MUS 110	MUSIC 101	PSY 130	PSYCH 052
AJ 122	ADM JUS 004	COMP 122	CS 116	GEOL 110	GEOLOGY 002	MUS 120	MUSIC 216-1	PSY 150	PSYCH 002
AJ 124	ADM JUS 003	COMP 132	CS 136	GEOL 110 L	GEOLOGY 007	MUS 125	MUSIC 217-1	PSY 170	PSYCH 013
AJ 140	ADM JUS 005	COMP 142	CS 130	GEOL 121	EARTH 003	MUS 130	MUSIC 216-2	PSY 170	SOC 013
AJ 150	ADM JUS 104	COMP 152	CS 131	GEOL 130	GEOLOGY 010	MUS 135	MUSIC 217-2	PSY 180	PSYCH 041
AJ 160	ADM JUS 067	ECE 120	CH DEV 002	HIST 130	HISTORY 011	MUS 140	MUSIC 216-3	PSY 200	PSYCH 074
AJ 200	ADM JUS 075	ECE 130	CH DEV 007	HIST 140	HISTORY 012	MUS 145	MUSIC 217-3	SOCI 110	SOC 001
AJ 220	ADM JUS 008	ECE 200	CH DEV 034	HIST 150	HISTORY 086	MUS 150	MUSIC 216-4	SOCI 115	SOC 002
ANTH 110	ANTHRO 101	ECE 210	CH DEV 022	HIST 160	HISTORY 087	MUS 155	MUSIC 217-4	SOCI 120	SOC 004
ANTH 115 L	ANTHRO 111	ECE 220	CH DEV 010	HIST 170	HISTORY 001	MUS 160	MUSIC 181	SOCI 125	SOC 125
ANTH 120	ANTHRO 102	ECE 230	CH DEV 042	HIST 180	HISTORY 002	MUS 160	MUSIC 182	SOCI 125	STAT 101
ANTH 130	ANTHRO 161	ECON 201	ECON 001	HOSP 100	HOSPT 100	MUS 160	MUSIC 183	SOCI 130	SOC 028
ANTH 150	ANTHRO 103	ECON 202	ECON 002	HOSP 120	HOSPT 120	MUS 160	MUSIC 184	SOCI 140	SOC 031
ANTH 150	ANTHRO 106	EDUC 200	EDUC 001	HOSP 140	HOSPT 140	MUS 170	MUSIC 321	SOCI 150	SOC 011
ARTH 100	ART 103	ENGL 100	ENGL C1000	ITIS 120	CIS 101	MUS 180	MUSIC 321	SOCI 160	SOC 003
ARTH 110	ART 101	ENGL 105	ENGL C1001	ITIS 130	CS 111	MUS 180	MUSIC 501	SPAN 100	SPANISH 001
ARTH 120	ART 102	ENGL 110	ENGLISH 102 & 206	ITIS 150	CIS 210	MUS 180	MUSIC 705	SPAN 110	SPANISH 002
ARTH 130	ART 105	ENGL 120	ENGLISH 102	ITIS 155	CIS 227	MUS 180	MUSIC 721	SPAN 200	SPANISH 003
ARTH 140	ART 109	ENGL 130	ENGLISH 207	ITIS 160	CIS 195	MUS 180	MUSIC 745	SPAN 210	SPANISH 004
ARTS 100	ART 501	ENGL 135	ENGLISH 208	JOUR 100	JOURNAL 100	MUS 180	MUSIC 755	SPAN 220	SPANISH 035
ARTS 101	ART 502	ENGL 140	ENGLISH 203	JOUR 110	JOURNAL 101	MUS 180	MUSIC 781	SPAN 230	SPANISH 036
ARTS 110	ART 201	ENGL 145	ENGLISH 204	JOUR 120	MEDIART 801	PH 100	HEALTH 011	THTR 111	THEATER 100
ARTS 200	ART 204	ENGL 160	ENGLISH 205	JOUR 130	BRDCSTG 010	PH 101	HEALTH 101	THTR 113	THEATER 110
ARTS 205	ART 202	ENGL 165	ENGLISH 206	JOUR 130	JOURNAL 220	PH 102	HEALTH 102	THTR 114	THEATER 114
ARTS 210	ART 307	ENGL 180	ENGLISH 218	JOUR 131	JOURNAL 218	PH 116	HEALTH 008	THTR 151	THEATER 270
ARTS 250	ART 604	ENGL 200	ENGLISH 127	JOUR 150	PUB REL 001	PHIL 100	PHILOS 001	THTR 152	THEATER 271
BIOL 110 B	ANATOMY 001	ENGR 110	ENG GEN 101	JOUR 160	PHOTO 020	PHIL 110	PHILOS 006	THTR 171	THEATER 300
BIOL 120 B	PHYSIOL 001	ENGR 130	ENG GEN 131	JOUR 170	JOURNAL 251	PHIL 120	PHILOS 020	THTR 172	THEATER 305
BIOL 135 S	BIOLOGY 006 & 007	ENGR 140	ENG GEN 151	JOUR 210	JOURNAL 202	PHIL 130	PHILOS 012	THTR 173	THEATER 310
BUS 110	BUS 001	ENGR 220	ENG GEN 122	KIN 100	KIN MAJ 100	PHIL 140	PHILOS 014	THTR 174	THEATER 411
BUS 115	CAOT 032	ENGR 260	ENG GEN 220	KIN 101	KIN MAJ 101	PHIL 210	PHILOS 009	THTR 175	THEATER 450
BUS 125	BUS 005	ENGR 260 L	ENG GEN 220	MATH 110	MATH 228B	PHYS 100 S	PHYSICS 006 & 007	THTR 191	THEATER 280
BUS 140	CAOT 082	ENVS 100	ENV SCI 001	MATH 110	MATH 229	PHYS 105	PHYSICS 006	THTR 191	THEATER 291
CDEV 100	CH DEV 001	FTVE 115	CINEMA 005	MATH 110	STAT 101	PHYS 105	PHYSICS 066	THTR 191	THEATER 292
CDEV 110	CH DEV 011	GEOG 110	GEOG 001	MATH 110	STAT C1000	PHYS 110	PHYSICS 007	THTR 191	THEATER 293
CHEM 101	CHEM 060	GEOG 111	GEOG 015	MATH 120	MATH 215	PHYS 110	PHYSICS 067	THTR 192	TECHTHR 342
CHEM 110	CHEM 101			MATH 140	MATH 238			THTR 192	THEATER 342
				MATH 210	MATH 261				

Department & Program Organization

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Kinesiology-Athletics (Intercollegiate Athletics)					
Pool/Aquatics Center		Vacant		(818) 710-4343	POOL

Educational Programs 2025-2026

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)

There is no residency requirement for Credit Certificates of Achievement, Noncredit Certificates of Completion, and Noncredit Certificates of Competency. When a student meets the requirements for conference of the same certificate at multiple LACCD colleges, as defined by the certificate type and major title, it shall be conferred at only one of those college according to the student's choice.

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. There is no residency requirement for Credit Certificates of Achievement, Noncredit Certificates of Completion, and Noncredit Certificates of Competency. 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	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 (WAFC)		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 and Education

Teacher Assistant Paraprofessional	C

Computer Applications and Hospitality Management

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
Hospitality Management		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
Programming for Computer Science	AS
Routing Technology	C
Web Development, Programming and Scripting	C
Website Development	C
General Education Breadth Requirement	
Cal-GETC	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
Electronics and Electric Technology: Electronics	AS
Electronics: Analog	C
Electronics: Communications	C
Electronics: Digital	C
Gas and Electric Welding	AS
Numerical Control Programming	AS
Kinesiology and Health	
Health Science	AS
Life Sciences	
Biomanufacturing Technician	C
Biotechnology	AS
Biotechnology Lab Assistant	C
Biotechnology Research Lab Assistant	C
Mathematics	
Mathematics	AA
Media Arts	
Journalism	AA
Photography	AS
Photojournalism	AA
Public Relations	AA
Social Media	C
Modern Languages	
American Sign Language Studies	AA
American Sign Language/Interpreting	AA
French	AA
Italian	AA
Japanese	AA
Latin American Studies	AA
Music	
Applied Music	C
Commercial Music	C
Music	AA
Music Theory and Musicianship	C
Recording Arts	C

Nursing	
Nursing	AS
Performing Arts	
Acting	C
Dance Studio Management	C
Technical Theatre	C
Theater	AA
Theater: Costume	AA
Theater: Dance	AA
Theater: Technical	AA
Physics and Planetary Sciences	
Engineering	AS
Engineering Graphics and Design Technology	AS
Political Science, Economics, Administration of Justice, Chicano Studies	
Chicana and Chicano Studies	AA
Crime and Intelligence Analysis	C
Criminal Justice	AA
Psychology	
Addiction Studies	AA
DEGREE	
Associate Degrees for Transfer	
Administration of Justice	AS-T
Agriculture Animal Sciences	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 2.0	AA-T
Early Childhood Education	AS-T
Economics	AA-T
Elementary Teacher Education	AA-T
English	AA-T
Environmental Science	AS-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: General	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

Aerospace Engineering
Anthropology*
Biochemistry
Bioengineering
Biology*
Business Administration*
Cell Biology
Chemical Engineering
Chemistry*
Civil Engineering
Communication*
Computer Science
Data Science
Earth Science/Geology
Economics*
Electrical Engineering
English*
Environmental Engineering
Environmental Science
History*
Materials Science and Engineering
Mathematics*
Mechanical Engineering
Molecular Biology
Philosophy*
Physics*
Political Science*
Psychology*
Sociology*
Statistics

*Los Angeles Pierce College offers an Associate Degree for Transfer (ADT) or University of California Transfer Pathway (UCTP) Associate Degree 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 Certificate of Competency

Beginning English as a Second Language (Mid-Beginning)
Citizenship
Developing English as a Second Language (High-Beginning)
Essential English Communication Skills
Entering English as a Second Language (Low-Beginning)
Expanding English as a Second Language (Low-Intermediate)
Financial Literacy
GED Preparation and Foundational Skills
GED Preparation for Spanish Speakers
Speaking English as a Second Language

Noncredit Certificate of Completion

Bookkeeper
Career Exploration: Biotechnology Careers
Community Health Worker
Custodial Scheduling Supervisor Training
Custodial Technician Preparation
Early Childhood Fundamentals for Success
EKG Technician
Electric Vehicle Services for Light-Duty Zero-Emission Vehicles
Geriatric Caregiver
Integrated Education Training for Community Health Worker
Internship Workplace Support
Landscape Technician
Medical Assistant: Front and Back Office
Medical Front Office Assistant
Phlebotomy Technician I
Real Estate Fundamentals
Success Skills for the First-Time Hospitality Supervisor
Tutor Training
Workplace Success
Workplace Success: Managing Anger

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 24-30 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 312 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 (BA or BS).

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 <https://bit.ly/ADTLAPC>. 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 an approved general education plan based on each student's catalog rights:
 - a. Cal-GETC new & continuing students Fall 2025
 - b. IGETC enrolled prior to Fall 2025
 - c. CSU GE enrolled prior to Fall 2025

For links to these plans please go to www.lapc.edu/transfer or see a counselor.

Associate Degrees for Transfer

ADMINISTRATION OF JUSTICE

Effective: Fall 2014 (Revised Fall 2020; Fall 2023)

Associate in Science for Transfer Degree (AS-T)

(STATE CODE 32523)

See also Associate of Arts in Criminal Justice on page 142.

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 the Associate in Science in Administration of Justice for Transfer will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that accept ADT degrees as being similar to their bachelor's degree majors: [ADT Major & Campus Search](#).

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

- Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).
- General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
- Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

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
	OR	
ADM JUS 160	Police Organization and Administration	3
	OR	
ADM JUS 174	Offender Profiling in Criminal Investigations	3
	OR	
ADM JUS 305	Criminal Intelligence and Data Analysis	3
	OR	
ADM JUS 319	Research Methods & Statistics in Criminal Justice	3
	OR	
ADM JUS 383	Applications in Crime Analysis	3
CIS 101	Introduction to Computers and Their Uses	3
MATH 228B*	Statistics Pathway Part II	5
	OR	
SOC 125*	Statistics for the Social Sciences	3
	OR	
STAT 101*	Statistics for the Social Sciences	4
	OR	
STAT C1000*	Introduction to Statistics	4
PSYC C1000	Introduction to Psychology	3
SOC 001	Introduction to Sociology	3
MAJOR - TOTAL UNITS		18-20

AWARD	AWARD TYPE	MAJOR CODE	GE
Administration of Justice	AS-T	P032523H	Cal-GETC (34 units) LACCD GE (21 units)

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



AGRICULTURE ANIMAL SCIENCES

Effective: Spring 2015 (Revised Fall 2018; Fall 2019; Fall 2020; Fall 2021; Fall 2023; Fall 2025)

Associate in 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

Students completing the Associate in Science in Agriculture Animal Sciences for Transfer will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that accept ADT degrees as being similar to their bachelor's degree majors: [ADT Major & Campus Search](#).

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

1. **Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).
2. **General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
3. **Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

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 228B*	Statistics Pathway Part II.....	5
	OR	
STAT 101*	Statistics for the Social Sciences	4
	OR	
STAT C1000*	Introduction to Statistics	4

List A: Select one from each area

Area 1: Animal Production	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
Area 2: Animal Health	3-4
ANML SC 510 Animal Health and Disease Control	3
	OR
ANML SC 596D Agricultural Enterprise Projects	4
MAJOR - TOTAL UNITS	22-26

AWARD	AWARD TYPE	MAJOR CODE	GE
Agriculture Animal Sciences	AS-T	P037217H	Cal-GETC (34 units) LACCD GE (21 units)

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

AGRICULTURE PLANT SCIENCE

Effective: Spring 2017 (Revised Fall 2020; Fall 2023 v1; Fall 2023 v2)

Associate in 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

Students completing the Associate in Science in Agriculture Plant Science for Transfer will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that accept ADT degrees as being similar to their bachelor's degree majors: [ADT Major & Campus Search](#).

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California

State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

- Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).
- General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
- Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

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 228B*	Statistics Pathway Part II.	5
	OR	
STAT 101*	Statistics for the Social Sciences	4
	OR	
STAT C1000*	Introduction to Statistics	4
PLNT SC 103	Introduction to Soil Science	4
PLNT SC 711	Introduction to Plant Science	4
List A: Select one course from the following		3-5
CHEM 211*	Organic Chemistry for Science Majors I	5
PLNT SC 757	Plant Propagation and Production.	3
PLNT SC 800	Plant Identification and Use I	3
PLNT SC 801	Plant Identification and Use II	3
List B: Select one course from the following		3
PLNT SC 714	Principles of Horticulture.	3
MAJOR - TOTAL UNITS.		26-29

AWARD	AWARD TYPE	MAJOR CODE	GE
Agriculture Plant Science	AS-T	P035307H	Cal-GETC (34 units) LACCD GE (21 units)

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

ANTHROPOLOGY

Effective: Spring 2015 (Revised Fall 2018; Fall 2019; Fall 2020; Fall 2021; Fall 2023; Fall 2024; Fall 2025)

Associate in 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

Students completing the Associate in Arts in Anthropology for Transfer will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that accept ADT degrees as being similar to their bachelor's degree majors: [ADT Major & Campus Search](#).

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

- Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).
- General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
- Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

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 111	Laboratory in Human Biological Evolution	1
ANTHRO 102	Human Ways of Life: Cultural Anthropology	3
ANTHRO 103	Archaeology: Reconstructing the Human Past.....	3
	OR	
ANTHRO 106	Introduction to Archaeology.....	4
List A: Choose 3 units minimum from the following:		3-5
ANTHRO 121	Anthropology of Religion, Magic and Witchcraft.....	3
ANTHRO 161	Introduction to Language and Linguistics.....	3
MATH 228B*	Statistics Pathway Part II.....	5
	OR	
SOC 125*	Statistics for the Social Sciences	3
	OR	
STAT 101*	Statistics for the Social Sciences	4
	OR	
STAT C1000*	Introduction to Statistics	4
List B: Choose two courses from the following:		6
Any course from List A not already used		
ANTHRO 105	Prehistoric Peoples	3
ANTHRO 109	Gender, Sex and Culture.....	3
ANTHRO 118	Fundamentals of Forensic Anthropology.....	3
ANTHRO 132	Native People of North America.....	3
ANTHRO 141	Culture, Illness and Healing.....	3
CHICANO 004	Introduction to Chicana/o Studies	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
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
List C: Choose one course from the following:		4
Any course from List A or B 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
MAJOR - TOTAL UNITS.....		23-26

AWARD	AWARD TYPE	MAJOR CODE	GE
Anthropology	AA-T	P033110G	Cal-GETC (34 units) LACCD GE (21 units)

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

ART HISTORY

Effective: Spring 2018 (Revised Fall 2020; Fall 2024; Fall 2025)

Associate in 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

Students completing the Associate in Arts in Art History for Transfer will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that accept ADT degrees as being similar to their bachelor's degree majors: [ADT Major & Campus Search](#).

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

- Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).
- General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
- Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

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
	OR	
ART 102	Survey of Art History II	3
ART 107	Mexican Art-Modern.	3
	OR	
ART 141	Introduction to African Art.	3
ART 201	Drawing I	3
List A: Select one course from the following:		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
ART 116	History of Women and Art	3
ART 121	Indigenous North American Visual Culture	3
List B: Select one course from the following:		3
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
List C: Select one course from the following:		3
Any List A or List B course not already used		
MAJOR - TOTAL UNITS.		18

AWARD	AWARD TYPE	MAJOR CODE	GE
Art History	AA-T	P035975G	Cal-GETC (34 units) LACCD GE (21 units)

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

BIOLOGY

Effective: Spring 2018 (Revised Fall 2020)

Associate in 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

Students completing the Associate in Science in Biology for Transfer will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that accept ADT degrees as being similar to their bachelor's degree majors: [ADT Major & Campus Search](#).

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

- Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).
- General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
- Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

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
List A:		23-25
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	Cal-GETC (34 units) LACCD GE (21 units)

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



BUSINESS ADMINISTRATION 2.0

Effective: Fall 2021 (Revised Fall 2023)

Associate in 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

Students completing the Associate in Science in Business Administration 2.0 for Transfer will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that accept ADT degrees as being similar to their bachelor's degree majors: [ADT Major & Campus Search](#).

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

- 1. Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).
- 2. General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
- 3. Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

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
STAT C1000*	Introduction to 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	Cal-GETC (34 units) LACCD GE (21 units)

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

COMMUNICATION STUDIES 2.0

Effective: Spring 2024 (Revised Fall 2025)

Associate in Arts for Transfer Degree (AA-T)

(STATE CODE 43458)

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 the Associate in Arts in Communication Studies 2.0 for Transfer will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that accept ADT degrees as being similar to their bachelor's degree majors: [ADT Major & Campus Search](#).

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

- 1. Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).
- 2. General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
- 3. Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

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 C1000	Introduction to Public Speaking.	3
COMM 121	Interpersonal Communication.	3
List A: Select three courses from the following:		9
COMM 100	Introduction to Communication Studies.	3
COMM 104*	Argumentation and Debate.	3
COMM 122	Intercultural Communication.	3
COMM 130	Introduction to Oral Interpretation of Literature.	3
COMM 151	Small Group Communication.	3
COMM 189	Communication Theory.	3
List B: Select one course from the following:		3
Any List A course not already used		
ANTHRO 102	Human Ways of Life: Cultural Anthropology.	3
COMM 103	Persuasion.	3
COMM 190	Communication and New Media.	3
ENGL C1001*	Critical Thinking and Writing.	3
PSYC C1000	Introduction to Psychology.	3
SOC 001	Introduction to Sociology.	3
MAJOR - TOTAL UNITS		18

AWARD	AWARD TYPE	MAJOR CODE	GE
Communication Studies 2.0	AA-T	P043458G	Cal-GETC (34 units) LACCD GE (21 units)

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

EARLY CHILDHOOD EDUCATION

Effective: Fall 2014

Associate in 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

Students completing the Associate in Science in Early Childhood Education for Transfer will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that

accept ADT degrees as being similar to their bachelor's degree majors: [ADT Major & Campus Search](#).

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

1. **Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).
2. **General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
3. **Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

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	Cal-GETC (34 units) LACCD GE (21 units)

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



ECONOMICS

Effective: Fall 2016 (Revised Fall 2020; Fall 2025)

Associate in 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

Students completing the Associate in Arts in Economics for Transfer will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that accept ADT degrees as being similar to their bachelor's degree majors: [ADT Major & Campus Search](#).

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

1. **Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).
2. **General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
3. **Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

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 238*	Calculus for Business and Social Science I.....	5
	OR	
MATH 261*	Calculus I.....	5
STAT C1000*	Introduction to Statistics.....	4
List A: Select one course from the following:		3-5
ACCTG 001	Introductory Accounting I.....	5
ACCTG 002*	Introductory Accounting II.....	5
CAOT 032*	Business Communications.....	3
MATH 262*	Calculus 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

MAJOR - TOTAL UNITS..... 21-25

AWARD	AWARD TYPE	MAJOR CODE	GE
Economics	AA-T	P033773G	Cal-GETC (34 units) LACCD GE (21 units)

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

ELEMENTARY TEACHER EDUCATION

Effective: Fall 2017 (Revised Fall 2018; Fall 2019)

Associate in 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

Students completing the Associate in Arts in Elementary Teacher Education for Transfer will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that accept ADT degrees as being similar to their bachelor's degree majors: [ADT Major & Campus Search](#).

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California

State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

- Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).
- General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
- Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

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 C1000	Introduction to Public Speaking	3
EARTH 003	Earth Science Lecture and Laboratory	4
EDUC 001	Introduction to Teaching	3
ENGL C1000*	Academic Reading and Writing	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*	Mathematical Concepts for Teachers I	3
PHYS SC 004	Physical Science and Laboratory	4
POLS C1000	American Government and Politics	3
List A: Select one course from the following:		3
ENGL C1001*	Critical Thinking and Writing	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	3
THEATER 100	Introduction to the Theater	3

List C: Select one course from the following:

EDUC 203	Education in American Society	3

MAJOR - TOTAL UNITS

AWARD	AWARD TYPE	MAJOR CODE	GE
Elementary Teacher Education	AA-T	P035464G	Cal-GETC (34 units) LACCD GE (21 units)

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

ENGLISH

Effective: Fall 2017 (Revised Fall 2020; Fall 2022; Fall 2023; Fall 2025)

Associate in 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

Students completing the Associate in Arts in English for Transfer will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that accept ADT degrees as being similar to their bachelor's degree majors: [ADT Major & Campus Search](#).

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

- Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).
- General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
- Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

**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
ENGL C1001*	Critical Thinking and Writing.....	3
ENGLISH 102*	College Reading and Composition II.....	3
List A: Select two courses from the following:.....		6
ENGLISH 205*	British Literature I.....	3
ENGLISH 206*	British Literature II.....	3
ENGLISH 207*	American Literature I.....	3
ENGLISH 208*	American Literature II.....	3
List B: Select one course from the following:.....		3
Any List A course not already used		
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		
ANTHRO 161	Introduction to Language and Linguistics.....	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
HUMAN 031	People in Contemporary Society.....	3
NATIVAM 174*	American Indian Literatures.....	3
SPANISH 002*	Elementary Spanish II.....	5
SPANISH 003*	Intermediate Spanish I.....	5
SPANISH 004*	Intermediate Spanish II.....	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.....		18-20

AWARD	AWARD TYPE	MAJOR CODE	GE

English	AA-T	P035898G	Cal-GETC (34 units) LACCD GE (21 units)

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

ENVIRONMENTAL SCIENCE

Effective: Fall 2024 (Revised Fall 2025)

Associate in Science for Transfer Degree (AS-T)

(STATE CODE 44232)

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 the Associate in Science in Environmental Science for Transfer will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that accept ADT degrees as being similar to their bachelor's degree majors: [ADT Major & Campus Search](#).

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

1. **Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).
2. **General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
3. **Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Apply the scientific method to environmental issues using an interdisciplinary approach that incorporates science, technology, engineering, and math.
- Describe the natural physical and biological processes and explain the ways in which humanity impacts these processes through resource depletion and environmental degradation.
- Assess the ways human activities and pollution impact ecosystem function, biodiversity, and human health.

- Identify environmental problems both nature and humanity face and the scientific, economic, social, and political solutions to those problems.
- Analyze conventional resource management strategies and current sustainable practices that promote the conservation of natural resources.

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
ECON 001*	Principles of Microeconomics	3
ENV SCI 001	Introduction to Environmental Science	3
GEOLOGY 001	Physical Geology	3
GEOLOGY 006*	Physical Geology Laboratory	1
MATH 238*	Calculus for Business and Social Science I	5
	OR	
MATH 261*	Calculus I	5
PHYSICS 006*	General Physics I	4
PHYSICS 007*	General Physics II	4
STAT 101*	Statistics for the Social Sciences	4
	OR	
STAT C1000*	Introduction to Statistics	4
MAJOR - TOTAL UNITS		42

AWARD	AWARD TYPE	MAJOR CODE	GE
Environmental Science	AS-T	P044232H	Cal-GETC (34 units) LACCD GE (21 units)

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

FILM, TELEVISION, AND ELECTRONIC MEDIA

Effective: Spring 2023 (Revised Fall 2020; Spring 2023)

Associate in 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 completing the Associate in Science in Film, Television, and Electronic Media for Transfer will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that accept ADT degrees as being similar to their bachelor's degree majors: [ADT Major & Campus Search](#).

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

- Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).
- General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
- Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

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 117	Introduction to Social Media	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	P035462	Cal-GETC (34 units) LACCD GE (21 units)

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

GEOGRAPHY

Effective: Spring 2015 (Revised Fall 2020; Fall 2024)

Associate in 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

Students completing the Associate in Arts in Geography for Transfer will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that accept ADT degrees as being similar to their bachelor's degree majors: [ADT Major & Campus Search](#).

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

- 1. Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).
- 2. General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
- 3. Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

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*	Cartographic Design and Visualization.....	3
	OR	
GIS 036*	Cartographic Design and Visualization.....	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).....	2
	OR	
GIS 037	Introduction to Global Positioning Systems (GPS).....	2
GEOG 038*	Spatial Analysis and Automation.....	3
	OR	
GIS 038*	Spatial Analysis and Automation.....	3
GEOLOGY 001	Physical Geology.....	3
MATH 228B*	Statistics Pathway Part II.....	5
	OR	
STAT C1000*	Introduction to Statistics.....	4
POL SCI 007	Introduction to International Relations.....	3
MAJOR - TOTAL UNITS.....		20-23

AWARD	AWARD TYPE	MAJOR CODE	GE
Geography	AA-T	P033088G	Cal-GETC (34 units) LACCD GE (21 units)

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

GEOLOGY

Effective: Fall 2016 (Revised Fall 2020)

Associate in 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

Students completing the Associate in Science in Geology for Transfer will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that accept ADT degrees as being similar to their bachelor's degree majors: [ADT Major & Campus Search](#).

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

- Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).
- General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
- Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

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	Cal-GETC (34 units) LACCD GE (21 units)

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

HISTORY

Effective: Spring 2016 (Revised Fall 2020)

Associate in 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

Students completing the Associate in Arts in History for Transfer will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that accept ADT degrees as being similar to their bachelor's degree majors: [ADT Major & Campus Search](#).

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

- Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).
- General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
- Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

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:		
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:		
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:		
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
POLS C1000	American Government and Politics	3
POL SCI 002	Introduction to Comparative Politics	3
MAJOR - TOTAL UNITS		18

AWARD	AWARD TYPE	MAJOR CODE	GE
History	AA-T	P033721G	Cal-GETC (34 units) LACCD GE (21 units)

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

HOSPITALITY MANAGEMENT

Effective: Fall 2020 (Revised Fall 2023; Fall 2025)

Associate in 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

Students completing the Associate in Science in Hospitality Management for Transfer will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that accept ADT degrees as being similar to their bachelor's degree majors: [ADT Major & Campus Search](#).

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

1. **Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).
2. **General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
3. **Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

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: Select 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: Select two courses from the following:		6-10
Any course from List A not already used		
ACCTG 001	Introductory Accounting I	5
CAOT 082	Microsoft Office Suite	3
HOSPT 136	Event Management	3
MATH 228B*	Statistics Pathway Part II	5
OR		
STAT 101*	Statistics for the Social Sciences	4
OR		
STAT C1000*	Introduction to Statistics	4
MAJOR - TOTAL UNITS		18-22

AWARD	AWARD TYPE	MAJOR CODE	GE
Hospitality Management	AS-T	P038673H	Cal-GETC (34 units) LACCD GE (21 units)

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

JOURNALISM

Effective: Fall 2014 (Revised Fall 2020; Fall 2022; Fall 2023)

Associate in 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 completing the Associate in Arts in Journalism for Transfer will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that accept ADT degrees as being similar to their bachelor's degree majors: [ADT Major & Campus Search](#).

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

- 1. Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).

- 2. General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
- 3. Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

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 Newswriting	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
ENGL C1001*	Critical Thinking and Writing	3
MATH 228B*	Statistics Pathway Part II	5
OR		
SOC 125*	Statistics for the Social Sciences	3
OR		
STAT 101*	Statistics for the Social Sciences	4



	<i>OR</i>	
STAT C1000*	Introduction to Statistics	4
MEDIART 101	Introduction to Digital Film Production	3
PHILOS 009	Symbolic Logic I.....	3
POL SCI 002	Introduction to Comparative Politics	3
POLS C1000	American Government and Politics.....	3

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

AWARD	AWARD TYPE	MAJOR CODE	GE
Journalism	AA-T	P032621G	Cal-GETC (34 units) LACCD GE (21 units)

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

KINESIOLOGY

Effective: Fall 2017 (Revised Fall 2018; Fall 2019; Fall 2020; Fall 2021; Fall 2025)

Associate in 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

Students completing the Associate in Arts in Kinesiology for Transfer will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that accept ADT degrees as being similar to their bachelor's degree majors: [ADT Major & Campus Search](#).

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

- Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).
- General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
- Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

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:..... 3-5

Area 1: Aquatics

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

Area 2: Combatives

KIN 316†	Karate	1

Area 3: Dance

DANCETQ 111†	Ballet Techniques I.....	1
DANCETQ 121†	Jazz Dance Techniques I.....	1
DANCETQ 141†	Modern Dance Techniques I.....	1
DANCETQ 231†	Conditioning for Dance I.....	1
DNCESPC 171†	Hip-Hop Dance Techniques I.....	1
DNCESPC 331†	Tap Dance Techniques I.....	1
DNCESPC 441†	Latin Social and Salsa Dance I.....	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 332	Step Aerobics.....	1
KIN 334-1	Fitness Walking I.....	1
KIN 340-1†	T'ai Chi Ch'uan I	1
KIN 347†	Pilates Mat	1
KIN 350†	Weight Training	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 373-1†	Ultimate Frisbee I.....	1

Area 6: Team Sports

KIN 287	Basketball Skills.....	1
KIN 289	Soccer Skills	1
KIN 291-1†	Volleyball Skills I.....	1
KIN 387-1†	Basketball I.....	1
KIN ATH 511	Intercollegiate Sports-Soccer.....	3
KIN ATH 512	Intercollegiate Sports-Softball.....	3
KIN ATH 516	Intercollegiate Sports-Volleyball.....	3

KIN ATH 552	Intercollegiate Sports-Conditioning & Skills Training.	1
List A: Select two courses from the following:		6-10
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
HEALTH 011	Principles of Healthful Living	3
MATH 228B*	Statistics Pathway Part II.	5
	OR	
STAT 101*	Statistics for the Social Sciences	4
	OR	
STAT C1000*	Introduction to Statistics	4
PHYSICS 006*	General Physics I.	4
PSYC C1000	Introduction to Psychology	3
	OR	
SOC 001	Introduction to Sociology	3
MAJOR - TOTAL UNITS		20-26

AWARD	AWARD TYPE	MAJOR CODE	GE
Kinesiology	AA-T	P035460G	Cal-GETC (34 units) LACCD GE (21 units)

† Advanced courses also fulfill the Movement-Based Courses requirement in Areas 1-6. Please see a Counselor for more details.

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

LAW, PUBLIC POLICY, AND SOCIETY

Effective: Fall 2022 (Revised Fall 2023; Fall 2024; Fall 2025)

Associate in 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

Students completing the Associate in Arts in Law, Public Policy, and Society for Transfer will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that accept ADT degrees as being similar to their bachelor's degree majors: [ADT Major & Campus Search](#).

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California

State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

- Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).
- General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
- Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

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
	OR	
ADMJUS 002	Concepts of Criminal Law	3
	OR	
ADMJUS 004	Principles and Procedures of the Justice System	3
	OR	
BUS 005	Business Law I	3
COMM 104*	Argumentation and Debate	3
	OR	
COMM 151	Small Group Communication	3
	OR	
COMM C1000	Introduction to Public Speaking	3
COMM 104*	Argumentation and Debate	3
	OR	
ENGL C1001*	Critical Thinking and Writing	3
ENGL C1000*	Academic Reading and Writing	3
HISTORY 011	Political and Social History of the United States to 1877 ..	3
	OR	
HISTORY 012	Political and Social History of the United States from 1865.	3
MATH 228B*	Statistics Pathway Part II	5
	OR	
SOC 125*	Statistics for the Social Sciences	3
	OR	
STAT 101*	Statistics for the Social Sciences	4
	OR	
STAT C1000*	Introduction to Statistics	4
PHILOS 020	Ethics	3
POLS C1000	American Government and Politics	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

ADMJUS 001 ¹	Introduction to Administration of Justice	3
	OR	
ADMJUS 002 ¹	Concepts of Criminal Law	3
	OR	



ADM JUS 003	Legal Aspects of Evidence. 3
ADM JUS 004 ¹	Principles and Procedures of the Justice System 3
ADM JUS 008	Juvenile Procedures 3
ADM JUS 067	Community Relations I 3
ADM JUS 075	Introduction to Corrections 3
SOC 003	Crime and Delinquency 3
Area 2: Business	
BUS 005 ¹	Business Law I. 3
Area 3: Economics	
ECON 001*	Principles of Microeconomics. 3
ECON 002*	Principles of Macroeconomics. 3
Area 4: Political Science	
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
POL SCI 050	Introduction to Research in Political Science 3
Area 5: Public Policy	
PUB REL 001	Principles of Public Relations 3
SOC 002	American Social Problems 3
Area 6: Diversity	
ANTHRO 102	Human Ways of Life: Cultural Anthropology 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 080	Chicano Politics 3
COMM 122	Intercultural Communication. 3
GEOG 002	Cultural Elements of Geography 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
SOC 011	Race and Ethnic Relations 3
SOC 031	Sociology of Gender 3
Area 7: College Success	
COUNSEL 020	Post-Secondary Education: The Scope of Career Planning. 3
COUNSEL 040	College Success Seminar. 3
MAJOR - TOTAL UNITS. 30-32	

AWARD	AWARD TYPE	MAJOR CODE	GE

Law, Public Policy, and Society	AA-T	P041780G	Cal-GETC (34 units) LACCD GE (21 units)

¹Course may only be used in one area.

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

MATHEMATICS

Effective: Fall 2012 (Revised Fall 2020; Fall 2023; Fall 2024; Fall 2025)

Associate in 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

Students completing the Associate in Science in Mathematics for Transfer will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that accept ADT degrees as being similar to their bachelor's degree majors: [ADT Major & Campus Search](#).

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

- Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).
- General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
- Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

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
MATH 228B*	Statistics Pathway Part II	5
OR		
STAT 101*	Statistics for the Social Sciences	4
OR		
STAT C1000*	Introduction to Statistics	4
PHYSICS 101*	Physics for Engineers and Scientists I	5
MAJOR - TOTAL UNITS		21-23

AWARD	AWARD TYPE	MAJOR CODE	GE
Mathematics	AS-T	P030908H	Cal-GETC (34 units) LACCD GE (21 units)

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

MUSIC

Effective: Spring 2015 (Revised Fall 2018)

Associate in 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

Students completing the Associate in Arts in Music for Transfer will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that accept ADT degrees as being similar to their bachelor's degree majors: [ADT Major & Campus Search](#).

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California

State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

1. **Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).
2. **General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
3. **Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

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

Note: the same course may be repeated 4 times

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:

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

MAJOR - TOTAL UNITS



AWARD	AWARD TYPE	MAJOR CODE	GE
Music	AA-T	P033055G	Cal-GETC (34 units) LACCD GE (21 units)

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

PHILOSOPHY

Effective: Fall 2016 (Revised Fall 2018; Fall 2021; Fall 2023)

Associate in 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

Students completing the Associate in Arts in Philosophy for Transfer will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that accept ADT degrees as being similar to their bachelor's degree majors: [ADT Major & Campus Search](#).

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

- Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).
- General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
- Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

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 one courses from the following: 3

Any required core not already used

PHILOS 002	Society and Values	3
PHILOS 005*	Critical Thinking and Composition	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 two courses from the following: 6

Any course from List A not already used

List C: Select one course from the following: 3

Any course from List A or List B not already used

PHILOS 015	History of Contemporary Philosophy	3
PHILOS 019	Current Problems in Bioethics	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

AWARD	AWARD TYPE	MAJOR CODE	GE
Philosophy	AA-T	P035196G	Cal-GETC (34 units) LACCD GE (21 units)

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

PHYSICS

Effective: Spring 2017

Associate in 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

Students completing the Associate in Science in Physics for Transfer will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that accept ADT degrees as being similar to their bachelor's degree majors: [ADT Major & Campus Search](#).

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

- Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).
- General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
- Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

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	Cal-GETC (34 units) LACCD GE (21 units)

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

POLITICAL SCIENCE

Effective: Fall 2014 (Revised Fall 2018; Fall 2020; Fall 2023)

Associate in 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

Students completing the Associate in Arts in Political Science for Transfer will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that accept ADT degrees as being similar to their bachelor's degree majors: [ADT Major & Campus Search](#).

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

- Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).
- General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
- Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

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 COURSESS

SUBJECT & NO.	COURSE	UNITS
Select three courses from the following:		
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
POLS C1000	American Government and Politics	3
List A: Select two courses from the following:		
Any course not selected from core		
MATH 228B*	Statistics Pathway Part II.	5
OR		
POL SCI 050	Introduction to Research in Political Science	3
OR		
SOC 125*	Statistics for the Social Sciences	3
OR		
STAT 101*	Statistics for the Social Sciences	4
OR		
STAT C1000*	Introduction to Statistics	4
List B: Select one course from the following:		
Any course not selected above		
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 019	Women in Politics	3
POL SCI 022	Environmental 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	Cal-GETC (34 units) LACCD GE (21 units)

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

PSYCHOLOGY*Effective: Fall 2018 (Revised Fall 2019)***Associate in 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

Students completing the Associate in Arts in Psychology for Transfer will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that accept ADT degrees as being similar to their bachelor's degree majors: [ADT Major & Campus Search](#).

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

1. **Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).
2. **General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
3. **Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

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
PSYC C1000	Introduction to Psychology	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
Any List A course not already used		
PSYCH 013	Social Psychology	3
PSYCH 041	Life-Span Psychology: From Infancy to Old Age	3
List C: Select one of the following courses:		3
Any List A or B course not already used		
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	Cal-GETC (34 units) LACCD GE (21 units)

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

SOCIAL JUSTICE: GENERAL

Effective: Spring 2018 (Revised Fall 2020; Spring 2024)

Associate in 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

Students completing the Associate in Arts in Social Justice: General for Transfer will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with

junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that accept ADT degrees as being similar to their bachelor's degree majors:

[ADT Major & Campus Search.](#)

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

1. **Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).
2. **General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
3. **Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

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

Only one course from Area 4 may be used

Area 1: History or Government

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: Arts and Humanities

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
PHILOS 002	Society and Values	3

Area 3: Social Science

CHICANO 004	Introduction to Chicana/o Studies	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 002	American Social Problems	3
SOC 003	Crime and Delinquency	3
SOC 021	Human Sexuality	3
SOC 028	The Family: A Sociological Approach	3
SOC 035	The Labor Movement	3
SPANISH 010	Latin-American Civilization	3
SPANISH 026	Understanding Latin America Through Film	3

Area 4: Quantitative Reasoning and Research Methods

MATH 228B*	Statistics Pathway Part II.	5
	OR	
SOC 125*	Statistics for the Social Sciences	3
	OR	
STAT 101*	Statistics for the Social Sciences	4
	OR	
STAT C1000*	Introduction to Statistics	4
PSYCH 074*	Research Methods in the Behavioral Sciences	3
	OR	
SOC 004*	Sociological Analysis	3

Area 5: Major Preparation

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: General	AA-T	P036027G	Cal-GETC (34 units) LACCD GE (21 units)

¹Course may only be used in one area.

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

SOCIOLOGY*Effective: Fall 2017 (Revised Fall 2018; Fall 2020; Fall 2022; Fall 2023)***Associate in 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

Students completing the Associate in Arts in Sociology for Transfer will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that accept ADT degrees as being similar to their bachelor's degree majors: [ADT Major & Campus Search](#).

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

- Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).
- General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
- Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

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
SOC 002	American Social Problems	3
MATH 228B*	Statistics Pathway Part II.	5
	OR	
SOC 125*	Statistics for the Social Sciences	3
	OR	
STAT 101*	Statistics for the Social Sciences	4
	OR	
STAT C1000*	Introduction to Statistics	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		18-20

AWARD	AWARD TYPE	MAJOR CODE	GE
Sociology	AA-T	P035897G	Cal-GETC (34 units) LACCD GE (21 units)

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

SPANISH

Effective: Fall 2014 (Revised Fall 2019; Fall 2020; Fall 2021; Fall 2022; Fall 2025)

Associate in 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

Students completing the Associate in Arts in Spanish for Transfer Degree will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that accept

ADT degrees as being similar to their bachelor's degree majors:

[ADT Major & Campus Search](#).

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

- 1. Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).
- 2. General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
- 3. Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

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
NON-NATIVE TRACK		
SPANISH 001	Elementary Spanish I	5
SPANISH 002*	Elementary Spanish II	5
SPANISH 003*	Intermediate Spanish I	5
SPANISH 004*	Intermediate Spanish II	5
OR HERITAGE TRACK (FOR STUDENTS WHO SPEAK SPANISH AT HOME)		
SPANISH 035	Spanish for Spanish Speakers I	5
SPANISH 036*	Spanish for Spanish Speakers II	5

Students 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.

If 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.

List A: Select one course from the following:

COMM 100	Introduction to Communication Studies	3
COMM 121	Interpersonal Communication	3
ENGL C1001*	Critical Thinking and Writing	3
ENGLISH 102*	College Reading and Composition II	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 037*	Composition and Conversation for Spanish Speakers	5

Additional Substitution Courses

Any course from List A

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 19-25

AWARD	AWARD TYPE	MAJOR CODE	GE
Spanish	AA-T	P032620G	Cal-GETC (34 units) LACCD GE (21 units)

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

STUDIO ARTS*Effective: Fall 2014 (Revised Fall 2020; Fall 2021)***Associate in 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 the Associate in Arts in Studio Arts for Transfer will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that accept ADT degrees as being similar to their bachelor's degree majors: [ADT Major & Campus Search](#).

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

- 1. Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).
- 2. General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
- 3. Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

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	Cal-GETC (34 units) LACCD GE (21 units)

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

THEATRE ARTS

Effective: Spring 2015

Associate in 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

Students completing the Associate in Arts in Theatre Arts for Transfer will have satisfied the lower division major preparation for bachelor's degrees in similar majors as determined by California State University (CSU) campuses and are guaranteed admission with junior status to the California State University system, although not to a particular campus or major. Students can use the website ADT Search by CSU Campus to find CSU campuses that accept ADT degrees as being similar to their bachelor's degree majors: [ADT Major & Campus Search](#).

To earn an Associate Degree for Transfer, students must complete 60 semester units (or 90 quarter units) of coursework that is transferable to the California State University with an overall GPA of 2.0 or higher, and also complete each of the following requirements:

- Major/Area of Emphasis:** A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).
- General Education:** Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).
- Residency:** A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

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 ¹	Rehearsals and Performances III	3
TECTHTR/THEATER 342 ²	Technical Stage Production	2
List A: Select 9 semester units from the following:		9-10
THEATER 114	Script Analysis	3
THEATER 271*	Intermediate Acting	3
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 ¹	Rehearsals and Performances III	3
THEATER 300	Introduction to Stage Craft	3
THEATER 305	Introduction to Design for Theatre	3
THEATER 310	Introduction to Theatrical Lighting	3
TECTHTR/THEATER 342 ²	Technical Stage Production	2
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	Cal-GETC (34 units) LACCD GE (21 units)

¹Theater 291, 292 and 293 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.



University of California Transfer Pathway (UCTP) Associate Degrees

UCTP CHEMISTRY

University of California Transfer Pathway (UCTP) Associate's Degree in Chemistry

(STATE CODE 42512)

The University of California Transfer Pathway (UCTP) Associate's Degree in Chemistry is an extension of UC Pathways. The degrees, which are created by the community colleges, include the major preparation outlined in the UC Transfer Pathway for Chemistry. Students must follow UC Pathways requirements.

Students who complete the UC Pathways option, students completing the UCTP Associate's Degree in Chemistry will earn an AS degree from LA Pierce College. Note: UC does not require an Associate's Degree for transfer.

PROGRAM INFORMATION

The UCTP Associate's Degree in Chemistry is an extension of UC Pathways. The degrees, which are created by the community colleges, include the major preparation outlined in the UC Transfer Pathway for Chemistry. As with UC Pathways, in order to secure an admission guarantee in Chemistry, students must:

- Complete the Transfer Pathway
- Meet or exceed the required campus-based TAG GPA (campuses vary in a range of 2.8 - 3.4 GPA minimums)
- Submit a TAG application by September 30, and
- Apply for admission by November 30.

In addition to the benefits of the UC Pathways option, students completing the UCTP Associate's Degree in Chemistry will earn an AS degree from Los Angeles Pierce College. Note: UC does not require an Associate's Degree for transfer.

Students receiving this transfer degree must meet the following requirements:

- (1) Completion of 60 UC transferable semester units with a minimum cumulative grade point average of 2.0; a minimum of 12 units must be completed at Los Angeles Pierce College. Important: the minimum 2.0 GPA is the minimum required for the degree but will NOT meet UC admission requirements.
- (2) Completion of the following curricular requirements:
 - (A) The California General Education Transfer Curriculum (Cal-GETC) Areas indicated below with a minimum grade of "C" in each course or a grade of "P" if the general education course is taken on a "P/NP" basis.
 - (B) The major requirements listed below with a minimum grade of "C" in each course. Major courses may not be taken on a "P/NP" basis.

