

## **Accreditation**

*Western Association of Schools and Colleges Board of Governors, California Community Colleges*  
Rio Hondo College is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges, (10 Commercial Blvd., Ste. 204 Novato, CA 94949 (415) 506-0234 Telephone • (415) 506-0238 FAX), an institutional accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation and the U.S. Department of Education. *An additional list of Accreditations and Certifications can be found on page 8.*

## **Statement of Policy**

The policy of this district is that, unless specifically exempted by statute or regulation, every course, course section, or class, reported for state aid, wherever offered and maintained by the district, shall be fully open to enrollment and participation by any person who has been admitted to the colleges and who meets such prerequisites as may be established pursuant to section 55003 of division 6 of title 5 of the California Code of Regulations.

The College catalog represents official policies of the Rio Hondo Community College District Board of Trustees.

By virtue of Statute, authority is vested in the Rio Hondo Community College District Board of Trustees to add, amend, or repeal any of its regulations, rules, and procedures in whole or in part at such time as it may elect.

The Rio Hondo College staff has worked to assure the accuracy of all information in the catalog. Students are advised, however, that such information may be subject to change without notice. Since the catalog is prepared in advance of the academic year, changes in some programs and rules might occur. An addendum to the catalog is published in the fall. The catalog and accompanying addendum are the final authority in regard to classes and programs offered. The catalog and addenda are also posted on the web site at: [www.riohondo.edu/catalog](http://www.riohondo.edu/catalog). Students are advised to consult a counselor whenever questions or problems pertaining to academic programs arise.

This document is available in alternate formats upon request.  
Please contact Disabled Students Program and Services at (562) 908-3420.



3600 Workman Mill Road  
Whittier, California 90601-1616  
(562) 692-0921

[www.riohondo.edu](http://www.riohondo.edu)

## **2014-2015 Catalog**

**July 1, 2014-June 30, 2015**

*Serving the Communities of:*  
Pico Rivera  
Santa Fe Springs  
Whittier  
El Monte  
South El Monte  
*and portions of*  
Norwalk  
La Mirada  
Downey  
La Puente  
Industry

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*Superintendent/President*

# President's Welcome



Congratulations on making one of the most important decisions of your life by choosing to attend college. On behalf of the Rio Hondo College community, it is a pleasure to welcome you to our hilltop campus and educational sites with state-of-the-art facilities and a student-centered approach.

Rio Hondo College offers a modernized, technologically advanced learning environment with instructional and student services facilities, including the Learning Resource Center, one-stop Student Services building, First-Year Success Center, El Monte Educational Center and South Whittier Educational Center. As part of our Student Success Initiative and Student Equity Plan, our faculty members, counselors, staff, and administrators are committed to helping every student reach their educational goals.

One of the tools we encourage students to frequently use is the 2014-2015 Catalog, as an educational guidepost. By becoming familiar with this Catalog early on, you will learn about the associate degrees leading to successful transfer, including our first-time ever "Pathway to Law School" program for entering high school graduates, as well as the general education requirements and programs, career certificates and courses.

In addition, Rio Hondo College continues to lead the state and the nation in many high-demand career and technical programs such as environmental technology, geographic information systems (GIS), nursing, public safety, fire technology and automotive technology.

Another tool for success is AccessRIO, our student information and registration system that provides efficient online access to email, grades, financial aid information, library systems and many other

College resources.

We urge you to take advantage of the Student Success services and programs offered through the Counseling Center, Career Development Center, First-Year Success Center and Transfer Center. Students who meet with a counselor on a frequent basis, update their Educational Plan and use support services are more likely to graduate and transfer to four-year universities. Our Rio Hondo College counselors are here to support your journey to achieve Student Success!

Our student-centered campus also offers student support services to first-generation students, economically and educationally disadvantaged students, students with disabilities and Veterans. In addition, we offer financial aid services, scholarships, student health services, as well as free tutoring.

We invite you to make the most of your time at Rio Hondo College by participating in co-curricular activities and in student life. The College fields 14 intercollegiate athletic teams, offers opportunities in dance, theater, music and visual arts performances, and is home to an active student government that sponsors an array of clubs, interest groups and cultural events. You may also consider becoming a reporter or photographer for the College newspaper and magazine, *El Paisano* and *La Cima*, participating in forensics and debate competitions, or submitting material for *River's Voice*, a journal of art and literature.

As a student, you also have access to one of the largest and best-equipped community college fitness centers in the country. The College's 48,000 square-foot Physical Education Complex offers a new NCAA-sized pool, renovated fields and tennis courts.

As Superintendent/President, I welcome opportunities to engage our students. I look forward to personally greeting you on our Rio Hondo College campus.

Congratulations once again, and best wishes to you and your continued success.

**Teresa Dreyfuss**  
*Superintendent/President*

## Administrators

### ADMINISTRATION

Superintendent/President ..... Teresa Dreyfuss  
Vice President, Academic Affairs ..... Kenn Pierson, Ph.D.  
Vice President, Student Services ..... Henry Gee  
Vice President, Finance & Business ..... Vacant

### DIVISION DEANS

Arts & Cultural Programs/Continuing Education, Interim ..... Christopher Guptill  
Behavioral & Social Sciences ..... Rebecca Green  
Business, Interim ..... Ygnacio "Nash" Flores, Ed.D.  
Career & Technical Education/ Instructional Operations ..... Mike Slavich

Communications & Languages/Library, Interim ..... Robert Holcomb, Ph.D.  
Counseling & Student Success ..... Mike Munoz, Ed.D.  
Health Science & Nursing ..... Connie Austin  
Institutional Research & Planning/Executive Director Rio Hondo College Foundation, Interim ..... Howard Kummerman  
Mathematics & Sciences ..... Karen Koos  
Kinesiology, Dance, and Athletics/Athletic Director ..... Steve Hebert  
Public Safety ..... Ygnacio "Nash" Flores, Ed.D.  
Student Affairs/District Compliance Officer ..... Dyrell Foster, Ed.D.

### ASSOCIATE DEAN

Public Safety ..... Donald Mason  
ASSISTANT DEAN

Student Success & Retention (Basic Skills), Interim ..... Barbara Salazar

### DIRECTORS & MANAGERS

Accounting ..... Vacant  
Admissions & Records ..... Judy Pearson  
Contract Management & Vendor Services ..... Timothy Connell  
Disabled Students Programs & Services ..... Mark Matsui  
Extended Opportunity Programs & Services/CARE ..... Heba Griffiths  
Facilities Services ..... James Popper  
Financial Aid ..... Vacant  
Governmental & Community Relations ..... Russell Castañeda-Calleros

Grant Development & Management, Interim ..... Maria Elena Martinez  
Human Resources ..... Yolanda Emerson

Information Technology Services ..... Gary Van Voorhis  
Marketing & Communications ..... Ruthie Retana

Mechanical & Electrical Services ..... Stephen Gabriel

Operations & Maintenance ..... George Lopez

Police Academy ..... Walter Allen III

Project Grant Manager, Interim ..... Bruce Noble

Student Life & Leadership, Interim ..... Jasmine Lopez

TRIO Programs ..... Zolita Fisher, Ph.D.

### COORDINATORS

Athletics ..... Steve Johnson/Bianca Urquidi

Basic Skills ..... Sergio Guzman

CalWORKs ..... Christine Aldrich

Career Development Center ..... Belen Torres-Gil

Chicano Studies ..... Juanita Mora

El Monte Education Center ..... Jodi Senk

English as a Second Language (ESL) ..... Tyler Okamoto

Fire Technology ..... Tracy Rickman

Fitness Center ..... Kathy Pudelko

Flex/Staff Development ..... Katie O'Brien

Institutional Effectiveness Coordinator ..... Lydia Gonzalez

Leadership Academy ..... Vacant

Learning Assistance Center ..... Jim Chandler

Mathematics & Science Center ..... Elaine Hemenway

Pre-School Laboratory ..... Sondra Moe, Ph.D.

Psychological Services/Psychologist ..... Dr. Denna Sanchez

South Whittier Educational Center ..... Jennifer Fernandez

Speech/Forensic ..... Libby Curiel

Student Health Center ..... Alfred Forrest, M.D.

Student Learning Outcomes ..... Kelly Lynch

Transfer Center ..... Dianne Holcomb

Veterans Services ..... Sylvia Duran-Katnik

Virtual College ..... Mike Javanmard

Weekend College ..... Steve Hemenway

Weekend College ..... Vik Hovsepian

# **Division/Department Listing**

## **Admissions & Records**

- (562) 908-3415 or (562) 463-7639  
• International Students Program

## **Division of Arts & Cultural Programs**

- (562) 908-3471  
Cultural Events Hotline: (562) 908-3492  
Cultural Programs  
• Performing Arts  
    Music  
    Theater  
• Visual Arts  
    Animation  
    Art History  
    Ceramics  
    Digital Art  
    Photography  
    Studio Art

## **Division of Behavioral & Social Sciences**

- (562) 463-7469  
• Anthropology  
• Chicano Studies  
• Child Development/Education  
• Economics  
• History  
• Human Services  
• Humanities  
• Philosophy  
• Political Science  
• Psychology/Drug Studies  
• Sociology  
• Support Programs  
    -Foster Kinship Care Education and  
        Independent Living Programs  
    -Pre-school Laboratory

## **Division of Business**

- (562) 463-7359  
• Accounting  
• Business/Management/Marketing  
• Computer Information Technology  
• District Lab  
• International Business  
• Logistics

## **Division of Career & Technical Education**

- (562) 908-3460  
• Advanced Transportation Technology Program  
    (ATT):  
• Apprenticeship: (562) 908-3448  
• Automotive Collision Repair & Painting  
• Automotive Technology  
• Drafting/Architecture/Civil/  
    Geographic Information Systems  
• Electronics (Renewable/Green Energy)  
• Heavy Equipment Technology  
• Honda Pact Program  
• Welding/Fabrication

## **Division of Communications & Languages**

- (562) 908-3429  
• English & Literature  
• English as a New Language (ENLA)  
• English Writing Center  
• ESL/Language Lab  
• Languages (ASL, Chinese, Japanese, French,  
    Spanish)  
• Learning Assistance Center (LAC)  
• Mass Communications/Journalism/Radio  
    -*El Paisano*, [elpaisanoonline.com](http://elpaisanoonline.com), *La Cima*  
• Reading & Study Skills  
• Reading Lab  
• Speech/Forensics  
• Study Abroad

## **Division of Counseling & Student Success**

- (562) 908-3410  
• Assessment Center: (562) 463-7226  
• CalWORKS: (562) 463-7311  
• Career Development Center: (562) 908-3407  
• Counseling: (562) 908-3410  
• EOPS/CARE: (562) 908-3423  
• Transfer Center: (562) 463-4619

## **Division of Health Sciences & Nursing**

- (562) 908-3421  
• Acute CNA  
• Associate Degree Nursing  
• Home Health Aide  
• Licensed Vocational Nursing  
• Nurse Assistant Pre-Certification Training

## **Division of Library**

- (562) 908-3417  
• Archives  
• Circulation  
• Library (562) 908-3417  
• Production  
• Reference  
• Office of Student Success and Retention

## **Division of Mathematics & Sciences**

- (562) 908-3444 or 908-3472  
• Biological Sciences  
• Engineering  
• Environmental Sciences  
• Mathematics  
• Math Science Center  
• MESA/TRiO/SSS STEM  
• Physical Sciences Department  
    - Astronomy                           - Geology  
    - Chemistry                           - Physical Science  
    - Geography                         - Physics

## **Division of Kinesiology, Dance and Athletics**

- (562) 908-3409  
• Athletics  
• Dance  
• Fitness Center (562) 463-3461  
• Kinesiology

## **Division of Public Safety**

- (562) 463-7756  
• Administration of Justice  
• Advanced Officer Training  
• Corrections  
• Forensics  
• Police Academy  
(562) 941-4082  
• Emergency Medical Technician  
• Fire Academy  
• Fire Technology  
• Homeland Security Training Center  
• Wildland Fire

## **Division of Student Affairs**

- (562) 908-3498  
• CalWORKS (562) 463-7311  
• Disabled Students Programs &  
    Services: (562) 908-3420  
• EOPS/Care (562) 908-3423  
• Financial Aid & Veterans Services: (562) 908-3411  
• Student Health Center: (562) 908-3438  
• TRIO/SSS (562) 436-3216  
• Veterans Service Center (562) 463-3370

## **Division of Student Services**

- (562) 463-4693  
• Office of Outreach and Educational  
    Partnerships: (562) 463-4693  
• Student Life & Leadership: (562) 908-3427  
• TRIO (Student Support Services): (562) 463-3216

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# *Instructional Calendar 2014-2015*

## **Summer 2014**

Ten-Week Session (10-weeks)	
.....	Monday, June 9 – Friday, August 15
First Session (5-weeks)	
.....	Monday, June 9 – Friday, July 11
Evening Session (6-weeks)	
.....	Monday, June 23 – Friday, August 1
Late Start: Day and Evening (8-weeks)	
.....	Monday, June 23 – Friday, August 15
(Includes on-site, off site & online classes)	
Second Session: Day Classes (5-weeks)	
.....	Monday, July 14 – Friday, August 15

## **Fall 2014**

Semester Dates (16-weeks)	
.....	Saturday, August 23 - Saturday, December 13
Flex Day .....	Friday, August, 22
(Classes begin Saturday, August 23)	
8-week Modules	
.....(Module A)	Saturday, Aug. 23 – Friday, Oct. 17
.....(Module B)	Saturday, Oct. 18 – Saturday, Dec. 13
Finals	
.....	Monday, December 8 – Saturday, December 13

## **Spring 2015**

Intersession Dates (4-weeks)	
.....	Monday, January 5 – Thursday, January 29
Semester Dates (16-weeks)	
.....	Monday, February 2 – Saturday, May 30
Flex Day.....	Friday, January 30
Spring Break .....	Monday, March 30 – Friday, April 3
(No weekend classes Saturday, April 4)	
8-week Modules	
... (Module A)	Monday, February 2– Saturday, March 28
.....(Module B)	Monday, April 6 – Saturday, May 30
Finals.....	Tuesday, May 26 – Saturday, May 30
Commencement.....	Thursday, May 28

# 1

# General Information About Rio Hondo College

## History

The Rio Hondo Community College District was established by election in October 1960, but first classes were not held until 1963-1964. Since the district's boundaries at that time were identical to those of the Whittier Union High School District, administration of the district was by the high school district Board of Trustees. Creation of the El Rancho Unified School District in 1962 required that Rio Hondo College establish its own Board of Trustees, and an election for that purpose was held in April 1962.

The new Board of Trustees appointed Dr. Phil Putnam as the founding Superintendent-President in February 1963. In May 1963, the Board chose Rio Hondo as the name for the college. The name, long associated with the area surrounding the Rio Hondo River, means "deep river."

College classes were offered for the first time in the late afternoons and evenings in September 1963 at Sierra and El Rancho High Schools. Following selection of the present campus site, a \$12 million bond issue to build the college was approved by 80.1 percent of the district voters in October 1963. During 1964 and 1965, Rio Hondo College conducted classes for a limited enrollment at the former Little Lake School in Santa Fe Springs.

The present campus opened in the fall of 1966 with an enrollment of 3,363 day and 2,682 evening students. Measure A, a \$245 million bond passed by voters in 2004, now provides new buildings and facilities upgrades campus-wide as well as new off-site educational centers in South Whittier and El Monte. Today, Rio Hondo enrolls approximately 20,000 students per semester.

Rio Hondo College is an open-access California community college that contains nine cities, in whole or part, four distinct unincorporated communities, and a portion of one other unincorporated community of Los Angeles County within our district boundaries. The cities include El Monte, South El Monte, Pico Rivera, Santa Fe Springs, and Whittier. The District also encompasses portions of Norwalk, Downey, La Mirada, and the City of Industry. The unincorporated communities within our District include Los Nietos, East Whittier, South Whittier, West Whittier, and a portion of Avocado Heights. The College is a Hispanic Serving Institution with over 70 percent of students identified as Hispanic/Latino/a and a total ethnic minority student population nearing 90 percent.

School districts within the college boundaries are the Whittier Union High School District, El Rancho Unified School District, and the El Monte Union High School District. Students come to Rio Hondo seeking a variety of educational experiences. Rio Hondo's educational program includes courses for transfer to four-year colleges and universities, general education courses for greater understanding of



individual and community life, vocational training in certain areas, and courses for improving academic performance necessary for studying at a higher level.

The Rio Hondo College Foundation was established in 1992. The Foundation assists the college in meeting the needs of its students and community. The Foundation's focus is to secure financial and community resources to support Rio Hondo College programs and services such as student scholarships, innovative educational projects, teaching and training support, and capital expenditures.

## Vision

Rio Hondo College strives to be an exemplary California community college, meeting the learning needs of its changing and growing population and developing a state-of -the-art campus to serve future generations.

## Mission

Rio Hondo College is committed to the success of its diverse students and communities by providing dynamic educational opportunities and resources that lead to associate degrees, certificates, transfer, career and technical pathways, basic skills proficiency, and lifelong learning.

## Values Statement

As a teaching/learning community, we come together and strive to meet the needs, aspirations, and goals of our changing student population and communities. Since what we value forms the core of who and what we are, the college community--trustees, faculty and staff--recognizes the importance of openly and candidly expressing the college's values. Rio Hondo College values the following:

### 1. Quality teaching and learning

The college is dedicated to excellence in instruction and student services to develop the intellectual and personal competence of each student. Rio Hondo

College is committed to preparing students to adapt to the demands of a multicultural society.

## 2. Student access and success

Rio Hondo College recognizes the individual worth and potential of every human being. Accordingly, the college offers an open access, comprehensive educational program to its students including basic skills, vocational education certificates and degrees, general education and transfer courses, and, for its community, economic development opportunities.

At Rio Hondo College, students will have an opportunity to develop ethical values, learn the rights and responsibilities of citizenship, develop career skills, and understand the scientific, artistic and social achievements of various cultures including their own.

## 3. Diversity & Equity

Rio Hondo College remains committed to the diversity of students, faculty, staff, and management. Diversity can be defined in many ways including ethnicity, gender, sexual orientation, socio-economic status, age, physical abilities, religious beliefs, learning styles, political beliefs, or other ideologies. Appreciation of diversity means the following:

- Recognizing that each individual is unique and understanding individual differences.
- Recognizing the things that people have in common despite being members of diverse groups.
- Creating a safe, positive, and nurturing environment that cultivates respect for what these differences are.
- Moving beyond simple tolerance to embracing and celebrating the rich dimensions of diversity as a way of coming together as a community with a common purpose.

The concepts of educational equity and student learning outcomes are central to the values of the College. Access to education and the opportunity for educational success for all students shall be provided, with particular efforts in regard to those who have been historically and currently under-represented. Education should prepare students to adapt to the demands of a multicultural society.

## 4. Fiscal Responsibility

Rio Hondo College recognizes the importance of maintaining a fiscally sound, efficient, and effective college operation. It uses its resources—human, facilities, and financial—to the optimum benefit of its students, community, and staff.

## 5. Integrity and Civility

We value integrity, honesty and respect in our actions and words.

## Goals Statement

With the rapid pace of change and the need to respond in a reasonable, timely, and organized fashion - and keeping the focus on our students - Rio Hondo College recognizes the following goals as important to our collective success:

- to provide quality instruction to enhance the teaching/learning process
- to provide quality student support programs
- to provide quality student services, utilizing a

student-centered process

- to meet the changing technological needs required to support the educational process and to enhance student access and success
- to maintain a safe and pleasant environment for students, staff, and community
- to support participatory governance processes through effective communication among and involvement of students, faculty, staff, trustees, and community
- to provide leadership in the academic, cultural, and economic life of the community
- to support the personal and professional growth of trustees, faculty, and staff
- to develop and utilize fiscal resources in an efficient and effective manner.

## Code of Ethics

Ethical persons are those who abide by principles and exemplify virtues as understood within a given moral framework. Many believe that virtue is intrinsically rewarding. At the very least, that one be perceived as ethical is instrumental in establishing credibility and trust. The employees of Rio Hondo Community College District are committed to providing a high quality learning environment to help our students successfully achieve their educational goals and objectives. Accordingly, they have interests in, and commitment to, ethical behavior.

To support this commitment, college employees adhere to standards of ethical and professional behavior related to their duties, and have responsibilities to the institution and to individuals they serve. Although one can not "legislate morality" in the sense of mandating virtuous intentions, we can, and do, establish general expectations of conduct.

There are many sources of inspiration and guidance. All employees of Rio Hondo College are subject to official College policies and procedures, applicable regulatory agency requirements, local, state, and federal laws, and professional standards (when applicable). This includes policies such as the Rio Hondo College Policy on Prohibition of Harassment (BP 3430), its Policy on Nondiscrimination (BP 3410), and its Policy on Academic Freedom (BP 4030).

In addition, the Board of Trustees is subject to its own Code of Ethics (BP 2715), and most of our employees are members of professional organizations with their own established codes of ethics, such as the CTA, CSEA, and ACCCA. Employees are encouraged to consult their own organizations, when applicable, for further guidance. As constituents of Rio Hondo College, students are likewise encouraged to maintain high Standards of Conduct (BP 5500).

As a further demonstration of commitment to high ethical standards, employees of Rio Hondo College aspire to be guided by the following values statements. They are intended as guidelines and aspirations, to be used for educational rather than enforcement purposes, with our own conscience as the first and most salient means of evaluation.

- This College values open communication, honesty,

- and truthfulness, and aspires to an “open door” philosophy.
- This College values open inquiry, and honors academic freedom.
- This College strives to protect human dignity and individual freedom.
- This College values clear roles and responsibilities, teamwork, and cooperation (as outlined in AB1725), and therefore aspires to develop a climate of trust and mutual support.
- This College is committed to providing excellent educational opportunities to the community, and the instructional faculty seeks to evaluate students by honest appraisal of student performance against faculty standards.

## **Institutional Philosophy**

Recognizing the individual worth and potential of every human being, Rio Hondo College offers an open access, comprehensive educational program to residents of the college district.

The college is dedicated to excellence in instruction and student services to develop the intellectual and personal competence of each individual.

At Rio Hondo College, students will have an opportunity to develop ethical values, learn the rights and responsibilities of citizenship, develop career skills, and understand the scientific, artistic, and social achievements of various cultures.

## **Institutional Affiliation**

Rio Hondo College is a member of the Western Association of Schools and Colleges, the American Association of Community Colleges, and the California Association of Community Colleges. The college is also a member of the San Gabriel/Foothill Association of Community Colleges (SanFACC).

## **Accreditations & Certifications**

Rio Hondo College is accredited by the Western Association of Schools and Colleges and is authorized by the California Community College Board of Governors to offer courses which parallel the lower-division courses of four-year institutions and qualify the student for junior classification at the university level. College transfer courses are accepted at full value at most colleges and universities throughout the United States.

- Police Academy – California Commission on Peace Officers Standards and Training (POST) (Certified)
- Fire Academy – California State Fire Marshal (Accredited); Accredited Local Processing for “Fire Officer Certifications” - California State Fire Marshals office
- Regional Homeland Security Training Center - certified by California State Fire Marshal and California Emergency Management Agency (Cal EMA) and certified as a UASI homeland security regional training center in Los Angeles County.
- Emergency Medical Technician (EMT) – Los Angeles County Health Services EMT/Paramedic Program Approval Section (Accredited)
- Wildland Fire Program – U.S. Forest Service (Certified)
- First Aid and CPR – American Heart Association & American Red Cross (Certified)
- Expanded Scope Practice for EMTs – LA County Department of Health Services (Certified)
- Drug Studies Program – Accredited by California Association for Alcohol/Drug Educators
- Nursing Program – Approved by the Board of Registered Nursing, State of California and the Board of Vocational Nursing and Psychiatric Technicians, State of California.
- CNA Programs – Approved through the Department of Health Services State of California.
- Automotive Programs: National Automotive Technical Foundation (NATEF) (Certified); California Automotive Business Coalition Automotive Technician Training Standards (ATTS) (Certified); California Smog Check Technician Training Institution (Certified).



# Facilities

## Art Gallery

The Rio Hondo College Art Gallery is located inside the Art Building and is open to students and the community during the academic year. The gallery provides an intimate setting for temporary exhibits showing both student and professional artists, representing a variety of artistic disciplines. Used also as a teaching gallery, many of the exhibits are displayed and created by students enrolled in ART 180, the Art Gallery Display Design course. The gallery is open to the public and exhibits are advertised in the College's Cultural Events brochure available from the Division of Arts & Cultural Programs and online at: <http://www.riohondo.edu/arts/culturalevents.html>. Call (562) 908-3471 for more information.

## Black Box Theater

The Black Box Theater is located behind in the Campus Inn. With seating for approximately 80 guests, the Black Box provides a more intimate setting for student and visiting performers. The performances are open to the public and are advertised in the College's Cultural Events brochure from the Division of Arts & Cultural Programs. Call (562) 908-3471 for more information.

## Bookstore

The Student Bookstore is operated as a service to the students. Required textbooks and supplies are available. Ninety percent of the commissions received from the bookstore goes to the Auxiliary Service Fund for student activities.

The Bookstore hours are listed on the bookstore web page, where books and merchandise can also be purchased.

## Campus Inn Theater

The Campus Inn Theater is attached to the Music building, across from the Learning Resource Center. The Campus Inn Theater provides a flexible performance space with seating for approximately 125 people. It provides a smaller and more intimate space and is frequently used for student written and directed plays, as well as lectures and workshops. Performances are open to the public and are advertised in the College's Cultural Events brochure from the Division of Arts and Cultural Programs. Call (562) 908-3471 for more information.

## Rio Café

The Rio Café, located on the middle quad, offers grilled food, a variety of entrees, a deli section with sandwiches, a salad bar, and assorted beverages and snacks. Hours are listed at: [www.riohondo.edu](http://www.riohondo.edu).

## Child Development Center/ Pre-School Laboratory

The Rio Hondo Pre-School Laboratory located at the Child Development Center provides quality pre-school services to the children of Rio Hondo students, staff, and community. Children must be between the ages of 3 and 5 years old and are required to be toilet trained. The Center is supported by state funds and parent fees. Eligibility for state subsidized funding is determined by a combination of family size and income. Some families may pay fees based on a sliding scale. Hours of operation are 7:30 A.M. to 5:00 P.M., Monday through Friday. Holidays and breaks are observed in accordance with the RHC academic calendar.

For more information, please call (562) 908-3494 or visit the Rio Hondo website (click on Student Services and then Child Care). Rio Hondo College students from the Child Development/Education Department, the Behavioral and Social Science Division and Nursing utilize the Pre-School Laboratory to observe the development and behavior of pre-school children and to apply the knowledge that they gained in their courses working directly with children.

## El Monte Educational Center (EMEC)

The El Monte Educational Center (EMEC) is one of Rio Hondo College's off-campus satellite facilities. It is located at 3017 Tyler Avenue, El Monte, CA 91731. There are classrooms and a computer resource lab. Regular college credit courses are offered at EMEC, including basic skills classes as well as general education courses for graduation and transfer to a university. The college assessment test is offered on the third Friday of the month. Continuing Education also offers non-credit courses at EMEC. For more information about classes and services at EMEC, please call (626) 443-8932.

## Fitness Center

Rio Hondo College's state-of-the-art Fitness Center is located in the Kinesiology Department (room 150). Access is available by enrolling in KINA 130, a one-unit Kinesiology Activity Class. Additional information is listed in the Class Schedule and on the Fitness Center web page.

## Observatory

Rio Hondo College is one of only 10 California Community Colleges to possess an observatory. The Gordon D. Crowell Astrophysical Observatory has been serving the students of the college and residents of the community for over 40 years. The Observatory houses a 16-inch reflecting telescope that is the largest telescope available to the public in the Los Angeles area. We are open to the public, year round, no fee, from 8:00 p.m. to 10:00 p.m. on selected clear Friday evenings. Visitors are asked to park in Lot C and walk up the observatory road to the Observatory. Please wear comfortable walking shoes, dress warmly, and bring a flashlight. Visitors are also advised that we do not have rest room facilities at the observatory. Call (562) 908-3472 for more information.

## Parking: Students/Visitors

Parking facilities are provided for students and visitors at nine locations on campus as designated in this College Catalog. Students are required to display a Rio Hondo College parking permit on all vehicles parking on campus. Parking permits should be obtained at the time of registration and thereafter at every semester registration or where there is a change in vehicle(s). Motorcycle parking is permitted only in specially designated areas in Lots B and Level 5.

Visitors on campus may obtain temporary parking permits at the Parking Information Booth located off College Drive to the left at Parking Lot 2 of the lower level parking stalls or at one of three day parking permit dispensers available in these locations:

- Parking Lot A, center of lot
- Parking Lot A, near the bridge
- Parking Lot 6, near the stairs

One (1) day parking permit fee is \$3.00. The dispenser accepts one dollar bills, credit cards, coins (including dollar coins). Dispenser does not give change for bills or coins. A five (5) minute parking stall is located alongside the

dispenser for temporary parking while you purchase your permit.

Persons operating vehicles on campus are expected to abide by all California vehicle codes as well as posted regulations. Citations will be issued by campus security officers for violations of such codes or for failure to abide by college parking or vehicular regulations. Everyone is required to pay all fines in connection with such violations. Unpaid fines will be referred to the DMV, and a hold will be placed on your vehicle registration.

Persons using the parking facilities at the college do so at their own risk. The college assumes no liability for the use of the parking facilities.

### **Santa Fe Springs Training Center**

The Rio Hondo College Fire Technology program is located at the Santa Fe Springs Regional Training Center at 11400 Greenstone Ave., Santa Fe Springs. The Training Center houses the equipment and facilities for the College's Fire Academy, Homeland Security Training Center, Emergency Medical Technician (EMT) program, Biddle Physical Abilities Testing, CWH Firefighter Testing, National Fire Firefighter Testing and Advanced Fire Marshal Training Programs. Some Fire Technology classes are also held on the main campus at the new Administration of Justice Building. The Wildland Fire Technology program and the Wildland Fire Academy are located at the AJ Annex on the main campus. Please see Schedule of Classes for more information.

### **South Whittier Educational Center (SWEC)**

The South Whittier Educational Center (SWEC) is one of Rio Hondo College's off- campus satellite facilities located at 14307 East Telegraph Road, Whittier, CA 90604. There are classrooms and a computer resource lab. Regular college credit courses are offered at SWEC, including basic skills classes as well as general education courses for graduation and transfer to a university. The college assessment test is offered on the first Friday of the month. Continuing Education also offers non-credit courses at SWEC. For more information about classes and services at SWEC, please call (562) 941-2356.

### **State Smog Center**

Rio Hondo College's State Smog Center is a state-contracted test facility that provides certain Smog Check services for motorists. Working with Automotive Technology departments at the community colleges, the Consumer Assistance Referee Centers provide motorists the opportunity to receive independent smog checks on their vehicles. Visit the web site [www.smogcheck.ca.gov](http://www.smogcheck.ca.gov) for the eligibility conditions necessary to utilize a referee station. The Center is open Monday, Tuesday, Thursday, and Friday from 8:00 a.m. to 5:00 p.m. by appointment only. Closed on Wednesdays. Call (800) 622-7733 for an appointment.

### **Wray Theatre**

The Wray Theatre, located on the lower quad, functions as the main performance space for the college. Showcasing a variety of student and professional performances in the areas of theatre, dance, music, and guest lectures, the theatre seats approximately 300 persons. The performances

are open to the public and are advertised in the College's Cultural Events brochure available from the Division of Arts & Cultural Programs. Call (562) 908-3471 or visit our web site at: <http://www.riohondo.edu/arts/culturevents.html> for more information.

### **SOUTH WHITTIER EDUCATIONAL CENTER**

14307 E. Telegraph Road  
Whittier, CA 90604  
Phone: 562-941-2356  
Fax: 562-946-3817

#### **DIRECTIONS:**

1. Go northeast on Workman Mill Rd toward College Dr.
2. Stay on Peck Rd.
3. Turn right onto Rooks Rd.
4. Merge onto I-605 S.
5. Take the Telegraph Rd exit, EXIT 12.
6. Turn left onto Telegraph Rd.
7. Make a U-turn onto Telegraph Rd.
8. SWEC is on the right.

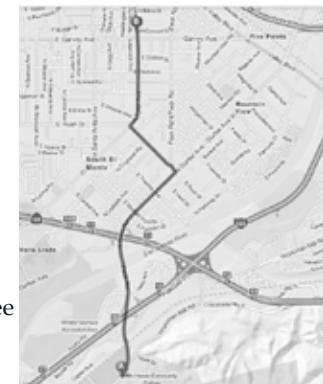


### **EL MONTE EDUCATIONAL CENTER**

3017 Tyler Ave.  
El Monte, CA 91731  
Phone: 626-443-8932  
Fax: 626-443-8997

#### **DIRECTIONS:**

1. Go northeast on Workman Mill Rd toward College Dr.
2. Stay on Peck Rd.
3. Peck Rd turns into N Durfee Ave.
4. Turn left onto N Peck Rd/E Rush St.
5. Take the 1st left onto E Rush St.
6. Take the 3rd right onto N Tyler Ave.
7. EMEC is on the left.



### **Santa Fe Springs Training Center**

11400 Greenstone Ave.  
Santa Fe Springs, CA 90670  
Phone: 562-941-4082  
extensions 12, 23, or 25

#### **DIRECTIONS:**

1. Go northeast on Workman Mill Rd toward College Dr.
2. Go onto Peck Rd.
3. Turn right onto Rooks Rd.
4. Merge onto I-605 S.
5. Take the Telegraph Rd exit, EXIT 12.
6. Turn left onto Telegraph Rd.
7. Turn right onto Bloomfield Ave.
8. Bloomfield Ave becomes Lakeland Rd.
9. Turn left to stay on Lakeland Rd.
10. Take the 1st right onto Greenstone Ave.
11. Academy is on the left.



# 2 College Policies & Procedures

Current Rio Hondo College Board Policies and Administrative Procedures can be found on the web site:  
[www.riohondo.edu/board/policies.htm](http://www.riohondo.edu/board/policies.htm).

## Academic Freedom

### Philosophy

The maintenance of freedom of speech, publication, religion, and assembly (each of which is a component of intellectual freedom) is the breath of life in a democratic society. The need is greatest in fields of higher learning, where the use of reason and the cultivation of the highest forms of human expression are the basic methods. Society has come to rely upon colleges and universities as a principal means of acquiring new knowledge and new techniques, of conveying the fruits of past and present learning to the community, and of transmitting these results to generations to come. Without freedom to explore, to criticize existing institutions, to exchange ideas, and to advocate solutions to human problems, faculty members, staff and students cannot perform their work and cannot maintain their self-respect. Society suffers correspondingly. The liberty that is needed requires a freedom of thought and expression within colleges and universities, freedom to carry the results of honest inquiry to the outside, and a freedom to influence human affairs in the same manner as other informed persons do. Nor is the value of freedom lessened because error at times arises from its exercise. Learning, intellectual development, and social and scientific progress takes place on a trial-and-error basis, and even the unsound cause or hypothesis may call forth the truth that displaces it. (Board Policy 4030).

## Access to Student Records

All currently enrolled or former students have the right of access to any records relating to them and maintained by the College. Students may inspect and review records during regular business hours in the Office of Admissions and Records. Requests for access to records will be granted no later than five working days following date of request. Qualified personnel will be present to interpret records for students.

College personnel may also permit access to student's records to any person for whom the student has executed written consent specifying the records to be released and identifying the party to whom the records may be released. College personnel will notify the recipient of such records that the transmission of information to third parties is prohibited.

## Student Records

**Privacy Act** - All student records at Rio Hondo College are kept in accordance with the provisions of the Family Educational Rights and Privacy Act of 1974. Students may request access to those campus records that personally identify the student; the student may challenge the accuracy of the record or the appropriateness of its retention in the campus records. Student consent is needed for the release of records covered by the Act to outside parties (e.g., prospective employers) except for those agencies entitled to access under the provisions of the Act (e.g., campus officials, other schools, federal educational and auditing officers and requests in connection with the application of receipt of financial aid). These provisions apply to records

received and used after November 1, 1974. A student may request a report summarizing the number of records he/she has requested or given consent to be released. Complaints as to procedure or improper release of record information may be filed with the Office of Education, HEW FERPA, DHEW, 330 Independence Avenue, S.W., Washington, D.C. 20210.

## Children on Campus

Except when children are enrolled in the Child Development Center, other instructional programs in the District, and/or attending public events under the supervision of parent or guardian, bringing children on campus while attending classes is not permitted. Parents and guardians must be aware that the ultimate responsibility for the safety of the children in their care rests with them and no liability can be accepted by the District nor any of its agents or staff for the consequences of children being on campus.

## Computer Usage

Each computer user is responsible for the use of computing resources in an effective, efficient, and lawful manner. Computing resources and equipment are college property, and the college



retains the right to monitor systems and limit access. Users of computing resources must abide by the rules/policies established by the department responsible for the supervision of the equipment. Each user must understand and acknowledge that his/her freedom to access and display information is limited to authorized academic and administrative uses. No person may use computer resources for any illegal act, including the possession or use of programs, files, or instructions for violating system security or violation of copyright law. Computer resources may not be used to intimidate or create an atmosphere of harassment based upon any protected class/category (gender, race, religion, ethnic origin, creed, sexual orientation, or other categories as applicable).

## **Student Complaints Grievance Procedures**

The District provides a prompt and equitable means of resolving student grievances and complaints. A grievance is an alleged wrongful act by a Rio Hondo College staff or faculty member which has an adverse effect upon a student's academic or personal status right or privileges as a student at Rio Hondo College. Students are protected against capricious, arbitrary, unreasonable, unlawful, false, malicious or professionally inappropriate evaluations or behavior by a faculty member, a staff member, an administrator or an official of the College or another student. Student complaints may be classified as grievances and fall into one of two categories: Academic, or Non-Academic. Issues that are not resolved at the campus level may be presented to the State Chancellor's Office using their complaint process. Students are encouraged to follow the Rio Hondo College Complaint and Grievance process before attempting to file a complaint with the State Chancellor's Office.

This procedure does not apply to any matters for which a specified method of complaint resolution is provided by law or by District policy, such as: Student disciplinary actions, which are covered under separate Board policies and Administrative Procedures (BP 5500, AP 5500); Police citations (i.e. "tickets"); complaints about citations must be directed to the County Courthouse in the same way as any traffic violation; or Complaints of discrimination, harassment, or retaliation, including grade grievances based on this type of allegation. These types of complaints are covered

under separate Board policies and Administrative Procedures (BP 3435, AP 3435).

For more information, please contact the Office of Student Affairs located in SS204 or visit: [http://www.riohondo.edu/student\\_affairs/complaints.htm](http://www.riohondo.edu/student_affairs/complaints.htm).

## **Directory Information**

This is to serve as public notice that the following information is regarded by Rio Hondo Community College District as Directory Information, and may be released for distribution unless a stop action is initiated by a student on the Rio Hondo College Directory Information Denial of Release form available in the Admissions and Records Office. A new form must be completed each year. Directory information includes: a student's name, whether or not he/she is currently enrolled, participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees and awards received.

A request for directory information will be denied to any parties, not otherwise entitled to the information by law, if the college determines that such release is not in the best interest of the student. Further information may be obtained from the Admissions & Records Office.

## **Hazing**

The California Legislature moved hazing from the educational codes and amended the Penal Code to include hazing in order to close legal loopholes and to deter students. Section 245.6 of the California Penal Code, which went into effect on January 1, 2007, reads: It shall be unlawful to engage in hazing. "Hazing" means any method of initiation or pre-initiation into a student organization or student body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury. Hazing can be defined as any action or activity which does not contribute to the positive development of a person; which inflicts or intends to cause physical or mental harm or anxieties; which may demean, degrade or disgrace any person regardless of location, intent or consent of participants. Hazing can also be defined as any action or situation, which intentionally endangers a student seeking admission into or affiliation with any student organization. The term "hazing" does not include customary athletic

events or school-sanctioned events. A violation of this section that does not result in serious bodily injury is a misdemeanor, punishable by a fine of not less than one hundred dollars (\$100), nor more than five thousand dollars (\$5,000), or imprisonment in the county jail for not more than one year, or both.

## **Non-Discrimination in College Programs and Activities**

### **Non-Discrimination Policy**

Rio Hondo Community College District complies with all Federal and state rules and regulations and does not discriminate on the basis of national origin, religion, age, gender, gender identity, gender expression, race, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, or because he or she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics. This holds true for all students who are interested in participating in educational programs, including career and technical education programs, and/or extracurricular school activities. Inquiries regarding compliance and/or grievance procedures may be directed to the District's Title IX Officer/Section 504/ADA Coordinator, Dr. Dyrell Foster, Dean, Student Affairs, Student Services Building, 2nd Floor, room SS-204, (562) 908-3498.

Rio Hondo Community College District recognizes its obligation to provide program accessibility for all persons with disabilities in a manner that does not discriminate in the delivery of those services. The college makes reasonable accommodations for students, employees and members of the community who may be participating in campus activities.

Inquiries regarding Federal laws and regulations concerning nondiscrimination in education or the District's compliance with those provisions may also be directed to:

Office of Civil Rights  
United States Department of Education  
50 Beale Street, Ste. 7200  
San Francisco, CA 94105  
(415) 486-5555  
or  
Department of Fair Employment &

Housing  
1900 Mariposa Mall  
Suite 130  
Fresno, CA 93721

## Ausencia de Discriminación en Programas y Actividades Del Colegio

El Distrito del Colegio de la Comunidad de Río Hondo no discrimina contra raza, color, nacionalidad, edad, religión, incapacidad física, estado civil o estado como veterano en ninguna de sus acciones, procedimientos o prácticas.

Esta ausencia de discriminación incluye admisión, acceso, tratamiento y empleo en los programas del Colegio; educación vocacional incluida. Preguntas acerca la política en igualdad de oportunidad, sumisión de quejas, o para obtener una copia de los procedimientos del colegio sobre quejas sometidas, pueden ser dirigidas a:

Oficial de Cumplimiento del Distrito  
salón SS204  
(562) 908-3498  
TDD (562) 908-3422.

El Distrito del Colegio Río Hondo reconoce su obligación de proveer accesibilidad al programa a todas las personas incapacitadas de una manera que no discrimine en el rendimiento de tales servicios. El colegio hace arreglos razonables para los estudiantes, trabajadores y miembros de la comunidad quienes pueden participar en las actividades del colegio.

Preguntas referentes a las leyes federales y regulaciones en cuanto la falta de discriminación en educación o el acatamiento del Colegio con aquellas provisiones pueden ser dirigidas al Coordinador, el Canciller de los Colegios de la Comunidad de California o la Oficina de Derechos Civiles, Departamento de Educación de los EEUU.

Estudiantes con inglés limitado serán ayudados para calificar en los programas vocacionales del colegio.

Estudiantes que necesiten los servicios de un miembro bilingüe de la facultad para asistirlos pueden comunicarse con el Oficial de Cumplimiento del Distrito salón SS204, o (562) 908-3498 o TDD (562) 908-3422.

## Registered Sex Offender Information

Information concerning registered sex offenders may be obtained from the Whittier Police Department, 13200 Penn St., Whittier, CA 90602 or by calling 562-567-9200.

Sex offenders are required to register with the police in the jurisdiction in which they reside.

## Sexual Harassment

Sexual Harassment is offensive, unwelcome sexual attention. Sexual harassment is a form of sex discrimination which violates Title VII of the Civil Rights Act of 1964 as amended, Title IX of the Education Amendments of 1972, California statutes, Rio Hondo Community College District Board policy and the Procedures and the Action Against Sexual Harassment-Know the Law!! brochure.

**Definition** – Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, and other conduct of a sexual nature when:

1. submission to the conduct is made a term or condition of an individual's employment, academic status, or progress;
2. submission to, or rejection of, the conduct by the individual is used as a basis of employment of academic decisions effecting the individual;
3. the conduct has the purpose or effect of having a negative impact on the individual's work or academic performance, or of creating an intimidating, hostile or offensive work or educational environment; or
4. submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the community college.

This definition encompasses two kinds of sexual harassment.

1. Quid pro quo sexual harassment occurs when a person in a position of authority makes educational or employment benefits conditional upon an individual's willingness to engage in or tolerate unwanted sexual conduct.
2. Hostile environment sexual harassment occurs when unwelcome conduct based on sex is sufficiently severe or pervasive so as to alter the conditions of

an individual's learning or work environment, unreasonably interfere with an individual's academic or work performance, or create an intimidating, hostile, or abusive learning or work environment. The victim must subjectively perceive the environment as hostile, and the harassment must be such that a reasonable person of the same gender would perceive the environment as hostile.

Sexual harassment can consist of virtually any form or combination of verbal, physical, visual or environmental conduct. It need not be explicit, nor even specifically directed at the victim. Sexually harassing conduct can occur between people of the same or different genders. The standard for determining whether conduct constitutes sexual harassment is whether a reasonable person of the same gender as the victim would perceive the conduct as harassment based on sex.