Important UC admission information: For guaranteed admission to a UC campus and major, students may be required to complete the UC campus Transfer Admission Guarantee (TAG) for Chemistry. Students should meet with their counselor for specific requirements and conditions.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Use qualitative and quantitative analysis techniques to solve physical science problems through integration of multiple ideas that demonstrates reasoning completely and clearly.
- Use chemistry principles to evaluate and solve conceptual challenges.
- Perform hypothesis driven laboratory experiments using the appropriate instruments as well as analyze and interpret data to form appropriate conclusions.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CHEM 101*	General Chemistry I	5
CHEM 102*	General Chemistry II.	5
CHEM 211*	Organic Chemistry for Science Majors I	5
CHEM 212*	Organic Chemistry for Science Majors II.	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
PHYSICS 103*	Physics for Engineers and Scientists III.	5
MAJOR - TOTAL UNITS		53

AWARD	AWARD TYPE	MAJOR CODE	GE
UCTP Chemistry	AS for UC Transfer	P042512M	Cal-GETC for UC (34 units)

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

UCTP PHYSICS

University of California Transfer Pathway (UCTP) Associate's Degree in Physics

(STATE CODE 42533)

The University of California Transfer Pathway (UCTP) Associate's Degree in Physics is an extension of UC Pathways. The degrees, which are created by the community colleges, include the major preparation outlined in the UC Transfer Pathway for Physics. Students must follow UC Pathways requirements.

Students who complete the UC Pathways option, students completing the UCTP Associate's Degree in Physics will earn an AS degree from LA Pierce College. Note: UC does not require an Associate's Degree for transfer.

PROGRAM INFORMATION

The UCTP Associate's Degree in Physics is an extension of UC Pathways. The degrees, which are created by the community colleges, include the major preparation outlined in the UC Transfer Pathway for Physics. As with UC Pathways, in order to secure an admission guarantee in Physics, students must:

- Complete the Transfer Pathway
- Meet or exceed the required campus-based TAG GPA (campuses vary in a range of 2.8 - 3.4 GPA minimums)

- Submit a TAG application by September 30, and
- Apply for admission by November 30.

Students receiving this transfer degree must meet the following requirements:

(1) Completion of 60 UC transferable semester units with a minimum cumulative grade point average of 2.0; a minimum of 12 units must be completed at Los Angeles Pierce College. Important: the minimum 2.0 GPA is the minimum required for the degree but will NOT meet UC admission requirements.

(2) Completion of the following curricular requirements:

(A) The California General Education Transfer Curriculum (Cal-GETC) Areas indicated below with a minimum grade of "C" in each course or a grade of "P" if the general education course is taken on a "P/NP" basis.

(B) The major requirements listed below with a minimum grade of "C" in each course. Major courses may not be taken on a "P/NP" basis.

Important UC admission information: For guaranteed admission to a UC campus and major, students may be required to complete the UC campus Transfer Admission Guarantee (TAG) for Physics. Students should meet with their counselor for specific requirements and conditions.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate proficiency in the use of algebra, calculus, and vector analysis to solve quantitative problems in classical and modern.
- Demonstrate proficiency in conceptual 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
CHEM 101*	General Chemistry I	5
CHEM 102*	General Chemistry II	5
MATH 261*	Calculus I	5
MATH 262*	Calculus II	5
MATH 263*	Calculus III	5
MATH 270*	Linear Algebra	3
MATH 275*	Ordinary Differential Equations	3
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.....46

AWARD	AWARD TYPE	MAJOR CODE	GE
UCTP Physics	AS for UC Transfer	P042533M	Cal-GETC for UC (34 units)

*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 312 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	4
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*	Eq3+uine 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 631*	Advanced Equine Training	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	4
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 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 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	4
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 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. 41-53

AWARD	AWARD TYPE	MAJOR CODE	GE
Agriculture: General	AS	P002808C	Cal-GETC (34 units) LACCD GE (21 units)

High Unit Major Waiver: *This major qualifies for a waiver of LACCD GE Areas 4A and 7.*

**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 312 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 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

Group 3: Enterprise/Industry Electives - Select one course from the following:

BUS 001	Introduction to Business.	3
CAOT 032*	Business Communications	3
CAOT 078	Computer Accounting Applications: QuickBooks	3
CAOT 085	Microsoft Excel: 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 C1000	Introduction to 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	4
SPANISH 002* ¹	Elementary Spanish II	5
SPANISH 035 ¹	Spanish for Spanish Speakers I	5

MAJOR - TOTAL UNITS 39-40

AWARD	AWARD TYPE	MAJOR CODE	GE
Equine Science	AS	P002809C	Cal-GETC (34 units) LACCD GE (21 units)

¹Credit is awarded for Spanish 002 or Spanish 035, but not for both.

High Unit Major Waiver: *Some students may be eligible for a high-unit waiver for LACCD GE Area 4 or 7 depending on the specific course-work completed. Please consult with a counselor for more information.*

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

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: www.lapc.edu/academics/career.

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 622*	Horseback Riding Laboratory - Intermediate	1
ANML SC 623*	Horseback Riding Laboratory - Advanced	1
ANML SC 631*	Advanced Equine Training	2

Group 2: Elective Courses in Enterprise/Industry - Select one course from the following:

CAOT 032*	Business Communications	3
CAOT 078	Computer Accounting Applications: QuickBooks	3
CAOT 085	Microsoft Excel: 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 C1000	Introduction to 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	4
SPANISH 002 ^{*1}	Elementary Spanish II	5
SPANISH 035 ¹	Spanish for Spanish Speakers I	5

CERTIFICATE - TOTAL UNITS 29-31

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: www.lapc.edu/academics/career.

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	4
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 20-21

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: www.lapc.edu/academics/career.

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	4
PLNT SC 110	Food and Society	3
PLNT SC 701	Floral Design and Practices I	2



PLNT SC 710	Hemp and Society	2
PLNT SC 711	Introduction to Plant Science	4
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 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
PLNT SC 913	Environmental Restoration	3
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 312 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	4
PLNT SC 711	Introduction to Plant Science	4
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:		2-3
PLNT SC 110	Food and Society	3
PLNT SC 701	Floral Design and Practices I	2
PLNT SC 710	Hemp and Society	2
PLNT SC 801	Plant Identification and Use II	3
PLNT SC 901	Natural Resources Conservation	3
PLNT SC 913	Environmental Restoration	3

MAJOR - TOTAL UNITS **34-35**

AWARD	AWARD TYPE	MAJOR CODE	GE
Horticulture: General	AS	P002811C	Cal-GETC (34 units) LACCD GE (21 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 312 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	4
PLNT SC 711	Introduction to Plant Science	4
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 830	Sustainable Pest Control	3

MAJOR - ELECTIVE COURSES

SUBJECT & NO.	COURSE	UNITS
Choose two of the following courses for a minimum of 5 units:		
ARC 161	Introduction to Computer-Aided Architectural Design	2
ARC 162	Computer-Aided Design and Drafting	3
ARC 172	Architectural Drawing I	3
PLNT SC 714	Principles of Horticulture	3
PLNT SC 827	Sustainable Gardening for Landscapes (Horticulture)	3
PLNT SC 828	Sustainable Water Management & Conservation	3
PLNT SC 901	Natural Resources Conservation	3

MAJOR - TOTAL UNITS **23-24**

AWARD	AWARD TYPE	MAJOR CODE	GE
Landscape Design and Management	AS	P008311C	Cal-GETC (34 units) LACCD GE (21 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 Bachelor's degrees in another discipline.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
PLNT SC 103	Introduction to Soil Science	4
PLNT SC 711	Introduction to Plant Science	4
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)	1
PLNT SC 756	Greenhouse Plant Production	3
PLNT SC 757	Plant Propagation and Production	3

CERTIFICATE - TOTAL UNITS **12-15**



PRE-VETERINARY MEDICINE

Associate of Science Degree

(STATE CODE 08308)

Faculty Advisor: Lu Dao, D.V.M.

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 312 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
ENGL C1001*	Critical Thinking and Writing.....	3
OR		
ENGLISH 102*	College Reading and Composition II.....	3
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
STAT C1000*	Introduction to Statistics.....	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	Cal-GETC (34 units) LACCD GE (21 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 ENGLISH 102 and ENGLISH 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.

High Unit Major Waiver: *This major qualifies for a waiver of LACCD GE Areas 4A and 7.*

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

VETERINARY TECHNOLOGY

Associate of Science Degree

(STATE CODE 02810)

Faculty Advisor: Rebecca Yates, D.V.M.

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 312 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*	Fundamentals of Chemistry I or higher	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	Cal-GETC (34 units) LACCD GE (21 units)

Note: Students enrolled in advanced level veterinary technology classes must participate in daily kennel duty, including weekends.

High Unit Major Waiver: *This major qualifies for a waiver of LACCD GE Areas 4A and 7.*

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



Anthropological and Geographical Sciences

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: www.lapc.edu/academics/career.

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
GIS/GEOG 025	Introduction to Geographic Information Systems Laboratory.....	4
GIS/GEOG 033	Intermediate GIS Applications.....	3
GIS/GEOG 036*	Cartographic Design and Visualization.....	3
GIS/GEOG 037	Introduction to Global Positioning Systems (GPS).....	2
GIS/GEOG 038*	Spatial Analysis and Automation.....	3
GIS 040*	Applied GIS.....	1

CERTIFICATE - TOTAL UNITS 16

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 312 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 UNITS **37**

AWARD	AWARD TYPE	MAJOR CODE	GE
Architectural Technology	AA	P002814C	Cal-GETC (34 units) LACCD GE (21 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.

High Unit Major Waiver: This major qualifies for a waiver of LACCD GE Areas 4A and 7.

*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: www.lapc.edu/academics/career.

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 UNITS **34**

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 312 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 700	Introduction to Sculpture	3
ART 708	Introduction to Ceramics	3

MAJOR - TOTAL UNITS.....30

AWARD	AWARD TYPE	MAJOR CODE	GE
Art	AA	P002834C	Cal-GETC (34 units) LACCD GE (21 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 312 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
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	Cal-GETC (34 units) LACCD GE (21 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 312 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 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
MAJOR - TOTAL UNITS		33

AWARD	AWARD TYPE	MAJOR CODE	GE
Drawing	AA	P010733C	Cal-GETC (34 units) LACCD GE (21 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 312 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
	OR	
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:		3
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	Cal-GETC (34 units) LACCD GE (21 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: www.lapc.edu/academics/career.

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 UNITS 24

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: www.lapc.edu/academics/career.

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 312 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 201	Drawing I	3
ART 202*	Drawing II	3
ART 203*	Drawing III	3
	OR	
ART 206*	Life Drawing III	3
	OR	
ART 400	Introduction to Printmaking	3

ART 204*	Life Drawing I.....	3
ART 205*	Life Drawing II.....	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

MAJOR - TOTAL UNITS.....36

AWARD	AWARD TYPE	MAJOR CODE	GE
Painting	AA	P010734C	Cal-GETC (34 units) LACCD GE (21 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 312 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

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	Cal-GETC (34 units) LACCD GE (21 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 312 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	Computer Accounting Applications: QuickBooks.....	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
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	Cal-GETC (34 units) LACCD GE (21 units)

High Unit Major Waiver: *This major qualifies for a waiver of LACCD GE Areas 4A and 7.*

**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 312 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	Microsoft Office Suite.....	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 at least 15 semester units from the following:.....		15-17
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	Cal-GETC (34 units) LACCD GE (21 units)

High Unit Major Waiver: *This major qualifies for a waiver of LACCD GE Areas 4A and 7.*

**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: www.lapc.edu/academics/career.

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 312 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	Microsoft Office Suite.....	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	Cal-GETC (34 units) LACCD GE (21 units)

High Unit Major Waiver: *Some students may be eligible for a high-unit waiver for LACCD GE Area 4 or 7 depending on the specific course-work completed. Please consult with a counselor for more information.*

**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 312 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	Microsoft Office Suite	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	Cal-GETC (34 units) LACCD GE (21 units)

High Unit Major Waiver: *This major qualifies for a waiver of LACCD GE Areas 4A and 7.*

**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: www.lapc.edu/academics/career.

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: www.lapc.edu/academics/career.

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 (WAFIC)**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 WAFIC 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: www.lapc.edu/academics/career.

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	Microsoft Excel: Spreadsheet.....	3
COMM C1000	Introduction to 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 (WAFIC)	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: www.lapc.edu/academics/career.

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	Computer Accounting Applications: QuickBooks.....	3

CERTIFICATE - TOTAL UNITS 13

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.

CERTIFICATE - REQUIRED COURSES

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:.....		3
FINANCE 001*	Principles of Finance.....	3
INSUR 103	Commercial Insurance.....	3
MARKET 021	Principles of Marketing.....	3

CERTIFICATE - TOTAL UNITS 15

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: www.lapc.edu/academics/career.

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
BUS 001	Introduction to Business.....	3

CERTIFICATE - TOTAL UNITS 16

AWARD	AWARD TYPE	MAJOR CODE	GE
Tax Preparation	Certificate	P015101D	N/A

*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:

www.lapc.edu/academics/departments/child-dept.

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 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 312 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 9 units from the following:.....		9
CH DEV 009	Advanced Curriculum: Art in Early Childhood.....	1
CH DEV 027	Advanced Curriculum: Science and Math in Early Childhood.....	1
CH DEV 028	Advanced Curriculum: Music, Movement and Language Arts Curriculum	1
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	Cal-GETC (34 units) LACCD GE (21 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: www.lapc.edu/academics/career.

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 3 units from the following:		3
CH DEV 009	Advanced Curriculum: Art in Early Childhood	1
CH DEV 027	Advanced Curriculum: Science and Math in Early Childhood	1
CH DEV 028	Advanced Curriculum: Music, Movement and Language Arts Curriculum	1
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: www.lapc.edu/academics/career.

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: www.lapc.edu/academics/career.

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: www.lapc.edu/academics/career.

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: www.lapc.edu/academics/career.

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*	Intermediate Reading and Composition or higher	3
Select 3 units from the following:		3
CH DEV 009	Advanced Curriculum: Art in Early Childhood	1
CH DEV 027	Advanced Curriculum: Science and Math in Early Childhood	1
CH DEV 028	Advanced Curriculum: Music, Movement and Language Arts Curriculum	1
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: www.lapc.edu/academics/career.

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 and 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: www.lapc.edu/academics/career.

**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 UNITS 12

AWARD	AWARD TYPE	MAJOR CODE	GE
Teacher Assistant Paraprofessional	Certificate	P040634D	N/A

Computer Applications and Hospitality Management

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: LACCD GE Plan or Cal-GETC.

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 312 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	Microsoft Word: Basic to Intermediate.....	3

MAJOR - REQUIRED COURSES

ACCTG 001	Introductory Accounting I.....	5
CAOT 032*	Business Communications.....	3
CAOT 048	Customer Service	3
CAOT 085	Microsoft Excel: 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	Computer Accounting Applications: QuickBooks	3
CAOT 079	Microsoft Word: Advanced.....	3
CAOT 082	Microsoft Office Suite.....	3
CAOT 086	Microsoft Access: Database	3
CAOT 110	Microsoft PowerPoint: Presentation Design	3

MAJOR - TOTAL UNITS 39-40

AWARD	AWARD TYPE	MAJOR CODE	GE
Administrative Professional	AA	P002820C	Cal-GETC (34 units) LACCD GE (21 units)

High Unit Major Waiver: *Some students may be eligible for a high-unit waiver for LACCD GE Area 4 or 7 depending on the specific course-work completed. Please consult with a counselor for more information.*

**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: www.lapc.edu/academics/career.

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	Microsoft Word: Basic to Intermediate.....	3

CERTIFICATE - REQUIRED COURSES

ACCTG 001	Introductory Accounting I.....	5
CAOT 032*	Business Communications.....	3
CAOT 048	Customer Service.....	3
CAOT 085	Microsoft Excel: 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	Computer Accounting Applications: QuickBooks.....	3
CAOT 079	Microsoft Word: Advanced.....	3
CAOT 082	Microsoft Office Suite.....	3
CAOT 086	Microsoft Access: Database.....	3
CAOT 110	Microsoft PowerPoint: 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: www.lapc.edu/academics/career.

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	Microsoft Word: Basic to Intermediate	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	Microsoft Office Suite	3
CAOT 085	Microsoft Excel: 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.

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 312 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	Microsoft Office Suite	3

MAJOR - REQUIRED COURSES

ACCTG 001	Introductory Accounting I	5
CAOT 039	Microsoft Word: Basic to Intermediate	3
CAOT 067	Microsoft Outlook for the Office	2
CAOT 078	Computer Accounting Applications: QuickBooks	3
CAOT 085	Microsoft Excel: Spreadsheet	3
CAOT 092	Computer Windows Application	2

CAPSTONE COURSES

CAOT 032*	Business Communications	3
CAOT 079	Microsoft Word: Advanced	3
CAOT 086	Microsoft Access: Database	3

Select 3 semester units from the following: 3

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	Microsoft PowerPoint: 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	Cal-GETC (34 units) LACCD GE (21 units)

High Unit Major Waiver: This major qualifies for a waiver of LACCD GE Areas 4A and 7.

*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: www.lapc.edu/academics/career.

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	Microsoft Office Suite	3
CERTIFICATE - REQUIRED COURSES		
ACCTG 001	Introductory Accounting I	5
CAOT 039	Microsoft Word: Basic to Intermediate	3
CAOT 067	Microsoft Outlook for the Office	2
CAOT 078	Computer Accounting Applications: QuickBooks	3
CAOT 085	Microsoft Excel: Spreadsheet	3
CAOT 092	Computer Windows Application	2
CAPSTONE COURSES		
CAOT 032*	Business Communications	3
CAOT 079	Microsoft Word: Advanced	3

CAOT 086	Microsoft Access: Database	3
Select 3 semester units from the following:		3
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	Microsoft PowerPoint: 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: www.lapc.edu/academics/career.

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
ENTRY-LEVEL COURSES		
CAOT 002	Computer Keyboarding and Document Applications II . . .	3
CAOT 031	Business English	3
CAOT 034	Business Terminology	2
CAOT 082	Microsoft Office Suite	3

**CERTIFICATE - REQUIRED COURSES**

CAOT 039	Microsoft Word: Basic to Intermediate.....	3
CAOT 067	Microsoft Outlook for the Office.....	2
CAOT 085	Microsoft Excel: 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: www.lapc.edu/academics/career.

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	Computer Accounting Applications: QuickBooks.....	3
CAOT 082	Microsoft Office Suite.....	3
CAOT 085	Microsoft Excel: 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 of 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	Microsoft Office Suite.....	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: www.lapc.edu/academics/career.

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	Microsoft Word: Basic to Intermediate.....	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	Microsoft Word: Advanced	3
CAOT 110	Microsoft PowerPoint: 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

- Describe opportunities for entry and advancement in the hospitality field. Identify key qualities, philosophies, or experiences associated with success in the field.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
CAOT 048	Customer Service	3
	OR	
ECON 001*	Principles of Microeconomics.....	3
CAOT 082	Microsoft Office Suite.....	3
HOSPT 100	Introduction to the Hospitality Industry	3
HOSPT 120	Hospitality Cost Control.....	3
HOSPT 136	Event Management.....	3
HOSPT 140	Introduction to Hotel Management	3

CERTIFICATE - TOTAL UNITS 18

AWARD	AWARD TYPE	MAJOR CODE	GE
Hospitality Management	Certificate	P045551D	N/A

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

HOSPITALITY MANAGEMENT

Certificate of Achievement

(STATE CODE 45551)

PROGRAM INFORMATION

The Hospitality Management Certificate of Achievement prepares students for entry- to mid-level positions in the Hospitality Industry. It also prepares students for entrepreneur opportunities in the hospitality field. The certificate provides students with the knowledge and training necessary to succeed in the hospitality industry. Courses are designed for students who desire a career in the hospitality industry within the following sectors: hotel/lodging management, food and beverage management, entertainment and recreation management, and meeting, convention, and event management. Some areas within the hospitality sectors may include reservations, front office, purchasing, lodging, event planning, and tourism services. A Certificate of Achievement is awarded upon completion of all required courses (18 units) with a grade of C or better.

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: www.lapc.edu/academics/career.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Describe the relationship of human/social need for hospitality services.
- Define the goals of various hospitality elements and related products and services.
- Describe the service relationship in terms of psychological needs and social-psychological experiences.
- Define the basic role of business in the field of hospitality. Identify major challenges to the hospitality industry.

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.

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 312 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	Microsoft Office Suite	3
MAJOR - REQUIRED COURSES		
ACCTG 001	Introductory Accounting I	5
BUS 005	Business Law I	3
CAOT 039	Microsoft Word: Basic to Intermediate	3
CAOT 067	Microsoft Outlook for the Office	2
CAOT 085	Microsoft Excel: 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	Microsoft Word: Advanced	3
MAJOR - TOTAL UNITS		40

AWARD	AWARD TYPE	MAJOR CODE	GE
Legal Office Procedures	AA	P002821C	Cal-GETC (34 units) LACCD GE (21 units)

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.

High Unit Major Waiver: This major qualifies for a waiver of LACCD GE Areas 4A and 7.

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

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:

www.lapc.edu/academics/career.

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	Microsoft Office Suite	3
CERTIFICATE - REQUIRED COURSES		
ACCTG 001	Introductory Accounting I	5
BUS 005	Business Law I	3
CAOT 039	Microsoft Word: Basic to Intermediate	3
CAOT 067	Microsoft Outlook for the Office	2
CAOT 085	Microsoft Excel: 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	Microsoft Word: Advanced	3
CERTIFICATE - TOTAL UNITS		40

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: www.lapc.edu/academics/career.

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	Microsoft Word: Basic to Intermediate.	3
CAPSTONE COURSES		
CAOT 023F	Legal Office Procedures IF	2
CAOT 023G	Legal Office Procedures IG	3
CAOT 032*	Business Communications	3
CERTIFICATE - TOTAL UNITS		17

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: www.lapc.edu/academics/career.

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	Microsoft Office Suite	3

REQUIRED CORE COURSES

CAOT 039	Microsoft Word: Basic to Intermediate.	3
CAOT 067	Microsoft Outlook for the Office	2
CAOT 085	Microsoft Excel: Spreadsheet.	3
CAOT 092	Computer Windows Application.	2

REQUIRED CAPSTONE COURSES - Select four (4) courses from the following: 11-12

CAOT 079	Microsoft Word: Advanced	3
CAOT 086	Microsoft Access: 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	Microsoft PowerPoint: 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), basic spreadsheet applications (Microsoft Excel), 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: www.lapc.edu/academics/career.

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	Microsoft Office Suite.....	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: www.lapc.edu/academics/career.

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
	OR	
CAOT 128	Communication Skills for the Business Professional.	3
CAOT 039	Microsoft Word: Basic to Intermediate.....	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: www.lapc.edu/academics/career.

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	Microsoft Office Suite	3
CERTIFICATE - REQUIRED COURSES		
CAOT 039	Microsoft Word: Basic to Intermediate.....	3
CAPSTONE COURSES		
CAOT 079	Microsoft Word: Advanced	3
CERTIFICATE - TOTAL UNITS		17

AWARD	AWARD TYPE	MAJOR CODE	GE
Word Processing: Microsoft Word for Windows	Certificate	P015074D	N/A

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: www.lapc.edu/academics/career.

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: www.lapc.edu/academics/career.

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 312 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
	OR	
CIS 193*	Database Essentials in Amazon Web Services	3
CIS 150	Advanced Website Development Using JavaScript	3
	OR	
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
	OR	
CIS 216*	Network Security	3
	OR	
CIS 241*	Cybersecurity Operations.....	3
CIS 210	Introduction to Computer Networking.....	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
CIS 227	Server Administration and Network Security.....	3
	OR	
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	Cal-GETC (34 units) LACCD GE (21 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 cyber-attacks. 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: www.lapc.edu/academics/career.

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
	OR	
CIS 209	Introduction to Personal Computer Hardware and Operating Systems.....	3
CIS 170*	Introduction to Ethical Hacking.....	3
	OR	
CIS 216*	Network Security	3
	OR	
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
	Enterprise Networking, Security, & Automation.....	3
	OR	
CIS 240*	Switching, Routing, WLANs, Security, and Enterprise Networking (CCNA Prep).....	6
CIS 227	Server Administration and Network Security.....	3
	OR	
CIS 238	Managing Windows with Azure.....	3
	OR	
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: www.lapc.edu/academics/career.

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
	<i>OR</i>	
CIS 238	Managing Windows with Azure.....	3

CERTIFICATE - TOTAL UNITS 12

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: www.lapc.edu/academics/career.

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
	<i>OR</i>	
CIS 192	Introduction to Cloud Computing.....	3
	<i>OR</i>	
CIS 209	Introduction to Personal Computer Hardware and Operating Systems.....	3
CIS 194*	Compute Engines in Amazon Web Services.....	3
	<i>OR</i>	
CIS 238	Managing Windows with Azure.....	3
CIS 210	Introduction to Computer Networking.....	3

CERTIFICATE - TOTAL UNITS 12

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 312 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	Cal-GETC (34 units) LACCD GE (21 units)

High Unit Major Waiver: Some students may be eligible for a high-unit waiver for LACCD GE Area 4 or 7 depending on the specific course-work completed. Please consult with a counselor for more information.

*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: www.lapc.edu/academics/career.

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 312 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 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 213*	Advanced Programming in Java	3
CS 216*	Object-Oriented Programming in C++.....	3
CS 230*	Advanced Computer Architecture and Organization.....	3
CS 236*	Advanced Data Structures and Introduction to Databases .	3

MATH 261**	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
COUNSEL 004	Career Planning	1
ENG GEN 101	Introduction to Science, Engineering and Technology.....	2
STAT C1000*	Introduction to 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	Cal-GETC (34 units) LACCD GE (21 units)

¹These courses are either graduation requirements and satisfy portions of the general education (GE) requirements in the LACCD General Education Plan. Students seeking the California General Education Transfer Curriculum (Cal-GETC) Plan should consult with a college counselor about possible additional/different GE requirements.

High Unit Major Waiver: This major qualifies for a waiver of LACCD GE Areas 4A and 7.

*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: www.lapc.edu/academics/career.

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 UNITS 12

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: www.lapc.edu/academics/career.

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 Adobe Animate.....	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.....	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: www.lapc.edu/academics/career.

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	
	OR	
CIS 130	Web Development Using Adobe Animate..... 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 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

General Education Breadth Requirement

CAL-GETC

Certificate of Achievement

(STATE CODE 45035)

This general education certificate of achievement is awarded to students who receive full certification of the California General Education Transfer Curriculum (Cal-GETC).

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 their discipline, including the effective and ethical use of artificial intelligence tools, and

will exercise discernment in identifying relevant, credible, and contextually 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.
- **Global Awareness:** The College recognizes that we are part of an interconnected world that necessitates global competencies. Students are encouraged and supported in pursuing an international education that prepares them to succeed outside of their home country, via a multidisciplinary approach designed to educate and hone skills required for the global citizen.

See LAPC California General Education Transfer Curriculum (Cal-GETC) 2025-2026 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 312 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 their discipline, including the effective and ethical use of artificial intelligence tools, and will exercise discernment in identifying relevant, credible, and contextually 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.
- **Global Awareness:** The College recognizes that we are part of an interconnected world that necessitates global competencies. Students are encouraged and supported in pursuing an international education that prepares them to succeed outside of their home country, via a multidisciplinary approach designed to educate and hone skills required for the global citizen.

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), 116 (3 units), 119 (3 units), 121 (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), 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 (1 unit); **CHICANO** 004 (3 units), 007 (3 units), 008 (3 units), 037 (3 units), 047 (3 units), 054 (3 units), 057 (3 units); **CINEMA** 003 (3 units), 005 (3 units), 104 (3 units), 107 (3 units), 113 (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** 102 (3 units), 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), 234 (3 units), 239 (3 units), 240 (3 units), 245 (3 units), 250 (3 units), 252 (3 units), 270 (3 units), 271 (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), 005 (3 units), 006 (3 units), 019 (3 units), 029 (3 units), 041 (3 units), 042 (3 units), 044 (3 units), 052 (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** 110 (3 units), 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), 216-1 (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); **NATIVAM** 175 (3 units); **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), 037 (3 units), 040 (3 units), 041 (3 units), 042 (3 units), 046 (3 units); **PHOTO** 009 (3 units), 027A (3 units), 027B (3 units), 101 (3 units), 102 (4 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), 114 (3 units), 125 (3 units), 270 (3 units), 271 (3 units), 273 (3 units), 401 (3 units)

ARTS AND HUMANITIES EMPHASIS TOTAL UNITS. 18

AWARD	AWARD TYPE	MAJOR CODE	GE
General Studies: Arts and Humanities	AA	P019181C	Cal-GETC (34 units) LACCD GE (21 units)

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), 043 (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



AWARD	AWARD TYPE	MAJOR CODE	GE
General Studies: Gender Studies	AA	P030477C	Cal-GETC (34 units) LACCD GE (21 units)

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), 118 (3 units); **ASTRON** 001 (3 units), 002 (1 unit); **BIOLOGY** 003 (4 units), 006 (5 units), 007 (5 units), 010 (4 units), 012A (1 unit), 012B (1 unit), 012C (1 unit), 019A (1 unit), 019B (1 unit), 019C (1 unit), 110 (4 units), 121 (3 units), 122 (2 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), 131 (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); **FINANCE** 001 (3 units), 008 (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 (2 units), 038 (3 units); **GIS** 025 (4 units), 036 (3 units), 037 (2 units); **GEOLOGY** 001 (3 units), 002 (3 units), 006 (1 unit), 007 (1 unit), 010 (3 units), 015 (3 units); **MATH** 215 (3 units), 227 (4 units), 228B (5 units), 229 (4 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 (1 unit); **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 (4 units), 711 (4 units), 714 (3 units), 828 (3 units), 901 (3 units); **PSYCH** 002 (3 units), 073 (1 unit), **SOC** 125 (3 units); **STAT** 101 (4 units), C1000 (4 units)

SCIENCE, TECHNOLOGY, ENGINEERING & MATHEMATICS EMPHASIS TOTAL UNITS. 18

AWARD	AWARD TYPE	MAJOR CODE	GE
General Studies: Science, Technology, Engineering & Mathematics	AA	P019182C	Cal-GETC (34 units) LACCD GE (21 units)

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 010 (3 units), 014 (3 units), 015 (3 units); **ADM JUS** 001 (3 units), 002 (3 units), 004 (3 units), 067 (3 units), 174 (3 units), 305 (3 units); **AFRO AM** 004 (3 units), 005 (3 units), 019 (3 units); **ANTHRO** 101 (3 units), 102 (3 units), 103 (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); **BRDCSTG** 001 (3 units); **BUS** 005 (3 units); **CAOT** 032 (3 units), 082 (3 units); **CHICANO** 002 (3 units), 004 (3 units), 007 (3 units), 008 (3 units), 020 (3 units), 047 (3 units), 080 (3 units); **CH DEV** 001 (3 units), 011 (3 units); **COMM** 100 (3 units), 104 (3 units), 121 (3 units), 122 (3 units), 151 (3 units), 189 (3 units), C1000 (3 units); **COUNSEL** 020 (3 units), 040 (3 units); **ECON** 001 (3 units), 002 (3 units), 010 (3 units); **EDUC** 203 (3 units); **ENGL** C1000 (3 units), C1001 (3 units); **ENGLISH** 102 (3 units); **ENV SCI** 001 (3 units); **FINANCE** 001 (3 units), 008 (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), 019 (3 units), 029 (3 units), 041 (3 units), 042 (3 units), 044 (3 units), 052 (3 units), 056 (3 units), 081 (3 units), 082 (3 units), 086 (3 units), 087 (3 units); **JAPAN** 009 (3 units); **JOURNAL** 100 (3 units), 109 (3 units), 251 (3 units); **MATH** 215 (3 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); **NATIVAM** 170 (3 units), 171 (3 units), 173 (3 units); **PHILOS** 005 (3 units), 006 (3 units), 009 (3 units); **POL SCI** 002 (3 units), 005 (3 units), 007 (3 units), 019 (3 units), 022 (3 units), 030 (3 units), 050 (3 units); **POLS** C1000 (3 units); **PSYC** C1000 (3 units); **PSYCH** 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), 031 (3 units), 035 (3 units), 037 (3 units), 086 (3 units), 087 (3 units), 125 (3 units); **SPANISH** 009 (3 units), 010 (3 units), 016 (3 units); **STAT** C1000 (4 units), 101 (4 units)

SOCIAL AND BEHAVIORAL SCIENCES EMPHASIS TOTAL UNITS 18

AWARD	AWARD TYPE	MAJOR CODE	GE
General Studies: Social and Behavioral Sciences	AA	P019183C	Cal-GETC (34 units) LACCD GE (21 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: www.lapc.edu/academics/career.

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: www.lapc.edu/academics/career.

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: www.lapc.edu/academics/career.

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 UNITS 15

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: www.lapc.edu/academics/career.

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 UNITS		13

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 312 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	Cal-GETC (34 units) LACCD GE (21 units)

High Unit Major Waiver: This major qualifies for a waiver of LACCD GE Areas 4A and 7.

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

AUTOMOTIVE SERVICE TECHNOLOGY

Certificate of Achievement

(STATE CODE 21812)

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: www.lapc.edu/academics/career.

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 312 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	Cal-GETC (34 units) LACCD GE (21 units)

For additional electives, see Electronics Department Advisor.

Please refer to the discipline webpage:

www.lapc.edu/academics/departments/ind-tech-dept.

High Unit Major Waiver: This major qualifies for a waiver of either LACCD GE Area 4A and 7. The student may choose which area to apply the waiver to.

*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: www.lapc.edu/academics/career.

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

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

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 UNITS **20**

AWARD	AWARD TYPE	MAJOR CODE	GE
Electronics: Communications	Certificate	P010730D	N/A

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

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 UNITS **20**

AWARD	AWARD TYPE	MAJOR CODE	GE
Electronics: Digital	Certificate	P010729D	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 312 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	Cal-GETC (34 units) LACCD GE (21 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: www.lapc.edu/academics/career.

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 a 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 UNITS 24

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 312 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
EGD TEK 101*	Engineering Graphics with CAD	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 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 UNITS 36

AWARD	AWARD TYPE	MAJOR CODE	GE
Numerical Control Programming	AS	P002831C	Cal-GETC (34 units) LACCD GE (21 units)

High Unit Major Waiver: This major qualifies for a waiver of either LACCD GE Area 4A and 7. The student may choose which area to apply the waiver to.

*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: www.lapc.edu/academics/career.

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
EGD TEK 101*	Engineering Graphics with CAD.....	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 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

CERTIFICATE - TOTAL UNITS 36

AWARD	AWARD TYPE	MAJOR CODE	GE
Numerical Control Programming	Certificate	P021814D	N/A

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

Kinesiology and Health

HEALTH SCIENCE

Associate of Science Degree

(STATE CODE 45479)

PROGRAM INFORMATION

This Associate of Science degree will allow the college to distinguish our Health Science students from our STEM students. The Associate of Science degree in Health Science is for students who wish to transfer to a four-year institution or complete entrance requirements for health career programs. These career options include, but are not limited to, nursing, radiological sciences, physical therapy, occupational therapy, respiratory therapy and dental hygiene. The degree offers students a broad general education, and provides basic knowledge in biology, human anatomy, psychology, statistics, health, and fitness. Students are encouraged to meet with a counselor regarding specific course requirements for their educational and career goals and to develop a comprehensive Student Educational Plan for this degree and its general education requirements. Students may select the Kinesiology ADT, GE STEM, Nursing, or Cal-GETC transfer educational plans. Students who wish to transfer to a university must complete 60 semester units (or 90 quarter units) of coursework that is transferable to their desired university and also complete each of the following requirements:

(1) Major/Area of Emphasis: A minimum of 18 semester units (27 quarter units) of coursework, with a C or higher earned for each course or P if taken on a Pass/No Pass basis, as required by the Los Angeles Community College District (LACCD) (Title 5 §55062).

(2) General Education: Completion of the California General Education Transfer Curriculum (Cal-GETC) course requirements, with a C or higher earned for each course or P if taken on a Pass/No Pass basis (34 semester/45 quarter units).

(3) Residency: A minimum of 12 semester units must be completed within the LACCD (Title 5 §55062).

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 312 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate proper application of scientific methodology.
- Apply statistical methods to collect, analyze, and interpret health data.
- Develop evidence-based plans for optimal physical and mental wellbeing.
- Analyze biological and anatomical systems and structures by identifying their components, relationships, and functions within the human body.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ANATOMY 001	Introduction to Human Anatomy.....	4
BIOLOGY 003	Introduction to Biology.....	4
HEALTH	Any HEALTH course.....	3
KIN	Any KIN Activity course.....	1
PSYC C1000	Introduction to Psychology.....	3
STAT 101*	Statistics for the Social Sciences.....	4
	OR	
STAT C1000*	Introduction to Statistics.....	4

MAJOR - TOTAL UNITS 19

AWARD	AWARD TYPE	MAJOR CODE	GE
Health Science	AS	P045479C	Cal-GETC (34 units) LACCD GE (21 units)

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



Life Sciences

BIOMANUFACTURING TECHNICIAN

Certificate of Achievement

(STATE CODE 45552)

PROGRAM INFORMATION

The General Biomanufacturing Certificate of Achievement (CoA) builds upon the Biotech Laboratory Assistant CoA. In this program, students develop foundational knowledge in the manufacturing process of biological products with an emphasis on Biopharmaceuticals, such as monoclonal antibody manufacturing. The program offers coursework in basic biomanufacturing processes, which include the upstream processing steps using mammalian cell culture and downstream processes. Students also learn the regulatory aspect of Biomanufacturing and the use of automation in the modern manufacturing facility. Upon completion of this certificate, students will gain proficiency in both technical and employability skills, as well as industry-relevant experience, to gain employment in the manufacturing sector of the Biotechnology industry. Students will also have the option to apply for the Biomanufacturing Baccalaureate program.

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: www.lapc.edu/academics/career.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Apply cGMP, safety, and ethical practices to carry out biomanufacturing operations with accurate documentation and regulatory compliance.
- Perform upstream and downstream bioprocess operations (cell culture, bioreactors, purification, and QC assays) using industry-standard instrumentation and techniques.
- Collaborate effectively in a regulated work environment, demonstrating professionalism, problem-solving, and awareness of industry expectations.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
BIOLOGY 006*	General Biology I	5
BIOTECH 001	Fundamentals of Biotechnology.....	3
BIOTECH 002	Biotechnology I.....	4
BIOTECH 006	Biotechnology: Quality Control	2
BIOTECH 102	Cell Culture.....	4
CHEM 051*	Fundamentals of Chemistry I or higher	5
	<i>OR</i>	
CHEM 060*	Introduction to General Chemistry or higher.....	5
CERTIFICATE - TOTAL UNITS		23

AWARD	AWARD TYPE	MAJOR CODE	GE

Biomanufacturing Technician	Certificate	P045552D	N/A

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

BIOTECHNOLOGY

Associate of Science Degree

(STATE CODE 43098)

PROGRAM INFORMATION

The Biotechnology A.S. Degree is an interdisciplinary training program with coursework in Biotechnology, Chemistry, and other disciplines. Through the core Biotechnology courses, students will be introduced to a large breadth of topics including basic techniques in biotechnology laboratories, molecular biology, plant engineering, molecular diagnostic, quality and biomanufacturing. Students must complete the core Biotech courses, Chemistry, Microbiology, and Statistics courses. Students must also complete either General Biology course and 3 units Biotech internship for the "General Biotech" path, or three Plant Science courses (PLNT SC 711, PLNT SC 103, and either PLNT SC 726 or PLNT SC 727) for the "Plant Biotech" path. Together with the completion of a minimum of 32 units of General Education courses, students will earn an Associate of Science (A.S.) degree in Biotechnology. Upon completion of this A.S. degree, students will gain proficiency in both technical and employability skills to gain employment in Biotech industry. Examples of job titles include, but not limited to, Research Associate, Manufacturing Technician, Quality Associates, and Cell Culture Technicians. Students will also have the option to transfer to the 4-year Biomanufacturing programs at California Community Colleges.

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 312 of this catalog for more information on transfer requirements and resources.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Employ the appropriate laboratory techniques effectively and safely with proper documentation, including the appropriate use of equipment and tools to produce an acceptable outcome when performing a technical laboratory task.
- Apply the knowledge of biological science to distinguish between observations, inferences, relationships, and testimonials under investigation.
- Demonstrate the ability to use sound ethical reasoning when discussing biological science and the use of biotechnological techniques.

MAJOR - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
BIOTECH 002	Biotechnology I.....	4
BIOTECH 003*	Biotechnology II.....	4
CHEM 051*	Fundamentals of Chemistry I or higher.....	5
	OR	
CHEM 060*	Introduction to General Chemistry or higher.....	5
MICRO 020*	General Microbiology.....	4
STAT C1000*	Introduction to Statistics.....	4
Option 1: General Biotechnology.....		8
BIOLOGY 006*	General Biology I.....	5
BIOTECH 385	Directed Study - Biotechnology or equivalent.....	3
Option 2: Plant Biotechnology.....		10
PLNT SC 103	Introduction to Soil Science.....	4
PLNT SC 711	Introduction to Plant Science.....	4
PLNT SC 726	Agricultural Genetics.....	2
	OR	
PLNT SC 727	Plant Breeding Techniques.....	2
MAJOR - TOTAL UNITS.....		29-31

AWARD	AWARD TYPE	MAJOR CODE	GE
Biotechnology	AS	P043098C	Cal-GETC (34 units) LACCD GE (21 units)

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

BIOTECHNOLOGY LAB ASSISTANT

Certificate of Achievement

(STATE CODE 42945)

PROGRAM INFORMATION

The Biotechnology Lab Assistant Certificate of Achievement is the entry level certificate within the stackable Biotech certificate with coursework in Biotechnology and Chemistry. Through two Biotechnology courses and an introductory Chemistry course, students will be equipped with essential laboratory skills to perform entry level lab procedures. Upon completion of this Certificate of Achievement, students will gain proficiency in both technical and employability skills to gain employment in Biotech industry. Examples of job titles include, but not limited to, Laboratory Technician and Manufacturing Technician. Upon the completion of the higher unit certificate of achievement or the Associate Degree, students will also have the option to transfer to the 4-year Biomanufacturing programs at California Community Colleges.

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: www.lapc.edu/academics/career.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Employ the appropriate laboratory techniques effectively and safely with proper documentation, including the appropriate use of equipment and tools to produce an acceptable outcome when performing a technical laboratory task.

- Apply the knowledge of biological science to distinguish between observations, inferences, relationships, and testimonials under investigation.
- Demonstrate the ability to use sound ethical reasoning when discussing biological science and the use of biotechnological techniques.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
BIOTECH 002	Biotechnology I.....	4
BIOTECH 003*	Biotechnology II.....	4
CHEM 051*	Fundamentals of Chemistry I or higher.....	5
	OR	
CHEM 060*	Introduction to General Chemistry or higher.....	5

CERTIFICATE - TOTAL UNITS.....13

AWARD	AWARD TYPE	MAJOR CODE	GE
Biotechnology Lab Assistant	Certificate	P042945D	N/A

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

BIOTECHNOLOGY RESEARCH LAB ASSISTANT

Certificate of Achievement

(STATE CODE 43219)

PROGRAM INFORMATION

The Biotechnology Research Lab Assistant Certificate of Achievement is a part of the stackable Biotech certificate with coursework in Biotechnology, Microbiology, and Chemistry. Through the core Biotechnology courses, students will be introduced to a large breadth of topics including basic techniques in biotechnology laboratories, molecular biology, quality, and biomanufacturing. Students must complete the core Biotech courses, Chemistry, Microbiology, and a 3-unit Directed Study in Biotechnology to earn the Biotechnology Research Lab Assistant Certificate of Achievement. Upon completion of this Certificate of Achievement, students will gain proficiency in both technical and employability skills to gain employment in Biotech industry. Examples of job titles include, but not limited to, Research Associate, Manufacturing Technician, and Quality Associates. Students will also have the option to transfer to the 4-year Biomanufacturing programs at California Community Colleges.

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: www.lapc.edu/academics/career.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Employ the appropriate laboratory techniques effectively and safely with proper documentation, including the appropriate use of equipment and tools to produce an acceptable outcome when performing a technical laboratory task.



- Apply the knowledge of biological science to distinguish between observations, inferences, relationships, and testimonials under investigation.
- Demonstrate the ability to use sound ethical reasoning when discussing biological science and the use of biotechnological techniques.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
BIOTECH 002	Biotechnology I.....	4
BIOTECH 003*	Biotechnology II.....	4
BIOTECH 385	Directed Study - Biotechnology or equivalent	3
CHEM 051*	Fundamentals of Chemistry I or higher	5
	<i>OR</i>	
CHEM 060*	Introduction to General Chemistry or higher.....	5
MICRO 020*	General Microbiology.....	4

CERTIFICATE - TOTAL UNITS 20

AWARD	AWARD TYPE	MAJOR CODE	GE
Biotechnology Research Lab Assistant	Certificate	P043219D	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 312 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 261*	Calculus I	5
MATH 262*	Calculus II	5
MATH 263*	Calculus III	5
STAT C1000*	Introduction to Statistics	4

MAJOR - TOTAL UNITS 20-23

AWARD	AWARD TYPE	MAJOR CODE	GE
Mathematics	AA	P022923C	Cal-GETC (34 units) LACCD GE (21 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 312 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 at least 6 semester units from the following:		6-7
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 007	Introduction to International Relations	3
POLS C1000	American Government and Politics	3
PUB REL 001	Principles of Public Relations	3

MAJOR - TOTAL UNITS 31-33

AWARD	AWARD TYPE	MAJOR CODE	GE
Journalism	AA	P002822C	Cal-GETC (34 units) LACCD GE (21 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 312 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:		
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	Cal-GETC (34 units) LACCD GE (21 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:

www.lapc.edu/academics/career.

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:		
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 312 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	Cal-GETC (34 units) LACCD GE (21 units)

High Unit Major Waiver: *Some students may be eligible for a high-unit waiver for LACCD GE Area 4 or 7 depending on the specific course-work completed. Please consult with a counselor for more information.*

**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 312 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	Microsoft Office Suite	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	Cal-GETC (34 units) LACCD GE (21 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: www.lapc.edu/academics/career.

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: www.lapc.edu/academics/career.

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 UNITS 21

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 312 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	Cal-GETC (34 units) LACCD GE (21 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 312 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 121	Interpersonal Communication	3
	OR	
COMM C1000	Introduction to Public Speaking.....	3
MAJOR - TOTAL UNITS.....		35

AWARD	AWARD TYPE	MAJOR CODE	GE
American Sign Language/ Interpreting	AA	P008325C	Cal-GETC (34 units) LACCD GE (21 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.

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 an 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: www.lapc.edu/academics/career.

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.

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 312 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
FRENCH 002*	Elementary French II.....	5
FRENCH 003*	Intermediate French I.....	5
FRENCH 004*	Intermediate French II.....	5
FRENCH 010	French Civilization.....	3

MAJOR - TOTAL UNITS.....18

AWARD	AWARD TYPE	MAJOR CODE	GE
French	AA	P002838C	Cal-GETC (34 units) LACCD GE (21 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 312 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	Cal-GETC (34 units) LACCD GE (21 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 312 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	Cal-GETC (34 units) LACCD GE (21 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 of 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 312 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 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
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	Cal-GETC (34 units) LACCD GE (21 units)

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

Music

APPLIED MUSIC

Certificate of Achievement

(STATE CODE 45038)

PROGRAM INFORMATION

The Certificate of Achievement in Applied Music provides training needed for an entry-level position in the music performance and studio teaching fields. The courses required for this certificate supply the student with practical and technical skills in their chosen instrument, and the musical, theoretical and solo and ensemble performance background needed to progress in the industry or progress towards a successful audition for acceptance and transfer to a four-year institution.

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: www.lapc.edu/academics/career.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Students will demonstrate the ability to read and write music notation.
- Students will demonstrate basic knowledge of music theory and aural skills such as interval identification, melodic, rhythmic and harmonic dictation and musical analysis.
- Students will demonstrate the ability to apply instrumental, or vocal technique, musicianship and theoretical and aesthetic awareness to the preparation of expressive musical performances.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
MUSIC 181*	Applied Music I.....	0.5
MUSIC 182*	Applied Music II.....	0.5
MUSIC 101	Fundamentals of Music.....	3
MUSIC 216-1*	Music Theory I.....	3
MUSIC 216-2*	Music Theory II.....	3
MUSIC 217-1*	Musicianship I.....	1
MUSIC 217-2*	Musicianship II.....	1
MUSIC 250-1	Music Performance Workshop I.....	1
MUSIC 250-2	Music Performance Workshop II.....	1

2 units in 2 semesters selected from the following:.....2

Note: the same course may be repeated 2 times

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

CERTIFICATE - TOTAL UNITS.....16

AWARD	AWARD TYPE	MAJOR CODE	GE

Applied Music	Certificate	P045038D	N/A

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

COMMERCIAL MUSIC

Certificate of Achievement

(STATE CODE 44966)

PROGRAM INFORMATION

The Certificate of Achievement in Commercial Music provides the training needed for an entry-level position in music recording, live concert and event sound reinforcement and mixing, audio postproduction, and other developing music technology fields such as AI. The classes use software and hardware needed to progress in the Commercial Music 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: www.lapc.edu/academics/career.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Students demonstrate the operation of audio recorders, mixers, signal processors, MIDI, synthesizers, computers and software used for the production of audio recordings and live sound reinforcement.
- Students evaluate and demonstrate proficiency in current audio recording and sound reinforcement equipment while offering solutions in troubleshooting audio recording instances or live sound reinforcement situations.
- Students demonstrate the technological, professional, and business skills required to work and perform in the commercial music industry.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
MUSIC 101	Fundamentals of Music.....	3
MUSIC 161	Introduction to Music Technology.....	3
MUSIC 165	Introduction to Recording Arts.....	3
MUSIC 261*	Electronic Music Workshop.....	3
MUSIC 265-1*	Recording Arts Workshop I.....	3

Electives - Select three units from the following:.....3

BUS 001	Introduction to Business.....	3
CAOT 082	Microsoft Office Suite.....	3
MUSIC 111	Music Appreciation.....	3
MUSIC 121	Music History and Literature I.....	3
MUSIC 122	Music History and Literature II.....	3
MUSIC 321	Elementary Piano I.....	2
MUSIC 411	Elementary Voice I.....	2
MUSIC 650	Beginning Guitar.....	2
MUSIC 781	Studio Jazz Band.....	1

CERTIFICATE - TOTAL UNITS.....18



AWARD	AWARD TYPE	MAJOR CODE	GE
Commercial Music	Certificate	P044966D	N/A

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

MUSIC

Associate of Arts Degree

(STATE CODE 02835)

PROGRAM INFORMATION

This program is designed for students desiring the Associate of 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 312 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	Cal-GETC (34 units) LACCD GE (21 units)

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

MUSIC THEORY AND MUSICIANSHIP

Certificate of Achievement

(STATE CODE 44998)

PROGRAM INFORMATION

The Certificate in Music Theory and Musicianship provides training needed to apply and/or teach music theory and aural skills in a music studio or larger music education curriculum and in various creative settings. The courses required for this certificate supply a strong foundation, as well as advanced practical and technical skills in music theory and musicianship. These skills are also required to successfully transfer as a junior to a four-year institution music program in these areas.

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: www.lapc.edu/academics/career.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Students will demonstrate the ability to read and write music notation.
- Students will demonstrate advanced knowledge of music theory and aural skills such as interval identification, melodic, rhythmic and harmonic dictation and musical analysis.
- Students will recognize the compositional processes associated with a musical work, and articulate the technical, historical, and cultural forces that shape it.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
MUSIC 216-1*	Music Theory I.....	3
MUSIC 216-2*	Music Theory II.....	3

MUSIC 216-3*	Music Theory III.....	3
MUSIC 216-4*	Music Theory IV.....	3
MUSIC 217-1*	Musicianship I.....	1
MUSIC 217-2*	Musicianship II.....	1
MUSIC 217-3*	Musicianship III.....	1
MUSIC 217-4*	Musicianship IV.....	1

CERTIFICATE - TOTAL UNITS 16

AWARD	AWARD TYPE	MAJOR CODE	GE
Music Theory and Musicianship	Certificate	P044998D	N/A

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

RECORDING ARTS

Certificate of Achievement

(STATE CODE 45546)

PROGRAM INFORMATION

The Certificate of Achievement in the Recording Arts provides the training needed for an entry-level position in music recording, sound reinforcement, audio post production, and other developing music technology fields such as AI. The recording classes use software and hardware needed to progress in the 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: www.lapc.edu/academics/career.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- **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.
- **Occupational and Professional Readiness:** The student will demonstrate technical and professional skills that meet industry and/or employment standards.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
MUSIC 161	Introduction to Music Technology	3
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
Electives - Select three units from the following:		3
BUS 001	Introduction to Business.....	3
CAOT 032	Business Communications	3

CAOT 039	Microsoft Word: Basic to Intermediate.....	3
MUSIC 111	Music Appreciation	3
MUSIC 121	Music History and Literature I.....	3
OR		
MUSIC 122	Music History and Literature II	3
MUSIC 216-1*	Music Theory I	3
MUSIC 217-1*	Musicianship I.....	1
MUSIC 321	Elementary Piano I.....	2
MUSIC 411	Elementary Voice I.....	2
MUSIC 650	Beginning Guitar	2
MUSIC 781	Studio Jazz Band.....	1

CERTIFICATE - TOTAL UNITS 18

AWARD	AWARD TYPE	MAJOR CODE	GE
Recording Arts	Certificate	P045546D	LACCD GE (21 units)

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

Nursing

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 9 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 enroll in nursing courses. Details are available in the Counseling Office (818) 719-6440 and the Nursing Department (818) 719-6477. Individuals who have documented military education and experience in health care occupations may be eligible for advanced placement.

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 Doenges's and Moorhouse's Diagnostic Divisions (DMDD) in patient assessment to differentiate normal from abnormal health indicators.
- Formulate realistic and scientifically-based patient care plans using (NANDA) nursing diagnoses.
- Provide timely, safe, and effective patient-centered care to a group of patients while demonstrating the use of logical critical thinking to determine correct nursing actions.
- Perform continual evaluation of patient care interventions and revise plans/care actions as required.
- Consistently demonstrate ethical and professional behavior while performing patient 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.

All students are required to take TEAS version 7 before applying to the nursing program. This assessment measures basic skills in the areas of Reading, Mathematics, Science, English and Language Usage. The TEAS test is a 170-item, multiple choice exam, lasting 3 to 4 hours. You must pass with a minimum composite score of 62% in all areas. Only the first attempt will be accepted.

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 courses 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 AP 4225 – Repetition of Courses Not Designated as Repeatable – are exempt from this restriction.

NURSING PROGRAM PREREQUISITES (AP 4106)

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
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
Introduction to Psychology	3 semester units	PSYC C1000	3
Life-Span Psychology	3 semester units	PSYCH 041	3
Academic Reading and Writing	3 semester units	ENGL C1000	3

MAJOR PREP UNIT TOTAL 26-27

While Chemistry (with lab) is no longer required as a prerequisite for LACCD Nursing programs, the course is highly recommended and is required for most RN-to-BSN programs.

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 060 or 101 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 (AP 4106)

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. All students must meet the Ethnic Studies course graduation requirement, regardless of the level of the previously earned degree, and will be evaluated on an individual basis. Exception: Associate Degree in Nursing Students who have a baccalaureate or higher degree from a United States Regionally Accredited Postsecondary Institution.

APPLICATION & SELECTION PROCEDURE

Please consult the department website for application instructions and earliest filing period at www.lapc.edu/academics/departments/nursing-dept.

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	Cal-GETC (34 units) LACCD GE (21 units)

High Unit Major Waiver: *This major qualifies for a waiver of LACCD GE Areas 4A and 7.*

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

- A.** Students may be dismissed from the Nursing Program for failing to meet academic requirements, health requirements, and Program progression standards.
- B.** Students may appeal their dismissal as follows:
 1. 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.
 2. 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.
 3. 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.
 4. Students may file a formal student grievance, pursuant to AP 5530, regarding dismissal from a Nursing Program.

Performing Arts

ACTING

Certificate of Achievement

(STATE CODE 43510)

PROGRAM INFORMATION

This certificate prepares students for careers in the performing arts by equipping students with skills, competency, and a professional work ethic. The rigorous, practice-driven curriculum prepares students with skills necessary for excelling at the audition process for theatre, film, and television, training the actor to navigate the industry and preparing the actor for a successful stage or film career through hands-on performance practice in front of live audiences.

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: www.lapc.edu/academics/career.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Develop and exemplify the requisite skills, disciplined work habits, confidence, and commitment to their craft that will enhance their opportunities for successful careers in the performing arts.
- Demonstrate the ability to perform on stage before a live audience with capable skills in concentration, voice, body, emotional range, and believable behavior.
- Analyze a dramatic text using the basic principles of given circumstances, character, relationship, objective, obstacle, tactics, and beats in preparation for creating a role and performing onstage.
- Develop competency in acting techniques in physical and vocal characterization, connecting voice, body, emotional impulse, and imagination so that the actor functions as an "organic" whole, working cooperatively within a group through collaboration with the ensemble.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
THEATER 240	Voice and Articulation for the Theater	3
THEATER 265	Movement for the Actor	2
THEATER 270	Beginning Acting	3
THEATER 271*	Intermediate Acting	3
THEATER 273*	Advanced Acting	3
THEATER 232	Play Production II	2
	OR	
THEATER 291	Rehearsals and Performances I	1
	OR	
THEATER 292	Rehearsals and Performances II	2
	OR	
THEATER 293	Rehearsals and Performances III	3
Electives - Select one course		2-3
THEATER 100	Introduction to the Theater	3
THEATER 225	Beginning Direction	3
THEATER 230	Acting for the Camera	3



THEATER 340	Theatre Management-On and Off Stage.....	3
THEATER 342	Technical Stage Production	2
THEATER 411	Costuming for the Theater.....	3
THEATER 450	Beginning Stage Make-Up	3

CERTIFICATE - TOTAL UNITS 17-20

AWARD	AWARD TYPE	MAJOR CODE	GE
Acting	Certificate	P043510D	N/A

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

DANCE STUDIO MANAGEMENT

Certificate of Achievement

(STATE CODE 45502)

PROGRAM INFORMATION

The Certificate in Dance Studio Management provides the framework for dance students who wish to work in commercial areas of the dance field, including studios and/or competitions. Upon completion of the certificate students will understand the financial rigor and entrepreneurial skills needed to maintain their own business, as well as the technical dance skills needed to teach, perform, and produce dance across a wide variety of forms and styles within the dance field found within the studio system.

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: www.lapc.edu/academics/career.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Students will demonstrate the competency to start-up and maintain a successful dance studio, including fiduciary and legal responsibilities.
- Students will embody the knowledge of basic dance technique forms across different genres of dance that will allow them to teach beginning and intermediate levels of dance.
- Students will demonstrate appropriate pedagogical practices across a variety of dance disciplines, focusing on proper alignment, terminology, and injury prevention techniques.
- Students will demonstrate the process and procedures that go into dance production: including dance creation, space rental, marketing, costuming, time scheduling, and balancing a production budget.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ACCTG 001	Introductory Accounting I.....	5
BUS 001	Introduction to Business.....	3
DANCEST 801	Modern Dance I.....	3
DANCEST 806	Ballet Dance I	3
DANCEST 820	Dance Staging and Methods	4
MGMT 013	Small Business Entrepreneurship	3
THEATER 411	Costuming for the Theater.....	3

Electives - Select three courses from the following: 3

DANCEST 822	Dance Rehearsals and Performances I.....	1
DANCETQ 121	Jazz Dance Techniques I.....	1
DANCETQ 231	Conditioning for Dance I.....	1
DNCEPC 171	Hip-Hop Dance Techniques I.....	1
DNCEPC 331	Tap Dance Techniques I	1
DNCEPC 441	Latin Social and Salsa Dance I.....	1

CERTIFICATE - TOTAL UNITS 27

AWARD	AWARD TYPE	MAJOR CODE	GE
Dance Studio Management	Certificate	P045502D	N/A

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

TECHNICAL THEATRE

Certificate of Achievement

(STATE CODE 19015)

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: www.lapc.edu/academics/career.

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
	OR	
THEATER 411	Costuming for the Theater	3
	OR	
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 of 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 312 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
	OR	
THEATER 250	Children's Theater Production	2
	OR	
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	Cal-GETC (34 units) LACCD GE (21 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 312 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	Cal-GETC (34 units) LACCD GE (21 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 312 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 112*	Ballet Techniques II	1
OR		
DANCEST 806	Ballet I.....	3
DANCETQ 121	Jazz Dance Techniques I.....	1

DANCETQ 141 &	Modern Dance Techniques I	1
DANCETQ 142*	Modern Dance Techniques II	1
OR		
DANCAST 801	Modern Dance I	3
THEATER 100	Introduction to the Theater	3
Theater Electives - Select one course from the following:		
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:		
DANCAST 801	Modern Dance I	3
DANCAST 806	Ballet I	3
DANCETQ 151	Dance for Film and Stage I	1
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		22-24

AWARD	AWARD TYPE	MAJOR CODE	GE
Theater: Dance	AA	P039277C	Cal-GETC (34 units) LACCD GE (21 units)

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

THEATER: TECHNICAL

Associate of Arts Degree

(STATE CODE 02837)

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 312 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:		
COMM C1000	Introduction to 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	Cal-GETC (34 units) LACCD GE (21 units)

Physics and Planetary Sciences

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 312 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
ENG GEN 101	Introduction to Science, Engineering and Technology	2
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 with CAD	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 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 44-48

AWARD	AWARD TYPE	MAJOR CODE	GE
Engineering	AS	P002826C	Cal-GETC (34 units) LACCD GE (21 units)

High Unit Major Waiver: This major qualifies for a waiver of LACCD GE Areas 4A and 7.

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

The pathways below show the major electives that 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
OR		
ENG GEN 122*	Programming and Problem-Solving in MATLAB	3
EGD TEK 101*	Engineering Graphics with CAD	3
EGD TEK 210*	3D Computer-Aided Design	3
EGD TEK 310*	Engineering Design	3
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 131*	Statics	3
ENG GEN 151*	Materials of Engineering	3
ENG GEN 220*	Electrical Circuits I	4

TOTAL ELECTIVE UNITS FOR CIVIL ENGINEERING (CSUN) PATHWAY 12

Electrical Engineering Pathway, transfer to CSUN:

CS 114*	Programming in C	3
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 with CAD	3
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
CHEM 101*	General Chemistry I	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

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 312 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 with CAD.....	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: 4-5

MATH 240S*	Trigonometry with Support.....	4
MATH 260*	Precalculus	5
MATH 261*	Calculus I	5

MAJOR - ELECTIVE COURSES

SUBJECT & NO.	COURSE	UNITS
Select a minimum of 4 semester units from the following: 4		
ARC 162	Computer-Aided Design and Drafting.....	3
ARC 271*	Architectural Drawing III.....	3
ARC 272*	Architectural Drawing IV	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
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

MAJOR - TOTAL UNITS..... 35-36

AWARD	AWARD TYPE	MAJOR CODE	GE
Engineering Graphics and Design Technology	AS	P032318C	Cal-GETC (34 units) LACCD GE (21 units)

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

ENGINEERING GRAPHICS AND DESIGN TECHNOLOGY

Certificate of Achievement

(STATE CODE 32336)

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: www.lapc.edu/academics/career.

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 with CAD.....	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.

Political Science, Economics, Administration of 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 312 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:.....		3
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	Cal-GETC (34 units) LACCD GE (21 units)

CRIME AND INTELLIGENCE ANALYSIS

Certificate of Achievement

(STATE CODE 43713)

PROGRAM INFORMATION

This is an 18-unit certificate in Crime and Intelligence Analysis that will provide students with the conceptual knowledge and analytical skills required for crime and intelligence analysts in the public and private sector. Students will receive practical instruction in intelligence analysis, criminal investigation and profiling, crime trends and patterns, research, and statistical methods, inclusive of the knowledge of progressions in technology to plan, collect, collate, analyze, and disseminate information and intelligence.

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: www.lapc.edu/academics/career.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- **Developing Analytical Skills:** The primary objective is to help students develop strong analytical skills, enabling them to examine complex data, identify patterns and draw meaningful conclusions. This involves learning about various analytical techniques and tools commonly used in crime and intelligence analysis.
- **Understanding Criminal Behavior:** Students will learn the fundamentals of criminal behavior, including criminological theories, modus operandi, and the psychology behind criminal activities. Understanding why criminals act the way they do is crucial for effective analysis.
- **Data Collection and Management:** Participants will learn how to gather, organize, and manage data related to criminal activities and intelligence sources. This includes using databases, data mining techniques, and ensuring data security and confidentiality.
- **Crime Pattern Recognition:** One of the key objectives is to train individuals in recognizing crime patterns and trends. Identifying recurring patterns can assist public and private sector agencies in predicting and preventing future criminal incidents.
- **Intelligence Gathering and Analysis:** Students will learn how to collect intelligence from various sources, such as surveillance, informants, and open-source data.
- **Ethical and Legal Considerations:** Students will learn about the ethical and legal considerations involved in crime and intelligence analysis ensuring that all activities are carried out responsibly and within the bounds of the law.
- **Preparation for Employment:** The Crime and Intelligence Analysis Certificate aims to prepare students for non-sworn careers in law enforcement on a local, state, and federal level, intelligence agencies in both the public and private sector, and private security firms.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	UNITS
ADM JUS 001	Introduction to Administration of Justice	3
ADM JUS 005	Criminal Investigation.	3
ADM JUS 174	Offender Profiling in Criminal Investigations.	3
ADM JUS 305	Criminal Intelligence and Data Analysis	3
ADM JUS 319	Research Methods & Statistics in Criminal Justice	3
ADM JUS 383	Applications in Crime Analysis.	3

CERTIFICATE - TOTAL UNITS 18

AWARD	AWARD TYPE	MAJOR CODE	GE
Crime and Intelligence Analysis	Certificate	P043713D	N/A

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

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 of 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 312 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	Cal-GETC (34 units) LACCD GE (21 units)

See also *Associate in 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, CADAC 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 312 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

PSYC C1000	Introduction to Psychology	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	Cal-GETC (34 units) LACCD GE (21 units)

High Unit Major Waiver: *This major qualifies for a waiver of LACCD GE Areas 4A and 7.*

**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, CADAC 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:
www.lapc.edu/academics/career.

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:		
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 Certificate of Competency

BEGINNING ENGLISH AS A SECOND LANGUAGE (MID-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 mid-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

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
ESL CVCS 013CE	ESL and Civics IV	54
ESL CVCS 014CE	ESL and Civics V	54
CERTIFICATE - TOTAL HOURS		108

DEVELOPING ENGLISH AS A SECOND LANGUAGE (HIGH-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 High-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

ESSENTIAL ENGLISH COMMUNICATION SKILLS

Certificate of Competency

(STATE CODE 36039)

PROGRAM INFORMATION

This certificate of competency 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

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, work-place 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
ESL NC 007CE	English as a Second Language - I	216
ESLCVCS 010CE	ESL and Civics I	18
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 015CE	English as a Second Language - IV	216
ESLCVCS 013CE	ESL and Civics IV	54
CERTIFICATE - TOTAL HOURS		270

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 065CE	Financial Literacy - Credit Basics	9
BSICSKL 066CE	Financial Literacy - Personal Money Management	9
CERTIFICATE - TOTAL HOURS.		18

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 026CE	GED Preparation - FLASH Card Review	72
BSICSKL 038CE	GED Preparation	72
CERTIFICATE - TOTAL HOURS.		144

GED PREPARATION FOR SPANISH SPEAKERS

Certificate of Competency

(STATE CODE 43745)

PROGRAM INFORMATION

The GED Preparation for Spanish Speakers Certificate of completion prepares students to pass the four sections of the General Educational Development exam in Spanish: Razonamiento a Través de las Artes Del Lenguaje, Razonamiento Matemático, Ciencia, and Estudios Sociales. Students will learn skills necessary to become successful test-takers in a computerized environment including managing time, mitigating test anxiety, using the TI-30XS calculator 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 Razonamiento a Través de las Artes Del Lenguaje, Razonamiento Matemático, Ciencia, and Estudios Sociales of the General Education Development (GED) exam.
- Demonstrate critical thinking skills and test taking strategies necessary to evaluate ideas and information.
- Demonstrate knowledge of how to use the GED exam calculator.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	HOURS
BSICSKL 023CE	College and Scholastic Assessment Preparation	72
BSICSKL 217CE	GED Preparation for Spanish Speakers - Bilingual	72
CERTIFICATE - TOTAL HOURS.		144

SPEAKING ENGLISH AS A SECOND LANGUAGE

Certificate of Competency

(STATE CODE 36040)

PROGRAM INFORMATION

This certificate of competency 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

Noncredit Certificate of Completion

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
VOC ED 660CE	Exploring Biotechnology Careers.	27
VOC ED 661CE	Biotechnology Entrepreneurship.	27
CERTIFICATE - TOTAL HOURS.		54

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

EARLY CHILDHOOD FUNDAMENTALS FOR SUCCESS**Certificate of Completion**

(STATE CODE 43780)

PROGRAM INFORMATION

The Early Childhood Fundamentals for Success Certificate of Completion is aimed to meet the needs of students who wish to work with young children. Children's developmental trajectory is critically mediated by appropriate, affective relationships with loving and consistent caregivers as they relate to children through play. The coursework of this certificate is designed to provide students with the fundamental knowledge and skills that will support in providing quality care to young children across assorted settings in the early childhood field. The certificate will also introduce students to other Child Development programs that lead to careers, such as classroom teachers or teacher assistants.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate ability to narrate a child's play for content vocabulary, and concept development.
- Demonstrate various management strategies to child interactions based on individual needs.
- Demonstrate Mindfulness exercises that can be shared with children, and employed in stressful situations (breathing, interception, etc.).

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	HOURS
VOC ED 669CE	Fundamentals of Adult Child Relationship.	6
VOC ED 670CE	Adult Child Relationships in Practice.	6
VOC ED 671CE	Introduction to Play.	9
CERTIFICATE - TOTAL HOURS.		21

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

ELECTRIC VEHICLE SERVICES FOR LIGHT-DUTY ZERO-EMISSION VEHICLES

Certificate of Completion

(STATE CODE 43779)

PROGRAM INFORMATION

The Electric Vehicle Service for Light Duty Zero Emission Vehicles Certificate of Completion is suitable for students looking for employment in alternative fuels or power and energy technology. The certificate explores the use of hybrid and electric power for vehicle transportation and prepares students for entry-level positions servicing Light-Duty Zero Emission Vehicles' electrical maintenance, and field service. Topics include safety, maintenance of hybrid propulsion and internal combustion systems, drivability, and storage battery technology will be discussed.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Demonstrate the ability to safely maintain and service a vehicle that uses a high voltage battery as a fuel source for the main propulsion.
- Assess the safety aspects of servicing a Zero Emission Vehicle (ZEV).
- Assess battery proficiency, network connections, and safely locate lift points of ZEVs.
- Distinguish the difference of ZEV ranges, battery connections, and a vast variety of charging stations.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	HOURS
VOC ED 565CE	Introduction to Electric Zero Emissions Vehicle (ZEV) Technology	36
VOC ED 566CE	Zero Emission Electric and Hybrid Vehicle (ZEV) Safety and Maintenance	36
CERTIFICATE - TOTAL HOURS.		72

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

INTEGRATED EDUCATION TRAINING FOR COMMUNITY HEALTH WORKER

Certificate of Completion

(STATE CODE 42426)

PROGRAM INFORMATION

The Integrated Education Training 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 Blueprint for Workplace Success course complements the integrated education training for 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 016CE	English as a Second Language - V.	216
VOC ED 096CE	Blueprint for Workplace Success.	36
VOC ED 551CE	Community Health Worker	27
CERTIFICATE - TOTAL HOURS.		279

INTERNSHIP WORKPLACE SUPPORT

Certificate of Completion

(STATE CODE 43746)

PROGRAM INFORMATION

The Internship Workplace Support Certificate of Completion provides students with contextualized support while engaged in an internship or similar work-based learning experience. The coursework will provide students with strategies for success in the workplace and increased effectiveness with customers, and professional relationships with colleagues. Topics will also include achieving organizational



goals, understanding workplace culture, dealing with change, being a team player, and achieving balance between work and home.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Analyze workplace culture and employer expectations.
- Demonstrate professional behavior in the workplace.
- Practice interpersonal skills by discussing and applying strategies for effective workplace relationships.
- Demonstrate effective communication practices through peer and co-worker interactions.
- Practice ethics, integrity, and professionalism by discussing scenarios and developing strategies to make a positive impact in the workplace and beyond.
- Demonstrate self-advocacy by building a professional network.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	HOURS
VOC ED 098CE	30 Ways to Shine as a New Employee	12
VOC ED 650CE	Integrated Workplace Support	27
CERTIFICATE - TOTAL HOURS		39

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
CERTIFICATE - TOTAL HOURS		333

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

SUCCESS SKILLS FOR THE FIRST-TIME HOSPITALITY SUPERVISOR

Certificate of Completion

(STATE CODE 45475)

PROGRAM INFORMATION

The Success Skills for the First Time Hospitality Supervisor Certificate of Completion is designed to equip individuals with the essential knowledge and skills needed to excel in entry-level supervisory roles within the dynamic hospitality industry. This program, which includes VOC ED 930 - Success Skills for Hospitality First Time Supervisor, coupled with VOC ED 098CE - 30 Ways to Shine as a New Employee, provides a comprehensive foundation for new supervisors to effectively lead teams, supervise operations, and enhance customer experiences. Participants demonstrate proficiency in key areas, including operational and facility oversight, customer service, employee development, and professional growth. This program prepares individuals to confidently assume entry-level supervisory responsibilities in hotels,



restaurants, tourism, recreation, and event planning sectors. It also serves as a gateway program into the credit side Hospitality Management AS-T program available at LA Pierce College.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, students will:

- Implement a daily task checklist to ensure efficient shift operations.
- Safety and Compliance Leadership: Evaluate the establishment's current safety protocols against OSHA standards.
- Customer Experience and Service Excellence: Monitor customer feedback to identify areas for service improvement.
- Team Development and Performance: Design a training module on company policy for new hires.
- Professional Growth and Inclusive Leadership: Integrate an IDEA (Inclusion, Diversity, Equity, and Accessibility) checklist into team meeting agendas.

CERTIFICATE - REQUIRED COURSES

SUBJECT & NO.	COURSE	HOURS
VOC ED 098CE	30 Ways to Shine as a New Employee	12
VOC ED 930CE	Success Skills for Hospitality First Time Supervisor	36
CERTIFICATE - TOTAL HOURS.		48

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

Course Descriptions

How to Read the Course Descriptions

	Course Number	Course Title	Units	Transferability
	006	General Biology I	(5)	UC:CSU
Important Course Information	Lecture 3 hours. Laboratory 6 hours. Corequisite: Concurrent enrollment in CHEM 101. with a grade of "C" or better. Note: This class meets off campus several times during the semester.			
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.			
Cal-GETC Area Identifier	(Cal-GETC Area 4)			

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.

CAL-GETC 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: ACCTG 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: ACCTG 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: ACCTG 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) UC: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: ADDICST 001 or ADDICST 002 and ADDICST 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) UC: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.

(Cal-GETC Area 4)

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) UC: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.

(Cal-GETC Area 4)

015 Sociological Aspects of Addiction (3) UC: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.

(Cal-GETC Area 4)

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 understand-

ing 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: ADDICST 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.



Students are also introduced to the origins and development of criminal law, legal processes, sentencing, and incarceration policies.

(Cal-GETC 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.

(Cal-GETC Area 4)

***UC Credit Limit:** ADM JUS 002, ADM JUS 003, ADM JUS 004, ADM JUS 005, ADM JUS 008, ADM JUS 075 or ADM JUS 319 combined: maximum credit, 1 course.

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.

***UC Credit Limit:** ADM JUS 002, ADM JUS 003, ADM JUS 004, ADM JUS 005, ADM JUS 008, ADM JUS 075 or ADM JUS 319 combined: maximum credit, 1 course.

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.

(Cal-GETC Area 4)

***UC Credit Limit:** ADM JUS 002, ADM JUS 003, ADM JUS 004, ADM JUS 005, ADM JUS 008, ADM JUS 075 or ADM JUS 319 combined: maximum credit, 1 course.

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.

***UC Credit Limit:** ADM JUS 002, ADM JUS 003, ADM JUS 004, ADM JUS 005, ADM JUS 008, ADM JUS 075 or ADM JUS 319 combined: maximum credit, 1 course.

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.

***UC Credit Limit:** ADM JUS 002, ADM JUS 003, ADM JUS 004, ADM JUS 005, ADM JUS 008, ADM JUS 075 or ADM JUS 319 combined: maximum credit, 1 course.

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.

(Cal-GETC Area 4)

C-ID: AJ 160

075 Introduction to Corrections (3) *UC:CSU

Lecture 3 hours.

An overview of the history of adult and juvenile correctional systems in the U.S. including historical trends and the eras of correctional philosophy. This course is an analysis of the operation of correctional facilities, including jails, prisons, juvenile facilities, community corrections systems, and custodial facilities run by local, state, and federal jurisdictions. An introduction and overview of correction-specific statutes policies and procedures and civil rights within American corrections. The course also provides an introduction and analysis of current institutions of corrections, modern policies and successes and challenges of correctional agencies, along with current and future needs within the system.

***UC Credit Limit:** ADM JUS 002, ADM JUS 003, ADM JUS 004, ADM JUS 005, ADM JUS 008, ADM JUS 075 or ADM JUS 319 combined: maximum credit, 1 course.

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.

104 Introduction to Forensic Science (3) UC:CSU

Lecture 3 hours.

An introduction to the role of forensic science in Administration of Justice. Several different categories of evidence will be examined including fingerprints, impression evidence, firearms and blood stain pattern analysis, and methods to collect physical evidence.

C-ID: AJ 150

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 examines the fundamental principles and techniques used in academic research, covering topics such as the formulation of research questions, literature review, research design, data collection methods, and ethical considerations in research. Students acquire the knowledge to conceptualize a research problem concerning the criminal justice system and develop a number of complementary design, measurement, data collection approaches, and causal reasoning to bring evidence to bear on the issue.

***UC Credit Limit:** ADM JUS 002, ADM JUS 003, ADM JUS 004, ADM JUS 005, ADM JUS 008, ADM JUS 075 or ADM JUS 319 combined: maximum credit, 1 course.

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.

African American Studies (AFRO AM)

004 The African American in the History of the U.S. I (3) UC:CSU

Lecture 3 hours.

This course is from the perspective of people of African ancestry and introduces students to major social and cultural events in the African American experience, from the Colonial Era to the Reconstruction Era. Integrated learning strands include an overview of West African societies. It will examine the Middle Passage and the transatlantic slave trade, African American slave cultures and communities, slave resistance, and freedom movements. It examines how African Americans have contributed to and shaped American society and culture.

(Cal-GETC Area 4)

005 The African American in the History of the U.S. II (3) UC:CSU

Lecture 3 hours.

This course examines the history of African Americans in the United States since the end of the American Civil War. It examines the significant incidents, laws, themes, experiences, and African Americans who helped to form American history. It addresses how African Americans have historically and now been oppressed by institutions, policies, social norms, and laws. It examines how African Americans have shaped American politics, society, and the economy, from Reconstruction to the Jim Crow era to the modern Civil Rights Movement, the Black Power Movement, Black Feminism, Social Justice, and the Black Lives Matter movement.

(Cal-GETC Area 4)

019 Introduction to African American Studies (3) UC:CSU

Lecture 3 hours.

This ethnic studies course introduces students to the field of African American studies. It investigates how African American studies came to be a discipline of study and the shapes it took in its initial formations. Students explore the ways that various community members, activists, students, teachers, scholars, artists, musicians, poets, and filmmakers have contributed to thinking about Black experiences both historically and contemporarily. Finally, students consider current Black struggles for freedom, for justice, and for humanity through an ethnic studies lens.

(Cal-GETC Area 4)

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 3 hours. Laboratory 2 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.

**002 American Sign Language II (4) UC:CSU***Lecture 3 hours. Laboratory 2 hours.***Prerequisite:** *A S L 001 with a grade of "C" or better.*

Students acquire intermediate-low level vocabulary and grammar. 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 includes: 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.

003 American Sign Language III (4) UC:CSU*Lecture 3 hours. Laboratory 2 hours.***Prerequisite:** *A S L 002 with a grade of "C" or better.*

In this intermediate-high 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 are further developed. Students continue to expand the study of Deaf cultural issues. Content includes how to locate things around the house, ask for solutions to everyday problems, tell about life events, describe objects, and talk about weekend activities. Students learn appropriate cultural behaviors for directing and maintaining attention, and a way of talking that keeps others informed. They also learn strategies such as controlling the pace of conversation and resuming conversations after an interruption.

(Cal-GETC Area 3B)

004 American Sign Language IV (4) UC:CSU*Lecture 3 hours. Laboratory 2 hours.***Prerequisite:** *A S L 003 with a grade of "C" or better.*

Students focus on advanced vocabulary and grammar and further develop and refine communicative skills and fluency through spontaneously generated conversations that accentuate various aspects of Deaf culture and community. Students practice narrative skills in formal styles using conceptual vocabulary.

(Cal-GETC Area 3B)

005 Introduction to Interpreting (3) CSU*Lecture 3 hours.***Prerequisite:** *A S L 003 with a grade of "C" or better.***Corequisite:** *Concurrent enrollment in A S L 004. Previous completion of A S L 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:** *A S L 005 with a grade of "C" or better.***Corequisite:** *Concurrent enrollment in A S L 010 and A S L 022. Previous completion of A S L 010 and A S L 022 with a grade of "C" or better is allowable.**Normally offered in the Fall semester only.*

In this course, students develop beginning and intermediate-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:** *A S L 005 with a grade of "C" or better.***Corequisite:** *Concurrent enrollment in A S L 006 and A S L 022. Previous completion of A S L 006 and A S L 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:** *A S L 002 with a grade of "C" or better.***Corequisite:** *Concurrent enrollment in A S L 003. Previous completion of A S L 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:** *A S L 005 with a grade of "C" or better.***Corequisite:** *Concurrent enrollment in A S L 006 and A S L 010. Previous completion of A S L 006 and A S L 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:** *A S L 005 with a grade of "C" or better.***Corequisite:** *Concurrent enrollment in A S L 055 and A S L 065. Previous completion of A S L 055 and A S L 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:** *A S L 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: A S L 002 with a grade of "C" or better.

Corequisite: Concurrent enrollment in A S L 003. Previous completion of A S L 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 deals 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: A S L 030 with a grade of "C" or better.

Corequisite: Concurrent enrollment in A S L 004. Previous completion of A S L 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.

(Cal-GETC Area 3B or 4)

055 Interpreting (4) CSU

Lecture 3 hours. Laboratory 2 hours.

Prerequisite: A S L 006 and A S L 010 with a grade of "C" or better.

Corequisite: Concurrent enrollment in A S L 023 and A S L 065. Previous completion of A S L 023 and A S L 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: A S L 006 and A S L 010 with a grade of "C" or better.

Corequisite: Concurrent enrollment in A S L 023 and A S L 055. Previous completion of A S L 023 and A S L 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 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.

(Cal-GETC 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: ANML SC 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: VETTECH 180. Formerly ANML SC 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: VETTECH 180. Formerly ANML SC 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: VETTECH 180. Formerly ANML SC 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: VETTECH 180. Formerly ANML SC 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: ANML SC 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: ANML SC 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: ENGL C1000 (formerly 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: ANML SC 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: ANML SC 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.

(Cal-GETC Area 5B)

512 Anatomy and Physiology of Animals Laboratory (1) UC:CSU

Laboratory 3 hours.

Corequisite: Concurrent enrollment in ANML SC 511. Previous completion of ANML SC 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.

(Cal-GETC Area 5C)

515 Applied Animal Reproduction (2) CSU

Lecture 2 hours.

Corequisite: Concurrent enrollment in ANML SC 516. Previous completion of ANML SC 516 with a grade of "C" or better is allowable.

Advisory: ANML SC 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 ANML SC 515. Previous completion of ANML SC 515 with a grade of "C" or better is allowable.

Advisory: ANML SC 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 ANML SC 521. Previous completion of ANML SC 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.

C-ID: AG-AS 108 L (ANML SC 520 & 521)

521 Beef Production Laboratory (1) CSU*Laboratory 2 hours.***Corequisite:** Concurrent enrollment in ANML SC 520. Previous completion of ANML SC 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.

C-ID: AG-AS 108 L (ANML SC 520 & 521)**530 Poultry Production (2) UC:CSU***Lecture 2 hours.***Corequisite:** Concurrent enrollment in ANML SC 531. Previous completion of ANML SC 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 ANML SC 530. Previous completion of ANML SC 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:** ANML SC 501 with a grade of "C" or better.**Corequisite:** Concurrent enrollment in ANML SC 537. Previous completion of ANML SC 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 (ANML SC 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:** ANML SC 501 with a grade of "C" or better.**Corequisite:** Concurrent enrollment in ANML SC 535. Previous completion of ANML SC 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:** ANML SC 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:** ANML SC 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:** ANML SC 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.*

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.*

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.*

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.*

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: ANML SC 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: ANML SC 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: ANML SC 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 ANML SC 603. Credit not given for both courses.

Prerequisite: ANML SC 603D with a grade of "C" or better.

Advisory: ANML SC 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.

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: ANML SC 620 with a grade of "C" or better.

Corequisite: Concurrent enrollment in ANML SC 620. Previous completion of ANML SC 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.

622 Horseback Riding Laboratory - Intermediate (1) CSU

Laboratory 2 hours.

Prerequisite: ANML SC 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.

623 Horseback Riding Laboratory - Advanced (1) CSU

Laboratory 2 hours.

Prerequisite: ANML SC 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.

630 Beginning Equine Training (2) CSU

Lecture 1 hour. Laboratory 2 hours.

Prerequisite: ANML SC 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: ANML SC 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.

650 Equine Health and First Aid (2) CSU*Lecture 1 hour. Laboratory 2 hours.**Prerequisite: ANML SC 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.

651 Equine Physiology and Exercise (2) UC:CSU*Lecture 2 hours.**Prerequisite: ANML SC 650 with a grade of "C" or better.*

Students will evaluate the physiology of the musculoskeletal, cardiovascular, respiratory, gastrointestinal, endocrine, and neurological systems and their functions in the exercising horse. Emphasis will be placed on the biomechanics of gait, metabolism, and nutrition for equine athletes, and their application to conditioning and training programs.

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.

(Cal-GETC 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.

(Cal-GETC Area 4)

*C-ID: ANTH 120***103 Archaeology: Reconstructing the Human Past (3) UC:CSU***Lecture 3 hours.*

This course is an introduction to the study of concepts, theories, and methods of anthropological archaeology as well as a review of significant data and models that contribute to knowledge of the human past. The course includes a discussion of the history and interdisciplinary nature of archaeological research; dating techniques and methods of survey, excavation, and analysis; cultural resource management; and selected cultural sequences.

(Cal-GETC Area 4)

*C-ID: ANTH 150***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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC Area 4)

111 Laboratory in Human Biological Evolution (1) UC:CSU*Laboratory 3 hours.**Corequisite: Concurrent enrollment in ANTHRO 101. Previous completion of ANTHRO 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.

(Cal-GETC Area 5C)

*C-ID: ANTH 115 L***114 Archaeology: Reconstructing the Human Past Laboratory (2) UC:CSU***Lecture 1 hour. Laboratory 2 hours.**Corequisite: Concurrent enrollment in ANTHRO 103. Previous completion of ANTHRO 103 with a grade of "C" or better is allowable.*

This course provides students with an introduction to the study of concepts, theories, and methods of anthropological archaeology and a review of significant data and models that contribute to knowledge of the human past.

**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.

(Cal-GETC Area 5B)

119 Introduction to Forensic Anthropology (2) UC:CSU*Lecture 1 hour. Laboratory 2 hours.*

Corequisite: Concurrent enrollment in ANTHRO 118. Previous completion of ANTHRO 118 with a grade of "C" or better is allowable.

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.

(Cal-GETC Area 5C)

121 Anthropology of Religion, Magic and Witchcraft (3) UC:CSU*Lecture 3 hours.**May be offered as an honors section.*

Students engage in an anthropological examination of the phenomenon of religion in tribal, peasant, and industrialized societies, and how religion is integrated into culture. Students examine religious symbolism, ritual, magic, divination, witchcraft, and syncretism.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC 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:** ARC 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:** ARC 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

Course Descriptions

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: ARC 162, EGD TEK 101, EGD TEK 111, EGD TEK 210 and EGD TEK 310 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: ARC 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: ENV 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: ARC 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: ARC 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: ARC 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 (stress, 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC Area 3A)

116 History of Women and Art (3) UC:CSU

Lecture 3 hours.

This introductory course surveys the history of women's contributions to the development of visual arts, with emphasis on the Western world from the Renaissance to the present. Students discuss art in its socio-political context, focusing on factors that impacted the role of women in patronage and production.

Course Descriptions

They investigate methodological approaches, master art historical vocabulary, perform close visual analyses, and discuss the representation of women in visual culture.

(Cal-GETC 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.

121 Indigenous North American Visual Culture (3) UC:CSU

Lecture 3 hours.

This course is an exploratory survey of selected visual cultural topics within North American Indigenous cultures from prehistory through today. This course is geographically limited to present-day United States and Canada. Regions of study may include but are not limited to cultures of the Arctic, Subarctic, Northwest Coast, California, Great Basin, Plateau, Southwest, Great Plains, Eastern Woodlands, Northeast, and Southeast. Categories may include but are not limited to: portable arts, architecture, pottery, clothing, beadwork, embroidery, and weaponry.

(Cal-GETC Area 3A)

141 Introduction to African Art (3) UC:CSU

Lecture 3 hours.

Students explore the arts of Africa and the African Diaspora through the analysis of historical, cultural, religious, and sociopolitical contexts, as well as the styles and functions of art. Students use art history vocabulary and methodologies to evaluate various works of visual art including sculpture, architecture, ceramics, textiles, and personal adornments. Additionally, students critically examine colonialism, the Diaspora, and commonly-held Western assumptions and stereotypes about non-Western cultures. Upon successful completion of this course, students will be able to demonstrate an understanding of transitions in the national geography of the African continent from the 17th century to the present through demonstrating an understanding of the ethnic diversity and distinct artistic traditions among the peoples of Africa.

(Cal-GETC 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.

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 images 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.

This is a second level oil painting course in which students expand technical and aesthetic discovery through targeted projects. Students work toward greater breadth of formal skills alongside greater depth of personal visual language. Students research and problem-solve to guide their development and apply critical thinking skills to analyze artwork and related resources.

309 Oil Painting III (3) UC:CSU

Laboratory 6 hours.

Prerequisite: ART 308 with a grade of "C" or better.

This is a third level oil painting course. Students continue their formal practice toward technical mastery with a greater focus on the pursuit of a singular vision. Students are challenged to think critically and consider their place historically, culturally, socially and globally as contemporary artists.

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 3 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.

(Cal-GETC 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.

(Cal-GETC Area 3A)

C-ID: ARTS 101

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, ani-

mation 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) UC: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.

This course 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) UC: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) UC:CSU

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.

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.

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. Emphasis is on sculptural and contextual ideation and advanced technical competencies.

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.

(Cal-GETC Area 5A)

002 Elementary Astronomy Laboratory (1) UC:CSU
Laboratory and discussion, 3 hours.
Corequisite: Concurrent enrollment in ASTRON 001. Previous completion of ASTRON 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.

(Cal-GETC 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: A S T 001, 002 and 003 with a grade of "C" or better.

Advisory: A S T 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: A S T 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 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: A S T 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 sway bars 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: A S T 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.

060 Electric Vehicle Charging Systems and Plug-in Technology (4) CSU

Lecture 3 hours. Laboratory 3 hours.

Students explore the functions of plug-in electric vehicles (PEVs) and hybrid extended-range electric vehicles (EREVs).

070 Advanced ZEV Chassis Electronics (4) CSU

Lecture 3 hours. Laboratory 3 hours.

Prerequisite: A S T 002 with a grade of "C" or better.

After taking this course the students will be able to diagnose, replace and repair ZEV and EV undercarriage systems. This includes ABS, ADAS, and adaptive suspensions.

080 ZEV Battery Management and Technology (4) CSU

Lecture 3 hours. Laboratory 3 hours.

Students learn about the variety of ZEV battery technology and explore different forms of battery removal, diagnose, and repair.

090 Sustainable Solutions in Automotive Service Technology (4) CSU

Lecture 3 hours. Laboratory 3 hours.

Students learn about Electric and Zero-Emission Vehicles and the environment. Topics include exploration of alternative fuels in automotive applications, integration of eco-friendly technologies in vehicles, and the automotive industry technological innovations to address climate change and global warming, among others.