**Examples** – Sexual harassment includes, but is not limited to the following misconduct:

1. **Verbal:** Inappropriate or offensive remarks, slurs, jokes or innuendoes based on sex. This may include, but is not limited to, inappropriate comments regarding an individual's body, physical appearance, attire, sexual prowess, marital status, or sexual orientation; unwelcome flirting or propositions; demands for sexual favors; verbal abuse, threats or intimidation of a sexual nature; or sexist, patronizing or ridiculing statements that convey derogatory attitudes about a particular gender.
2. **Physical:** Inappropriate or offensive touching, assault, or physical interference with free movement. This may include, but is not limited to, kissing, patting, lingering or intimate touches, grabbing, pinching, leering, staring, unnecessarily brushing against or blocking another person, whistling or sexual gestures.
3. **Visual or Written:** The display or circulation of offensive sexually oriented visual or written material. This may include, but is not limited to, posters, cartoons, drawings, graffiti, reading materials, computer graphics or electronic media transmissions.
4. **Environmental:** An academic or work environment that

is permeated with sexually-oriented talk, innuendo, insults or abuse not relevant to the subject matter of the class. A hostile environment can arise from an unwarranted focus on sexual topics or sexually suggestive statements in the classroom. An environment may be hostile if unwelcome sexual behavior is directed specifically at an individual or if the individual merely witnesses unlawful harassment in his or her immediate surroundings. The determination of whether an environment is hostile is based on the totality of the circumstances, including such factors as the frequency of the conduct, the severity of the conduct, whether the conduct is humiliating or physically threatening, and whether the conduct unreasonably interferes with an individual's learning or work.

If you believe that you are a victim of sexual harassment, contact the District Compliance Officer in room SS204, or (562) 908-3498 or TDD (562) 908-3422.

## **Hostigamiento Sexual**

Hostigamiento sexual es acosamiento sexual, ofensivo y mal recibido.

Hostigamiento sexual es una forma de discriminación sexual, lo cual viola el Título VII del Acto de los Derechos Civiles de 1964, a como se han enmendado, Título IX de los Enmendamientos de Educación de 1972, estatutos del Estado de California, y política de la Junta del Distrito del Colegio de Río Hondo y panfleto de Procedures for Action Against Sexual Harassment-Know the Law!!.

**Definición** – Hostigamiento sexual puede ser acosamiento sexual mal recibido, solicitudes de favores sexuales, y otro comportamiento implícitamente sexual con tal que:

1. sometimiento al comportamiento se presenta como requisito o condición del empleo del individuo, de la categoría o estado académico del individuo o de adelantamiento del individuo;
  2. sometimiento al comportamiento, o rechazo del comportamiento, del hostigador se presenta como criterio de empleo o de decisiones académicas en cuanto al individuo;
  3. el comportamiento tiene el intento de resultar en impacto negativo
- en el trabajo del individuo o en los estudios académicos del individuo, o tiene el intento de crear un ambiente de intimidación y hostilidad en el empleo o en los estudios; o
4. sometimiento al comportamiento, o rechazo del comportamiento, del hostigador se usa como criterio de cualquier decisión en cuanto al individuo y los beneficios o servicios, lauros del colegio, programas, o actividades que se presentan en o por el colegio.

Esta definición incluye dos clases de hostigamiento sexual.

1. **Quid pro quo** hostigamiento sexual ocurre cuando una persona con puesto de autoridad presenta beneficios educativos o de empleo como dependientes en el sometimiento del individuo a participar en o tolerar comportamiento sexual mal recibido.
2. Ambiente hostil hostigamiento sexual ocurre cuando comportamiento mal recibido, implícitamente o explícitamente sexual, es bastante severo o intruso para que se cambien las condiciones del ambiente de empleo, o de estudios, del individuo, o para que se impida excesivamente el trabajo del individuo o los estudios del individuo, o para que se crea un ambiente, de empleo o educativo, de intimidación, hostilidad y abuso. El individuo como víctima tiene que percibir personalmente el ambiente como hostil, y el hostigamiento tiene que ser de tal manera que una persona razonable del mismo sexo percibiría el comportamiento como hostigamiento sexual. Hostigamiento sexual incluye cualquier combinación de comportamiento verbal, físico, o visual, o de control a través del ambiente de empleo o educativo. El hostigamiento sexual no tiene que ser explícito, ni tiene que ser específicamente dirigido al víctima. Hostigamiento sexual puede ocurrir entre personas del mismo sexo o de diferentes sexos. El criterio para determinar si comportamiento es hostigamiento sexual es si una persona razonable del mismo sexo percibiría el comportamiento como hostigamiento sexual.
3. **Visual o escrito:** mostrando, diseminando, o manifestando materia, visual o escrita, ofensiva y de sentido sexual. Esto puede incluir, pero no se limita a, carteles, caricaturas, diseños, dibujos, grafiti, materia para leer, gráficas en la computadora, y materia transmitida electrónicamente.
4. **Ambiente:** el ambiente de empleo o el ambiente académico que esté lleno de expresiones verbales de sentido sexual, insinuaciones, insultos o abusos verbales que no pertenecen al tema de la clase. Un ambiente hostil se puede realizar con enfoque impropio en temas sexuales o con comentario implícitamente sexual en la clase. Un ambiente puede ser hostil si el comportamiento sexual mal recibido es específicamente dirigido a un individuo o si el individuo solamente observa el hostigamiento ilícito en el ambiente. La determinación del ambiente como hostil se basa en el conjunto de todas las circunstancias, inclusive elementos como la frecuencia del comportamiento, la severidad del comportamiento, si el comportamiento menoscopia o amenaza, y si el comportamiento

**Ejemplos** – Hostigamiento sexual incluye, pero no se limita a, mal comportamiento como:

1. **Verbal:** palabras impropias o ofensivas, menosprecios, chistes o burlas o insinuaciones sexuales. Esto incluye, pero no se limita a, comentarios impropios en cuanto al cuerpo del individuo, la apariencia física, atavío, valentía sexual, estado civil, o preferencia sexual del individuo; flirteo o solicitudes mal recibidas; demandas de favores sexuales; abuso verbal, amenazas intimidación de tipo sexual; o sexismo, comentarios arrogantes que ponen en ridículo a un sexo, o que expresan actitud derogatoria contra un sexo.
2. **Físico:** contacto físico impropio o ofensivo, asalto, o impedimento físico del movimiento de una persona. Esto puede incluir, pero no se limita a, besando, caricias físicas, tocando intimamente, agarrando a mano, pellizcando, mirando con lascivia, ojeando, pasando ligeramente por encima o impidiendo el paso de otra persona, silbando o haciendo ademanes o gesticulaciones sexuales.
3. **Visual o escrito:** mostrando, diseminando, o manifestando materia, visual o escrita, ofensiva y de sentido sexual. Esto puede incluir, pero no se limita a, carteles, caricaturas, diseños, dibujos, grafiti, materia para leer, gráficas en la computadora, y materia transmitida electrónicamente.
4. **Ambiente:** el ambiente de empleo o el ambiente académico que esté lleno de expresiones verbales de sentido sexual, insinuaciones, insultos o abusos verbales que no pertenecen al tema de la clase. Un ambiente hostil se puede realizar con enfoque impropio en temas sexuales o con comentario implícitamente sexual en la clase. Un ambiente puede ser hostil si el comportamiento sexual mal recibido es específicamente dirigido a un individuo o si el individuo solamente observa el hostigamiento ilícito en el ambiente. La determinación del ambiente como hostil se basa en el conjunto de todas las circunstancias, inclusive elementos como la frecuencia del comportamiento, la severidad del comportamiento, si el comportamiento menoscopia o amenaza, y si el comportamiento

impide excesivamente el empleo del individuo o los estudios del individuo.

Si usted cree que usted ha sido víctima de hostigamiento sexual, llame a, Oficial de Cumplimiento del Distrito, en el salón SS204, o de teléfono fuera del colegio, llame al número (562) 908-3498.

## **Standards of Student Conduct**

The Rio Hondo College campus is an academic community dedicated to teaching and learning. In order that teaching and learning may take place in an atmosphere of respect for one another and for each other's ideas and beliefs, Rio Hondo College has guaranteed certain fundamental rights to its students and faculty.

Rio Hondo College students are part of a community in which ideas will be explored in a mature spirit of understanding and mutual respect. Only in this mature spirit can the college meet its obligations to those it serves.

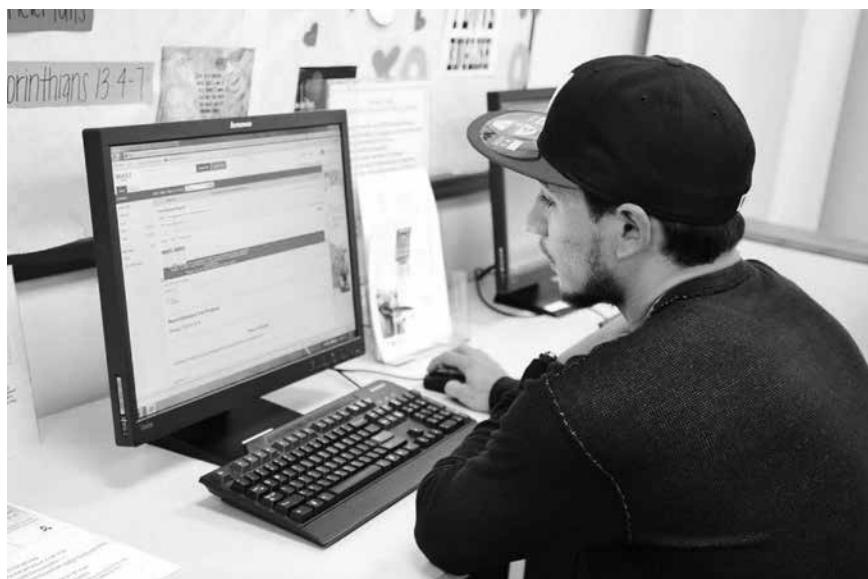
All students are required to abide by the Standards of Conduct and failure to do so may result in disciplinary action such as a verbal or written reprimand, probation, suspension and/or expulsion. The following conduct shall constitute good cause for discipline, including but not limited to the removal, suspension or expulsion of a student.

- A. Causing, attempting to cause, or threatening to cause physical injury to another person.
- B. Possession, sale or otherwise furnishing any firearm, knife, explosive, other dangerous object, including but not limited to any facsimile firearm, knife or explosive, unless, in the case of possession of any object of this type, the student has obtained written permission to possess the item from a District employee, which is concurred in writing by the College President or Designee. BP 3050 4-8-14
- C. Unlawful possession, use, sale, offer to sell, furnishing, or being under the influence of any controlled substance listed in California Health and Safety Code Section 11053 et seq., an alcoholic beverage, or an intoxicant of any kind; or unlawful possession of, or offering, arranging or

negotiating the sale of any drug paraphernalia, as defined in California Health and Safety Code Section 11014.5.

- D. Committing or attempting to commit robbery or extortion.
- E. Causing or attempting to cause damage to District property or to private property on campus.
- F. Stealing or attempting to steal District property or private property on campus, or knowingly receiving stolen District property or private property on campus.
- G. Willful or persistent smoking in any area where smoking has been prohibited by law or by regulation of the college or posting of a District.
- H. Committing sexual harassment as defined by law or by District policies and procedures.
- I. Engaging in harassing or discriminatory behavior based on race, sex, religion, age, national origin, disability, or any other status protected by law.
- J. Willful misconduct that results in injury or death to a student or to District personnel or which results in cutting, defacing, or other injury to any real or personal property owned by the District or on campus.
- K. Disruptive behavior, willful disobedience, habitual profanity or vulgarity, or the open and
- L. Cheating, plagiarism (including plagiarism in a student publication), or engaging in other academic dishonesty.
- M. Dishonesty; forgery; alteration or misuse of District documents, records or identification; or knowingly furnishing false information to the District.
- N. Unauthorized entry upon or use of District facilities.
- O. Lewd, disorderly, indecent or obscene conduct or expression on District-owned or controlled property, or at District sponsored or supervised functions.
- P. Engaging in expression which is obscene, libelous or slanderous, or which so incites students as to create a clear and present danger of the commission of unlawful acts on District premises, or the violation of lawful District regulations, or the substantial disruption of the orderly operation of the District.
- Q. Persistent, serious misconduct where other means of correction have failed to bring about proper conduct.
- R. Unauthorized preparation, giving, selling, transfer, distribution, or publication, for any commercial purpose of any contemporaneous recording of an academic presentation in a classroom or

persistent defiance of the authority of, or persistent abuse of, college personnel.



- equivalent site of instruction, including but not limited to handwritten or typewritten class notes, except as permitted by any district policy or administrative procedure.
- S. Sexual assault on any District personnel, District vendor, District visitor or student, upon off-campus grounds or facilities maintained by the District, or upon grounds or facility maintained by affiliated student organizations.
- T. The obstruction or disruption, on or off-campus, of the District's educational or administrative process or any other District function.
- U. The violation of any previous order issued by the District president that is not inconsistent with any of the other provisions of this policy. This order may be given by its publication in the student newspaper or by notice on an official bulletin board designated for this purpose.
- V. Attempting to perform any previously identified act that constitutes a cause for disciplinary action.
- W. Violation of District policies or regulations including those concerning the formation and registration of student organizations, the use of college facilities, or the time, place and manner of public expression.
- X. Failure to comply with directions of District officials acting in the performance of their duties.
- Y. Soliciting or assisting another to do any act which would subject a student to expulsion, suspension, probation, or other discipline pursuant to this policy.
- Z. Any other cause not previously listed which is identified as a good cause by the College or the Hearing Panel.
- AA. Engaging in intimidating conduct or bullying against another student through words or actions, including direct physical contact; verbal assault, such as teasing or name-calling; special isolation or manipulation; and cyber bullying.
- Students who engage in any of the above are subject to the procedures outlined in AP 5520.

### **Rio Hondo College's Policy:**

Rio Hondo College wants to provide a quality education for you. We believe that creating a learning environment which is free of drug and alcohol abuse is important. The college's standard of conduct (Board Policy 5500) clearly prohibits the unlawful possession, use, or distribution of illicit drugs or alcohol by students on campus or as part of any of its activities.

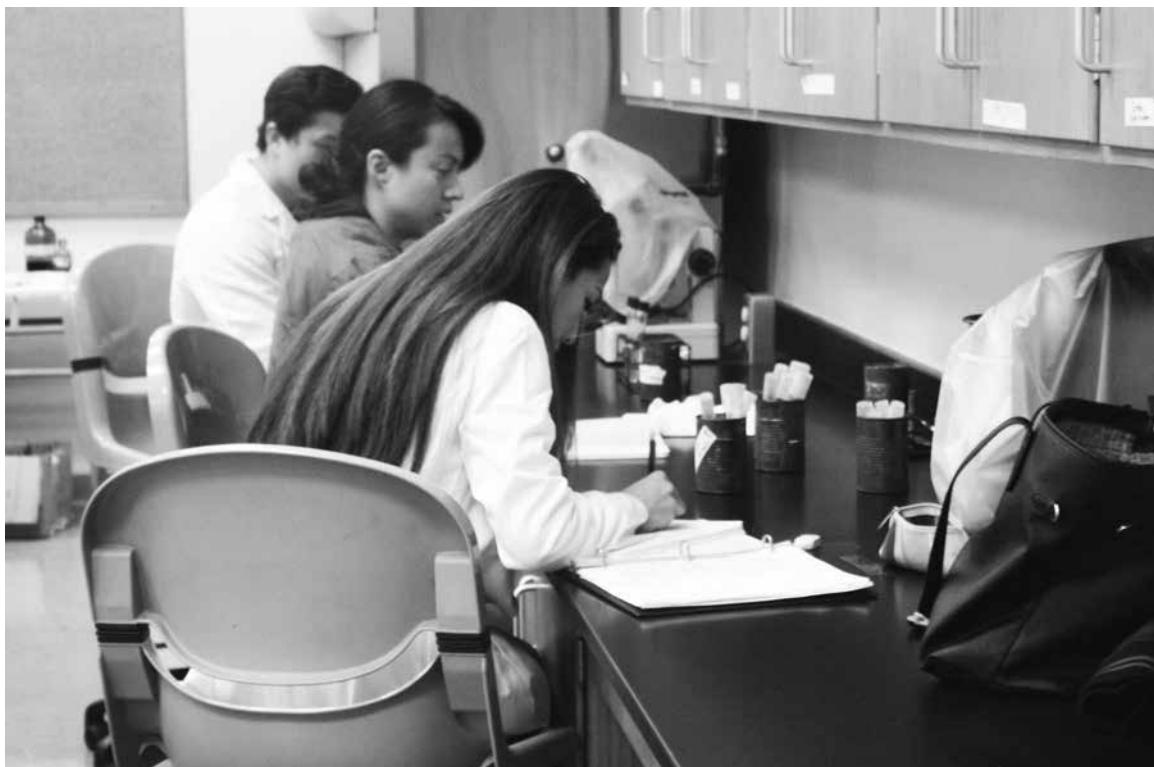
#### **What the College will do:**

If you violate these policies, you may be subject to corrective action, up to and including suspension or expulsion. It is important to note that the College is prepared to impose disciplinary action as it deems fit. State laws may be applicable.

#### **If you want help . . .**

Rio Hondo College has some resources to assist you in breaking out of drug and alcohol abuse. Call (562) 692-0921:  
 Student Health Center  
 Rm SS230, ext. 3438  
 Psychological Services  
 Rm SS230, ext. 7302  
 Counseling Center  
 Rm SS104, ext. 3410

This information is provided to all students per requirements of the Drug Free School and Communities Act Amendments of 1989. (P.L. 101-226)



# 3

# Admission, Registration & Educational Costs

## Admissions: Becoming a Rio Hondo Student

Students who are high school graduates or individuals 18 years of age or over who show evidence that they can benefit from instruction may apply and will be admitted to Rio Hondo College. All classes are open to those who meet the necessary prerequisites. No person shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity sponsored by Rio Hondo College on the basis of race, color, religion, sex, national origin, age, or physical or psychological disability.

## Who May Apply

You may be eligible for admission to Rio Hondo College if you are:

- A high school graduate or GED recipient
- Not a high school graduate but over 18 years of age
- A current high school student who is recommended by the school principal for advanced academic or vocational classes, has the approval of the student's parent(s), meets the college's special admissions criteria and is LIMITED TO 7 UNITS or 2 classes of non-remedial coursework (if under 18 years).

## Student Classification

Students are classified according to the following classifications for the purpose of registration:

**New Student:** A new student is a student who has never registered at Rio Hondo College.

**Returning Student:** A returning student is a student who did not register the previous semester but has registered in the past. Students who are returning after an absence of a semester or more (not including summer) must submit an application for admission online.

**Continuing Student:** A continuing student is a student who attended the previous semester. To be classified as a continuing student with registration priority privileges, a student must maintain continuous enrollment (enrolled in at least one course each semester).

**Enrichment Student:** An enrichment student is a student who is currently enrolled in grades K-12 or is home-schooled.

- **Enrichment students younger than 9th grade**

Students younger than 9th grade will be admitted if they meet the exceptional student criteria (highly gifted students with an IQ score above 150). These students may only enroll in college level courses (degree applicable courses), must meet prerequisites, and must show documentation of their gifted status and proof of IQ.



- **High School Enrichment Students**

High school students may enroll in classes for college credit. Permission to enroll must be obtained in advance from the high school and a parent or guardian. Interested high school students may obtain information from their counselor and meet with a Rio Hondo counselor to confirm eligibility for courses. Additional information and application forms are in the office of Admissions and Records. Enrichment students are limited to 7 units or 2 classes of non-remedial coursework.

- **International Students**

Students from outside the United States are welcome to pursue higher education at Rio Hondo College. The college values the presence of students from diverse cultures on the college campus.

All international students are subject to non-resident tuition as set by the Board of Trustees. International students must enroll in and complete 12 units each semester and maintain a "C" average in order to remain in acceptable status. An official TOEFL score of 133 on the CBE computer-based exam is required for admission.

Interested students should contact the International Student Specialist in the Admissions and Records Office at (562) 463-7643 for more details.

## Residence Requirements

If asked, a student must provide proof of California residency (or in some cases, parent residency) for the past 12-24 consecutive months. If the student is unable to document proof of California residency, he/she may still enroll but must pay non-resident fees. To establish residency, a student must be able to prove eligibility, physical presence, and the intent to remain as a resident (one year and one day prior to the first day of the semester)

or 24 months of physical presence. Federal law precludes some visa types from establishing residency. In addition to other requirements, a student must be able to prove residency for one year and one day prior to the beginning of the semester. Selected exemptions from non-resident fees are provided in law: such as certificated public school employees, agricultural workers, military personnel and their dependents. If you feel that you might qualify for an exemption or have questions about residency, please contact the Admissions and Records Office.

**Non-Resident Students** – Legal Requirements-Education Code Section 76140 requires that tuition be charged to students who are not residents of the State of California and who attend public community colleges within the state.

The non-resident/international student fee of \$190.00 per unit (subject to change) plus a per unit enrollment fee is charged each semester/ summer session. Tuition charges must be paid at the time of registration.

The Admissions and Records Office should be consulted concerning the determination of residence.

## **AB540 Students**

On October 12, 2001, Governor Davis signed into law Assembly Bill 540 (Stats. 2001, ch.814) which adds a new section to the California Education Code. Section 68130.5 creates a new exemption from payment of nonresident tuition for certain nonresident students who have attended high school in California and received a high school diploma or its equivalent.

1. The new law does not grant residency. It requires that certain nonresident students be exempted from paying nonresident tuition.
2. Students exempted from paying nonresident tuition pursuant to section 68130.5 do not become residents for eligibility purposes for any state-funded program (e.g., EOP&S, Cal Grant programs, or for purposes of a BOG Fee Waiver).
3. Students who meet the exemption requirements and who are unlawful immigrants are not eligible for any federal or state financial aid program. Many private sources have created scholarships specific to students not eligible for traditional financial aid programs.
4. Students exempted from paying nonresident tuition pursuant to section 68130.5 are not eligible for the Governor's Merit Scholar Programs because these scholarships are only available for California residents.
5. Students must meet all requirements in section 68130.5 (a) (1) – (4) to be eligible for the exemption.
  - a. The student must have graduated from a California high school which he/she attended for three or more years. There are no provisions for partial attendance (e.g. two years and 7 months). The law does not require consecutive attendance nor require that the student attend the last three years in California (in the case of four-year high schools).
  - b. Such attendance could be at multiple California high schools. Attendance at continuation high schools, charter high schools and K-12 approved independent education is acceptable.

Attendance at a home school is not acceptable unless the home-schooling was provided in a manner recognized under state law. The law does not distinguish between public and private high schools. There is no time limit

on how far in the past the student might have attended a California high school.

- c. The student must have graduated from a California high school or attained the equivalent thereof (e.g., a GED or a high school proficiency exam).
  - d. Except for nonimmigrant aliens, any nonresident student who meets the first two requirements shall be exempted from nonresident tuition even if he or she is a US citizen or lawful immigrant.
  - e. If the student has filed an application with the INS to legalize status, the student may already be eligible for resident fee status if the student has resided in California for more than one year and one day since the time of INS application. (See Title 5 Section 54045.)
6. Students who are nonimmigrant aliens (the most common being the F series student visas and B series visitor visas) are not eligible for this exemption. (A full description of nonimmigrant alien classifications may be found in paragraph 15 of subsection (a) of Section 1101 of Title 8 of the U.S. Code.) People who entered the country as nonimmigrant aliens but subsequently have gone out of status are not eligible for this exemption until they apply to INS to change their status to something other than nonimmigrant.

## **Open Enrollment Policy**

The policy of this district is that, unless specifically exempted by statute or regulation, every course, course selection, or class, reported for state aid, whenever offered or maintained by the district, shall be fully open to enrollment and participation by any person who has been admitted to the college and who meets such prerequisites as may be established pursuant to regulations contained in Title V.

## **Unit Limitations**

Students are limited to 18 units (15 units for summer sessions) unless they receive approval from a counselor for additional units. Students wishing to enroll in over 18 units (15 units for summer sessions) must meet with a counselor for a unit overload form. High School students are limited to 7 UNITS or 2 classes of non-remedial coursework

## **Adding/Dropping Classes**

Students may add classes (including a change of section of the same course) during open registration dates as listed in the online Class Schedule. The class add must be processed through AccessRio, and students who complete this process are officially enrolled in the class.

If the class and wait list are closed, students must attend class on the first day of instruction and request an add code from the instructor. If the instructor provides an add code, the student can then use the add code to register for the class via AccessRio by the published deadline.

Rio Hondo College has a Drop for Non-Payment procedure. Prior to the start of each semester, there will be Common Drop Dates. The students who do not pay their fees or are not exempt will be dropped. The full procedure, including a list of exempt student groups, is posted on the Admissions web page.

It is the student's responsibility to officially drop classes prior to the drop deadline in a given semester to avoid

receiving failing grades. Please consult the online Class Schedule and click on the CRN number of the course you are trying to drop. There students will find information on critical dates for the course, including drop dates. This section will specifically contain information on the last day to drop classes without receiving a failing grade or the last day to drop classes without receiving a "W" grade. See Course Withdrawal in Section 5 for additional information.

## **Evaluation of Transcripts**

All students enrolled at Rio Hondo College should have official transcripts from their high school on file.

Students with previous college units should have transcripts from all colleges attended sent directly to Rio Hondo College. Hand carried transcripts are no longer accepted. These transcripts can verify completion of prerequisite courses, eliminating the necessity of taking all or part of the assessment tests, and can assist the counselors in working with the student. Official transcripts from other colleges are required for evaluation towards a certificate, associate degree, or meeting general education requirements for transfer.

Transcripts from foreign universities must be evaluated by an approved credential evaluation service. Upon request, transcripts from colleges accredited by one of the regional accrediting associations will be evaluated for students during the first semester of attendance.

Transcripts of military service credits will be evaluated upon request of the student.

All transcripts must be sent directly to the Admissions and Records Office. Transcripts become the property of the college and cannot be returned to the student, copied, or forwarded to another institution.

## **Student Success and Support Program (formerly Matriculation)**

Senate Bill 1456 revised and renamed the Matriculation Act of 1986 as the Seymour-Campbell Student Success Act of 2012. Signed by Governor Brown on September 27, 2012, the program began on January 1, 2013 and will be implemented in stages over a five-year period.

The Student Success and Support Program supports the transition of new students into the college by providing them services that promote academic achievement and successful completion of degrees, transfer preparation, career technical education certificates, or career advancement. Based on student responses to the Rio Hondo College Application for Admission, students self-identify as either matriculating or non-matriculating. Students identified as matriculating are referred to core services: assessment, orientation, and counseling. Students must complete assessment and orientation in order to receive priority registration. They also need to develop an educational plan which can be accomplished by enrolling in a counseling course, attending an educational planning workshop, or by scheduling an appointment with a counselor. Non-matriculating students are exempt from participating in core services, but they are advised to access these services if they decide to pursue a degree or certificate.

The Student Success and Support Program is the process responsible for bringing together the college and a student, who enrolls for credit, into an agreement for the purpose

of realizing the student's educational goals through the college's established programs, policies, and requirements. The primary purpose of the Student Success and Support Program is to enhance a student's success at the college. A student is expected to participate in these services unless the student requests an exemption from a particular service. Exemption forms may be obtained in the Counseling Department. All students are strongly encouraged to participate in the process.

Military Veteran students must participate in all matriculation components as required by the Veterans Administration (VA).

## **Components of Matriculation**

Matriculation is composed of the following steps designed to enhance student success:

1. Admission to the college
2. Assessment of English or English-as-a-Second Language, Math, and Reading skills
3. Orientation to the college's programs and services
4. Counseling and advisement for assistance in defining an educational goal and developing a plan to achieve the goal.

## **Five Steps to Becoming a Rio Hondo College Student**

### **Step 1: Application**

Effective in the Spring 2010 semester, Rio Hondo College began utilizing CCC Apply for application processing. To submit an application for admissions log on to [www.cccapply.org/Applications/CCCApplied/apply/Rio\\_Hondo\\_College.html](http://www.cccapply.org/Applications/CCCApplied/apply/Rio_Hondo_College.html).

### **Step 2: Assessment**

All new non-exempt students ("non-exempt" refers to students seeking an AA/AS degree, a certificate or transfer) are required to participate in an assessment/orientation/advisement (AOA) process (prior to registration for classes) designed to assist students in reaching their educational and career goals. The purpose of the AOA process at Rio Hondo College is to assess the student's skill level in English, reading and mathematics and provide the student with the necessary resources for a successful college experience. The student's reported information, in conjunction with available high school and/or college transcripts are used to determine course placement and the development of a Student Educational Plan (SEP). The assessment information assists the counselor in outlining a useful and clear educational program for the student's long-range educational plans and the eventual attainment of a chosen career. The AOA process is an effort by Rio Hondo College to provide the student with the finest academic advisement and counseling possible. Students are encouraged to meet with a counselor within the first six weeks of enrollment at the college. The assessment/orientation is available by appointment throughout each semester and during the summer. Non-exempt students who do not complete the AOA process will receive a hold on their registration in the term that follows their first semester at Rio Hondo College. For more information, please contact the Assessment Office at (562) 463-7226 or visit LR-130.

### **Step 3: Orientation**

Orientation to the college is an important part of the matriculation process and should be completed prior to

the first semester of coursework. It provides students with information on college services, registration procedures, course placement, and recommended courses to register for in the first semester. Students will be given an opportunity to participate in a computerized Orientation during their Assessment Test. Students who do not require an Assessment test can still attend a computerized Orientation in the Assessment Center. Check for dates and times at the Rio Hondo web site: [www.riohondo.edu](http://www.riohondo.edu) and click "Assessment Test Information" for the most accurate information regarding walk-in Orientations. The Assessment Center is located in the Learning Resource Center, room LR130 and the Assessment Office is located in LR141. If you need additional information call (562) 463-7226.

#### **Step 4: Registration**

Upon completing steps 1-3, a student can register online at <https://accessrio.riohondo.edu/cp/home/displaylogin> on dates specified online under the admissions and records link.

**Registration Appointments** – The appointment time established for each student is the date and time the student can begin using the AccessRio online registration system for a given semester.

Students can find their registration appointment times by logging into their AccessRio account under Student, Registration and then clicking on Registration Status.

#### **Step 5: Counseling & Advisement**

It is important to make an appointment with a counselor to discuss the student's educational goals and to develop an educational plan before classes begin. For information and/or to make an appointment, please call (562) 908-3410 or go to SS-160.

### **Student Success and Support Program Requirement**

All new students are encouraged to participate in the components of admission, assessment, orientation, and counseling. However, exemptions for these components may be granted if certain criteria are met. (See Matriculation Exemptions.) All new, non-exempt students who are unable to complete the assessment process before their first semester of attendance may enroll; however, they must be assessed prior to registering for their second semester at the college. Students who have not completed the assessment process may be unable to register for certain courses that require prerequisites.

### **College Responsibilities**

In the Student Success and Support Program process, the college has certain responsibilities. The college, to support student success, agrees to provide:

- Processing of applications for admission
- Assessment of basic skills, study skills, and career interests
- Orientation to college programs and services
- Counseling/advising
- Assistance in developing an educational plan
- Follow-up and referral to services

### **Student Responsibilities**

In the Student Success and Support Program process, the student also has certain responsibilities. The student, to support his/her own success, has the responsibility to:

- Express a broad educational intent upon admission
- Provide high school and/or college transcripts and other supporting documentation to assist the counselor in making the best possible placement recommendations
- Declare a specific educational goal by the time 12 semester units are completed
- Meet with a counselor to develop an educational plan within the same semester
- Participate in counseling/advisement
- Attend class, complete assignments, and maintain progress toward a defined goal
- Drop classes he/she no longer wishes to attend.

### **Student Rights**

In accordance with the matriculation agreement, the student has the right to:

- Challenge placement decisions and any prerequisite or corequisite by completing the appropriate form, which can be obtained from the Counseling Department.
- File a complaint of unlawful discrimination if a student feels that assessment, orientation, counseling, or any other matriculation process is being applied in a discriminatory manner. A petition may be obtained from the Office of the Vice President of Student Services. Upon receiving a complaint, the Vice President of Student Services will convene a three-member panel consisting of the Affirmative Action Officer or designee and two members of the Matriculation Coordinating Committee to review the student's petition. The panel shall meet and provide a written notification to the student within five working days.

### **Matriculation Exemptions**

Students who meet one of the following exemption criteria for any of the matriculation components, may obtain an exemption form from the Counseling area. Military students must participate in all matriculation components as required by the VA.

#### **A. Assessment, Orientation, and Counseling**

– All students are encouraged to participate in these components; an exemption may be granted according to one of the following criteria:

- Students who are enrolled only in activity, skill building, or personal growth classes (e.g., acting, physical fitness, ceramics) or job skills training (e.g., computer literacy, accounting, brake service), or
- Students who have already completed an AA/AS degree or higher. Military students must participate in all matriculation components as required by the VA.

## **B. Assessment**

– Further assessment exemption may be granted according to one of the following criteria:

- Students who have successfully completed the equivalent of ENGL 035 or ENGL 101 at another community college or university are exempt from taking the English Placement Test.
- Students who have successfully completed the equivalent of MATH 020 or higher at another community college or university are exempt from taking the Math Placement Test.
- Students who have taken a Rio Hondo College-approved assessment test at another college are exempt from taking the appropriate assessment tests.

Those students who have not recently completed the equivalent math and/or English courses and/or recently taken an acceptable assessment test at another college are highly recommended to take the assessment tests at Rio Hondo College for appropriate placement in advanced courses.

## **C. Orientation**

– All students are encouraged to participate in orientation; an exemption may be granted according to one of the following criteria:

- Students who are concurrently enrolled at a four-year college or university, or
- Students who have previously participated in a Rio Hondo College orientation.

### **Assessment Retest Policy**

English, Reading and Math assessment scores are valid for two years. After two years, students are advised to re-test. For more information, visit the Assessment office located in LR-130.

## **Assessment Placement Appeals Procedure**

All students have the right to appeal any placement decision after going through the assessment process. An assessment placement appeal requires written documentation and an explanation of alternative course work, background, or abilities that adequately prepare the student for the course. An Assessment Placement Appeals form can be obtained from the Counseling Department or the appropriate division office (either Communications and Languages or Math and Sciences). Reasons for appealing an assessment placement may include one or more of the following:

- the course recommended is not reasonably available, or
- the student believes the recommended course is not valid or necessary for success in the next course level for which it is required, or
- the student believes the placement results are discriminatory or are being applied in a discriminatory manner, or
- the student has the documented knowledge or ability to succeed in the next level course without taking the recommended course by the appropriate division office.

Upon filing the Assessment Placement Appeals form, the 2014-2015 Catalog

student may enroll in the desired class. If the appeal is not upheld, the student will be required to drop the class. The district will ensure that the appeal process is finished, and the student is notified in writing within five (5) working days. Students wishing to appeal this decision should contact the Dean of Library and Instructional Support or designee.

## **RHC Prerequisite/Corequisite/Advisory Definitions**

The college REQUIRES students to meet prerequisite/corequisite requirements before taking the course in question.

Prerequisites – A course prerequisite indicates the preparation or previous course work is considered necessary for success in the desired course.

Corequisites – A course corequisite indicates another course that must be taken concurrently with the desired course.

Prerequisites/corequisites that are listed in the college catalog include:

- Courses for which specific prerequisite/corequisites have been validated,
- Sequential course work in a degree-applicable program, and
- Courses in which a prerequisite/corequisite is necessary for transfer to a four-year college.

Questions about prerequisites/corequisites are best resolved with a counselor or instructor prior to the first day of class. If students are attempting to meet a prerequisite/corequisite through the assessment process, they may appeal (challenge) their assessment placement results.

Advisories – A course advisory indicates that if students have the designated preparation or previous course work, they are likely to perform better academically in the course or program in question because of that experience or preparation. Unlike prerequisites or corequisites, advisories do not require that students have the suggested preparation; rather, it is strongly recommended.

## **How to Clear a Prerequisite**

If a student believes he/she has met a pre-requisite at another institution, he/she can see a counselor for a pre-requisite clearance. Students must provide evidence of meeting the pre-requisite using documentation such as an academic transcript. See a counselor for details.

## **Prerequisite/Corequisite Challenge Procedure**

All students have the right to challenge any prerequisite or corequisite. A prerequisite or corequisite challenge requires written documentation that should include an explanation of alternative course work and/or background or abilities that adequately prepares the student for the course. A Prerequisite/Corequisite Challenge form can be obtained from the Counseling Department and division offices.

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

1. A prerequisite/corequisite is not reasonably available (must be made prior to the first week of the semester),
2. The student believes the prerequisite/corequisite is

- not valid or necessary for success in the course for which it is required, or
3. The student believes the prerequisite/corequisite is discriminatory or being applied in a discriminatory manner, or
  4. The student has the documented knowledge or ability to succeed in the course without meeting the prerequisite/corequisite.

Upon filing the Prerequisite/Corequisite Challenge form, the student may enroll in the challenged class. If the challenge is not upheld, the student will be required to drop the class. The district will ensure that the challenge process is finished, and the student is notified in writing within five (5) working days. Students wishing to appeal this decision should contact the Dean, Library & Instructional Support or designee.

## **Educational Costs**

**Enrollment Fee** – Students who have established legal residence in California must pay the enrollment fee established under state law and subject to change without notice. These fees will be waived at the time of enrollment if the student can demonstrate he/she qualifies under the exempt criteria specified by the State of California. Out-of-state and international students must pay non-resident tuition fees of \$190.00 per unit plus the \$46.00 a unit fee as required under state law (fees subject to change).

**College Services Fee** – The Associated Students of Rio Hondo College is funded through the college services fee. The fee is \$7.00 for day, evening, and off-campus students during the fall and spring semesters and \$4.00 for summer sessions. The fee is automatically assessed at the time of registration. A waiver form is available in the Admissions and Records Office.

**GO RIO Fee** – This fee was approved by the Associated Students of Rio Hondo College to subsidize costs of the GO RIO bus program. The fee is \$7.00 for Spring and Fall terms only.

**Student Parking Fee** – Under provision of Education Code 72247, a Student Parking Fee program has been established. This fee provides for the use of student parking lots, better traffic flow during peak hours, parking lot security, and use of the tram service.

The student parking fee for day and evening students during the fall/spring semesters is \$40.00. The fee for summer sessions students is \$10.00. Motorcycle parking is \$10.50 for fall/spring semesters; \$5.50 for summer sessions.

**Student Health Fee** – Rio Hondo College provides a health services program, as approved by the Board of Trustees, for students who formally register at Rio Hondo College, are currently enrolled, and pay a \$19 health fee (\$15.00 for summer). Antibiotic medication and women-wellness laboratory tests are available for a nominal fee. Fee-exempted students include those who document religious reasons. A full refund will be made only if requested in writing prior to the semester refund deadline.

**Student Representation Fee** – This \$1.00 fee provides

support for students or representatives who may be stating their positions and viewpoints before city, county, and district government, and before offices and agencies of the state and federal government. Students may refuse to pay this fee on religious, political, or moral grounds by submitting a refusal in writing to the Office of Student Life and Leadership prior to registration.

**Books** – Students are required to purchase all books and supplies needed for their courses. Book costs will vary from semester to semester. Often purchasing used books can reduce this amount.

## **Scholarships**

A variety of scholarships are available to Rio Hondo College students. For more information, contact the Financial Aid/Scholarship Office at (562) 908-3411 or go online to [www.riohondo.edu](http://www.riohondo.edu) to view scholarship opportunities.

## **Student Financial Obligations**

**Withholding Grades, Transcripts, etc. for Nonrepayment of Financial Obligations (59410)** – The governing board of a community college district may provide by appropriate rules and regulations that grades, transcripts, diplomas and registration privileges, or any combination thereof, shall be withheld from any student or former student who has been provided with written notice that he or she has failed to pay a proper financial obligation due to the district or a college. (BP 5035)

## **Enrollment/Fees Refunds**

### **Resident Students**

Resident students reducing their course load or withdrawing from all courses during the first 10% of the fall/spring semester may file for a refund in the Admissions and Records Office. During the summer session, resident students reducing their course load or withdrawing from all courses during the first 10% of the session may file for a refund in the Admissions and Records Office. Please check the Rio Hondo web site, under the Admissions and General Information link for specific deadline dates. Any enrollment fee refund request is subject to a once-per-semester service charge of \$10.00.

### **Non-Resident Students**

For non-resident students reducing their course load or withdrawing from all courses, a refund may be requested in Admissions and Records during the first 10% of the fall/spring semester in order to receive a full refund of all out-of-state fees. During the summer session, a refund must be requested in Admissions and Records prior to the end of the first 10% of instruction to receive a full refund of all out-of-state fees. The student will receive a 50% refund of out-of-state fees if the request for a refund is received in Admissions and Records during the third or fourth week of the fall/spring semester or during the second week of the summer session. No refunds will be granted after the fourth week of the fall/spring semester or after the second week of the summer session. Please check the Rio Hondo web site, under the Admissions and General Information link for specific deadline dates

In the event that law mandates other fees and law does not prescribe the refund policy, the refund of such fees shall be in the same manner as the refund of health, college services, and parking fees.

# 4 Support Services and Special Academic Programs

## Academic Advisement

Assistance in developing an educational plan to obtain a certificate, degree, or to transfer to a university is available through contact with the counselor who advises in the student's major field or any general counselor in the Counseling Department.

All regular instructors maintain office hours each week to interact with students. Faculty members are valuable contacts in providing personal information related to a student's career or college choice.

## Assessment Center

The Assessment Center administers a variety of tests and surveys to provide current information about student educational preparation, interests and other characteristics. This information is important for the advisement process and for student selection of courses and programs appropriate to their needs, experiences, background, and educational goals. Assessment tests must be completed before registering for English, ENLA, mathematics and Reading courses. Information about scheduling assessment tests is available on the Assessment web page. The Assessment Center is located in the Learning Resource Center, room LR141.

## CalWORKs Program

CalWORKs stands for California Work Opportunity and Responsibility for Kids. It is the state's welfare-to-work program for families with children.

The purpose of the CalWORKs program at Rio Hondo College is to provide students who are receiving cash aid/Temporary Aid for Needy Families (TANF) with education, training, and employment skills to become self-sufficient.

*The following services are available to students:*

- **Counseling** – to provide academic, career, and personal counseling, assist students in assessing planning and implementing their immediate and long-range goals. Assist students in interpreting certificate, associate degree, and transfer related requirements. In addition, counselors help students meet the rules and regulations required by the Department of Social Services. Counselors, complete county forms, provide one-on-one counseling services, help students meet the 20/30/35 hour county requirement, and advocate for students rights.
- **Work Study** – Paid part-time jobs on and off campus (based on funding). Work study does not affect cash aid.
- **Employment Services** – One-on-one assistance with resume writing, interview techniques, and job search assistance.



The CalWORKs program is located in the Student Services Building, room SS220. For more information, please visit the CalWORKs web page or call (562) 463-7311.

## Career Counseling

Counselors in the Career Development Center (CDC) offer assistance in clarifying educational and career goals as well as life choices. Utilizing validated career assessments, skilled Career Counselors can help students determine a major and choose a career based on interests, aptitudes and abilities. An extensive collection of resources including books, magazines, pamphlets, software and DVDs are available for career exploration. The EUREKA software program offers career information and assessments for career decisions. A monthly calendar of career-related workshops is available in the CDC and online at the CDC website. For those seeking internship and employment listings, an online database is also available on the CDC website. The Career Development Center is located in the Student Services Building, room SS350.

## Child Development Center

The Rio Hondo Child Development Center provides quality pre-school services to the children of Rio Hondo students, staff and community. Children must between the ages of 3 and 5 years old and are required to be toilet-trained. The Center is supported by state funds and parent fees. Eligibility for state subsidized funding is determined by a combination of family size and income. Some families may pay fees based on a sliding scale. For more information, visit the Child Development Center web page or call (562) 908-3494.

## **Computer Resources**

Rio Hondo offers computer access to students at various locations. Visit the Computer Resources web page for more information.

- Career Development Center (SS350)
- Disabled Students Programs and Services (SS330)
- District Computer Lab (B107 and B108)
- First Year Success Center (Student Union)
- Learning Assistance Center (LR114)
- Library (2nd Floor)
- Math and Science Center (S300)
- Student Services Building (1st Floor)
- Transfer Center (SS250)
- TRIO (SS140)
- El Monte Educational Center
- Santa Fe Springs Regional Training Center
- South Whittier Educational Center

## **Continuing Education & Contract Education Classes**

The mission of Continuing Education is to enrich the lives of non-traditional college students by providing lifelong learning opportunities. The high quality instructional programs are a combination of fee-based and non-credit courses, and directly reflect the needs of the community. The courses provide students with an opportunity for career advancement, prepare students for a college education, and enrich their lives through good health and personal fulfillment. While the College offers many of the same opportunities, the Continuing Education department focuses on the personal and professional development of diverse, non-traditional students who are looking for a short-term alternative to credit courses.

The Continuing Education Office brings customized Professional Development business, and short-term training to the community and local businesses. Training programs are designed to meet specific needs of the organization. Professional development courses and workshops are offered on campus, in the community, online, and are available to community members and employees of area businesses. Programs include computer applications, small business workshops, career development, supervision, international business, environmental technology, pharmacy technician, personal development and more. Contract Training can be conducted at a company site or at the college training facilities. Bilingual training programs are also provided.

Free training is available for companies that qualify through the Employment Training Panel program. Various training programs such as Total Quality Management, Customer Service, Production Techniques, Office Administration, Team Concepts, Statistical Process Control, English-as-a-Second Language, etc. are available. For information, please refer to the Continuing Education Class Schedule, our web page or call (562) 908-4606.

## **Counseling**

The primary responsibility of the counseling staff is to provide counseling support for Rio Hondo students, faculty, and the campus community. Counselors strive to respect individuality, to encourage personal development and to foster a climate in which academic growth will occur. Therefore, counseling and student services are organized to aid each student in establishing, clarifying, and pursuing personal, educational, and career goals.

The Counseling faculty offers courses (COUN 105, 100, 101 and 151) which are designed to aid students in acquiring the skills, information, and personal awareness needed for college and career success.

Counselors are available throughout the year for consultation. Counselors can assist students with a variety of issues: program planning, choosing a major, graduation requirements, transfer requirements to 4-year colleges and universities, personal problems, scholarships and financial aid programs, tutoring, and communication with a professor. Students should make an appointment well in advance of registration to meet with a counselor. More information is available on the Counseling web page or by calling (562) 908-3410. The Counseling Department is located in the Student Services Building, room SS160.

## **Disabled Students Programs & Services (DSPS)**

Rio Hondo College offers both classroom instruction and student support services for students with disabilities. Resource rooms and expert staff are available to students who need disability-related accommodations and support services. A variety of support services are available to qualified students with a disability. Students with professional documentation of a disability, including but not limited to students with a physical, learning or psychological disability, students with a visual impairment, acquired brain injury or who are developmentally-delayed learner.

Services include specialized tutoring, test-taking assistance, sign language interpreters and real-time captionists, Braille and non-Braille transcription services, and disability-related specialized counseling services. Other services include registration assistance, priority enrollment and a variety of assistive computer technologies which promote equal access to college instructional programs and activities for students with disabilities.

For complete information on our programs please contact Disabled Students Programs & Services at (562) 908-3420, via video phone at (562) 364-8433 or visit our web page. The DSPS office is located in the Student Services Building, Rm SS330.

## **Distance Education: Online Courses**

Rio Hondo College offers students the opportunity to take college courses over the Internet through its Virtual College. Online courses offer the same curriculum as traditional classes except students may obtain lectures, class materials, communicate with the instructor, participate in class discussions and complete assignments via the Internet anywhere and at anytime. Rio Hondo's Virtual College offers students a variety of online courses to fulfill general education and transfer requirements for the University of California, California State Universities and other private universities. Online registration, counseling, tutoring and library support services are available. The instruction provided as distance education (Virtual College) is subject to the requirements that may be imposed by the Americans with Disabilities Act (42 U.S.C. §12100 et seq.) and section 508 of the Rehabilitation Act of 1973, as amended, (29 U.S.C. § 794d). For further information check the online Class Schedule, visit the Virtual College web site or call (562) 463-3218.

## **Extended Opportunity Programs & Services (EOPS/CARE)**

The primary function of the Extended Opportunity Programs and Services (EOPS) is to identify and recruit economically and educationally disadvantaged students and assist them with academic supportive services in order to enhance college success, transfer to four-year institutions, and transition to the workplace.

Services include priority registration, outreach, counseling, educational advisement, tutoring, transfer assistance, partial book vouchers, educational supplies, academic achievement grants, and other services.

Cooperative Agencies Resources for Education (CARE) is a supplemental component of the Extended Opportunity Programs and Services (EOPS) that specifically assists low-income single parents who are receiving Temporary Aid for Needy Families (TANF) to succeed in reaching their educational goals.

For more information, please contact the (EOPS/CARE) office at (562) 908-3423 or come visit us in the Student Services Building, room SS240.

## **Financial Aid Services**

Rio Hondo College participates in a variety of federal and state financial aid programs. These programs are designed to assist students with tuition, fees, books, supplies, transportation and room and board.

Most financial aid programs require a student to be enrolled at least half-time in a degree, certificate, or transfer program. Federal aid eligibility is also limited to students who are U.S. citizens, permanent residents, or other eligible non-citizens. Additional eligibility requirements apply to each program and may be obtained from the Financial Aid Office.

To apply, students must complete a Free Application for Federal Student Aid (FAFSA) at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). The Rio Hondo College Federal School Code is 001269. The priority deadline to apply is March 2 to be eligible for all available aid. However, you may still apply after March 2, although funding may be limited. Visit the Financial Aid Office for further information located in the Student Services Building, room SS130 or visit Financial Aid the web page.

### **Federal Financial Aid Programs**

The federal government offers a variety of grants for students.

**Federal Pell Grant** - This grant is available to all eligible applicants. Limited eligibility may also be available to less than half-time students.

**Federal Supplemental Educational Opportunity Grant** - A limited number of grants are available through this program. Priority is given to students who apply by the priority deadline and have exceptional need.

**Federal Work Study** - This program allows students to seek employment for on-campus jobs. Students generally work up to 20 hours per week.

**Federal Direct Loan Program (FDLP)** - Students may apply for a Subsidized or Unsubsidized loan from the federal government.

### **Return to Title IV Funds**

In accordance with the Federal Regulations HEA, Section 4848, 34 CFR 668.22, Rio Hondo College will apply a refund policy to all eligible students under the Return to Title IV funds requirements. Students who receive federal financial aid and withdraw from all classes prior to completing at least 60% of the semester will have their financial aid eligibility recalculated and may have to repay any "unearned" portion of financial aid received.

### **Loans**

#### **(Emergency Loans from ASRHC)**

The Associated Students of RHC make small, short-term, interest-free loans available to students to assist them in emergency situations and for the purpose of buying books and supplies. Students who have paid the College Services Fee may apply at the Student Life & Leadership Department in the Student Union, during the first 2 weeks of the fall and spring semesters only. Loans are on a first-come, first-served basis.

### **Scholarships**

#### **(Institutional Financial Aid Programs)**

There are numerous scholarships available to Rio Hondo College students. These scholarships are funded and sponsored by a variety of on and off campus resources. To view or apply for available scholarships please visit: [www.riohondo.edu/scholarships/](http://www.riohondo.edu/scholarships/)

### **State Financial Aid Programs**

The state of California offers a variety of grants for students. The California Dream Act of 2011 is the result of two assembly bills (AB130 and AB131). Together these bills allow undocumented and documented students who meet certain provisions of AB540 law to apply for and receive private scholarships funneled through public universities, state-administered financial aid, university grants and community college fee waivers. To apply, students must complete a free California Dream Act application with the California Student Aid Commission each year by March 2nd for priority filing.

**Cal Grants** – the California Student Aid Commission awards Cal grants. Students must be legal residents of California and have financial need. To be considered, students must complete a Free Application for Federal Student Aid (FAFSA) at [www.fafsa.ed.gov](http://www.fafsa.ed.gov), and submit a GPA Verification form by March 2 or September 2.

- **Cal Grant B** - This grant helps students with living expenses, books, supplies, transportation and other non-direct educational expenses.
- **Cal Grant C** - These awards help vocational students with tuition and supplies. Recipients must be in a program of study that is between four months and two years duration.

**Board of Governors Waiver** - The Board of Governors Waiver (BOGW) helps to pay the per unit enrollment fee for all eligible applicants. If you request a fee waiver, you will be asked to sign a Fee Waiver Application under the penalty of perjury that all statements and information are correct. You must be a California resident in order to apply for these waivers.

- **BOGW A** - If you or your family receive Temporary Assistance for Needy Families (TANF), Supplemental Security Income (SSI), or General Assistance/General

Relief, you may qualify for BOGW A. You may also qualify if you are the dependent of a deceased or disabled veteran. Apply in the Financial Aid Office.

- **BOGW B**- You may be eligible for a fee waiver if you have certification from the appropriate agency that you are a dependent of a deceased or disabled veteran or a recipient or a dependent of a recipient of the Congressional Medal of Honor or a dependent of an individual killed in September 11th terrorist attacks or a dependent of a decreased law enforcement officer or fire protection personnel.
- **BOGW C** - You have qualified for federal or state financial aid, such as a Federal Pell Grant or Cal Grant based on the FAFSA application results.

## **Honors Transfer Program**

The Rio Hondo College Honors Transfer Program is designed to meet the needs of students who seek a challenging educational experience that goes beyond the regular degree program.

The Honors Transfer Program incorporates a more in-depth investigation of topics. Many honors classes are kept intentionally small to facilitate the discussion/seminar rather than lecture format. A reduced class size also encourages a more collaborative learning experience allowing students to interact more freely with each other and the faculty members who teach these courses.

Rio Hondo College has signed honors transfer agreements with UCLA, UC Riverside, UC Irvine, UC Santa Cruz, CSU Long Beach, San Diego State, CSU Fullerton, CSU Stanislaus, Chapman University, Pomona College, Pitzer College, Occidental College, La Sierra University, Loyola Marymount, Pacific University (Oregon) and Whitman College (Washington).

To complete the Honors Transfer Program, students must take six honors courses, achieve at least a 3.2 grade point average for all transferable college courses taken, complete the required general education courses as well as prerequisite work for their major. In addition, honors students must meet with the honors counselor twice a semester. For more information and application forms, visit the Honors Transfer website.

## **Labs**

Labs provide an environment for students to practice and develop their skills in a variety of courses and often with the assistance of Instructors or Instructional Assistants.

### **Foreign Language/ENLA Lab**

The Foreign Language Lab is located on the first floor of the Learning Resource Center and is available for students enrolled in ENLA or foreign language classes that require a lab. Students should check their class schedule for their registered day and time.

### **Nursing Simulation Center**

The Simulation Center is a "safe" place for students to practice their skills in a simulated hospital environment, "Roadrunner General Hospital." It was created in order to support and supplement the clinical component of the nursing program. With the use of high-fidelity patient simulators and clinical scenarios, students are able to practice and experience situations that might not arise in the

clinical setting, thus adding to their clinical expertise. The Simulation Center uses the following types of simulators: 2 adult, 1 birthing, 1 newborn and 1 pediatric, thus offering learning activities covering the full nursing curricula. Our Center is located on the 3rd floor of the L Tower. For more information, visit the Health Science & Nursing web page.

### **Pre-School Laboratory**

Rio Hondo Students from the Child Development/Education Department, the Behavioral and Social Science Division and Nursing utilize the Pre-school Laboratory to observe the development and behavior of pre-school children and to apply the knowledge that they gained in their courses working directly with children.

### **Reading Lab**

The Reading Lab is located on the first floor of the Learning Resource Center and is available for students enrolled in the lab that supplements Reading 21 or Reading 22. Students should check their class schedule for their registered day and time.

### **Writing Center**

The Writing Center is located on the first floor of the Learning Resource Center and is available for students enrolled in English 30, 35, 101 or 201 courses. Students must go through a Writing Center Orientation that takes place the first week of each semester. Students should check their class schedule for their registered day and time.

## **Library**

The Rio Hondo College Library is the research center of the College. Occupying the second floor of the Learning Resources Center, the library offers a full range of books, periodicals, online databases, electronic books, recordings, and audiovisual materials in support of the college curriculum as well as for general enrichment. Computer workstations, ADA-compliant computers, wireless access, and a self-service copy/print center are also available.

The circulation desk at the entrance to the library serves as the first point of student service. This department also activates library privileges; checks out books, audiovisual items, and a limited number of high-demand course textbooks; loans audiovisual equipment to faculty and staff, and fills requests for campus signage.

Because today's students face an ever-expanding variety and range of information resources, they need to learn the critical thinking and information literacy skills essential to optimizing the use of these resources. College librarians do their part in teaching these skills by providing instruction in conducting effective research, reference assistance, and extended consultation. Library instruction takes the form of classes on general and specialized research topics requested by instructors for their students, one-on-one research guidance, drop-in research workshops, and a 3-unit library research class (LIB 101).

The library's web site ([www.riohondo.edu/library](http://www.riohondo.edu/library)) contains many features designed to assist students and faculty in their course assignments. These resources include librarian-annotated subject guides to popular research topics, MLA and APA style sheets for citing print and electronic sources, links to the online catalogs of area libraries, library FAQs, and much more.

Students can make use of the library computers and their personal wireless-enabled laptops to conduct research.

Individual study carrels, group tables, and informal seating areas allow for quiet study. To students who prefer to collaborate on class work, the library offers seven group study rooms that can be reserved for two hours at a time. Listening and viewing stations are available for use with audiovisual resources.

For more information about library services, please check the library's web site at [www.riohondo.edu/library](http://www.riohondo.edu/library)

## **Math Engineering Science Achievement (MESA) and TRIO Student Support Services STEM**

The MESA Community College and TRIO SSS STEM Programs support students who plan to graduate from Rio Hondo College with an Associate's degree and transfer to four-year institutions in science, technology, engineering, and mathematics (STEM).

### **Program Objectives:**

- Increase college retention and transfer rates to four-year institutions for STEM majors.
- Increase the number of under-represented students who graduate with degrees in STEM majors.
- Provide academic and personal support for STEM majors.

### **Program Components**

- MESA Center for tutoring and group study
- Academic Excellence Workshops designed to reinforce concepts and topics learned in chemistry, mathematics, and physics courses
- Academic advisement and educational plans through transfer
- Assistance with study skills and time management
- Support with application and transfer to four-year institutions
- Exposure to information about internships, research opportunities, and other enrichment programs
- Information about financial aid, scholarships, and money management
- Mentoring with peers, professors, and professionals
- Leadership training
- Professional and academic conferences
- Networking opportunities
- Career information

For complete program information about the MESA/TRIO SSS STEM Programs, please contact us in room S205 (562)-463-3222 or visit [www.riohondo.edu/mesa](http://www.riohondo.edu/mesa)

Program eligibility requirements apply.

## **Orientation**

Orientation familiarizes and acquaints students with important college policies and expectations, as well as the range of services and programs available. The new "My Online Orientation" is now available via the AccessRio portal. The completion of an Online or In-person Orientation is mandatory for all New Students. In compliance with SSI statewide regulations, New Students who do not complete an Online or In-person Orientation may have a hold placed on their registration. New and Continuing Students may access their "My Online Orientation" by logging onto AccessRio.>>Click on the Student Tab and then >>Click on the My Online Orientation Tab.

## **Psychological Services**

A full-time clinical psychologist and psychology graduate student are available for students who would like help with personal problems. We offer short-term counseling for students who are struggling with issues such as family and

social relationships, romantic relationships, life transitions, sexuality, grief, stress, trauma, anxiety, or depression. The following confidential services are available to students who are experiencing personal problems:

- Individual Counseling
- Group Counseling
- Crisis Intervention
- Stress Management
- Consultations and referrals

Psychological Services is located in the Student Services Building, room SS230. For more information, visit the Student Health Services web page.

## **Puente Program**

The Puente program is a one-year writing, counseling and mentoring program. The emphasis is on Chicano/Latino writers and authors. The goal of the program is to increase the number of students who transfer to four-year colleges and universities. For more information, visit the Puente web page.

## **Student Health Center**

The Student Health Center helps keep students physically and emotionally healthy so they can perform at their best. Professionals available include physicians, a psychologist, psychology interns, nurses and clerical support staff. The licensed professionals evaluate and treat minor, temporary physical and emotional conditions that require short-term care. If more intensive treatment is needed, referrals to outside resources are provided.

Services include:

- First aid care of illness and accidents
- Diagnosis and treatment of short-term medical problems
- Medication dispensed and/or prescriptions ordered by M.D. or NP
- Low cost immunizations
- Physical examinations at minimal cost
- Limited laboratory tests at cost
- Women's Health Clinic
- Health counseling and education
- Vision and hearing testing
- Blood pressure monitoring
- Tuberculin skin testing

Whenever there is a reason to believe that the health of a student may be a factor affecting progress, or that an individual's health might endanger that of other students, the administration may require that the student obtain a physical examination by a district-selected doctor. In such cases, the college pays for the examination. The Student Health Center is located in the Student Services Building, room SS230. For more information, visit the Student Health Services web page.

## **Study Abroad**

Rio Hondo College is a member of the Southern California Foothill Consortium that currently offers two study abroad experiences each year that provide students with a unique opportunity to enrich their education. In fall, students study in London, England and in spring Spain. Students enroll in classes, receive transferable general education units and can apply for financial aid and scholarships to help with the costs. Program courses and activities are geared toward taking advantage of the international location, and students gain invaluable multi-cultural experience by living and learning outside of the United States. For more information, visit the Study Abroad web page.

## **Transfer Center**

The primary responsibility of the Transfer Center is to ensure a transfer culture by providing comprehensive support services and resources as well as counseling services to empower students seeking to transfer to four-year colleges and universities.

The Transfer Center provides up-to-date information about transferring to four-year colleges or universities and public, private and out-of-state institutions. The Transfer Center assists students, counseling faculty and staff, with the transfer process as well as coordinates various activities, resources, and services that support the transfer process. For more information visit the Transfer Center in the Student Services Building, room SS250, call (562) 463-4619 or visit the Transfer Center web page.

## **TRiO Programs**

The Student Support Services Program, a federally funded TRIO Program, prepares first-generation, low-income and/or disabled students for graduation or transfer into four-year colleges and universities.

### **Services are free to eligible students and include:**

- Academic advisement
- Transfer and career information
- Tutoring
- Priority registration
- Student success workshops
- Educational and cultural activities
- Financial aid and scholarship information
- Cash-aid stipends

The TRiO Program is located in the Student Services Building, room SS140. For more information, visit the TRiO/SSS web page or call (562) 463-3216.

## **Tutoring Support**

Tutoring services are available free to Rio Hondo College students at two locations on campus, the Learning Assistance Center and the Mathematics & Science Center. Tutoring is also available to students enrolled in specialized programs. For more information, visit the Tutoring web page [www.riohondo.edu/tutoring/](http://www.riohondo.edu/tutoring/).

### **Learning Assistance Center (LAC)**

The Learning Assistance Center provides one-to-one tutoring and organized study groups to assist students in reviewing and reinforcing course-related concepts through a variety of instructional aids and materials. LAC services are available to all Rio Hondo College students at no charge. Students may schedule tutoring appointments or study group sessions at the LAC desk on the first floor of the Learning Resource Center. Hours are listed on the LAC web page.

### **Mathematics & Sciences Center (MSC)**

The Mathematics & Science Center located in the Science Building, room S300, provides free math tutoring for all Rio Hondo College students. In addition, four math courses are offered through the MSC. Other resources available to MSC students include computers, mathematics interactive software, and multi-media study aids. An assigned instructor, instructional assistants and tutors are available to assist students. Hours are listed for each semester on the MSC web page.

## **Veterans Services**

Veterans and Veteran Dependents are encouraged to take advantage of the counseling services and educational programs offered by Rio Hondo College. Rio Hondo College cooperates with the Veterans Administration and with the California State Bureau of Vocational Rehabilitation in helping veterans and their dependents to obtain the education necessary to realize their academic and vocational goals. Rio Hondo College has been approved for the training of veterans and eligible dependents. Veterans and dependents are required to comply with Veteran Regulations Sections 21.4135, 21.4235 and 21.4277 in regards to required attendance and progress that the student-veteran or dependent must meet in order to receive educational benefits under Title 38, United States Code.

The Veterans Administration requires all entering students to be formally evaluated in writing for possible award of credit for previous training and experience. This applies to all students, full-time and part-time, degree and non-degree candidates. To prevent possible future interruption of educational benefits, it is essential that an official copy of all previous course work (college or service) be on file at Rio Hondo College Admissions & Records office and in the Rio Hondo College Veterans Service Center located on the first floor of the Student Services Building.

Satisfactory academic progress of veterans or eligible dependents is measured by the successful completion of the number of units enrolled. Non-punitive grades (W NP or NC) are not considered making satisfactory progress. Benefits will be retroactively terminated effective the first day of the semester for any non-punitive grade received. If the veteran submits to the VA mitigating circumstances, overpayments may or may not be waived. Should a veteran fail to make satisfactory progress for two semesters, cumulative GPA of 2.0 or better, benefits will be terminated. The veteran must contact the RHC Veterans Service Center to set up an appointment for his/her case to be reviewed by a Veterans counselor. The Veterans counselor will recommend a suitable course of study. Upon satisfactory completion of one semester of approved courses, where the cumulative GPA reaches a minimum of a 2.0, benefits will be reinstated.

The veteran or dependent has the responsibility to adhere to these standards of attendance and progress and to notify the Rio Hondo College Veterans Service Center of any change in status that would affect the collecting of veteran's benefits. Additions, drops, withdrawals and last day of attendance MUST BE REPORTED AT ONCE.

Monthly attendance reporting is required of veterans and dependents. The Department of Defense is now giving educational benefits for the National Guard and all of the Reserves, except for National Oceanographic and Atmospheric Administration and Public Health Service.

Please visit the Rio Hondo College Veterans Service Center, in the Student Services Building, Rm SS150 for details and application forms. Information is also available on the Rio Hondo College Veterans Service Center web page.

## **Weekend College**

The Weekend College is designed for working adults who wish to take classes towards a degree, transfer, or personal enrichment and improvement. Saturday classes are scheduled each semester. Refer to the online Class Schedule for further information.

# 5 Student Life & Athletics

## How to Get Involved In Campus Activities

Getting involved in activities at the college enriches the college experience for students. Rio Hondo College has a variety of ways in which a student may get involved, including student government, athletics, and clubs.

## Student Government

The Associated Students of Rio Hondo College (ASRHC) is a self-sustaining student government organization. The ASRHC officers serve as student representatives at campus-wide committees, impacting decision-making that will ultimately enhance the student experience at RHC. ASRHC programs are supported by proceeds from the College Services Fee paid by students each semester. The objective of the ASRHC is to encourage active participation in college committees, events and activities by all students. ASRHC hosts elections each Spring semester for positions elected by vote. The newly elected ASRHC President will fill all positions elected by appointment. For more information, please see the ASRHC Advisor in the Student Life and Leadership Department, SU201.

## Student Clubs

Students may pursue a special interest through participation in one of the campus clubs or organizations. Those who choose to participate in this phase of college life may derive valuable social and educational experiences. Each club has individual service projects and traditions, and is sponsored by one or more members of the permanent faculty or staff. Contact the Student Life & Leadership Department at (562) 908-3427 for more information.



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## ASRHC Sponsored Events

The Associated Students of Rio Hondo College sponsors a variety of activities that fall within the Student Life and Leadership Guiding Values: Student Success and Degree Completion, Cultural Diversity, Social Responsibility, and Leadership Development. The ASRHC collaborates with various campus departments and clubs to ensure that events and activities reach all students across campus.

## College Services Fee

When a student enrolls in the college they pay a college service fee. This fee entitles students to the following:

- ASRHC Emergency Loans
- Access to the Library Textbook Reserve
- Free photo I.D. Card for first I.D. only. (*Additional or replacement I.D.'s cost \$5.00 each.*)
- Various campus activities and events
- Free admission to some athletic events and theatre productions
- Discount tickets to AMC Theaters, some amusement parks and more!
- Membership in campus clubs and organizations
- Opportunities to be elected to student senate.

## Student Publications

*El Paisano* is the Rio Hondo College newspaper, published biweekly in print and online ([www.elpaisanonewspaper.com](http://www.elpaisanonewspaper.com)). *La Cima* is the student magazine. These publications serve as voices of the campus and training opportunities for the college's journalism program. Students enrolled in journalism classes form the publication staff of *El Paisano* and *La Cima*.

## Athletics – Men's & Women's Intercollegiate Sports

Rio Hondo College is a member of an athletic conference formed by the California Community College Athletic Association (CCCAA).

Conference competition is scheduled in the following sports for men: baseball, basketball, cross country, swimming, soccer and wrestling; and for women: soccer, softball, basketball, volleyball, tennis, water polo, swimming and cross-country.

Male or female students who wish to become members of a team should check the class schedule online at: [www.riohondo.edu](http://www.riohondo.edu) for the current offerings for both men and women's intercollegiate athletic teams; contact the coach of that team in the Athletic Department for details; and

enroll in that class during registration. Prior to registration, students should see the Athletic Academic Counselor. Appointments can be made by contacting the Athletic Department at (562) 908-3409. Additional information is also available on the Athletics web page.

## Athletic Eligibility for California Community College Intercollegiate Teams

Male and female students may represent the college in athletic contests upon verification of their status as amateur athletes in the sports in which they wish to compete.

In order to be eligible to participate, student athletes MUST BE actively enrolled in a minimum of 12 units at his/her community college during the competition in the sport. Of the 12 units, 9 must be in academic subjects, and 3 units may be Kinesiology activity courses.

To be eligible for the second season of a sport, the student athlete MUST COMPLETE and PASS 24 SEMESTER UNITS AT A MINIMUM G.P.A OF 2.0 BETWEEN SEASONS OF COMPETITION. Of these units, 18 must be in academic classes and 6 units may be Kinesiology activity courses. These units must be completed PRIOR to the beginning of the semester of the second season of sport. Units completed and passed during the first season of sport shall be included in the calculation of the 24-semester unit requirement.

A student transferring to Rio Hondo College who has previously PARTICIPATED in intercollegiate athletics at another California community college MUST COMPLETE 12 units at Rio Hondo College PRIOR to the beginning of the semester of competition.

Students are NOT ALLOWED more than TWO SEASONS of athletic competition in any one sport. Students who have questions concerning athletic eligibility should check with the Athletic Director by calling the Kinesiology, Dance, and Athletics Department at (562) 908-3409. All student athletes are expected to comply with the Decorum policy in the State Constitution for Athletics.

## Student Conduct at College-Sponsored Events

### A. Basic Responsibilities at Conferences:

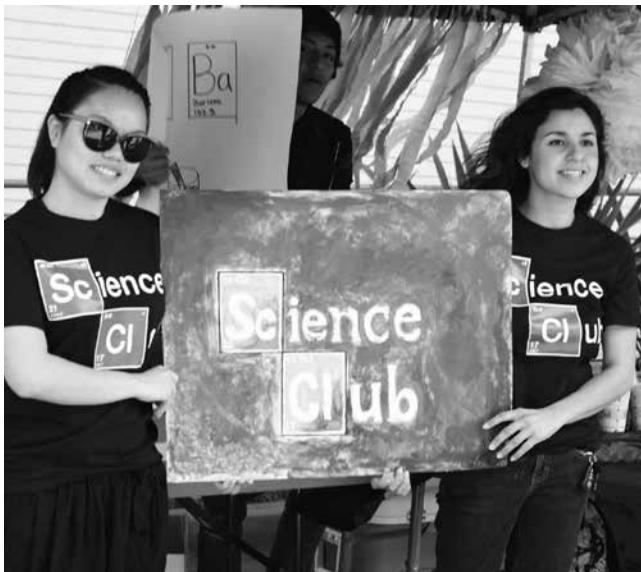
1. Participants, students and advisors shall be fully informed concerning their responsibilities for proper conduct during a trip and at the conference.
2. Advisors shall recognize and accept responsibility for the actions of students. Students will be directly responsible to the advisor.
3. Rules established by the host school on location must be observed.
4. Prior to the conference, student participants and advisors shall read the code of conduct.
5. Attendance at all meetings including meals is considered part of the participant's responsibility while at a conference unless first excused by the advisors.
6. Students may not represent Rio Hondo College at any event away from the campus without an advisor unless they are given special permission to do so by the college administration.

### B. Regulation of Conduct

1. It is contrary to California State Law to possess, serve, or consume alcoholic beverages at any college function including regional or state conferences, regardless of the age of those participating. Anyone who appears under the influence of alcoholic beverages shall be subject to disciplinary action by the conference and Rio Hondo College.
2. All participants at conferences or on trips are expected to show proper consideration for the rights and welfare of others. Undue noise and disturbances shall be considered violations of this regulation.
3. No firearms will be permitted on any trip. College-approved pistol and rifle matches are excepted.

### Social Functions

1. The college must sponsor any club or organization recruiting Rio Hondo College students.
2. All social functions on campus must be cleared through the Student Life and Leadership Department.
3. Students attending social functions on campus are under the jurisdiction of the college and must assume individual responsibility for the accepted standards of behavior.
4. Guests of Rio Hondo College students shall be the responsibility of the student. Guests are expected to behave as students and, as such, abide by college regulations.
5. Students shall be responsible for all property damage incurred by guests during any activity sponsored on campus.



# 6

# Academic Guidelines

## Absences

Students are expected to attend all meetings of each course in which they are enrolled. The instructor of each class determines the attendance policy.

After an absence, it is the responsibility of the student to check with their instructors about the completion of all missed assignments.

## Academic Dishonesty

Academic dishonesty is defined as cheating, plagiarism, or obtaining or attempting to obtain credit for work by the use of any dishonest, deceptive, fraudulent, or unauthorized means or helping someone else to commit an act of academic dishonesty.

### Definition of Cheating

Cheating is the act of obtaining or attempting to obtain credit for academic work through the use of dishonest, deceptive, fraudulent, or unauthorized means. Helping someone commit an act of academic dishonesty is also considered cheating. The following are only some of the many forms cheating may take:

- Copying another's work on an exam, paper, or project; any behavior that defeats the intent of an exam
- Possessing or using unauthorized materials during an exam; or collaborating on a project, homework, or other assignment to be turned in for credit where the instructor expressly forbids such collaboration
- Communicating with fellow students during an exam, taking an exam for another student, purposely allowing another student to copy during an exam, or providing coursework for another student to turn in as his or her own effort
- Fabricating, falsifying or misrepresenting data or results from experiments, interviews or surveys
- Submitting the same work in more than one class for credit without permission from the instructor
- Knowingly furnishing false information to the college including forgery, altering of campus documents or records, tampering with grading procedures, fabricating lab assignments, or altering medical excuses

### Definition of Plagiarism

Plagiarism is defined as representing the words, ideas, or work of another as one's own in any academic exercise. Plagiarism consists of taking the words or substance of another work and either copying or paraphrasing without giving credit to the source whether that material is paraphrased or copied verbatim or near verbatim form. Plagiarism is applicable to written, oral, and artistic work. The following examples are only some of the many forms plagiarism may take:

- Word-for-word copying of work written by someone else
- Failure to give proper credit for ideas,

statements of facts, or conclusions derived by another, including undocumented web source usage

- Failure to use quotation marks when quoting directly from another, whether a paragraph, sentence, or phrase
- Close and extended paraphrasing of another work without acknowledging the source
- Submitting a paper purchased from a research or term paper service, including the internet

### Other Specific Examples of Academic Dishonesty

- Purposely allowing another student to copy from your paper during a test
- Giving homework, term paper or other academic work to another student to plagiarize
- Having another person submit any work in your name
- Lying to an instructor or college official to improve your grade
- Altering graded work after it has been returned, then submitting the work for re-grading
- Stealing tests
- Forging signatures on college documents, altering campus documents or records, tampering with grading procedures, fabricating assignments, or altering medical excuses
- Collaboration without permission of instructor
- Gaining unlawful or unauthorized access to college or district computers or servers

### Academic Dishonesty and its Consequences

- Faculty members have the right to choose whether or not to pursue suspected cases of plagiarism and cheating.
- When addressing plagiarism or cheating with reasonable evidence, the faculty member should meet with the student to discuss the concern. The student shall have the opportunity to share their side of the story and explain their behavior.
- Faculty members may consult with their Division Dean or Dean of Student Affairs when determining whether academic dishonesty has occurred.
- In situations where cheating or plagiarism has occurred, the faculty member is to determine the academic consequence in compliance with Education Code, and board policy and procedures, which prohibit dropping a student from a course. Faculty members shall inform students of the grade penalty that will be assessed. The consequences may be any of the following options:
  - Receive a "0" on that assignment
  - Be referred to the Dean of Student Affairs for further disciplinary action
- In situations where academic dishonesty has occurred, the faculty should also notify

- their Division Dean. Faculty members are also encouraged to submit a Student Misconduct Form to report the violation to the Dean of Student Affairs. All pertinent information such as exams, plagiarized sources, and/or other possible evidence should be attached and submitted with the form.
- Students will meet with the Dean of Student Affairs and receive due process; students have the right to grieve an action they feel violates their student rights.
  - The Dean of Student Affairs will address the behavior reasonably through the procedures outlined in AP 5520.
  - The Student Affairs Office will maintain records related to violations of academic dishonesty and other violations of the college Standards of Conduct policy.

## **Academic Honors**

**Dean's List** – Dean's List certificates are awarded in the fall and spring semesters to all students whose semester grade-point average is 3.5 or higher in 12 or more graded units completed.

**Alpha Gamma Sigma** – Alpha Gamma Sigma (AGS) is the California Community College Scholastic Honor Society. The purpose of this organization is to foster, promote, maintain, and recognize scholarship while engaging the students in service to the college and community. AGS also offers cultural and social programs and enrichment activities as part of the total college experience.

Any student completing 12 semester units of college work in a maximum of 2 semesters with a minimum grade-point average of 3.0 may join AGS.

## **Academic Standards**

**Units** – The conventional unit of measurement of college work is called the semester hour or unit of credit. A unit consists of 18 lecture hours of class time per semester (together with 36 hours of study outside of class per semester). Laboratory work is ordinarily valued at one unit for 54 hours of class time per semester. Twelve units or more is considered a full-time load. No student will be permitted to carry more than 18 units without special permission of a counselor. In the case of probationary students, the maximum load is 12 units.

**Grades and Grade Change** – The instructor of the course shall determine the grade to be recorded for each student. The determination of the student's grade by the instructor is final in the absence of mistake, fraud, bad faith, or incompetence. The removal or change of an incorrect grade from a student's record shall only be done upon authorization by the instructor of the course. A student has one year from the end of the term in question to request a grade change. In the case of fraud, bad faith, clerical error, incompetence, or unavailability of instructor or death of instructor, the final determination concerning removal or change of grade will be made by the Vice President of Academic Services with the appropriate involvement of faculty from the discipline and the Academic Senate. All returned work must be retained by the student as documented evidence in order to pursue a request for a grade change. (RHC AP 4231)

Grades from a grading scale shall be averaged on the basis of the point equivalencies to determine a student's grade-

point average (GPA). The highest grade shall receive four points, and the lowest grade shall receive 0 points, using only the following evaluative symbols:

### **Symbol = Definition**

A	=	Received a letter grade of "A"
B	=	Received a letter grade of "B"
C	=	Received a letter grade of "C"
D	=	Received a letter grade of "D"
F	=	Failing (in a letter graded course)
P	=	Passing (At least satisfactory-units awarded not counted on GPA. Has the same meaning as "CR" as that symbol was defined prior to June 30, 2007).
NP	=	No Pass (Less than satisfactory, or failing units not counted in GPA. NP has the same meaning as "NC" as that symbol was defined prior to June 30, 2007).
I*	=	Incomplete where "I" indicates the default grade to be received by the student if the incomplete is not completed within one year.
IPP	=	Incomplete Pass – Mandatory in Fall 2009
INP	=	Incomplete No Pass – Mandatory in Fall 2009
IP	=	In progress
RD	=	Report Delayed
UG	=	Ungraded (Non-Credit)
W	=	Withdrew
MW	=	Military Withdrawal

**I :Incomplete** – An incomplete grade, "I," may be assigned for academic work not completed for unforeseeable emergencies and justifiable reasons at the end of the term. The condition for removal of the "I" shall be stated by the instructor in a written record. This record shall contain the conditions for removal of the "I" and the grade assigned in lieu of its removal. This record must be given to the student with a copy on file with the registrar until the "I" is made up or the time limit 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" may be made up no later than one year following the end of the term in which it was assigned. Under unusual circumstances, a student may petition for an extension of the one-year period.

The "I" symbol shall not be used in calculating units attempted or for grade points.

**IP: In Progress** – An in-progress grade, "IP," shall be used to denote that the class extends beyond the normal end of an academic term. It indicates that work is in progress but that assignment of a substantive grade must await completion of the course. The "IP" symbol shall remain on the student's permanent record in order to satisfy enrollment documentation. The appropriate evaluative grade and unit of credit shall be assigned and appear on the student's record for the term in which the course is completed. The "IP" shall not be used in calculating grade-point averages.

**RD: Report Delayed** – The report delayed grade, "RD," may be assigned by the registrar only. It is to be used when there is a delay in reporting the grade of a student due to circumstances beyond the control of the student. 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.

**W: Withdrawal** – A withdrawal or drop from class the first 20% of the term will not appear on a student's permanent record.

A student who withdraws from class between 20% and 60% of the term will receive a "W" grade. The record of enrollment will appear on the student's permanent record. Specific deadlines are posted on the Admissions web page.

A student may drop any class WITHOUT the instructor's signature. The class instructor may drop a student for non-participation before the drop deadline. However, it is the students' responsibility to officially drop any class that they no longer wish to attend.

After the drop deadline, a "W" may be granted only in cases of extenuating circumstances. In such cases, a petition may be obtained in the Admissions and Records Office and will be acted upon by the Director of Admissions & Records.

**MW: Military Withdrawal** – A military withdrawal grade, "MW," occurs when a student who is a member of an active or reserve United States Military Service receives orders compelling a withdrawal from courses. Upon verification of such orders, a student can petition to withdraw from classes and when authorized, the student will be withdrawn with a "MW" military withdrawal designation on the student's transcripts. A military withdrawal will not be used in calculating a grade-point average or for progress probation.

**Grade Report** – Grades will be issued at the end of each session.

## Attendance

All registered students should be present at the first meeting of the class unless other arrangements have been made with the instructor. The instructor may drop students who are not present by the end of the first class. However, it is the students' responsibility to officially drop any class that they no longer wish to attend to ensure their record is clear.

## Auditing

Students are not permitted to audit courses and may not attend classes in which they are not officially enrolled.

## Basic Skills Enrollment

The California Education Code limits students to no more than 30 semester units of pre-collegiate basic skills units. Basic skills courses are defined as courses "in reading, writing, computation, and English As A New Language which are designated by the community college district as non-degree credit courses pursuant to Section 55002(d) of Title V." Rio Hondo College defines basic skill courses as courses in reading, writing, computation and English As A New Language with a course number less than 40. ENLA and learning disabled students are exempted. Students who feel they would benefit by taking more than 30 semester units of pre-collegiate basic skills courses should see the Director of Admissions & Records.

## Classification of Students

**Freshman:** 0 to 29 units completed.

**Sophomore:** 30 to 59 units completed.

**Full-time:** Students enrolled for 12 or more units in fall and spring (4 or more units in summer).

**Part-time:** Students enrolled for less than 12 units in fall and spring (less than 4 units in summer).

## Course Withdrawal Policy

For the purpose of this policy, a "W" is viewed as an indication that the student has withdrawn from a course without affecting the student's grade-point average. Failure by the student to officially withdraw by the established deadline date may result in the assignment of an "F" grade for the course.

**There are three types of course withdrawal.**

1. **Withdrawal without receiving a "W"** – Student's who withdraw from a course before the listed last day to drop without a "W" deadline (20% of term length) will receive no grade on their student record (transcript) for the dropped course.
2. **Withdrawal with a "W"** – Student's who withdraw after the last day to drop without a "W" deadline and before the deadline to drop a class (60% of term length) will receive a "W" grade on their student record (transcript). The "W" grade is not used to calculate a student's grade-point average but may affect academic progress and result in progress probation/dismissal.
3. **Military Withdrawal** – A student serving as an active or reserve U.S. military serviceperson who receives orders compelling a withdrawal from courses may request a military withdrawal. Upon verification of such orders, a student can petition to withdraw from classes, and when authorized, the student will be withdrawn with a "MW" (military withdrawal) note on the student's transcript. Military withdrawals are not counted in progress probation and dismissal calculations. Withdrawal petitions are available in the Admissions and Records Office.

A student who withdraws from all classes prior to the "drop without a 'W'" deadline, excluding "MW" will no longer be classified as a continuing student.

**Student-Initiated Withdrawal** – While an instructor officially may withdraw a student with poor attendance, it is the student's responsibility to withdraw if the student is no longer attending the class. To drop a class, the student should consult with the instructor, and go to Access Rio website to drop the class by the established deadline. Failure to follow through with dropping a course that the student is no longer attending may result in the student receiving a failing grade.

**Instructor-Initiated Withdrawal** – A student may be withdrawn before the drop deadline (60% of term length) by the instructor of the course if the student is no longer participating in the course. Definitions of non-participation shall include, but are not limited to, excessive unexcused absences. While an instructor officially may withdraw a student from class for poor attendance, it is the student's responsibility to withdraw if the student is no longer attending the class.

**Challenge of Educational Records** – Education Code 76232 allows a student to challenge the contents of a student's educational record (per Education Code 76232) to correct or remove information that the student alleges to be: (1) inaccurate; (2) an unsubstantiated personal conclusion or inference; (3) a conclusion or inference outside the observer's area of competence; or (4) not based on the personal observation of a named person with the time and place of the observation. See the Director of Admissions & Records for more information.

**Academic Renewal Guidelines** – The academic renewal procedure permits the alleviation of a student's previously recorded substandard academic performance that is not reflective of a student's present demonstrated ability and level of performance. Academic renewal may gain for students the benefits of their current level of ability and performance and not permanently penalize them for poor performance in the past.

Therefore, within the regulations listed, Rio Hondo College may disregard particular, previously recorded substandard work from a student's cumulative grade-point average.

1. The student may petition through the Admissions and Records Office to remove previous substandard work (any course in which a grade below 2.00 has been recorded) taken at Rio Hondo College. The district superintendent or designee may grant permission.
2. Up to 30 units may be alleviated.
3. A student's current demonstrated ability may be the basis for alleviating previous substandard work.
4. From the last substandard work to be alleviated, the following 30 consecutive undergraduate units from any accredited college or university must average at least a 2.00 GPA in order to qualify.
5. Two years must have elapsed since the most recent work to be alleviated.
6. Academic renewal may occur only once at Rio Hondo College.
7. The student's academic record will be appropriately marked indicating those courses that have been alleviated.

When academic work is alleviated, grades are not removed; they are noted and subtracted from the grade point average. All entries remain legible so that a true and complete record is maintained. There is no assurance that alleviated courses will be treated similarly by other educational institutions outside the district.

## **Final Examinations**

Final examinations will be given in all courses during the last week of each semester. The final exam schedule for spring and fall is listed on the RHC web site ([www.riohondo.edu](http://www.riohondo.edu)) and may vary from the regular class hours.

## **Honors Scholar**

Honors Scholars are students who have completed any six honors courses, completed all general education transfer requirements, achieved a grade-point average of 3.2, and completed all lower division major prerequisites. All honors courses have an "H" designation.

## **Pass/No Pass Courses**

In addition to courses in which all students are evaluated on a Pass/No Pass basis, students may enroll in one course each

semester on a "P/NP" basis. They may elect at registration, or no later than the end of the third week (by end of first week of summer school), whether the basis of evaluation is to be "P/NP" or a letter grade "P" (Pass) is defined as "C" grade or better.

All units earned on a Pass/No Pass basis in accredited California institutions of higher education or equivalent out-of-state institutions shall be counted in satisfaction of community college curriculum requirements.

**IMPORTANT:** Students will not be allowed to request a letter grade after the dates listed on the RHC web site ([www.riohondo.edu](http://www.riohondo.edu)); nor to request a letter grade for previously completed courses in which they earned a Pass "P."

## **Probation Standards**

**Disciplinary Probation** – A student may be placed on disciplinary probation for infraction of state law, education code, board policy, student government regulations, or behavior unbecoming a student at Rio Hondo College.

Students on disciplinary probation may not represent the college in any activity, conference, or field trip, nor can they hold office in the Associated Student government or in any student body sponsored club.

**Academic Probation** – A student who has attempted at least 12 semester units 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 scale described in the section Academic Standards–Grades. If a student is placed on academic probation for two consecutive semesters, the student must receive approval by a counselor prior to registering for classes in the following semester.

**Removal from Academic Probation** – 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.

**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 number of all units in which a student has enrolled and for which entries of "W" and "NP" are recorded reaches or exceeds the number of units with other grades. If a student is placed on progress probation, the student must receive approval by a counselor prior to registering for classes in the following semester.

A student on progress probation because of an excess of units for which entries of "W" and "NP" are recorded shall be removed from probation when the total number of units in this category drops below the number of those with other grades.