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)

023CE College and Scholastic Assessment Preparation (0) (NDA) - RPT 9

Lecture 4 hours.

This is an open-entry course designed to provide an overview and review in Math, English, and Study Skills. The content in this course may be adapted for cohorts preparing for specific assessments or as intensive college or career preparation workshop in specific content areas in English, Math, or Study Skills.

026CE GED Preparation - FLASH Card Review (0) (NDA) - RPT 9

Lecture 4 hours.

This noncredit course is ideal for students who need additional guided practice to pass the four subjects of GED exam. The course provides access to GED related material in a testing environment similar to the official exam. The course will provide instant feedback on which questions students get right or wrong, giving the information they need to develop study plans and hone in on skills they need to improve to pass the test.

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.

063CE Transition to College: STEM Success (0) (NDA) - RPT 9

Lecture 1 hour.

Students are introduced to fundamental Science, Technology, Engineering, and Math (STEM) skills as they transition to college. Topics include time management for STEM courses, math skills for STEM success, introduction to STEM



careers, essential STEM content review, and introduction to transfer and financial aid for STEM majors.

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).

217CE GED Preparation for Spanish Speakers - Bilingual (0) (NDA) - RPT 9

Lecture 4 hours.

This noncredit course is ideal for Spanish-speaking students who need additional guided practice to pass the four subjects of GED exam. The course provides access to GED-related material in a testing environment similar to the official exam. Students receive instant feedback that will be used to develop study plans and skills necessary to pass the official Spanish GED exam. Students are advised to take a noncredit ESL course appropriate to their level simultaneously with this course. 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.

218CE GED Preparation - FLASH Card Review for Spanish Speakers - Bilingual (0) (NDA) - RPT 9

Lecture 4 hours.

This noncredit course is ideal for Spanish speaking students who need additional guided practice to pass the four subjects of GED exam. The course provides access to GED related material in a testing environment similar to the official exam. The training provided in this course will provide instant feedback that will be used to develop study plans and skills necessary to pass the official Spanish

GED exam. Students are advised to take a noncredit ESL course appropriate to their level simultaneously with this course. 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.

Biology

See course listings under Anatomy, Microbiology, Oceanography, and Physiology.

003 Introduction to Biology (4) *UC:CSU

Lecture 3 hours. Laboratory 3 hours.

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. (Cal-GETC Area 5B + 5C)

**UC Credit Limit: No credit for BIOLOGY 003 if taken after BIOLOGY 006 or BIOLOGY 007.*

006 General Biology I (5) UC:CSU

Lecture 3 hours. Laboratory 6 hours.

Corequisite: Concurrent enrollment in CHEM 101. Previous completion of CHEM 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 and 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.

(Cal-GETC 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 CHEM 101. Previous completion of CHEM 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 and 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.

(Cal-GETC 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 dis-

Course Descriptions

tribution of plant and animal species and a systematic survey of the common local plants, aquatic and terrestrial invertebrates, birds, and mammals.

(Cal-GETC Area 5B + 5C)

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.

019A Kelp Forests of Catalina Island (1) UC:CSU

Lecture 0.5 hour. Laboratory 1.5 hours.

Kelp forests are some of the most biodiverse marine habitats. In this course, students will be introduced to kelp forests by learning the principles of community ecology, the biology of giant kelp, and the composition of Southern California fish, algae, and invertebrate communities within kelp forests. The class will end with a snorkeling trip at Catalina Island.

019B Marine Habitats of Southern California (1) CSU

Lecture 0.5 hour. Laboratory 1.5 hours.

Lecture and field based course introducing students to various marine habitats in Southern California, including wetlands, coves, the rocky intertidal, and kelp forests. A particular emphasis will be placed on human interactions with the marine environment, especially the effects of urbanization and development within Los Angeles and their downstream impacts on marine systems. These discussions will be contrasted with additional lectures and discussions about the ways that California legislation has protected important marine habitats and resources.

019C Introduction to Marine Biology Research (1) CSU

Lecture 0.5 hour. Laboratory 1.5 hours.

A week-long course introducing students to the various tools and research methods used by marine and environmental scientists. Students will live at USC's Wrigley Marine Science Center on Catalina Island. Students will learn the basics of shipboard sampling, how to perform biodiversity surveys in the intertidal and subtidal zones, and appropriate experimental design utilizing live organisms.

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.

(Cal-GETC Area 5B + 5C)

121 Lectures in Marine Biology (3) UC:CSU

Lecture 3 hours.

Formerly OCEANO 012. 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.

(Cal-GETC Area 5B)

122 Marine Biology Laboratory (2) UC:CSU

Laboratory 4 hours.

Note: Students with disabilities requiring accommodations must participate in an interactive meeting with the Academic Accommodations Center in Student Services Building, Room 4800, to determine reasonable accommodations.

Formerly OCEANO 014. 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.

Students explore the marine environment with hands-on laboratory and field studies. In the laboratory, students will learn about marine algae and animals, including how to distinguish among different species. For field studies, students will visit local beaches and apply what they have learned in the lab to identify common local intertidal organisms. Students will also collaborate on a semester-long project of their choosing.

(Cal-GETC Area 5C)

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)

001 Fundamentals of Biotechnology (3) UC:CSU

Lecture 3 hours.

Students are introduced to the fundamentals of biomanufacturing and biotechnology, covering an overview of biology used in biotechnology, the history of biomanufacturing, and key concepts and practices currently utilized in biomanufacturing. Students will also learn the processes used by companies in the development of drugs and therapies, along with instrumentation utilized in the production of medical products will be provided. This class is suggested for students exploring career options in biology.

002 Biotechnology I (4) CSU

Lecture 2 hours. Laboratory 6 hours.

Advisory: BIOLOGY 003 and CHEM 060 or BIOLOGY 006 or CHEM 051.

An introduction to the field of biotechnology, hands-on laboratory experience, the industry standard of the principle of quality, and essential workplace-readiness skills to prepare students for employment in the industry. Students focus on essential laboratory techniques used in the biotechnology industry, including pharmaceutical, food, and agriculture industries. Students engage in two hours of lecture per week on the fundamental knowledge on several laboratory techniques and perform six hours per week of hands-on laboratory activities. Upon course completion, students are prepared to determine whether completing the biotechnology certification aligns with their career goals.

003 Biotechnology II (4) CSU

Lecture 2 hours. Laboratory 6 hours.

Prerequisite: BIOTECH 002 with a grade of "C" or better.

This course expands concepts and techniques introduced in Biotechnology I. Students are introduced to modern molecular biology techniques. Each laboratory activity will be performed according to the industry standard. Students engage in two hours of lecture per week on the fundamental knowledge of several laboratory techniques and spend six hours per week performing hands-on laboratory activities.

004 Automation and Data Analytics in Biotechnology (3) UC:CSU

Lecture 2 hours. Laboratory 3 hours.

Prerequisite: BIOTECH 002 with a grade of "C" or better.

Advisory: BIOTECH 003.

Students explore automation to carry out high-throughput experiments in the biotechnology lab. Emphasis on experimental design, data collection, and large data analysis using various computational tools. Laboratory activities include robot operation, maintenance, and basic coding. Prior knowledge of biotechnology, molecular biology, or biochemistry is highly recommended.

005 Gene Editing and Synthetic Biology (3) UC:CSU

Lecture 2 hours. Laboratory 3 hours.

Prerequisite: BIOTECH 002 with a grade of "C" or better.

Advisory: BIOLOGY 003 or 006.

This course introduces students to the history and applications of genetic editing technologies, such as CRISPR-Cas9, through a combination of lecture and hands-on laboratory. Students explore seminal works of gene editing pioneers through publicly available primary scientific literature, and perform the complementary activities in the lab. Topics covered include recent advances in the Biomedical research, including cell & gene therapy, rational drug design, and protein engineering techniques. The current state of an emerging Biotechnology field: Synthetic Biology is also explored.

006 Biotechnology: Quality Control (2) CSU

Lecture 2 hours.

Advisory: BIOTECH 002 and 003.

Students are introduced to quality control and validation in the field of biotechnology, including the overview of good manufacturing practices and the incorporation of quality control and quality assurance in the manufacturing of biotechnology products focusing on validation of assays, system evaluations, and process testing and reporting.

102 Cell Culture (4) UC:CSU

Lecture 2 hours. Laboratory 6 hours.

Prerequisite: BIOTECH 002 and 003 with a grade of "C" or better.

Students will be introduced to techniques for culturing mammalian cells, including media preparation, sterile technique, freezing, thawing, subculturing, and maintaining cells. Students will learn the foundational knowledge on the selection of ideal media for certain cultures (including stem cells), passaging cells, maintaining sterile conditions, and preventing contamination. Students will also learn practical skills, including the proper use and care of equipment for culturing cells.

300 Supply Chain and Enterprise Resource Planning in Biomanufacturing (3) CSU

Lecture 3 hours.

Note: Only open to students enrolled in the bachelor's degree program in biomanufacturing at LAPC.

Students gain knowledge of how companies manage the complete flow of materials in a supply chain from suppliers to customers. This course covers the design, planning, execution, monitoring, and control of raw materials, personnel resources, inventory management, and distribution. At the end of this course, students will have the knowledge required to take the CPIM (Certified in Production and Inventory Management) certification test administered by APICS (the American Production and Inventory Control Society). This course is open only to students enrolled in the biomanufacturing bachelor's degree program.

310 Biomanufacturing Process Sciences (5) CSU

Lecture 3 hours. Laboratory 6 hours.

Note: Only open to students enrolled in the bachelor's degree program in biomanufacturing at LAPC.

This lecture/laboratory course examines the biological, physical, and chemical scientific principles that support the design, development, and optimization of key parameters in a biomanufacturing process. Process sciences covers the essential theories that underpin the biomanufacturing operations from product formation through product purification and how those operations scale up and scale down. The topics include fermenter and bioreactor design and the design of downstream processes that maximize the yield, safety, and efficacy of a protein pharmaceutical. This course is open only to students enrolled in the biomanufacturing bachelor's degree program.

320 Design of Experiments for Biomanufacturing (4) CSU

Lecture 3 hours. Laboratory 3 hours.

Note: Only open to students enrolled in the bachelor's degree program in biomanufacturing at LAPC.

This course teaches formalized design of experiments (DOE), a system that optimizes a process through the methodical varying of key parameters and a formalized approach to analyzing, interpreting, and applying the results. DOE is designed to make any process more robust and minimize variability from external sources. The course builds upon the statistical concepts required for DOE, including hypothesis testing, confidence intervals, statistical models, and analysis of variance (ANOVA). The DOE approach systematically varies the parameters of a biomanufacturing process to improve its operation. This course is open only to students enrolled in the biomanufacturing bachelor's degree program.

330 Advanced Topics in Quality Assurance and Regulatory Affairs (4) CSU

Lecture 4 hours.

Note: Only open to students enrolled in the bachelor's degree program in biomanufacturing at LAPC.

This course builds upon previous knowledge of quality assurance and regulatory affairs to study the harmonized quality system approaches of the International Council for Harmonisation Q8 through Q11. It pays special attention to quality risk management, qualification, and validation. This course is open only to students enrolled in the biomanufacturing bachelor's degree program.

340 Six Sigma and Lean Manufacturing (3) CSU

Lecture 3 hours.

Note: Only open to students enrolled in the bachelor's degree program in biomanufacturing at LAPC.

Prerequisite: BIOTECH 320, 360, and 400 with a grade of "C" or better.

Students utilize the Six Sigma approach to develop a plan for maintaining and improving biomanufacturing processes, incorporating the DMAIC phases: define, measure, analyze, improve, and control. They implement lean manufacturing tools to reduce waste in a typical biomanufacturing setting. At the end of the course, students will be prepared to take the certification test for qualification with a yellow belt in Six Sigma. This course is open only to students enrolled in the biomanufacturing bachelor's degree program.

360 Design of Biomanufacturing Facilities, Critical Utilities, Processes, and Equipment (3) CSU

Lecture 3 hours.

Note: Only open to students enrolled in the bachelor's degree program in biomanufacturing at LAPC.

Prerequisite: BIOTECH 006 and 102 with a grade of "C" or better.

Students evaluate how the design of a biomanufacturing facility maintains appropriate levels of cleanliness and sterility and promotes the production of safe and effective products. Students analyze the design of the processes, equipment, and instrumentation used in biological production to generate critical utilities, aseptic systems, environmental control and monitoring, upstream production, and downstream (recovery and purification) production within a regulated environment. This course is open only to students enrolled in the biomanufacturing bachelor's degree program.

400 Bioprocess Monitoring and Control (4) CSU

Lecture 3 hours. Laboratory 3 hours.

Note: Only open to students enrolled in the bachelor's degree program in biomanufacturing at LAPC.

Prerequisite: BIOTECH 310 with a grade of "C" or better.

Students will learn the measurement, monitoring, modeling, and control of biomanufacturing processes and the statistical methodology used for measuring, analyzing, and controlling quality during the manufacturing process, including control charts and the analysis of process capabilities. This course is open only to students enrolled in the biomanufacturing bachelor's degree program.

410 Methods in Quality, Improvements, Investigations, and Audits (4) CSU

Lecture 4 hours.

Note: Only open to students enrolled in the bachelor's degree program in biomanufacturing at LAPC.

Prerequisite: BIOTECH 330 and 340 with a grade of "C" or better.

This course examines investigational methods used by quality assurance departments to analyze process deviations and make decisions about the severity of deviation. Students learn to write industry-standard corrective and preventive action (CAPA) reports to conclude what corrective and preventive actions result from the investigation. The course also covers how a company would perform an audit in anticipation of an inspection by the Food and Drug Administration or for the supplier of a critical raw material. The course is designed per the American Society's Body of Knowledge to adequately prepare students for the Certified

Quality Technician examination. This course is open only to students enrolled in the biomanufacturing bachelor's degree program.

460 Capstone Seminar in Biomanufacturing Technologies (3) CSU

Lecture 3 hours.

Note: Only open to students enrolled in the bachelor's degree program in biomanufacturing at LAPC.

Prerequisite: BIOTECH 310 with a grade of "C" or better.

This course examines the breadth of products that are manufactured through biological processes. It will focus on the advances and emerging technologies in biological production and purification operations. This course is open only to students enrolled in the biomanufacturing bachelor's degree program.

470 Capstone Seminar in Biomanufacturing Quality (3) CSU

Lecture 3 hours.

Note: Only open to students enrolled in the bachelor's degree program in biomanufacturing at LAPC.

Prerequisite: BIOTECH 330 with a grade of "C" or better.

Students explore how quality systems in biomanufacturing have evolved by analyzing current trends in the laws and regulations that govern biopharmaceutical manufacturing. Through critical evaluation, students will assess the efficacy of these laws and regulations. This course represents a capstone experience for students studying biomanufacturing quality. This course is open only to students enrolled in the biomanufacturing bachelor's degree program.

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: JOURNAL 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.

(Cal-GETC 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

022 Radio/Television Activities (1) CSU

Laboratory 3 hours.

Prerequisite: BRDCSTG 010 with a grade of "C" or better.

Student 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:** BRDCSTG 010 with a grade of "C" or better.**Advisory:** MEDIART 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:** BRDCSTG 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 of 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 engage in a multidisciplinary examination of how culture, society, economic systems, legal, international, political, financial institutions, and human behavior interact to affect a business organization's policy and practices within the U.S. and a global society. The course demonstrates how these influences impact the primary areas of business including organizational structure and design, leadership, human resource management, risk management and insurance, organized labor practices, ethics and social responsibility, marketing, organizational communication, e-business/technology, entrepreneurship, legal, accounting, and financial practices, and the stock and securities market; and therefore how they affect a business's ability to achieve its organizational goals.

***UC Credit Limit:** BUS 001 and INTBUS 001 combined: 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 Volunteer Income Tax Assistance (VITA) Clinic Participation (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. 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: MATH 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 hands-on 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 hands-on lab experiments, and engaging in computer-based activities.

(Cal-GETC Area 5A + 5C)

***UC Credit Limit:** CHEM 051 and CHEM 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: MATH 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 hands-on lab experiments where they are evaluated on their effort, skills, safe implementation of lab protocols and a written lab report. The hands-on 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.

(Cal-GETC Area 5A + 5C)

***UC Credit Limit:** No credit for CHEM 060 if taken after CHEM 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 www.lapc.edu/academic-services/assessment-center/challenge and should be submitted to the Welcome 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 CHEM 101 and 102 be taken at the same college.

Prerequisite: CHEM 060 or equivalent with a grade of "C" or better, or passing the Chemistry 101 Preparedness Test.

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 hands-on 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.

(Cal-GETC Area 5A + 5C)

***UC Credit Limit:** CHEM 051 and CHEM 101 combined: maximum credit, 1 course.

C-ID: CHEM 110

C-ID: CHEM 120 S (CHEM 101 and 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 CHEM 101 and 102 be taken at the same college.

Prerequisite: CHEM 101 or its equivalent with a grade of "C" or better.

This course is a continuation of Chemistry 101. Topics covered include 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. From the above topics, students can apply those concepts in hands-on lab activities to calculate the concentration of an unknown acid and its acid dissociation constant, to determine the reaction order and its rate constant of a chemical reaction, and to predict redox chemical reactions occurred in an electrolytic cell.

(Cal-GETC Area 5A + 5C)

C-ID: CHEM 120 S (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 CHEM 211 and 212 be taken at the same college.

Prerequisite: CHEM 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 hands-on 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.

(Cal-GETC Area 5A + 5C)

C-ID: CHEM 150

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 CHEM 211 and 212 be taken at the same college.

Prerequisite: CHEM 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 hands-on 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.

(Cal-GETC 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: CHEM 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 hands-on 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC Area 4 or 6)

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.

(Cal-GETC 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.

(Cal-GETC Area 3B or 4 or 6 • 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC Area 3B or 4 or 6)

054 Mexican-American Arts in American Culture (3) UC:CSU

Lecture 3 hours.

Students explore Mexican and Chicana/o arts from the Pre-Cuauhtemoc 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC Area 4)

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 physical, 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.

(Cal-GETC 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

007 Introduction to Curriculum in Early Childhood Education (3) UC: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 (1) CSU

Laboratory 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) UC: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.

(Cal-GETC Area 4)

C-ID: CDEV 110

**022 Practicum in Child Development I (4) CSU**

Lecture 2 hours. Laboratory 6 hours.

Prerequisite: CH DEV 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 (1) CSU

Laboratory 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 (1) CSU

Laboratory 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: CH DEV 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 multicultural 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) UC: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.

058 Transitional Kindergarten (3) UC:CSU*Lecture 3 hours.**Advisory: CH DEV 001 and 007.*

Students explore transitional kindergarten programs in relation to children's developmental needs, curriculum models, the role of the teacher, and the context and structure of the learning environment. Students will observe programs, compare and evaluate learning concepts and environment in relation to children's developmental needs, and Early Childhood Education learning theory and brain research.

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.

(Cal-GETC 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.

*C-ID: FTVE 115***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.

(Cal-GETC Area 3A)

107 Understanding Motion Pictures (3) UC:CSU*Lecture 3 hours.**Formerly CINEMA 018. 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.

(Cal-GETC 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: MEDIART 101 with a grade of "C" or better.**Same as MEDIART 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.

(Cal-GETC 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.

(Cal-GETC Area 4)

*C-ID: COMM 180***101 Public Speaking (Common Course Number change. See COMM C1000.)****103 Persuasion (3) UC:CSU***Lecture 3 hours.*

Prerequisite: ENGL C1000 (formerly ENGLISH 101) with a grade of "C" or better.

This course focuses on composition, critical thinking, inductive and deductive reasoning, fallacies, persuasive writing, theories of strategic communication in persuasive messages, campaigns, advertisements and argumentation.

*C-ID: COMM 190***104 Argumentation and Debate (3) UC:CSU***Lecture 3 hours.**Formerly SPEECH 104. Credit not given for both courses.*

Prerequisite: ENGL C1000 (formerly ENGLISH 101) with a grade of "C" or better.

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. The class emphasizes critical writing strategies. Students apply techniques of practical reasoning and argumentation in the writing of a sequence of argumentative essays.

(Cal-GETC Area 1B)

*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.

(Cal-GETC Area 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.

(Cal-GETC 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.

*C-ID: COMM 170***151 Small Group Communication (3) UC:CSU***Lecture 3 hours.**Formerly SPEECH 151. Credit not given for both courses.**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.

*C-ID: COMM 140***189 Communication Theory (3) UC:CSU***Lecture 3 hours.*

Students explore the major theories of human communication and gain a critical understanding of the function, criteria, and processes of theories. Students examine key tenets of communication theories and how theories illuminate the nature of human interaction by applying them to their own experiences. The course is designed to prepare students for upper division COMM courses.

(Cal-GETC Area 4)

*C-ID: COMM 180***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.

400 Organizational Communication (3) CSU

Lecture 3 hours.

Note: Only open to students enrolled in the bachelor's degree program in biomanufacturing at LAPC.

This course focuses on communication behaviors between individuals and groups in organizations. Introduction, analysis, and application of fundamental theories, and research and practices of effective communication in various organizational settings will be addressed throughout the course. This is an upper division general education course in the Biomanufacturing BS.

C1000 Introduction to Public Speaking (3) UC:CSU

Lecture 3 hours.

Formerly COMM 101. Credit not given for both courses.

In this course, students learn and apply foundational rhetorical theories and techniques of public speaking in a multicultural democratic society. Students discover, develop, and critically analyze ideas in public discourse through research, reasoning, organization, composition, delivery to a live audience and evaluation of various types of speeches, including informative and persuasive speeches.

(Cal-GETC Area 1C)

C-ID: COMM 110

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 possessives; 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) UC:CSU

Lecture 3 hours.

Prerequisite: ENGL C1000 (formerly 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 Microsoft Word: Basic to Intermediate (3) CSU

Lecture 2 hours. Laboratory 3 hours.

Basic computer knowledge and ability to keyboard.

Students will become proficient in the use of word processing software on Windows-based computers by creating, formatting, and editing 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 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.

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 Computer Accounting Applications: QuickBooks (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 Microsoft Word: Advanced (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 Microsoft Office Suite (3) CSU

Lecture 2 hours. Laboratory 3 hours.

Ability to keyboard.

Students examine information systems and their role in business. Information systems are evaluated for effectiveness in solving problems. 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 Microsoft Excel: 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 Microsoft Access: 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 Windows'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 Microsoft PowerPoint: 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 Adobe Animate
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
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 Personal 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

105 Introduction to Data Analytics Techniques and Tools (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Microsoft Power BI is a data analytics and visualization tool. Power BI provides intuitive data insights and business intelligence capabilities and allows the building of accurate analytical models. Additionally, this course will cover concepts such as installation, designing effective data models, and building basic dashboards and visualizations to help make better decisions. Students will learn to obtain data from a variety of sources, clean data using Power BI Query Editor. In addition, design data models to navigate and explore relationships and build formulas. Apply visualization styles and enhanced digital storytelling techniques.

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 Adobe Animate (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 Animate to develop and program interactive websites which include animation, graphics, video, and sound.

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 (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO SCI 555. Credit not given for both courses.

Using JavaScript, JSON, NOSQL databases, and the latest tools, students develop and program interactive websites. Topics include advanced JavaScript to manipulate the DOM, handle events, and provide error checking and debugging, security to ensure a safe website. Creating websites and apps for mobile devices using Bootstrap and ionic framework will also be covered. Students will create a meaningful CRUD (Create, Retrieve, Update and Delete) capstone project.

**170 Introduction to Ethical Hacking (3) CSU**

Lecture 2 hours. Laboratory 2 hours.

Prerequisite: CIS 210 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 INFO 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.

187 Foundations of Game Development for CIS (3) CSU

Lecture 3 hours. Laboratory 1 hour.

This course is an introduction to the theory and process of video games development for computers and gaming consoles. Students will critically explore tools, concepts and techniques used in the development of video games. Students discover what the components of games are and stages of the game development process, how the user experience is influenced by the various stages of their development process. Students acquire skills on video game development as it applies to computers and gaming consoles.

188 Foundations of Machine Learning for CIS (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Machine Learning and Data Analytics Foundations introduces students to the concepts and terminology of Artificial Intelligence and machine learning. By the end of this course, students will be able to select and apply machine learning services to resolve business problems. They will also be able to label, build, train, and deploy a custom machine learning model through a guided, hands-on approach as it applies to business, management information systems.

189 Data Science Fundamentals for CIS (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Students engage in a practical introduction to Data Science as it applies to Business, Biotech, and Computer Information Systems. Students acquire skills in data-based reasoning, problem formulation, data collection, data pre-processing, data analytics, and visualization using tools such as Tableau, Jupyter Notebooks, and AWS. Students use the results of the process data to make informed business decisions.

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) UC: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 poli-

cies and procedures with respect to organizational Cybersecurity and Risk Management.

C-ID: ITIS 160

209 Introduction to Personal 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 also the first course in the Cisco Network Academy program for CCNA preparation.

C-ID: ITIS 150

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.

C-ID: ITIS 155

228 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.

229 Managing and Administering Windows Server (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly CO INFO 531. Credit not given for both courses.

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 certificate requirements. This course applies to some programs in CSIT department, but specifically not to Programming for Computer Science.

C-ID: ITIS 130**112 Programming in JavaScript (3) CSU***Lecture 2 hours. Laboratory 2 hours.**Formerly CO INFO 553. Credit not given for both courses.*

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**119 Programming in Python (3) UC:CSU***Lecture 3 hours. Laboratory 1 hour.*

This course introduces the discipline of computer science using a high-level programming language using Python. Student learn topics of the Python language such as data types, variables, control structures, Python Objects, standard and advanced mathematical libraries, tool-chain use and Python Frameworks, user-defined classes and abstract collections, single and multidimensional arrays, Python lists, tuples, collections, and dictionaries.

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:** MATH 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.

(Cal-GETC Area 2)**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.

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) *UC:CSU*Lecture 1 hour.**Formerly PERSDEV 001. 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.

**UC Credit Limit: COUNSEL 001, COUNSEL 004, COUNSEL 008, COUNSEL 020, COUNSEL 022 and COUNSEL 040 combined: maximum credit, 1 course.*

**004 Career Planning (1) *UC:CSU***Lecture 1 hour.**Formerly PERSDEV 004. 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 techniques, and information regarding occupational characteristics, trends, entry and career levels. Teaches career planning skills and allows the student to work toward a career choice.

***UC Credit Limit:** COUNSEL 001, COUNSEL 004, COUNSEL 008, COUNSEL 020, COUNSEL 022 and COUNSEL 040 combined: maximum credit, 1 course.

008 Career Planning and Development (2) *UC:CSU*Lecture 2 hours.**Formerly PERSDEV 008. Credit not given for both courses.**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.

***UC Credit Limit:** COUNSEL 001, COUNSEL 004, COUNSEL 008, COUNSEL 020, COUNSEL 022 and COUNSEL 040 combined: maximum credit, 1 course.

020 Post-Secondary Education: The Scope of Career Planning (3) *UC:CSU*Lecture 3 hours.**Formerly PERSDEV 020. 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.

***UC Credit Limit:** COUNSEL 001, COUNSEL 004, COUNSEL 008, COUNSEL 020, COUNSEL 022 and COUNSEL 040 combined: maximum credit, 1 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:** COUNSEL 001, COUNSEL 004, COUNSEL 008, COUNSEL 020, COUNSEL 022 and COUNSEL 040 combined: maximum credit, 1 course.

040 College Success Seminar (3) *UC:CSU*Lecture 3 hours.**Formerly PERSDEV 040. 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.

***UC Credit Limit:** COUNSEL 001, COUNSEL 004, COUNSEL 008, COUNSEL 020, COUNSEL 022 and COUNSEL 040 combined: maximum credit, 1 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 DNCESPC 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.

172 Hip-Hop Dance Techniques II (1) UC:CSU*Laboratory 3 hours.***Prerequisite:** DNCESPC 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.

173 Hip-Hop Dance Techniques III (1) UC:CSU

Laboratory 3 hours.

Prerequisite: DNCEPC 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.

174 Hip-Hop Dance Techniques IV (1) UC:CSU

Laboratory 3 hours.

Prerequisite: DNCEPC 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.

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.

332 Tap Dance Techniques II (1) UC:CSU

Laboratory 3 hours.

Prerequisite: DNCEPC 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.

333 Tap Dance Techniques III (1) UC:CSU

Laboratory 3 hours.

Prerequisite: DNCEPC 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.

334 Tap Dance Techniques IV (1) UC:CSU

Laboratory 3 hours.

Prerequisite: DNCEPC 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.

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.

442 Latin Social and Salsa Dance II (1) UC:CSU

Laboratory 3 hours.

Prerequisite: DNCEPC 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, Bachata, 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.

443 Latin Social and Salsa Dance III (1) UC:CSU

Laboratory 3 hours.

Prerequisite: DNCEPC 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.

444 Latin Social and Salsa Dance IV (1) UC:CSU

Laboratory 3 hours.

Prerequisite: DNCEPC 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.

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: DNCEPC 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.

302 Choreography II (1) UC:CSU

Laboratory 3 hours.

Prerequisite: DANCEST 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.

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.

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 principles of movement, elements of improvisation and composition, theory, and history of Modern Dance in its social, political and cultural context.

(Cal-GETC 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.

(Cal-GETC 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: DANCEST 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.

(Cal-GETC 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: DANCEST 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.

(Cal-GETC Area 3A)

808 Ballet III (3) UC:CSU

Lecture 2 hours. Laboratory 4 hours.

Prerequisite: DANCEST 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

Course Descriptions

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.

815 Dance Production II (2) UC:CSU

Lecture 1 hour. Laboratory 2 hours.

Prerequisite: DANCEST 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: DANCEST 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.

823 Dance Rehearsals and Performances II (1) UC:CSU

Laboratory 2 hours.

Prerequisite: DANCEST 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.

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)

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:

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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

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).

**UC Credit Limit: DANCETQ 101, DANCETQ 231 (formerly DANCETQ 710), DANCETQ 232, DANCETQ 233, DANCETQ 234, DANCETQ 570, DANCETQ 571, DANCETQ 572 and DANCETQ 573: maximum credit, 4 semester units.*

**111 Ballet Techniques I (1) UC:CSU**

Laboratory 3 hours.

Formerly DANCETQ 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.

112 Ballet Techniques II (1) UC:CSU

Laboratory 3 hours.

Prerequisite: DANCETQ 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.

113 Ballet Techniques III (1) UC:CSU

Laboratory 3 hours.

Prerequisite: DANCETQ 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.

114 Ballet Techniques IV (1) UC:CSU

Laboratory 3 hours.

Prerequisite: DANCETQ 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.

121 Jazz Dance Techniques I (1) UC:CSU

Laboratory 3 hours.

Formerly DANCETQ 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.

122 Jazz Dance Techniques II (1) UC:CSU

Laboratory 3 hours.

Prerequisite: DANCETQ 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.

123 Jazz Dance Techniques III (1) UC:CSU

Laboratory 3 hours.

Prerequisite: DANCETQ 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.

124 Jazz Dance Techniques IV (1) UC:CSU

Laboratory 3 hours.

Prerequisite: DANCETQ 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.

141 Modern Dance Techniques I (1) UC:CSU

Laboratory 3 hours.

Formerly DANCETQ 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.

142 Modern Dance Techniques II (1) UC:CSU

Laboratory 3 hours.

Prerequisite: DANCETQ 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.

143 Modern Dance Techniques III (1) UC:CSU

Laboratory 3 hours.

Prerequisite: DANCETQ 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.

144 Modern Dance Techniques IV (1) UC:CSU

Laboratory 3 hours.

Prerequisite: DANCETQ 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.

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.

152 Dance for Film and Stage II (1) UC:CSU

Laboratory 3 hours.

Prerequisite: DANCETQ 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.

231 Conditioning for Dance I (1) *UC:CSU

Laboratory 3 hours.

Formerly DANCETQ 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.

***UC Credit Limit:** DANCETQ 101, DANCETQ 231 (formerly DANCETQ 710), DANCETQ 232, DANCETQ 233, DANCETQ 234, DANCETQ 570, DANCETQ 571, DANCETQ 572 and DANCETQ 573: maximum credit, 4 semester units.

232 Conditioning for Dance II (1) *UC:CSU

Laboratory 3 hours.

Prerequisite: DANCETQ 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.

***UC Credit Limit:** DANCETQ 101, DANCETQ 231 (formerly DANCETQ 710), DANCETQ 232, DANCETQ 233, DANCETQ 234, DANCETQ 570, DANCETQ 571, DANCETQ 572 and DANCETQ 573: maximum credit, 4 semester units.

233 Conditioning for Dance III (1) *UC:CSU

Laboratory 3 hours.

Prerequisite: DANCETQ 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.

***UC Credit Limit:** DANCETQ 101, DANCETQ 231 (formerly DANCETQ 710), DANCETQ 232, DANCETQ 233, DANCETQ 234, DANCETQ 570, DANCETQ 571, DANCETQ 572 and DANCETQ 573: maximum credit, 4 semester units.

234 Conditioning for Dance IV (1) *UC:CSU

Laboratory 3 hours.

Prerequisite: DANCETQ 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.

***UC Credit Limit:** DANCETQ 101, DANCETQ 231 (formerly DANCETQ 710), DANCETQ 232, DANCETQ 233, DANCETQ 234, DANCETQ 570, DANCETQ 571, DANCETQ 572 and DANCETQ 573: maximum credit, 4 semester units.

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.

536 Dance Team Techniques II (2) UC:CSU

Laboratory 6 hours.

Prerequisite: DANCETQ 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.

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.

***UC Credit Limit:** DANCETQ 101, DANCETQ 231 (formerly DANCETQ 710), DANCETQ 232, DANCETQ 233, DANCETQ 234, DANCETQ 570, DANCETQ 571, DANCETQ 572 and DANCETQ 573: maximum credit, 4 semester units.

571 Conditioning for Dance Team Techniques II (1) *UC:CSU

Laboratory 3 hours.

Prerequisite: DANCETQ 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.

***UC Credit Limit:** DANCETQ 101, DANCETQ 231 (formerly DANCETQ 710), DANCETQ 232, DANCETQ 233, DANCETQ 234, DANCETQ 570, DANCETQ 571, DANCETQ 572 and DANCETQ 573: maximum credit, 4 semester units.

572 Conditioning for Dance Team Techniques III (1) *UC:CSU

Laboratory 3 hours.

Prerequisite: DANCETQ 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.

***UC Credit Limit:** DANCETQ 101, DANCETQ 231 (formerly DANCETQ 710), DANCETQ 232, DANCETQ 233, DANCETQ 234, DANCETQ 570, DANCETQ 571, DANCETQ 572 and DANCETQ 573: maximum credit, 4 semester units.

573 Conditioning for Dance Team Techniques IV (1) *UC:CSU

Laboratory 3 hours.

Prerequisite: DANCETQ 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.

***UC Credit Limit:** DANCETQ 101, DANCETQ 231 (formerly DANCETQ 710), DANCETQ 232, DANCETQ 233, DANCETQ 234, DANCETQ 570, DANCETQ 571, DANCETQ 572 and DANCETQ 573: maximum credit, 4 semester units.

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.

(Cal-GETC Area 5A + 5C)

C-ID: GEOL 121

Economics (ECON)

001 Principles of Microeconomics (3) UC:CSU

Lecture 3 hours.

May be offered as an honors section.

Prerequisite: Successful completion of Intermediate Algebra or equivalent or higher or placement into transfer-level math/quantitative reasoning course.

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.

(Cal-GETC Area 4)

C-ID: ECON 201

002 Principles of Macroeconomics (3) UC:CSU

Lecture 3 hours.

May be offered as an honors section.

Prerequisite: Successful completion of Intermediate Algebra or equivalent or higher or placement into transfer-level math/quantitative reasoning course.

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.

(Cal-GETC 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.

(Cal-GETC 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.

**UC Credit Limit: EDUC 001 and EDUC 200 combined: maximum credit, 1 course.*

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.

**UC Credit Limit: EDUC 001 and EDUC 200 combined: maximum credit, 1 course.*

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.

(Cal-GETC Area 4)

Electronics (ELECTRN)

004A Fundamentals of Electronics I (3) UC:CSU

Lecture 3 hours.

Corequisite: Concurrent enrollment in ELECTRN 004B. Previous completion of ELECTRN 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 ELECTRN 004A. Previous completion of ELECTRN 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 ELECTRN 006B and 004A and 004B. Previous completion of ELECTRN 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 ELECTRN 006A and 004A and 004B. Previous completion of ELECTRN 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 ELECTRN 008B and 006A and 006B. Previous completion of ELECTRN 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, SCRs, 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 ELECTRN 008A and 006A and 006B. Previous completion of ELECTRN 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: ELECTRN 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 ELECTRN 008A and 008B and 045. Previous completion of ELECTRN 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: ELECTRN 006A and 006B with a grade of "C" or better.

Corequisite: Concurrent enrollment in ELECTRN 044 and 008A and 008B. Previous completion of ELECTRN 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: ELECTRN 026 and 063 with a grade of "C" or better.

Corequisite: Concurrent enrollment in ELECTRN 048B. Previous completion of ELECTRN 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: ELECTRN 026 and 063 with a grade of "C" or better.

Corequisite: Concurrent enrollment in ELECTRN 048A. Previous completion of ELECTRN 048A with a grade of "C" or better is allowable.

Students will obtain 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 ELECTRN 061 and 008A and 008B. Previous completion of ELECTRN 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 ELECTRN 060 and 008A and 008B. Previous completion of ELECTRN 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: ELECTRN 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 ELECTRN 072B. Previous completion of ELECTRN 072B with a grade of "C" or better is allowable.

Advisory: ELECTRN 008A and 008B.

Students will obtain a comprehensive study of Digital number systems, Boolean algebra, Karnaugh maps, Combinational systems including gates, adders, encod-

ers, 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 ELECTRN 072A. Previous completion of ELECTRN 072A with a grade of "C" or better is allowable.

Advisory: ELECTRN 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: ELECTRN 072A and 072B with a grade of "C" or better.

Corequisite: Concurrent enrollment in ELECTRN 074B. Previous completion of ELECTRN 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: ELECTRN 072A and 072B with a grade of "C" or better.

Corequisite: Concurrent enrollment in ELECTRN 074A. Previous completion of ELECTRN 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: ELECTRN 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: MATH 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 MATH 262. Previous completion of MATH 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: CHEM 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 MATH 275. Previous completion of MATH 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.

Students 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 with CAD (3) *UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly IND TEK 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:** ARC 162, EGD TEK 101, EGD TEK 111, EGD TEK 210 and EGD TEK 310 combined: maximum credit, 8 semester 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:** ARC 162, EGD TEK 101, EGD TEK 111, EGD TEK 210 and EGD TEK 310 combined: maximum credit, 8 semester units.

†UC Credit Limit: EGD TEK 111 and EGD TEK 310 combined: maximum credit, 1 course.

210 3D Computer-Aided Design (3) *UC:CSU

Lecture 1 hour. Laboratory 5 hours.

Prerequisite: EGD TEK 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:** ARC 162, EGD TEK 101, EGD TEK 111, EGD TEK 210 and EGD TEK 310 combined: maximum credit, 8 semester units.

310 Engineering Design (3) *†UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Prerequisite: EGD TEK 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:** ARC 162, EGD TEK 101, EGD TEK 111, EGD TEK 210 and EGD TEK 310 combined: maximum credit, 8 semester units.

†UC Credit Limit: EGD TEK 111 and EGD TEK 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: Chris Corning

Phone: 710-4102

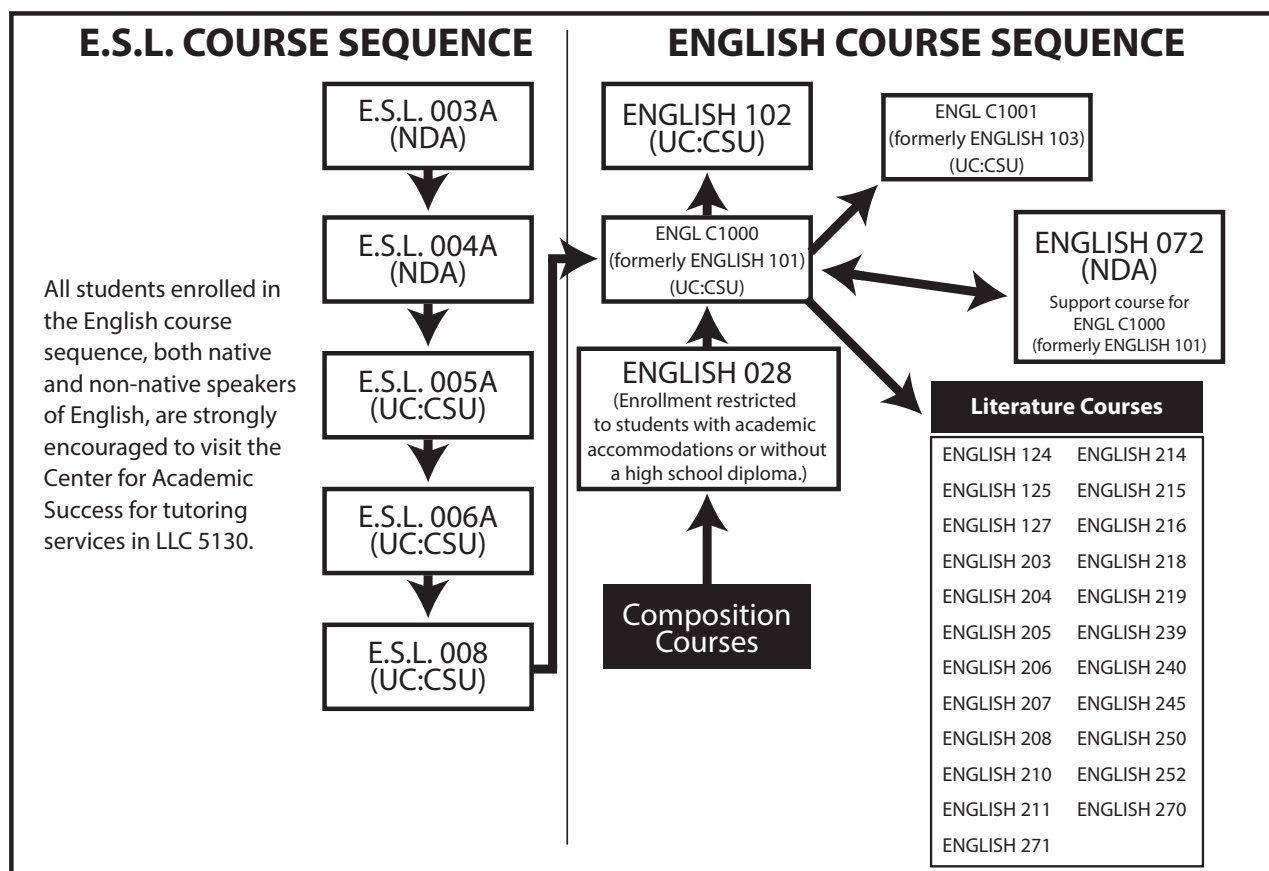
Office: FO 2207

Faculty Advisor: Chris Corning

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 with accommodations who wish to have extra study prior to taking ENGL C1000 (formerly ENGLISH 101). It emphasizes grammar, sentence structure, paragraph and essay writing.
- ENGLISH 072 - This course is designed to assist the student who requires supplemental support for ENGL C1000 (formerly English 101). Students focus on grammar, sentence structure, paragraph and essay writing, and research skills. Recommended for students with GPA between 1.9 and 2.59; strongly recommended for students with GPA below 1.9.
- ENGL C1000 (formerly 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 ENGL C1000 are expected to write well-organized, grammatically correct compositions 700 words and more.



In keeping with AB 1705, students who have graduated from a US High School within the last 10 years are eligible to enroll in ENGL C1000 (formerly ENGLISH 101) automatically. The college makes the following recommendations based on high school GPA:

- GPA greater than 2.6 - ENGL C1000
- GPA between 1.9 and 2.6 - ENGL C1000 and recommended enrollment in ENGLISH 072, a support course
- GPA less than 1.9 - ENGL C1000 and required enrollment 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 make a well-informed decision:

- 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 1705 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.

For additional information, please contact the Welcome Center: www.lapc.edu/student-services/welcome-center



English (ENGL)

C1000 Academic Reading and Writing (3) UC:CSU

Lecture 3 hours.

Formerly ENGLISH 101. Credit not given for both courses.

Prerequisite: Eligibility to enroll in transfer-level English composition as determined by college assessment or other appropriate method per AB705. For courses completed outside of the LACCD, proof of eligibility must be taken to Counseling.

In this course, students receive instruction in academic reading and writing, including writing processes, effective use of language, analytical thinking, and the foundations of academic research.

(Cal-GETC Area 1A)

C-ID: ENGL 100

C1001 Critical Thinking and Writing (3) UC:CSU

Lecture 3 hours.

Formerly ENGLISH 103. Credit not given for both courses.

Prerequisite: ENGL C1000 (formerly ENGLISH 101) with a grade of "C" or better.

May be offered as an honors section.

In this course, students receive instruction in critical thinking for purposes of constructing, evaluating, and composing arguments in a variety of rhetorical forms, using primarily non-fiction texts, refining writing skills and research strategies developed in ENGL C1000 Academic Reading and Writing (or C-ID ENGL 100) or similar first-year college writing course.

(Cal-GETC Area 1B)

C-ID: ENGL 105

English

ENGLISH PLACEMENT PROCESS

Los Angeles Pierce College is in the process of transitioning its ENGLISH classes to a new statewide subject code, ENGL. For the 2025-2026 academic year, some of our classes use the new code ENGL, while many other classes are still listed under the full name, "ENGLISH." If you do not see your desired class listed in the search, please be sure to check both subject names, ENGL and ENGLISH, to find the class you wish to add.

In keeping with AB 1705, students who have graduated from a US High School within the last 10 years are eligible to enroll in ENGL C1000 (formerly ENGLISH 101) automatically. The college makes the following recommendations based on high school GPA:

- GPA greater than 2.6 - ENGL C1000
- GPA between 1.9 and 2.6 - ENGL C1000 and recommended enrollment in ENGLISH 072, a support course
- GPA less than 1.9 - ENGL C1000 and required enrollment 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 make a well-informed decision:

- 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 1705 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.

For additional information, please contact the Welcome Center:

www.lapc.edu/student-services/welcome-center

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 ENGL C1000 (formerly ENGLISH 101). Previous completion of ENGL C1000 (formerly 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 (Common Course Number change. See ENGL C1000.)**102 College Reading and Composition II (3) UC:CSU***Lecture 3 hours.***Prerequisite:** ENGL C1000 (formerly 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.