**Dismissal** – A student shall be dismissed from the college for a period of one semester (excluding summer session) when his/her grade-point average in three consecutive semesters is less than 2.00 in all units attempted or when 50% or more of all units attempted have entries of "W" and "NP." Before reinstatement to the college, the student must meet with a counselor.

**Notice** – Students will be notified by mail if they are on academic probation or progress probation and will also be notified that they need to meet with a counselor prior to

reinstatement to the college. Probation and dismissal status may be appealed to the Dean of Counseling & Student Development.

## **Repetition of Courses Guidelines**

Course repetition occurs when a student who has previously received an evaluative symbol (A, B, C, D, F, P/NP, W) in a credit course, re-enrolls in the course and receives an evaluative symbol.

Students may be permitted to enroll more than one time in the same credit course if they or the course meets certain criteria. Students will not be permitted to enroll in the same credit course more than three times, except in special circumstances or when the course is designated as repeatable and allows a greater number of repetitions as established in Title 5. All attempts to take a course that result in the student earning an evaluative symbol (A, B, C, D, F, P/NP, W) on their record will be counted for the purposes of calculating the total number of times a student has enrolled in a course.

### **Course repetition may occur under the following circumstances:**

- I. The course is designated as a "repeatable course" consistent with the requirements of Title 5 §§55041: Courses that may be repeated without a petition are identified as such in the college catalog and fall within the following categories:
  - a. The course repetition is necessary to meet the major requirements of CSU or UC for completion of a bachelor's degree.
  - b. The Course is designated as Intercollegiate Athletics.
  - c. The Course is designated as Intercollegiate Academic or Vocational Competition.
- II. To alleviate substandard work: Students may repeat courses in which substandard grades ("D", "F", "NP") were awarded. A course in which a student grade of "D" or "F" or "NP" has been recorded may be repeated twice. Students must complete a "Petition for Course Repetition with Previous Substandard Grade" form available in Admissions and Records in order to remove the effects of the "D" or "F" or "NP" grade from the GPA. When a student repeats a class to alleviate substandard academic work, the previous grade and credit shall be disregarded in the computation of grade point averages. Students may use course work from any accredited college to replace Rio Hondo College coursework in which a "D" or "F" or "NP" was recorded provided the courses are articulated as being equivalent.
- III. To enroll in a class from which a student has previously withdrawn: Students may repeat courses that result in withdrawal with a "W" symbol being assigned. Students may have a maximum of two withdrawals from a course prior to receiving a grade, excluding military withdrawals and withdrawals due to extenuating circumstances. The "W" shall not be used in calculating a student's GPA, but must be used in determining probation and dismissal.
- IV. Student meets the criteria for special circumstances:

### A. Extenuating circumstances:

A student may repeat a course when he/she demonstrates that the previous grade was due to extenuating circumstances. Extenuating circumstances are verified cases of illness, accidents or other circumstances beyond the control of the student. Student's wishing to repeat a course due to extenuating circumstances must complete a "Course Repetition with Previous "P/C" Grade or Better" form available in Admissions and Records and submit it with documentation of the extenuating circumstances and appropriate signatures and approvals to Admissions and Records. A course repeated due to extenuating circumstances may only be repeated once, but the previous grade and credit may be disregarded in computing the student's GPA.

- B. Significant lapse of time: Students may repeat a course in which they previously received a satisfactory grade due to a significant lapse of time, comprised of no less than 36 months or as required by specific program mandates.
- C. Variable unit, open-entry/open-exit courses: Student may enroll in a variable unit open-entry/open-exit course as many times as necessary to complete the entire curriculum of the course.
- D. Occupational Work Experience: Students may petition to enroll more than once, even if the student received a satisfactory grade, in an occupational work experience course. Enrollment is limited to 16 credit hours of cooperative work experience (CWE) or 6 hours of general work experience (GWE) in a given field during the enrollment period.
- E. Legally mandated training: Students may re-enroll in courses that are required by statute or regulation as a condition of paid or volunteer employment. Students must certify or document that the course repetition is legally mandated.
- F. Special courses for student with disabilities: Students may enroll multiple times in classes designated as "special classes" if it is determined that such repetition is required for that person as a disability-related accommodation.
- G. Significant change in industry or licensure standards: Students may petition to repeat a course as a result of a significant change in industry or licensure standards such that repetition of the course is necessary for employment or licensure. Students must certify or document that there has been a significant change in industry or licensure standards necessitating course repetition.

Enrollments in active participatory courses in physical education, visual arts or performing arts that are related in content are limited to 4 times. This limitation applies even if a student receives a substandard grade or "W" during one or more of the enrollments or petitions for repetition due to extenuating circumstances.

A student's permanent academic record will indicate any courses repeated using an appropriate symbol and will be annotated in such a manner that all work remains legible, ensuring a true and complete academic history.

## **Student Learning Outcomes (SLO)**

Statements of Student Learning Outcomes (SLOs) are an integral part of the curriculum developed for programs of study and individual courses. Student Learning Outcomes are housed at the SLOutions web site ([www.rio.solutions.com](http://www.rio.solutions.com)) maintained by the Student Learning Outcomes Coordinator. Specific Student Learning Outcomes appear in course syllabi.

## **Transcripts**

Upon written application, the Admissions and Records Office will issue a document verifying grades or enrollment. The first two copies requested are issued free. Thereafter, a fee of \$3.00 for each record is charged. Forms are available in the Admissions and Records Office or online.

Emergency/Rush transcript requests will be accepted on a case by case basis. Date-sensitive documentation to support the need for a rush must be submitted with the transcript request.

Transcripts may also be ordered online via AccessRio or directly on the Credentials website. Details are provided on the Admissions and Records web page.

## **Work Hours/Class Guidelines**

For each hour spent in a lecture class, a student should plan to spend about two hours a week in study and homework. Thus, a load of 15 units plus study time may require 45 hours a week—more than a full-time work week. Following are suggested work hours versus class load guidelines:

Working Hours/Week	Units
None	12 – 16
10	10 – 11
20	7 – 9
30	3 – 6
30+	1 – 3

**In order to maintain an academic balance, the following information should be considered:**

1. Students can expect to spend at least three hours (one in class and two outside of class) each week for every unit taken. A student with 12 units will need 24 hours of study time for a total of 36 hours needed for school each week.
2. Employment time and college time combined should not exceed 60 hours weekly.
3. Students should distribute study time appropriately for each class – often preparation for a lecture class differs from preparation for a laboratory class.
4. Students should consult frequently with their instructors – their office hours are designed for that purpose.
5. To assist in their academic success, students should use the tutoring services, the library, counselors, and other support services.

## **Alternative Credit**

### **Advanced Placement (AP) Examination Program**

Credit may be granted for the College Entrance Examination Board Advanced Placement tests which have been satisfactorily passed with a score of 3, 4, or 5. Credit will be awarded after at least twelve units of work have been completed at Rio Hondo College.

#### **Guidelines for receiving credit:**

1. A request form must be completed and returned to the Admissions and Records Office.
2. An official transcript of the test scores must be sent to the Admissions & Records Office to be kept as part of the official record.

### **American Council on Education Credit**

Credit may be granted for those courses listed in the American Council on Education source book. The courses listed may be treated as lower-division transfer courses by Rio Hondo College and may be acceptable for units towards graduation requirements for the associate degree provided all other graduation requirements are fulfilled.

Before any course is applied to a departmental major and/or to a certificate, the course is subject to departmental approval of equivalencies and for prerequisites. Otherwise, the course shall be applied for elective credit only.

Students are to be apprised of the fact that although Rio Hondo accepts such a course as a transfer course and applies units toward the degree, transfer of said course to a specific four-year institution is subject to current articulation agreements with that institution.



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

Rio Hondo College will award CLEP credit toward the Associates Degree in the selected areas. (See page 33). However, course credit can not be granted if it duplicates previous course work completed. Official CLEP scores must be sent directly to Rio Hondo's Office of Admissions and Records. A student must be actively enrolled and have completed 12 units in residence at Rio Hondo College when applying for credit by CLEP Exam. CLEP credit may not be used to meet any residency requirement. A request form must be completed and returned to the Admissions and Records Office.

## **Credit by Examination**

The Board of Trustees of Rio Hondo College, in accordance with provisions of Title V (55753), authorizes the college to grant appropriate semester unit credit to any student who is currently enrolled and successfully passes an examination administered by appropriate staff.

Individual departments and/or specialty areas may elect to grant course credit to enable students who can demonstrate proficiency in specific bodies of subject matter, to plan a relevant educational program that will exclude courses in which essential levels of mastery of subject matter material have been previously attained.

Students shall be given course credit up to a limit of 12 Rio Hondo College units upon the successful completion of examinations. (Not to count as units in residence.) The student's transcript will denote credit earned by credit by exam.

Each department identifies courses that are eligible for challenge. Students will receive a grade for each course challenged based on the written guidelines developed by the individual department.

To challenge a course and receive Credit by Examination a student must be registered in the college and be in good standing. Course(s) must be listed in the college catalog. Students may be exempt from this if they are requesting to challenge and receive credit by examination for a high school / Regional Occupational Program Career and Technical Education (CTE) articulated pathway (Title 5 Section 55052).

## **Credit by External Examination**

A student in good standing who has completed at least 12 units in residence at Rio Hondo College may petition to receive Credit by External Examination from the Advanced Placement (AP) examinations of the College Entrance Examination Board and College Level Examination Program (CLEP).

## **Military Service**

Rio Hondo College may grant credit for service courses as described in the Guide to the Evaluations of Educational Experiences in the Armed Forces by the American Council on Education. Course work from the Community College of the Air Force will be granted credit on the basis of similarity to Rio Hondo programs.

Veterans desiring credit for military service must request such credit and present authentic military service and training records, including a copy of the discharge papers (DD214) to the Admissions & Records Office. Upon the presentation of the DD214, two P.E. requirements may be waived for the A.A. or A.S. degree. Requests for military credit will be evaluated upon the presentation of proper documents, and the completion of 12 units of work at Rio Hondo College.

Those veterans planning on applying for veterans benefits while attending classes must submit proper documentation of military service, schools, and any postsecondary credits prior to enrolling at Rio Hondo. These documents are to be sent to the Veterans Office at Rio Hondo College. Records will be reviewed and evaluated prior to enrollment and development of an educational plan. Under some conditions, students may be allowed to enroll and have their military and educational records submitted prior to the end of the first semester of attendance.

## **Non-Collegiate Registered Nursing Training Credit**

Credit may be granted to a student who has a valid California RN license for nursing courses taken at an accredited non-collegiate RN nursing program toward the Associate of Science Degree in Nursing. Credit granted may not exceed the total number of nursing units required for the Associate Degree in Nursing at Rio Hondo College.

## **Upper-Division Credit**

Upper-division credit from U.S. regionally accredited institutions may be used to fulfill Rio Hondo graduation requirements. Please see a counselor for more information.

## Credit By External Examination: College Credit For Advanced Placement (AP) Tests

Students must have the College Board send AP exam results to the Office of Admissions and Records (hand-carried copies will NOT be accepted) for use on the A.A. or GE patterns. To request Scores, call 1(888) 225-5427. Course credit and units granted at Rio Hondo College may differ from course credit and units granted by a transfer institution. Students may earn credit for Advanced Placement (AP) Tests with scores of 3, 4, or 5. AP credit can be used to meet IGETC, CSU GE and A.A. general education (GE) and/or major requirements.

<b>EXAM</b>	<b>RHC AA (MAJOR AND/OR GE)</b> Score of 3 or better for subject area unless otherwise indicated	<b>CSU GE</b>	<b>CSU - UNITS EARNED TOWARD TRANSFER</b>	<b>IGETC</b>	<b>UC - UNITS EARNED TOWARD TRANSFER</b>
Art History	ART 105, 106 6 semester units	Area C1 or C2 3 semester units	6 semester units	Area 3A or 3B 3 semester units	8 quarter/5.3 semester units
Art (Studio)	N/A	N/A	3 semester units	N/A	8 quarter/5.3 semester units
Biology	BIOL 101 4 semester units	Area B2 and B3 4 semester units	6 semester units	Area 5B ( <i>with lab</i> ) 4 semester units	8 quarter/5.3 semester units
Calculus AB	Communication & Analytical Thinking 3 semester units Score of 4 or 5 - MATH 190 4 semester units	Area B4 3 semester units	3 semester units*	Area 2A 3 semester units	4 quarter/2.7 semester units**
Calculus BC	Communication & Analytical Thinking 3 Semester Units Score of 4 or 5 - MATH 190, 191 8 semester units	Area B4 3 semester units	6 semester units*	Area 2A 3 semester units	8 quarter/5.3 semester units**
AP CALCULUS EXAM LIMITATIONS			*Only one exam may be used toward transfer		**Maximum credit 8 quarter/5.3 semester units for both
Chemistry	Score of 3 – Chemistry 120 Score of 4 or 5 – Chemistry 130 5 Semester units	Areas B1 and B3 4 semester units	6 semester units	Area 5A ( <i>with lab</i> ) 4 semester units	8 quarter/5.3 semester units
Chinese Language & Culture	Humanities 3 Semester Units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter/5.3 semester units
Computer Science A	N/A	N/A	3 semester units**	N/A	2 quarter/1.3 semester units***
Computer Science AB	N/A	N/A	6 semester units**	N/A	4 quarter/2.7 semester units***
AP CS EXAM LIMITATIONS			**Maximum one exam toward transfer		***Maximum 4 quarter/2.7 semester units for both
Economics - Macroeconomics	Social & Behavioral Science 3 semester units Score of 4 or 5 – ECON 101	Area D2 3 semester units	3 semester units	Area 4B 3 semester units	4 quarter/2.7 semester units
Economics - Microeconomics	Social & Behavioral Science 3 semester units Score of 4 or 5 – ECON 102	Area D2 3 semester units	3 semester units	Area 4B 3 semester units	4 quarter/2.7 semester units
English - Language & Composition	ENGL 101 3.5 semester units	Area A2 3 semester units	6 semester units	Area 1A 3 semester units	8 quarter/5.3 semester units*
English - Literature & Composition	ENGL 101, LIT 102 6.5 semester units	Area A2 and C2 6 semester units	6 semester units	Area 1A or 3B 3 semester units	8 quarter units/5.3 semester units*
AP ENGLISH EXAM LIMITATIONS					*8 quarter/5.3 semester units maximum for both
Environmental Science	Natural Science w/Lab 4 semester units	Area B2 and B3 ( <i>if taken prior to Fall 2009</i> ) or Area B1 and B3 ( <i>regardless of when taken</i> ) 4 semester units	4 semester units	Area 5A ( <i>with lab</i> ) 3 semester units	4 quarter/2.7 semester units
French Language	Humanities 3 Semester Units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter/5.3 semester units
French Literature	Humanities 3 Semester Units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter/5.3 semester units

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EXAM	RHC AA (MAJOR AND/OR GE) Score of 3 or better for subject area unless otherwise indicated	CSU GE	CSU - UNITS EARNED TOWARD TRANSFER	IGETC	UC - UNITS EARNED TOWARD TRANSFER
German Language	Humanities 3 Semester Units	Area C2 3 semester units	6 semester units	Area 3B <b>and</b> 6A 3 semester units	8 quarter/5.3 semester units
Government & Politics - Comparative	Social & Behavioral Science 3 semester units	Area D8 3 semester units	3 semester units	Area 4H 3 semester units	4 quarter/2.7 semester units
Government and Politics - U.S.	POLS 110 3 semester units	Area D8 and US 2* 3 semester units	3 semester units	Area 4H 3 semester units	4 quarter/2.7 semester units
		*Does not fulfill AHI California Government requirement	Student can satisfy the AHI requirement after transfer		
History - European	Social & Behavioral Science or Humanities 3 semester units	Area C2 or D6 3 semester units	6 semester units	Area 3B or 4F 3 semester units	8 quarter/5.3 semester units
History - U.S.	HIST 143, 144 6 semester units	Area C2 or D6 3 semester units	6 semester units	Area 3B or 4F 3 semester units	8 quarter/5.3 semester units
History - World	Social & Behavioral Science or Humanities 3 semester units	Area C2 or D6 3 semester units	6 semester units	Area 3B or 4F 3 semester units	8 quarter/5.3 semester units
Human Geography	Social & Behavioral Science 3 semester units	Area D5 3 semester units	3 semester units	Area 4E 3 semester units	4 quarter/2.7 semester units
Italian Language & Culture	Humanities 3 Semester Units	Area C2 3 semester units	6 semester units	Area 3B <b>and</b> 6A 3 semester units	8 quarter/5.3 semester units
Japanese Language & Culture	Humanities 3 Semester Units	Area C2 3 semester units	6 semester units	Area 3B <b>and</b> 6A 3 semester units	8 quarter/5.3 semester units
Latin - Vergil	Humanities 3 Semester Units	Area C2 3 semester units	3 semester units	Area 3B <b>and</b> 6A 3 semester units	4 quarter/2.7 semester units
Latin - Literature	Humanities 3 Semester Units	Area C2 3 semester units	6 semester units	Area 3B <b>and</b> 6A 3 semester units	4 quarter/2.7 semester units
Music Theory		Area C1 (if taken prior to Fall 2009) 3 semester units	6 semester units	N/A	8 quarter/5.3 semester units
Physics B	Natural Science w/Lab 4 semester units	B1 and B3 4 semester units*	6 semester units* (removal F'15)	Area 5A (with lab) 4 semester units	8 quarter/5.3 semester units**
Physics 1	Natural Science w/ Lab	B1 and B3 4 semester units*	4 semester units*		
Physics 2	Natural Science w/ Lab	B1 and B3 4 semester units*	4 semester units*		
Physics C - Mechanics	Natural Science w/Lab 4 semester units	Area B1 and B3 4 semester units*	4 semester units*	Area 5A (with lab) 3 semester units	4 quarter/2.7 semester units**
Physics C - Magnetism	Natural Science w/Lab 4 semester units	Area B1 and B3 4 semester units*	4 semester units*	Area 5A (with lab) 3 semester units	4 quarter/2.7 semester units**
AP PHYSICS EXAM LIMITATIONS			*Maximum 4 semester units toward GE and 4 semester units toward transfer		**Maximum 8 quarter/5.3 semester units for both
Psychology	Social & Behavioral Science 3 semester units Score of 4 or 5 - PSY 101	Area D9 3 semester units	3 semester units	Area 4I 3 semester units	4 quarter/2.7 semester units
Spanish Language	SPAN 101, 102 8 semester units	Area C2 3 semester units	6 semester units	Area 3B <b>and</b> 6A 3 semester units	8 quarter/5.3 semester units
Spanish Literature	SPAN 201 4 semester units	Area C2 3 semester units	6 semester units	Area 3B <b>and</b> 6A 3 semester units	8 quarter/5.3 semester units
Statistics	Communication & Analytical Thinking 3 semester units Score of 4 or 5 - MATH 130 4 semester units	Area B4 3 semester units	3 semester units	Area 2 3 semester units	4 quarter/2.7 semester units

For most AP subjects, results indicate that AP Exam scores of 5 are equivalent to A+ and A grades in the corresponding college course. AP Exam scores of 4 are equivalent to grades of A-, B+, and B in college. AP Exam scores of 3 are equivalent to grades of B-, C+, and C in college. More information on the reliability and validity of AP scores is available online at [www.collegeboard.org](http://www.collegeboard.org).

## Credit by External Examination

### College Level Examination Program (CLEP)

Rio Hondo College will award CLEP credit toward the Associates Degree and transfer to the CSU system accordingly. UC does not accept CLEP exams. Course credit cannot be granted if it duplicates previous coursework completed. Official CLEP scores must be sent directly to Rio Hondo's Office of Admissions and Records. A student must be actively enrolled and have completed 12 units in residence at Rio Hondo College when applying for credit by CLEP exam. CLEP credit may not be used to meet any residency requirement.

CLEP EXAM	PASSING SCORE FOR CSU CREDIT	MIN. SEM. UNITS EARNED FOR ADMISSION	CSU-GE AREA/ CERTIFICATION UNITS	RIO HONDO GE AREA CREDIT	PASSING SCORE FOR RIO HONDO CREDIT	RIO HONDO EQUIVALENT COURSE (FOR ASSOCIATE DEGREE)	RIO HONDO SEMESTER UNITS AWARDED
American Government	50	3 units	D8 3 units	Social/Behavioral Sciences	50	NA	3 units
American Literature	50	3 units	C2 3 units	Humanities	50	LIT 112A/B	6 units
Analyzing and Interpreting Literature	50	3 units	C2 3 units	Humanities	50	LIT 102	3 units
Biology	50	3 units	B2 3 units	Natural Sciences	50	NA	3 units
Calculus	50	3 units	B4 3 units	Language & Rationality	50	NA	3 units
Chemistry	50	3 units	B1 3 units	Natural Sciences	50	NA	3 units
College Algebra	50	3 units	B4 3 units	Language & Rationality	50	NA	3 units
College Algebra-Trigonometry	50	3 units	B4 3 units	Language & Rationality	50	NA	3 units
College Comp.	NA	NA	NA	Language & Rationality	50	ENGL 101	3.5 units
College Comp. Modular	NA	NA	NA	Language & Rationality	50	ENGL 101	3.5 units
English Comp. (no essay)	50	NA	NA	Language & Rationality	50	ENGL 101 (if taken before July '10)	3.5 units
English Comp. (with essay)	50	NA	NA	Language & Rationality	50	ENGL 101 (if taken before July '10)	3.5 units
English Literature	50	3 units	C2 3 units	Humanities	50	LIT 146A/B	6 units
Financial Accounting	50	3 units	NA	NA	50	ACCT 101	4 units
French Level I	50	6 units	NA	Humanities	80	FR 101/102	8 units
French Level II	59	12 units	C2 3 units	Humanities	80	FR 101/102/201	12 units
Freshman College Composition	50	NA	NA	Language & Rationality	50	ENGL 101 (if taken before July '10)	3.5 units
German Level I	50	6 units	NA	NA	NA	NA	NA

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CLEP EXAM	PASSING SCORE FOR CSU CREDIT	MIN. SEM. UNITS EARNED FOR ADMISSION	CSU-GE AREA/ CERTIFICATION UNITS	RIO HONDO GE AREA CREDIT	PASSING SCORE FOR RIO HONDO CREDIT	RIO HONDO EQUIVALENT COURSE (FOR ASSOCIATE DEGREE)	RIO HONDO SEMESTER UNITS AWARDED
German Level II	60	12 units	C2 3 units	Humanities	60	NA	3 units
History, US I	50	3 units	D6+US-1 3 units	Social/Behavioral Sciences	50	NA	3 units
History, US II	50	3 units	D6+US-1 3 units	Social/Behavioral Sciences	50	NA	3 units
Human Growth & Development	50	3 units	E 3 units	Social/Behavioral Sciences	50	NA	3 units
Humanities	50	3 units	C2 3 units	Humanities	50	NA	3 units
Information Systems & Comp. Applications	50	3 units	NA	NA	50	CIT 101	3 units
Intro to Educ. Psychology	50	3 units	NA	NA	NA	NA	NA
Introductory Business Law	50	3 units	NA	NA	50	BUSL 110	3 units
Introductory Psychology	50	3 units	D9 3 units	Social/Behavioral Sciences	50	NA	3 units
Introductory Sociology	50	3 units	D0 3 units	Social/Behavioral Sciences	50	NA	3 units
Natural Sciences	50	3 units	B1 or B2 3 units	Natural Sciences	50	NA	3 units
Pre-Calculus	50	3 units	B4 3 units	Language & Rationality	50	NA	3 units
Principles of Accounting	50	3 units	NA	NA	NA	NA	NA
Principles of Macroeconomics	50	3 units	D2 3 units	Social/Behavioral Sciences	50	NA	3 units
Principles of Microeconomics	50	3 units	D2 3 units	Social/Behavioral Sciences	50	NA	3 units
Principles of Management	50	3 units	NA	NA	50	MGMT 150	3 units
Principles of Marketing	50	3 units	NA	NA	50	MRKT 170	3 units
Spanish Level I	50	6 units	NA	Humanities	50	SPAN 101/102	8 units
Spanish Level II	63	12 units	C2 3 units	Humanities	63	SPAN 101/102/ 201	12 units
Trigonometry	50	3 units	B4 3 units	Language & Rationality	50	NA	3 units
Western Civilization I	50	3 units	C2 or D6 3 units	Humanities or S/B Sciences	50	NA	3 units
Western Civilization II	50	3 units	D6	Social/Behavioral Sciences	50	NA	3 units

**AA:** Students will get specific course credit only where a Rio Hondo equivalent course has been designated. A student who receives CLEP credit and then takes the equivalent RHC course will have the unit credit for such duplication deducted prior to being awarded the AA degree.

**CSU:** All CSU campuses will accept the minimum units shown and apply them toward fulfillment of the designated CSU-GE area if the examination is included as part of a full or subject-area certification. Please note that individual CSU campuses may choose to grant more units than specified toward completion of the CSU General Education-Breadth requirements.

**IGETC:** CLEP exams cannot be used to certify IGETC.

Please see a counselor for assistance in determining CLEP credit for graduation and/or transfer.

# 7 Degree & Certificate Programs

## Degree Programs

Rio Hondo College offers a variety of two-year programs leading to the Associate of Arts (A.A.) or Associate of Science (A.S.) degrees. See this catalog for a listing of degree programs available.

### The A.A. or A.S. Degree Concept

Central to an associate degree, coursework is designed to introduce students to the variety of means through which people comprehend the modern world. This coursework is referred to as the general education requirement of the degree. It reflects the conviction of the college that those who receive these degrees must possess in common certain basic principles, concepts and methodologies both unique to and shared by the various disciplines. College educated persons should be able to use this knowledge when evaluating and appreciating the physical environment, the culture, and the society in which they live. Most importantly, these degrees should lead to better self-understanding. In addition to the general education coursework, courses within an area of specialization, called a major, are required for an associate degree. The area of specialization will appear on the face of all diplomas.

Students should meet with a counselor and create an educational plan in order to ensure fulfillment of requirements of an Associate of Arts or Associate of Science degree.

**General Education Exceptions** – Those students who have been awarded a bachelor's degree from an accredited college or university in the United States will be exempt from the Rio Hondo College general education and proficiency requirements, should they pursue an associate degree at this institution. Please see a counselor if additional clarification is desired.

**Course Substitutions** – Request for a Course Substitution form must be completed and returned to the Admissions and Records Office in order to substitute one course for another or to waive part of a requirement in the event of discontinued courses. The course substitution request will be reviewed by a faculty representative, Dean of the discipline involved, and by the Articulation Officer. Rio Hondo College may accept extension and continuing education courses after taking into consideration if they are equivalent to Rio Hondo courses, are from an accredited Institution, are taken for credit and a letter grade, and are degree applicable at the originating institution.

### The A.A. or A.S. Degree Requirements

Both the Associate of Arts and the Associate of Sciences degrees require a minimum of 60 units with a 2.0 or better grade-point average (GPA). At least 12 units of those 60 must be in residence at Rio Hondo College. Non-degree applicable coursework will not be included in the total number of units earned toward a major.

The degree of Associate of Arts or Associate of Science will be conferred with a major consisting of a minimum of 18 units in a specified field of study (or major). A listing of all majors can

be found in the degree listing in the college catalog. In addition, a minimum of a "C" grade for all coursework within the major is required. Effective Fall 2008, courses can be used to meet a General Education area and Major requirement.

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

The Student Transfer Achievement Reform Act (Senate Bill 1440, now codified in California Education Code sections 66746-66749) guarantees admission to a California State University (CSU) campus for any community college student who completes an "associate degree for transfer," a newly established variation of the associate degrees traditionally offered at a California community college. The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. In order to earn one of these degrees, students must complete 60 required semester units of CSU-transferable coursework with a minimum GPA of 2.0. Students transferring to a CSU campus that does accept the AA-T or AS-T will be required to complete no more than 60 units after transfer to earn a bachelor's degree (unless the major is a designated "high-unit" major). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

#### Associate in Science Degree for Transfer (AS-T)

AS-T subject areas include: Administration of Justice, Business Administration, Early Childhood Education, Mathematics and Physics.

#### Associate in Arts Degree for Transfer (AA-T)

AA-T subject areas include: Anthropology, Art History, Communication Studies, English, History, Journalism, Kinesiology, Political Science, Psychology, Sociology, Spanish, Studio Arts, and Theatre Arts.

There are no additional graduation requirements for an AA-T or AS-T degree.

### Associate Degree for Transfer - Reciprocity Policy

Students who have fulfilled a specific course requirement or entire area of an AA-T/AS-T degree at a California Community College will be considered to have met those requirements at Rio Hondo College for the same degree. Students must initiate the review process with a counselor and must mail official transcripts to the RHC Office of Admissions.

## **Associate of Arts Degree or Associate of Science Degree General Education Requirements**

The following general education requirements for an Associate of Arts or Associate of Science degree must be completed and are part of the 60 units required for the degree.

1. Competence in reading and written expression may be met by the following:
  - a. *The reading requirement may be met by one of the following:*
    - i. A satisfactory score on the Reading Placement Test Credit ("P" grade) earned in READ 023 or higher academic level reading course, or appropriate assessment
    - ii. 2 or 4 year degree from a regionally accredited institution
  - b. *The written expression requirement may be met by one of the following:*
    - i. Credit earned in ENGL 101 with a grade of "C" or better
    - ii. A satisfactory score on the CSU English Equivalency Exam (to be determined by the Division of Communications and Languages)
    - iii. Students earning a "C" or better in freshman composition courses (3 or more semester/4 or more quarter units) from regionally accredited U.S. colleges and universities.
    - iv. Advanced Placement examination scores of 3, 4, or 5 on either of the following exams: AP English Language & Composition or English Literature & Composition.
    - v. CLEP examination scores of 50 or higher on one of the following exams: College Comp, College Comp Modular, English Comp (if taken prior to July '10).
2. *Competence in mathematics may be met by one of the following:*
  - a. Credit ("C" grade or better) in MATH 060 (Geometry), MATH 070 (Intermediate Algebra) or MATH 072 (The Mathematics of Money), MATH 073 (Fast-Track Intermediate Algebra) or a higher level math course
  - b. Demonstrate proficiency by a satisfactory score on the Rio Hondo College Math Proficiency Exam
  - c. Advanced Placement examination scores of 3, 4 or 5 on either of the following exams: AP Calculus AB or AP Calculus BC or AP Statistics.
  - d. CLEP examination scores of 50 or higher on one of the following exams: Calculus, College Algebra, College Algebra-Trig, and Trigonometry
3. **Physical Education-Minimum 2 classes.**  
Any two physical education or dance activity courses. Students who have completed a Fire, Police, Wildland Fire, or Corrections Academy from an accredited institution are automatically waived from this requirement. Students with honorable discharge DD214 paperwork will be awarded two 1-unit PE activity courses. (Exemption may be granted to those students physically unable to complete this requirement. Exemption forms are available in the Health Office.)
4. **American Institutions Requirement\*-Minimum of one course:**  
HIST 143, 143H, 144, 144H, 158, 159, 159H, 170  
POLS 110 or 110H
5. **Natural Sciences with Lab (a lab must be included)- Minimum 3 units:**  
ANTH 101, 101H, &101L  
ASTR 110, 110H & 112 or 114  
BIOL 101, 111 & 111L, 112, 120 & 120L  
CHEM 101& 101L, 110, 120, 130

GEOG 101 & 101L  
GEOL 150 & 151  
PHY 120, 150, 160, 211, 212, 213  
PHYS 101, 102

6. **Social and Behavioral Sciences - Minimum 3 units:**  
ANTH 102, 103, 110, 115, 125  
CD 106, 208  
CHST 101, 146, 148, 150  
ECON 101, 101H, 102, 102H  
GEOG 102, 103  
HIST 101, 102, 122, 143, 143H, 144, 144H, 158, 159, 159H, 167, 170  
HUM 130  
PHIL 128  
POLS 110, 110H, 128, 130, 140, 150  
PSY 101, 101H, 112, 114, 116  
SOC 101, 101H, 102, 105, 110, 114, 116, 120, 127, 148
7. **Humanities**
  - A. Fine Arts – Minimum 3 units:**  
ART 101, 104, 105, 105H, 106, 106H, 107, 108, 109, 110, 112, 113, 115, 120, 130, 135, 140, 179  
DANC 199  
MUS 101, 129, 130, 131, 132, 133, 135, 136  
PHTO 190  
THTR 101, 105, 105H, 110
  - B. Humanities – Minimum 3 units:**  
ASL 149  
CHIN 101, 102  
ENGL 126, 131  
FR 101, 102, 201, 202  
HIST 101, 102, 122, 131, 143, 143H, 144, 144H, 158, 159, 159H, 167, 170  
HUM 110, 111, 125, 125H,  
ITAL 101, 102  
JAPN 101, 102  
LATN 101, 102  
LIT 102, 102H, 112A, 112AH, 112B, 112BH, 114, 117, 117H, 140, 140H, 141, 142, 142H, 144A, 144B, 145, 145H, 146A, 146AH, 146B, 146BH, 147, 148, 149  
MSCM 128  
PHIL 101, 101H, 120, 124, 126, 135, 140  
SPAN 101, 102, 130, 131, 201, 201H, 202  
SPCH 130, 132
8. **Language and Rationality**
  - A. English Composition–Minimum 3 units:**  
ENGL 101
  - B. Communication and Analytical Thinking – Minimum 3 units:**  
CIT 101, 115, 120  
ENGL 125, 201, 201H  
LIB 101  
MATH 120, 130, 130H, 140, 160, 170, 175, 180, 190, 190H, 191, 250, 260, 270  
PHIL 110, 112  
PSY 190  
SPCH 100, 101, 102, 140  
READ 101  
VOCB 101

*\*Any course taken to meet the American Institutions requirement may not be used to meet another general education requirement.*

*Courses may be used to fulfill only one G.E. area.*

*(It is the student's responsibility to provide verification to the Admissions and Records Office if any of the above requirements are met at another college or university.)*

## **Multiple Majors**

A student who completes the requirements for more than one major at the same time may apply for a multiple major diploma. At least 18 additional units must be earned for a second major. All the required courses and units for each major must be completed and applied exclusively to the respective major and may not be used to meet requirements in other majors. Both majors will be listed on the diploma and both majors will be noted on the student's academic record.

## **Second Associate Degrees**

Second associate degrees may be awarded when the following conditions have been met. A minimum of 78 units must be completed and 18 additional units, beyond the minimum required for the first associate degree, are required to earn a second associate degree. The major for the second degree must be in a different discipline from the major of the first degree. All required courses for the major of the second associate degree must be completed and must be exclusive to the respective major and may not be used to meet requirements in other majors. The general education requirements in effect at the time of initiating the second degree must be completed. Catalog rights will apply.

## **Catalog Rights**

A student may elect to meet the graduation requirements in effect at the time of entrance or at the time of graduation provided that he/she maintains continuous enrollment.

## **Continuous Enrollment**

Continuous enrollment is defined as being enrolled in at least one course each semester and receiving an A, B, C, D, F, P, NP, I or W at Rio Hondo College or any other campus within the California community college or university system. If there is a break in enrollment for more than three consecutive semesters, the student will be held to the new requirements listed in the catalog at the time of re-enrollment. Absence from a summer session is not considered a break in enrollment. In extenuating circumstances, a student may submit a request for an extension to the Director of Admissions and Records for consideration.

## **Graduation**

Students planning to graduate should file a "petition for graduation" during the semester in which they plan to graduate. Applications are available from the Admissions and Records Office. Deadlines for filing graduation petitions are available on the Rio Hondo web site, under the Admissions and General Information link. Please note that Rio Hondo College only hosts a commencement ceremony in the spring semester of each year.

## **Certificate Programs**

Certificate programs are designed for students interested in developing advanced levels of proficiency in special occupational subject areas.

**There are three different certificates available to students:**

- The Certificate of Achievement is designed to prepare students for entry-level employment in a vocational area. Awarded through Admissions and Records.
- The Certificate of Skill Proficiency provides the student with skills designed to enhance their job marketability and mobility. Awarded through the designated Division Office.

- The Career Certificate prepares students for specific job opportunities. Awarded through the designated Division Office.

Specific requirements for certificates are listed in this catalog. A student may elect to meet the Certificate of Achievement, Certificate of Skill Proficiency, or Career Certificate requirements in effect at the time of entrance or at the time of graduation provided that he/she maintains continuous enrollment (see Catalog Rights – Continuous Enrollment).

Certificates are awarded upon successful completion of the courses indicated in a designated subject area. Consult each program area for specific requirements. A candidate must maintain a minimum of a "C" average in the certificate of achievement program and complete at least one required course for the certificate at Rio Hondo College.

Upon completion of required Certificate of Achievement courses, students must file an application with the Admissions and Records Office in order to receive the certificate. Applications are available from the Admissions and Records Office. Deadlines for filing a Certificate of Achievement application are available at: [www.riohondo.edu](http://www.riohondo.edu). Certificates of Achievement are awarded through the Admissions and Records Office and appear on student records/transcripts. All other certificates are awarded through the designated divisions and do not appear on student records/transcripts.

## **Exceptions to Certificate of Achievement Requirements**

Request for a Course Substitution form must be completed and returned to the Admissions and Records Office in order to substitute one course for another or to waive part of a requirement in the event of discontinued courses. The course substitution request will be reviewed by a faculty representative, Dean of the discipline involved and by the Dean of Counseling.

To receive a Career Certificate or a Certificate of Skills Proficiency, a student should petition through the appropriate academic department and be aware that completion of such certificates will not be posted on their academic transcripts.



# 8 Transfer

## Transfer Programs

Students whose goal is to transfer to a four-year institution should identify which transferable courses are required for both their major and general education. Students are strongly encouraged to meet with a counselor to develop an academic program best suited for their transfer institution and intended major.

Assistance in developing an educational plan to transfer to a university is advisable through contact with the counselor. Faculty members are valuable contacts in providing information related to a student's career or college choice.

The Transfer Center is another valuable resource for students interested in transferring. The following services are available in the Transfer Center:

Transfer Counseling, Application Workshops, Appointments with University Representatives, University Campus Tours, Transfer Fairs, Transfer Workshops, Resource Materials, Library of College Admission Materials, Computer Resource Lab.

Rio Hondo College offers courses similar to courses in the lower division (i.e., first two years) of four-year universities. Course requirements for graduation vary from one institution to another. It is to a student's advantage to choose his or her transfer university as early as possible. Students are advised to complete the courses at Rio Hondo College that best satisfy the lower-division course requirements of their particular transfer institution. Lower-division course requirements typically include a set of "general education" courses and a sequence of courses in the student's chosen "major."

## Planning a Transfer Program

Each four-year institution has its own basic pattern of lower-division requirements regarding both general education and specific majors. These requirements vary from college to college and often change from year to year. Rio Hondo College has articulated courses with the California State University and University of California campuses as well as independent colleges and universities.

The Transfer Center has a collection of college catalogs as well as a listing of requirements for completing the Intersegmental General Education Transfer Curriculum (IGETC), CSU – General Education Breadth, and other general education patterns. In addition, there are computers for student use to access information on the Internet regarding the college of their choice.

Students may also utilize ASSIST, the statewide repository of articulation information offering easy access to a single computerized database of student transfer information ([www.ASSIST.org](http://www.ASSIST.org)). The database includes IGETC and CSU



GE Breadth lists as well as articulation agreements for many California public post-secondary institutions (community colleges, CSUs and UCs).

Students who plan to transfer to one of the California four-year colleges or universities should plan their program at Rio Hondo College to include the required lower-division courses of the four-year institution. Students should work closely with counselors when choosing courses at Rio Hondo College. It is possible, in most cases, to fulfill both major and general education lower-division requirements for the college or university of their choice as well as the requirements for the associate degree at Rio Hondo College.

## Impacted Programs

The term impacted, when applied to a program or major, means that the program usually attracts many more applicants than it can accept. Consequently, there are special requirements and selection procedures for admission. Students intending to transfer and pursue these majors should consult with a counselor and visit the transfer center to request its most recent admissions information.

## Transferring to California State University (CSU)

The California State University system consists of 23 campuses located throughout the state. Admission representatives from local CSU campuses visit the Rio Hondo College Transfer Center on a regular basis. Please check with the Transfer Center for more detailed information.

Each California State University (CSU) campus has its own general education and major requirements. Therefore, students should work with a counselor to first select a particular CSU campus and then formulate a strategy for completing that campus' general education requirements, major requirements, and admission requirements.

Courses transferable to CSU campuses are identified in the course description in this Catalog and in the Class Schedule. Courses identified as meeting major preparation are listed in the ASSIST articulation database, which can be viewed at [www.ASSIST.org](http://www.ASSIST.org).

Students that have completed 60 transferable semester units (90 quarter units) with a 2.0 grade point average (2.4 for non-resident students) completed by the time of entry to a CSU, are considered an upper division applicant.

Applicants are eligible for admission to a CSU if they:

1. Are in good standing at the last college or university attended AND
2. Have completed, or will complete prior to transfer at least 30 semester units of general education requirements. The 30 semester units must include one course in written communication, one course in oral communication, one course in critical thinking, and one transferable course in mathematics. All of these courses must be completed with a "C" or better (see Area A and B4 on the Rio Hondo College CSU-GE pattern or Areas 1 and 2 on IGETC)

Certain "impacted" programs, which have more applicants than there are spaces available, have additional screening requirements. Visit the Transfer Center for more details.

*Note: Some CSU campuses may accept a limited number of lower-division transfer applicants (applicants with fewer than 60 transferable units). Lower-division transfer applicants will be held to specified CSU eligibility standards. Check with a counselor and CSU mentor: [www.csumentor.edu](http://www.csumentor.edu) for details.*

The Lower-Division Transfer Patterns (LDTP) project presents potential transfer students from California Community Colleges with road maps to follow that ensure appropriate academic preparation for studies at CSU and decrease time to graduation from the CSU. For more information about LDTP visit [www.csumentor.edu](http://www.csumentor.edu).

A maximum of 70 semester units earned at a community college may be transferred to the CSU; however, courses in excess of 70 semester units will receive subject credit and will be applied to satisfy content requirements as appropriate. No upper-division credit is allowed for courses taken at a community college.

## **CSU Certification**

Certification means that Rio Hondo College has verified that a student has completed the lower-division general education requirements for the CSU. For full certification, students must complete 39 units from Categories A through E of the CSU General Education Requirements.

Certification from a community college is important because without it, students will be held to the general education requirements specific to the CSU campus to which they are transferring. Once the student is certified, the CSU campus will identify the student as having completed the lower-division requirements. (Please note that 9 units of upper-division general education courses must be completed at

the CSU after transfer.) For full certification, a minimum of nine units must be completed in each of Areas A, B, C, and D and one course must be completed in Area E from the CSU-GE pattern. Courses in Area A and Area B4 must be completed with a "C" or better. The overall grade-point average for the remainder of the courses must be at least a 2.0.

It is the student's responsibility to request certification. To obtain the certification, students must file a Transcript Request Form at the Office of Admissions and Records. The final transcript and general education certification will then be sent to the CSU.

Because the requirements for a particular major may differ from one CSU campus to another, and because requirements may change yearly, students must consult regularly with a counselor when selecting courses.

## **CSU Application**

Applications for admission to the CSU system are available online at [www.csumentor.edu](http://www.csumentor.edu). Applications to impacted programs must be filed during the priority-filing period. Applications should be filed as early as possible to ensure priority consideration.

## **CSU Application Filing Periods**

Students are encouraged to attend an application workshop before beginning the application process. Remember applications are submitted one year prior to transferring.

**The priority filing periods are:**

### **Semester System Campuses**

- Fall Semester: October 1-November 30
- Spring Semester: August 1-31

### **Quarter System Campuses**

- Fall Quarter: October 1-November 30  
Winter Quarter: June 1-30  
Spring Quarter: August 1-31  
Summer Quarter: February 1-28



## **CSU General Education Breadth Course Requirements**

The CSU-GE Breadth is an agreement between Rio Hondo and the CSU campuses regarding general education requirements. This list of courses is regularly updated. Students can complete these courses to fulfill their lower-division, general education requirements at a community college before they transfer to a CSU campus. The CSU-GE Breadth is only one way to fulfill the lower-division, general education requirements for the CSU. Students may also use the IGETC to fulfill lower-division general education requirements at the CSU (see in this catalog.) Courses taken by students for CSU-GE Certification must be selected from the following list:

### **AREA A: English Language Communication and Critical Thinking:**

*Choose one course from each group. (9 units minimum)*

- A1: Oral Communication  
SPCH 100, 101, 102, 140
- A2: Written Communication  
ENGL 101
- A3: Critical Thinking  
ENGL 201, 201H  
PHIL 110, 112  
READ 101  
SPCH 140

### **AREA B: Scientific Inquiry and Quantitative Reasoning:**

*Choose one course from each group; one of the science courses must include a laboratory (indicated by \*). (9 units minimum)*

#### **B1: Physical Science**

- ASTR 110, 110H, 112\*, 114\*
- CHEM 101, 101L\*, 110\*, 120\*, 130\*, 140\*, 230\*, 231\*
- GEOG 101, 101L\*
- GEOL 150, 151\*
- PHY 120\*, 150\*, 160\*, 211\*, 212\*, 213\*
- PHYS 101\*, 102\*

#### **B2: Life Science**

- ANTH 101, 101H, 101L\*
- BIOL 101\*, 105, 111, 111L\*, 112\*, 120, 120L\*, 200\*, 201\*, 222\*, 226\*
- PSY 210, 210H

#### **B3: Laboratory Activity**

All lab courses are identified by \* in Groups B1 and B2 above.

#### **B4: Mathematics/Quantitative Reasoning**

- MATH 120, 130, 130H, 140, 160, 170, 175, 180, 190, 190H, 191, 250, 260, 270
- PSY 190

### **AREA C: Arts and Humanities**

Choose at least one course from C1: Arts; and at least one course from C2: Humanities. Additional courses may be taken from either of the groups. (9 units minimum)

#### **C1: Arts (Art, Dance, Music, Theatre)**

- ART 101, 104, 105, 105H, 106, 106H, 107, 108, 109, 110, 112, 113, 115, 120, 121, 130, 135, 140
- DANC 199
- MUS 101, 120, 129, 130, 131, 132, 133, 134, 135, 136
- PHTO 190
- THTR 101, 105, 105H, 110, 150

#### **C2: Humanities (Literature, Philosophy, Foreign Languages)**

- ASL 149
- CHIN 101, 102

- CHST 146
- ENGL 126
- FR 101, 102, 201, 202
- HIST 101, 102, 122, 131, 143, 143H, 144, 144H, 158, 159, 159H, 167, 170
- HUM 110, 111, 125, 125H
- ITAL 101, 102
- JAPN 101, 102
- LATN 101, 102
- LIT 102, 102H, 112A, 112AH, 112B, 112BH, 114, 117, 117H, 140, 140H, 141, 142, 142H, 144A, 144B, 145, 145H, 146A, 146AH, 146B, 146BH, 147, 148, 149
- PHIL 101, 101H, 120, 124, 126, 128, 135, 140,
- POLS 128
- SPAN 101, 102, 130, 131, 201, 201H, 202
- SPCH 130, 132

**AREA D: Social Sciences:** 9 units required with courses in at least two groups. (3 courses/9 units minimum)

- D1: Anthropology and Archeology: ANTH 101, 101H, 102, 102H, 103, 115, 125
- D2: Economics: ECON 101, 101H, 102, 102H, 106
- D3: Ethnic Studies: CHST 101, 146, 148, 150; HIST 131, 158, 159, 159H; HUM 130; POLS 150; SOC 148
- D4: Gender Studies HIST 170, SOC 120
- D5: Geography: GEOG 102, 103
- D6: History: HIST 101, 102, 122, 131, 143, 143H, 144, 144H, 158, 159, 159H, 167, 170; CHST 146
- D7: Interdisciplinary Social or Behavioral Science: CD 208  
SOC 127
- D8: Political Science, Government, & Legal Institutions:  
CHST 150, PHIL 128, POLS 110, 110H, 128, 130, 140, 150
- D9: Psychology: CD 106, 208;  
PSY 101, 101H, 112, 114, 116, 170, 180, 200
- D0: Sociology and Criminology:  
ANTH 110; SOC 101, 101H, 102, 105, 110, 114, 116, 120, 127

**HIGHLY RECOMMENDED:** All CSU campuses have a graduation requirement in U.S. History, Constitution and American Ideals. Students may be certified as completing this requirement at Rio Hondo College by taking POLS 110 or 110H and one of the following History courses: HIST 143, 143H, 144, 144H, 158, 159, 159H, 170. These courses may be used to partially satisfy area C and/or D of the CSU-GE Breadth.

### **AREA E: Lifelong Learning and Self-Development:**

Choose one course from the following:

- ANTH 110; CD 106
- COUN 101, 151 or 151A, 151B, 151C

**(NOTE: The entire sequence of 151 A-C must be completed for a total of 3 units)**

- DD 214 (see counselor for details)
- KIN 191, 192, 196;
- PSY 112, 121, 123
- SOC 105, 110

**NOTE:** Courses may be used to fulfill only one General Education area.

*For a complete listing of courses and their approval dates, students may log on to [www.assist.org](http://www.assist.org).*

## **Transferring to University of California (UC)**

The University of California has 10 campuses located throughout the state. Admission representatives from local UC campuses visit the Rio Hondo College Transfer Center on a regular basis. Please check with the Transfer Center for more detailed information.

Course requirements vary from one University of California (UC) campus to another. Therefore, it is advised that students work with a counselor to first select a particular UC campus and then formulate a strategy for completing that campus' general education requirements, major requirements, and admissions requirements. At most UC campuses, admission is competitive, and a grade point average (GPA) higher than the 2.4 minimum is required. Some UC campuses require that students complete specific course work in a major before transfer, and some majors require a higher grade point average than designated for general admission. See a Rio Hondo counselor for further explanation and planning materials.

Courses transferable to UC campuses are identified in the course description in this Catalog and in the Class Schedule. Courses identified as meeting major preparation are listed in the ASSIST articulation database, which can be viewed at [www.ASSIST.org](http://www.ASSIST.org).

### **Transfer Admission Requirements**

To be eligible for admission to a UC as a transfer student, a student must fulfill the following criteria:

- A. Complete 60 UC transferable semester units (90 quarter units) with a minimum GPA of 2.4 (2.8 for non-residents); AND
- B. Complete the following course requirements, earning a grade of "C" or better in each course: two transferable college courses in English composition; one transferable college course in mathematical concepts and quantitative reasoning; four transferable college courses chosen from at least two of the following subject areas: arts and humanities, social and behavioral sciences, and physical and biological sciences.

*NOTE: The IGETC General Education Transfer Pattern will meet these course requirements. However, some students, depending on the transfer major and university, may not be well served by following IGETC; AND*

- C. Complete as many major preparation courses as possible. Major preparation may be viewed at [www.assist.org](http://www.assist.org). NOTE: Selective majors require certain courses to be completed before transfer with a higher grade point average.

The UC allows up to 70 UC transferable units from a community college. Students who complete more than 70 units at the community college may still complete courses to fulfill course requirements but will not be able to transfer more than the 70 units of credit.

**IMPORTANT! To be considered for fall admission at most campuses, students must plan to complete all courses required for admission no later than the spring semester preceding the fall they wish to enter the university.**

## **Community College Transfer Priority Admission**

UC campuses give priority consideration for admission to California community college students. A California community college student applying for admission to the

University of California in advance standing will be given priority admission over all other applicants if:

1. The student was enrolled at one or more California community college for at least two terms (excluding summer sessions); AND
2. The last college attended before admission to a UC campus was a California community college (excluding summer sessions); AND
3. The student has completed at least 30 semester (45 quarter) UC transferable units at one or more California community college.

## **IGETC General Education Certification**

Certification means that the last community college attended prior to transfer will verify that the student has completed the entire IGETC pattern. Students must apply for the IGETC certification at the community college they attended. Coursework taken at other community colleges will be certified at the discretion of the community college where the IGETC will be completed. Rio Hondo College will certify for IGETC after completion of all courses required.

It is the student's responsibility to request certification. To obtain the certification, students must file a Transcript Request Form at the Office of Admissions and Records. The final transcript and general education certification will then be sent to the UC.

## **UC Impacted Majors**

Some majors at UCLA and other UC campuses are highly competitive or "impacted". This means that certain courses in the major must be completed with achievement of a high GPA prior to transfer. Please consult with a counselor or visit the Transfer Center for details.

## **Transfer Admission Guarantee (TAG)**

The Transfer Admission Guarantee (TAG) program offers guaranteed admission to the students who complete a core set of courses at Rio Hondo College a full term prior to transferring. Students in the TAG program can receive early review of their academic records, early admission notification, and specific guidance on major preparation and general education coursework. Rio Hondo College has agreements with seven UCs (UC Davis, UC Irvine, UC Merced, UC Riverside, UC San Diego, UC Santa Barbara, and UC Santa Cruz). TAG requirements vary by UC campus. For further information meet with the Transfer Counselor.

## **UC Application**

Applications for admission to the UC system are available online at [www.universityofcalifornia.edu/apply](http://www.universityofcalifornia.edu/apply).

*NOTE: The UCs requires students to write a personal statement. Visit the Transfer Center for more information.*

## **UC Application Filing Periods**

Students are encouraged to attend an application workshop before beginning the application process. Remember applications are submitted one year prior to transferring.

**The priority filing periods are:**

**Fall Quarter/ Semester:** November 1-30

**Winter Quarter:** July 1-31

**Spring Quarter:** October 1-31

All UC campuses accept applicants for fall admission. To determine which UC campus accepts winter and/or spring, call the specific campus or visit the Transfer Center.

## **Intersegmental General Education Transfer Curriculum (IGETC) For CSU & UC**

The IGETC is an agreement between Rio Hondo and the CSU and UC campuses regarding general education requirements. The IGETC list of courses was developed first in 1991 and is regularly updated. Students can complete these courses to fulfill their lower-division, general education requirements at a community college before they transfer to a CSU or UC campus. The IGETC is only one way to fulfill the lower-division, general education requirements of a CSU or UC campus, and it is not recommended for certain majors and colleges.

Completion of all the requirements in the IGETC will permit a student to transfer from a community college to a campus in either the California State University or University of California system without the need to take additional lower-division general education courses. Transfer students will receive certification for all their general education requirements only after completing all of the subject areas listed below with a "C" grade or better in each course.

### **Area 1: ENGLISH COMMUNICATION**

CSU: 3 courses required, one from each group below  
UC: 2 courses required, one each from 1A and 1B

#### **1A – English Composition**

One course of 3 semester/4 quarter units  
ENGL 101

#### **1B –Critical Thinking**

One course of 3 semester/4 quarter units  
ENGL 201 or 201H, PHIL 110

**1C –Oral Communications:** (CSU only) One course of 3 semesters/4 quarter units.  
SPCH 100, 101, 102, 140

### **Area 2: MATHEMATICAL CONCEPTS & QUANTITATIVE REASONING**

One course: 3 semester/4 quarter units  
MATH 120, 130+, 130H+, 160+, 170+,  
180+, 190+, 190H, 191, 250, 260, 270  
PSY 190+

+ Indicates that UC course credit may be limited.  
Please consult a counselor for additional information.

### **Area 3: ARTS & HUMANITIES**

At least 3 courses - 9 semester/12 quarter units.

**3A:** ARTS (3 units minimum):  
ART 104, 105, 105H, 106, 106H, 107, 108, 109, 110  
112, 113, 115  
MUS 129, 130, 131, 132, 133, 135, 136  
THTR 101, 105, 105H

#### **3B: HUMANITIES (3 units minimum):**

CHST 146  
ENGL 126  
FR 102, 201, 202  
HIST 101, 102, 122, 131, 143, 143H, 144, 144H, 158,  
159, 159H, 167, 170  
HUM 110, 111, 125, 125H  
ITAL 102  
JAPN 102  
LATN 102  
LIT 102, 102H, 112A, 112AH, 112B, 112BH, 114,  
117, 117H, 140, 140H, 141, 142, 142H, 144A, 144B, 145,  
145H, 146A, 146AH, 146B, 146BH, 147, 148, 149  
PHIL 101, 101H, 120, 124, 126, 128, 135, 140,  
POLS 128  
SPAN 102, 201, 201H, 202

### **Area 4: SOCIAL & BEHAVIORAL SCIENCES**

At least 3 courses from at least two disciplines - 9 semester/12 quarter units

ANTH 102, 102H, 103, 110, 125

CD 106, 208  
CHST 101, 146, 148, 150  
ECON 101, 101H, 102, 102H, 106  
GEOG 102, 103  
HIST 101, 102, 122, 131, 143, 143H, 144, 144H, 158,  
159, 159H, 167, 170  
HUM 130  
PHIL 128  
POLS 110, 110H, 128, 130, 140, 150  
PSY 101, 101H, 112, 114, 170, 200,  
SOC 101, 101H, 102, 105, 110, 114, 116, 120, 127, 148

### **Area 5: PHYSICAL & BIOLOGICAL SCIENCES**

At least 2 courses are required, one from 5A and 5B. One course must include a corresponding laboratory from 5A or 5B. Laboratory courses (5C) are noted with \* symbol (7-9 semester/9-11 quarter units.)

#### **5A: PHYSICAL SCIENCES (One course minimum):**

ASTR 110, 110H, 112\*, 114\*  
CHEM 110\*, 120\*, 130\*, 230\*, 231\*  
GEOG 101, 101L\*  
GEOL 150, 151\*  
PHY 120\*+, 150\*+, 160\*+, 211\*+, 212\*+, 213\*+

#### **5B: BIOLOGICAL SCIENCES (One course minimum):**

ANTH 101, 101H, 101L  
BIOL 101\*, 105, 111, 111L\*, 120, 120L\*, 200\*, 201\*, 226\*  
PSY 210, 210H

**5C: LABORATORY ACTIVITY:** This requirement may be met by completing a lab course that corresponds to a lecture course found above in 5A or 5B with \*symbol.

+ Indicates that UC course credit may be limited. Please consult the catalog course description for additional information.

### **6: LANGUAGE OTHER THAN ENGLISH (UC REQUIREMENT ONLY)**

Proficiency equivalent to two years of high school study in the same language or at least 1 course from:

ASL 149  
CHIN 101, 102  
FR 101, 102, 201, 202  
ITAL 101, 102  
JAPN 101, 102  
LATN 101, 102  
SPAN 101, 102, 130, 131, 201, 201H, 202

*(If using high school courses to fulfill this area, grades of "C-" are acceptable. Official transcripts must be on file in the Admissions and Records Office)*

### **AMERICAN INSTITUTIONS REQUIREMENT**

CSU has an American Institutions graduation requirement that can be fulfilled by taking the following:

6 units: Choose one course from group 1 and one course from group 2.

1. POLS 110, 110H
2. HIST 143, 143H, 144, 144H, 158, 159, 159H, 170

**CERTIFICATION** – These units are general education requirements for the UC and CSU systems. Rio Hondo College will certify these courses. Request for IGETC certification can be made on the Transcript Request Form. Only courses taken at U.S. regionally-accredited institutions that meet the IGETC Standards will be certified in the appropriate areas. Official transcripts must be on file in the Admissions and Records Office. Courses taken at foreign institutions are not acceptable except for certification of competence in a language other than English. Partial Certification is permitted if the student has completed all but two courses in the pattern.

*For a complete listing of courses and their approval dates, students may log on to [www.assist.org](http://www.assist.org).*

## **Transferring to Independent Colleges & Universities**

Each year many Rio Hondo students go on to pursue their fields of interest and earn a degree at an independent four-year institution. Admission requirements and general education requirements vary from college to college. To make transferring to a private or independent college as smooth as possible, students should obtain a catalog from that college and work closely with a counselor to plan their course of study.

Although admission requirements vary and are listed in the catalogs of the various universities and colleges, students who transfer to independent colleges and universities are given credit for most, if not all, of their community college work. Most colleges and universities give full credit for general education courses and for most other courses designated by the community college as transferable. Rio Hondo College has developed articulation agreements with many independent colleges and universities. Transfer students who plan to attend a private college or university are encouraged to consult with a counselor to plan their academic plan. For information regarding deadlines and articulation agreements, students should visit the Transfer Center.

For information regarding all transfer deadlines, students should consult with Rio Hondo College counselors or the Transfer Center.

## **Transfer Web Sites**

Below are listed some of the web sites available to help students who wish to transfer.

- **Articulation:**  
<http://www.assist.org>  
<http://www.riohondo.edu/Counseling-Center/Articulation>
- **California Colleges:**  
<http://www.californiacolleges.edu>
- **California Independent Colleges and Universities:**  
<http://www.aicc.edu>
- **California State University:**  
<http://www.csumentor.edu>
- **California Virtual College:**  
<http://www.cvc.edu/>
- **RHC Transfer Center:**  
<http://www.riohondo.edu/students/transfercenter>
- **University of California:**  
<http://www.universityofcalifornia.edu>
- **UC Transfer:**  
<http://uctransfer.universityofcalifornia.edu>



# 9 Degrees & Certificates

Occasionally offerings will not be available in a particular program. Please contact the division for more information about availability.

## Associate of Arts Degree Associate of Science Degree

### Division of Arts & Cultural Programs

Animation .....	63
Art .....	67
Commercial Art .....	82
Music .....	119
Photography .....	136
Theatre Arts .....	146

### Division of Behavioral & Social Sciences

Chicano Studies .....	76
Child Development .....	77
Drug Studies .....	87
Philosophy .....	136

### Division of Business

Accounting .....	55
Business Administration .....	73
Business Marketing .....	75
Computer Information Technology: Computer Systems .....	84
Computer Information Technology: Microcomputer Specialist .....	85
International Business .....	110
Logistics Management .....	114
Management and Supervision .....	115
Small Business/Entrepreneurialism .....	141

### Division of Career & Technical Education

Advanced Engine Performance .....	59
Alternative Energy Technology .....	61
Alternative Fuels/Advanced Transportation Technology .....	62
Architecture .....	65
Architectural Design & Drawing .....	66
Automotive Collision Repair & Painting .....	69
Automotive Technology .....	70
Civil Design Technology .....	80
Electronics Technology .....	89
Engineering Design Drafting .....	90
Heavy Equipment Technology .....	105
Honda Professional Career Training Program Specialization (PACT) .....	107
Welding Technology .....	146

### Division of Communications & Languages

English and Literature .....	92
Mass Communications: Mass Media .....	116
Mass Communications: Print Media .....	117

### Division of Health Science & Nursing

Nursing Program Overview .....	120-130
Nursing .....	132
Associate Degree Nursing .....	133-134
Vocational Nursing .....	133

### Division of Mathematics & Sciences

Biology .....	73
Environmental Science .....	93
Environmental Technology .....	94

### Division of Public Safety

Administration of Justice .....	57
Corrections .....	86
Fire Technology .....	96-97
Wildland Fire Technology .....	147

### General Studies

Emphasis in Arts and Human Expression .....	99
Emphasis in Social Behavior and Self-Development .....	100
Emphasis in Social Sciences .....	101
Emphasis in Science and Mathematics .....	103

## Certificate of Achievement

### Division of Behavioral & Social Sciences

Child Development .....	78
Drug Studies .....	87
Preschool Teacher .....	79

### Division of Business

Accounting .....	55
Business Marketing .....	75
Computer Information Technology: Computer Systems .....	84
Computer Information Technology: Microcomputer Specialist .....	85
International Business .....	110
Logistics Management .....	114
Management and Supervision .....	115

Retail Management .....	141
Small Business/Entrepreneurialism.....	141

#### **Division of Career & Technical Education**

Advanced Engine Performance.....	59
Advanced Engine Performance-Technician. ....	60
Alternative Energy Technology .....	61
Alternative Fuels & Advanced Transportation Technology .....	62
Architectural Design & Drawing -Technician.....	66
Automotive Collision Repair & Painting.....	69
Brake and Suspension Service.....	71
Civil Design & Drawing.....	82
Civil Design Technology .....	81
Diesel Fuel & Emission Systems .....	71
Electronics Technology.....	89
Engine Repair .....	72
Engineering Design Drafting – Technician.....	90
Fuel Injection Systems .....	72
General Automotive Service .....	70
General Service Technician.....	70
Geographic Information Systems .....	104
Heavy Equipment Service Technician -Specialist....	105
Honda/Acura Air Conditioning and Supplemental Restraint Systems .....	108
Honda/Acura Brakes, Suspension, and Electronic Systems.....	108
Honda/Acura Engine Repair and Chassis Electrical Systems .....	109
Honda/Acura Power Train and Transmission Systems.....	109
Safety, Comfort and Convenience Systems.....	109
Surveying, Mapping & Drawing .....	82
Transmission Service .....	72
Welding Technology .....	146

#### **Division of Communications & Languages**

Mass Communications: Mass Media .....	116
Mass Communications: Print Media.....	117

#### **Division of Mathematics & Sciences**

Environmental Technology.....	95
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#### **Division of Health Science & Nursing**

Nursing .....	135
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#### **Division of Kinesiology, Dance, and Athletics**

Fitness Specialist.....	98
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#### **Division of Public Safety**

Fire Technology .....	96-97
Wildland Fire Technology.....	147

#### **Career Certificate**

#### **Division of Business**

Accounting for Government and Non-profit Organizations.....	56
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#### **Division of Health Science & Nursing**

Certified Nurse Assistant Acute Care .....	131
Home Health Aide .....	131
Nurse Assistant Pre-Certification Training Course ..	131

#### **Division of Kinesiology, Dance, and Athletics**

Athletic Trainer's Aide.....	113
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#### **Division of Public Safety**

Basic Police Training.....	138
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#### **Certificate of Skill Proficiency**

#### **Division of Business**

Computerized Accounting .....	56
Income Tax Preparer.....	56

#### **Division of Behavioral & Social Sciences**

Human Services.....	110
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#### **Division of Public Safety**

Emergency Medical Technician .....	89
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#### **Division of Arts and Cultural Programs**

Game Development .....	98
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#### **Associate Degree for Transfer**

##### **Associate in Science Degree for Transfer (AS-T)**

Administration of Justice for Transfer .....	58
Business Administration for Transfer .....	74
Early Childhood Education for Transfer .....	88
Mathematics for Transfer.....	118
Physics for Transfer .....	137

##### **Associate in Arts Degree for Transfer (AA-T)**

Anthropology for Transfer .....	64
Art History for Transfer .....	68
Communication Studies for Transfer .....	83
English for Transfer .....	91
History for Transfer .....	106
Journalism for Transfer .....	111
Kinesiology for Transfer .....	112
Political Science for Transfer .....	139
Psychology for Transfer .....	140
Sociology for Transfer .....	142
Spanish for Transfer .....	143
Studio Arts for Transfer .....	144
Theatre Arts for Transfer.....	145

*\*Courses in the degree/certificate are not necessarily listed in the order of enrollment. See prerequisites.*

# Rio Hondo College Majors & Programs

**AA** Associate of Arts Degree

**AA-T** Associate in Arts for Transfer Degree

**AS** Associate of Science Degree

**AS-T** Associate in Science for Transfer Degree

Program of Study	AA	AA-T	AS	AS-T	Certificate of Achievement	Page
Accounting			•		•	1
Administration of Justice			•			2
Administration of Justice for Transfer				•		3
Advanced Engine Performance			•		•	4
Advanced Engine Performance-Technician					•	5
Alternative Energy Technology			•		•	6
Alterative Fuels & Advanced Transportation Technology			•		•	7
Animation			•			8
Anthropology for Transfer		•				9
Architecture			•			10
Architectural Design & Drawing			•			11
Architectural Design & Drawing-Technician					•	12
Art	•					13
Art History for Transfer		•				14
Associate Degree Nursing			•			15
Automotive Collision Repair & Painting			•		•	16
Automotive Technology			•			17
Biology			•			18
Brake and Suspension Service					•	19
Business Administration	•					20
Business Administration for Transfer				•		21
Business Marketing			•		•	22
Chicano Studies	•					23
Child Development			•		•	24
Civil Design Technology			•		•	25
Civil Design & Drawing					•	26
Commercial Art			•			27
Communication Studies for Transfer		•				28
Computer Information Technology: Computer Systems			•		•	29
Computer Information Technology: Microcomputer Specialist			•		•	30
Corrections			•			31
Diesel Fuel & Emission Systems					•	32
Drug Studies			•		•	33
Early Childhood Education for Transfer				•		34
Electronics Technology			•		•	35
Engine Repair					•	36
Engineering Design Drafting			•			37
Engineering Design Drafting - Technician					•	38
English and Literature	•					39
English for Transfer		•				40
Environmental Science			•			41
Environmental Technology			•		•	42
Fire Technology			•		•	43
Fitness Specialist					•	44
Fuel Injection Systems					•	45
General Automotive Service					•	46
General Education						47

## Rio Hondo College Majors & Programs (Continued)

Program of Study	AA	AA-T	AS	AS-T	Certificate of Achievement	Page
General Studies ( <i>Emphasis in Arts and Human Expression</i> )	•					48
General Studies ( <i>Emphasis in Science and Mathematics</i> )			•			49
General Studies ( <i>Emphasis in Social Behavior and Self-Development</i> )	•					50
General Studies ( <i>Emphasis in Social Sciences</i> )	•					51
Geographic Information Systems					•	52
Heavy Equipment Technology			•		•	53
Heavy Equipment Service Technician - Specialist					•	54
History for Transfer		•				55
Honda Professional Career Training Program Specialization (PACT)			•			56
Honda/Acura Air Conditioning and Supplemental Restraint Systems					•	57
Honda/Acura Brakes, Suspension, and Electronic Systems					•	58
Honda/Acura Engine Repair and Chassis Electrical Systems					•	59
Honda/Acura Power Train and Transmission Systems					•	60
International Business			•		•	61
Journalism for Transfer		•				62
Kinesiology for Transfer		•				63
Logistics Management			•		•	64
Management and Supervision			•		•	65
Mass Communications: Mass Media			•		•	66
Mass Communications: Print Media			•		•	67
Mathematics for Transfer				•		68
Music	•					69
Philosophy	•					70
Photography			•			71
Physics for Transfer				•		72
Political Science for Transfer		•				73
Preschool Teacher					•	74
Psychology for Transfer		•				75
Retail Management					•	76
Safety, Comfort and Convenience Systems					•	77
Small Business/Entrepreneurialism			•		•	78
Sociology for Transfer		•				79
Spanish for Transfer		•				80
Studio Arts for Transfer		•				90
Surveying, Mapping & Drawing					•	100
Theatre Arts			•			101
Theatre Arts for Transfer		•				102
Transmission Service					•	103
Vocational Nursing			•		•	104
Welding Technology			•		•	105
Wildland Fire Technology			•		•	106

Rio Hondo College Program of Study	Skill Proficiency Certificate	Career Certificate	Page
Accounting for Government and Non-Profit Organizations		•	56
Athletic Trainer's Aide		•	113
Basic Police Training		•	138
Certified Nurse Assistant Acute Care		•	131
Computerized Accounting	•		56
Emergency Medical Technician	•		89
Game Development	•		98
Home Health Aide		•	131
Human Services	•		110
Income Tax Preparer	•		56
Nurse Assistant Pre-Certification Training Course		•	131

*Skill Proficiency and Career certificates are Division issued certificates only and are not listed on a student's transcript.*

# ACCOUNTING

DIVISION OF BUSINESS

## ASSOCIATE OF SCIENCE DEGREE

The Associate of Science Degree in the Accounting program prepares students for employment and advancement opportunities in business and industry such as financial institutions, hospitals, manufacturing and construction companies, wholesale and retail companies, transportation, utilities, educational institutions, all levels of government and the military. Entry-level employment opportunities include positions in general bookkeeping, accounts receivable/payable, payroll, income tax preparation, cost accounting and auditing.

Accounting Majors intending to obtain a bachelor's degree in Accounting should refer to the Business Administration transfer curriculum.

To acquire the **Associate of Science Degree in Accounting**, it is necessary to complete the graduation requirements of the College along with the following courses with a grade of "C" or better:

Required Courses	Units
ACCT 101 Financial Accounting.....	4
ACCT 102 *Managerial Accounting .....	4
ACCT 103 Payroll Accounting .....	3
ACCT 106 Computerized Accounting .....	3
ACCT 203 *Introduction to Cost Accounting .....	3
BUSL 110 Legal Environment of Business .....	3
CIT 107 Microsoft® Excel® .....	3
MGMT 101 Introduction to Business .....	3
ENGL 101 or *College Composition & Research .....	3.5
MGMT 108 Business Writing .....	3

*Choose a minimum of 6 units from the following:*

ACCT 104 * Introduction to Government and Not-For-Profit Accounting.....	3
ACCT 105 Income Tax Accounting.....	4
ACCT 201 *Intermediate Accounting I .....	3
ACCT 202 *Intermediate Accounting II.....	3
ACCT 290 CWE/Internship for Accounting Related Fields.....	1-4
FIN 101 Introduction to Financial Planning.....	3

**Units Required 35 - 35.5**

\*Prerequisite

## CERTIFICATE OF ACHIEVEMENT

The certificate curriculum in Accounting prepares students for employment and advancement opportunities in business and industry such as financial institutions, hospitals, manufacturing and construction companies, wholesale and retail companies, transportation, utilities, educational institutions, all levels of government and the military. Entry-level employment opportunities include positions in general bookkeeping, accounts receivable/payable, payroll, income tax preparation, cost accounting and auditing.

Accounting Majors intending to obtain a bachelor's degree in Accounting should refer to the Business Administration transfer curriculum.

To acquire the **Certificate of Achievement in Accounting**, it is necessary to complete the following courses with a grade of "C" or better:

Required Courses	Units
ACCT 101 Financial Accounting.....	4
ACCT 102 *Managerial Accounting .....	4
ACCT 103 Payroll Accounting .....	3
ACCT 106 Computerized Accounting .....	3
ACCT 203 *Introduction to Cost Accounting.....	3
BUSL 110 Legal Environment of Business.....	3
CIT 107 Microsoft® Excel® .....	3
MGMT 101 Introduction to Business .....	3
ENGL 101 or *College Composition & Research.....	3.5
MGMT 108 Business Writing .....	3

*Choose a minimum of 6 units from the following:*

ACCT 104 * Introduction to Government and Not-For-Profit Accounting.....	3
ACCT 105 Income Tax Accounting.....	4
ACCT 201 *Intermediate Accounting I .....	3
ACCT 202 *Intermediate Accounting II.....	3
ACCT 290 CWE/Internship for Accounting Related Fields.....	1-4
FIN 101 Introduction to Financial Planning.....	3

**Units Required 35 - 35.5**

\*Prerequisite

# ACCOUNTING

DIVISION OF BUSINESS

## CERTIFICATE OF SKILL PROFICIENCY

### *Computerized Accounting*

The **Computerized Accounting Certificate** program is designed to provide students with basic accounting skills and knowledge necessary to obtain entry-level accounting and other accounting support positions in small and medium-sized businesses which use computerized accounting systems.

<b>Required Courses</b>		<b>Units</b>
ACCT 101	Financial Accounting.....	4
ACCT 103	Payroll Accounting .....	3
ACCT 106	Computerized Accounting .....	3
CIT 107	Microsoft® Excel® .....	3
MGMT 108 or ENLG 101	Business Writing .....	3
	College Composition and Research.....	3.5

**Units Required 16-16.5**

## CERTIFICATE OF SKILL PROFICIENCY

### *Income Tax Preparer*

This certificate is designed for individuals desiring to enter the tax preparation field with a minimum of course requirements. Upon successful completion of this certificate, students will possess the knowledge and practical experience necessary to prepare personal income taxes effectively. By completing the tax course, students will receive the qualifying education required by the California Tax Education Council to become a California Registered Tax Preparer.

<b>Required Courses</b>		<b>Units</b>
ACCT 105	Income Tax Accounting.....	4
ACCT 096	Volunteer Income Tax Assistance I.....	1
ACCT 097	Volunteer Income Tax Assistance II .....	1

**Units Required 6**

## CAREER CERTIFICATE

### *Accounting for Government and Nonprofit Organizations*

The **Accounting for Government and Nonprofit Organizations Career Certificate** program is designed for individuals desiring employment in government or not-for-profit organizations. Upon successful completion of this certificate, candidates will be proficient in fund and not-for-profit accounting and possess the ability to perform basic accounting functions in a government and/or not-for-profit organization.

<b>Required Courses</b>		<b>Units</b>
ACCT 101	Financial Accounting.....	4
ACCT 103	Payroll Accounting .....	3
ACCT 104	*Introduction to Government and Not-For-Profit Accounting.....	3
ACCT 106	Computerized Accounting .....	3
MGMT 108 or ENGL 101	Business Writing .....	3
	*College Composition and Research.....	3.5

**Units Required 16 – 16.5**

# **ADMINISTRATION OF JUSTICE**

## DIVISION OF PUBLIC SAFETY

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### *Administration of Justice*

(Open to all students)

Students desiring careers in law enforcement may elect a program from Administration of Justice. This program is designed to be transferable or job-oriented, depending on student need.

Students seeking careers in corrections, probation and parole should specialize in the corrections option. Some of these areas require a four-year degree.

Students seeking employment with a local, state or federal law enforcement agency should specialize in Administration of Justice. Every student should seek counseling with the assigned member of the Counseling staff in order to develop a comprehensive course of study within his/her career choice.

It is highly recommended that the Administration of Justice student take Introduction to Administration of Justice before advancing to the next courses. This provides a foundation of basic understanding of the Criminal Justice System. The student is now prepared for a study of courses in the Administration of Justice.

### **ASSOCIATE OF SCIENCE DEGREE**

To acquire the **Associate of Science Degree in Administration of Justice**, it is necessary to complete the graduation requirements of the College along with the following courses:

<b>Required Courses</b>		<b>Units</b>
AJ 101	Introduction to Administration of Justice .....	3
AJ 102	Criminal Procedures.....	3
AJ 104	Legal Aspects of Evidence .....	3
AJ 105	Community Relations/Multicultural Issues within Public Service .....	3
AJ 106	Criminal Law I.....	3
AJ 107	Criminal Law II .....	3
		<b>18</b>

*Plus 6 units from the following courses:*

GIS 281	Crime Mapping and Analysis .....	4
AJ	Administration of Justice Courses <i>(Subject Titles &amp; Units will vary)</i>	
CORR	Corrections Courses <i>(Subject Titles &amp; Units will vary)</i>	
PAC	Police Academy Courses <i>(Subject Titles &amp; Units will vary)</i>	

**Units Required 24**

# ADMINISTRATION OF JUSTICE

DIVISION OF PUBLIC SAFETY

## ASSOCIATE IN SCIENCE IN ADMINISTRATION OF JUSTICE FOR TRANSFER



### Associate Degree for Transfer

*A Degree with a Guarantee.*™

#### Associate in Science in Administration of Justice for Transfer

The Associate in Science in Administration of Justice for Transfer (AS-T) Degree is intended to meet the lower division requirements for Criminal Justice majors (or similar majors) at a CSU campus that offers a Criminal Justice baccalaureate degree.

This degree is designed for students interested in an introduction to the field of Administration of Justice and for students looking to further their understanding of the criminal justice system in America (police, courts, and corrections) and familiarize students with academic, career and volunteer opportunities in the field. These courses will provide students with a solid foundation in Administration of Justice that will serve them for either transferring or in the workplace.

**In addition to the courses listed below, the following additional requirements must be met for completion of the AS-T Degree in Administration of Justice:**

1. Completion of 60 CSU-transferable semester units.
2. Achievement of a minimum GPA of at least 2.0 in all CSU-transferable coursework. (Some majors may require a higher GPA. Students should consult with a counselor for more information.)
3. Completion of the 18-19 semester units in the major with a grade of "C" or better.
4. Certified completion of the California State University General Education-Breadth (CSU GE) pattern; OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.

Students are advised to check with the Counseling Department or Transfer Center for the courses accepted into the Criminal Justice major at the CSU where they seek transfer.

AJ 101	Introduction to Administration of Justice .....	3
AJ 106	*Criminal Law I.....	3

*Choose two courses from the following list:*

AJ 102	Criminal Procedures .....	3
AJ 104	Legal Aspects of Evidence .....	3
AJ 105	Community Relations/Multicultural Issues Within Public Service .....	3
AJ 207	Juvenile Law and Procedure .....	3
AJ 208	Principles of Investigation .....	3

*Choose two courses from the following list:*

(Any course not used above)

AJ 107	*Criminal Law II .....	3
AJ 275	Introduction to Forensic Science .....	3
CORR 101	Introduction to Corrections .....	3
MATH 130 or	*Statistics .....	
MATH 130H	*Statistics Honors.....	4
PSY 101 or	Introductory Psychology .....	
PSY 101H	*Introductory Psychology Honors .....	3
SOC 101 or	Introduction to Sociology .....	
SOC 101H	*Introductory Sociology Honors .....	3

*\*Prerequisite*

Required Subtotal ..... 18-19

CSU GE or IGETC Pattern ..... Varies  
Transferable Electives (*as needed to reach 60 transferable units*)

**Degree Total 60**

#### Required Courses

#### Units

# ADVANCED ENGINE PERFORMANCE

DIVISION OF CAREER & TECHNICAL EDUCATION

## ASSOCIATE OF SCIENCE DEGREE

The courses listed in the Associate of Science Degree are comprised of a comprehensive list of job skills needed to work in the specialized field of Automotive Advanced Engine Performance Diagnostics. The skills developed during lecture and lab will enhance the student's ability to complete the industry-recognized Automotive Service Excellence (ASE) Certification Tests A6 (Electrical/Electronic Systems), A8 (Engine Performance), and L1 (Advanced Engine Performance). The degree is designed to prepare an individual for transfer and/or entry-level employment as an Automotive Engine Performance Diagnostic Technician.

To acquire the **Associate of Science Degree in Advanced Engine Performance**, it is necessary to complete the graduation requirements of the College along with the following courses with a grade of "C" or better:

<b>Required Courses</b>	<b>Units</b>
AUTO 065 Smog Technician Diagnostic and Repair Procedures.....	3
AUTO 106 Automotive Electrical Tools and Diagnostic Procedures .....	3
AUTO 110 Introduction to Engine Diagnosis and Tune-Up.....	3
AUTO 120 Engine Tune-Up/Performance .....	4
AUTO 130 Level-I Smog Technician Training Course: Engine and Emission Control Fundamentals .....	3
AUTO 135 Level-II Smog Technician Training Course: Smog Check Inspection Procedures .....	3
AUTO 155 Automotive On-Board Diagnostics Generations One and Two (OBD I & OBD II).....	3
AUTO 157 Automotive Specialized Electronics Training .....	4

*In addition, students must complete TWO of the following:*

AUTO 115 Computerized Engine Controls and Diagnostics.....	3
AUTO 150 Engine Electrical Systems .....	4
AUTO 180 Advanced Automotive Diagnostics.....	3
AUTO 256 Automotive Scantools and Vehicle Network Systems.....	3

**Units Required 32 or 33**

## CERTIFICATE OF ACHIEVEMENT

The courses listed in the Certificate of Achievement are comprised of a comprehensive list of job skills needed to work in the specialized field of Automotive Advanced Engine Performance Diagnostics. The skills developed during lecture and lab will enhance the student's ability to complete the industry-recognized Automotive Service Excellence (ASE) Certification Tests A6 (Electrical/Electronic Systems), A8 (Engine Performance), and L1 (Advanced Engine Performance). The Certificate is designed to prepare an individual for entry-level employment as an Automotive Engine Performance Diagnostic Technician.

To acquire the **Certificate of Achievement in Advanced Engine Performance**, it is necessary to complete the following courses with a grade of "C" or better:

<b>Required Courses</b>	<b>Units</b>
AUTO 065 Smog Technician Diagnostic and Repair Procedures.....	3
AUTO 106 Automotive Electrical Tools and Diagnostic Procedures .....	3
AUTO 110 Introduction to Engine Diagnosis and Tune-Up.....	3
AUTO 120 Engine Tune-Up/Performance .....	4
AUTO 130 Level-I Smog Technician Training Course: Engine and Emission Control Fundamentals .....	3
AUTO 135 Level-II Smog Technician Training Course: Smog Check Inspection Procedures .....	3
AUTO 155 Automotive On-Board Diagnostics Generations One and Two (OBD I & OBD II).....	3
AUTO 157 Automotive Specialized Electronics Training .....	4

*In addition, students must complete TWO of the following:*

AUTO 115 Computerized Engine Controls and Diagnostics .....	3
AUTO 150 Engine Electrical Systems .....	4
AUTO 180 Advanced Automotive Diagnostics .....	3
AUTO 256 Automotive Scantools and Vehicle Network Systems .....	3

**Units Required 32 or 33**

# **ADVANCED ENGINE PERFORMANCE-TECHNICIAN**

DIVISION OF CAREER & TECHNICAL EDUCATION

## **CERTIFICATE OF ACHIEVEMENT**

This Certificate of Achievement is designed for the experienced Automotive Technician who desires to expand and upgrade his/her skill level to include the ability to complete the industry-recognized Automotive Service Excellence (ASE) Certification Test A6 (Electrical/Electronic Systems), A8 (Engine Performance) and L1 (Advanced Engine Performance) within the California Tune-Up and Driveability and Smog Check Program. The certificate is designed to prepare an individual for entry-level employment as a State Certified Smog Check Technician.

To acquire the **Certificate of Achievement in Advanced Engine Performance Technician**, it is necessary to complete the following courses with a grade of "C" or better:

<b>Required Courses</b>	<b>Units</b>
AUTO 065	Smog Technician Diagnostic and Repair Procedures.....3
AUTO 130	Level-I Smog Technician Training Course: Engine and Emission Control Fundamentals .....3
AUTO 135	Level-II Smog Technician Training Course: Smog Check Inspection Procedures.....3
AUTO 155	Automotive On-Board Diagnostics Generations One and Two (OBD-I & OBD-II).....3
<b>Units Required</b>	<b>12</b>

# ALTERNATIVE ENERGY TECHNOLOGY

DIVISION OF CAREER & TECHNICAL EDUCATION

## ASSOCIATE OF SCIENCE DEGREE

The courses listed in the Associate of Science Degree are designed to prepare an individual for entry-level employment within the alternative energy industry as an integrator, designer, or as a maintenance or repair worker. This Degree is designed to increase the number of students earning an Associate degree from Rio Hondo and to guide students along a path to transfer and promotion that is both efficient and sufficient for their continued academic success.

To acquire the **Associate of Science Degree in Alternative Energy Technology**, it is necessary to complete the graduation requirements of the College along with the following courses:

Required Courses	Units
AET 070 Introduction to Alternative Energy Technology .....	3
AET 072 Photovoltaic Systems Design and Installation.....	3
AET 074 *Advanced Photovoltaic Systems Design and Installation .....	3
AET 076 Wind Energy Systems Design and Installation .....	3
AET 078 *Advanced Wind Energy Systems Design and Installation.....	3
AET 181 or Home Energy Management and Auditing.....	3
AET 182 Industrial Energy Management and Auditing.....	3
AET 280 Green Building Design Principles .....	3
ARCH 095 Construction Document Reading and Estimating.....	3
ELEC 050 Introduction to the Electrical Industry .....	2
GIS 120 *Introduction to Geographic Information Systems and Spatial Analysis .....	4
TCED 054 *OSHA Workplace Safety II .....	4

Units Required 34

\*Prerequisite

## CERTIFICATE OF ACHIEVEMENT

### *Alternative Energy Technology*

The courses listed in this certificate compile a comprehensive list of job-related skills needed to acquire Alternative Energy technical skills. The skills acquired during class will prepare an individual for entry-level employment as an Alternative Energy Technician that may find employment as an installer, designer or as a maintenance and/or repair worker.

To acquire the **Certificate of Achievement in Alternative Energy Technology**, it is necessary to complete the following courses:

Required Courses	Units
AET 070 Introduction to Alternative Energy Technology .....	3
AET 072 Photovoltaic Systems Design and Installation.....	3
AET 074 *Advanced Photovoltaic Systems Design and Installation .....	3
AET 076 Wind Energy Systems Design and Installation .....	3
AET 078 *Advanced Wind Energy Systems Design and Installation .....	3
TCED 044 OSHA Workplace Safety .....	1

Units Required 16

\*Prerequisite

# ALTERNATIVE FUELS & ADVANCED TRANSPORTATION TECHNOLOGY

## DIVISION OF CAREER & TECHNICAL EDUCATION

### ASSOCIATE OF SCIENCE DEGREE

This Degree is designed to prepare students and incumbent employees as Alternative Fuels & Advanced Transportation Technology specialists. Training is in theory and practical skills. Directed practical work is given in all fuel areas, compressed and biodiesel, under simulated on-the-job conditions. The program will provide the student with the opportunity to acquire the knowledge and hand skills demanded of modern transportation specialists. The sequence in which courses are taken may be modified to meet individual needs.

To acquire the **Associate of Science Degree in Alternative Fuels & Advanced Transportation Technology**, it is necessary to complete the graduation requirements of the College along with the following courses:

<b>Required Courses</b>	<b>Units</b>
AUTO 101	Introduction to Automotive Service and Repair: Underhood Service.....3
AUTO 103	Introduction to Automotive Service and Repair: Undercar Service.....3
AUTO 106	Automotive Electrical Tools and Diagnostics Procedures .....3
AUTO 107	Introduction to Automotive Light Service .....3
AUTO 110	Introduction to Engine Diagnosis and Tune-Up.....3
AUTO 115	Computerized Engine Controls & Diagnostics.....3
AUTO 141	Alternative Fuels I.....3
AUTO 142	Alternative Fuels II .....4
AUTO 147	Introduction to Hybrid & Electric Vehicle Technology .....3
AUTO 157	Automotive Specialized Electronics Training .....4

**Units Required 32**

### CERTIFICATE OF ACHIEVEMENT

#### *Alternative Fuels & Advanced Transportation Technology*

This Certificate of Achievement is designed to prepare students and incumbent employees as Alternative Fuels & Advanced Transportation Technology specialists. Training is in theory and practical skills. Directed practical work is given in all fuel areas, compressed and biodiesel, under simulated on-the-job conditions. The program will provide the student the opportunity to acquire the knowledge and hand skills demanded of modern transportation specialists. The sequence in which courses are taken may be modified to meet individual needs.