(Cal-GETC Area 1B or 3B)

C-ID: ENGL 120**C-ID:** ENGL 110 (ENGLISH 102 and 206)**103 Composition and Critical Thinking (Common Course Number change. See ENGL C1001.)****124 Short Story Writing I (3) UC:CSU***Lecture 3 hours.***Prerequisite:** ENGL C1000 (formerly 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.

125 Short Story Writing II (3) UC:CSU*Lecture 3 hours.***Prerequisite:** ENGLISH 124 with a grade of "C" or better.

This course is a continuation of English 124 with the opportunity to write longer, more complex works of experimental fiction suitable for publication.

127 Creative Writing (3) UC:CSU*Lecture 3 hours.***Prerequisite:** ENGL C1000 (formerly 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.

C-ID: ENGL 200**203 World Literature I (3) UC:CSU***Lecture 3 hours.***Prerequisite:** ENGL C1000 (formerly 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.

(Cal-GETC Area 3B)

C-ID: ENGL 140**204 World Literature II (3) UC:CSU***Lecture 3 hours.***Prerequisite:** ENGL C1000 (formerly 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.

(Cal-GETC Area 3B)

C-ID: ENGL 145**205 British Literature I (3) UC:CSU***Lecture 3 hours.***Prerequisite:** ENGL C1000 (formerly 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.

(Cal-GETC Area 3B)

C-ID: ENGL 160**206 British Literature II (3) UC:CSU***Lecture 3 hours.***Prerequisite:** ENGL C1000 (formerly 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.

(Cal-GETC 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:** ENGL C1000 (formerly 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.

(Cal-GETC Area 3B)

C-ID: ENGL 130**208 American Literature II (3) UC:CSU***Lecture 3 hours.***Prerequisite:** ENGL C1000 (formerly 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.

(Cal-GETC Area 3B)

C-ID: ENGL 135**210 The Twentieth Century Novel (3) UC:CSU***Lecture 3 hours.***Prerequisite:** ENGL C1000 (formerly 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.

(Cal-GETC Area 3B)

**211 Fiction (3) UC:CSU**

Lecture 3 hours.

Prerequisite: ENGL C1000 (formerly 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.

(Cal-GETC Area 3B)

214 Contemporary Literature (3) UC:CSU

Lecture 3 hours.

Prerequisite: ENGL C1000 (formerly 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.

(Cal-GETC Area 3B)

215 Shakespeare I (3) UC:CSU

Lecture 3 hours.

Prerequisite: ENGL C1000 (formerly 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.

(Cal-GETC Area 3B)

216 Shakespeare II (3) UC:CSU

Lecture 3 hours.

Prerequisite: ENGL C1000 (formerly 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.

(Cal-GETC Area 3B)

218 Children's Literature (3) UC:CSU

Lecture 3 hours.

Prerequisite: ENGL C1000 (formerly 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.

(Cal-GETC Area 3B)

C-ID: ENGL 180

219 The Literature of American Ethnic Groups (3) UC:CSU

Lecture 3 hours.

Prerequisite: ENGL C1000 (formerly 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.

(Cal-GETC Area 3B)

234 African-American Literature I (3) UC:CSU

Lecture 3 hours.

Prerequisite: ENGL C1000 (formerly 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.

(Cal-GETC Area 3B)

239 Women in Literature (3) UC:CSU

Lecture 3 hours.

Prerequisite: ENGL C1000 (formerly 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.

(Cal-GETC Area 3B)

240 Literature and the Motion Picture I (3) UC:CSU

Lecture 3 hours.

Prerequisite: ENGL C1000 (formerly 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.

(Cal-GETC Area 3B)

245 Queer Literature (3) UC:CSU

Lecture 3 hours.

Prerequisite: ENGL C1000 (formerly 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 theory 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.

(Cal-GETC Area 3B)

250 Mythology and Literature (3) UC:CSU

Lecture 3 hours.

Prerequisite: ENGL C1000 (formerly 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.

(Cal-GETC Area 3B)

252 The English Bible as Literature (3) UC:CSU

Lecture 3 hours.

Prerequisite: ENGL C1000 (formerly 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.

(Cal-GETC Area 3B)

270 Science Fiction - Fantasy (3) UC:CSU

(J.R.R. Tolkien, etc.)

Lecture 3 hours.

Prerequisite: ENGL C1000 (formerly 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.

(Cal-GETC Area 3B)

271 Graphic Fiction (3) UC:CSU

Lecture 3 hours.

Prerequisite: ENGL C1000 (formerly 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.

(Cal-GETC Area 3B)

420 Research, Design and Methodology (3) CSU

Lecture 3 hours.

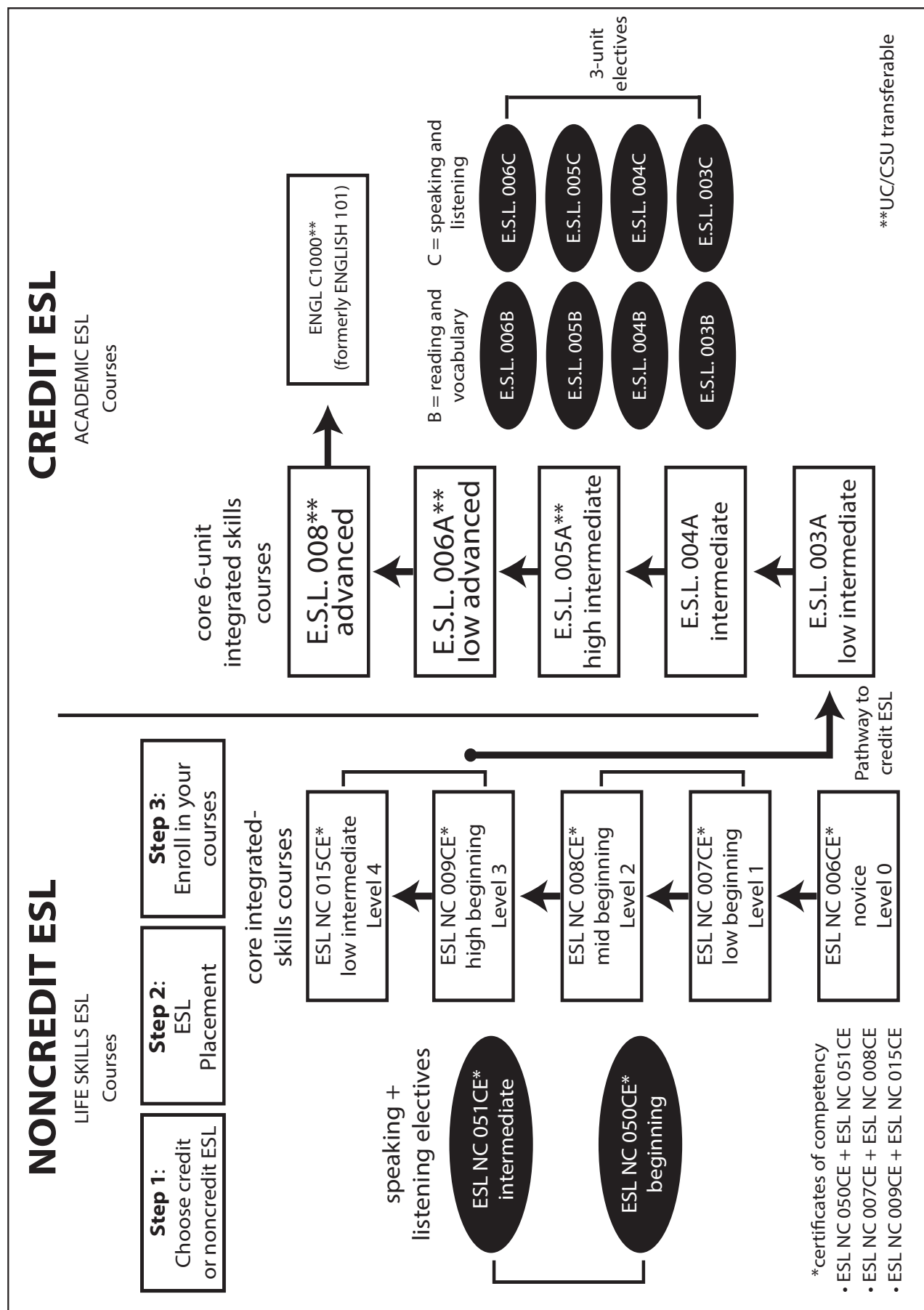
Note: Only open to students enrolled in the bachelor's degree program in biomanufacturing at LAPC.

This advanced course prepares students to develop a research project as well as evaluate scientific evidence-based literature. Research design components and methodology will be discussed, as well as evaluation of scientific evidence-based literature.

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.)

003A College ESL III: Writing and Grammar (6) (NDA)

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 or a level that corresponds with their speaking level (E.S.L. 004C, E.S.L. 005C, or E.S.L. 006C).

003B College ESL III: Reading and Vocabulary (3) (NDA)

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) (NDA)

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.

Advisory: E.S.L. 004B and E.S.L. 004C

Within the ESL credit course sequence, this intermediate writing and grammar course prepares non-native English speakers for college work. Students practice 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.

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) or E.S.L. 005C (High-Intermediate Speaking and Listening) or E.S.L. 006C (Low-Advanced 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) or E.S.L. 005B (High-Intermediate Reading and Vocabulary) or E.S.L. 006B (Low-Advanced 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).

**UC Credit Limit: E.S.L. 005A, E.S.L. 006A and E.S.L. 008 combined: maximum credit, 8 semester/12 quarter units.*

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 academic 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.

Advisory: E.S.L. 004C, E.S.L. 005A, and E.S.L. 005B

This course is offered as a pass/no pass course only.

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.

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/listening should take: E.S.L. 005B (High-Intermediate Reading and Vocabulary), E.S.L. 005C (High-Intermediate Speaking and Listening) or E.S.L. 006B (Advanced Reading and Vocabulary) and E.S.L. 006C (Advanced Speaking and Listening).

***UC Credit Limit:** E.S.L. 005A, E.S.L. 006A and E.S.L. 008 combined: maximum credit, 8 semester/12 quarter units.

006B College ESL VI: Reading and Vocabulary (3) CSU

Lecture 3 hours.

Advisory: E.S.L. 005B, E.S.L. 006A, and E.S.L. 006C

This course is offered as a pass/no pass course only.

This course provides intensive instruction in reading comprehension and vocabulary development at a low-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.

006C College ESL VI: Listening and Speaking (3) CSU

Lecture 3 hours.

Advisory: E.S.L. 005C, E.S.L. 006A, and E.S.L. 006B

This course is offered as a pass/no pass course only.

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.

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.

Multilingual students in this high-advanced ESL course develop critical reading and thinking, source support, academic language fluency, and written communication skills, including American discourse writing patterns, through the objective and subjective analysis of culturally diverse American and cross-cultural readings, discussions, and compositions. Prerequisite: Completion of E.S.L. 006A with a grade of 'C' or better, or appropriate placement level demonstrated through the assessment process.

***UC Credit Limit:** E.S.L. 005A, E.S.L. 006A and E.S.L. 008 combined: maximum credit, 8 semester/12 quarter units.

072 English Bridge for ESL (1) (NDA)

Laboratory 3 hours.

Corequisite: Concurrent enrollment in ENGL C1000 (formerly ENGLISH 101). Previous completion of ENGL C1000 (formerly 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).

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 free course is designed for intermediate-low learners, emphasizing listening, speaking, and pronunciation skills. Through conversations, discussions, and lectures in social and academic settings, students develop their ability to actively listen and participate in familiar conversations.

048CE Pronunciation I: Producing Sounds (0) (NDA) - RPT 9
Lecture 2 hours.

This American English pronunciation course is designed for ESL beginners, focusing on improving spoken communication through clear articulation, vowel and consonant sounds, and syllable structure. Students learn about pronunciation needs, articulation mechanics, and phonetic symbols. This course is the first in a two-part sequence, providing the foundational skills necessary for the next level.

049CE Pronunciation II: Improving Fluency (0) (NDA) - RPT 9
Lecture 2 hours.

This American English pronunciation course is designed for ESL beginners. Students refine articulation and review sounds, mastering rhythm, focus words, connected speech, intonation, and thought groups to achieve clearer, more effective communication. This course serves as the second part of a two-course series. This course does not offer credit units. However, students can earn a certificate by successfully completing this course and ESL NC 048CE.

050CE Beginning Conversation (0) (NDA) - RPT 9
Lecture 3 hours.

This course is best suited for ESL students at the beginning level who wish to improve their listening comprehension of English and to increase their ability to make themselves understood, using conversational American English speech.

Students will be introduced to vocabulary and life skills needed to function in daily life and work situations. Activities ranging from dialogues, pair and group work, and role plays will be used to develop fluency and help students achieve the language skills needed to succeed in real life and occupational settings.

051CE Intermediate Conversation (0) (NDA) - RPT 9
Lecture 3 hours.

This course is best suited for ESL students at the intermediate level who wish to improve their listening comprehension, speaking, and conversational skills in American English in everyday life and the workplace. This course focuses on developing conversational strategies, including verbal and nonverbal communication, and appropriate language usage in everyday life and occupational settings.

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: ENV 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)

010CE ESL and Civics I (0) (NDA) - RPT 9
Lecture 1 hour.

Students learn civic content and practice oral/aural skills necessary to begin the process of becoming a United States citizen. Students develop beginning listening, speaking, reading, and writing skills at an introductory English as a Second Language (ESL) level.

011CE ESL and Civics II (0) (NDA) - RPT 9
Lecture 3.5 hours.

This course builds practical English skills for daily life and civic participation. Students learn to communicate about everyday situations, medical needs, and personal information. They practice completing forms, discussing personal events, and understanding democratic principles. Map skills will also be developed. Completion of this course, along with ESL NC 008CE-ESL 2, earns the Beginning ESL Certificate of Competency.

**012CE ESL and Civics III (0) (NDA) - RPT 9***Lecture 3.5 hours.*

This course advances students' understanding of U.S. culture, society, and government. Students analyze cultural differences, practice social skills, and learn financial basics. They explore civic symbols, environmental issues, and the U.S. government's structure and functions. The course also covers citizenship rights and the Constitution, preparing students for active civic participation.

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.*

Students are introduced 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.

(Cal-GETC Area 5A)

*C-ID: ENVS 100***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 toxins and how important concepts such as nutrition, toxicity, birth defects and cancer rates relate to our environmental life support systems.

(Cal-GETC Area 5B)

**UC Credit Limit: ENV SCI 002 and PLNT SC 901 combined: maximum credit, 1 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: Successful completion of Intermediate Algebra or equivalent or higher or placement into transfer-level math/quantitative reasoning course.

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.

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: Successful completion of Intermediate Algebra or equivalent or higher or placement into transfer-level math/quantitative reasoning course.

Students are introduced to the concepts and tools necessary for the responsible allocation of personal resources. Exploration of the significant financial decisions facing each household during its life cycle, including budgeting, record keeping, consumer purchases, credit, home ownership, insurance, investing, retirement and estate planning, are emphasized.

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.

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.

(Cal-GETC Area 3B)

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.

(Cal-GETC Area 3B)

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.

(Cal-GETC Area 3B)

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.

(Cal-GETC Area 3B)

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.

(Cal-GETC Area 3B)

008 Conversational French (2) UC: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.

(Cal-GETC Area 3B)

026 Understanding French Culture Through Film (3) UC:CSU

Lecture 3 hours.

In this course, students explore the prolific output of feature and documentary films that emphasize social and cultural themes in France and the Francophone world. Discussion centers on how French film reflects the French social, cultural, and historical climate. Students become acquainted with the evolution of French cinema from the post WWII era to the present. The course is conducted in English. Films are subtitled in English.

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: CIS 101.

Same as GEOG 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. Currently using ESRI's ArcGIS software: versions upgraded to maintain currency with industry software usage.

C-ID: GEOG 155

033 Intermediate GIS Applications (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Advisory: GEOG 025 or GIS 025.

Same as GEOG 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 Cartographic Design and Visualization (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Corequisite: Concurrent enrollment in GEOG 025 or GIS 025. Previous completion of GEOG 025 or GIS 025 with a grade of "C" or better is allowable. Same as GEOG 036. Credit not given for both courses.

This course will introduce students to cartographic design principles and map development. The course will review the cartographic principles, data acquisition methods in map production, and development of web maps and web applications. The course will include basics of designing principles in cartography, symbolizing thematic maps, customizing symbols, data acquisition and processing from online sources, and map development techniques. The course will include the production of professional quality printed maps using Esri's ArcGIS Pro/Arc GIS Software and development of web interactive maps using ArcGIS Online Maps and Webapps.

C-ID: GEOG 150

037 Introduction to Global Positioning Systems (GPS) (2) UC:CSU

Lecture 1 hour. Laboratory 2 hours.

Same as GEOG 037. Credit not given for both courses.

Students explore basic information on the global positioning system (GPS). Topics include the history and development of navigation and GPS, an overview of the technological requirements for the system, a review of how the system works, and a discussion of various applications that can incorporate a GPS. The course includes a lecture period where the system concept will be discussed, and a laboratory portion, allowing the students to operate GPS units, including collecting GPS data to produce a GIS-generated map.

038 Spatial Analysis and Automation (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Prerequisite: GEOG 025 or GIS 025 with a grade of "C" or better.

Same as GEOG 038. Credit not given for both courses.

Students are introduced to spatial analysis and automation. They review the principles of statistics and relate them to methods used in spatial analysis. These methods include proximity and overlay analysis, interpolation techniques, site suitability analysis, spatial statistics, space-time analysis, and geospatial regression techniques. Automation using ModelBuilder, ArcGIS Arcade, and Python is also covered.

040 Applied GIS (1) CSU

Lecture 1 hour.

Prerequisite: GEOG 038 or GIS 038 with a grade of "C" or better.

Students apply GIS skills and knowledge to create an independent real-world GIS project under the supervision of a faculty advisor. This capstone course in the GIS Certificate of Achievement includes periodic meetings with the advisor, completing interim reports, and presenting a project with professional-quality maps.

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).

(Cal-GETC Area 5A)

***UC Credit Limit:** Credit for either GEOG 001 and GEOG 015 or GEOG 017.

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.

(Cal-GETC Area 4)

C-ID: GEOG 120

003 Introduction to Weather and Climate (3) UC:CSU

Lecture 3 hours.

Same as METEOR 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC Area 4)

*C-ID: GEOG 140***015 Physical Geography Laboratory (2) *UC:CSU***Lecture 1 hour. Laboratory 2 hours.*

Corequisite: Concurrent enrollment in GEOG 001. Previous completion of GEOG 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.

(Cal-GETC Area 5C)

***UC Credit Limit:** Credit for either GEOG 001 and GEOG 015 or GEOG 017.

*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.

(Cal-GETC Area 5A + 5C)

***UC Credit Limit:** Credit for either GEOG 001 and GEOG 015 or GEOG 017.

*C-ID: GEOG 115***019 Introductory Meteorology Laboratory (2) UC:CSU***Lecture 1 hour. Laboratory 2 hours.*

Corequisite: Concurrent enrollment in GEOG 003 or METEOR 003. Previous completion of GEOG 003 or METEOR 003 with a grade of "C" or better is allowable.

Same as METEOR 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.

(Cal-GETC Area 5C)

023 Severe and Hazardous Weather (3) UC:CSU*Lecture 3 hours.*

Same as METEOR 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.

(Cal-GETC Area 5A)

025 Introduction to Geographic Information Systems and Laboratory (4) UC:CSU*Lecture 2 hours. Laboratory 4 hours.*

Advisory: CIS 101.

Same as GIS 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. Currently using ESRI's ArcGIS software: versions upgraded to maintain currency with industry software usage.

*C-ID: GEOG 155***033 Intermediate GIS Applications (3) UC:CSU***Lecture 2 hours. Laboratory 2 hours.*

Advisory: GEOG 025 or GIS 025.

Same as GIS 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 Cartographic Design and Visualization (3) UC:CSU*Lecture 2 hours. Laboratory 2 hours.*

Corequisite: Concurrent enrollment in GEOG 025 or GIS 025. Previous completion of GEOG 025 or GIS 025 with a grade of "C" or better is allowable. *Same as GIS 036. Credit not given for both courses.*

This course introduces students to cartographic design principles and map development. Students review the cartographic principles, data acquisition methods in map production, and development of web maps and web applications. Content includes the basics of designing principles in cartography, symbolizing thematic maps, customizing symbols, data acquisition and processing from online sources,



and map development techniques. Activities include producing professional quality printed maps using Esri's ArcGIS Pro/Arc GIS Software and developing interactive web maps using ArcGIS Online Maps and Webapps.

C-ID: GEOG 150

037 Introduction to Global Positioning Systems (GPS) (2) UC:CSU

Lecture 1 hour. Laboratory 2 hours.

Same as GIS 037. Credit not given for both courses.

Students explore basic information on the global positioning system (GPS). Topics include the history and development of navigation and GPS, an overview of the technological requirements for the system, a review of how the system works, and a discussion of various applications that can incorporate a GPS. The course includes a lecture period where the system concept will be discussed, and a laboratory portion, allowing the students to operate GPS units, including collecting GPS data to produce a GIS-generated map.

038 Spatial Analysis and Automation (3) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Prerequisite: GEOG 025 or GIS 025 with a grade of "C" or better.

Same as GIS 038. Credit not given for both courses.

Students are introduced to spatial analysis and automation. They review the principles of statistics and relate them to methods used in spatial analysis. These methods include proximity and overlay analysis, interpolation techniques, site suitability analysis, spatial statistics, space-time analysis, and geospatial regression techniques. Automation using ModelBuilder, ArcGIS Arcade, and Python is also covered.

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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC Area 5C)

C-ID: GEOL 110 L

010 Introduction to Environmental Geology (3) UC:CSU

Lecture 3 hours.

Same as ENV SCI 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.

(Cal-GETC Area 5A)

C-ID: GEOL 130

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.

(Cal-GETC Area 5A)

022A Geology Field Study - Mojave (1) UC:CSU

Lecture 0.5 hour. Laboratory 1 hour.

Prerequisite: GEOLOGY 001 with a grade of "C" or better.

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.

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.

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.

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.

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) UC:CSU

Lecture 0.5 hour. Laboratory 1 hour.

Prerequisite: GEOLOGY 001 with a grade of "C" or better.

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.

Global Studies (GLST)

101 Introduction to Global Studies (3) UC:CSU

Lecture 3 hours.

In this interdisciplinary course, students examine the history of globalization, and economic, political, social, cultural and ecological developments related to globalization. Current world issues are critically analyzed through the lens of diverse cultures, economics, languages, and other social and political developments. Topics may include social movements, human rights, political economy, nationalism and global citizenry.

102 Global Issues (3) UC:CSU

Lecture 3 hours.

This course introduces students to the origins, events, and trends facing citizens and leaders of an increasing interdependent global community. Topics can include population trends, economic development and its impact on inequality, basic human needs (for food, water health care), human rights, international conflict and security concerns, and environmental problems. The course also focuses on global governance, including the study of collective global responsibilities.

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.

***UC Credit Limit:** HEALTH 002, HEALTH 007, HEALTH 008, HEALTH 011 and HEALTH 043, any or all of these courses combined: maximum credit, 1 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.

***UC Credit Limit:** HEALTH 002, HEALTH 007, HEALTH 008, HEALTH 011 and HEALTH 043, any or all of these courses combined: maximum credit, 1 course.

**008 Women's Personal Health (3) *UC:CSU***Lecture 3 hours.*

This course analyzes the biological, psychological, and sociocultural aspects of women's health, and explores health services, health education, and healthcare delivery systems. Social determinants of health and health inequities are examined, as well as contemporary issues relating to LGBTQ+ rights, racism, ageism, gender stereotypes and gender roles, politics, and the role of women in the family, workforce, community, and society. Strategies for social and political change are developed.

C-ID: PH 116

***UC Credit Limit:** HEALTH 002, HEALTH 007, HEALTH 008, HEALTH 011 and HEALTH 043, any or all of these courses combined: maximum credit, 1 course.

011 Principles of Healthful Living (3) *UC:CSU*Lecture 3 hours.**Not an activity class.*

Note: Credit given for either HEALTH 010 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.

C-ID: PH 100

***UC Credit Limit:** HEALTH 002, HEALTH 007, HEALTH 008, HEALTH 011 and HEALTH 043, any or all of these courses combined: maximum credit, 1 course.

043 Men's Health (3) *UC:CSU*Lecture 3 hours.*

This course is designed to give students of all genders 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. Students also examine social determinants of health and health inequities. Contemporary issues relating to LGBTQ+ rights, racism, ageism, gender stereotypes, gender roles, politics, and the role of men in the family, workforce, community, and society will be discussed. In addition, students develop strategies for social and political change.

***UC Credit Limit:** HEALTH 002, HEALTH 007, HEALTH 008, HEALTH 011 and HEALTH 043, any or all of these courses combined: maximum credit, 1 course.

101 Introduction to Public Health (3) UC:CSU*Lecture 3 hours.*

This course provides an introduction to the discipline of Public Health. Students explore the basic concepts and terminologies of public health and the history and accomplishments of public health officials and agencies. An overview of the functions of various public health professions and institutions and an in-depth examination of the core public health disciplines are covered. Topics of the field include the epidemiology of infectious and chronic disease; prevention and control of diseases in the community, including the analysis of the social determinants of health and strategies for eliminating disease, illness, and health disparities among various populations; community organizing and health promotion programming; environmental health and safety; global health; and health care policy and management.

*C-ID: PH 101***102 Health and Social Justice (3) UC:CSU***Lecture 3 hours.*

This course provides an introduction to the health inequities in the United States that stem from unequal living conditions. Students will explore how education,

socioeconomic status, racism, and gender shape health epidemics and policy development. Fundamental theories to advocate for health and social justice will be explored, and community organizing approaches will be practiced.

C-ID: PH 102

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.

*(Cal-GETC 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.

*(Cal-GETC 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.

*(Cal-GETC 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.

*(Cal-GETC 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.

*(Cal-GETC 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.

*(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC Area 4)

081 A History of Working People in the United States I (3) UC:CSU*Lecture 3 hours.*

This course studies the history of American labor from the colonial era through Reconstruction from the perspective of America's multicultural working people. Emphasis is also placed upon the defining role of the American Constitution and its impact upon labor.

(Cal-GETC Area 4 • Satisfies CSU American Ideals Graduation Requirement US-1)

082 A History of Working People in the United States II (3) UC:CSU*Lecture 3 hours.*

This course focuses on working people in the history of the United States from Reconstruction to the present. Issues of class, gender, and race within the context of work and the influence of organizations and collective action will be emphasized. The defining role of the American Constitution and its impact upon labor will also be examined.

(Cal-GETC Area 4 • Satisfies CSU American Ideals Graduation Requirement US-1)

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.

(Cal-GETC 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.

(Cal-GETC 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.*

Students study 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

136 Event Management (3) CSU

Lecture 3 hours.

Advisory: ENGLISH 028 or ENGL C1000 (formerly ENGLISH 101).

Students will learn about the event and program planning processes as they relate to the delivery of business-related services, catering services, and social and leisure experiences. Students will develop essential skills required to research, plan, schedule, organize, and market events and programs for a variety of service recipients and settings. Students will learn about participant engagement and needs assessment and will receive an overview of cultural and economic trends.

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 comparative 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.

(Cal-GETC 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.

(Cal-GETC 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 - Machining/CNC)

Automotive Service Technology - Listed separately

Electronics - Listed separately

Engineering - Listed separately

Engineering Graphics and Design Technology (includes CAD)

Machining/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: draftspersons, 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: IND TEK 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

Course Descriptions

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: IND TEK 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: IND TEK 140 with a grade of "C" or better.

Advisory: IND TEK 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: IND TEK 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: IND TEK 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: EGD TEK 101 with a grade of "C" or better.

Advisory: IND TEK 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/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 IND TEK 244. Previous completion of IND TEK 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 IND TEK 248. Previous completion of IND TEK 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: INTBUS 001 and BUS 001 combined: 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.

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.

(Cal-GETC Area 3B)

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.

(Cal-GETC Area 3B)

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.

(Cal-GETC Area 3B)

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.

(Cal-GETC Area 3B)

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.

(Cal-GETC 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 JAPAN 001 or 002, but in a higher level. Native speakers should enroll in JAPAN 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.

002 Elementary Japanese II (5) UC:CSU

Lecture 5 hours.

Prerequisite: JAPAN 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 JAPAN 001 or 002, but in a higher level. Native speakers should enroll in JAPAN 003 or 004.

Students continue to practice authentic language in communicative and culturally centered contexts and increase their proficiency in listening, speaking, reading, and writing Japanese. Upon successful completion of this course, students are able to coordinate sentences, understand more complex conversations and readings, and appropriately use different speech styles, such as formal and informal. Additionally, students develop their kanji skills and expand their awareness of the cultural context of Japan.

003 Intermediate Japanese I (5) UC:CSU

Lecture 5 hours.

Prerequisite: JAPAN 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.

(Cal-GETC Area 3B)

004 Intermediate Japanese II (5) UC:CSU

Lecture 5 hours.

Prerequisite: JAPAN 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 relevant to the daily lives of Japanese (i.e. food, transportation, seasons, geography, traveling and traditional customs) are included.

(Cal-GETC Area 3B)

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.

(Cal-GETC Area 3B or 4)

027 Cultural Awareness Through Advanced Conversation (3) UC:CSU

Lecture 3 hours.

Prerequisite: JAPAN 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.

(Cal-GETC Area 4)

**UC Credit Limit: JOURNAL 100 and JOURNAL 251 combined: maximum credit, 1 course.*

C-ID: JOUR 100

101 Collecting and Writing News (3) UC:CSU

Lecture 3 hours.

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) UC: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: ENGL C1000 (formerly 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.

(Cal-GETC Area 1B)

**202 Advanced Newswriting (3) CSU**

Lecture 3 hours.

Prerequisite: JOURNAL 101 with a grade of "C" or better.

Advisory: ENGLISH 021, 028, or ENGL C1000 (formerly ENGLISH 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: JOURNAL 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: JOURNAL 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: JOURNAL 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: JOURNAL 202 with a grade of "C" or better.

Corequisite: Concurrent enrollment in JOURNAL 217-1 or 217-2 or 217-3 or 217-4. Previous completion of JOURNAL 217-1 or 217-2 or 217-3 or 217-4 with a grade of "C" or better is allowable.

Advisory: ENGL C1000 (formerly ENGLISH 101) and LIB SCI 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.

220 Magazine Production (3) CSU

Lecture 2 hours. Laboratory 3 hours.

Advisory: JOURNAL 101 and PHOTO 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: JOURNAL 101 with a grade of "C" or better.

Corequisite: Concurrent enrollment in JOURNAL 202 or 218 or 219 or 220, or PHOTO 020 or 021, or BRDCSTG 010. Previous completion of JOURNAL 202 or 218 or 219 or 220, or PHOTO 020 or 021, or BRDCSTG 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: JOURNAL 202 with a grade of "C" or better.

Corequisite: Concurrent enrollment in JOURNAL 217-1 or 217-2 or 217-3 or 217-4. Previous completion of JOURNAL 217-1 or 217-2 or 217-3 or 217-4 with a grade of "C" or better is allowable.

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) CSU

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: JOURNAL 202 with a grade of "C" or better.

Corequisite: Concurrent enrollment in JOURNAL 217-1 or 217-2 or 217-3 or 217-4. Previous completion of JOURNAL 217-1 or 217-2 or 217-3 or 217-4 with a grade of "C" or better is allowable.

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: JOURNAL 101 with a grade of "C" or better.

Corequisite: Concurrent enrollment in JOURNAL 202 or 218 or 238 or 248 or 258 or 268, or PHOTO 021. Previous completion of JOURNAL 202 or 218 or 238 or 248 or 258 or 268, or PHOTO 021 with a grade of "C" or better is allowable.

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.

(Cal-GETC Area 4)

***UC Credit Limit:** JOURNAL 100 and JOURNAL 251 combined: maximum credit, 1 course.

C-ID: JOUR 170

255 Online Journal Production (The Roundup Online) (2) CSU

Lecture 1 hour. Laboratory 2 hours.

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: JOURNAL 202 with a grade of "C" or better.

Corequisite: Concurrent enrollment in JOURNAL 217-1 or 217-2 or 217-3 or 217-4. Previous completion of JOURNAL 217-1 or 217-2 or 217-3 or 217-4 with a grade of "C" or better is allowable.

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: JOURNAL 202 with a grade of "C" or better.

Corequisite: Concurrent enrollment in JOURNAL 217-1 or 217-2 or 217-3 or 217-4. Previous completion of JOURNAL 217-1 or 217-2 or 217-3 or 217-4 with a grade of "C" or better is allowable.

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 PHYS ED 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

229 Body Conditioning Skills (1) *UC:CSU

Laboratory 2 hours.

Formerly PHYS ED 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

250 Weight Training Skills (1) *UC:CSU

Laboratory 2 hours.

Formerly PHYS ED 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

251 Yoga Skills (1) *UC:CSU

Laboratory 2 hours.

Formerly PHYS ED 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.).

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

266 Badminton Skills (1) *UC:CSU

Laboratory 2 hours.

Formerly PHYS ED 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

268 Golf Skills (1) *UC:CSU

Laboratory 2 hours.

Formerly PHYS ED 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

271 Tennis Skills (1) *UC:CSU

Laboratory 2 hours.

Formerly PHYS ED 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

291-1 Volleyball Skills I (1) *UC:CSU

Laboratory 2 hours.

Formerly KIN 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

291-2 Volleyball Skills II (1) *UC:CSU

Laboratory 2 hours.

Prerequisite: KIN 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

301-2 Swimming Skills II (1) *UC:CSU

Laboratory 3 hours.

Prerequisite: KIN 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

301-3 Swimming Skills III (1) *UC:CSU

Laboratory 3 hours.

Prerequisite: KIN 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 completion of this course, student will be able to perform these strokes with more advanced technique, apply interval training and develop swim workouts.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

303-2 Aqua Aerobics II (1) *UC:CSU

Laboratory 3 hours.

Prerequisite: KIN 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

316 Karate (1) *UC:CSU

Laboratory 3 hours.

Formerly PHYS ED 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

316-2 Karate II (1) *UC:CSU

Laboratory 3 hours.

Prerequisite: KIN 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

316-3 Karate III (1) *UC:CSU

Laboratory 3 hours.

Prerequisite: KIN 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

316-4 Karate IV (1) *UC:CSU

Laboratory 3 hours.

Prerequisite: KIN 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

327 Lifelong Fitness Lab (1) *UC:CSU

Laboratory 3 hours.

Formerly PHYS ED 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

**329 Body Conditioning (1) *UC:CSU**

Laboratory 3 hours.

Formerly PHYS ED 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.

**UC Credit Limit: Any or all of these PE Activity courses combined: maximum credit, 4 semester units.*

329-2 Body Conditioning II (1) *UC:CSU

Laboratory 3 hours.

Prerequisite: KIN 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.

**UC Credit Limit: Any or all of these PE Activity courses combined: maximum credit, 4 semester 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 primarily a low impact aerobic exercise. Activity includes muscle conditioning and flexibility exercises.

**UC Credit Limit: Any or all of these PE Activity courses combined: maximum credit, 4 semester 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.

**UC Credit Limit: Any or all of these PE Activity courses combined: maximum credit, 4 semester 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.

**UC Credit Limit: Any or all of these PE Activity courses combined: maximum credit, 4 semester units.*

340-2 T'ai Chi Ch'uan II (1) *UC:CSU

Laboratory 3 hours.

Prerequisite: KIN 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.

**UC Credit Limit: Any or all of these PE Activity courses combined: maximum credit, 4 semester 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.

**UC Credit Limit: Any or all of these PE Activity courses combined: maximum credit, 4 semester units.*

347-2 Pilates Mat II (1) *UC:CSU

Laboratory 3 hours.

Prerequisite: KIN 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 incorporating flexibility, muscular strength, muscular endurance, and relaxation techniques. Activities focus on movement precision, breath control, and fluidity.

**UC Credit Limit: Any or all of these PE Activity courses combined: maximum credit, 4 semester units.*

350 Weight Training (1) *UC:CSU

Laboratory 3 hours.

Formerly PHYS ED 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.

**UC Credit Limit: Any or all of these PE Activity courses combined: maximum credit, 4 semester units.*

350-2 Weight Training II (1) *UC:CSU

Laboratory 3 hours.

Prerequisite: KIN 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.

**UC Credit Limit: Any or all of these PE Activity courses combined: maximum credit, 4 semester 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.

**UC Credit Limit: Any or all of these PE Activity courses combined: maximum credit, 4 semester 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 ex-

Course Descriptions

cution 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

371-2 Tennis II (1) *UC:CSU

Laboratory 3 hours.

Prerequisite: KIN 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

371-3 Tennis III (1) *UC:CSU

Laboratory 3 hours.

Prerequisite: KIN 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

371-4 Tennis IV (1) *UC:CSU

Laboratory 3 hours.

Prerequisite: KIN 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

373-2 Ultimate Frisbee - 2 (1) *UC:CSU

Laboratory 3 hours.

Prerequisite: KIN 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

387-2 Basketball II (1) *UC:CSU

Laboratory 3 hours.

Prerequisite: KIN 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

Kinesiology Athletics (KIN ATH)

503 Intercollegiate Athletics-Baseball (3) *UC:CSU - RPT 3

Laboratory 10 hours.

Formerly PHYS ED 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

504 Intercollegiate Athletics-Basketball (3) *UC:CSU - RPT 3

Laboratory 10 hours.

Formerly PHYS ED 504. Credit not given for both courses.

Course offers instructional and competitive experiences in the sport of Basketball.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

508 Intercollegiate Athletics-Football (3) *UC:CSU - RPT 3

Laboratory 10 hours.

Formerly PHYS ED 508. Credit not given for both courses.

Course offers instructional and competitive experiences in the sport of Football.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

**511 Intercollegiate Athletics-Soccer (3) *UC:CSU - RPT 3**

Laboratory 10 hours.

Formerly PHYS ED 511. Credit not given for both courses.

Course offers instructional and competitive experiences in the sport of Soccer.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

512 Intercollegiate Athletics-Softball (3) *UC:CSU - RPT 3

Laboratory 10 hours.

Formerly PHYS ED 512. Credit not given for both courses.

Course offers instructional and competitive experiences in the sport of Softball.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

513 Intercollegiate Athletics-Swimming and Diving (3) *UC:CSU - RPT 3

Laboratory 10 hours.

Formerly PHYS ED 513. Credit not given for both courses.

Course offers instructional and competitive experiences in Swimming and Diving.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

514 Intercollegiate Athletics-Tennis (3) *UC:CSU - RPT 3

Laboratory 10 hours.

Formerly PHYS ED 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

516 Intercollegiate Athletics-Volleyball (3) *UC:CSU - RPT 3

Laboratory 10 hours.

Formerly PHYS ED 516. Credit not given for both courses.

Course offers instructional and competitive experiences in the sport of Volleyball.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

550-1 Intercollegiate Cheer/Yell Leaders/Marching Band (1) *UC:CSU - RPT 3

Laboratory 3 hours.

Formerly PHYS ED 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 athletic events as part of the course requirements. Competitions and extra events outside of athletic events are optional.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

552 Intercollegiate Sports-Conditioning & Skills Training (1)

***UC:CSU - RPT 3**

Laboratory 3 hours.

Formerly PHYS ED 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

553 Intercollegiate Football-Fitness & Skills Training (1) *UC:CSU - RPT 3

Laboratory 3 hours.

Formerly PHYS ED 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

556 Intercollegiate Basketball-Fitness & Skills Training (1) *UC:CSU - RPT 3

Laboratory 3 hours.

Formerly PHYS ED 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

557 Intercollegiate Baseball -Fitness & Skills Training (1) *UC:CSU - RPT 3

Laboratory 3 hours.

Formerly PHYS ED 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

558 Intercollegiate Soccer-Fitness & Skills Training (1) *UC:CSU - RPT 3

Laboratory 3 hours.

Formerly PHYS ED 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester units.

560 Intercollegiate Swimming/Diving-Fitness & Skills Training (1) *UC:CSU - RPT 3

Laboratory 3 hours.

Formerly PHYS ED 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.

***UC Credit Limit:** Any or all of these PE Activity courses combined: maximum credit, 4 semester 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.

***UC Credit Limit:** Any or all of these PE Theory courses combined: maximum credit, 8 semester units/12 quarter 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.

***UC Credit Limit:** Any or all of these PE Theory courses combined: maximum credit, 8 semester units/12 quarter units.

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 Theory courses combined: maximum credit, 8 semester units/12 quarter units.

109 Women in Sport (3) *UC:CSU

Lecture 3 hours.

This course provides students with a chronological history, analysis and interpretation of people, events, and issues that affect women in sport, in past and present-day society. Physiological, sociological and psychological aspects of female athletes as related to sports, history, and education will be covered. Students gain an understanding of the significant events of women in athletics from the past to the present and how their significance will determine the future of women in sports.

***UC Credit Limit:** Any or all of these PE Theory courses combined: maximum credit, 8 semester units/12 quarter units.

117 Personal Trainer Certification Preparation (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Formerly PHYS ED 091. 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.

Law

See course listings under Administration of Justice and Business Administration.

Library Science (LIB SCI)

101 College Research Skills (1) UC:CSU

Lecture 1 hour.

This is a practical course in college-level research using academic libraries and related information sources. Students develop strategies to find, organize, evaluate, and cite various print and online sources effectively and ethically. These skills help students become strong researchers and life-long learners.

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.

Machining

See course listings under Industrial Technology - Machining/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.

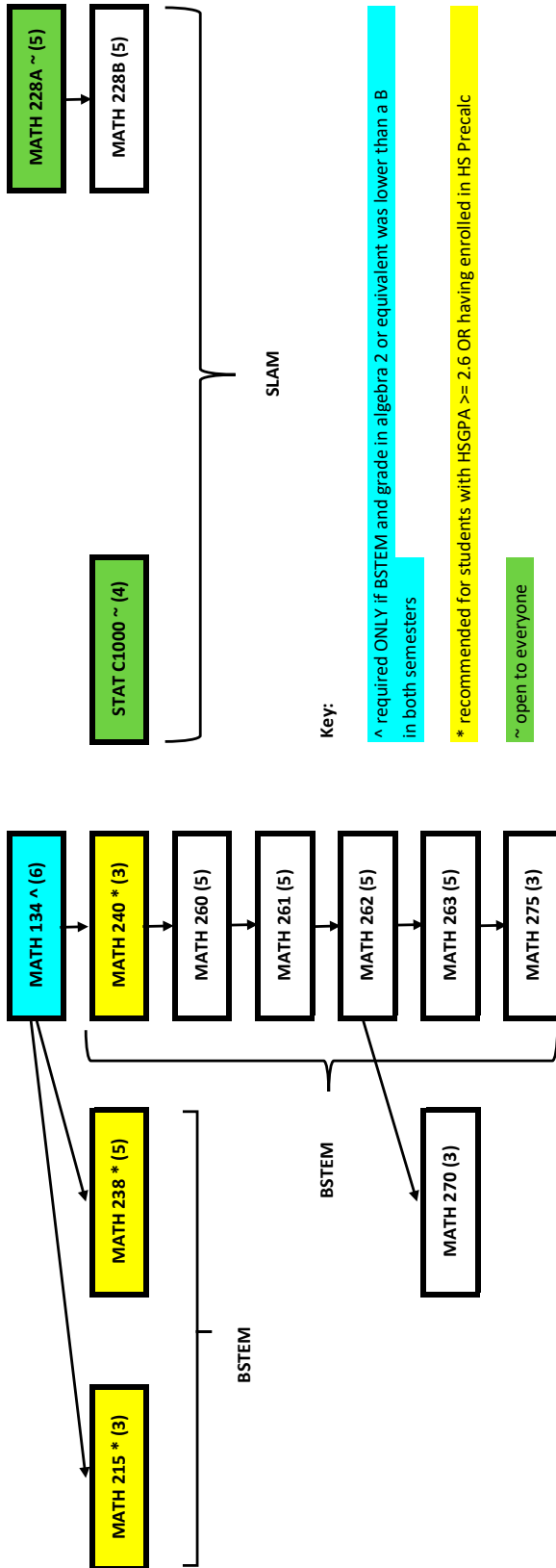
031 Retail Merchandising (3) CSU

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 2025 (Changes in Curriculum Effective Beginning 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.

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.

115 Elementary Algebra (5)

Lecture 5 hours.

Prerequisite: Placement as determined by the college's multiple measures assessment process or completion of a course taught at or above the level of arithmetic.

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: MATH 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.

125 Intermediate Algebra (5)

Lecture 5 hours.

Prerequisite: MATH 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.

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, quadratic 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 Mathematical Concepts for Teachers I (3) UC:CSU

(for Prospective Elementary School Teachers)

Lecture 3 hours.

Prerequisite: MATH 120 and 125 or MATH 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.

C-ID: MATH 120

227 Statistics (Common Course Number change. See STAT C1000.)

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 dot plots. 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: MATH 228A with a grade of "C" or better.

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.

(Cal-GETC Area 2)

***UC Credit Limit:** MATH 228B, MATH 229, SOC 125, STAT 101 and STAT C1000 combined: maximum credit, 1 course.

†UC Credit Limit: Students must complete both Statway courses. Maximum credit limitation: 4 semester/6 quarter units. UC transferable for students applying to UC for Fall 2016 and later.

C-ID: MATH 110

229 Statistics for Data Science (4) *UC:CSU

Lecture 4 hours.

Prerequisite: Successful completion of Intermediate Algebra or equivalent or higher or placement into transfer-level math/quantitative reasoning course.

This course examines fundamental concepts that are the building blocks for data science work, include gathering and summarizing data (descriptive statistics) and

relationships between variables, probability techniques, and distributions such as conditional probability and Bayes' Theorem, and hypothesis testing to facilitate decision-making (inferential statistics). This course analyzes the pros and cons in decision theory through the exploration of sampling and control limits. Students study correlation and regression analyses such as linear models for data science and multivariate regression and the application of technology for statistical analysis including the interpretation of the relevance of the statistical findings to data science. Students examine applications using data from disciplines such as engineering, business, natural and social sciences, and psychology. This course includes a hands-on approach to statistical analysis using the tools (statistical software) of choice, such as Python and R.

(Cal-GETC Area 2)

***UC Credit Limit:** MATH 228B, MATH 229, SOC 125, STAT 101 and STAT C1000 combined: maximum credit, 1 course.

C-ID: MATH 110

230 Mathematics for Liberal Arts Students (3) UC:CSU

Lecture 3 hours.