To acquire the **Certificate of Achievement in Alternative Fuels & Advanced Transportation Technology**, it is necessary to complete the following courses:

<b>Required Courses</b>	<b>Units</b>
AUTO 110	Introduction to Engine Diagnosis and Tune-Up.....3
AUTO 115	Computerized Engine Controls & Diagnostics .....3
AUTO 141	Alternative Fuels I .....3
AUTO 142	Alternative Fuels II .....4
AUTO 147	Introduction to Hybrid & Electric Vehicle Technology .....3
AUTO 157	Automotive Specialized Electronics Training .....4

**Units Required 20**

# ANIMATION

DIVISION OF ARTS & CULTURAL PROGRAMS

## ASSOCIATE OF SCIENCE DEGREE

This Degree is recommended for those who are interested in the field of Entertainment Art and Animation.

Students are advised to check with the Counseling Department for the courses accepted into the Animation major at the four-year institutions where they seek transfer.

To acquire the **Associate of Science Degree in Animation**, it is necessary to complete the graduation requirements of the College along with the following courses:

Required Courses	Units
ART 105 or	*Survey of Western Art: Prehistory through the Middle Ages.....
ART 105H	3
ART 106 or	*Survey of Western Art: Renaissance to Modern.....
ART 106H	3
ART 120	Two Dimensional Design.....
ART 121	Three Dimensional Design .....
ART 130	Freehand Drawing I.....
	3
	3
	3
	3

*Choose one course from the list below*

ANIM 101	Digital Modeling and Texturing .....	4
ANIM 105	Principles of Animation .....	3
ANIM 110	Digital Character Animation .....	4
ANIM 120	3D Materials, Lighting and Rendering.....	4
ANIM 130	World Building for Game Development.....	4

**Units Required 18-19**

*\*Prerequisite*

# ANTHROPOLOGY

DIVISION OF BEHAVIORIAL & SOCIAL SCIENCES

## ASSOCIATE IN ARTS IN ANTHROPOLOGY FOR TRANSFER



### Associate Degree for Transfer

A Degree with a Guarantee.<sup>SM</sup>

### Associate in Arts in Anthropology for Transfer

The Associate in Arts in Anthropology for Transfer (AA-T) Degree is intended to meet the lower division requirements for Anthropology majors (or similar majors) at a CSU campus that offers an Anthropology baccalaureate degree.

This degree focuses on the critical analysis of human beings from both a cultural and biological perspective. The diversity of humans is investigated through a time cross-culturally in terms of their behavioral adaptations as well as using the framework of evolution to understand biological adaptation. Students will gain a basic understanding of the various fields and sub-fields of the discipline of Anthropology through their elective choices.

**In addition to the courses listed below, the following additional requirements must be met for completion of the AA-T Degree in Anthropology:**

1. Completion of 60 CSU-transferable semester units.
2. Achievement of a minimum GPA of at least 2.0 in all CSU-transferable coursework. (Some majors may require a higher GPA. Students should consult with a counselor for more information.)
3. Completion of the 19-20 semester units in the major with a grade of "C" or better.
4. Certified completion of the California State University General Education-Breadth (CSU GE) pattern; OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.

Students are advised to check with the Counseling Department or Transfer Center for the courses accepted into the Psychology major at the CSU where they seek transfer.

#### Required Courses

	Units
ANTH 101 or ANTH 101H	Introduction to Physical Anthropology *Introduction to Physical Anthropology Honors .....3
ANTH 101L	*Introduction to Physical Anthropology Lab .....1
ANTH 102 or ANTH 102H	Introduction to Cultural Anthropology *Introduction to Cultural Anthropology Honors .....3
ANTH 103	Introduction to Archaeology .....3

#### Choose one course from the following:

ANTH 110/ SOC 110	Human Sexuality from a Cross-Cultural Perspective .....3
ANTH 125	Religion, Magic, Witchcraft, and the Supernatural .....3

#### Choose one course from the following:

ANTH 110/ SOC 110	Human Sexuality from a Cross-Cultural Perspective (if not used above) .....3
ANTH 125	Religion, Magic, Witchcraft, and the Supernatural (if not used above) .....3
PSY 200	*Research Methods in Psychology .....3
GEOL 150	Physical Geology .....3
MATH 130 or MATH 130H or PSY 190	*Statistics or *Statistics Honors or *Statistics for the Behavioral Sciences....4

#### Choose one course from the following:

ANTH 115	Introduction to Medical Anthropology .....3
ANTH 110/ SOC 110	Human Sexuality from a Cross-Cultural Perspective (if not used above) .....3
ANTH 125	Religion, Magic, Witchcraft, and the Supernatural (if not used above) .....3
HIST 158	History of Minorities: African Americans Indians .....3
HIST 159 or	History of Minorities: Mexican ..... Americans, Asian Americans and American Women
HIST 159H	*History of Minorities: Mexican Americans, Asian Americans and American Women Honors .....3
GEOG 102	Cultural Geography .....3
SOC 101/101H	Introduction to Sociology/Honors.....3
MATH 130 or MATH 130H or PSY 190	*Statistics (if not used above) or *Statistics Honors (if not used above) or *Statistics for the Behavioral Sciences (if not used above).....4

\* Prerequisite

Required Subtotal .....19-20

CSU GE or IGETC Pattern .....Varies  
Transferable Electives (as needed to reach 60 transferable units)

**Total Units 60**

# ARCHITECTURE

DIVISION OF CAREER & TECHNICAL EDUCATION

## ASSOCIATE OF SCIENCE DEGREE

This program leads to the Associate of Science Degree in Architecture for university transfer to Architecture, advanced Tech Prep placement, employment in architectural firms, the AES (Architectural/Engineering/Construction) and Design industries, Public Works/Utilities. The program includes applications such as BIM (Building Information Modeling), CADD (Computer-Assisted Design and Drafting), LEED (Leadership in Energy and Environmental Design), 3D Printing, and traditional drafting methods and standards. By completion of specific General Education courses, this program fulfills many of the requirements and foundation courses for transfer to Baccalaureate Architectural-related majors but does not fulfill all transfer requirements for specific Baccalaureate degree programs.

To acquire the **Associate of Science Degree in Architecture**, it is necessary to complete the graduation requirements of the College along with the following courses:

<b>Required Courses</b>	<b>Units</b>
ARCH 115	Introduction to Residential Architecture: Drawing and Design.....4
ARCH 125	*Residential Architecture and Detailing .....3
ARCH 215	*Architectural Perspective and Rendering .....4
ARCH 225	*Commercial Wood and Masonry Design and Construction .....4
ARCH 235	*Architectural Design Studio.....4
ARCH 260	* Advanced Architecture Using Revit and 3D Software .....4
ENGT 101	Introduction to Technical Drawing & Graphics .....3
ENGT 105	Architectural & Technical Freehand ..... Sketching .....2
ENGT 150	AutoCAD for Basic CADD Applications .....4

*Select one course from the following:*

ARCH 236	*Architectural Design Studio II.....4
ARCH 261	*Revit for Advanced BIM Architectural, Structural and MEP Applications.....4

**Units Required 36**

\* *Prerequisite*

# ARCHITECTURAL DESIGN & DRAWING

## DIVISION OF CAREER & TECHNICAL EDUCATION

### ASSOCIATE OF SCIENCE DEGREE

The major of Architectural Design and Drawing curriculum leads to the Associate of Science Degree for employment in architectural firms, the AEC (Architectural/Engineering/Construction) and Design industries, and Public Works/Utilities. The program includes applications such as BIM (Building Information Modeling), CADD (Computer Assisted-Design and Drafting), LEED (Leadership in Energy & Environmental Design), 3D Printing, and traditional drafting methods and standards. This program is not designed to fulfill requirements for transfer to a university in Architecture (see Associate of Science Degree in Architecture). For Baccalaureate or advanced degrees, see admission and transfer requirements for individual colleges and universities.

To acquire the **Associate of Science Degree in Architectural Design and Drawing**, it is necessary to complete the graduation requirements of the College along with the following courses:

Required Courses	Units
ARCH 095 Construction Document Reading and Estimating.....	3
ARCH 115 Introduction to Residential Architecture: Drawing and Design ....	4
ARCH 125 *Residential Architecture and Detailing .....	3
ARCH 225 *Commercial Wood and Masonry Design and Construction .....	4
CIV 140 Civil Drafting Fundamentals.....	3
ENGT 101 Introduction to Technical Drawing & Graphics .....	3
ENGT 105 Architectural and Technical Freehand Sketching .....	2
ENGT 122 Engineering Design Graphics.....	4
ENGT 150 AutoCAD for Basic CADD Applications.....	4
ENGT 170 MicroStation for Basic CADD Applications.....	4
ENGT 200 *Intermediate AutoCAD for Design and Production .....	3

*Select one course from the following:*

ARCH 260	*Advanced Architecture Using Revit and 3D Software .....	4
ENGT 280	*Advanced MicroStation for CADD & BIM Applications .....	4
ARCH 280	*Advanced MicroStation for CADD & BIM Applications .....	4

**Units Required 41**

*\* Prerequisite*

### CERTIFICATE OF ACHIEVEMENT

#### *Architectural Design & Drawing Technician*

This certificate is designed for construction, housing and architectural-related careers and leads to employment in architectural design applications, contractor's offices, building departments, utilities and building-related drafting and CADD applications.

To acquire the **Certificate of Achievement in Architectural Design and Drawing Technician**, it is necessary to complete the following courses:

Required Courses	Units
ARCH 095 Construction Document Reading and Estimating.....	3
ARCH 115 Introduction to Residential Architecture: Drawing & Design .....	4
ARCH 125 *Residential Architecture & Detailing.....	3
ARCH 225 *Commercial Wood & Masonry Design & Construction .....	4
CIV 140 Civil Drafting Fundamentals.....	3
ENGT 101 Introduction to Technical Drawing & Graphics.....	3
ENGT 105 Architectural & Technical Freehand Sketching .....	2
ENGT 122 Engineering Design Graphics.....	4
ENGT 150 AutoCAD for Basic CADD Applications.....	4

**Units Required 30**

*\* Prerequisite*

# ART

## DIVISION OF ARTS & CULTURAL PROGRAMS

### ASSOCIATE OF ARTS DEGREE

To acquire the **Associate of Arts Degree in Art**, it is necessary to complete the graduation requirements of the College along with the following courses:

<b>Required Courses</b>		<b>Units</b>
ART 105 or ART 105H	*Survey of Western Art: Prehistory through the Middle Ages.....	3
ART 106 or ART 106H	*Survey of Western Art: Renaissance to Modern .....	3
ART 120	Two Dimensional Design.....	3
ART 121	Three Dimensional Design .....	3
ART 130	Freehand Drawing I.....	3
ART 131	*Freehand Drawing II.....	3
ART 135	Beginning Painting.....	3
ART 136	*Intermediate Painting .....	3

*Additional six units from the following:*

ART 140	Ceramics I.....	3
ART 141	*Ceramics II.....	3
ART 230	*Beginning Life Drawing .....	3
ART 231	*Intermediate Life Drawing.....	3
ART 235	*Advanced Painting I.....	3
ART 236	*Advanced Painting II .....	3

**Units Required 30**

*\*Prerequisite*

# ART HISTORY

DIVISION OF ARTS & CULTURAL PROGRAMS

## ASSOCIATE IN ARTS IN ART HISTORY FOR TRANSFER



### Associate Degree for Transfer

*A Degree with a Guarantee.*™

#### Associate in Arts in Art History for Transfer

The Associate in Arts in Art History for Transfer (AA-T) Degree is intended to meet the lower division requirements for Art History majors or Art majors with a concentration in Art History (or similar majors) at a CSU campus that offers an Art or Art History baccalaureate degree.

This degree is designed for students interested in an introduction to the discipline and methodologies of art history. The coursework will provide students with an understanding of the artistic contributions of diverse cultures and regions throughout time, of the relationship between works of art and the contexts in which they were produced, and of the ways in which works of art communicate ideas and meaning visually. Students will examine theories of interpretation and iconography, along with issues of patronage, provenance, and conservation/restoration. Students will gain critical thinking skills and a foundational knowledge of art history that will prepare them for transfer to four-year institutions and for arts and humanities-related careers.

**In addition to the courses listed below, the following additional requirements must be met for completion of the AA-T Degree in Art History**

1. Completion 60 CSU-transferable semester units.
2. Achievement of a minimum GPA of at least 2.0 in all CSU-transferable coursework. (Some majors may require a higher GPA. Students should consult with a counselor for more information.)
3. Completion of the 18 semester units in the major with a grade of "C" or better.
4. Certified completion of the California State University General Education-Breadth (CSU GE) pattern; OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.

Students are advised to check with the Counseling Department or Transfer Center for the courses accepted into the Art History major at the CSU where they seek transfer.

Required Courses	Units
ART 105 or ART105H	Survey of Western Art: Prehistory through the Middle Ages *Survey of Western Art: Prehistory through the Middle Ages Honors .....3
ART 106 or ART 106H	Survey of Western Art: Renaissance to Modern *Survey of Western Art: Renaissance to Modern Honors.....3
ART 130	Freehand Drawing I.....3

*Choose one non-Western art history course from the following list (3 units):*

ART 104	Art of the Ancient Americas.....3
ART 107	The Art of Asia .....
ART 108	The Art of Mexico .....

*Choose one studio art course from the following list (3 units):*

ART 120	Two Dimensional Design (recommended).....3
ART 121	Three Dimensional Design .....
ART 135	Beginning Painting .....
ART 140	Ceramics I.....3
ART 230	*Beginning Life Drawing .....
PHTO190	Beginning Photography .....

*Choose one course from the following list (3 units):*

ART 109	Art of the Americas: Colonial to the Present .....
ART 112	Art in the Modern Era .....
ART 113	The History of Photography.....3
ART 115	The Art of Film .....
ART 120	Two Dimensional Design (if not already used) .....
ART 121	Three Dimensional Design (if not already used) .....

*\* Prerequisite*

Required Subtotal .....18

CSU GE or IGETC Pattern.....Varies  
Transferable Electives (as needed to reach 60 transferable units)

**Degree Total 60**

# **AUTOMOTIVE COLLISION REPAIR & PAINTING**

DIVISION OF CAREER & TECHNICAL EDUCATION

## **ASSOCIATE OF SCIENCE DEGREE**

To acquire the **Associate of Science Degree in Automotive Collision Repair & Painting**, it is necessary to complete the graduation requirements of the College along with the following courses:

<b>Required Courses</b>		<b>Units</b>
AUTB 080	Automotive Painting I .....	3
AUTB 085	*Automotive Painting II .....	3
AUTB 090	Advanced Automotive Collision Repair .....	2
AUTB 099	Automotive Collision Mechanical & Electronic Components .....	4
AUTB 101	Introduction to Automotive Collision Repair & Painting .....	4
AUTB 110	*Auto Body and Frame Straightening.....	4
AUTB 125	*Automotive Collision Repair & Painting .....	4

**Units Required 24**

*\*Prerequisite*

## **CERTIFICATE OF ACHIEVEMENT**

### ***Automotive Collision Repair & Painting***

To acquire the **Certificate of Achievement in Automotive Collision Repair and Painting**, it is necessary to complete the following courses:

<b>Required Courses</b>		<b>Units</b>
AUTB 080	Automotive Painting I .....	3
AUTB 085	*Automotive Painting II .....	3
AUTB 090	Advanced Automotive Collision Repair .....	2
AUTB 099	Automotive Collision Mechanical & Electronic Components .....	4
AUTB 101	Introduction to Automotive Collision Repair & Painting .....	4
AUTB 110	*Auto Body and Frame Straightening.....	4
AUTB 125	*Automotive Collision Repair & Painting .....	4

**Units Required 24**

*\*Prerequisite*

# AUTOMOTIVE TECHNOLOGY

DIVISION OF CAREER & TECHNICAL EDUCATION

## ASSOCIATE OF SCIENCE DEGREE

The courses listed in the Associate of Science Degree are comprised of a comprehensive list of job skills needed to enter the automotive field. The skills developed during class will enhance the student's ability to complete the industry-recognized Automotive Service Excellence (ASE) Certification Tests A-1 through A-8, Automotive Technician. The Degree is designed to prepare an individual for transfer and/or entry-level employment as an Automobile Technician.

To acquire the **Associate of Science Degree in Automotive Technology**, it is necessary to complete the graduation requirements of the College along with the following courses with a grade of "C" or better:

<b>Required Courses</b>	<b>Units</b>
AUTO 106	Automotive Electrical Tools and Diagnostic Procedures.....3
AUTO 140	Body and Chassis Electrical Systems.....4
AUTO 150	Engine Electrical Systems .....4
AUTO 160	Upper End Engine Rebuilding and Machining.....4
AUTO 200	Suspension Steering & Alignment Service .....4
AUTO 210	Automotive Brake Systems.....4
AUTO 220	Manual Drive Trains and Axles .....4
AUTO 230	Automatic Transmission/ Transaxle .....4
AUTO 240	Heating and Air Conditioning.....4

Units Required 35

## CERTIFICATE OF ACHIEVEMENT

### *General Automotive Service*

The courses listed in the Certificate of Achievement are comprised of a comprehensive list of job skills needed to enter the automotive field. The skills developed during class will enhance the student's ability to complete the industry-recognized Automotive Service Excellence (ASE) Certification Tests A-1 through A-8, Automotive Technician. The Certificate is designed to prepare an individual for entry-level employment as an Automobile Technician.

To acquire the **Certificate of Achievement in General Automotive Service**, it is necessary to complete the following courses with a grade of "C" or better:

<b>Required Courses</b>	<b>Units</b>
AUTO 106	Automotive Electrical Tools and Diagnostic Procedures.....3
AUTO 140	Body & Chassis Electrical Systems .....4
AUTO 150	Engine Electrical Systems .....4
AUTO 160	Upper End Engine Rebuilding and Machining.....4
AUTO 200	Suspension Steering & Alignment Service .....4
AUTO 210	Automotive Brake Systems.....4
AUTO 220	Manual Drive Trains and Axles .....4
AUTO 230	Automatic Transmission/ Transaxle .....4
AUTO 240	Heating and Air Conditioning .....4

Units Required 35

## CERTIFICATE OF ACHIEVEMENT

### *General Service Technician*

The courses required in this certificate compile a comprehensive list of job-related skills needed to acquire general automotive skills. The skills acquired during class will prepare an individual for entry-level employment as a light-duty service technician such as a Lube Technician or positions with a franchised repair facility.

To acquire the **Certificate of Achievement in General Service Technician**, it is necessary to complete the following courses with a grade of "C" or better:

<b>Required Courses</b>	<b>Units</b>
AUTO 101	Introduction to Automotive Service and Repair .....3
AUTO 103	Introduction to Automotive Service and Repair .....3
AUTO 106	Automotive Electrical Tools and Diagnostics Procedures.....3
AUTO 107	Introduction to Automotive Light Service .....3

Units Required 12

# AUTOMOTIVE TECHNOLOGY

DIVISION OF CAREER & TECHNICAL EDUCATION

## CERTIFICATE OF ACHIEVEMENT

### *Brake and Suspension Service*

The courses listed in this certificate compile a comprehensive list of job-related skills needed to enter the automotive field. The skills acquired during class will help one complete the ASE Certification Test in the areas of A-4 Steering and Suspension and/or A-5 Brakes. The certificate is designed to prepare an individual for entry-level employment as a Suspension and Steering and/or Brakes Service/Repair Technician.

To acquire the **Certificate of Achievement in Brake and Suspension**, it is necessary to complete the following courses with a grade of "C" or better:

<b>Required Courses</b>		<b>Units</b>
AUTO 103	Introduction to Automotive Service and Repair: Undercar Service.....	3
AUTO 140	Body and Chassis Electrical Systems.....	4
AUTO 200	Suspension, Steering and Alignment Service.....	4
AUTO 210	Automotive Brake Systems.....	4
AUTO 211	Antilock Brakes/Traction Control Systems .....	3
<b>Units Required</b>		<b>18</b>

## CERTIFICATE OF ACHIEVEMENT

### *Diesel Fuel and Emission Systems*

This Certificate is designed for the experienced Automotive Technician who desires to expand and upgrade his/her skill level to include Light-Duty Vehicle Diesel Fuel Systems and related Driveability and Emission Control Systems within the Automotive Tune-up and Driveability, Electrical and Electronics, and Automotive Emission Control Systems Service and Repair spectrum. This certificate is also appropriate for emission control (smog) technicians desiring to take and pass the ASE A9 Light Vehicle Diesel Engines certification exam covering advanced auto/truck diesel technology. This certificate leads to employment as a General Diesel Auto Repair Technician, Diesel Tune-up Technician and/or State-Certified Smog Technician.

To acquire a **Certificate of Achievement in Diesel Fuel and Emission Systems**, it is necessary to complete the following courses with a grade of "C" or better:

<b>Required Courses</b>		<b>Units</b>
AUTO 106	Automotive Electrical Tools and Diagnostic Procedures.....	3
AUTO 108	Introduction to Automotive Diesel Service & Operation.....	3
AUTO 110	Introduction to Engine Diagnosis and Tune-Up.....	3
AUTO 115	Computerized Engine Controls and Diagnostics .....	3
AUTO 118	Light-Duty Vehicle Diesel Fuel Systems & Emission Control Diagnostics .....	3
<b>Units Required</b>		<b>15</b>

## CERTIFICATE OF ACHIEVEMENT

### *Safety, Comfort, and Convenience Systems*

The courses listed in this certificate compile a comprehensive list of job-related skills needed to enter the automotive field. The skills acquired during class will help one complete the ASE Certification Test in the areas of A-5 Brakes, A-6 Electrical/Electronic Systems, and A-7 Heating & Air Conditioning. The certificate is designed to prepare an individual for entry-level employment as an Electrical/Electronic Systems, Brakes Systems, and/or a Heating & Air Conditioning Service/Repair Technician.

To acquire the **Certificate of Achievement in Safety, Comfort, and Convenience Systems**, it is necessary to complete the following courses with a grade of "C" or better:

<b>Required Courses</b>		<b>Units</b>
AUTO 140	Body and Chassis Electrical Systems.....	4
AUTO 148	Vehicle Safety, Comfort and Convenience Systems .....	3
AUTO 211	Antilock Brakes/Traction Control.....	3
AUTO 240	Heating and Air Conditioning .....	4
<b>Units Required</b>		<b>14</b>

# AUTOMOTIVE TECHNOLOGY

DIVISION OF CAREER & TECHNICAL EDUCATION

## CERTIFICATE OF ACHIEVEMENT

### *Engine Repair*

The courses listed in this certificate compile a comprehensive list of job-related skills needed to enter the automotive field. The skills acquired during class will help one complete the ASE Certification Test in the area of A-1 Engine Repair. The certificate is designed to prepare an individual for entry-level employment as an Automotive Engine Repair Technician.

To acquire the **Certificate of Achievement in Engine Repair**, it is necessary to complete the following courses with a grade of "C" or better:

<b>Required Courses</b>	<b>Units</b>
AUTO 101	Introduction to Automotive Service & Repair: Underhood Service ..... 3
AUTO 160	Upper-End Engine Rebuilding and Machining ..... 4
AUTO 170	Lower-End Engine Rebuilding and Machining ..... 4
AUTO 190	Engine Blueprinting & Machining ..... 3

**Units Required 14**

## CERTIFICATE OF ACHIEVEMENT

### *Transmission Service*

The courses listed in this certificate compile a comprehensive list of job-related skills needed to enter the automotive field. The skills acquired during class will help one complete the ASE Certification Test in the areas of A-2 Automatic Transmission/Transaxle and/or A-3 Manual Drive Train and Axles. The certificate is designed to prepare an individual for entry-level employment as an Automatic Transmission and/or Manual Transmission Service/Repair Technician.

To acquire the **Certificate of Achievement in Transmission Service**, it is necessary to complete the following courses with a grade of "C" or better:

<b>Required Courses</b>	<b>Units</b>
AUTO 103	Introduction to Automotive Service and Repair: Undercar Service ..... 3
AUTO 125	Power Train System Service and Transmission Diagnostics ..... 4
AUTO 220	Manual Drive Trains and Axles ..... 4
AUTO 230	Automatic Transmission/Transaxle ..... 4

**Units Required 15**

## CERTIFICATE OF ACHIEVEMENT

### *Fuel Injection Systems*

The courses listed in this certificate compile a comprehensive list of job-related skills needed to enter the automotive field. The skills acquired during class will help one complete the ASE Certification Test in the areas of A-6 Electrical/Electronic Systems and/or A-8 Engine Performance. The certificate is designed to prepare an individual for entry-level employment as an Electrical/Electronic Systems and/or a Fuel Injection Systems Service/Repair Technician.

To acquire the **Certificate of Achievement in Fuel Injection Systems**, it is necessary to complete the following courses with a grade of "C" or better:

<b>Required Courses</b>	<b>Units</b>
AUTO 106	Automotive Electrical Tools and Diagnostic Procedures ..... 3
AUTO 110	Introduction to Engine Diagnosis and Tune-Up ..... 3
AUTO 128	Fuel Injection Systems I ..... 3
AUTO 138	Fuel Injection Systems II ..... 3
AUTO 150	Engine Electrical Systems ..... 4

**Units Required 16**

# BIOLOGY

DIVISION OF MATHEMATICS & SCIENCES

## ASSOCIATE OF SCIENCE DEGREE

The Associate of Science degree in Biology prepares students who are intending to transfer to a four-year institution that offers a baccalaureate degree in Biological Sciences. This degree provides for the completion of general lower-division course work associated with the requirements for a bachelor degree in biology, biochemistry, botany, ecology, forestry, zoology, microbiology, medicine, etc. The degree is specifically designed for students intending to transfer to a CSU or UC campus. Students completing the degree will take specific courses in chemistry, biology, physics and mathematics in addition to a general education preparation such as the CSU general education plan or IGETC.

To acquire the **Associate of Science Degree in Biology**, it is necessary to complete the graduation requirements of the College along with the following courses:

Required Courses	Units
BIOL 200	*Principles of Biology I.....5
BIOL 201	*Principles of Biology II.....5
CHEM 130	*General Chemistry .....5
CHEM 140	*General Chemistry .....5
MATH 190 or MATH 190H	*Calculus I .....4
MATH 191 or MATH 130 or MATH 130H	*Calculus II.....4
PHY 150 or PHY 211	*Statistics .....4
PHY 150 or PHY 211	*General Physics I .....4
PHY 160 or PHY 212	*Physics for Scientists and Engineers I.....4
PHY 160 or PHY 212	*General Physics II .....4
PHY 212	*Physics for Scientists and Engineers II .....4

**Units Required 36**

\* Prerequisite

• See [assist.org](http://assist.org) for major preparation required for transfer to a UC or CSU.

# BUSINESS ADMINISTRATION

DIVISION OF BUSINESS

## ASSOCIATE OF ARTS DEGREE

This is a transfer degree which allows students to fulfill lower division pre-business requirements for the California State University System. Students should work closely with counselors to select the appropriate math course and other lower division courses which are required by the four-year college of their choice.

To acquire the **Associate of Arts Degree in Business Administration**, it is necessary to complete the graduation requirements of the College along with the following courses:

Required Courses	Units
ACCT 101	Financial Accounting.....4
ACCT 102	*Managerial Accounting .....4
BUSL 110	Legal Environment of Business .....3
CIT 101	Introduction to Information Systems .....3
ECON 101	Principles of Economics .....3
ECON 102	Principles of Economics .....3
MATH 120 or MATH 130 or MATH 130H or MATH 170	*Finite Mathematics .....4
	*Statistics .....4
	*Elements of Calculus.....4

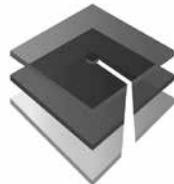
**Units Required 24**

\*Prerequisite

# BUSINESS ADMINISTRATION

DIVISION OF BUSINESS

## ASSOCIATE IN SCIENCE IN BUSINESS ADMINISTRATION FOR TRANSFER



### Associate Degree for Transfer

*A Degree with a Guarantee.<sup>SM</sup>*

#### Associate in Science in Business Administration for Transfer

The Associate in Science in Business Administration for Transfer (AS-T) Degree is intended to meet the lower division requirements for business majors (or similar majors) at a CSU campus that offers a business baccalaureate degree.

This degree program will help students develop the analytical, communication, and critical thinking skills necessary to succeed as a business major. Business Administration prepares students for careers in accounting, finance, management, marketing, information technologies and many others.

Students should work closely with counselors to select the appropriate math courses and other lower division courses which are required by the four-year college of their choice.

**In addition to the courses listed below, the following additional requirements must be met for completion of the AS-T Degree in Business Administration:**

1. Completion of 60 CSU-transferable semester units.
2. Achievement of a minimum GPA of at least 2.0 in all CSU-transferable coursework. (Some majors may require a higher GPA. Students should consult with a counselor for more information.)
3. Completion of the 27-28 semester units in the major with a grade of "C" or better.
4. Certified completion of the California State University General Education-Breadth (CSU GE) pattern; OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.

Students are advised to check with the Counseling Department or Transfer Center for the courses accepted into the Business Administration major at the CSU where they seek transfer.

Required Courses	Units
ACCT 101	Financial Accounting .....4
ACCT 102	*Managerial Accounting.....4
BUSL 110	Legal Environment of Business .....3
ECON 101 or ECON 101H	*Principles of Macroeconomics.....3
ECON 102 or ECON 102H	*Principles of Macroeconomics Honors
	*Principles of Microeconomics .....3
	*Principles of Microeconomics Honors
<b>Select One:</b>	
MATH 130 or MATH 130H	*Statistics .....4
MATH 170	*Statistics Honors
	*Elements of Calculus .....4
<b>Select Two:</b>	
CIT 101	Introduction to Computer Information Technology.....3
MATH 130 or MATH 130H	*Statistics ( <i>if not taken above</i> )
MATH 170	*Statistics Honors ( <i>if not taken above</i> ) ..4
MGMT 101	*Elements of Calculus <i>(if not taken above)</i> .....4
MGMT 208	Introduction to Business .....3
	*Business Communications.....3
<i>* Prerequisite</i>	
Required Subtotal	27-28
CSU GE or IGETC Pattern	Varies
Transferable Electives ( <i>as needed to reach 60 transferable units</i> )	
<b>Degree Total</b>	<b>60</b>

# BUSINESS MARKETING

DIVISION OF BUSINESS

## ASSOCIATE OF SCIENCE DEGREE

The Associate of Science Degree in Business Marketing is designed to prepare students to be successful in the dynamic, creative, and fast-paced field of marketing. Students have the flexibility of choosing elective classes that meet their personal goals in their marketing education.

The degree is a two-year program designed to prepare students to enter the workforce or explore additional education options. This comprehensive program can prepare students to be effective in a variety of marketing careers including: sales and sales management, retail management, advertising, promotion, consumer behavior research, customer service, and small business marketing.

To acquire the **Associate of Science Degree in Business Marketing**, it is necessary to complete the general education requirements of the college along with the following courses:

<b>Required Courses</b>	<b>Units</b>
BUSL 110	Legal Environment of Business.....3
MGMT 101	Introduction to Business .....3
MGMT 108	Business Writing.....3
MGMT 150	Principles of Management .....3
MRKT 170	Elements of Marketing .....3

*Choose four courses from the following:*

GIS 120	*Introduction to Geographic Information Systems and Spatial Analysis .....4
LOG 101	Supply Chain Management.....3
MGMT 141	International Marketing .....3
MRKT 171	Consumer Behavior .....3
MRKT 172	Advertising and Promotion.....3
MRKT 173	Principles of Selling .....3
MRKT 174	Small Business Marketing and Advertising.....3
MRKT 175	Retail Management .....3

**Units Required 27-28**

*\*Prerequisite*

## CERTIFICATE OF ACHIEVEMENT

The Business Marketing Certificate of Achievement is designed to prepare students to be successful in the dynamic, creative, and fast-paced field of marketing. Students have the flexibility of choosing elective classes that meet their personal goals in their marketing education.

This certificate of achievement can be used to upgrade marketing skills for professionals already working in marketing positions or to develop new skills for those students wanting to explore marketing careers. This comprehensive program can prepare students to be effective in a variety of marketing careers including: sales and sales management, retail management, advertising, promotion, consumer behavior research, customer service, and small business marketing.

To acquire the **Certificate of Achievement in Business Marketing**, it is necessary to complete the following courses:

<b>Required Courses</b>	<b>Units</b>
MGMT 101	Introduction to Business .....3
MRKT 170	Elements of Marketing .....3
<i>Choose four courses from the following:</i>	
GIS 120	*Introduction to Geographic Information Systems and Spatial Analysis .....4
LOG 101	Supply Chain Management.....3
MGMT 141	International Marketing .....3
MRKT 171	Consumer Behavior .....3
MRKT 172	Advertising and Promotion.....3
MRKT 173	Principles of Selling .....3
MRKT 174	Small Business Marketing and Advertising.....3
MRKT 175	Retail Management .....3

**Units Required 18-19**

*\*Prerequisite*

# CHICANO STUDIES

DIVISION OF BEHAVIORAL & SOCIAL SCIENCES

## ASSOCIATE OF ARTS DEGREE

The Associate of Arts Degree in Chicano Studies is intended for students wishing to acquire historical, theoretical, and cultural understanding of the Chicano (Mexican-American) community from the formation of the Chicano identity up to current issues pertaining to this group. The degree program is particularly relevant to students intending to work and/or interact in environments with high concentrations of Chicanos and/or those with familial or personal ties to the Mexican-American community. This program is also intended to prepare students interested in transferring to four-year institutions as Chicano Studies majors.

As a multidisciplinary program, the Chicano Studies Degree draws upon disciplines encompassing the humanities, language and fine arts, and a number of social sciences. Specifically, issues of politics, identity, and social justice are explored while Chicano contributions to the artistic, political, economic, and cultural landscape of mainstream U.S. society are examined.

To acquire the **Associate of Arts Degree in Chicano Studies**, it is necessary to complete the graduation requirements of the College along with the following courses:

<b>Required Courses</b>	<b>Units</b>
CHST 101	Introduction to Chicano Studies .....3
CHST 146	The Mexican-American in the History of the U.S.....3
CHST 148/ SOC 148	La Chicana: The Contemporary Mexican-American Female .....3
CHST 150/ POLS 150 HUM 130	Chicano Politics .....3 Contemporary Mexican-American Culture .....3

*Choose two courses from the list below:*

ANTH 102 or	Introduction to Cultural Anthropology .....	3
ANTH 125	Religion, Magic, Witchcraft, and the Supernatural .....	3
ART 108	The Art of Mexico.....	3
HIST 122	History of Mexico.....	3
HIST 131	History of the North American Indian.....	3
HIST 159 or	History of Minorities:	
HIST 159H	Mexican-Americans, Asian-Americans, and American-Women .....	3
HIST 167	History of California.....	3
HUM 125 or	Introduction to Mexican Culture .....	3
HUM 125H		
LIT 117 or	Mexican Literature in Translation .....	3
LIT 117H		
LIT 149	Introduction to Chicana/Chicano Literature .....	3
MUS 129	Music in Latin American Culture .....	3
PSY 116	Introduction to Cross-Cultural Psychology .....	3
SOC 116	Introduction to Race and Ethnic Relations .....	3
SPAN 102	*Spanish II .....	4
SPAN 130	Spanish for Heritage Speakers I.....	3
SPAN 131	*Spanish for Heritage Speakers II.....	3
SPAN 201 or		
SPAN 201H	*Spanish III .....	4
SPAN 202	*Spanish IV .....	4

**Units Required 21 -23**

*\*Prerequisite*

# CHILD DEVELOPMENT

DIVISION OF BEHAVIORAL & SOCIAL SCIENCES

## ASSOCIATE OF SCIENCE DEGREE

The following curriculum meets the requirements for an Associate of Science Degree. Students planning to continue towards a Bachelor's Degree in Child Development, Home Economics or Elementary Education should consult the college or university to which they intend to transfer for specific requirements. All courses listed in Child Development electives, regardless of the catalog year or year taken, may be used as Child Development electives for the Associate Degree under any catalog year.

The State of California Commission on Teacher Credentialing has several Child Development Permits available to students completing Child Development courses. See [www.ctc.ca.gov/credentials/CREDs/child-dev-permits.html](http://www.ctc.ca.gov/credentials/CREDs/child-dev-permits.html) for details.

To acquire an **Associate of Science Degree in Child Development**, it is necessary to complete the graduation requirements of the College along with the following:

<b>Required Courses</b>	<b>Units</b>
CD 106	Child Growth and Development (DS 1)+.....3
CD 110	Principles and Practices of Early Childhood Education (DS 3) +.....3
CD 111	Early Childhood Education Curriculum (DS 3) +.....3
CD 114	Observation and Assessment (DS3).....3
CD 208	Child, Family and Community (DS 2) +.....3
CD 228	Early Childhood Education Practicum** (DS3).....3
	<b>18 units</b>

	<i>Plus nine units selected from the following courses:</i>
CD 102	Nutrition, Health and Safety for Children (DS 7).....3
CD 103	Parenting (DS 2).....3
CD 104	Methods for Teaching Parent Education (DS 2).....3
CD 115	Creative Art Experiences for Children (DS 3) .....3
CD 118	Development of Science and Math Experiences (DS 3) .....3
CD 119	Music and Movement for Children (DS 3).....3
CD 120	Experiences in Language Arts (DS 3).....3
CD 128	Growth and Development During the School Years (DS 5).....3
CD 129	School-Age Care Supervision and Administration (DS 5) .....3
CD 130	School-Age Child Care and Curriculum (DS 5).....3
CD 210	Adult Supervision* (DS 6) .....3
CD 211	Infants and Toddlers (DS 4).....3
CD 213	Developing and Implementing Infant/Toddler Curriculum* (DS 4).....3
CD 222	Administration of Educational Programs for Young Children* (DS 6) .....3
CD 223	Advanced Administration of Educational Programs for Young Children* (DS 6) .....3
CD 224	Diversity Issues During Early Childhood, School-Age and Adolescence (DS 3).....3
CD 226	Introduction to Special Education .....3
CD 229	Literacy Development for Young Children (DS 3) .....3
CD 230	Family Child Care (DS 3).....3
CD 231	Curriculum for Family Child Care * (DS 3).....3
CD 232	Educating Children with Special Needs.....3
ED 110	Introduction to Teaching.....3

### Units Required 27

\* Prerequisite

+ DS indicates Department of Social Services Title 22 classification requirements for teacher training in licensed private preschools and childcare programs.

\*\* Observation hours only available in day-time.

# CHILD DEVELOPMENT

DIVISION OF BEHAVIORAL & SOCIAL SCIENCES

## CERTIFICATE OF ACHIEVEMENT

### Child Development

This curriculum is designed to meet the minimum educational requirements of the California Department of Social Services (DSS) to secure employment in state licensed private preschools and childcare centers as Infant/Toddler, Preschool or School-Age Teachers or as Program Director. The curriculum will also meet requirements for acquiring Assistant and Associate Teacher Level Child Development Permits from the California Commission on Teacher Credentialing in order to secure employment in state and federally funded programs for children. All courses listed in Child Development electives, regardless of the catalog year or year taken, may be used as Child Development electives for the Certificate of Achievement under any catalog year.

The State of California Commission on Teacher Credentialing has several Child Development Permits available to students completing Child Development courses. See [www.ctc.ca.gov/credentials/CREDS/child-dev-permits.html](http://www.ctc.ca.gov/credentials/CREDS/child-dev-permits.html) for details.

To acquire a **Certificate of Achievement in Child Development**, it is necessary to complete the following courses:

Required Courses	Units
CD 106	Child Growth and Development (DS 1)+.....3
CD 110	Principles and Practices of Early Childhood Education (DS 3) +.....3
CD 111	Early Childhood Education Curriculum (DS 3) +.....3
CD 114	Observation and Assessment (DS3).....3
CD 208	Child, Family and Community (DS 2) +.....3
CD 228	Early Childhood Education Practicum** (DS3).....3

18

Plus nine units selected from the following courses:

CD 102	Nutrition, Health and Safety for Children (DS 7) .....	3
CD 103	Parenting (DS 2).....3	
CD 104	Methods for Teaching Parent Education (DS 2).....3	
CD 115	Creative Art Experiences for Children (DS 3) .....	3

CD 118	Development of Science and Math Experiences (DS 3) .....	3
CD 119	Music and Movement for Children (DS 3) .....	3
CD 120	Experiences in Language Arts (DS 3) .....	3
CD 128	Growth and Development During the School Years (DS 5) .....	3
CD 129	School-Age Care Supervision and Administration (DS 5).....3	
CD 130	School-Age Child Care and Curriculum (DS 5).....3	
CD 210	Adult Supervision* (DS 6).....3	
CD 211	Infants and Toddlers (DS 4).....3	
CD 213	Developing and Implementing Infant/Toddler Curriculum* (DS 4) .....	3
CD 222	Administration of Educational Programs for Young Children* (DS 6) .....	3
CD 223	Advanced Administration of Educational Programs for Young Children* (DS 6).....3	
CD 224	Diversity Issues During Early Childhood, School-Age and Adolescence (DS 3).....3	
CD 226	Introduction to Special Education.....3	
CD 229	Literacy Development for Young Children (DS 3) .....	3
CD 230	Family Child Care (DS 3).....3	
CD 231	Curriculum for Family Child Care * (DS 3) .....	3
CD 232	Educating Children with Special Needs.....3	
ED 110	Introduction to Teaching .....	
	3	
	<b>Units Required 27</b>	

\* Prerequisite

+ DS indicates Department of Social Services Title 22 classification requirements for teacher training in licensed private preschools and childcare programs.

\*\* Observation hours only available in day-time.

# CHILD DEVELOPMENT

DIVISION OF BEHAVIORAL & SOCIAL SCIENCES

## CERTIFICATE OF ACHIEVEMENT

### *Preschool Teacher*

The following courses meet the minimum educational requirements under Title 22 (Department of Social Services-DSS) to qualify the student to teach in a state licensed preschool or childcare program (private for-profit or private nonprofit). Completion of these courses will also qualify a student to apply for a Child Development Permit at the Assistant level through the California Commission on Teacher Credentialing. The Assistant Level Permit will qualify a student to teach in state or federally funded programs. These courses also meet the unit requirements for the Associate Teacher Level on the Child Development Permit Matrix (work experience is also required for this permit level). The student must have attained a grade of "C" or higher in each course.

See [www.ctc.ca.gov/credentials/leaflets/c1797.pdf](http://www.ctc.ca.gov/credentials/leaflets/c1797.pdf) for details.

To acquire the **Certificate of Achievement in Preschool Teacher**, it is necessary to complete the following courses:

<b>Required Courses</b>	<b>Units</b>
CD 102      Nutrition, Health and Safety for Children (DS 7).....	3
CD 106      +Child Growth and Development (DS 1) .....	3
CD 110      +Principles and Practices of Early Childhood Education (DS 3).....	3
CD 111      +Early Childhood Education Curriculum (DS3).....	3
CD 208      +Child Family and Community (DS 2) .....	3

**Units Required 15**

# CIVIL DESIGN TECHNOLOGY

DIVISION OF CAREER & TECHNICAL EDUCATION

## ASSOCIATE OF SCIENCE DEGREE

The following Civil Design Technology curriculum will lead to the Associate of Science Degree and prepare students for employment in the field of Civil Engineering as a technician with the potential for more rapid advancement to positions of greater responsibility in surveying and civil construction. Completion of this program is not designed to fulfill the requirements for transfer to a university in Civil Engineering. For Baccalaureate or advanced degrees, students will need to complete additional courses in mathematics and physics. Please see a counselor for requirements.

To acquire the **Associate of Science Degree in Civil Design Technology**, it is necessary to complete the graduation requirements of the College along with the following courses:

### **Required Courses**

	<b>Units</b>
ARCH 115	Introduction to Residential Architecture: Drawing and Design.....4
CIV 140	Civil Drafting Fundamentals.....3
ENGT 101	Introduction to Technical Drawing & Graphics.....3
ENGT 105	Architectural and Technical Freehand Sketching .....2
ENGT 122	Engineering Design Graphics.....4
-and-	
ENGT 150	AutoCAD for Basic CADD Applications.....4
or	
ENGT 170	MicroStation for Basic CADD Applications.....4

*Then select one field of specialization for an additional 13 to 16 units*

### **Structures**

CIV 142	Introduction to Land Surveying and GPS .....4
ARCH 260	Advanced Architecture Using Revit and 3D Software.....4
-and-	
ARCH 125	Residential Architecture and Detailing .....3
or	
ARCH 225	Commercial Wood and Masonry Design and Construction.....4
-and -	
ARCH 261	Revit for Advanced BIM Architectural, Structural and MEP Applications.....4
or	
ARCH 280	Advanced MicroStation for CADD & BIM Applications .....4

**Total Units 35-36**

### **Land Development**

CIV 142	Introduction to Land Surveying and GPS .....4
CIV 143	Applications to Surveying and GPS .....4
CIV 241	*Civil Engineering Drafting and Design .....3
-and-	
CIV 245	*Civil Engineering Design and Modeling .....3
or	
GIS 120	Introduction to Geographic Information Systems and Spatial Analysis.....4

**Total Units 34-35**

### **Piping**

ENGT 265	Pressure Piping Design .....3
ENGT 266	Pressure Piping Applications .....3
ARCH 095	Construction Document Reading and Estimating .....3
-and-	
ARCH 260	Advanced Architecture Using Revit and 3D Software .....4
or	
ARCH 280	Advanced MicroStation for CADD & BIM Applications .....4

**Total Units 33**

### **Transportation**

LOG 120	Transportation Management .....3
GIS 120	Introduction to Geographic Information Systems and Spatial Analysis .....4
CIV 142	Introduction to Land Surveying and GPS .....4
CIV 241	*Civil Engineering Drafting and Design .....3

**Total Units 34**

### **Environmental**

CIV 142	Introduction to Land Surveying and GPS .....4
GIS 120	Introduction to Geographic Information Systems and Spatial Analysis .....4
GIS 230	Geographic Information Systems (GIS) in Environmental Technology .....3
ET 280	Green Building Design Principles .....3

**Total Units 34**

*\*Prerequisite*

# CIVIL DESIGN TECHNOLOGY

DIVISION OF CAREER & TECHNICAL EDUCATION

## CERTIFICATE OF ACHIEVEMENT

### *Civil Design Technology*

The following Civil Design Technology curriculum will lead to the Certificate of Achievement and prepare students for employment in the field of Civil Engineering as a technician with the potential for more rapid advancement to positions of greater responsibility in surveying and civil construction.

To acquire the **Certificate of Achievement in Civil Design Technology**, it is necessary to complete the following courses:

	<b>Required Courses</b>	<b>Units</b>
ARCH 115	Introduction to Residential Architecture .....	4
CIV 140	Civil Drafting Fundamentals.....	3
CIV 142	Introduction to Surveying and GPS .....	4
CIV 241	*Civil Engineering Drafting and Design .....	3
CIV 245	*Civil Engineering Design and Modeling.....	3
ENGT 101	Introduction to Technical Drawing & Graphics.....	3
ENGT 105	Architectural and Technical Freehand Sketching .....	2
ENGT 122	Engineering Design Graphics.....	4
ENGT 138	Engineering Careers and Applications.....	2
ENGT 150	AutoCAD for Basic CADD Applications.....	4
ENGT 170	MicroStation for Basic CADD Applications.....	4
ENGT 200	*Intermediate AutoCAD for Design and Production.....	3
GIS 120	Introduction to Geographic Information Systems and Spatial Analysis .....	4
GIS 221	*Cartography Design and Geographic Information Systems ...	4

**Units Required 47**

*\*Prerequisite*

# CIVIL DESIGN TECHNOLOGY

DIVISION OF CAREER & TECHNICAL EDUCATION

## CERTIFICATE OF ACHIEVEMENT

### *Civil Design & Drawing*

This certificate is designed for civil engineering careers and leads to employment in civil design applications, public works, utilities and CADD/Drafting-related industries.

To acquire the **Certificate of Achievement in Civil Design & Drawing**, it is necessary to complete the following courses:

Required Courses	Units
CIV 140	Civil Drafting Fundamentals.....3
CIV 142	Introduction to Surveying and GPS .....4
ENGT 101	Introduction to Technical Drawing & Graphics.....3
ENGT 138	Engineering Careers and Applications.....2
ENGT 150	AutoCAD for Basic CADD Applications.....4
ENGT 170	MicroStation for Basic CADD Applications.....4
GIS 120	Introduction to Geographic Information Systems and Spatial Analysis .....4

*Plus 4 units from the following:*

ARCH 115 or	Introduction to Residential Architecture .....4
ENGT 122	Engineering Design Graphics.....4

**Units Required** 28

\*Prerequisite

## CERTIFICATE OF ACHIEVEMENT

### *Surveying, Mapping & Drawing*

This certificate is designed for surveying careers and leads to employment in civil design applications, public work, utilities and CADD/Drafting-related industries.

To acquire the **Certificate of Achievement in Surveying, Mapping & Drawing**, it is necessary to complete the following courses:

Required Courses	Units
CIV 140	Civil Drafting Fundamentals.....3
CIV 142	Introduction to Surveying and GPS .....4
ENGT 101	Introduction to Technical Drawing & Graphics.....3
ENGT 122	Engineering Design Graphics.....4
GIS 120	Introduction to Geographic Information Systems and Spatial Analysis .....4
GIS 221	*Cartography Design and Geographic Information Systems .....4

*Select one course from the following:*

ENGT 150 or	AutoCAD for Basic CADD Applications.....4
ENGT 170	MicroStation for Basic CADD Applications.....4

**Units Required** 26

\*Prerequisite

*Additional Recommended courses: GEOG 101 and MATH 175.*

# COMMERCIAL ART

DIVISION OF ARTS & CULTURAL PROGRAMS

## ASSOCIATE OF SCIENCE DEGREE

To acquire the **Associate of Science Degree in Commercial Art**, it is necessary to complete the graduation requirements of the College along with the following courses:

Required Courses	Units
ART 105 or ART 105H	*Survey of Western Art: Prehistory through the Middle Ages.....3
ART 106 or ART 106H	*Survey of Western Art: Renaissance to Modern .....3
ART 120	Two Dimensional Design.....3
ART 121	Three Dimensional Design .....3
ART 130	Freehand Drawing I.....3
ART 131	*Freehand Drawing II.....3

ART 164	Graphic Design (Adobe Illustrator).....3
ART 165	Graphic Design (Advanced Adobe Illustrator) .....3
ART 175	Computer Graphics .....3
ART 178	Introduction to Digital Imaging (Adobe Photoshop) .....3

**Units Required** 30

\*Prerequisite

# COMMUNICATION STUDIES

DIVISION OF COMMUNICATIONS & LANGUAGES

## ASSOCIATE IN ARTS IN COMMUNICATION STUDIES FOR TRANSFER



### Associate Degree for Transfer

*A Degree with a Guarantee.<sup>SM</sup>*

#### *Associate in Arts in Communication Studies for Transfer*

The Associate in Arts in Communication Studies for Transfer (AA-T) Degree is intended to meet the lower division requirements for Communication Studies majors (or similar majors) at a CSU campus that offers a Communication Studies baccalaureate degree.

This degree is designed for students interested in the study and practice of human communication. The Associate in Arts in Communication Studies for Transfer Degree offers students comprehensive knowledge of the nature of communication, including theoretical foundations and applicable skills. Students will develop skills in advocacy, critical thinking, debate, interpersonal communication, oral communication, performance, public speaking, and small group communication. Career opportunities may include: administration, advertising, broadcasting, business communications, consulting, government services, journalism, law, marketing, performance, politics, public relations, sales, teaching, and other professions in which an understanding of and facility with the process of communication is essential.

**In addition to the courses listed below, the following additional requirements must be met for completion of the Associate in Arts in Communication Studies for Transfer Degree:**

1. Completion of 60 CSU-transferable semester units.
2. Achievement of a minimum GPA of at least 2.0 in all CSU-transferable coursework. (Some majors may require a higher GPA. Students should consult with a counselor for more information.)
3. Completion of the 18-20.5 semester units in the major with a grade of "C" or better.
4. Certified completion of the California State University General Education-Breadth (CSU GE) pattern; OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.

Students are advised to check with the Counseling Department or Transfer Center for the courses accepted into the Communication Studies major at the CSU where they seek transfer.

Required Courses	Units
SPCH 100	Interpersonal Communication.....3
SPCH 101 or SPCH 101H	Public Speaking.....3
	*Public Speaking Honors
SPCH 140	Argumentation and Debate .....3

*Choose 6 units from the following list  
(Maximum 3 units Forensics):*

SPCH 102	Fundamentals of Oral Communication.....3
SPCH 110	Forensics: Speech and Debate Team .....2
SPCH 111	Forensics: Debate Research and Practice.....2
SPCH 130	Oral Interpretation.....3
SPCH 240	*Argumentation and Discussion .....3

*Choose one course from the following list:*

ANTH 102 or ANTH 102H	Introduction to Cultural Anthropology .....3
	*Introduction to Cultural Anthropology Honors .....3
ENGL 201 or ENGL 201H	*Advanced Composition and Critical Thinking
	*Advanced Composition and Critical Thinking Honors .....3.5
JOUR 120	Communications Reporting and Writing .....3
PSY 101 or PSY 101H	Introductory Psychology
SOC 101 or SOC 101H	*Introductory Psychology Honors ..3
SPCH 132	Introduction to Sociology
	*Introduction to Sociology Honors ..3
	Readers Theatre .....3

*\*Prerequisite*

Required Subtotal .....18-20.5

CSU GE or IGETC Pattern .....Varies  
Transferable Electives (as needed to reach 60 transferable units)

**Degree Total 60**

# COMPUTER INFORMATION TECHNOLOGY/COMPUTERSYSTEMS

DIVISION OF BUSINESS

## ASSOCIATE OF SCIENCE DEGREE

This degree program is designed to prepare students for employment in computer applications with emphasis in programming language C++ or Java.

To acquire the **Associate of Science Degree in Computer Information Technology: Computer Systems**, it is necessary to complete the graduation requirements of the College along with the following courses:

<b>Required Courses</b>		<b>Units</b>
ACCT 090	Introduction to Accounting .....	3
CIT 101	Introduction to Computer Information Technology.....	3
CIT 109	Microsoft® Access®.....	3
CIT 111	Introduction to Programming .....	3
CIT 200	Systems Analysis and Design.....	3
CIT 210	Telecommunications in Information Systems (Networking Systems) .....	3
MGMT 101	Introduction to Business .....	3
MGMT 108	Business Writing .....	3

*Choose one area of specialization below:*

**C++ Programming option**

CIT 125	C++ Programming – Introduction.....	4
CIT 126	C++ Programming - Advanced.....	4

**Java Programming option**

CIT 135	Introduction to Java .....	4
CIT 136	Advanced Java.....	4

**Units Required 32**

\* *Prerequisite*

## CERTIFICATE OF ACHIEVEMENT

This certificate program is designed to prepare students for employment in computer applications with emphasis in programming language C++ or Java.

To acquire the **Certificate of Achievement in Computer Information Technology: Computer Systems**, it is necessary to complete the following courses:

<b>Required Courses</b>		<b>Units</b>
ACCT 090	Introduction to Accounting .....	3
CIT 101	Introduction to Computer Information Technology.....	3
CIT 109	Microsoft® Access®.....	3
CIT 111	Introduction to Programming .....	3
CIT 200	Systems Analysis and Design.....	3
CIT 210	Telecommunications in Information Systems (Networking Systems) .....	3
MGMT 101	Introduction to Business .....	3
MGMT 108	Business Writing .....	3

*Choose one area of specialization below:*

**C++ Programming option**

CIT 125	C++ Programming - Introduction .....	4
CIT 126	C++ Programming - Advanced.....	4

**Java Programming option**

CIT 135	Introduction to Java .....	4
CIT 136	Advanced Java.....	4

**Units Required 32**

\* *Prerequisite*

# **COMPUTER INFORMATION TECHNOLOGY/ MICROCOMPUTER SPECIALIST**

DIVISION OF BUSINESS

## **ASSOCIATE OF SCIENCE DEGREE**

This curriculum is designed to prepare students for employment as computer specialists in business-related programming or microcomputer applications.

To acquire the **Associate of Science Degree in Computer Information Technology: Microcomputer Specialist**, it is necessary to complete the graduation requirements of the College along with the following courses:

<b>Required Courses</b>	<b>Units</b>
ACCT 090	Introduction to Accounting .....3
CIT 060	Windows Operating System.....3
CIT 101	Introduction to Computer Information Technology .....3
CIT 103	Microsoft® Word® .....3
CIT 107	Microsoft® Excel® .....3
CIT 109	Microsoft® Access®.....3
MGMT 108	Business Writing .....3

**Units Required 21**

## **CERTIFICATE OF ACHIEVEMENT**

This curriculum is designed to prepare students for employment as computer specialists in business-related programming or microcomputer applications.

To acquire the **Certificate in Computer Information Technology: Microcomputer Specialist**, it is necessary to complete the following courses:

<b>Required Courses</b>	<b>Units</b>
ACCT 090	Introduction to Accounting .....3
CIT 060	Windows Operating System.....3
CIT 101	Introduction to Computer Information Technology .....3
CIT 103	Microsoft® Word® .....3
CIT 107	Microsoft® Excel® .....3
CIT 109	Microsoft® Access®.....3
MGMT 108	Business Writing .....3

**Units Required 21**

# CORRECTIONS

## DIVISION OF PUBLIC SAFETY

### ASSOCIATE OF SCIENCE DEGREE

The correctional program is designed to prepare students to enter the field of corrections as competent correctional officers, counselors, probation or parole aides, or paraprofessional volunteers for any correctional agency. The student may elect to transfer to a four-year college or seek entry-level employment in a correctional agency.

The courses will provide an academic as well as a practical training program. This will train persons seeking to enter the field of corrections and will increase the education of persons already employed in corrections and may also be beneficial to update the skills and knowledge of professional workers in the field of corrections.

The Associate of Science Degree requires 24 units in Corrections. This pattern of courses has been endorsed by the Joint Apprenticeship Committee of the California Department of Corrections, California Youth Authority and California Correctional Peace Officers Association as a program which would be of benefit to apprentices.

To acquire the **Associate of Science Degree in Corrections**, it is necessary to complete the graduation requirements of the college along with the following courses:

<b>Required Courses</b>	<b>Units</b>
AJ 041	Effective Written Communications for Public Service Personnel .....3
CORR 101	Introduction to Corrections .....3
CORR 104	Control and Supervision in Corrections .....3
CORR 106	Legal Aspects of Corrections .....3
CORR 134	Introduction to Interviewing and Counseling .....3
CORR 235	Conflict Resolution .....3
<b>Required Units</b>	<b>18</b>

*Plus 6 units selected from the following courses:*

AJ 101	Introduction to Administration of Justice .....3
AJ 102	Criminal Procedures .....3
AJ 104	Legal Aspects of Evidence .....3
AJ 105	Community Relations/Multicultural Issues within Public Service .....3
AJ 106	Criminal Law I .....3
AJ 107	Criminal Law II .....3
AJ 207	Juvenile Law and Procedure .....3
AJ 208	Principles of Investigation .....3
AJ 215	Vice and Narcotics Control .....3
AJ 228	Police Field Operations .....3
AJ 250	Contemporary Issues in the Criminal Justice System .....3
AJ 275	Introduction to Forensic Science .....3
CORR 208	Leadership in Corrections .....3
CORR 209	Case Load Management .....3
CORR 210	Supervision in Public Safety .....3
CORR 264	Inmate Discipline in Corrections .....3
CORR 265	Supervision of Sex Offenders .....3
CORR 290	Public Safety Communications .....3

**Total Units Required 24**

# DRUG STUDIES

DIVISION OF BEHAVIORAL & SOCIAL SCIENCES

## ASSOCIATE OF SCIENCE DEGREE

The following curriculum meets the requirement for an Associate of Science Degree in Drug Studies. The Drug Studies Program is accredited by the California Association of Alcohol and Drug Educators (CAADE). The courses needed for the degree are designed for those who wish to transfer to a four-year institution and pursue a Bachelor's Degree in Human Services or other discipline that serves as preparation for a career in the helping professions.

To acquire the **Associate of Science Degree in Drug Studies**, it is necessary to complete the graduation requirements of the College along with the following courses with a grade of "C" or better:

<b>Required Courses</b>	<b>Units</b>
HUSR 118	Chemical Dependency: Intervention, Treatment, and Recovery .....3
HUSR 122	Introduction to Group Leadership and Process.....3
HUSR 124	Introduction to Case Management and Documentation .....2
HUSR 126	Counseling the Family of the Addicted Person .....3
HUSR 130	Essential Counseling Skills .....3
HUSR 199	*Fieldwork in Human Services.....3-4
HUSR 230	*Drug Studies Seminar and Internship .....3
PSY 121	Drugs, Society, and Behavior .....3
PSY 123	Drug Education and Prevention .....3
PSY 127	Introduction to the Physiological Effects of Drugs of Abuse.....3

*Choose two courses from the list below:*

HUSR 111	Human Services in Contemporary Society .....3
PSY 101 or PSY101H	Introductory Psychology .....3 *Honors
PSY 112	Lifespan Development .....3
PSY 114	Introduction to Abnormal Psychology .....3
SOC 101 or SOC 101H	Introduction to Sociology .....3 *Honors

**Units Required 35 - 36**

*\*Prerequisite*

## CERTIFICATE OF ACHIEVEMENT

### *Drug Studies*

The Drug Studies Program provides the student with the academic preparation and field experience needed to work with the drug dependent and their families. The Program is accredited by the California Association of Alcohol and Drug Educators (CAADE). Completion of the required courses provides the educational component necessary for certification as a Certified Addiction Treatment Specialist through CAADE. The courses that comprise the Program are designed for those who are working with or want to work with drug dependent populations, providing a broad base of knowledge regarding approaches to drug education and prevention, treatment issues, counseling skills, ethical issues, and practical knowledge about drugs and their effects.

To acquire the **Certificate of Achievement in Drug Studies**, it is necessary to complete the following courses with a grade of "C" or better:

<b>Required Courses</b>	<b>Units</b>
HUSR 118	Chemical Dependency: Intervention, Treatment, and Recovery .....3
HUSR 122	Introduction to Group Leadership and Process.....3
HUSR 124	Introduction to Case Management and Documentation .....2
HUSR 126	Counseling the Family of the Addicted Person .....3
HUSR 130	Essential Counseling Skills .....3
HUSR 199	(Formerly PSY 199 or SOC 199 or SOC SCI 199) Fieldwork in *Human Services .....3-4
HUSR 230	*Drug Studies Seminar and Internship .....3
PSY 121	Drugs, Society, and Behavior .....3
PSY 123	Drug Education and Prevention .....3
PSY 127	Introduction to the Physiological Effects of Drugs of Abuse.....3

*Choose two courses from the list below:*

HUSR 111	Human Services in Contemporary Society .....3
PSY 101 or PSY 101H	Introductory Psychology .....3 *Honors
PSY 112	Lifespan Development .....3
PSY 114	Introduction to Abnormal Psychology .....3
SOC 101 or SOC 101H	Introduction to Sociology .....3 *Honors

**Units Required 35 - 36**

*\*Prerequisite*

# EARLY CHILDHOOD EDUCATION

DIVISION OF BEHAVIORAL & SOCIAL SCIENCE

## ASSOCIATE IN SCIENCE IN EARLY CHILDHOOD EDUCATION FOR TRANSFER



### Associate Degree for Transfer

*A Degree with a Guarantee.*™

#### *Associate in Science in Early Childhood Education for Transfer*

The Associate in Science in Early Childhood Education for Transfer (AS-T) Degree is intended to meet the lower division requirements for Early Childhood Education majors (or similar majors) at a CSU campus that offers an Early Childhood Education baccalaureate degree.

This degree is designed for students interested in gaining the basic concepts and applications of the field of Early Childhood Education and for students looking to meet the state minimum requirements to work in the field. These courses will provide students with a solid foundation in theory, pedagogy, principles and practices that will serve them for either transferring to a four-year college or in the workplace.

**In addition to the courses listed below, the following additional requirements must be met for completion of the AS-T Degree in Early Childhood Education:**

1. Completion of a minimum of 60 CSU-transferable semester units.
2. Achievement of a minimum GPA of at least 2.0 in all CSU-transferable coursework. (Some majors may require a higher GPA. Students should consult with a counselor for more information).
3. Completion of the 24 semester units in the major with a grade of "C" or better or a "P" if the course is taken on a pass-no pass basis.
4. Certified completion of the California State University General Education-Breadth (CSU GE) pattern; OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.

Students are advised to check with the Counseling Department or Transfer Center for the courses accepted into the Early Childhood Education major at the CSU where they seek transfer.

Required Courses	Units
CD 102	Nutrition, Health and Safety for Children ..... 3
CD 106	Child Growth and Development ..... 3
CD 110	Principles and Practices of Early Childhood Education..... 3
CD 111	Early Childhood Education Curriculum ..... 3
CD 114	Observation and Assessment..... 3
CD 208	Child Family and Community ..... 3
CD 224	Diversity Issues in Early Childhood, School-Age and Adolescence..... 3
CD 228	*Early Childhood Education Practicum ..... 3
<i>*Prerequisites</i>	
Required Subtotal	24
CSU GE or IGETC Pattern	Varies
Transferable Electives (as needed to reach 60 transferable units)	
<b>Degree Total</b>	<b>60</b>

# ELECTRONICS TECHNOLOGY

DIVISION OF CAREER & TECHNICAL EDUCATION

## ASSOCIATE OF SCIENCE DEGREE

To acquire the **Associate of Science Degree in Electronics Technology**, it is necessary to complete the graduation requirements of the College along with the following courses:

Required Courses	Units
ELEC 101 *D/C Electronic Circuits and Devices.....	4
ELEC 102 *A/C Electronic Circuits and Devices.....	4
ELEC 108 *Introduction to Solid State Devices & Circuits.....	4
ELEC 109 *Linear, Analog Circuits & Devices....	4
ELEC 111 *Introduction to Digital Electronics .....	4
ELEC 208 *Advanced Solid State Devices & Circuits.....	4
ELEC 211 *Advanced Digital Electronics .....	4
ELEC 240 *Microprocessors & Microcomputing.....	4

**Units Required 32**

\* Prerequisite

All of these courses must be completed with a grade of "C" or better.

## CERTIFICATE OF ACHIEVEMENT

### *Electronics Technology*

To acquire the **Certificate of Achievement in Electronics Technology**, it is necessary to complete the following courses:

Required Courses	Units
ELEC 101 *D/C Electronic Circuits and Devices.....	4
ELEC 102 *A/C Electronic Circuits and Devices.....	4
ELEC 108 *Introduction to Solid State Devices & Circuits.....	4
ELEC 111 *Introduction to Digital Electronics .....	4
ELEC 211 *Advanced Digital Electronics .....	4
ELEC 240 *Microprocessors & Microcomputing.....	4

**Units Required 24**

All of these courses must be completed with a grade of "C" or better.

# EMERGENCY MEDICAL TECHNICIAN

DIVISION OF PUBLIC SAFETY

## CERTIFICATE OF SKILL PROFICIENCY

### *Emergency Medical Technician*

This Emergency Medical Technician program prepares the entry level EMT to safely stabilize and transport patients to a place of medical care.

To acquire a **Certificate of Achievement in Emergency Medical Technician**, it is necessary to complete the following:

Required Courses	Units
EMT 093 *Emergency Medical Technician.....	8

**Units Required 8**

\* Prerequisite

# ENGINEERING DESIGN DRAFTING

DIVISION OF CAREER & TECHNICAL EDUCATION

## ASSOCIATE OF SCIENCE DEGREE

This major curriculum leads to the Associate of Science Degree in Engineering Design Drafting for advanced Tech Prep applications, employment in design, engineering and manufacturing-related industries, public works, utilities and CADD/Drafting-related industries. Upon completion of specific General Education courses, this program also fulfills many of the requirements and foundation courses for transfer to other baccalaureate technical majors within Engineering and Industrial Technology, but is not intended to fulfill transfer requirements for a baccalaureate degree. (See transfer requirements of individual colleges and universities)

To acquire the **Associate of Science Degree in Engineering Design Drafting**, it is necessary to complete the graduation requirements of the College along with the following courses:

Required Courses	Units
ARCH 115	Introduction to Residential Architecture: Drawing & Design .....4
CIV 140	Civil Drafting Fundamentals.....3
ENGT 101	Introduction to Technical Drawing & Graphics.....3
ENGT 105	Architectural & Technical Freehand Sketching .....2
ENGT 122	Engineering Design Graphics.....4
ENGT 131	*Engineering & Manufacturing Applications of Technical Drawing .....4
ENGT 150	AutoCAD for Basic CADD Applications.....4
ENGT 231	*Technical Product Design & Presentation .....4
ENGT 250	*Parametric Modeling 3D Applications for Mechanical Design .....4
ENGT 270	*Solid Works for 3D Modeling and Prototype Applications .....4

Units Required 36

\* Prerequisite

## CERTIFICATE OF ACHIEVEMENT

### *Engineering Design Drafting Technician*

This Certificate is designed for technical, mechanical and manufacturing careers and leads to employment in CADD application, engineering-related, mechanical and manufacturing-related industries, public works, utilities and CADD/Drafting-related industries.

To acquire the **Certificate of Achievement in Engineering Design Drafting Technician**, it is necessary to complete the following courses:

Required Courses	Units
ARCH 115	Introduction to Residential Architecture: Drawing & Design .... 4
CIV 140	Civil Drafting Fundamentals.....3
ENGT 101	Introduction to Technical Drawing & Graphics.....3
ENGT 105	Architectural and Technical Freehand Sketching .....2
ENGT 122	Engineering Design Graphics.....4
ENGT 131	*Engineering & Manufacturing Applications of Technical Drawing .....4
ENGT 150	AutoCAD for Basic CADD Applications.....4
ENGT 231	*Technical Product Design & Presentation .....4

Units Required 28

\* Prerequisite

# ENGLISH

DIVISION OF COMMUNICATIONS & LANGUAGES

## ASSOCIATE IN ARTS IN ENGLISH FOR TRANSFER



### Associate Degree for Transfer

*A Degree with a Guarantee.<sup>SM</sup>*

#### Associate in Arts in English for Transfer

The Associate in Arts in English for Transfer (AA-T) Degree is designed to provide foundation studies in English (or similar majors) for those interested in working toward a Bachelor's Degree in English (or similar majors) from a four-year college or university. The degree program is also relevant for those interested in developing critical thinking, interpretive reading, analytical and research writing, and presentation skills to apply to broader educational and professional goals.

**In addition to the courses listed below, the following additional requirements must be met for completion of the AA-T Degree in English (and similar majors):**

1. Completion of 60 CSU-transferable semester units.
2. Achievement of a minimum GPA of at least 2.0 in all CSU-transferable coursework. (Students should consult with a counselor for more information.)
3. Completion of the 18.5-19.5 semester units in the major with a grade of "C" or better or a "P" if the course is taken on a pass-no pass basis.
4. Certified completion of the California State University General Education-Breadth (CSU GE) pattern; OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.

Students are advised to check with the Counseling Department or Transfer Center for the courses accepted into the English (or similar majors) at the CSU where they seek transfer.

Required Courses	Units
ENGL 201 or	*Advanced Composition and Critical Thinking
ENGL 201H	*Advanced Composition and Critical Thinking Honors.....3.5
LIT 102 or	*Approaches to Literature
LIT 102H	*Approaches to Literature Honors....3

*List A: Choose two courses from the following list (6 units)*

LIT 112A or	*American Literature
112AH	*American Literature Honors.....3
LIT 112B or	American Literature
112BH	*American Literature Honors.....3
LIT 144A	World Literature.....3
LIT 144B	World Literature.....3

LIT 146A or	British Literature
LIT 146AH	*British Literature Honors .....3
LIT 146B or	British Literature
LIT 146BH	*British Literature Honors .....3

*List B: Choose one course from List A (above) not used or choose one course from List B (below) (3 units)*

LIT 141	Introduction to Poetry .....3
LIT 117 or	Mexican Literature in Translation
LIT 117H	*Mexican Literature in Translation Honors
ENGL 127 or	*Language Structure and Language Use: Introduction to Linguistics
ENGL 127H	*Language Structure & Language Use: Introduction to Linguistics Honors 3
ENGL 131	*Creative Writing .....3

*List C: Choose any course from List A or B not used above or any of the following courses (3-4 units)*

ENGL 125	*Grammar and Usage .....3
ENGL 126	Languages of the World.....3
LIT 110 or	Postcolonial Literature
LIT 110H	*Postcolonial Literature Honors.....3
LIT 114 or	Children's and Adolescent Literature
LIT 114H	*Children's and Adolescent Literature Honors .....3
LIT 130 or	*Women in Literature .....3
LIT 130H	*Women in Literature Honors
LIT 140 or	*Introduction to the Novel
LIT 140H	*Introduction to the Novel Honors....3
LIT 142 or	*Introduction to Shakespeare
LIT 142H	*Introduction to Shakespeare Honors .....3
LIT 145 or	*Introduction to the Short Story
LIT 145H	*Introduction to the Short Story Honors .....3
LIT 147	*Cinema as Literature .....3
LIT 148	Introduction to Dramatic Literature...3
LIT 149	Introduction to Chicana/ Chicano Literature .....3
LIT 299	Directed Study: Literature .....3
FR 201	*French III.....4
FR 202	*French IV.....4
FR 299	Directed Study: French .....4
SPAN 201	*Spanish III
SPAN 201H	*Spanish III Honors.....4
SPAN 202	*Spanish IV.....4
SPAN 299	Directed Study: Spanish .....3
JOUR 120	Communications Reporting and Writing .....3
SPCH 130	Oral Interpretation .....3
HUM 110	Survey of Humanities.....3
HUM 111	Survey of Humanities.....3

\* Prerequisite

Required Subtotal .....18.5-19.5

CSU GE or IGETC Pattern.....Varies  
Transferable Electives (as needed to reach 60 transferable units)  
**Degree Total 60**

# ENGLISH AND LITERATURE

DIVISION OF COMMUNICATIONS & LANGUAGES

## ASSOCIATE OF ARTS DEGREE

This degree focuses on language and literature as forms of cultural expression with specific historical influences. Some of the courses focus on reading and writing about literary texts. Other courses for this major focus on genre studies and the structure of language. A third area of coursework emphasizes significant writers, literary works, and cultural movements that are most important to a particular time period. By completion of specific General Education courses, this program fulfills many of the requirements and foundation courses for transfer to baccalaureate English and Literature majors but does not fulfill all transfer requirements for specific baccalaureate degree programs. (See a counselor for major preparation from specific four-year institutions).

To acquire the **Associate of Arts Degree in English and Literature**, it is necessary to complete the graduation requirements of the College along with the following courses:

Required Courses	Units
ENGL 201 or ENGL 201H	*Advanced Composition and Critical Thinking.....3.5
LIT 102 or LIT 102H	*Approaches to Literature .....3
LIT 146A or LIT 146AH	*British Literature.....3
LIT 146B or LIT 146BH	*British Literature.....3

*Choose three courses from the list below:*

ENGL 125	*Grammar and Usage .....	3
ENGL 126	Languages of the World.....	3
ENGL 127 or ENGL 127H	*Language Structure and *Language Use: Introduction to Linguistics.....	3
ENGL 131	*Creative Writing .....	3
LIT 110 or LIT 110H	*Postcolonial Literature.....	3
LIT 112A or LIT 112AH	*American Literature .....	3
LIT 112B or LIT 112BH	*American Literature .....	3
LIT 114 or LIT 114H	*Children's and Adolescent Literature .....	3
LIT 117 or LIT 117H	*Mexican Literature in Translation .....	3
LIT 130 or LIT 130 H	*Women and Literature.....	3
LIT 140 or LIT 140H	*Introduction to the Novel.....	3
LIT 141	*Introduction to Poetry.....	3
LIT 142 or LIT 142H	*Introduction to Shakespeare .....	3
LIT 144A	*World Literature .....	3
LIT 144B	*World Literature .....	3
LIT 145 or LIT 145H	*Introduction to the Short Story .....	3
LIT 147	*Cinema as Literature .....	3
LIT 148	Introduction to Dramatic Literature .....	3
LIT 149	Introduction to Chicana/Chicano Literature .....	3

**Units Required 21.5**

\* Prerequisite

# ENVIRONMENTAL SCIENCE

DIVISION OF MATHEMATICS & SCIENCES

## ASSOCIATE OF SCIENCE DEGREE

The Associate of Science Degree in Environmental Science prepares students who are intending to transfer to a four-year institution in the environmental sciences. This degree provides for completion of general lower-division course work associated with the requirements for a bachelor degree in environmental science, environmental studies, environmental and occupational health, etc. The degree is specifically designed for students intending to transfer to a CSU or UC campus and to gain entry-level employment in the environmental science field. Students completing the degree will take specific courses in chemistry, biology, physics and mathematics in addition to general education preparation such as the CSU general education plan or IGETC. (See admission requirements of individual colleges and universities and transfer requirements for specific majors).

To acquire the **Associate of Science Degree in Environmental Science**, it is necessary to complete the graduation requirements of the College along with the following courses:

Required Courses	Units
BIOL 120	Environmental Biology .....3
BIOL 120L	*Environmental Biology Lab .....1
BIOL 200	*Principles of Biology I.....5
CHEM 130	*General Chemistry .....5
CHEM 140	*General Chemistry .....5
ET 290	Cooperative Work Experience/ Internship .....1
MATH 190 or MATH 190H	*Calculus I .....4
PHY 150	*General Physics I .....4

**Units Required 28**

*\*Prerequisite*

# ENVIRONMENTAL TECHNOLOGY

DIVISION OF MATHEMATICS & SCIENCES

## ASSOCIATE OF SCIENCE DEGREE

Environmental Technology refers to the skills and knowledge that allows a person to work in the environmental field in compliance with governmental regulations and at the same time protect human health and the environment.

The Environmental Technology Associate of Science Degree Program is a two-year program designed to prepare students to either enter the work force at the technician level or transfer into a bachelors' degree program.

To acquire the **Associate of Science Degree in Environmental Technology**, it is necessary to complete the graduation requirements of the College along with the following:

Required Courses	Units
ET 130	Health Effects of Environmental Hazardous Materials .....3
ET 230	Safety and Emergency Response.....4
ET 260	*Environmental Sampling and Analysis .....4
BIOL 120	Environmental Biology .....3
BIOL 120L -and- GIS 120 or	Environmental Biology Lab.....1
GIS 120 or	Introduction to Geographic Information Systems and Spatial Analysis .....4
CIT 101	Introduction to Computer Information Technology .....3
<b>Units Required 18-19</b>	

*\*Prerequisite*

*Plus units from any of the following areas of specialization and/or miscellaneous electives to equal a minimum of 27*

### Suggested Areas of Specialization:

Waste Management	Units
ET 110	Hazardous Waste Generation/ Reduction/Treatment.....3
ET 150	*Hazardous Waste Management Application.....4
ET 200	*Hazardous Materials Management Applications.....4
ET 240	Solid Waste Management Applications .....4

Land Use Planning & Environmental Restoration ....Units	
AET/ET 280	Green Building Design Principles.....3
ET 160	Hazardous Waste Site Remediation Systems .....3
ET 170	Groundwater Hydrology & Sampling.....3
GIS 230	Geographic Info Systems In Environmental Technology.....3
Water Resources .....Units	
ET 270	Waste Water Treatment Plant Operations I .....3
ET 271	Waste Water Treatment Plant Operations II .....3
ET 272	Advanced Waste Water Treatment .....3
Alternative & Efficient Energy Systems.....Units	
AET/ET 070	Introduction to Alternative Energy Technology .....3
AET/ET 072	Photovoltaic Systems Design & Installation.....3
AET/ET 074	Advanced Photovoltaic Systems .....3
AET/ET 076	Wind Energy Systems Design & Installation.....3
AET/ET 078	Advanced Wind Energy Systems .....3
AET/ET 181	Home Energy Management & Auditing.....3
AET/ET 182	Industrial Energy Management & Auditing.....3
AET/ET 280	Green Building Design Principles.....3
AUTO 141	Alternative Fuels I .....3
AUTO 147	Introduction to Hybrid & Electric Vehicle Technology .....3
Environmental Health & Safety .....Units	
ET 250	Fundamentals of Safety & Health I.....3
ET 251	Fundamentals of Safety & Health II.....3
ENVIRONMENTAL TECHNOLOGY	
Miscellaneous Electives .....Units	
ET 290	CWE/Internship for Environmental Technology .....1 - 4
FTEC 107	Hazardous Materials I .....3
FTEC 108	Hazardous Materials II .....3
	Directed Study .....1

# **ENVIRONMENTAL TECHNOLOGY**

DIVISION OF MATHEMATICS & SCIENCES

## **CERTIFICATE OF ACHIEVEMENT**

### ***Environmental Technology***

Environmental Technology refers to the skills and knowledge that allow a person to work in the environmental field in compliance with governmental regulations and at the same time protect human health and the environment. The ET Certificate is designed to either prepare students to enter the field or upgrade working individuals with technician-level skills.

To acquire the **Certificate of Achievement in Environmental Technology**, it is necessary to complete the following courses:

<b>Required Courses</b>		<b>Units</b>
BIOL 120	Environmental Biology .....	3
BIOL 120L	Environmental Biology Lab.....	1
CHEM 110	*Chemistry for Allied Health Majors .....	5
ENGL 101	*College Composition and Research.....	3.5
ET 110	Hazardous Waste Generation/ Reduction/Treatment.....	3
ET 130	*Health Effects of Environmental Hazardous Materials .....	3
ET 150	Hazardous Waste Management Applications.....	4
ET 200	Hazardous Materials Management Applications.....	4
ET 230	Safety and Emergency Response.....	4

**Units Required 30.5**

*\*Prerequisite*

# FIRE TECHNOLOGY

DIVISION OF PUBLIC SAFETY

## ASSOCIATE OF SCIENCE DEGREE

This curriculum was developed jointly by the Curriculum Committee of the California Fire Chiefs' Association and the College Advisory Committee and is intended for firefighters, fire officers, and interested students.

To acquire the **Associate of Science Degree in Fire Technology**, it is necessary to complete the graduation requirements of the College along with the following courses:

Required Courses	Units
FTEC 101	Fire Protection Organization ..... 3
FTEC 102	Principles of Fire & Emergency Services Safety & Survival ..... 3
FTEC 103	Fire Behavior and Combustion..... 3
FTEC 104	Fire Prevention Technology ..... 3
FTEC 105	Building Construction for Fire Protection ..... 3
FTEC 106	Fire Protection Equipment & Systems..... 3

Choose 6 units from the following:

Electives	Units
EMT 093	*Emergency Medical Technician 1-A ..... 8
ET 230	Safety and Emergency Response ..... 4
FAC 043	Advanced Fire Courses (see catalog for 4300 series) ..... varies
FAC 118	*Firefighter 1 Basic Fire Academy ..... 22
FTEC 044	*Physical Fitness and Ability for the Firefighter..... 3
FTEC 045	Firefighter Entrance Examination Techniques ..... 3
FTEC 107	Hazardous Materials I..... 3
FTEC 108	*Hazardous Materials II..... 3
FTEC 109	Fire Fighting Tactics & Strategy..... 3
FTEC 110	Rescue Practice ..... 3
FTEC 111	Fire Hydraulics..... 3
FTEC 112	Fire Apparatus and Equipment..... 3
FTEC 114	Fire Investigations..... 3
FTEC 117	Fire Service Management, Safety & Wellness..... 3
FTEC 121	Emergency Response ..... 3
WFT 101	Wild Land Fire Behavior ..... 3

Units Required 24

\*Prerequisite

## CERTIFICATE OF ACHIEVEMENT

### *Fire Technology*

To acquire the **Certificate of Achievement in Fire Technology**, it is necessary to complete the following courses:

Required Courses	Units
FTEC 101	Fire Protection Organization ..... 3
FTEC 102	Principles of Fire & Emergency Services Safety & Survival ..... 3
FTEC 103	Fire Behavior and Combustion..... 3
FTEC 104	Fire Prevention Technology ..... 3
FTEC 105	Building Construction for Fire Protection..... 3
FTEC 106	Fire Protection Equipment & Systems..... 3

Choose 6 units from the following:

Electives:	Units
EMT 093	*Emergency Medical Technician 1-A ..... 8
ET 230	Safety & Emergency Response ..... 4
FAC 043	Advanced Fire Courses (see catalog for 4300 series)..... varies
FAC 118	*Firefighter 1 Basic Fire Academy ..... 22
FTEC 044	*Physical Fitness and Ability for the Firefighter ..... 3
FTEC 045	Firefighter Entrance Examination Techniques ..... 3
FTEC 107	Hazardous Materials I ..... 3
FTEC 108	*Hazardous Materials II ..... 3
FTEC 109	Fire Fighting Tactics & Strategy ..... 3
FTEC 110	Rescue Practice ..... 3
FTEC 111	Fire Hydraulics ..... 3
FTEC 112	Fire Apparatus & Equipment ..... 3
FTEC 114	Fire Investigations ..... 3
FTEC 117	Fire Service Management, Safety & Wellness ..... 3
FTEC 121	Emergency Response ..... 3
WFT 101	Wild Land Fire Behavior ..... 3

Units Required 24

\*Prerequisite

# **FIRE ACADEMY**

## DIVISION OF PUBLIC SAFETY

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### ***Admission Procedures***

The Fire Academy meets the State Fire College and the State Board of Fire Services' requirements for certification as Firefighter I and certification as an Emergency Medical Technician. Enrollment in the Fire Academy is open to all students. To ensure that the enrollment policy is in compliance with Section 84500 of the Education Code, the following procedure is hereby established:

1. In-service students will receive priority over pre-service students for up to 80% of the total class enrollment. Inservice students are defined as follows and will be given priority in the order listed:
  - a. fully paid members of fully paid governmental or industrial fire protection or fire prevention agencies,
  - b. sponsored Reserve/Auxiliary members of Fire Departments,
  - c. volunteers of a fire protection or fire prevention agency who have been a member of such organization for a minimum of one year and have completed a minimum of fifteen (15) units of Fire Technology in an accredited college or institution with a grade in each course of "C" or better. Explorer Scouts DO NOT qualify for in-service status.
2. Pre-service students will be given priority over in-service

It must be the intent of any person filing an application as an in-service member to return to the sponsoring organization upon completion of the academy training. It must be the intent of the department sponsoring such member to utilize the skills and knowledge acquired by the member in the day-to-day operation of the department.

students for up to 20% of the total class enrollment. A pre-service person is one who does not qualify as an in-service member.

3. Priority for enrollment in the Academy will be based on the number of units completed with a grade of "C" or above in Fire Technology courses in accredited colleges or institutions. However, students who withdrew from a previous Rio Hondo firefighter academy due to a verified injury or extended sickness will be given priority over new applicants. Fire Technology courses are those having an accredited fire technology number.
4. Students with the same number of credit units in Fire Technology courses will be prioritized based on the grade point average of the Fire Technology courses.
5. In the event two or more students have an equal grade point average and have completed the same number of Fire Technology units, priority will be based on the total number of units completed in accredited colleges or institutions.
6. Students with the same number of completed Fire Technology units, the same grade point average in the Fire Technology units and the same number of total units completed in accredited colleges or institutions will be prioritized based on the grade point average of all college units completed.
7. It will be the responsibility of the student to have on file with the Regional Training Center Office the application and official transcripts verifying completed course work results on or before the closing date for applications.
8. Registration for the Fire Academy based on priorities established will occur at least five working days prior to start of the Academy to allow time to obtain required materials.

# **FITNESS SPECIALIST**

DIVISION OF KINESIOLOGY, DANCE, AND ATHLETICS

## **CERTIFICATE OF ACHIEVEMENT**

### ***Fitness Specialist***

The Fitness Specialist Certificate Program is designed to prepare students for employment as fitness instructors and a career in the rapidly expanding health and fitness industry. Students will gain academic knowledge and fitness skills through the required course work, as well as develop the skills necessary to apply this knowledge in a vocational setting. The certificate is designed to be completed in one calendar year for students who attend full-time and may lead to immediate employment opportunities. The curriculum has been designed to equip the student with the scientific background, both theoretical and practical, to successfully customize fitness programs that include education and guidance on nutrition, weight control, flexibility, core strength, cardiovascular exercise and resistance training. Students will also be prepared to pass national certification exams in health, fitness, strength and conditioning. The program will prepare students for transfer to a university in order to pursue a higher degree in various areas of study.

To acquire the **Certificate of Achievement in Fitness Specialist**, it is necessary to complete the following courses with a grade of "C" or better:

<b>Required Courses</b>		<b>Units</b>
KIN 115	*Fitness Specialist Internship.....	2
KIN 122	Nutrition for Sport and Fitness.....	3
KIN 126	Principles of Strength and Conditioning.....	3
KIN 127	Exercise Physiology .....	3
KIN 128	Fitness Testing and Exercise Prescription.....	3
KIN 131	Structure and Analysis of Movement .....	3
KIN 145	Theory and Analysis of Fitness Instruction .....	2
KIN 146	Training Principles for Special Populations .....	2

*Choose two courses from the list below:*

KINA 130	Lifelong Fitness Laboratory.....	1
KINA 136	Pilates Mat I .....	1
KINA 158	Yoga I .....	1

**Units Required 23**

# **GAME DEVELOPMENT**

DIVISION OF ARTS & CULTURAL PROGRAM

## **CERTIFICATE OF SKILL PROFICIENCY**

The Game Development certificate is designed to provide students with the technical, creative and artistic skill sets necessary to create industry standard game art.