Students receive instruction in topics which include linear equations and functions, applications of linear functions, systems of linear equations, matrices, system of linear inequalities, linear programming using the graphical method, mathematics of finance, logic, set theory, probability, basic counting, and statistics.

238 Calculus for Business and Social Science I (5) *UC:CSU

Lecture 5 hours.

Prerequisite: Successful completion of Intermediate Algebra or equivalent or higher or placement into transfer-level math/quantitative reasoning course.

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.

(Cal-GETC Area 2)

***UC Credit Limit:** MATH 238 and MATH 261 combined: maximum credit, 1 course.

C-ID: MATH 140

240 Trigonometry (3) CSU

Lecture 3 hours.

Prerequisite: Successful completion of Intermediate Algebra or equivalent or higher or placement into transfer-level math/quantitative reasoning course.

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.

240S Trigonometry with Support (4) CSU

Lecture 3 hours. Laboratory 2 hours.

Prerequisite: Placement as determined by the college's multiple measures assessment process or completion of a course taught at or above the level of intermediate algebra.

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: MATH 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.

(Cal-GETC Area 2)

261 Calculus I (5) *UC:CSU

Lecture 5 hours.

Prerequisite: MATH 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 MATH 261 and 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.

(Cal-GETC Area 2)

***UC Credit Limit:** MATH 238 and MATH 261 combined: maximum credit, 1 course.

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: MATH 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 MATH 261 and 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.

(Cal-GETC Area 2)

C-ID: MATH 220, 221

C-ID: MATH 900 S (MATH 261 and 262)

263 Calculus III (5) UC:CSU

Lecture 5 hours.

Prerequisite: MATH 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 concludes 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.

C-ID: MATH 230

**270 Linear Algebra (3) UC:CSU***Lecture 3 hours.**Prerequisite: MATH 262 with a grade of "C" or better.**Advisory: MATH 263 is strongly recommended.*

Students examine vector spaces, linear transformations and matrices, matrix algebra, determinants, solutions of systems of equations, eigenvectors and eigenvalues.

*C-ID: MATH 250**C-ID: MATH 910 S (MATH 270 and 275)***275 Ordinary Differential Equations (3) UC:CSU***Lecture 3 hours.**Prerequisite: MATH 262 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.

*(Cal-GETC Area 2)**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.*

Students study 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 MULTIMD 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 MULTIMD 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 MULTIMD 109. Credit not given for both courses.**Prerequisite: MEDIART 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 MULTIMD 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 MULTIMD 210. Credit not given for both courses.**Advisory: CINEMA 107 and MEDIART 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 MULTIMD 801. Credit not given for both courses.**Advisory: JOURNAL 101 or PHOTO 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 MULTIMD 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 MULTIMD 803. Credit not given for both courses.

Advisory: BRDCSTG 001 and 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 MULTIMD 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 MULTIMD 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 MULTIMD 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 GEOG 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.

(Cal-GETC Area 5A)

C-ID: GEOG 130

004 Introductory Meteorology Laboratory (2) UC:CSU

Lecture 1 hour. Laboratory 2 hours.

Corequisite: Concurrent enrollment in METEOR 003 or GEOG 003. Previous completion of METEOR 003 or GEOG 003 with a grade of "C" or better is allowable.

Same as GEOG 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.

(Cal-GETC Area 5C)

005 Severe and Hazardous Weather (3) UC:CSU

Lecture 3 hours.

Same as GEOG 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.

(Cal-GETC Area 5A)

Microbiology (MICRO)

001 Introductory Microbiology (5) *UC:CSU

Lecture 3 hours. Laboratory 6 hours.

Note: A total of 5 units given for MICRO 001 and 020.

Prerequisite: BIOLOGY 003 or 006; and CHEM 051 or 060 or 101 or PHYSIOL 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 and growth, then apply these concepts to infectious diseases and biotechnology. Immunology and the microbiology of food, water, and soil are also included in



this course. Laboratory techniques emphasize microscopy, cultivation, isolation, staining, counting, control, and identification of bacteria with an emphasis on aseptic techniques throughout the course. This course is recommended for students who are pursuing professional degrees in health fields such as nursing, pharmacy, veterinary medicine, physician assistant, and optometry. Microbiology 001 includes more lab hours than Microbiology 020.

(Cal-GETC Area 5B + 5C)

***UC Credit Limit:** MICRO 001 and MICRO 020 combined: maximum credit, 1 course.

020 General Microbiology (4) *UC:CSU

Lecture 3 hours. Laboratory 3 hours.

Note: A total of 5 units given for MICRO 001 and 020.

Prerequisite: BIOLOGY 003 or 006; and CHEM 051 or 060 or 101 or PHYSIOL 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.

(Cal-GETC Area 5B + 5C)

***UC Credit Limit:** MICRO 001 and MICRO 020 combined: maximum credit, 1 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 intended for audio, videos, graphics, games, animation and other artwork intended for interactive delivery.

(Cal-GETC 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 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: CIS 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 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.

C-ID: MUS 110

111 Music Appreciation (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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC 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 suc-

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) UC: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.



ing 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.

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.

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.

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.

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.

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.

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.

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.

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.

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 read-

ing. 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.

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.

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.

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.)

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 Jazz and Popular Music 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 Jazz and Popular Music 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 Jazz and Popular Music 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 Jazz and Popular Music 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 music 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

Laboratory 3 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. (Confirmation of enrollment is subject to audition.)

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.

Students prepare and perform brass ensemble repertoire. It provides for the development of individual technical and artistic abilities through experience with a wide range of brass ensemble literature. (Confirmation of enrollment is subject to audition.)

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. (Confirmation of enrollment is subject to audition.)

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, 1 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.

Native American Studies (NATIVAM)

170 Introduction to American Indian Studies (3) UC:CSU
Lecture 3 hours.

Students examine American Indian cultures in North America from early cultures to contemporary society. A cross-disciplinary approach examines applicable methods and theories that inform the distinct cultural and political organization, analyze and articulate concepts such as race, ethnicity, equity, ethnocentrism, self-determination, liberation, and settler colonialism by applying theory and knowledge produced by Native Americans.

(Cal-GETC Area 4)

171 History of American Indian Nations (3) UC:CSU
Lecture 3 hours.

This course focuses on the historical, economic, and cultural development of American Indian Peoples-Nations in the Americas, especially in relationship to the United States. Emphasis is upon ancient, imperial, colonial and contemporary relationships including the historical themes of sovereignty, treaty-making, constitutional development, frontiers and the reservation era, race, resistance, revitalization, ethnogenesis, assimilation, decolonization and resilience of American Indian Nations histories, sources, traditions, identities and communities.

(Cal-GETC Area 4)

172 American Indians in California (3) UC:CSU
Lecture 3 hours.

Native peoples of California; their origins, language, arts, customs, religion, and music.

173 Contemporary American Indian Issues (3) UC:CSU
Lecture 3 hours.

Students examine American Indian cultures in California from early cultures to contemporary society. A cross disciplinary approach examines applicable methods and theories that inform the distinct cultural and political organization, analyze and articulate concepts such as race, ethnicity, equity, ethnocentrism, self-determination, liberation, and settler colonialism by applying theory and knowledge produced by Native Americans.

(Cal-GETC Area 4)

174 American Indian Literatures (3) CSU
Lecture 3 hours.

Prerequisite: ENGL C1000 (formerly ENGLISH 101) with a grade of "C" or better.

Major Native American cultures from Pre-Columbian times to present, as treated in both non-fictional and fictional literature. Southwestern tribes, Iroquois, the Five Civilized Tribes, Plains Indians and Eskimo cultures examined.

175 American Indian Music, Dance, and Theater (3) UC:CSU
Lecture 3 hours.

A survey of the works of Native Americans in theatre, dance and music. Examines how changes in Native and Euro-American pop culture have affected the way in which Native performers represent their art, traditions, and cultural expressions.

(Cal-GETC Area 3A)

Numerical Control

See course listings under Industrial Technology - Machining/CNC.

Nursing

See Associate of Science Degree in Nursing on page 134 for General Education Prerequisites.

400 Adult Health Care I (5) CSU
Lecture 2 hours. Laboratory 9 hours.

Note: Acceptance into the Nursing Program.

In this course, the student is introduced to the care of the adult patient. Students explore physical, psychosocial, cultural, nutritional, developmental, and legal aspects in relation to the practice of nursing. The Nursing Process and Doenges and Moorhouse's Diagnoses are introduced as they relate to the care of the adult patient. Students practice basic clinical skills related to the theoretical concepts discussed in lecture. Clinical lab experience is included in this course.

402 Pharmacology (1) CSU
Lecture 1 hour.

Note: Acceptance into the Nursing Program.

In this course, students analyze the basic principles and skills required for the administration of safe and effective drug therapy. Mathematics used in the calculation of drug dosage is examined and specific drug classifications are evaluated. Doenges and Moorhouse's Diagnostic Divisions (DMDD), the National League of Nursing (NLN) Integrating Concepts, the Nursing Process, and Quality Safety Education for Nurses (QSEN) serve as a framework in the application of content to patient 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 disease processes and peri-operative patient care. Also included are the physical, psychosocial, cultural, developmental, and legal aspects related to the care of the adult patient. Students utilize course theory and Diagnostic Divisions Index as the basis for patient assessment and the nursing process in the clinical setting to guide safe and effective care of multiple primary care adult patients.

404 Maternal and Newborn Health Care (4) CSU

Lecture 2 hours. Laboratory 6 hours.

Note: Completion of the second semester of the Nursing Program, or its equivalent, or Board of Registered Nursing referral.

In this course, students are introduced to nursing care related to the reproductive system and childbearing family. They study the reproductive process and its effect on overall health and the family process within the framework of the Nursing Process and The DMDD Diagnostic Division Index. Students explore content covering the normal reproductive cycle across the life span for both men and women including normal expected physiological adaptation during the antepartal, intrapartal, postpartal, and neonatal periods. Students are introduced to the most common obstetrical, postpartal and neonatal problems. Students also explore psychological, cultural, developmental, legal and ethical aspects of maternity and newborn care, as well as women's health. The course includes a clinical experience in which application of theory is utilized to care for antepartum, intrapartum and postpartum patient.

405 Psychiatric Health Care (4) CSU

Lecture 2 hours. Laboratory 6 hours.

Note: Completion of the first semester of the Nursing Program or its equivalent.

In this course, students examine the concepts of psychiatric nursing based on current theory and practice in the care of the mentally ill. These concepts utilize Doenges and Moorhouse's Diagnostic Divisions (DMDDs), Quality and Safety Education for Nurses (QSEN), and the Nursing Process to formulate 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.

Note: Successful completion of the second semester of the Nursing Program or its equivalent.

In this course, students explore theory and engage in clinical care of the chronically ill adult and geriatric patient with concurrent acute health problems. Emphasis is placed upon complex concepts of medical-surgical nursing, building upon content learned in previous courses using the framework of Doenges and Moorhouse's Diagnostic Divisions (DMDDs), Quality and Safety Education for Nurses (QSEN), Evidence-Based Practice, and The Nursing Process.

407 Geriatric Health Care (3) CSU

Lecture 1 hour. Laboratory 6 hours.

Note: Acceptance into the Nursing Program.

In this course, students explore the concepts and skills required to safely and effectively care for older adult/geriatric patients. Students practice caring for patients in this life stage while incorporating the principles of physical, psychological, social, spiritual, and intellectual development. Students apply Doenges and Moorhouse's Diagnostic Divisions and the Nursing Process to patient care planning, along with considerations and recognition of specific health needs experienced by the older adult. This course includes clinical experience.

408 Psychological Aspects of Health Care (1) CSU

Lecture 1 hour.

Note: Acceptance into the Nursing Program.

In this course, students are introduced to essential concepts and models in professional nursing practice such as Doenges and Moorhouse's Diagnostic Divisions (DMDD), Quality Safety Education for Nurses (QSEN), the Nursing Process, and Evidence Based Practice. Additionally, students explore psychosocial factors which impact the outcomes of patient care such as traditional cultural and ethnic responses to illness and healthcare, and Implicit Bias. Effective communication models and techniques, and conflict resolution techniques are introduced and discussed.

414 Adult Health Care IV (5) CSU

Lecture 2 hours. Laboratory 9 hours.

Note: Students must take this course in the sequence according to the program curriculum track they are enrolled in (i.e., generic, LVN-RN, Foreign Nurse Graduate, or nursing program transfer student).

In this course, 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 patient care. Students participate in in-depth clinical experience utilizing the Nursing Process, Doenges' and Moorhouse Diagnostic Divisions, evidence based practice, and Quality and Safety Education for Nurses (QSEN) competencies in the planning of patient 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.

Note: Students must take this course in the sequence according to the program curriculum track they are enrolled in (i.e., generic, LVN-RN, Foreign Nurse Graduate, or nursing program transfer student).

In this course, students explore and discuss concepts of Pediatric Health Care within the framework of Doenges, Moorhouse, and Murr's Diagnostic Divisions (DMDDs) and the Nursing Process. Emphasis is placed upon health problems and the pediatric patient's unique reaction to illness. Topics include growth and development from infancy through adolescence and adaptation of nursing techniques for the pediatric patient/family. The student engages in direct clinical care of the pediatric patient in the acute care environment and participate in ambulatory care provision.

441 History, Trends and Issues of Nursing (1) CSU

Lecture 1 hour.

Note: Completion of the third semester of the Nursing Program or its equivalent.

In this course, the student examines current and relevant nursing issues within the context of historical development of organized nursing. Students explore legal/ethical responsibilities, economic concerns, and educational issues as they affect the emergence of the modern nurse and discuss the nurse's role as a contributing member of the discipline and the community.

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.

In this course, students are oriented to the policies of the College and Nursing Program, explore the roles and responsibilities of the Registered Nurse, and participate in skills practice. Note: this one unit course is designed for advanced placement nursing students (LVN-RN's, foreign nurse graduates, and nursing transfer students to meet CA BRN requirements. The course may be provided in an Independent Study format (Nursing 185).

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.

(Cal-GETC Area 5A)

010 Physical Oceanography Laboratory (1) UC:CSU*Laboratory 3 hours.*

Corequisite: Concurrent enrollment in OCEANO 001. Previous completion of OCEANO 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.

(Cal-GETC 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.

751CE Community Wind Ensemble (0) (NDA) - RPT 9*Laboratory 3 hours.*

This course is intended for older adults of intermediate ability on a woodwind, brass or percussion instrument. The class explores the varied repertoire for wind ensemble and concert band. Weekly rehearsals prepare the student to participate in public performances each semester.

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.

(Cal-GETC 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.

(Cal-GETC Area 3B)

005 Critical Thinking and Composition (3) UC:CSU*Lecture 3 hours.*

Prerequisite: ENGL C1000 (formerly 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.

(Cal-GETC Area 1B)

006 Logic in Practice (3) UC:CSU*Lecture 3 hours.*

Prerequisite: ENGL C1000 (formerly ENGLISH 101) with a grade of "C" or better.

This introduction to critical thinking and critical writing course provides students with opportunities to learn techniques of practical reasoning and argumentation. The course emphasizes the application of these techniques in the writing of a sequence of argumentative essays. Course topics include: critical reading, argument analysis, recognizing propaganda and stereotypes, clarifying ambiguity, meaning and definition, evaluating evidence, logical correctness vs factual correctness, and common mistakes in reasoning (formal and informal fallacies). Sample arguments from philosophy and from culturally diverse sources in other disciplines are analyzed with an emphasis on critical writing strategies.

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.

*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, as time permits, 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC Area 3B)

019 Current 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,

Course Descriptions

informed consent, allocation of scarce resources, genetic engineering, human and animal research, stem cell research, and cloning.

(Cal-GETC 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.

(Cal-GETC 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).

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC Area 3B)

400 Bioethics (3) CSU

Lecture 3 hours.

Note: Only open to students enrolled in the bachelor's degree program in biomanufacturing at LAPC.

Students are introduced to traditional normative ethical and foundational bioethical theories and principles so that they can explore how they apply to, and inform, a range of issues in bioethics including, but not limited to, biotechnology, medicine, medical and scientific research, and healthcare.

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.

016 Fundamental Commercial Photography (3) CSU

Lecture 2 hours. Laboratory 3 hours.

Not offered each semester.

Prerequisite: PHOTO 009 or 101 with a grade of "C" or better.

Advisory: PHOTO 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: PHOTO 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) UC:CSU**

Lecture 2 hours. Laboratory 6 hours.

Prerequisite: PHOTO 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.

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.

(Cal-GETC 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.

(Cal-GETC Area 3A)

035 Travel Photography (3) CSU

Lecture 2 hours. Laboratory 2 hours.

Advisory: PHOTO 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) UC:CSU

Lecture 2 hours. Laboratory 2 hours.

Prerequisite: PHOTO 101 with a grade of "C" or better.

Advisory: PHOTO 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: PHOTO 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) UC:CSU

Lecture 2 hours. Laboratory 3 hours.

Advisory: MULTIMD 200 and PHOTO 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) UC:CSU

Lecture 2 hours. Laboratory 3 hours.

Advisory: MULTIMD 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, printing 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: PHOTO 009 or 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.

(Cal-GETC 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.

(Cal-GETC Area 5A)

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

006 General Physics I (4) *UC:CSU

Lecture 3 hours. Laboratory 3 hours.

Prerequisite: MATH 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.

(Cal-GETC Area 5A + 5C)

***UC Credit Limit:** PHYSICS 006, PHYSICS 007 or PHYSICS 066, PHYSICS 067 or PHYSICS 101, PHYSICS 102, PHYSICS 103 combined: maximum credit, 1 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.

(Cal-GETC Area 5A + 5C)

***UC Credit Limit:** PHYSICS 006, PHYSICS 007 or PHYSICS 066, PHYSICS 067 or PHYSICS 101, PHYSICS 102, PHYSICS 103 combined: maximum credit, 1 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.

(Cal-GETC Area 5A)

066 Physics with Calculus for Life Science Majors I (5) *UC:CSU

Lecture 3 hours. Laboratory 6 hours.

Corequisite: Concurrent enrollment in MATH 261. Previous completion of MATH 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.

(Cal-GETC Area 5A + 5C)

***UC Credit Limit:** PHYSICS 006, PHYSICS 007 or PHYSICS 066, PHYSICS 067 or PHYSICS 101, PHYSICS 102, PHYSICS 103 combined: maximum credit, 1 series - deduct credit for duplication of topics.

C-ID: PHYS 105

067 Physics with Calculus for Life Science Majors II (5) *UC:CSU

Lecture 3 hours. Laboratory 6 hours.

Prerequisite: MATH 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.

(Cal-GETC Area 5A + 5C)

***UC Credit Limit:** PHYSICS 006, PHYSICS 007 or PHYSICS 066, PHYSICS 067 or PHYSICS 101, PHYSICS 102, PHYSICS 103 combined: maximum credit, 1 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: MATH 261 with a grade of "C" or better.

Corequisite: Concurrent enrollment in MATH 262. Previous completion of MATH 262 with a grade of "C" or better is allowable.

Note: Many 4-year institutions require that PHYSICS 101, 102 and 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.

(Cal-GETC Area 5A + 5C)

***UC Credit Limit:** PHYSICS 006, PHYSICS 007 or PHYSICS 066, PHYSICS 067 or PHYSICS 101, PHYSICS 102, PHYSICS 103 combined: maximum credit, 1 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: MATH 262 and PHYSICS 101 with a grade of "C" or better.

Corequisite: Concurrent enrollment in MATH 263. Previous completion of MATH 263 with a grade of "C" or better is allowable.

Note: Many 4-year institutions require that PHYSICS 101, 102 and 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. Students verify, illustrate, and deduce various laws of physics through quantitative and qualitative experiments, tutorials, and active-learning activities.

(Cal-GETC Area 5A + 5C)

***UC Credit Limit:** PHYSICS 006, PHYSICS 007 or PHYSICS 066, PHYSICS 067 or PHYSICS 101, PHYSICS 102, PHYSICS 103 combined: maximum credit, 1 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:** MATH 263 and PHYSICS 102 with a grade of "C" or better.**Note:** Many 4-year institutions require that PHYSICS 101, 102 and 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.

(Cal-GETC Area 5A + 5C)

***UC Credit Limit:** PHYSICS 006, PHYSICS 007 or PHYSICS 066, PHYSICS 067 or PHYSICS 101, PHYSICS 102, PHYSICS 103 combined: maximum credit, 1 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 ANML SC 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.

(Cal-GETC 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 (4) UC:CSU*Lecture 2 hours. Laboratory 4 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.

(Cal-GETC 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 (4) UC:CSU*Lecture 2 hours. Laboratory 4 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.

(Cal-GETC 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.

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 and indoor gardens, 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.

C-ID: AG-EH 116 L

800 Plant Identification and Use I (3) UC:CSU
Lecture 2 hours. Laboratory 2 hours.

Recommended: PLNT SC 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.

This course considers plants used in landscaping and nursery occupations (ornamental plants) with a focus on trees, shrubs, and herbaceous species, their pronunciation, botanical and common names and individual plant characteristics. The course requires a number of field trips for observation of plants and their uses.

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.

***UC Credit Limit:** PLNT SC 901 and ENV SCI 002 combined: maximum credit, 1 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 (Common Course Number change. See POLS C1000.)

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. (Cal-GETC Area 4)

C-ID: POLS 130

005 The History of Western Political Thought (3) UC:CSU

Lecture 3 hours.

Prerequisite: ENGL C1000 (formerly ENGLISH 101) with a grade of "C" or better.

May be offered as an honors section.

Students are introduced to Western political theories and ideas from the time of Ancient Greeks to the present. Students survey the important ideas and theories that form the basis of political life from the time of the ancient Greeks to the present day. Students will analyze the relationship between political theory and political life.

(Cal-GETC 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.

(Cal-GETC Area 4)

C-ID: POLS 140

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.

(Cal-GETC Area 4 • Satisfies CSU American Ideals Graduation Requirement US-2 + US-3)

022 Environmental Politics (3) UC:CSU

Lecture 3 hours.

This course examines environmental politics. The political, economic and social origins of environmental change and degradation are examined, as well as democratic, bureaucratic and market-based solutions to environmental problems advocated by environmental movements, interest groups and political parties. Arguments for best public policy responses to a range of environmental problems will be assessed and debated. The course offers a practical problem-solving approach focusing primarily on the relations between a range of contemporary political values and on what it means to take political responsibility for reducing the human impact on the earth.

(Cal-GETC Area 4)

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.

(Cal-GETC 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.

(Cal-GETC 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.

Political Science (POLS)

C1000 American Government and Politics (3) UC:CSU*Lecture 3 hours.**Formerly POL SCI 001. Credit not given for both courses.**May be offered as an honors section.*

This course is an introduction to government and politics in the United States and California. Students examine the constitutions, structure, and operation of governing institutions, civil liberties and civil rights, political behaviors, political issues, and public policy using political science theory and methodology.

(Cal-GETC Area 4 • Satisfies CSU American Ideals Graduation Requirement US-2 + US-3)

C-ID: POLS 110

Psychology (PSYC)

C1000 Introduction to Psychology (3) UC:CSU*Lecture 3 hours.**Formerly PSYCH 001. Credit not given for both courses.**Advisory: Eligibility for ENGLISH 028 or higher.**Required for Psychology majors.**May be offered as an honors section.*

This course is an introduction to psychology, which is the study of the mind and behavior. Students focus on theories and concepts of biological, cognitive, developmental, environmental, social, and cultural influences; their applications; and their research foundations.

(Cal-GETC Area 4)

C-ID: PSY 110

Psychology (PSYCH)

001 Introductory Psychology (Common Course Number change. See PSYC C1000.)**002 Biological Psychology (3) UC:CSU***Lecture 3 hours.**Prerequisite: PSYC C1000 (formerly PSYCH 001) or PSYCH 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.

(Cal-GETC Area 5B)

*C-ID: PSY 150***013 Social Psychology (3) UC:CSU***Lecture 3 hours.**Advisory: PSYC C1000 (formerly PSYCH 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.

(Cal-GETC Area 4)

*C-ID: PSY 170***014 Abnormal Psychology (3) UC:CSU***Lecture 3 hours.**Advisory: PSYC C1000 (formerly PSYCH 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.

(Cal-GETC 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.

(Cal-GETC Area 4)

**032 Psychology of Women (3) UC:CSU***Lecture 3 hours.**Advisory: PSYC C1000 (formerly PSYCH 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.

(Cal-GETC Area 4)

041 Life-Span Psychology: From Infancy to Old Age (3) UC:CSU*Lecture 3 hours.**Advisory: PSYC C1000 (formerly PSYCH 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.

(Cal-GETC Area 4)

*C-ID: PSY 180***052 Psychological Aspects of Human Sexuality (3) UC:CSU***Lecture 3 hours.**Advisory: PSYC C1000 (formerly PSYCH 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.

(Cal-GETC 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.

066 Introduction to Critical Thinking (3) UC:CSU*Lecture 3 hours.**Prerequisite: ENGL C1000 (formerly ENGLISH 101) with a grade of "C" or better.*

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. The class emphasizes critical writing strategies and students apply the techniques of practical reasoning and argumentation in the writing of a sequence of argumentative essays.

(Cal-GETC Area 1B)

069 Psychology in Film (3) UC:CSU*Lecture 3 hours.**Advisory: PSYC C1000 (formerly PSYCH 001).*

Students analyze a variety of films that portray specific human behaviors, characteristics, and disorders as discussed in Introductory Psychology. A lecture/discussion accompanying each film provides a more in depth analysis of the relevant topic than is covered in Introductory Psychology. 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.

(Cal-GETC Area 4)

073 Lab in Physiological Psychology (1) UC:CSU*Laboratory 2 hours.**Prerequisite: PSYCH 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.

(Cal-GETC Area 5C)

074 Research Methods in the Behavioral Sciences (3) UC:CSU*Lecture 3 hours.**Prerequisite: PSYC C1000 (formerly PSYCH 001) and STAT 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.

(Cal-GETC 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

Course Descriptions

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: PUB REL 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 1, 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.

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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC Area 4)

C-ID: SOCI 160

004 Sociological Analysis (3) UC:CSU

Lecture 3 hours.

Prerequisite: SOC 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC Area 4)

110 Introduction to Social Justice (3) UC:CSU

Lecture 3 hours.

This course examines social justice movements and their historical, social, cultural, political, and legal impacts on society. Students will explore concepts like equity, power, privilege, and resistance, and analyze issues of race, ethnicity, class, gender, sexuality, and ability. Through readings, discussions, and projects, students will develop advocacy skills and strategies to address systemic inequalities and promote social change.

125 Statistics for the Social Sciences (3) *UC:CSU

Lecture 3 hours.

Prerequisite: Successful completion of Intermediate Algebra or equivalent or higher or placement into transfer-level math/quantitative reasoning course.

An introduction to the basic statistical methods and analyses commonly used 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.

(Cal-GETC Area 2)

***UC Credit Limit:** MATH 228B, MATH 229, SOC 125, STAT 101 and STAT C1000 combined: maximum credit, 1 course.

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.

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. Advanced or native Spanish speakers should consult with the department chair for optimal placement.

(Cal-GETC Area 3B)

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 three 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 three years of high-school Spanish. Placement Advisory: Spanish speakers should enroll in Spanish

035 or 036. Advanced or native Spanish speakers should consult with the department chair for optimal placement.

(Cal-GETC Area 3B)

C-ID: SPAN 200

004 Intermediate Spanish II (5) UC:CSU

Lecture 5 hours.

Prerequisite: SPANISH 003 with a grade of "C" or better or language proficiency equivalent to successful completion of four years of high-school Spanish.

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. Advanced or native Spanish speakers should consult with the department chair for optimal placement.

(Cal-GETC Area 3B)

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.

(Cal-GETC Area 3B)

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.

(Cal-GETC Area 3B)

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. Language of instruction: English or Spanish, as announced in the Schedule of Classes.

(Cal-GETC 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.

(Cal-GETC Area 3B or 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC 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.

(Cal-GETC Area 3B)

027 Cultural Awareness Through Conversation (3) UC:CSU

Lecture 3 hours.

Prerequisite: SPANISH 003 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.

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.

(Cal-GETC Area 3B)

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.

(Cal-GETC Area 3B)

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 descrip-

tion, 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. 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.

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.

(Cal-GETC 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)

074 Statistics Laboratory for the Social Sciences (1) UC:CSU

Laboratory 2 hours.

Students examine the theoretical underpinnings of statistical theory through research discussion and participation in practical investigations of core introductory statistical topics. Main topics include descriptive statistics; probability theory and sampling distributions; hypothesis testing and statistical inference; t-tests; analysis of variance, correlation and linear regression; chi-square; the utilization of technology and statistical software for statistical analysis, including the interpretation of statistical findings to address social and behavioral science research questions and practical applications; and reporting statistical and research conclusions in APA style.

101 Statistics for the Social Sciences (4) *UC:CSU

Lecture 4 hours.

Prerequisite: Successful completion of *Intermediate Algebra* or equivalent or higher or placement into transfer-level math/quantitative reasoning course.

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.

(Cal-GETC Area 2)

***UC Credit Limit:** MATH 228B, MATH 229, SOC 125, STAT 101 and STAT C1000 combined: maximum credit, 1 course.

C-ID: MATH 110

C-ID: SOCI 125

C1000 Introduction to Statistics (4) *UC:CSU

Lecture 4 hours.

Formerly MATH 227. Credit not given for both courses.

Prerequisite: Placement as determined by the college's multiple measures assessment process or completion of a course taught at or above the level of intermediate algebra.

This course is an introduction to statistical thinking and processes, including methods and concepts for discovery and decision-making using data. Topics include descriptive statistics; probability and sampling distributions; statistical inference; correlation and linear regression; analysis of variance, chi-squared, and t-tests; and application of technology for statistical analysis including the interpretation of the relevance of the statistical findings. Students apply methods and processes to applications using data from a broad range of disciplines.

(Cal-GETC Area 2)

***UC Credit Limit:** MATH 228B, MATH 229, SOC 125, STAT 101 and STAT C1000 combined: maximum credit, 1 course.

C-ID: MATH 110

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.

(Cal-GETC 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.

(Cal-GETC Area 3A)

*C-ID: THTR 113***114 Script Analysis (3) UC:CSU***Lecture 3 hours.*

An introduction to the reading and analysis of scripts, and the different ways in which critics, directors, actors, and designers approach them. Read classic and contemporary plays, discover the creative mechanisms behind effective drama,

and explore realistic and non-realistic work. Research playwrights and their process. Interpret, explore, and analyze some of the most influential and exciting work in theatre history.

(Cal-GETC Area 3A)

*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.

(Cal-GETC 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.

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, discussions, cold readings, scene and monologue performances, script and character analysis, and performance critiques are additional elements of the class.

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, 1 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 performance 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.

(Cal-GETC Area 3A)

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 ANML SC 180. Credit not given for both courses.

Prerequisite: ANML SC 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 ANML SC 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 ANML SC 410. Credit not given for both courses.

Prerequisite: ANML SC 181A, 501, 510, MICRO 001 or 020, VETTECH 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 ANML SC 411. Credit not given for both courses.

Prerequisite: ANML SC 511 and 512 with a grade of "C" or better.

Corequisite: Concurrent enrollment in VETTECH 410. Previous completion of VETTECH 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 ANML SC 412. Credit not given for both courses.

Prerequisite: VETTECH 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 ANML SC 413. Credit not given for both courses.

Prerequisite: VETTECH 411 with a grade of "C" or better.

Corequisite: Concurrent enrollment in VETTECH 412. Previous completion of VETTECH 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 ANML SC 420. Credit not given for both courses.

Prerequisite: VETTECH 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 ANML SC 421. Credit not given for both courses.

Prerequisite: VETTECH 411 with a grade of "C" or better.

Corequisite: Concurrent enrollment in VETTECH 420. Previous completion of VETTECH 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 ANML SC 422. Credit not given for both courses.

Prerequisite: VETTECH 412 and 420 with a grade of "C" or better.

Corequisite: Concurrent enrollment in VETTECH 423. Previous completion of VETTECH 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 ANML SC 423. Credit not given for both courses.

Prerequisite: VETTECH 480 with a grade of "C" or better.

Corequisite: Concurrent enrollment in VETTECH 422. Previous completion of VETTECH 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 ANML SC 424. Credit not given for both courses.

Prerequisite: VETTECH 420 and 421 with a grade of "C" or better.

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. 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 ANML SC 430. Credit not given for both courses.

Corequisite: Concurrent enrollment in VETTECH 431. Previous completion of VETTECH 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 ANML SC 431. Credit not given for both courses.

Corequisite: Concurrent enrollment in VETTECH 430. Previous completion of VETTECH 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 ANML SC 435. Credit not given for both courses.

Corequisite: Concurrent enrollment in VETTECH 410 and 411. Previous completion of VETTECH 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 ANML SC 436. Credit not given for both courses.**Corequisite: Concurrent enrollment in VETTECH 435. Previous completion of VETTECH 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 ANML SC 441. Credit not given for both courses.**Prerequisite: VETTECH 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 ANML SC 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 ANML SC 470. Credit not given for both courses.**Prerequisite: VETTECH 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 ANML SC 480. Credit not given for both courses.**Prerequisite: VETTECH 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 ANML SC 481. Credit not given for both courses.**Prerequisite: VETTECH 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.

126CE Introduction to Geographic Information Systems and Laboratory (0) (NDA) - RPT 9*Lecture 2 hours. Laboratory 4 hours.**Advisory: CIS 101.*

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. Currently using ESRI's ArcGIS software: versions upgraded to maintain currency with industry software usage.

127CE Introduction to Global Positioning Systems (GPS) (0) (NDA) - RPT 9

Lecture 1 hour. Laboratory 2 hours.

Students explore basic information on the global positioning system (GPS). Topics include the history and development of navigation and GPS, an overview of the technological requirements for the system, a review of how the system works, and a discussion of various applications that can incorporate a GPS. Students will learn how to collect and map data using a Garmin GPS receiver and ArcGIS Pro, a geospatial processing program.

139CE Tutor Training - Emerging Leaders (0) (NDA) - RPT 9

Lecture 1 hour.

Prerequisite: VOC ED 088CE.

Advanced student tutors interested in taking on leadership roles in learning assistance centers explore topics related to leadership functions in learning centers, leadership styles, mentoring and collaboration techniques, lesson planning, setting and maintaining professional boundaries, and next steps for careers in higher education.

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.

224CE Fundamentals for Teamwork in the Workplace (0) (NDA)

Lecture 0.67 hour.

This noncredit course focuses on developing skills to effectively collaborate in team environments in the workplace. Topics covered include discovering personal workplace strengths and weaknesses and discovering new strategies to maximize teamwork in the workplace.

225CE Fundamentals for Leadership Skills in the Workplace (0) (NDA)

Lecture 0.67 hour.

This course focuses on developing fundamental leadership skills for the workplace. Topics include collaboration through effective leadership, managing teams, building your team, leadership foundations, ethics in leadership, and turning team conflicts into opportunities.

321CE Anger Management Skills for Healthcare Professionals (0) (NDA)

Lecture 0.44 hour.

This noncredit class is designed to help healthcare professionals recognize anger when working with patients and public in healthcare settings and learn how to apply skills necessary to manage individual triggers that lead to anger. Topics will include active listening skills, stress management, positive self-talk, and how to deescalate problematic situations. Progress indicators are issued for this class including Pass (P), Satisfactory Progress (SP), and No Pass (NP). This is a managed enrollment course.

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 stu-

dents 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.

565CE Introduction to Electric Zero Emissions Vehicle (ZEV) Technology (0) (NDA) - RPT 9

Lecture 1 hour. Laboratory 1 hour.

This noncredit Auto Service Technology (AST) course covers the functions of plug-in electric vehicles and hybrid extended-range electric vehicles; operating characteristics of high voltage onboard charging systems; charging stations, photovoltaic systems, and electrical grid charging. The course also covers the operation of onboard smart charging systems; economics of electric transportations, utility company systems, and existing options such as off-peak charging. Students will gain an understanding of the use of electric power as applicable to extended-range electric vehicle transportation; utilization of applicable diagnostic and service equipment; the electric vehicle theory of operation; advantages of an electric drivetrain; electric vehicle history and current status of plug-in electric vehicle technologies; career possibilities in the electric transportation industry; and safety procedures and maintenance of plug-in electric vehicles.

566CE Zero Emission Electric and Hybrid Vehicle (ZEV) Safety and Maintenance (0) (NDA) - RPT 9*Lecture 0.5 hour. Laboratory 1.5 hours.*

This Auto Service Technology noncredit course is suitable for students interested in alternative fuels or power and energy technology. The course explores the use of hybrid and electric power for vehicle transportation. Topics include safety, maintenance of hybrid propulsion and internal combustion systems, drivability, and storage battery technology. Various designs of hybrid and electric ZEV's and their integrated systems from multiple manufacturers will be discussed.

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.

654CE Getting Back to Work After a Career Break (0) (NDA) - RPT 9*Lecture 0.67 hour.*

This noncredit course is designed for students who want to reenter the workforce after a long break or have worked another job for a long time. Topics include taking inventory of accumulated skills and organizing them to present in a resume or a job interview. 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.

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.

669CE Fundamentals of Adult Child Relationship (0) (NDA) - RPT 9*Lecture 0.34 hour.*

This noncredit class will allow students to explore positive relationships with children in various settings (home, school, etc.). Techniques to interact with children, develop positive relationships and self-concept, and reduce behaviors, will be introduced and practiced. 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.

**670CE Adult Child Relationships in Practice (0) (NDA) - RPT 9***Lecture 0.34 hour.*

This noncredit course will allow students to practice positive relationships with children in various settings (home, school, etc.). Techniques to engage in reflective practice will be supported and practiced. 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.

671CE Introduction to Play (0) (NDA) - RPT 9*Lecture 0.5 hour.*

This noncredit course gives students a general overview of the importance of play (joyful learning), developmentally appropriate practices, and the connection to learning. Students are introduced to the basics of child development and understanding behavior through everyday play interactions. This course focuses on how play supports development and learning during the first 5 years.

930CE Success Skills for Hospitality First Time Supervisor (0) (NDA)*Lecture 2 hours.*

This non-credit course is a survey of entry-level, first-time supervisor concepts, theories, and principles with a focus on a supervisor's basic entry-level job responsibilities in the hospitality field and the role that supervisors play in planning, organizing, leading and motivating teams. Career and educational pathways include hospitality, tourism, retail, recreation, and event planning. Progress indicators are issued for this class including Pass (P), Satisfactory Progress (SP), and No Pass (NP).

Welding

See course listings under Industrial Technology - Welding.

161 Oxy-Acetylene Welding I (3) CSU*Laboratory 6 hours.**Formerly IND TEK 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 IND TEK 162. Credit not given for both courses.**Prerequisite: WELDING 161 or IND TEK 161 with a grade of "C" or better.*

This course focuses of 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 IND TEK 261. Credit not given for both courses.**Prerequisite: WELDING 162 or IND TEK 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 IND TEK 262. Credit not given for both courses.**Prerequisite: WELDING 261 or IND TEK 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 IND TEK 361. Credit not given for both courses.**Prerequisite: WELDING 162 or IND TEK 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 IND TEK 362. Credit not given for both courses.**Prerequisite: WELDING 361 or IND TEK 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 IND TEK 461. Credit not given for both courses.**Prerequisite: WELDING 262 or IND TEK 262 with a grade of "C" or better.*

This course will offer the advance 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 IND TEK 462. Credit not given for both courses.**Prerequisite: WELDING 461 or IND TEK 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

AP 4230. Grading, Academic Record Symbols, and Student Transcript Notations

Last Revised: January 24, 2023

I. Grade Symbol Definitions and Conditions for Use

- a. 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.) Applies to credit and noncredit courses.	
NP	No Pass (Less than satisfactory - units awarded but not counted in GPA) 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)	

- b. Explanation of Symbols Without Impact on Grade Point Average (non-evaluative symbols):

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. A final grade shall be assigned when the work stipulated has been completed and evaluated, or when the time limit for completing the work 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 circumstance.

SYMBOL	DEFINITION
IP	In Progress

The "IP" symbol shall be used only in those courses that extend beyond the normal end of an academic term. It indicates that work is "in progress," but that assignment of an evaluative symbol (grade) must await the course completion. The appropriate evaluative symbol (grade) and unit credit shall replace the IP symbol once the course is completed.

SYMBOL	DEFINITION
RD	Report Delayed

The "RD" symbol may be assigned when there is a delay in reporting the grade of a student due to circumstances 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. "RD" shall not be used in calculating grade point averages.

SYMBOL	DEFINITION
W	Withdrawal

The "W" symbol may be used to denote withdrawal in accordance with the requirements of AP 5075.

SYMBOL	DEFINITION
MW	Military Withdrawal

The MW symbol may be used to denote military withdrawal in accordance with AP 5075.

SYMBOL	DEFINITION
EW	Excused Withdrawal

The EW symbol may be used to denote excused withdrawal in accordance with AP 5075.

II. Student Transcript Notations

a. Introduction

Student transcript notations are descriptive notations that provide information beyond that provided by evaluative and non-evaluative grade symbols. Examples include units awarded, credit for Advanced Placement examinations, graduation honors, and any other information that provides a complete picture of a student's academic career.

b. General Provisions

- I. **Transcript Notations:** Transcript notations shall be posted on student transcripts consistently across all LACCD colleges. Only approved transcript notations shall be posted in the memorandum field of the transcript. Where appropriate and applicable, colleges shall make transcript notations from the approved list in Section II.



- II. Transcript Notation Language:** Except for transcript notation language for expulsions, required transcript notation language is listed in Appendix A. Updates to Appendix A are technical and not considered revisions to this Administrative Procedure. Appendix A shall be periodically reviewed and updated as needed by the District Academic Senate.

c. Transcript Notations for Expulsions

- I. Permanent Expulsions: In cases that result in expulsion not subject to reconsideration, a notation will be permanently placed on the student's transcript.
- II. Expulsions Subject to Reconsideration: In cases that result in expulsion subject to reconsideration, a notation will be placed on the student's transcript for the duration of the expulsion. If the student satisfies the reconsideration requirements and the Board of Trustees accepts the Chancellor's recommendation for the student's reconsideration the transcript notation shall be removed.

III. College Protocols

College protocols for enacting all provisions of this Administrative Procedure shall be developed in accordance with the provisions of Academic Senate and Board of Trustees Shared Governance Policy

AP 4232. Pass/No Pass Grading

Last Revised: May 30, 2025

I. Pass-No Pass Options

A College Curriculum Committee may approve the following grading options for a credit course through the college course approval process, and as denoted on the course outline of record:

- a. Letter-grade only
- b. Pass-No pass grade only
- c. Letter-grade or pass/no pass grade (student choice)

Colleges shall identify in the college catalog all courses that are pass-no pass only, or where a pass-no pass grading option may be selected by the student.

In courses for which a student may select a letter grade or pass-no pass grading option, the student may elect until the last day of instruction, as established and published in the college schedule of classes, the letter-grade or pass-no pass grading option.

Assignment of grades of P or NP shall be determined only by the course instructor of record and based on that instructor's course section grading policies, provided grade of P is awarded to students who earn the equivalent of a C or better. 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.

The student who is enrolled in a course on a Pass/No Pass basis shall be responsible for completing all course requirements established in the course outline of record and administered by the instructor and must be evaluated to the same standards of depth and rigor as all students receiving letter grades.

Units earned on a "pass/no pass" basis shall not be used to calculate grade point averages (GPA). However, units attempted for which the

student receives a "NP" (No Pass) designation shall be considered in probationary and dismissal procedures.

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.

II. Acceptance of Pass Credits from Other Institutions

Students shall be permitted to use units of credit earned on a "pass-no pass" or "credit/no credit" basis to meet degree and credit certificate requirements if completed at an institution from one of the following United States institutional accrediting agencies of higher education:

1. Accrediting Commission for Community and Junior Colleges (ACCJC)
2. The Higher Learning Commission (HLC), formerly North Central Association of Colleges and Schools
3. Middle States Commission on Higher Education (MSCHE)
4. New England Association of Schools and Colleges, Commission on Institutions of Higher Education (NEASC-CIHE)
5. Northwest Commission on Colleges and Universities (NWCCU)
6. Southern Association of Colleges and Schools, Commission on Colleges (SACSCOC)
7. WASC Senior College and University Commission (WSCUC)

III. College Protocols

The college president shall establish, in consultation with the Academic Senate, college protocols for implementing this Administrative Procedure pursuant to BP/AP 2510 Participation in Local Decision-Making.

AP 4235. Credit for Prior Learning

Last Revised: August 15, 2024

I. CPL Definition

Credit for prior learning is college credit awarded for validated college-level skills and knowledge gained outside of a college classroom.

II. CPL Awards

The nature and content of CPL assessment shall be determined by faculty in the discipline, or designee, for which credit is to be granted. The faculty shall determine that the assessment adequately measures mastery of the course content, objectives, and learning outcomes as set forth in the course outline of record. One or more than one method of assessment of CPL may be used for a single course.

- a. **General Education and Additional Graduation/Competency Requirements:** CPL assessment methods established in this procedure may be applied to general education requirements and additional graduation requirements solely at the discretion of the counseling faculty or Articulation Officer as established in college protocols. (See AP 5110 Counseling and AP 5111 Petitions for Degrees and Certificates.)

III. CPL Types

Students may be eligible for course, general education area, or elective CPL through the approved alternative methods of awarding college credit, including:

a. Credit by Exam based upon:

- i. Satisfactory completion of a local college examination administered by the college in lieu of completion of an active course listed in the current college catalog.

b. Industry Certification based upon:

- i. Evaluation of industry recognized credentials and licenses; or
- ii. Credit recommendations made by agencies such as American Council on Education (ACE) National Guide, the National College Credit Recommendation Service (NCCRS), California Mapping Articulated Pathways (MAP) Initiative, or local college discipline faculty.

c. Military Training and Service based upon:

- i. Evaluation of Joint Services Transcripts (JST);
- ii. Credit recommendations made by the ACE Military Guide, MAP, or local college discipline faculty – see AP 4235 Appendix A;
- iii. Defense Language Proficiency Test (DLPT) (See AP 4235 Appendix B); or
- iv. Defense Activity for Non-Traditional Education Support (DANTES) Subject Standardized Tests (DSST) – see AP 4235 Appendix C.

d. Portfolio Review based upon:

- i. Evaluation conducted by local discipline faculty.

e. Standardized External Assessments and Exams based upon a satisfactory score on:

- i. Advanced Placement (AP) examination (See AP 4236 Advanced Placement Credit);
- ii. High-level International Baccalaureate (IB) examination (See AP 4237 International Baccalaureate Credit);
- iii. College Level Examination Program (CLEP) – (See AP 4238 CLEP Credit); or
- iv. Examination administered by other agencies approved by the District Academic Senate.

IV. Determination of Eligibility for CPL

In order to be eligible to receive CPL, the student must meet the following criteria:

- a. Student seeking Credit by Exam must be in good standing at the college.
- b. Student must submit, prior to CPL transcription, official test scores for processing of CPL for standardized exams such as: AP, IB, CLEP, and/or DLPT. Unofficial copies may be used for CPL education planning purposes.
- c. Student is not currently enrolled in the course for which CPL may be granted.
- d. Student has not received credit on their academic record(s) for an equivalent course.

Limitations for CPL

- a. Credit acquired by CPL may not be applicable to meeting load requirements for programs such as Selective Service deferment, veterans' benefits, CalWORKS, EOPS and other special programs, or Social Security benefits.
- a. Credit acquired by CPL shall not be counted in determining residency.
- a. Credit awarded through CPL may not be used in determining financial aid eligibility as required by law. Any credits awarded through CPL will be counted toward maximum unit count under the Financial Aid Satisfactory Academic Progress Policy.

V. Fees for CPL

Fees shall not be charged for students seeking course credit using Credit for Prior Learning. (See BP 5030 Fees.)

VI. Grading Policy for CPL

Grading shall be according to the regular grading system. (See AP 4230 Grading and Academic Record Symbols.) Credit by Exam and Portfolio Review shall be awarded equivalent course credit for a letter grade or the "Pass/No Pass" option if that option is ordinarily available for the course. All other CPL types shall be awarded equivalent course credit with the Pass/No Pass Grading Option only.

VII. Transcribing CPL

The student's academic record shall be clearly annotated to reflect that credit was earned by CPL. (See AP 4230 Appendix A.)

- a. The Type of CPL shall be notated (e.g., Credit by Exam, Industry Certification, Joint Services Transcript, Portfolio Review, Advanced Placement).
- b. For Credit by Exam and Portfolio Review, the credit and grade shall be posted to a specific term.

VIII. Publication of CPL-Eligible Courses

All courses eligible for CPL and the assessment methods available for each course, as determined by the college Curriculum Committees, shall be identified in the course outline of record, college catalogs, and the college websites. The publications shall include information and instructions for students who wish to pursue Credit for Prior Learning. The Vice Presidents of Academic Affairs or designee shall ensure the accuracy of the Credit for Prior Learning information provided in all official college publications.

IX. Procedures for Awarding CPL

- a. Colleges shall develop local protocols for awarding CPL consistent with this procedure and shall identify the individual(s) responsible for CPL coordination.
- b. Students shall be made aware of CPL opportunities through a variety of means, including college websites, outreach, orientation, catalog, and through onboarding procedures.
- c. Colleges shall ensure that students may self-initiate the CPL process by completing a CPL request form and submitting supporting documentation.
- d. CPL for Military Training and Service or Standardized External Assessments may be awarded automatically upon receipt of official transcripts. Students may decline credit following the college protocol.



- e. All CPL-related documentation must be submitted to the college. While unofficial copies of the CPL documentation may be used for educational planning purposes, the official CPL document is required to award CPL.
- f. Credit awarded through CPL shall be used to clear requisites.
- g. Students shall have an opportunity to accept, decline, or appeal CPL decisions. Credit by Exam appeals shall be conducted according to the requirements of AP 5530 Students Rights and Grievances.
- h. Colleges shall place accepted CPL on the official transcript.

Additional Procedures based on CPL Type:**a. Credit by Exam**

- i. Faculty guidelines for developing Credit by Exam:
- ii. The nature and content of the examination shall be determined solely by college faculty in the discipline who normally teach the course for which credit is to be granted.
- iii. A separate examination shall be conducted for each course (not section) for which credit is to be granted. CPL may be awarded for individually identified courses (not sections) for which examinations are conducted pursuant to this section.
- iv. The Credit by Exam assessment shall address the topics and course objectives listed in the course outline of record to the same rigor as the standard college course.

Colleges shall provide any student requesting Credit by Exam with a copy of the official course outline of record to aid the student in making the decision to attempt the Credit by Exam assessment.

b. Industry Certification

Colleges shall analyze industry recognized credentials and licenses to award CPL where appropriate. Students requesting such CPL shall receive credit under the following circumstances:

- i. A copy of the credential or license must be on file in the college's Admissions and Records Office; and
- ii. Discipline faculty or non-discipline designee has determined that the credential or license adequately demonstrates mastery of the course content as set forth in the course outline of record. Credit recommendations from platforms such as ACE, NCCRS, and the MAP Platform may serve as the basis for CPL.

c. Military Training and Service

Students eligible for CPL based on military service/training shall receive credit under the following circumstances:

- i. Official JST, or other official documentation, is on file in the college's Admissions and Records Office; and
- ii. Academic credit for military service and military schools is granted based on the analysis of the JST or other official documented evidence of military experience(s). Credit recommendations from the ACE Military Guide or MAP may be used. (See AP 4235 Appendix A for details.)

Defense Language Proficiency Test (DLPT)

Students requesting CPL using a DLPT examination shall receive credit for completing a satisfactory score on a DLPT examination. Official scores must be on file in the college's Admissions and Records Office. (See AP 4235 Appendix B for details.)

DANTES Subject Standardized Tests (DSST)

Students requesting CPL using the Defense Activity for Non-Traditional Education Support (DANTES) Subject Standardized Tests (DSST) shall receive credit for completing a satisfactory score on a DSST examination. Official scores must be on file in the college's Admissions and Records Office. (See AP 4235 Appendix C for details.)

d. Portfolio Assessment

Students eligible for CPL based on portfolio review shall receive credit under the following circumstances:

- i. A portfolio based on discipline guidelines is on file in the division/department office in which the discipline is housed. The student will assemble a portfolio that demonstrates college level learning, knowledge, or skills.
- ii. The nature, content, and guidelines of the portfolio shall be determined by the faculty in the discipline who normally teach the course for which credit is to be granted.
 - 1. A portfolio assessment rubric for the course is on file and available for student review.
 - 2. The portfolio assessment shall address the topics and student learning objectives listed in the course outline of record to the same rigor and standard as the college course.
 - 3. Portfolio assessment shall be performed by the faculty in the discipline who normally teach the course for which credit is to be granted.
 - 4. A separate portfolio assessment shall be conducted for each course for which credit is to be granted.

e. Standardized External Assessments and Exams**Advanced Placement (AP)**

Students requesting CPL using Advanced Placement (AP) Examinations of the College Entrance Examination Board shall receive credit with scores of 3, 4, or 5 on a District Academic Senate-approved AP exam. Official AP scores must be on file in the college's Admissions and Records Office. (See AP 4236 and Appendix for details.)

International Baccalaureate (IB)

Students requesting CPL using International Baccalaureate (IB) shall receive credit for completing a satisfactory score on a District Academic Senate-approved high-level IB exam. Official IB scores must be on file in the college's Admissions and Records Office. (See AP 4237 and Appendix for details.)

College Level Examination Program (CLEP)

Students requesting CPL using the College Level Examination Program (CLEP) shall receive credit for completing a satisfactory score on a District Academic Senate-approved CLEP exam. Official CLEP scores must be on file in the college's

Admissions and Records Office. (See AP 4238 and Appendix for details.)

X. College Protocols

College protocols for enacting all provisions of this Administrative Procedure shall be developed in accordance with the provisions of Academic Senate and Board of Trustees Shared Governance Policy. (See BP/AP 2510 Participation in Local Decision-Making.)

XI. Appendices

Updates to AP 4235 Appendices are technical updates and not considered revisions to this Administrative Procedure. Appendices shall be periodically reviewed and updated as needed by the District Academic Senate.

AP 4221. Course Syllabus Requirements

Last Revised: February 9, 2022

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 (BP 5500 Standards of Student Conduct).

AP 4228. Course Repetition - Significant Lapse of Time

Last Revised: December 10, 2021

Students may petition to repeat a course in which a "C" or better or "P" grade was earned when there has been significant lapse of time of no less than 36 months since the grade was obtained, provided that:

1. The course is a prerequisite with a recency requirement of at least three years for a course or program; or
2. If another institution of higher education to which the student seeks to transfer has established a recency requirement the student cannot satisfy without repeating the course. Repetition may be allowed if less than three years have elapsed, provided the student submits documentation that the repetition is necessary for the student's transfer to an institution of higher education.

At the student's option, the previous grade for the course repeated may be disregarded in calculating the student's GPA. The student will not receive additional unit credit (duplicative credit) for the repeated course (see AP 4225).

When, due to a significant lapse of time, a student needs to repeat an active participatory experience course in physical education, or visual or performing arts, each repetition will be counted toward the established repetition limits. However, if a student has already exhausted the number of permitted repetitions, then an additional repetition due to significant lapse of time, as defined in this Administrative Procedure, is permitted.

College Protocols

College protocols for enacting all provisions of this Administrative Procedure shall be developed in accordance with the provisions of Academic Senate and Board of Trustees Shared Governance Policy (see BP/AP 2510 Participation in Local Decision-Making). At a minimum, the college protocols shall include the processes for student petitions and require that all petitions are reviewed by the College President or designee.

AP 4229. Course Repetition - Variable Units

Last Revised: April 1, 2021

Students may be permitted to enroll in variable unit open-entry/open-exit courses as many times as necessary to enable them to complete the entire curriculum of the course once.

Students may not repeat variable unit open-entry/open-exit courses unless:

- The course is required for legally mandated training; or
- The course is a special class for students with disabilities which needs to be repeated; or
- Repetition of the course is justified by extenuating circumstances; or
- The student wishes to repeat the course to alleviate substandard work.

A student may not enroll in a variable unit open-entry/open exit active participatory course in physical education, visual arts, or performing arts more than one time.

AP 4225. Repetition of Courses Not Designated as Repeatable

Last Revised: May 30, 2025

I. Repetition of Courses in Which a Satisfactory Grade was Recorded

- a. Extenuating Circumstances - Repetition of courses for which a satisfactory grade ("A", "B", "C", "CR", "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. Extenuating circumstances are verified cases of accidents, illness, or other circumstances beyond the control of the student. At the student's option, the previous grade for the course repeated may be disregarded in calculating the student's GPA. Only one repetition for a course due to extenuating circumstances is permitted.
- b. Significant Lapse of Time - Repeating a course due to significant lapse is permitted if the college has established a recency prerequisite for a course or program, or an institution of higher education to which a student wishes to transfer has established a recency requirement that the student cannot satisfy without repeating the course. Significant lapse of time is defined as no fewer than 36 months since the most recent grade was awarded (See AP 4228 Course Repetition - Significant Lapse of Time) At the student's option, the previous grade for the course repeated may be disregarded in calculating the student's GPA. Only one repetition for a course due to significant lapse of time is permitted.



- c. **Legally Mandated Training** - 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 protocols requiring students to certify or document that course repetition is necessary to complete legally-mandated training pursuant to this subsection.
- d. **Changes to Industry or Licensure Standards** - Students may petition to repeat a course needed for employment or licensing because of a significant change in the industry or licensure standards. Students may take these courses 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 protocols requiring students to certify or document that course repetition is necessary due to a significant change in industry or licensure standards pursuant to this subsection.
- e. **Work Experience Education** - Students may repeat a work experience education course pursuant to District policy any number of times as long as they do not exceed the limits on the number of units of work experience earned during one enrollment period as set forth in California Code of Regulations (CCR) Title 5, Section 55253(c). The grade received each time shall be included for purposes of calculating the student's grade point average.
- f. **Students with Disabilities** - Students with verified disabilities may repeat a special class for students with disabilities any number of times when an individual determination verifies that such repetition is required as a disability-related accommodation for the student for one of the reasons specified in CCR Title 5, Section 56029. At the student's option, previous grades and credits may be disregarded in computing the student's grade point average each time the course is repeated.

II. Course Repetition to Alleviate a Substandard Grade

Upon achieving a satisfactory grade in a course not designated as repeatable ("A," "B," "C," or "P"), the student may no longer enroll in that course, except as otherwise provided in this Administrative Procedure and AP 4228 Course Repetition – Significant Lapse of Time. However, in order to alleviate substandard academic work in such a course (a "D," "F," "FW," "NP," or "NC"), a student may enroll in that course a second time. If the second enrollment results in substandard academic work, the student may enroll in that course a third time. If the third enrollment results in substandard academic work, the student may enroll in that course a fourth time with the approval of the college president or designee, provided that apportionment is not claimed for the fourth enrollment*. Repeated enrollments may be completed at any of the LACCD colleges regardless of where the substandard grade was earned. When a student enrolls in such a course more than once, only the enrollment with the highest grade assigned shall be used when computing the student's cumulative grade point average.

* When a student drops or is excluded from a course prior to census or is assigned an MW or EW symbol, it is not considered an enrollment

and therefore does not count against the permitted number of enrollments.

A list of equivalent courses taken within the LACCD (ex; Math 227 and Math 227S) shall be approved by the District Academic Senate and maintained by the Educational Programs and Institutional Effectiveness (EPIE) Office and used for determining requisites, placement, and course repetition to remove a substandard grade. Students may petition to have their coursework reviewed to alleviate a substandard grade at any of the LACCD colleges regardless of which LACCD college the substandard course(s) to be alleviated was completed.

III. Duplicative Credit

Duplicative credit in non-repeatable courses shall not be used towards the 60 units required for graduation regardless of whether or not the student petitioned to have the transcript annotated.

IV. Acceptance and Evaluation of External Coursework to Alleviate a Substandard Grade

Successful completion of coursework at an institution from one of the following United States institutional accrediting agencies of higher education may be used in lieu of course repetition to alleviate a substandard grade for an equivalent course taken in the District:

1. Accrediting Commission for Community and Junior Colleges (ACCJC)
2. The Higher Learning Commission (HLC), formerly North Central Association of Colleges and Schools
3. Middle States Commission on Higher Education (MSCHE)
4. New England Association of Schools and Colleges, Commission on Institutions of Higher Education (NEASC-CIHE)
5. Northwest Commission on Colleges and Universities (NWCCU)
6. Southern Association of Colleges and Schools, Commission on Colleges (SACSCOC)
7. WASC Senior College and University Commission (WSCUC)

Note: The accrediting agencies above were formerly known as U.S. regional accrediting agencies.

Course equivalency shall be determined by college counseling faculty or the college Articulation Officer, in consultation with college discipline faculty as needed, at each college per AP 4051 Acceptance and Evaluation of External Coursework. Students may petition to have their external coursework reviewed to alleviate a substandard grade at any of the LACCD colleges regardless of which LACCD college the substandard course(s) to be alleviated was completed.

V. Annotation of Academic Records

Courses that are repeated under this section shall be recorded on the student's permanent academic record using an appropriate symbol, and 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.

VI. Finality of Assigned Grades

Nothing can conflict with California Education Code Section 76224 pertaining to the finality of grades assigned by instructors,

or with CCR Title 5 or District procedures relating to retention and destruction of records.

VII. College Protocols

College protocols for enacting all provisions of this Administrative Procedure shall be developed in accordance with the provisions of Academic Senate and Board of Trustees Shared Governance Policy (see BP/AP 2510 Participation in Local Decision-Making).

At a minimum, the college protocols shall include the processes for student petitions and require that all petitions are reviewed by the college president or designee.

AP 4240. Academic Renewal

Last Revised: April 30, 2025

Academic renewal is a process intended to facilitate transfer, degree and certificate completion, and removal from academic probation or academic disqualification. The student must meet with a counselor and complete an academic renewal petition. A maximum of 30 semester units may be disregarded under this procedure. Non-degree applicable English, ESL, and math coursework shall not be counted toward the limitation of 30 semester units. Final approval of the petition will be granted by the college vice president of Student Services or designee. Academic renewal is irreversible.

1. To be eligible for academic renewal, students must have earned a minimum 2.0 grade-point average (GPA) in any one or more academic terms in which a minimum of three (3) units of degree-applicable coursework was completed at a United States institutionally accredited institution of higher education, provided that academic term(s) is subsequent to the academic term in which the coursework to be alleviated was completed. Students who completed at least three (3) units of degree-applicable coursework with Pass/No Pass (P/NP) grades rather than letter grades in the subsequent term(s) may be considered for academic renewal on a case-by-case basis.
2. Students may petition at any of the LACCD colleges to have their academic record reviewed for academic renewal of substandard academic performance under the following conditions:
 - a. Coursework to be disregarded is limited to substandard credit coursework (coursework completed with "D" and "F" grades) in courses not subsequently completed with a "C" or better at the LACCD colleges; and
 - b. At least one (1) academic term (fall, winter, spring, summer) must have passed since the academic term when the coursework to be disregarded was completed.

For the purposes of this procedure:

1. Completed credit coursework means only courses for which credit evaluative grading symbols are awarded, as defined in AP 4230 Grading and Academic Record Symbols, or the equivalent credit evaluative grading symbol awarded by external institutions
2. All coursework completed in a term(s) must be used when calculating the required minimum 2.0 grade point average, even if the units exceed the minimum of 3 credit semester units. (See AP 4240 Appendix A for examples)

3. Coursework previously applied towards a degree, certificate of achievement, or intersegmental general education certification cannot be academically renewed.

If granted, academic renewal shall result in:

1. Eliminating up to 30 semester units of credit degree-applicable coursework taken within the Los Angeles Community College District from consideration in the student's cumulative grade point average, pre-college level/non-degree applicable English, ESL, and math coursework shall not be counted toward the limitation of 30 semester units, and
2. Annotating the student academic record to note which courses have been removed through academic renewal. Academic renewal actions are irreversible.

Updated GPA and units applied through academic renewal cannot be used in determining Satisfactory Academic Progress or for any other purposes related to federal financial aid eligibility. Students shall be advised during academic renewal consultation with a college counselor of these limitations.

Graduation honors and awards are to be based on the student's cumulative grade point average for all college work attempted.

Academic renewal procedures may not conflict with the District's obligation to retain and destroy records or with the instructor's ability to determine a student's final grade.

The District Academic Senate shall establish standards and guidance for implementing this procedure (See AP 4240 Appendix A). Updates to appendices are technical and not considered revisions to this Administrative Procedure.

AP 4070. Course Auditing and Auditing Fees

Last Revised: May 24, 2022

1. Persons who wish to audit a class must:
 - a. Complete an application and be authorized to register in the college.
 - b. Obtain the permission of the instructor of the class and agree that any participation in class activities by a student auditor will be solely at the discretion of the instructor, who may provide the auditor a written statement of the extent of participation allowed beyond observation.
 - c. Pay an audit fee of \$15 per unit.
 1. Students enrolled in ten or more credit units shall not be charged a fee to audit three or fewer semester units.
 2. Students who drop below the ten units of credit classes within the first two weeks will be subject to the audit fee.
 - d. Pay for instructional materials or other services which the student auditor uses in the class. (See Materials Fee List).
2. Auditors may not take priority over students desiring to take a course for credit.
3. A student who is currently enrolled in or has completed a credit course may be permitted to audit another section of the course.
4. A student may audit multiple sections of a course.



5. The name of a student auditor will appear on the permanent roster. However, the instructor shall not be required to record attendance, grades or other marks for a student auditor. The name of a student auditor will not appear on exclusion rosters. A record of courses in which a student enrolls as an auditor will not appear on the student's permanent record.
6. No refund shall be made of the auditing fee, unless the cancellation of enrollment was due to an action taken by the college.
7. A student auditing a course may not be permitted to change his or her enrollment in that course to receive credit for the course.

AP 4052. Articulation of High School and Adult Education Consortium Courses

Last Revised: February 9, 2022

Background

Articulated high school and adult education consortium courses are courses that the faculty in the appropriate discipline have determined to be comparable to specific degree-applicable community college credit courses. High school and adult education consortium articulation agreements are a curricular matter under faculty purview, and therefore such agreements may be established only by agreement with the appropriate department and/or discipline faculty at the college.

Minimum Requirements for Articulation Agreements

In order for high school and adult education consortium courses to be articulated with degree-applicable credit courses, formal articulation agreements must be established. Such articulation agreements shall meet the following minimum requirements:

- All college courses for which articulation agreements are established must be degree applicable.
- All articulation agreements must be established through the review of official, approved course outlines of record for the college credit courses and the official course outlines of record for the high school, adult education consortium, and college noncredit courses. Course syllabi may not be used in lieu of course outlines of record.
- All articulation agreements must be approved and signed by the department chair and/or the appropriate discipline faculty, and the Vice President of Academic Affairs or designee
- All requirements for earning course and unit credit for the articulated college course shall be through credit by examination (see AP 4235 Credit for Prior Learning), and the agreements shall include information about the credit by examination requirements, the minimum grade required to earn college credit for the articulated college course, and how the course may be applied to college degree, certificate, and LACCD general education requirements.
- Credit by examination assessments must be administered and graded by qualified faculty who meet the minimum qualifications required to teach the college courses.
- Articulation agreements with non-degree applicable courses are not permitted.

Application of College Credit Earned for Articulated Courses

College course and unit credit may be earned for articulated courses described in this Administrative Procedure provided the student meets the credit by examination requirements described in the articulation agreement. Upon successfully meeting all requirements established in a

formal articulation agreement, a course articulated with a degree-applicable college course may be used to partially satisfy:

1. Certificate of achievement requirements
2. Associate degree major requirements

Additionally, when course and unit credit is earned for courses articulated with degree-applicable courses per the terms of the articulation agreements, the following associate degree requirements may also be met:

1. The 60 units required to complete an associate degree.
2. Any LACCD general education requirements met by the articulated degree-applicable credit course.
3. Any LACCD Graduation Competency requirement met by the articulated degree-applicable credit course.

Dual Enrollment Courses

Dual enrollment courses are college courses taught by faculty who meet minimum qualifications for service as community college instructors, and for which college credit is given upon completion of the course. Because dual enrollment courses are not articulated high school, adult education consortium, or college noncredit courses, they are not subject to the requirements of this Administrative Procedure.

College Protocols and Implementation

College protocols for enacting all provisions of this Administrative Procedure shall be developed in accordance with the provisions of Academic Senate and Board of Trustees Shared Governance Policy (see BP/AP 2510 Participation in Local Decision-Making). At a minimum, the protocols shall include a petition process and identify the office responsible for establishing and maintaining the articulation agreements defined in this Administrative Procedure.

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, childcare 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.

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.

Courses Offered on a Credit-By-Exam Basis

A S T	025†
ARC	172†, 291
ART	604*
DANCEST	301, 302
DANCETQ	141, 142†
EGD TEK	101
GEOG/GIS	025, 037
MEDIART	MEDIART 101*
MUSIC	101, 161, 165, 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
PHOTO	009
PLNT SC	701, 714, 718, 827
TECTHTR	342*

*Through High School Articulation.

†Through High School Articulation. LA Pierce College students are also eligible to earn Credit-By-Exam.

Industry Credential Accepted for Credit for Prior Learning

Please visit our CPL website for more information: <https://www.lapc.edu/academic-resources/cpl>

Note: The University of California (UC) does not accept portfolio review credit awarded through Credit for Prior Learning. The California State University (CSU) system may evaluate these portfolio review and award credit after transfer. Portfolio review credit may be applied toward degrees and certificates at LA Pierce College but are not applicable to major coursework for Associate Degrees for Transfer (ADT).

COURSE	Industry Credential Applicable to LA Pierce College local degrees and Certificates (No Associate Degrees for Transfer)
ADDICST 002	Licensed in Marriage and Family Therapy (MFT/LMFT) - Active license renewed every two years by the Board of Behavioral Science or Board of Psychology. The license grants credit for ADDICST 002, 004, 005 and 025.
ADDICST 002	Licensed Clinical Social Worker (LCSW) - Active license renewed every two years by the Board of Behavioral Science or Board of Psychology. The license grants credit for ADDICST 002, 004, 005 and 025.
ADDICST 002	Licensed Professional Clinical Counselor (LPCC) - Active license renewed every two years by the Board of Behavioral Science or Board of Psychology. The license grants credit for ADDICST 002, 004, 005 and 025.
ADDICST 002	Clinical Psychology Psy.D. - Active license renewed every two years by the Board of Behavioral Science or Board of Psychology. The license grants credit for ADDICST 002, 004, 005 and 025.
ADDICST 002	Clinical Psychology Ph.D. - Active license renewed every two years by the Board of Behavioral Science or Board of Psychology. The license grants credit for ADDICST 002, 004, 005 and 025.



COURSE	Industry Credential Applicable to LA Pierce College local degrees and Certificates (No Associate Degrees for Transfer)
ADDICST 004	Licensed in Marriage and Family Therapy (MFT/LMFT) - Active license renewed every two years by the Board of Behavioral Science or Board of Psychology. The license grants credit for ADDICST 002, 004, 005 and 025.
ADDICST 004	Licensed Clinical Social Worker (LCSW) - Active license renewed every two years by the Board of Behavioral Science or Board of Psychology. The license grants credit for ADDICST 002, 004, 005 and 025.
ADDICST 004	Licensed Professional Clinical Counselor (LPCC) - Active license renewed every two years by the Board of Behavioral Science or Board of Psychology. The license grants credit for ADDICST 002, 004, 005 and 025.
ADDICST 004	Clinical Psychology Psy.D. - Active license renewed every two years by the Board of Behavioral Science or Board of Psychology. The license grants credit for ADDICST 002, 004, 005 and 025.
ADDICST 004	Clinical Psychology Ph.D. - Active license renewed every two years by the Board of Behavioral Science or Board of Psychology. The license grants credit for ADDICST 002, 004, 005 and 025.
ADDICST 005	Licensed in Marriage and Family Therapy (MFT/LMFT) - Active license renewed every two years by the Board of Behavioral Science or Board of Psychology. The license grants credit for ADDICST 002, 004, 005 and 025.
ADDICST 005	Licensed Clinical Social Worker (LCSW) - Active license renewed every two years by the Board of Behavioral Science or Board of Psychology. The license grants credit for ADDICST 002, 004, 005 and 025.
ADDICST 005	Licensed Professional Clinical Counselor (LPCC) - Active license renewed every two years by the Board of Behavioral Science or Board of Psychology. The license grants credit for ADDICST 002, 004, 005 and 025.
ADDICST 005	Clinical Psychology Psy.D. - Active license renewed every two years by the Board of Behavioral Science or Board of Psychology. The license grants credit for ADDICST 002, 004, 005 and 025.
ADDICST 005	Clinical Psychology Ph.D. - Active license renewed every two years by the Board of Behavioral Science or Board of Psychology. The license grants credit for ADDICST 002, 004, 005 and 025.
ADDICST 025	Licensed in Marriage and Family Therapy (MFT/LMFT) - Active license renewed every two years by the Board of Behavioral Science or Board of Psychology. The license grants credit for ADDICST 002, 004, 005 and 025.
ADDICST 025	Licensed Clinical Social Worker (LCSW) - Active license renewed every two years by the Board of Behavioral Science or Board of Psychology. The license grants credit for ADDICST 002, 004, 005 and 025.
ADDICST 025	Licensed Professional Clinical Counselor (LPCC) - Active license renewed every two years by the Board of Behavioral Science or Board of Psychology. The license grants credit for ADDICST 002, 004, 005 and 025.
ADDICST 025	Clinical Psychology Psy.D. - Active license renewed every two years by the Board of Behavioral Science or Board of Psychology. The license grants credit for ADDICST 002, 004, 005 and 025.
ADDICST 025	Clinical Psychology Ph.D. - Active license renewed every two years by the Board of Behavioral Science or Board of Psychology. The license grants credit for ADDICST 002, 004, 005 and 025.
BIOTECH 006	Quality Improvement Associate Certification (CQIA)
BIOTECH 300	APICS Certified in Planning and Inventory Management (CPIM) - Active Certification awarded in the past five years
CAOT 039	Microsoft Office Specialist (MOS): Word Associate (Office 2019) - Active Certification awarded in the past five years
CAOT 039	Microsoft Office Specialist (MOS): Word Associate (Microsoft 365 Apps) - Active Certification awarded in the past five years

COURSE	Industry Credential Applicable to LA Pierce College local degrees and Certificates (No Associate Degrees for Transfer)
CAOT 067	Microsoft Office Specialist (MOS): Outlook Associate (Office 2019) - Active Certification awarded in the past five years
CAOT 078	QuickBooks Certified User Online - Active Certification awarded in the past 12 months
CAOT 079	Microsoft Office Specialist (MOS): Word Expert (Office 2019) - Active Certification awarded in the past five years
CAOT 079	Microsoft Office Specialist (MOS): Word Expert (Microsoft 365 Apps) - Active Certification awarded in the past five years
CAOT 085	Microsoft Office Specialist (MOS): Excel Associate (Office 2019) - Active Certification awarded in the past five years
CAOT 085	Microsoft Office Specialist (MOS): Excel Associate (Microsoft 365 Apps) - Active Certification awarded in the past five years
CAOT 085	Microsoft Office Specialist (MOS): Excel Expert (Microsoft 365 Apps) - Active Certification awarded in the past five years
CAOT 086	Microsoft Office Specialist (MOS): Access Expert (Office 2019) - Active Certification awarded in the past five years
CAOT 110	Microsoft Office Specialist (MOS): PowerPoint Associate (Office 2019) - Active Certification awarded in the past five years
CAOT 110	Microsoft Office Specialist (MOS): PowerPoint Associate (Microsoft 365 Apps) - Active Certification awarded in the past five years
CIS 105	Microsoft Certified: Power BI Data Analyst Associate - Active Certification awarded in the past 12 months
CIS 187	Unity Certified Professional Programmer - Active Certification awarded in the past five years
CIS 187	Epic Games Design Professional Certificate - Active Certification awarded in the past five years
CIS 210	Cisco Certified Network Associate (CCNA) - Active Certification awarded in the past three years. CCNA awards credit for CIS 210, 216 and 240 (or 224 and 225)
CIS 216	Cisco Certified Network Associate (CCNA) - Active Certification awarded in the past three years. CCNA awards credit for CIS 210, 216 and 240 (or 224 and 225)
CIS 224	Cisco Certified Network Associate (CCNA) - Active Certification awarded in the past three years. CCNA awards credit for CIS 210, 216 and 240 (or 224 and 225)
CIS 225	Cisco Certified Network Associate (CCNA) - Active Certification awarded in the past three years. CCNA awards credit for CIS 210, 216 and 240 (or 224 and 225)
CIS 226	Cisco Certified Network Professional (CCNP) - Active Certification awarded in the past three years. CCNP awards credit for CIS 226
CIS 240	Cisco Certified Network Associate (CCNA) - Active Certification awarded in the past three years. CCNA awards credit for CIS 210, 216 and 240 (or 224 and 225)
CS 119	PCAP - Certified Associate in Python Programming - Active Certification awarded in the past five years
EGD TEK 111	Autodesk Certified User (ACU) Certification - Active Certification awarded in the past three years
EGD TEK 111	Autodesk Certified Professional (ACP) Certification - Active Certification awarded in the past three years
GEOG/GIS 025	ASPRS Certification - Active Certification awarded in the past five years
GEOG/GIS 025	ESRI Technical Certification - Active Certification awarded in the past five years
GEOG/GIS 025	GISCI GISP Certification - Active Certification awarded in the past five years
MARKET 001	Certified Sales Development Representative (CSDR) issued by the National Association of Sales Professionals (NASP) - Active Certification awarded in the past three years



COURSE	Industry Credential Applicable to LA Pierce College local degrees and Certificates (No Associate Degrees for Transfer)
MARKET 001	Certified Professional Sales Person (CPSP) issued by the National Association of Sales Professionals (NASP) - Active Certification awarded in the past three years
MARKET 021	Content Marketing Certification issued by the American Marketing Association (AMA) - Active Certification awarded in the past three years
MARKET 021	Marketing Management Certification issued by the American Marketing Association (AMA) - Active Certification awarded in the past three years
NURSING 400	Licensed Vocational Nurse (LVN) - Active license within the last two years. This license grants credit for NURSING 400, 402, 403, 404, 407 and 415.
NURSING 402	Licensed Vocational Nurse (LVN) - Active license within the last two years. This license grants credit for NURSING 400, 402, 403, 404, 407 and 415.
NURSING 403	Licensed Vocational Nurse (LVN) - Active license within the last two years. This license grants credit for NURSING 400, 402, 403, 404, 407 and 415.
NURSING 404	Licensed Vocational Nurse (LVN) - Active license within the last two years. This license grants credit for NURSING 400, 402, 403, 404, 407 and 415.
NURSING 407	Licensed Vocational Nurse (LVN) - Active license within the last two years. This license grants credit for NURSING 400, 402, 403, 404, 407 and 415.
NURSING 415	Licensed Vocational Nurse (LVN) - Active license within the last two years. This license grants credit for NURSING 400, 402, 403, 404, 407 and 415.
PLNT SC 716	ISA Certified Arborist - Active Certification awarded in the past five years
PLNT SC 800	CHPS Field Botanist Certification - Active Certification awarded in the past five years. Certification awards credit for PLNT SC 800, 801 and 829
PLNT SC 801	CHPS Field Botanist Certification - Active Certification awarded in the past five years. Certification awards credit for PLNT SC 800, 801 and 829
PLNT SC 828	Qualified Water Efficient Landscaper (QWEL) Certification - Active Certification awarded in the past five years
PLNT SC 829	CHPS Field Botanist Certification - Active Certification awarded in the past five years. Certification awards credit for PLNT SC 800, 801 and 829
PLNT SC 830	Pest Control Adviser (PCA) - Active Certification awarded in the past five years
WELDING 161	Shielded Metal Arc Welding (SMAW) Certification and practicum - Active Certification awarded in the past three years. Credit awarded for WELDING 161, 162, 361, 362 and 461 with active certification within six months and successful completion of the practicum.
WELDING 162	Shielded Metal Arc Welding (SMAW) Certification and practicum - Active Certification awarded in the past three years. Credit awarded for WELDING 161, 162, 361, 362 and 461 with active certification within five years and successful completion of the practicum.
WELDING 361	Shielded Metal Arc Welding (SMAW) Certification and practicum - Active Certification awarded in the past three years. Credit awarded for WELDING 161, 162, 361, 362 and 461 with active certification within five years and successful completion of the practicum.
WELDING 362	Shielded Metal Arc Welding (SMAW) Certification and practicum - Active Certification awarded in the past three years. Credit awarded for WELDING 161, 162, 361, 362 and 461 with active certification within five years and successful completion of the practicum.
WELDING 461	Shielded Metal Arc Welding (SMAW) Certification and practicum - Active Certification awarded in the past three years. Credit awarded for WELDING 161, 162, 361, 362 and 461 with active certification within five years and successful completion of the practicum.
WELDING 462	Flux-Cored Arc Welding (FCAW) Certification and practicum - Active Certification awarded in the past three years. Credit awarded for WELDING 462 with active certification within six months and successful completion of the practicum.

Portfolio Review Credit for Credit for Prior Learning

Note: The University of California (UC) does not accept portfolio review credit awarded through Credit for Prior Learning. The California State University (CSU) system may evaluate these portfolio review and award credit after transfer. Portfolio review credit may be applied toward degrees and certificates at LA Pierce College but are not applicable to major coursework for Associate Degrees for Transfer (ADT).

COURSE
BIOTECH 001
BIOTECH 102
BIOTECH 310
BIOTECH 320
BIOTECH 340
BIOTECH 360
BIOTECH 400
BIOTECH 470
EGD TEK 101

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 Cal-GETC areas. However, this information is unofficial and should be checked against the official information found on the ASSIST website at www.assist.org.

Credit for Courses Taken at International Institutions of Higher Learning (AP 4051)

Students may request that credit for courses taken at International Institutions (non-United States Institutionally Accredited Institutions) be applied towards meeting LACCD Baccalaureate Degree major requirements, local Associate Degree major requirements, certificate of achievement requirements, and LACCD general education requirements.

Note: There are International Institutions that hold United States Institutional Accreditation (see AP 4051 Appendix A. Coursework from these institutions will be accepted per the guidelines in Section 1. Approved evaluations of international coursework are only applicable to LACCD requirements and may not meet the requirements of other colleges and universities.

Students petitioning for credit must provide a comprehensive, detailed, course-by-course evaluation of their transcripts completed by an independent transcript evaluation service approved by the California Commission on Teacher Credentialing. The evaluation must indicate that the coursework is equivalent to baccalaureate or associate level coursework or higher from an institution accredited by one of the following United States institutional accrediting agencies of higher education.

1. Accrediting Commission for Community and Junior Colleges (ACCJC)
2. The Higher Learning Commission (HLC), formerly North Central Association of Colleges and Schools
3. Middle States Commission on Higher Education (MSCHE)
4. New England Association of Schools and Colleges, Commission on Institutions of Higher Education (NEASC-CIHE)
5. Northwest Commission on Colleges and Universities (NWCCU)
6. Southern Association of Colleges and Schools, Commission on Colleges (SACSCOC)
7. WASC Senior College and University Commission (WSCUC)

Note: The accrediting agencies above were formerly known as U.S. regional accrediting agencies.

A. Acceptance of International Coursework to meet LACCD Baccalaureate Degree Major Requirements and Upper-Division General Education Requirements

Course substitutions of baccalaureate degree major course requirements are solely at the discretion of college discipline faculty, or their designee (e.g. the college Articulation Officer).

Course substitutions of baccalaureate degree general education requirements is solely at the discretion of the college counseling faculty or the college Articulation Officer.

B. Acceptance of International Coursework to meet Associate Degree for Transfer (ADT) Major Requirements

Coursework completed at International Institutions (non-United States institutionally accredited institutions) may not be applied towards ADT major requirements per the Los Angeles Community College District Academic Senate Associate Degree for Transfer (ADT) Reciprocity Guidelines (see AP 4051 Appendix B).

C. Acceptance of International Coursework to meet LACCD Local Associate Degree Major and Certificate of Achievement Requirements

Course substitutions of major/area of emphasis course requirements for local degrees and certificates, are solely at the discretion of college discipline faculty, or their designee (e.g. the college Articulation Officer).

D. Acceptance of International Coursework to meet LACCD Associate Degree General Education Requirements

LACCD General Education Plan, excluding Areas 1a: English Composition, 1b: Oral Communication and Critical Thinking and 4a: American Institutions. Coursework shall be evaluated for applicability to the general education areas by college Counseling faculty or the college Articulation Officer.

Exceptions to Areas 1a, 1b and 4a may be made at the discretion of the college Articulation Officer on a case-by-case basis, in conjunction with college discipline faculty as appropriate.

**E. International Coursework and Cal-GETC Certifications**

Coursework completed at International Institutions (non-United States institutionally accredited institutions) may not be applied towards Cal-GETC certification per the Cal-GETC Standards.

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, 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 - 004, 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

Geology - 012

History - all courses

Humanities - 006

Industrial Technology - 130, 140, 444, 448

Italian - all courses

Japanese - all 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 - 012A, 012B, 012C

Business - 010

Computer Applications Office Technologies - 063, 064, 065

E.S.L. - 003A, 003B, 003C, 004C, 005C, 006B, 006C

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, 442

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. Cal-GETC

The use of Advanced Placement exams on the California General Education Transfer Curriculum (Cal-GETC) plan is determined by the University of California and California State University systems respectively. Refer to the current Cal-GETC Standards and the current CSU Executive Order 1100 on external exams for applicability to the Cal-GETC 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
2-D Art and Design	3, 4, 5	3	3	Area C: Humanities	
3-D Art and Design	3, 4, 5	3	3	Area C: Humanities	
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	NA		
Computer Science Principles	3, 4, 5	6	3	Area D2: Communication and Analytical Thinking	Mathematics Competency Satisfied
Drawing	3, 4, 5	3	3	Area C: Humanities	
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	3	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	3, 4, 5	3	3	Area C: Humanities	
Physics 1	3, 4, 5	4	3	Area A: Natural Science	
Physics 2	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	
Precalculus	3, 4, 5	3	3	Area D2: Communication and Analytical Thinking	Mathematics Competency Satisfied
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
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	

LACCD AP 4236: Advanced Placement Exams Credit APPENDIX B

LACCD Advanced Placement (AP) course credit for Associate of Arts, Associate of Science, Associate Degree for Transfer (ADT) major requirements and Certificate of Achievement major requirements.

AP EXAM	SCORE	LACCD COURSE
2-D Art and Design	3, 4 or 5	ART 501
3-D Art and Design	3, 4 or 5	ART 502
Art History	3, 4 or 5	ART 101; ARTHIST 110
Biology	3, 4 or 5	BIOLOGY 003 or 005
Chemistry	3, 4 or 5	CHEM 060 or 065
Comparative Government and Politics	3, 4 or 5	POL SCI 002
Drawing	3, 4 or 5	ART 201
Macroeconomics	3, 4 or 5	ECON 002
Microeconomics	3, 4 or 5	ECON 001
English Language and Composition	3, 4 or 5	ENGLISH 101 or ENGLISH 101X or ENGLISH 101Y or ENGLISH 101Z or E.S.L. 110
English Literature and Composition	3, 4 or 5	ENGLISH 101 or ENGLISH 101X or ENGLISH 101Y or ENGLISH 101Z or E.S.L. 110
European History	3, 4 or 5	HISTORY 001 and 002
Human Geography	3, 4 or 5	GEOG 002
Math: Calculus AB	3, 4 or 5	MATH 236 or 238 or 238S or 247 or 261 or 265
Math: Calculus BC/AB Subscore	3, 4 or 5	MATH 236 or 238 or 238S or 247 or 261 or 265
Math: Calculus BC	3, 4 or 5	MATH 247 & 248 or 261 & 262 or 265 & 266
Physics 1: Algebra-Based	3	PHYSICS 011 or 012+014
Physics 1: Algebra-Based	4 or 5	PHYSICS 006
Physics 2: Algebra-Based	3	PHYSICS 011 or 012+014
Physics 2: Algebra-Based	4 or 5	PHYSICS 007
Physics C: Electricity and Magnetism	3	PHYSICS 011 or 012+014
Physics C: Electricity and Magnetism	4 or 5	PHYSICS 002 or 022 or 038 or 067 or 102
Physics: Mechanics	3	PHYSICS 011 or 012+014
Physics: Mechanics	4 or 5	PHYSICS 001 or 021 or 037 or 066 or 101
Psychology	3, 4 or 5	PSYCH 001
Spanish Language & Culture	3	SPANISH 003
Spanish Language & Culture	4 or 5	SPANISH 003 and 004
Spanish Language & Culture	3, 4 or 5	SPANISH 004
Statistics	3, 4 or 5	MATH 227 or 227S or 227B or 228B or PSYCH 091 or SOC 125 or STAT 001 or STAT 101
U.S. History	3, 4 or 5	HISTORY 011 and 012
U.S. Government and Politics	3, 4 or 5	POL SCI 001
World History: Modern	3, 4 or 5	HISTORY 086 and 087

Caution: The Advanced Placement unit, general education and course equivalency credit in these appendices is for LACCD degrees and certificates only. Advanced Placement credit and policies for transfer institutions, including the CSU and UC campuses, are the purview of those systems. Students are advised to consult with a counselor to ensure applicability to their educational goal.

Caution: Students should be advised that the CSU campus they matriculate to may not accept the passed exam for course credit which may result in the student having to take the course after transfer.



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. California General Education Transfer Curriculum (Cal-GETC)

The use of CLEP exams on the Cal-GETC is not permitted as determined by the University of California. Refer to the current Cal-GETC 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
Biology	50	3	3	Area A: Natural Sciences	
Calculus	50	3	3	Area D2: Communication and Analytical Thinking	Mathematics Competency Met
Chemistry	50	3	3	Area A: Natural Sciences	
College Algebra	50	3	3	Area D2: Communication and Analytical Thinking	Mathematics Competency Met
College Algebra - Trigonometry	50	3	3	Area D2: Communication and Analytical Thinking	Mathematics Competency Met
College Composition	50	NA	NA	NA	NA
College Composition Modular	50	NA	NA	NA	NA
College Mathematics	50	NA	NA	NA	NA
English Literature	50	3	3	Area C: Humanities	R&W Competency NOT Met
Financial Accounting	50	3	NA	NA	NA
French Language, Level 1	50	6	NA	NA	
French Language, Level 2	59	9	3	Area C: Humanities	
German Language, Level 1	50	6	NA	NA	
German Language, Level 2	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	NA	
Introductory Psychology	50	3	3	Area B2: Social and Behavioral Sciences	
Introductory Sociology	50	3	3	Area B2: Social and Behavioral Sciences	
Natural Sciences	50	3	3	Area A: Natural Sciences	
Precalculus	50	3	3	Area D2: Communication and Analytical Thinking	Mathematics Competency Met
Principles of Macroeconomics	50	3	3	Area B2: Social and Behavioral Sciences	
Principles of Management	50	3	NA	NA	
Principles of Marketing	50	3	NA	NA	
Principles of Microeconomics	50	3	3	Area B2: Social and Behavioral Sciences	
Spanish Language, Level 1	50	6	NA	NA	
Spanish Language, Level 2	63	9	3	Area C: Humanities	
Spanish with Writing I	50	6	NA	NA	
Spanish with Writing Level II	63	9	3	Area C: Humanities	
Social Sciences and History	50	3	NA	NA	
Western Civilization I	50	3	3	Area B2: Social and Behavioral Sciences or Area C: Humanities	
Western Civilization II	50	3	3	Area B2: Social and Behavioral Sciences	

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.*

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
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

Scholastic Policies

expect individual HL subject scores to be a minimum of 4 (satisfactory) or sometimes 5 (good) for credit consideration.

5. Cal-GETC

The use of International Baccalaureate exams on the California General Education Transfer Curriculum (Cal-GETC) plan is

determined by the University of California and California State University systems respectively. Refer to the current Cal-GETC Standards and the current CSU Executive Order 1036 for applicability to the Cal-GETC 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	6	3	Area A: Natural Science	
Chemistry HL	5	6	3	Area A: Natural Science	
Economics HL	5	6	3	Area B2: Social and Behavioral Sciences	
Geography HL	5	6	3	Area B2: Social and Behavioral Sciences	
History (any region) HL	5	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: Analysis and Approaches	4	6	3	Area D: Language & Rationality: Area 2. Communication and Analytical Thinking	Mathematics Competency Satisfied
Mathematics HL: Applications and Interpretation	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 Cal-GETC.*

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



AP 4223. Academic Honors

Last Revised: February 9, 2022

Colleges shall grant academic honors to students who demonstrate excellence in scholarship. This may be accomplished through inclusion on honors lists and/or graduation honors, as defined in this Administrative Procedure. Honors lists are a recognition of a student's academic excellence during a given semester or series of semesters, while graduation honors are a recognition of excellence over a student's academic career. Students who meet any of the requirements for stated in this Administrative Procedure shall automatically be granted any and all applicable academic honors.

I. DEANS' AND PRESIDENTS' HONOR LISTS

A. Definitions:

1. Full-Time Student: a student enrolled in 12 or more graded units in the qualifying semester.
2. Part-Time Student: a student enrolled in 6 to 11 graded units in the qualifying semester.
3. Qualifying Semester: the semester for which the student is considered for the Deans' Honor List.
4. Graded Units: courses in which grades of A, B, C, D, or F were received. Grades of "Pass," "No Pass" and "Incomplete" will not be counted in meeting the unit requirement for the LACCD Deans' or President's Honors List.

B. A student enrolled in the LACCD shall be placed on Deans' and President's Honor List, under the following conditions:

1. Deans' Honor List Requirements:

- a. Full-Time Deans' Honor List
 1. Twelve (12) or more graded units completed in the qualifying semester.
 2. Grade point average of 3.5 or higher in the qualifying semester.
- b. Part-Time Deans' Honor List
 1. Twelve (12) or more cumulative graded units completed in the LACCD.
 2. Grade point average of 3.5 or higher in the qualifying semester.
- c. All coursework completed in the LACCD will be used in calculating the cumulative grade point average.

2. President's Honor List Requirements:

Students who have appeared on the LACCD's Full-Time or Part-Time Deans' Honor for three or more consecutive semesters will be placed on the President's Honor List.

C. Transcript Designation: The designation "Dean's Honor List" and "President's Honor List" will be automatically placed on qualifying students' transcripts.

II. GRADUATION HONORS

A. "Summa Cum Laude" Requirements:

1. Grade Point Average of 3.9 or higher, and

2. All degree-applicable coursework taken at LACCD colleges, and

3. A minimum of 24 units completed.

B. "Magna Cum Laude" Requirements:

1. Grade Point Average of 3.7 or higher, and
2. All degree-applicable coursework taken at LACCD colleges.

C. "Cum Laude" Requirements

1. Grade Point Average of 3.5 or higher, and
2. All degree-applicable coursework taken at LACCD colleges.

AP 4250. Probation

Last Revised: April 20, 2022

I. Conditions for Probation

- a. **Academic Probation** - A student who has attempted at least 12 semester units in LACCD as shown by the official academic record shall be placed on academic probation if the student has earned a grade point average below 2.0 in all units which were graded on the basis of the grading system (as defined in AP 4230 Grading, Academic Record Symbols, and Withdrawals).
- b. **Progress Probation** - A student who has enrolled in a total of at least 12 semester units as shown by the official academic record shall be placed on progress probation when the student receives symbols of "W," "I," or "NP" (as defined in AP 4230 Grading, Academic Record Symbols, and Withdrawals) in fifty percent (50 percent) or more of all units in which a student has enrolled in LACCD.

II. Notification of Students

- a. Each student is entitled to be notified electronically and by mail of his/her academic/progress status and the availability of college support services to respond to the academic/progress difficulties before the student is dismissed.
 - i. Each college shall notify students placed on academic or progress probation of their status no more than 30 days after the end of the term that resulted in academic or progress probation.
 - ii. Notification will consist, at a minimum, of the following:
 1. At the end of the semester in which the student's grade point average falls below 2.0 in all units attempted, or in which the student receives symbols of "W," "I," or "NP" in 50% or more of units in which they are enrolled, a notice that the student is either on academic or progress probation shall be sent to the student informing him/her that of the probation status. "All units attempted" is defined as all units of credit for which the student is enrolled in at the community college district that they attend.
 2. The notification of probation shall include, at a minimum, the significance and ramifications of being on probation, and a description of the services available by the college.

3. The notification shall also clearly state that two consecutive primary terms of probation will lead to loss of the California Promise Grant.
- iii. Each college shall make reasonable efforts to provide counseling and other support services to help students on probation overcome academic difficulties. Colleges should also help mitigate potential loss of the California Promise Grant and ensure that students have the opportunity to receive appropriate and adequate counseling, assessment, advising, and/or other services on a timely basis.
- iv. Each college shall make reasonable efforts to notify a student of removal from probation and restoration of California Promise Grant within timelines established by the District.
- v. Probation and loss of California Promise Grant policies and procedures shall be published in the college catalog.
- b. At the end of the third semester on which the student is on academic or progress probation, a notice that the student is subject to dismissal will be sent to the student informing him/her that he/she is subject to dismissal.
- c. A student may appeal probation determinations per AP 4255 Dismissal and Readmission.

III. Removal from Probation

- a. A student on academic probation for a grade point deficiency shall be removed from probation when the student's accumulated grade point average is 2.0 or higher, including through academic renewal (see AP 4240 Academic Renewal).
- b. A student on progress probation due to an excess of units for which entries of "W," "I," and "NP" and "NC" (as defined in AP 4230) are recorded shall be removed from probation when the percentage of said units drops below fifty percent (50%).
- c. Removal of substandard grades through course repetition (see AP 4225 Course Repetition) or through academic renewal (see AP 4240 Academic Renewal) may be used to improve the student's GPA. If removal of substandard grades results in the student's cumulative GPA being 2.0 or higher, the student may request to have their academic standing reviewed for the purpose of being removed from probation.

IV. College Protocols

College protocols for enacting all provisions of this Administrative Procedure shall be developed in accordance with the provisions of Academic Senate and Board of Trustees Shared Governance Policy (see BP/AP 2510 Participation in Local Decision-Making)

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, D.C. 20202

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, Inclusion and Accessibility 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.

Natalie Mason-Kinsey

Title IX Coordinator

Director of Diversity, Equity, Inclusion and Accessibility (ODEIA)

770 Wilshire Boulevard

Attention: LACCD Office for Diversity, Equity, Inclusion and Accessibility

Los Angeles, CA 90017

213-891-2315

titleix@email.laccd.edu

Standards of Conduct

BP 5500. Standards of Student Conduct

Last Revised: July 7, 2021

The Chancellor shall establish procedures for the imposition of discipline on students in accordance with the requirements for due process of the federal and state law and regulations.

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

The Board of Trustees shall consider any recommendation from the Chancellor for expulsion. The Board of Trustees shall consider an expulsion recommendation in closed session unless the student requests that the matter be considered in a public meeting. Final action by the Board on the expulsion shall be taken at a public meeting.

The procedures shall be made widely available to students through the college catalog and other means.

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 the furtherance of the 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:

1. Willful disobedience to directions of college officials acting in the performance of their duties.
2. 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.
3. Dishonesty, such as cheating or knowingly furnishing false information to the colleges.
4. Unauthorized entry to or use of the college facilities.
5. Forgery, alteration or misuse of college documents, records or identification.
6. Obstruction or disruption of classes, administration, disciplinary procedures or authorized college activities.
7. Theft of or damage to property belonging to the college, a member of the college community or a campus visitor.
8. 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.
9. 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.
10. 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:
 1. opiates, opium and opium derivatives
 2. mescaline
 3. hallucinogenic substances
 4. peyote
 5. marijuana
 6. stimulants and depressants
 7. cocaine
11. 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.



12. 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 ethnic group identification, race, color, national origin, ancestry, religion, creed, sex (including gender-based sexual harassment), pregnancy, marital status, cancer-related medical condition of an employee, sexual orientation, age, physical or mental disability, or veteran status.
13. 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.
14. Any agreement between two or more persons to perform illegal acts.
15. 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 statement, written statements, telephone threats or physical threats.
16. 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.
17. Theft or abuse of computer resources including but not limited to:
 1. Unauthorized entry into a file to use, read, or change the contents, or for any other purpose.
 2. Unauthorized transfer of a file.
 3. Unauthorized use of another individual's identification and password.
 4. Use of computing facilities to interfere with the work of a student faculty member or college official, or to alter college or district records.
 5. Use of unlicensed software.
 6. Unauthorized copying of software.
 7. 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.
 8. Use of computing facilities to interfere with the regular operation of the college or district computing system.
18. 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.
19. 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.
20. 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.
21. 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.
22. 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.
23. 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:
 1. Unsafe conduct in connection with a Health Services Program (e.g., Nursing, Dental Hygiene, etc.);
 2. Failure to follow safety directions of District and/or College staff;
 3. Willful disregard of safety rules as adopted by the District and/or College; and/or
 4. Negligent behavior which creates an unsafe environment.

Smoking Policy

OVERVIEW

Los Angeles Pierce College is committed to providing a safe and healthy environment for its students, employees, and visitors. In light of evidence that the use of tobacco and nicotine as well as exposure to secondhand smoke and aerosol (commonly referred to as "vapor") from electronic smoking devices pose significant health and environmental hazards, the College has established a smoke, vapor and tobacco-free environment.

PROVISIONS

The smoke and tobacco free policy includes all Los Angeles Pierce College indoor and outdoor areas. Smoking and the use of any tobacco product is prohibited at all times on all College properties, grounds

and buildings within the Los Angeles Pierce College, including parking lots and within personal vehicles on College property.

This regulation applies to employees, students, visitors, and other persons who enter any College property as described above.

Such products will also not be sold or distributed on campus property.

No advertising or marketing of such products shall be permitted on College property or in publications produced by the College.

Except as provided below, Tobacco is not permitted on any College Owned or Leased Property, including any portions of such Property that may have been previously designated smoking areas.

- Tobacco Use may be permitted in connection with research if it adheres to all federal and state regulatory requirements, EH&S health and safety guidelines, or in connection with research approved in writing by the UCLA Institutional Review Board or Animal Research Committee.
- Smoking or Tobacco Use may be permitted for traditional ceremonial activities of recognized cultural and/or religious groups with prior written approval of the sponsoring department, the LAPC Events Office and the Fire Marshal's Office.

DEFINITIONS

"Electronic Smoking Device" means an electronic device that may be used to deliver any aerosolized or vaporized substance to the person inhaling from the device, including but not limited to, an e-cigarette, e-cigar, e-pipe, vape pen, or e-hookah.

"Smoking" means inhaling, exhaling, or burning any tobacco, nicotine, cannabis, or plant product, whether natural or synthetic, such as cigar, cigarette, cigarillo, pipe, or any other lighted, heated, or activated tobacco, nicotine, cannabis or plant product intended for inhalation. "Smoking" also means using an electronic smoking device or hookah.

"Tobacco Product" means any product containing, made from, or derived from tobacco or nicotine that is intended for human consumption or is likely to be consumed, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, including, but not limited to cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco, snuff, or snus; and any electronic smoking device and any substances that may be aerosolized or vaporized by such device, whether or not the substance contains nicotine. "Tobacco Product" does not include a product that has been approved by the U.S. Food and Drug Administration for sale as a tobacco treatment product marketed and sold solely for such an approved purpose.

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:

- opiates, opium and opium derivatives
- mescaline
- hallucinogenic substances
- peyote
- marijuana
- stimulants and depressants
- 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: dea.gov/factsheets

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: dea.gov/factsheets

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.ncaddnational.org; (800) NCA-CALL
- Los Angeles County Alcohol and Drug Program Administration publichealth.lacounty.gov/sapc/; (626) 299-4193
- Alcoholics Anonymous 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 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, Inclusion and Accessibility 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.lapc.edu/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.lapc.edu/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 Student Aid Index (SAI) and enrollment status. The SAI 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.nsldsfa.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 in six (6) financial aid approved units at Los Angeles Pierce College.

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/CADAA 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/undocumented-dreamer-students.

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 chafee.csac.ca.gov.

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.lapc.edu/financial-aid/programs 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.lapc.edu/financial-aid/

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, an aid offer 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://disbursements.bmtx.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 refund, 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 Pell Recalculation date of each semester, no further award adjustments can be made based on late enrollment. (Exception: 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

The college must review disbursement of funds to students each enrollment period to determine if students have received overpayments. If you did not attend any of your classes prior to the first day of instruction and were dropped by the instructor after you already received financial aid funds, you will have to repay all the funds you received. If you receive a disbursement and then drop units, you may be subject to repayment of some or all the funds received. 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 Student Aid Index (SAI). SAI is the amount that the government believes you and your family can be reasonably expected to contribute towards your college costs this year and is based on your FAFSA (or CADAA for AB540 students) information.

COA minus SAI = 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 2025-2026 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
Costs Paid Directly to the College		
Tuition & Fees	\$1,238	\$1,238
Books & Supplies*	\$1,089	\$1,089
Direct Costs Total:	\$2,327	\$2,327
Costs Not Paid Directly to the College		
Living Expenses	\$14,841	\$26,262

	LIVING WITH PARENTS 9 MONTHS	LIVING AWAY FROM HOME 9 MONTHS
Transportation	\$1,818	\$1,989
Personal	\$4,140	\$5,067
Indirect Costs Total:	\$20,799	\$33,318
Direct and Indirect Total:	\$23,126	\$35,645
*Costs vary depending on course, new, used, rental and e-books. 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

STUDENT AID INDEX

Students and/or their parent(s) are expected to contribute something to the cost of higher education. Parental and/or student contribution (SAI) 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 FAFSA Processing System 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.
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.

RESPONSIBILITIES

Students must take responsibility for:

1. Checking emails at mycollege.lacc.edu on a regular basis. All official communication will be done through this website.
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. Submitting all financial aid applications and requested documents by specified deadlines.
- 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)

11. Hire Up

- 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 66.5% of cumulative units attempted. Entries recorded in the students' academic record as Fail (F), Incomplete (INC), No Credit (NC or 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 within LACCD 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 within LACCD 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.

APPEAL PROCESS FOR FINANCIAL AID DISQUALIFICATION

If the student is disqualified due to not meeting progress, the student may submit an appeal for reinstatement or extension of financial aid.

Please check the deadline dates at

www.lapc.edu/financial-aid/important-dates-deadlines. There is no retroactive submission of appeal forms; therefore, you must apply for financial aid and submit all required documentation by the established deadlines. The result of the appeal review will be provided to the student in writing (email or mail) within 45 calendar days. Due to workload issues or other unforeseen events, decisions may require more than 45 calendar days. If this occurs, the FAO may send notice to

the student regarding the delay and expected date for the completion of the review process.

Students may only submit one appeal per semester/term. If a student's appeal is denied, they may submit a Second Review Request form. A Second Review Request form may be submitted only if an appeal has been denied. Students are not guaranteed the right to submit a Second Review Request form if their appeal (Reinstatement or Extension) for the semester is submitted less than 45 days before the deadline.

Fraud

A student who obtains or attempts to obtain financial aid by fraudulent means will be suspended from financial aid for unsatisfactory conduct. You will also be subject to the college discipline process.

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.lapc.edu/financial-aid
2. FAFSA on the Web – www.studentaid.gov
3. Information about the Cal Grant Program – www.csac.ca.gov
4. California Student Aid Commission – www.csac.ca.gov
5. National Student Loan Database System – www.nsldsfa.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, EOPS Office
- Website: www.lapc.edu/student-services/spr/eops
- 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 EOPS, 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 helps students transfer to four-year colleges and universities. Representatives from schools like UCLA, CSUN, and UC Santa Barbara meet with students to provide advice on admissions, program planning, and support services. The center offers in-person and online meetings with peer advisors from local universities, computer stations for research, and guidance to plan for your bachelor's degree. Start online at www.lapc.edu/transfer or check the Transfer Information section in this catalog for details.

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.lapc.edu/transfer

University of California Transfer Information:

admission.universityofcalifornia.edu

California State University Transfer Information:

www.calstate.edu/apply/transfer

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.lapc.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 California General Education Transfer Curriculum (Cal-GETC) 2025-2026* on page 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 Cal-GETC 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 www.lapc.edu/academics/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 www.lapc.edu/academics/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 www.lapc.edu/academics/honors. If a student's high school or other college transcripts are not on file in Admissions, they may be e-mailed to lapc-honors@lacc.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 <https://library.lapc.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 Cal-GETC 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 receive 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 www.lapc.edu/extension.

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 more information please visit www.lapc.edu/extension.

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 older 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.lapc.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 www.lapc.edu/extension.

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 (Academic Accommodations Center)

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 aac@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, Inclusion and Accessibility. 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. AAC 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 EOPS 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. EOPS



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 EOPS counselor

Support Services

- EOPS 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 9:00 a.m. - 6:00 p.m., Tuesday through Thursday 8:00 a.m. - 4:30 p.m., and Friday 8:00 a.m. - 4:00 p.m.

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 school 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.lapc.edu/student-services/spr/iss

International Student Services (ISS) provides comprehensive service to prospective and current F-1 Visa international students. The F-1 Visa is the non-immigrant student visa. The program hosts students 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
- Student engagement activities

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 in-person or hybrid courses that meet on campus.
- 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, <https://library.lapc.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.

Tutorial 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.lapc.edu/academic-services/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.

Please email the Veterans Services at pierce-veteran@piercecollege.edu.

NEW VETERAN STUDENT CHECKLIST:

1. Apply to Los Angeles Pierce College at www.lapc.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 completed by the Veterans Counselor and be noted in the Student Information System. Please email all required paperwork to pierce-veteran@piercecollege.edu in order to be certified for VA benefits as listed below.
 - 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.
- 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.lapc.edu/student-services/counseling/appointments.

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.lapc.edu/student-services/counseling/appointments.

SERVICE AREA OUTCOMES

The following Service Area Outcomes have been developed to inform students about the goals of the program:

- Provide access to Counseling services by utilizing existing and new technology.
- Students receiving counseling services 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 is a space for students to explore career pathways, gain career information, and engage in the world of work. We aim to help students find clarity and direction, engage in meaningful career-related experiences, and make intentional career decisions. Students can find assistance with career and major exploration, career decision-making, resume development, interviews, and job search. Additionally, the Career Center offers resources such as workshops and special events, virtual self-assessments, assessment interpretations, career and major exploration tools, and more. We are available virtually via zoom and in-person on the first floor of 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

The College Store at Los Angeles Pierce College is situated next to Parking Lot 1, within the College Services Building. It serves as a central hub for both the academic and social aspects of campus life. The store provides a variety of products and services essential to the college community.

The College Store is owned and operated by the Los Angeles Community College District, and adheres to policies established by the Board of Trustees. Its primary purpose is to offer textbooks, course materials, and a range of general merchandise to support academic programs and other campus needs. For more details, visit www.lapiercecollegestore.com.

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.

Brahma Lounge

Located inside the College Store, Brahma Lounge provides a cozy and welcoming environment for students to relax, socialize, or focus on their studies. With comfortable tables and chairs, it's the ideal spot for unwinding or collaborating on group work. Whether you're grabbing a snack, catching up with friends, or tackling your coursework, Brahma Lounge offers a break from the hustle and bustle of campus life.

Food/Beverage Vending Machines

The College Store has several food and beverage vending machines located near its front entrance.

CopyTech

Conveniently located next to the College Store, CopyTech offers a wide range of services for students, faculty, and staff, including photocopying, printing, binding, laminating, mounting, and shipping. CopyTech also provides student ID card services. For faculty and staff, they can assist with course materials and print jobs.

Hours of operation are Monday to Thursday, 9:00a.m. to 5:30p.m., and Friday, 8:30a.m. to 4:00p.m.

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.

Metro GoPass

All LACCD students are eligible to participate in the GoPass Program. The Metro GoPass enables students to ride all buses and trains operated by Metro and participating transit agencies completely free of charge beginning July 1, 2024 through September 30, 2025.

To receive your Metro GoPass, visit the Business Office in the College Services Building. Please bring your Student ID. You must be an enrolled student at Los Angeles Pierce College to be eligible.



Child Development Center

The LA Pierce College Child Development Center is located on the Northwest corner of Mason Ave. and Olympic Drive near the Victory Blvd. entrance. [Directions](#)

Phone number: (818) 719-6494

Email: LAPC-CDC@laccd.edu

Website: [LA Pierce College Child Development Center](#)

Hours of operation during Fall, Winter, and Spring sessions:

- Monday through Thursday, 8:00a.m. - 4:00p.m., closing at 12:30 on some, maybe all, Fridays throughout the regular school year.

Hours of operation during the Summer session:

- Monday-Thursday, 8:00a.m. - 3:30p.m.

The Child Development Center operates on the LA Pierce College academic calendar.

The LA Pierce College Child Development Center serves two purposes:

1. To provide a high-quality care and early childhood education program for the children of Pierce students and the surrounding community.

We provide full & 1/2-day childcare five days a week to qualifying families with play-based learning for children 2-4 and a focus on Developmentally Appropriate Practices (DAP).

Breakfast, lunch, and snacks are provided daily at no charge through the Child and Adult Care Food Program (CACFP).

Fees for all Campus Child Development Center programs are calculated using a sliding scale based on family size and gross monthly income. Subsidized service is available to eligible families.

Eligibility for the program and childcare is based on family size, income, child's age, school schedule, work hours, and housing. Families qualifying for other state/federally-funded programs, who are students, and/or have children with IEPs have priority.

2. To provide a model program as a fieldwork site for adult students studying Child Development and related fields.

The LA Pierce College Child Development Center is a primary observation and practicum site for students studying Child Development and related fields. Adult students can observe and 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 cognitive, creative, physical, and social-emotional development growth.
- CDC Assistant Teachers will be able to demonstrate the ability to create appropriate curriculum activities for children after professional development training.
- Instructional/Adult students will demonstrate knowledge of appropriate child-centered classroom activities by observing or working in the CDC classrooms.
- 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 offers 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. - 1:00p.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.lapc.edu/student-services/spr/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 2021, 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 2021 to Spring 2024. 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 2022 to Spring 2024, are transfer students.

STUDENT RIGHT-TO-KNOW RATES FOR FALL 2021 COHORT

Completion Rate: 46.34%

Transfer Rate: 9.32%

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 www.lapc.edu/campus-life/safety. 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, KPCRradio.com provides streaming content 24-7, while live operating hours vary. Listen to the station at www.KPCRradio.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, Marcus (2016)

Computer Applications and Office Technologies

B.A., Southern University and A&M College

M.A., University of Phoenix

M.A., Lamar University

Ed.D., Walden University

Armenta, Susan (2014)

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, 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 Sciences

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

A.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

Bram, Alan (2016)

Counseling

B.A., M.A., California State University, Northridge

Braxton, Phyllis (2022)

Counseling

B.A., M.A., California State University, Fresno

Ed.D., California Lutheran University

Brisbois, Melissa (2019)

Director, Child Development Center

B.S., University of La Verne

Brownlee, Michelle (2023)

Communication Studies

B.A., M.A., California State University, Northridge

Burns, Karin R. (1991)

English

B.A., M.A., University of California, Los Angeles

C

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

Cerdenio, Rachel (2024)

English as a Second Language

B.A., M.A., Andrews University

Chartrand, Frank (2010)

History

B.A., University of California, Los Angeles

M.A., California State University, Northridge

Chavez, Lucila (2023)

Chicano Studies

B.A., University of California, Los Angeles

M.A., California State University, Los Angeles

Cheung, Elizabeth (2010)

CAD/Engineering

B.S., University of Cincinnati

M.S., University of California, San Diego

Cheung, Kwun (Michael) H. (2024)

Physics

B.A., California Institute of Technology

M.A., University of California, Los Angeles

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

Connolly, Kevin (2022)

Veterinary Technology

B.A., Brown University

Ph.D., University of California, Los Angeles

D.V.M., Tufts 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

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

Cross, Mark (2023)*Music*

B.A., University of California, Berkeley
M.A., Boston University

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

Davoudian, Yeprem (2013)*Communication Studies*

B.A., M.A., California State University, Northridge

Del Bosque, Max (2009)*Art*

B.A., M.F.A., John F. Kennedy University

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
M.S., Fielding Graduate University

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

Evans, Jonathan (2024)*Theater*

B.F.A., William Carey University
M.F.A., California Institute of the Arts

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

Gandomi, Tara (2023)*Biology*

Ph.D., Tehran University of Medical Sciences

Garcia, Ramiro (2022)*Mathematics*

M.A., California State University, Northridge

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

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

Grigg, Yvonne (2007)*English*

B.A., Cornell University
M.A., New York University

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

Hamid, Nishat (2020)*Counseling*

B.A., University of California, Irvine
M.A., University of Southern California

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

Hefter, Deborah J. (2023)*Athletic Director*

A.A., Los Angeles Pierce College
B.A., California State University, Northridge
M.S., Azusa Pacific University

Hennessey, Ann (2006)*Psychology*

B.A., Goucher College
M.A., Ph.D., Emory University

Hockaday, Lateira (2019)*Counseling*

M.A., Loyola Marymount University

Holness, Dysis (2023)*Physics*

B.A., University of California, Los Angeles
M.A., California State University, Fullerton

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

Huaman Contreras, Jesus (2024)*Engineering*

B.A., California State University, Long Beach

Huynh, Winn (2022)*Chemistry*

Ph.D., University of California, Riverside

I

Ignatovski, Stefan (2015)*Accounting*

B.S., Indiana State University
M.S., Roosevelt University

Iverson, Cameron (2023)*Chemistry*

B.A., Occidental College
M.S., Ph.D., University of Chicago

J

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

Khorsandi, Shmuel (2024)*American Sign Language*

B.A., M.A., Gallaudet University

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

Kraemer, Marra (2013)*English*

B.A., University of California, Los Angeles
M.A., University of California, Irvine

Kramer, Craig (2006)*English*

B.A., University of California, Santa Barbara
M.A., University of Michigan

L

Lam, Daisy (2012)*Mathematics*

M.A., University of Riverside

Lam, Judy (2019)*Director, Career Center; Counseling*

B.A., University of California, Los Angeles
M.A., California State University, Northridge

Lamb (Ormiston), Kimberly (2018)*Nursing*

A.D.N., Moorpark College
B.S.N., University of Phoenix
M.N., Ed.D., Capella University

Langan (Phillips), Jamie (2016)*Health*

B.S., M.S., Ed.D., California State University, Northridge

Latif, Alia (2023)*Chemistry*

B.A., University of California, Davis
M.A., University of Southern California

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

Lendor, Danielle (2018)*Counseling*

B.A., California State University, Long Beach
M.A., San Jose State University
Ed.D., University of Southern California

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, StaceyLee (2006)*Child Development*

B.S., M.S., California State University, Northridge
Ph.D., The Ohio State University

Lovati, Karen (2023)*Nursing*A.S., Moorpark College
B.S., M.S., Western Governors University**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
D.M.A., University of Arizona**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)***Counseling*B.A., University of California, Davis
M.A., California State University, Northridge**Mejia-Perez, Marcelo (2016)***Spanish*

Ph.D., University of California, Santa Barbara

Mendoza, Joelle (2021)*English*

B.A., M.A., University of California, Riverside

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**Murillo, Rosa (2023)***Counseling*

M.A., California State University, Los Angeles

N

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**Ngo-Hazelett, Phuon (2023)***Life Sciences*

B.S., Ph.D., University of California, Berkeley

Nicholas, Anna (2006)*Sociology*B.A., M.A., Ph.D., State University of New York,
Stony Brook**Nima, Faye (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

Panaitescu-Neata, Philip (2023)*Economics*B.A., University of Massachusetts Amherst
M.A., Claremont Graduate University**Pearsall, Sam (2015)***Mathematics*B.A., Loyola Marymount University
M.A., California State University, Fullerton
M.A., California State University, San Bernardino**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

Phillips, Lyndsay (2019)*Art & Architecture*

B.A., M.A., California State University, Los Angeles

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

Porter, Max (2024)*Biology*

M.S., Brigham Young University
Ph.D., University of California, Riverside

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

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

Rohero, Angelita (2019)*Chicana/o Studies*

B.A., M.A., California State University, Northridge

S**Sadiq, Vicky (2024)***Nursing*

B.S., Capella University
M.S., University of Phoenix

Salter, Sunday (2009)*Director, Transfer Center; Counseling*

A.A., Cuesta College
B.A., San Francisco State University
M.A., University of Southern California

Samilton, Jawell B. (2016)*Counseling*

A.A., Los Angeles Southwest College
B.A., Arizona State University
M.A., National University

Sandoval, Tony (2023)*Chicano Studies*

B.A., University of California, Los Angeles
M.A., California State University, Northridge

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

Schiavoni, Tara (2016)*Counseling*

B.A., University of California, Riverside
M.P.P.S., University of Redlands

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

Shea, Melissa (2024)*Animal Science*

A.S., Los Angeles Pierce College
B.A., University of California, Berkeley

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

Smith, Sheridan (2024)*Accounting*

B.A., California State University, Northridge
J.D., University of California, Los Angeles

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

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*

B.A., National University
M.A., Loyola Marymount University

Strickland, Christopher (2017)*History*

B.A., California State University, Sacramento
M.A., California State University, Northridge

Sweeney, Nora (2023)*Media Arts*

B.A., Oberlin College
M.A., California Institute of the Arts

Swift, Russell (2024)*Biology*

Ph.D., Johns Hopkins University

T**Tadaki, Shelley S. (2016)***Counseling*

B.A., Stanford University
M.A., M.S., 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

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

Toussaint, Esdras (2024)*Performing Arts*

B.A., Florida International University
M.A., Columbia University

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 (Anderson), Emily (2013)*English*

B.A., University of California, Los Angeles
M.A., New York University

Veiga, Jacob (2011)*Mathematics*

B.S., University of California, Los Angeles
M.S., University of California, Irvine

Villalta, 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

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

Wessling, Margaret E. (2005)*Physics*

B.A., Amherst College
M.S., Ph.D., California Institute of Technology

Whipple, Vincent (2024)*Anthropology*

A.B., Harvard University
M.A., University of California, Los Angeles
Ed.D., Fielding Graduate University

Whitlock, Jennie (2023)*Psychology*

B.A., M.S., California Lutheran University

Wimsatt, Carman (2023)*Psychology & Statistics*

B.A., University of California, Berkeley
M.A., Pepperdine University

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

Z

Ziv, Nurit (2019)*Anatomy*

B.S., University of California, Davis
M.S., University of California, Los Angeles



College Administration

A

Aguiar, Aracely (Ara) (2021)*President*

A.S., West Los Angeles College
B.S., University of California, Los Angeles
M.B.A., Pepperdine University

Apigo, Mary-Jo (2022)*Vice President, Academic Affairs*

B.A., University of California, Los Angeles
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

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

Mork, Ngan (2025)*Associate Dean, Student Services*

B.A., University of California, Riverside
M.S., California State University, Los Angeles

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*

A.A., Santa Monica College
B.A., California State University, Northridge
M.B.A., Woodbury University

S

Saenz, Bradley (2025)*Dean, Adult, Continuing and Community Education*

B.A., University of Texas at Austin
M.A., University of Houston

Sarcedo-Magrunder, Genice (2017)*Dean, Student Services - Counseling, Retention, and Financial*

B.A., University of California, Riverside
M.Ed., University of Southern California
Ed.D., California State University, Long Beach

Schleicher, Rolf (2012)*Vice President, Administrative Services*

M.B.A., National University, La Jolla

V

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

Adelini, Jennifer

Animal Science

Agadjanian, Hasmik

Life Sciences

Agasse, John

Computer Science & Information Technology

Ahrens, Jack

English & E.S.L.

Akopian, Varoujan

Physics & Planetary Sciences

Aldaoud, Kristy L.

Nursing

Alimahomed-Wilson, Jake

Sociology

Allen, Douglas

Industrial Technology

Allen, Vicki

Communication Studies

Amoroso, Danielle

Life Sciences

Anderson, Christian

English & E.S.L.

Anderson, Olivia

Business Administration

Anderson, Steve

Media Arts

Anderson, Thomas

Administration of Justice

Andrade, Rebecca

English & E.S.L.

Andres, Amanda

Business Administration

Argano-Rush, Lance

Physics

Ashoori, Jasmine

Communication Studies

Atkins, Mary Jane

English & E.S.L.

Atkinson, Dustin G.

English & E.S.L.

Aubuchon, Ann M.

Music

Austin, Charles

Adult, Continuing & Community Education

Avedissian, Rita

Counseling

Avetyan, Madlen

Anthropology

Ayres, James G.

Industrial Technology

B

Bajah, Jeff

Economics

Bakshandeh, Shahand

Chemistry

Banuelos, David

Kinesiology

Batres, Carlos

Sociology

Bazargan, Maryam

Chemistry

Belloso, Sergio A.

Counseling

Bendavid, Cecile

Computer Applications and Office Technologies

Bennett, Diana

Mathematics

Berchin, Arthur

English & E.S.L.

Bergstrom, Raymond

Physics

Bertolini, Thomas

Chemistry

Bessenbacher, Kevin

English & E.S.L.

Bhola, Akbar

Computer Science & Information Technology

Black, Robert

Communication Studies

Bodis, Tracy

Performing Arts

Bojkov, Alexander

Mathematics

Bouchard, Gary

Art & Architecture

Boyett, Lon

Kinesiology

Bragdon, Chelsea

Adult, Continuing & Community Education

Brandler, Marcielle

English & E.S.L.

Brignac, Marquis

Adult, Continuing & Community Education

Broady, Brianna

Communication Studies

Brooks, Tami

Adult, Continuing & Community Education

Brostoff, Neal

Performing Arts

Brown, Jeffrey

English & E.S.L.

Brown, Pamela

Economics

Brownell, Bridgett

Kinesiology

Buffo, Maria

Psychology

Buonamassa, John

Music

Burke, Raymond

Life Sciences

Burkhart, Gerard J.

Media Arts

C

Cannon, Robert

Humanities

Cantrell, Anthony

Performing Arts

Canzona, Alessandrina

Communication Studies

Carlen, Nathan

Kinesiology

Carlone-Moslin, Laura E.

History

Caruana, Joseph A.

Business Administration

Castillo, Adrian

Media Arts

Catalano, Frank

Performing Arts

Chahayed, Lisa

Modern Languages

Chawareewong, Norachai

Business Administration

Christiansen, Heather

Child Development

Christie, Victoria

Nursing

Cilva, Evelyn

English & E.S.L.

Clark, Merry

Modern Languages

Claus, Scott

Media Arts

Clebanoff, Gerald

Business Administration

Cohen, Jill S.

Psychology

Cohen, Julia M.

Psychology

Cohen, Sigal

Child Development

Constantin, George

English & E.S.L.

**Costa, Darrell E.***Media Arts***Costantini, Anthony***Modern Languages***Cota, Marisol M.***Counseling***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***Darejeh, Hadi***Industrial Technology***Davis, Judy***Addiction Studies***Dawson, Connor***History***Dawson, James***Political Science***Deluca, Peter***Economics***Deutsch, Diana***Child Development***Diaz, Corina***Sociology***Didden, Craig***Life Sciences***Diehl, Marisa E.***Administration of Justice***Domine, James***Music***Dorsey, Norris***Business Administration***Dragun, Elizabeth***Adult, Continuing & Community Education*

E

Ebrahimpour, Jonathan*Adult, Continuing & Community Education***Eden, Sheryl***Psychology***Egan, Patrick***English & E.S.L.***Eidadu, Aric***Communication Studies***Ekimyan, Roza***Counseling***El'Amin, Fahmee***Philosophy***Elias, Janine***Psychology***Encinares, Charlotte***Sociology***Endara, Miguel A.***Philosophy***Evans, Mary***Psychology***Evinyan, Zarik***Mathematics*

F

Farash, Martin*Addiction Studies***Fasola, Bryan***Music***Favela, Richard***Media Arts***Fellows, Mary***Counseling***Fernandez, Anthony***Political Science & Chicano Studies***Filkorn, Harry***Physics & Planetary Sciences***Fiss, Andre***Mathematics***Flanders, Mark***Art & Architecture***Freudenrich, Jason D.***English & E.S.L.***Friedkokason, Naomi***Mathematics***Frost, Patrick***Life Sciences***Fuchs, Carol***English & E.S.L.***Fuentes, Cesar***Adult, Continuing & Community Education*

G

Gable, Jerrold*Political Science***Garcia, Celsa***English & E.S.L.***Getskow, Veronica***Child Development***Gevorkian, Monique***Communication Studies***Ghiglia, Jenny***Kinesiology; Performing Arts***Ghodousi, Nahal***Counseling***Gika, Edward***PACE***Gilbert, Bradley***Computer Science & Information Technology***Gill, Shaista***English & E.S.L.***Gizienski, Eileen R.***Performing Arts***Glucksman, Angela***Child Development***Godessoff, Judy B.***Counseling***Goffas, Helen***Political Science***Goldsmith, Richard***Modern Languages***Gompertz, Phil***Computer Science & Information Technology***Gonzalez, Marina R.***Counseling***Goodman, Isidore I.***Chemistry***Gopal, Bhuvana***Chemistry***Grattidge, Shoshana Z.***Child Development***Gregory, James***Computer Applications and Office Technologies***Griffith, Mary E.***English & E.S.L.***Grigoryan, Masha***English & E.S.L.***Grigoryan, Siranush***Mathematics***Grzesiak, Denise E.***Counseling***Guilak, Nicholas***Performing Arts***Gulick, Melissa B.***Philosophy***Gutierrez, Jose***Adult, Continuing & Community Education*

H

Haile, Jaime*Adult, Continuing & Community Education***Hallak, Nouha***Psychology***Halpern, Charles***Computer Science & Information Technology***Harandian, Reza***Mathematics***Hardy, Mary***Anthropology***Hemmert, Sarah***Communication Studies***Hernandez, Oscar***Anthropology*

Faculty
Hicks, Paul M.
Philosophy
Hight, Lisa
English & E.S.L.
Hirota, Laurence
Business Administration
Hitt, Kathleen
History
Hojo, Hiroko
Kinesiology; Performing Arts
Holland, Kathleen
Political Science
Holzner, Julie
Economics
Howard, Alexander
Communication Studies
Hurst, Tracy
Geography
I

Izadpanah, Hedayat
English & E.S.L.
J

Jelletich, Haley
Nursing
Jerry, Gina S.
Computer Applications and Office Technologies
Johnson, Jodi A.
English
Joseph, Charlene D.
English & E.S.L.
K

Kaller, Steven
Business Administration
Kamin, Gerald
Mathematics
Kaufman, Doris
Kinesiology
Kayzakian, Yvette
Computer Applications and Office Technologies
Keating, Amanda
Anthropology
Khachatourians, Aram G.
Industrial Technology
Kharagani, Shahram
Mathematics
Kiler, Julian
Adult, Continuing & Community Education
Killips, Angela
Animal Science
Kim, Esther
Mathematics
King, Bridget R.
Counseling
Kirwin, Angela
Anthropology
Kline, Shonna
Media Arts
Ko, Minhee
Life Sciences
Kocharian, Armen
Physics & Planetary Sciences
Kopitz, Mark
Industrial Technology
Korchmarev, Eugene
Industrial Technology
Kosasky, Mel
Business Administration
Kosters, Whitney
English & E.S.L.
Kranz, Jack
Geography
Krohn, James
Physics & Planetary Sciences
Kudler, Steve
Sociology; Psychology
Kwack, Jessica
Communication Studies
L

Lace, Noreen
English & E.S.L.
Land, Nicole
Animal Science
Larson, Eugene S.
History
Lavin-Hughes, Bonnie
Performing Arts
Lay, Amy
Art & Architecture
Le, Thien
Mathematics
Lemus, Stephanie
Chicano Studies
Levick, Mark
Political Science
Long, Stacy K.
Media Arts
Lopez, Margarita
Modern Languages
Lucero, Kristina
Nursing
Lyons, Robert M.
Business Administration
M

MacLeod, Allison A.
English & E.S.L.
Madrigal, Hector
Administration of Justice
Magginetti, Jaclyn
Anthropology
Mahdavian, Ben
Business Administration
Makerian, Rafi
Industrial Technology
Marano, Damiano
Modern Languages
Martin, Russell W.
Industrial Technology
Martinez, Javier
Chicano Studies
Martinez, Mario
Mathematics
Martinez de Murcia, Alondra
Child Development
Matza, Daria
Media Arts
McDonald, Sean
Media Arts
McGann, Eileen
Mathematics
McMullen, John
English & E.S.L.
Medvedev, Natasha
Art & Architecture
Meier, Sue A.
Psychology
Melgar, Byanka
Adult, Continuing & Community Education
Meliksetian, Anna
Art & Architecture
Meyer, Michelle
Physics & Planetary Sciences
Meyer, Walter
Art & Architecture
Mgeryan, Arman
Sociology
Miller, David
English & E.S.L.
Miller, Patricia
Modern Languages
Mireles, Debra
Nursing
Mitchell, Kathleen A.
Nursing
Mitra, Somjita
Economics
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., PACE***Moshiri, Shawn***Economics***Murphy, Joseph***Computer Science & Information Technology*

N**Nantroup, John***Administration of Justice***Nascimento, Frederica***Performing Arts***Nejadkashani, Simon***Computer Science & Information Technology***Nevins, Nancy***English & E.S.L.***Nguyen, Thi***Chemistry***Nicholson, Michael***Life Sciences***Nikjeh, Esmaail***Mathematics***Nissan, Rita***Media Arts***Nitzani, Michael***Sociology***Nunez-Fredell, Leila***Music*

O**O'Neal, Johnny***Computer Science & Information Technology***O'Neil, Robert***Media Arts***Olson, Amanda***Child Development***Onzol, Bozena I.***Mathematics***Orejarena, Magaly***Modern Languages***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***Addiction Studies***Parker, David M.***History***Paul, Heidi***Animal Science***Paulus, Christopher***Mathematics***Paz-Durocher, Evelyn***Child Development***Pedersen, Torben***Mathematics***Pellegrini, Gino***English & E.S.L.***Perkins, Karen***Life Sciences***Perkins, Wayne***Music***Peshek, Brian***Art & Architecture***Pinley, Alan L.***Industrial Technology***Powell, Anthony***Performing Arts***Prothero, Donald R.***Physics & Planetary Sciences***Pushkarev, Yevgeniy***Mathematics***Putnam, Gene***Performing Arts*

Q**Quebbemann, Neil***Chemistry*

R**Ram, Nina***Chemistry***Ramirez, Claudia***Counseling***Ramirez, Kathleen***Child Development***Rawles, Dennis***Performing Arts***Reed, Carrie***Child Development***Rennix, Richard***English & E.S.L.***Riding, Deborah***Child Development***Roberts, Amy***Computer Applications and Office Technologies***Roman, Kathy A.***English & E.S.L.***Rosdahl, Thomas***Industrial Technology***Rosenblom, Beth***Art & Architecture***Rosenwein, Andrea***English & E.S.L.***Rosner, Barbra***Child Development***Roth, Sheldon R.***Counseling***Russell, Cody***Life Sciences*

S**Sabaiz, Emmanuel***English & E.S.L.***Sabbah, Karen***Sociology***Sabolic, Jason***Kinesiology***Saenz, Abelardo***Industrial Technology***Saravia, Yesenia***Nursing***Scaife, Michele L.***Sociology***Schilf, Michael***English & E.S.L.***Schulz, Vanessa***Philosophy***Schuster, Michael***Humanities***Shafron, Gavin***Psychology***Shahpar, Babak***Computer Science & Information Technology***Shanley, Michael F.***Communication Studies***Shapiro, Rona B.***Mathematics***Shapiro-Neyman, Anna***Communication Studies***Sharpe, Kenneth***Industrial Technology***Shepard, Benjamin***Anthropology***Simhan, Shuba V.***Mathematics***Simmonds, Antoinette***Computer Applications and Office Technologies***Simon, Greg***Anthropology***Simonyan, Kristine***Geography***Singer, James S.***Philosophy*

Faculty
Skelley, Steven
English & E.S.L.
Solares, Dennis
Adult, Continuing & Community Education
Solis, Brenda
English & E.S.L.
Soloff, Leonard
Chemistry
Soto, Jaime
History
Srichoom, Nisakorn
Mathematics
Steers, Anna
Performing Arts
Stifter, Dianna
Anthropology
Stojic-Ito, Sasa
Kinesiology
Storie, John
Music
Sturla, Robert
*Computer Science & Information
Technology: Industrial Technology*
Surenyan, Tatyana
English & E.S.L.
T

Tahmasebi, Maryam
Psychology, Addiction Studies & Statistics
Takemori, Kanzo
Modern Languages
Tang, Leland
Administration of Justice
Tarcea, Steliana
English & E.S.L.
Tauchi, Saori
Modern Languages
Titmus, Jon G.
Music
Tominac, Yolanda
Nursing
Tontsch, John
Computer Science & Information Technology
Torosian, Minas
Business Administration
Torres, Ybonne
Political Science
Trager, Jackson
Anthropology
Traviolia, Tristan
History
Travis, Gregory
Psychology
Travis, Lori
Communication Studies
Tucker, James
Political Science
Tumanyan, Meri
English & E.S.L.
U

Uranga, David
Political Science
V

Vallade, Martine
Geography
Vandiver, Jason
Kinesiology
Vardapetyan, Gohar
Mathematics
Vasquez, Kathleen
Child Development
Ventimiglia, Michelle
Child Development
Vicich, Gerald
Art & Architecture
Vu, Phi
Astronomy
W

Wadiaeff, Alice
Modern Languages
Wang, Yao
Life Sciences
Warford, Elyse
Communication Studies
Warne, Jessica
Computer Applications and Office Technologies
Wagh, Muriel
Chemistry
Wheeler, Gary
Industrial Technology
White, Lori
English & E.S.L.
Wilkins, Charlotte
Music
Williams, Max
Art & Architecture
Winnard, Stephanie
Psychology
Wolf, Lori
English & E.S.L.
Y

Yee, Carole Z.
English & E.S.L.
Z

Zacharia, Rachel
Business Administration
Zaida-Merchant, Syeda
Life Sciences
Zand, Sohrab
Business Administration
Zelman, Laura
Nursing
Ziaei, Ben
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, 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 Sciences

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

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 Sciences

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, EOPS

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

Krimm, Susan; 1982-2025
Computer Science and Information Technology

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
- Lemus, Bonnie; 2008-2023**
Nursing
- 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
- Luke, Roy; 1964-1995**
Mathematics
- Lyons, Robert M.; 1964-**
Business Education
- Madson, Derald L.; 1969-1995**
Biology
- Majer, Lincoln; 1972-1975**
Lecturer in Vocational Education
- Marano, Damiano; 1989-2020**
Modern Languages
- 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
- Norton, William; 1989-2012**
Physical Education Department
Chairperson, Physical Education
- Obayani, Kamdon; 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
- 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
- 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
- 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, Joan; 1997-2024**
Nursing
- 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
- 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
- Slattry, 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
- 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 Auker, 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 of Arts or Associate of 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 an approved program at a community college, 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 274 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 274 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 274 for more details.

P - Grading symbol used for Pass. See page 274 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. There is no residency requirement for Credit Certificates of Achievement, Noncredit Certificates of Completion, and Noncredit Certificates of Competency. 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 274 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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