<b>Required Courses</b>		<b>Units</b>
ANIM 101	Digital Modeling and Texturing .....	4
ANIM 120	3D Materials, Lighting and Rendering .....	4
ANIM 130	World Building for Game Development.....	4
ART 178	Introduction to Digital Imaging.....	3

**Units Required 15**

# GENERAL STUDIES

## ASSOCIATE OF ARTS DEGREE

The General Studies degree with an area of emphasis is designed to give students a broad introduction to an area of knowledge represented by related disciplines and topics. This degree is intended for students who may not be intending to pursue a specific occupational major, nor are they necessarily planning to transfer. However, careful educational planning with a counselor will help to ensure that, if a student did decide at a later date to transfer to a university, they would have a foundation in the transfer planning process. Students will select an "Area of Emphasis" from the following four options based on their interests and educational goals.

### *General Studies with an Emphasis in Arts and Human Expression:*

These courses emphasize the study of cultural, literary, humanistic activities and artistic expression of human beings. Students will evaluate and interpret the ways in which people through the ages in different cultures have responded to themselves and the world around them in artistic and cultural creation. Students will also learn to value aesthetic understanding and incorporate these concepts when constructing value judgments. This emphasis includes lower division coursework that prepares students for potential careers in fine arts, foreign languages, literature, and philosophy.

To acquire the **Associate of Arts Degree in General Studies with an Emphasis in Arts and Human Expression**, it is necessary to complete the graduation requirements of the College along with the following courses:

Choose at least one course from each category (A and B) and then complete additional courses in categories A and/or B to total 18 units of coursework from the following list:

#### A) ARTS

ART 101	Introduction to Art.....	3
ART 104	Art of the Ancient Americas .....	3
ART 105 or ART 105H	*Survey of Western Art: Prehistory through the Middle Ages.....	3
ART 106 or ART 106H	*Survey of Western Art: Renaissance to Modern .....	3
ART 107	The Art of Asia.....	3
ART 108	The Art of Mexico.....	3
ART 109	American Art History.....	3
ART 110	Understanding Visual Art.....	3
ART 112	Visual Art in the Modern Era .....	3
ART 113	The History of Photography.....	3
ART 115	The Art of Film .....	3
ART 120	Two Dimensional Design.....	3
ART 121	Three Dimensional Design .....	3
ART 130	Freehand Drawing I.....	3
ART 135	Beginning Painting.....	3
ART 140	Ceramics I.....	3
DANC 199	Dance Appreciation .....	3
MUS 101	Fundamentals of Music.....	3
MUS 120	Vocal Arts Ensemble.....	2
MUS 129	Music in Latin American Culture .....	3

MUS 130	Music History and Literature Before 1750 .....	3
MUS 131	Music History and Literature After 1750 .....	3
MUS 132	History of Rock and Roll.....	3
MUS 133	Music Appreciation.....	3
MUS 134	Rio Hondo College Singers I .....	2
MUS 135	Music in Film .....	3
MUS 136	History of Jazz .....	3
MUS 155	Music for Dance.....	3
PHTO 190	Beginning Photography .....	3
THTR 101	Theatre Arts Appreciation .....	3
THTR 105 or THTR 105H	*The History and Development of the Theatre .....	3
THTR 110	Principles of Acting.....	3
THTR 150	Theatre Crafts .....	3

#### B) HUMAN EXPRESSION

ASL 149	American Sign Language I .....	4
CHIN 101	Chinese I.....	4
CHIN 102	Chinese II.....	4
ENGL 126	Languages of the World .....	3
FR 101	French I.....	4
FR 102	French II.....	4
FR 201	French III .....	4
FR 202	French IV .....	4
HIST 101	History of World Civilization to the 17th Century .....	3
HIST 102	History of World Civilization, 1500 to the Present .....	3
HIST 122	History of Mexico.....	3
HIST 131	History of the North American Indian .....	3
HIST 143 or HIST 143H	History of the United States to 1877 .....	3
HIST 144 or HIST 144H	*History of the United States Since 1865 .....	3
HIST 158	History of Minorities: African Americans and American Indians .....	3
HIST 159 or HIST 159H	*History of Minorities: Mexican Americans, Asian Americans and American Women.....	3
HIST 167	History of California.....	3
HIST 170	Women in American History .....	3
HUM 110	Survey of Humanities.....	3
HUM 111	Survey of Humanities.....	3

# GENERAL STUDIES

CONTINUED

HUM 125 or HUM 125H	*Introduction to Mexican Culture .....	3
ITAL 101	Italian 101 .....	4
ITAL 102	Italian 102 .....	4
JAPN 101	Japanese I.....	4
JAPN 102	Japanese II .....	4
LATN 101	Latin I.....	4
LATN 102	*Latin II .....	4
LIT 102 or LIT 102H	*Approaches to Literature .....	3
LIT 112A or LIT 112AH	*American Literature .....	3
LIT 112B or LIT 112BH	*American Literature .....	3
LIT 114	Elementary and Adolescent Literature .....	3
LIT 117 or LIT 117H	Mexican Literature in Translation .....	3
LIT 140 or LIT 140H	*Introduction to the Novel.....	3
LIT 141	*Introduction to Poetry.....	3
LIT 142 or LIT 142H	*Introduction to Shakespeare .....	3
LIT 144A	*World Literature .....	3
LIT 144B	*World Literature .....	3
LIT 145 or LIT 145H	*Introduction to the Short Story .....	3
LIT 146A or LIT 146AH	*British Literature.....	3
LIT 146B or LIT 146BH	*British Literature .....	3
LIT 147	*Cinema as Literature .....	3
LIT 148	Introduction to Dramatic Literature .....	3
LIT 149	Introduction to Chicana/Chicano Literature .....	3
PHIL 101 or PHIL 101H	*Introduction to Philosophy .....	3
PHIL 120	Introduction to Ethics .....	3
PHIL 124	History of Philosophy: Ancient .....	3
PHIL 126	History of Philosophy: Modern .....	3
PHIL 128	Introduction to Political Philosophy .....	3
PHIL 135	Philosophy & Contemporary Issues.....	3
PHIL 140	Philosophy of Religion .....	3
PHIL 150	Introduction to World Religions .....	3
POLS 128	Introduction to Political Philosophy .....	3
SPAN 101	Spanish I .....	4
SPAN 102	*Spanish II .....	4
SPAN 130	Spanish for Heritage Speakers I.....	3
SPAN 131	*Spanish for Heritage Speakers II....	3
SPAN 201 or SPAN 201H	*Spanish III.....	4
SPAN 202	*Spanish IV .....	4
SPCH 130	Oral Interpretation .....	3
SPCH 132	Readers Theatre .....	3

## *General Studies with an Emphasis in Social Behavior and Self-Development*

These courses provide students knowledge and understanding of social behavior and self-development. This area of emphasis is designed to prepare students to use their understanding of themselves and others to communicate and collaborate more effectively. It combines knowledge of theory with attention to personal growth and purpose, as well as health and wellness. Students learn to become citizens who care for themselves and others, ready to work with people in their communities. Participation in group activities and collaborative projects is a central focus of this emphasis, allowing students to experience group interactions in a variety of contexts. This emphasis includes lower division coursework that prepares students for potential careers in people/community-oriented professions including social, health and recreational services.

To acquire the **Associate of Arts Degree in General Studies with an Emphasis in Social Behavior and Self-Development**, it is necessary to complete the graduation requirements of the College along with the following courses:

*Choose at least one course from each category below (A and B). Then complete additional courses from categories A and B to reach a total of 18 units from the following list:*

### A) Theory and Knowledge

ANTH 101 or ANTH 101H	Introduction to Physical Anthropology .....	3
ANTH 102 or ANTH 102H	*Introduction to Cultural Anthropology .....	3
ANTH 103	Introduction to Archaeology .....	3
ANTH 110	Human Sexuality from a Cross-Cultural Perspective .....	3
ANTH 115	*Introduction to Medical Anthropology .....	3
ANTH 125	Religion, Magic, Witchcraft, and the Supernatural .....	3
CHST 101	Introduction to Chicano Studies.....	3
CHST 146	The Mexican American in the History of the U.S.....	3
CHST 148	La Chicana: The Contemporary Mexican-American Female.....	3
CHST 150	Chicano Politics .....	3
CD 106	Child Growth and Development.....	3
CD 208	Child, Family and Community.....	3
ECON 101 or ECON 101H	Principles of Macroeconomics .....	3
ECON 102 or ECON 102H	*Principles of Microeconomics .....	3
ECON 106	Economics of Contemporary Issues .....	3
HIST 101	History of World Civilization to the 17th Century .....	3
HIST 102	History of World Civilization, 1500 to the Present .....	3

# GENERAL STUDIES

## CONTINUED

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HIST 122	History of Mexico.....	3		Communications .....	3
HIST 131	History of the North American Indian .....	3	SPCH 101	Public Speaking .....	3
HIST 143 or HIST 143H	History of the United States to 1877 .....	3	SPCH 102	Fundamentals of Oral Communication.....	3
HIST 144 or HIST 144H	*History of the United States Since 1865 .....	3	SPCH 140	Argumentation and Debate.....	3
HIST 158	History of Minorities: African Americans and American Indians ...	3			
HIST 159 or HIST 159H	*History of Minorities: Mexican Americans, Asian Americans American Women.....	3			
HIST 167	History of California.....	3			
HIST 170	Women in American History .....	3			
HUM 130	Contemporary Mexican-American Culture .....	3			
GEOG 102	Introduction to Cultural Geography .....	3			
GEOG 103	World Regional Geography .....	3			
POLS 110 or POLS 110H	*Government of the United States .....	3			
POLS 128	Introduction to Political Philosophy.....	3			
POLS 130	Comparative Government.....	3			
POLS 140	International Relations .....	3			
POLS 150	Chicano Politics .....	3			
PSY 101 or PSY 101H	*Introductory Psychology .....	3			
PSY 112	Lifespan Development .....	3			
PSY 114	Introduction to Abnormal Psychology .....	3			
PSY 116	Introduction to Cross-Cultural Psychology .....	3			
PSY 121	Drugs, Society, and Behavior .....	3			
PSY 123	Drug Education and Prevention.....	3			
PSY 133	Personal and Social Adjustment.....	3			
PSY 170	Introduction to Learning and Memory.....	3			
PSY 180	Positive Psychology .....	3			
PSY 200	*Research Methods in Psychology .....	3			
READ 101	*Critical Reading .....	3			
SOC 101 or SOC 101H	*Introduction to Sociology .....	3	ANTH 101 or ANTH 101H	Introduction to Physical Anthropology .....	3
SOC 102	Major Social Problems.....	3	ANTH 102 or ANTH 102H	*Introduction to Cultural Anthropology .....	3
SOC 105	Introduction to Human Sexuality.....	3	ANTH 103	Introduction of Archaeology .....	3
SOC 110	Human Sexuality from a Cross-Cultural Perspective .....	3	ANTH 110	Human Sexuality from a Cross-Cultural Perspective .....	3
SOC 114	Marriage, Family and Intimate Relationships.....	3	ANTH 115	Introduction to Medical Anthropology .....	3
SOC 116	Introduction to Race and Ethnic Relations .....	3	ANTH 125	Religion, Magic, Witchcraft, and the Supernatural.....	3
SOC 120	Perspectives of Sex and Gender.....	3	CD 106	Child Growth and Development .....	3
SOC 127	Introduction to Criminology .....	3	CD 208	Child, Family and Community .....	3
SOC 148	La Chicana: The Contemporary Mexican-American Female.....	3	CHST 101	Introduction to Chicano Studies .....	3
SPCH 100	Interpersonal		CHST 146	The Mexican American in the History of the U.S.....	3

### ***General Studies with an Emphasis in Social Sciences:***

These courses emphasize the perspective, concepts, theories and methodologies of the variety of disciplines that comprise study in the social sciences. Students will study human experience in the context of the larger society. Students will study how individuals, social subgroups, and societies operate in relation to each other. This emphasis includes lower division coursework that prepares students for potential careers in the helping professions such as teaching, business, government, social work, and non-profit organizations.

To acquire the **Associate of Arts Degree in General Studies with an Emphasis in Social Sciences**, it is necessary to complete the graduation requirements of the College along with the following courses:

*Choose 18 units of coursework including two or more disciplines from the following list:*

ANTH 101 or ANTH 101H	Introduction to Physical Anthropology .....	3
ANTH 102 or ANTH 102H	*Introduction to Cultural Anthropology .....	3
ANTH 103	Introduction of Archaeology .....	3
ANTH 110	Human Sexuality from a Cross-Cultural Perspective .....	3
ANTH 115	Introduction to Medical Anthropology .....	3
ANTH 125	Religion, Magic, Witchcraft, and the Supernatural.....	3
CD 106	Child Growth and Development .....	3
CD 208	Child, Family and Community .....	3
CHST 101	Introduction to Chicano Studies .....	3
CHST 146	The Mexican American in the History of the U.S.....	3

# GENERAL STUDIES

## CONTINUED

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CHST 148	La Chicana: The Contemporary Mexican-American Female .....3	SOC 101H	*Introduction to Sociology .....3
CHST 150	Chicano Politics .....3	SOC 102	Major Social Problems .....3
ECON 101 or ECON 101H	*Principles of Macroeconomics .....3	SOC 105	Human Sexuality .....3
ECON 102 or ECON 102H	*Principles of Microeconomics .....3	SOC 110	Human Sexuality from a Cross-Cultural Perspective .....3
ECON 106	Economics of Contemporary Issues .....3	SOC 114	Marriage, Family and Intimate Relationships .....3
GEOG 102	Introduction to Cultural Geography .....3	SOC 116	Introduction to Race and Ethnic Relationships .....3
GEOG 103	World Regional Geography .....3	SOC 120	Perspectives of Sex & Gender .....3
HIST 101	History of World Civilization to the 17th Century .....3	SOC 127	Introduction to Criminology .....3
HIST 102	History of World Civilization, 1500 to the Present .....3	SOC 148	La Chicana: The Contemporary Mexican-American Female .....3
HIST 122	History of Mexico .....3		
HIST 131	History of the North American Indian .....3		
HIST 143 or HIST 143H	History of the United States to 1877 .....3		
HIST 144 or HIST 144H	*History of the United States Since 1865 .....3		
HIST 158	History of Minorities: African Americans and American Indians .....3		
HIST 159 or HIST 159H	*History of Minorities: Mexican Americans, Asian Americans and American Women .....3		
HIST 167	History of California .....3		
HIST 170	Women in American History .....3		
HUM 130	Contemporary Mexican-American Culture .....3		
PHIL 128	Introduction to Political Philosophy .....3		
POLS 110 or POLS 110H	*Government of the United States .....3		
POLS 128	Introduction to Political Philosophy .....3		
POLS 130	Comparative Government .....3		
POLS 140	International Relations .....3		
POLS 150	Chicano Politics .....3		
PSY 101 or PSY 101H	Introductory Psychology .....3		
PSY 112	Lifespan Development .....3		
PSY 114	Introduction to Abnormal Psychology .....3		
PSY 116	Introduction to Cross-Cultural Psychology .....3		
PSY 170	Introduction to Learning and Memory .....3		
PSY 180	Positive Psychology .....3		
PSY 200	*Research Methods in Psychology .....3		
SOC 101 or			

### ASSOCIATE OF SCIENCE DEGREE

#### *General Studies with an Emphasis in Science and Mathematics:*

examine the physical universe, its life forms and its natural phenomena. As mathematics is the language of science, courses in mathematics help students develop quantitative reasoning skills beyond the level of intermediate algebra. Students will be able to demonstrate an understanding of the methodologies of science as investigative tools. Students will also examine the influence that the acquisition of scientific knowledge has on human experience. This emphasis includes lower-division coursework that prepares students for potential careers in science, engineering, math, and health-related fields.

To acquire the **Associate of Science Degree in General Studies with an Emphasis in Science and Mathematics**, it is necessary to complete the graduation requirements of the College along with the following courses:

Choose at least one course from each category (A, B and C) and then complete additional courses in any category to total 18 units from the following list. Among these courses the student must complete at least one laboratory course.

#### A) Life Sciences

ANTH 101 or ANTH 101H	Introduction to Physical Anthropology .....3
ANTH 101L	Physical Anthropology Lab .....1
BIOL 101	General Biology .....4
BIOL 105	Human Biology .....3
BIOL 111	Marine Biology .....3
BIOL 111L	*Marine Biology Laboratory .....1
BIOL 112	Outdoor Biology .....3
BIOL 120	Environmental Biology .....3
BIOL 120L	*Environmental Biology Laboratory .....1
BIOL 200	*Principles of Biology 1 (Molecular and Cellular Biology) ....5
BIOL 201	*Principles of Biology 2 (Diversity and Ecology) .....5
BIOL 222	*Microbiology .....5
BIOL 226	*Human Physiology .....4
PSY 210 or PSY 210H	*Biological Psychology .....3

#### B) Physical Sciences

ASTR 110 or ASTR 110H	General Astronomy.....3
ASTR 112	*Observational Astronomy .....1
ASTR 114	*Observational Astronomy .....1
CHEM 101	Chemistry and Our World.....3
CHEM 101L	*Chemistry and Our World Laboratory.....1
CHEM 110	*Chemistry for Allied Health Majors .....5
CHEM 120	*Introduction to Chemistry.....5
CHEM 130	*General Chemistry .....5
CHEM 140	*General Chemistry .....5
CHEM 230	*Organic Chemistry .....5
CHEM 231	*Organic Chemistry .....5
GEOG 101	Introduction to Physical Geography.....3
GEOG 101L	*Introduction to Physical Geography Laboratory .....1
GEOL 150	Physical Geology.....3
GEOL 151	*Physical Geology Laboratory .....1
PHY 120	*Physics for Everyday Use.....4
PHY 150	*General Physics-I .....4
PHY 160	*General Physics-II .....4
PHY 211	*Physics for Scientists and Engineers-I .....4
PHY 212	*Physics for Scientists and Engineers-II .....4
PHY 213	*Physics for Scientists and Engineers-III .....4
PHYS 101	Physics and Chemistry for Teachers .....4
PHYS 102	Earth and Space Sciences for Teachers .....4
C) Mathematics	
MATH 120	*Finite Mathematics .....4
MATH 130 or MATH 130H	*Statistics .....4
MATH 140	*Mathematics for Elementary Teachers .....4
MATH 160	*College Algebra .....4
MATH 170	*Elements of Calculus .....4
MATH 175	*Plane Trigonometry .....3
MATH 180	*Pre-Calculus .....4
MATH 190 or MATH 190H	*Calculus I .....4
MATH 191	*Calculus II .....4
MATH 250	*Calculus III .....4
MATH 260	*Linear Algebra .....4
MATH 270	*Differential Equations .....4
PSY 190	*Statistics for the Behavioral Sciences .....4

# GEOGRAPHIC INFORMATION SYSTEMS

DIVISION OF CAREER & TECHNICAL EDUCATION

## CERTIFICATE OF ACHIEVEMENT

This Certificate of Achievement in Geographic Information Systems (GIS) targets students interested in becoming a GIS Technician. A GIS technician utilizes standard GIS tools and utilities to enter and correct data in GIS databases such as locating addresses, georeferencing scanned maps, digitizing and collecting and processing data from the field. Most duties assigned to GIS Technicians are routine with a heavy amount of database entry and management with eventual generation of maps from data. A GIS Technician performs no data interpretation after data has been stored unless under the guidance of the analyst. Many students enrolled in GIS at Rio Hondo College have degrees in a variety of disciplines. After completing the GIS courses, these students could be labeled as the GIS Analyst within their area of discipline (Crime Analyst, Environmental Planner, etc.)

To acquire the **Geographic Information Systems Certificate of Achievement**, you must complete the following courses:

Required Courses	Units
GIS 120	Introduction to Geographic Information Systems and Spatial Analysis .....4
GIS 220	*GIS Applications .....4
GIS 221	*Cartography Design and Geographic Information Systems.....4
ENGT 150 or ENGT 170	AutoCAD for Basic CADD Applications .....4
	MicroStation for Basic CADD Applications.....4

Select one of the following focus areas below:

GIS 230	*Geographic Information Systems in Environmental Technology .....4
CIVIL 142	Introduction to Surveying and GPS .....4
GIS 281	Crime Mapping and Analysis.....4

**Units Required 20**

*\*Prerequisite*

# HEAVY EQUIPMENT TECHNOLOGY

DIVISION OF CAREER & TECHNICAL EDUCATION

## ASSOCIATE OF SCIENCE DEGREE

The courses listed in the Associate of Science Degree are comprised of a comprehensive list of job skills needed to enter the heavy equipment field. The skills developed during class will enhance the student's ability to perform a wide variety of services and repairs required by modern heavy equipment machinery. The Degree is designed to prepare an individual for entry-level employment as a Heavy Equipment Service Technician.

To acquire the **Associate of Science Degree in Heavy Equipment Technology**, it is necessary to complete the graduation requirements of the College along with the following courses, with a grade of "C" or better:

Required Courses	Units
HET 040      Introduction to Heavy Equipment Technology .....	4
HET 041      Heavy Equipment Electrical Fundamentals.....	4
HET 042      Heavy Equipment Heating, Ventilation and Air Conditioning.....	2
HET 043      Heavy Equipment Hydraulic Fundamentals .....	2
HET 044      Heavy Equipment Diesel Engines .....	4
HET 045      Heavy Equipment Powertrains I.....	4
HET 046      Heavy Equipment Fuel Systems and Emissions .....	4
HET 047      Heavy Equipment Machine Specific Instruction.....	2
HET 048      Heavy Equipment Powertrains II .....	4
HET 049      Heavy Equipment Hydraulic Diagnostics.....	4
HET 050      Heavy Equipment Electrical Diagnosis.....	4
HET 290      Cooperative Work Experience/ Internship .....	1
TCED 044      OSHA Workplace Safety.....	1
WELD 040      Introduction to Welding Processes.....	2

**Units Required 42**

## CERTIFICATE OF ACHIEVEMENT

### *Heavy Equipment Service Technician Specialist*

The courses listed in the Certificate of Achievement are comprised of a comprehensive list of job skills needed to enter the heavy equipment field. The skills developed during class will enhance the student's ability to perform a wide variety of services and repairs required by modern heavy equipment machinery. The Certificate is designed to prepare an individual for entry-level employment as a Heavy Equipment Service Technician Specialist.

To acquire the **Heavy Equipment Service Technician Specialist Certificate**, it is necessary to complete the following courses with a grade of "C" or better:

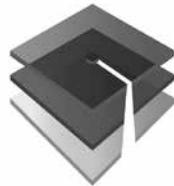
Required Courses	Units
HET 040      Introduction to Heavy Equipment Technology .....	4
HET 041      Heavy Equipment Electrical Fundamentals.....	4
HET 042      Heavy Equipment Heating, Ventilation and Air Conditioning....	2
HET 043      Heavy Equipment Hydraulic Fundamentals .....	2
HET 044      Heavy Equipment Diesel Engines .....	4
HET 045      Heavy Equipment Powertrains I.....	4
HET 046      Heavy Equipment Fuel Systems and Emissions .....	4
HET 047      Heavy Equipment Machine Specific Instruction.....	2
HET 048      Heavy Equipment Powertrains II .....	4
HET 049      Heavy Equipment Hydraulic Diagnostics.....	4
HET 050      Heavy Equipment Electrical Diagnosis.....	4
HET 290      Cooperative Work Experience/ Internship .....	1
TCED 044      OSHA Workplace Safety.....	1
WELD 040      Introduction to Welding Processes.....	2

**Units Required 42**

# HISTORY

DIVISION OF BEHAVIORIAL & SOCIAL SCIENCE

## ASSOCIATE IN ARTS IN HISTORY FOR TRANSFER



### Associate Degree for Transfer

*A Degree with a Guarantee.<sup>SM</sup>*

#### Associate in Arts in History for Transfer

The Associate in Arts in History for Transfer (AA-T) Degree is intended to meet the lower division requirements for History majors (or similar majors) at a CSU campus that offers a baccalaureate degree. The Associate in Arts in History for Transfer Degree is designed to enable students to explore a broad understanding of the social, political, cultural and economic events and forces that have shaped our nation's past, present and future. In addition to studying the history of the United States, history majors will study other civilizations and cultures gaining a broader perspective and better understanding of the contemporary world. Through a diverse curriculum, students learn to gather, synthesize, analyze and interpret historical evidence, building a strong foundation that prepares students to either transfer to a four-year college or succeed in numerous career paths, such as teaching, law, business administration, journalism and public service.

**In addition to the courses listed below, the following additional requirements must be met for completion of the AA-T Degree in History.**

1. Completion of 60 CSU-transferable semester units.
2. Achievement of a minimum GPA of at least 2.0 in all CSU-transferable coursework. (Some majors may require a higher GPA. Students should consult with a counselor for more information.)
3. Completion of the 18 semester units in the major with a grade of "C" or better.
4. Certified completion of the California State University General Education-Breadth (CSU GE) pattern; OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.

Students are advised to check with the Counseling Department or Transfer Center for the courses accepted into the History major at the CSU where they seek transfer.

Required Courses	Units
HIST 101	History of World Civilization to the 17th Century .....3
HISTS 102	History of World Civilization, 1500 to the Present .....3
HIST 143 or HIST 143H	History of the United States to 1877 *History of the United States to 1877 Honors .....3
HIST 144 or HIST 144H	History of the United States Since 1865 *History of the United States Since 1865 Honors .....3
<i>Choose one course from the following list:</i>	
HIST 158	History of Minorities: African Americans and American Indians .....3
HIST 159 or HIST 159H	History of Minorities: Mexican Americans, Asian Americans and American Women *History of Minorities: Mexican Americans, Asian Americans and American Women Honors .....3
HIST 170 HIST 122	Women in American History .....3 History of Mexico .....3
<i>Choose one course from the following list:</i>	
HIST 167	History of California .....3
ECON 101 or ECON101H	Principles of Macroeconomics *Principles of Macroeconomics Honors .....3
ECON 102 or ECON102H	Principles of Microeconomics *Principles of Microeconomics Honors .....3
GEOG 102	Introduction to Cultural Geography .....3
PHIL 101 or PHIL 101H	Introduction to Philosophy *Introduction to Philosophy Honors .....3
POLS 110 or POLS110H	Government of the United States * Government of the United States Honors .....3
POLS 150/ CHST150 3	Chicano Politics.....
<i>*Prerequisite</i>	
Required Subtotal ..... 18	
CSU GE or IGETC Pattern ..... Varies	
Transferable Electives (as needed to reach 60 transferable units)	
<b>Degree Total 60</b>	

# **HONDA PROFESSIONAL AUTOMOTIVE CAREER TRAINING PROGRAM SPECIALIZATION (PACT)**

DIVISION OF CAREER & TECHNICAL EDUCATION

## **ASSOCIATE OF SCIENCE DEGREE**

The courses listed in the Associate of Science Degree are comprised of a comprehensive list of job skills needed to enter the automotive field. The skills developed during class will enhance the student's ability to complete the (ASE) Automotive Service Excellence Certification Tests A-1 through A-8, Automotive Technician and to become a specialist for Honda/Acura vehicles. The Degree is designed to prepare an individual for transfer and/or entry-level employment as an Automotive Technician within a Honda/Acura Dealer. This is a full-time two-year accelerated training and career placement program.

To acquire the **Associate of Science Degree in Honda Professional Automotive Career Training Program Specialization**, it is necessary to complete the graduation requirements of the College along with the following courses:

<b>Required Courses</b>		<b>Units</b>
AUTO 045	Honda/Acura Express Service .....	4
AUTO 0451	Honda/Acura Chassis Electrical Systems .....	4
AUTO 046	Honda/Acura Automatic Transmission Systems....	4
AUTO 0461	Honda/Acura Occupant Safety Systems .....	4
AUTO 102	Introduction to Honda/Acura Service and Repair .....	3
AUTO 125	Power Train System Service and Transmission Diagnostics .....	4
AUTO 140	Body and Chassis Electrical Systems .....	4
AUTO 150	Engine Electrical Systems .....	4
AUTO 160	Upper End Engine Rebuilding and Machining.....	4
AUTO 201	Automotive Brake and Suspension Service.....	4
AUTO 240	Heating and Air Conditioning .....	4

**Units Required 43**

# HONDA PROFESSIONAL CAREER TRAINING PROGRAM SPECIALIZATION (PACT)

DIVISION OF CAREER & TECHNICAL EDUCATION

## CERTIFICATE OF ACHIEVEMENT

### *Honda/Acura Air Conditioning and Supplemental Restraint Systems*

The courses listed in this certificate together complete a comprehensive training package for students that include both cognitive and skill-based training activities. The training from these courses helps to prepare students for ASE Certification areas A-6 Electrical/Electronic Systems and A-7 Heating and Air Conditioning. Students also develop skill-based training techniques that reflect hands-on work experience. The courses are structured to prepare Honda Professional Automotive Career Training (PACT) students for occupations within the Honda/Acura Dealership network as express service technicians and/or entry-level repair technicians.

To acquire the Certificate of Achievement **Honda/Acura Air Conditioning and Supplemental Restraint Systems**, it is necessary to complete the following courses with a grade of "C" or better:

<b>Required Courses</b>	<b>Units</b>
AUTO 102	Introduction to Honda/Acura Service and Repair ..... 3
AUTO 0461	Honda/Acura Occupant Safety Systems ..... 4
AUTO 240	Heating and Air Conditioning ..... 4
AUTO 106 or	Automotive Electrical Tools and Diagnostic Procedures ..... 3
AUTO 290	Cooperative Work Experience/ Internship for Automotive Technology-Related Fields ..... 3

**Units Required 14**

## CERTIFICATE OF ACHIEVEMENT

### *Honda/Acura Brakes, Suspension, and Electronic Systems*

The courses listed in this certificate together complete a comprehensive training package for students that include both cognitive and skill-based training activities. The training from these courses helps to prepare students for ASE Certification areas A-4 Suspension and Steering, A-5 Brakes, and A-6 Electrical/Electronic Systems. Students also develop skill-based training techniques that reflect hands-on work experience. The courses are structured to prepare Honda Professional Automotive Career Training (PACT) students for occupations within the Honda/Acura Dealership network as express service technicians and/or entry-level repair technicians.

To acquire the Certificate of Achievement **Honda/Acura Brakes, Suspension, and Electronic Systems**, it is necessary to complete the following courses with a grade of "C" or better:

<b>Required Courses</b>	<b>Units</b>
AUTO 102	Introduction to Honda/Acura Service and Repair ..... 3
AUTO 140	Body and Chassis Electrical Systems ..... 4
AUTO 201	Automotive Brake and Suspension Service ..... 4
AUTO 045 or	Honda/Acura Express Service ..... 4
AUTO 290	Cooperative Work Experience/ Internship for Automotive Technology-Related Fields ..... 4

**Units Required 15**

# HONDA PROFESSIONAL CAREER TRAINING PROGRAM SPECIALIZATION (PACT)

DIVISION OF CAREER & TECHNICAL EDUCATION

## CERTIFICATE OF ACHIEVEMENT

### *Honda/Acura Engine Repair and Chassis Electrical Systems*

The courses listed in this certificate together complete a comprehensive training package for students that include both cognitive and skill-based training activities. The training from these courses helps to prepare students for ASE Certification areas A-1 Engine Repair, A-6 Electrical/Electronic Systems, and A-8 Engine Performance. Students also develop skill-based training techniques that reflect hands-on work experience. The courses are structured to prepare Honda Professional Automotive Career Training (PACT) students for occupations within the Honda/Acura Dealership network as express service technicians and/or entry-level repair technicians.

To acquire the **Certificate of Achievement Honda/Acura Engine Repair and Chassis Electrical Systems**, it is necessary to complete the following courses with a grade of "C" or better:

<b>Required Courses</b>	<b>Units</b>
AUTO 102	Introduction to Honda/Acura Service and Repair .....3
AUTO 0451	Honda/Acura Chassis Electrical Systems.....4
AUTO 150	Engine Electrical Systems .....4
AUTO 160	Upper End Engine Rebuilding and Machining .....4
<b>Units Required</b>	<b>15</b>

## CERTIFICATE OF ACHIEVEMENT

### *Honda/Acura Power Train and Transmission Systems*

The courses listed in this certificate together complete a comprehensive training package for students that include both cognitive and skill-based training activities. The training from these courses helps to prepare students for ASE Certification areas A-2 Automatic Transmission/Transaxle, A-3 Manual Drive Train and Axles, and A-6 Electrical/Electronic Systems. Students also develop skill-based training techniques that reflect hands-on work experience. The courses are structured to prepare Honda Professional Automotive Career Training (PACT) students for occupations within the Honda/Acura Dealership network as express service technicians and/or entry-level repair technicians.

To acquire the **Certificate of Achievement Honda/Acura Power Train and Transmission Systems**, it is necessary to complete the following courses with a grade of "C" or better:

<b>Required Courses</b>	<b>Units</b>
AUTO 102	Introduction to Honda/Acura Service and Repair .....3
AUTO 046	Honda/Acura Automatic Transmission Systems.....4
AUTO 125	Power Train System Service and Transmission Diagnostics .....4
AUTO 106 or	Automotive Electrical Tools and Diagnostic Procedures.....3
AUTO 290	Cooperative Work Experience/ Internship for Automotive Technology Related Fields .....3

**Units Required 14**

# HUMAN SERVICES

DIVISION OF BEHAVIORAL & SOCIAL SCIENCES

## CERTIFICATE OF SKILL PROFICIENCY

The required courses for the Human Services Certificate provide applied, theoretical and practical knowledge to students interested in the helping professions. In addition, the student develops the skills needed for employment in the human services field, such as the ability to manage and document client cases, lead groups, and make referrals. A required component of this Certificate is a field work class which provides the student with experience and exposure to work in the human services field.

The **Human Services Certificate** is designed to provide the student with the academic background and work experience that would make them competitive for entry-level positions in human services agencies and organizations.

### Required Courses

### Units

HUSR 111	Human Services in Contemporary Society.....	3
HUSR 122	Introduction to Group Leadership and Process .....	3
HUSR 124	Introduction to Case Management and Documentation .....	3
HUSR 199	*Fieldwork in Human Services.....	3
SOC 102	Major Social Problems.....	3

### Units Required 15

\*Prerequisite

# INTERNATIONAL BUSINESS

DIVISION OF BUSINESS

## ASSOCIATE OF SCIENCE DEGREE

The Degree in International Business is designed for students who wish to pursue a career in business and desire to work with businesses in other countries. The program is also for students already employed in the international business field who wish to improve their international management and organizational skills. The program also prepares students for management positions in international business.

To acquire the **Associate of Science Degree in International Business**, it is necessary to complete the graduation requirements of the College along with the following courses with a grade of "C" or better:

Required Courses	Units
ACCT 101	Financial Accounting.....4
BUSL 110	Legal Environment of Business.....3
LOG 101	Supply Chain Management.....3
MGMT 108	Business Writing.....3
MGMT 140	Introduction to International Business .....
MGMT 141	International Marketing .....
MGMT 142	International Management .....
MGMT 143	Import and Export Business .....
MGMT 144	International Banking & Finance.....3

Units Required 28

## CERTIFICATE OF ACHIEVEMENT

### *International Business*

This Certificate of Achievement is designed for those students who wish to pursue a career in international business. This program is also for those students already employed in the international field who wish to improve on their international management and organizational skills which can lead to a management position in international business.

To acquire the **Certificate of Achievement in International Business**, it is necessary to complete the following courses:

Required Courses	Units
MGMT 140	Introduction to International Business.....3
MGMT 141	International Marketing.....3
MGMT 142	International Management.....3
MGMT 143	Import & Export Business .....
MGMT 144	International Banking & Finance.....3
MGMT 290	Cooperative Work Experience/ Internship for Business Management Related Fields.....3-4

Units Required 18 or 19

# JOURNALISM

DIVISION OF COMMUNICATIONS & LANGUAGES

## ASSOCIATE IN ARTS IN JOURNALISM FOR TRANSFER



### Associate Degree for Transfer *A Degree with a Guarantee.*™

#### Associate in Arts in Journalism for Transfer

The Associate in Arts in Journalism for Transfer (AA-T) Degree is intended to meet the lower division requirements for Journalism majors (or similar majors) at a CSU campus that offers a Journalism baccalaureate degree.

This degree is designed for students interested in an introduction to the field of Journalism and for students looking to further their education in the field of Journalism to best be prepared to enter the job market. Students will demonstrate a wide breadth and depth of understanding of mass media theories, methods and concepts. The degree is intended for students who are interested in Journalism and are planning on transferring to a California State University and majoring in Journalism or Mass Communications. Other similar Mass Communication concentrations are Broadcast Journalism, Entertainment Studies, Photo Communications and Public Relations.

**In addition to the courses listed below, the following additional requirements must be met for completion of the AA-T Degree in Journalism:**

1. Completion of 60 CSU-transferable semester units.
2. Achievement of a minimum GPA of at least 2.0 in all CSU-transferable coursework. (Some majors may require a higher GPA. Students should consult with a counselor for more information.)
3. Completion of the 19-21.5 semester units in the major with a grade of "C" or better.
4. Certified completion of the California State University General Education-Breadth (CSU GE) pattern; OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.

Students are advised to check with the Counseling Department or Transfer Center for the courses accepted into the Journalism major at the CSU where they seek transfer.

REQUIRED COURSES	UNITS
MSCM 128	Mass Media In Modern Society .....3
JOUR 120	Communications Reporting and Writing.....3
JOUR 241 or	*Newspaper Production I .....4
JOUR 242	Digital Newspaper I.....4

**LIST A: Select one (3-4 units)**

JOUR 110	Digital Photo Journalism .....
JOUR 243 or	*Newspaper Production II .....
JOUR 244	*Digital Newspaper Production II ....4

**LIST B: Select two (6-8 units)**

ART 172	Desk Top Publishing .....
ECON 101 or	*Principles of Macroeconomics.....3
ECON 101H	*Principles of Macroeconomics Honors .....
ENGL 201 or	*Advanced Composition .....
ENGL 201H	*Advanced Composition Honors....3.5
JOUR 147	Broadcast News .....
MATH 130 or	*Statistics .....
MATH 130H or	*Statistics Honors.....4
PSY 190	*Statistics for the Behavioral Sciences.....4
PHIL 112	Introduction to Logic .....
PHTO 190	Beginning Photography .....
POLS 110 or	Government of the United States .....
POLS 110H	*Government of the United States Honors .....
POLS 130	Comparative Government.....3
SPCH 140 or	Argumentation and Debate .....
SPCH 240	*Argumentation and Discussion .....

*If not chosen above, the following courses may be used to satisfy the List B requirement:*

JOUR 110	Digital Photo Journalism .....
JOUR 243 or	*Newspaper Production II .....
JOUR 244	*Digital Newspaper Production II ....4

*\*Prerequisite*

Required Subtotal ..... 19-21.5

CSU GE or IGETC Pattern ..... Varies  
Transferable Electives (as needed to reach 60 transferable units)

**Degree Total 60**

# KINESIOLOGY (FORMERLY PHYSICAL EDUCATION)

## DIVISION OF KINESIOLOGY, DANCE, AND ATHLETICS

### ASSOCIATE IN ARTS IN KINESIOLOGY FOR TRANSFER



## Associate Degree for Transfer

*A Degree with a Guarantee.*™

### Associate in Arts in Kinesiology for Transfer

The Associate in Arts in Kinesiology for Transfer is designed to provide students preparing to transfer with the foundation to complete a Bachelor's Degree in Kinesiology. Students will be able to pursue careers in teaching, coaching, physical therapy, athletic training, and adaptive physical education.

The Associate in Arts in Kinesiology for Transfer (AA-T) Degree is intended to meet the lower division requirements for Kinesiology majors (or similar majors) at a CSU campus that offers a Kinesiology baccalaureate degree.

This degree is designed for the transfer-oriented student who seeks to explore Kinesiology in preparation for a Bachelor's degree. Students will gain information and experience in areas that will prepare them for a job or a career in the field of teaching, youth or professional sports, coaching, fitness and health industry, physical therapy, athletic training, sports management, and lifesaving skills in First Aid and C.P.R. The degree will provide students the opportunity to pursue work in: youth sports and summer camps, in the fitness industry, assisting physical education professionals and creating new business opportunities in the area of physical activity and sports.

**In addition to the courses listed below, the following additional requirements must be met for completion of the AA-T Associate in Arts in Kinesiology for Transfer:**

1. Completion of 60 CSU-transferable units.
2. Achievement of a minimum GPA of at least 2.0 in all CSU-transferable coursework. (Some majors may require a higher GPA. Students should consult with a counselor for more information.)
3. Completion of the 21-23 semester units in the major with a grade of "C" or better.
4. Certified completion of the California State University General Education-Breadth (CSU GE) pattern; OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.

Students are advised to check with the Counseling Department or Transfer Center for the courses accepted into the Kinesiology major at the CSU where they seek transfer.

Required Courses	Units
BIOL 125	Human Anatomy ..... 4
BIOL 226	*Human Physiology..... 4
KIN 194	Introduction to Kinesiology ..... 3

Movement Based Courses - Select a maximum of one (1) course from any three (3) of the following areas for a minimum of three (3) units:

AQUATICS	Units
KINA 117	Swimming I ..... 1
KINA 217	Swimming II ..... 1

COMBATIVE	Units
KINA 124	Self Defense ..... 1

DANCE	Units
DANC 151	Modern Dance ..... 1
DANC 168	Latin Social Dance ..... 1

FITNESS	Units
KINA 120	Swim for Fitness ..... 1
KINA 132	Aqua Aerobics..... 1
KINA 134	Fitness through Rhythmic Aerobics ..... 1
KINA 136	Pilates Mat I ..... 1
KINA 140	Fitness Walking
KINA 158	Yoga ..... 1

INDIVIDUAL SPORTS	Units
KINA 101	Tennis I..... 1
KINA 107	Badminton I..... 1
KINA 113	Golf I..... 1

TEAM SPORTS	Units
KINA 103	Softball I..... 1
KINA 104	Volleyball I ..... 1
KINA 105	Basketball I ..... 1
KINA 109	Soccer I ..... 1

*Choose 2 courses from the following:*

MATH 130 or	*Statistics..... 4
MATH 130H or	*Statistics Honors..... 4
PSY 190	*Statistics for the Behavioral Sciences..... 4
CHEM 130	*General Chemistry..... 5
PHY 150 or	*General Physics I ..... 4
PHY 211	*Physics for Scientists and Engineers I ..... 4
KIN 193	First Aid and C.P.R..... 3

*\*Prerequisite*

Required Subtotal ..... 21 - 23

CSU GE or IGETC Pattern ..... Varies  
Transferable Electives (as needed to reach 60 transferable units)

**Degree Total 60**

# **KINESIOLOGY** (FORMERLY PHYSICAL EDUCATION)

## DIVISION OF KINESIOLOGY, DANCE, AND ATHLETICS

### **CAREER CERTIFICATE**

#### ***Athletic Trainer's Aide***

The Athletic Trainer's Aide Certificate is designed to develop, practice and implement basic skills in the prevention, treatment and rehabilitation of athletic injuries. These courses will set a foundation that will aid in the pursuit of a career in the sports medicine and health care industries. This program will better prepare students for transfer into an accredited athletic training education program at the four-year university level or increase the breadth of education for those seeking a career in other allied healthcare fields. The student must attain a grade of "C" or higher in each course for completion.

<b>Required Courses</b>		<b>Units</b>
KIN 290	*Internship for Athletic Training .....	4
KIN 193	Standard First Aid and CPR .....	3
KIN 194	Introduction to Kinesiology.....	3
KIN 197	Prevention and Treatment of Athletic Injuries .....	3
KIN 297	*Advanced Athletic Training .....	3

**Units Required 16**

*\*Prerequisite*

# LOGISTICS MANAGEMENT

DIVISION OF BUSINESS

## ASSOCIATE OF SCIENCE DEGREE

This program is designed to prepare students for employment as logistics planners, transportation analysts, inventory planners, and purchasing analysts. The program will allow the student to develop organizational skills which can lead to advancement in operations management, transportation, purchasing, materials management, and related areas. The sequence of courses will provide the student the opportunity to acquire the knowledge and skills demanded of the modern logistics specialist. The sequence in which courses are taken may be modified to meet individual needs.

To acquire the **Associate of Science Degree in Logistics Management**, it is necessary to complete the graduation requirements of the College along with the following courses:

**Required Courses****Units**

BUSL 110	Legal Environment of Business.....	3
LOG 101	Supply Chain Management.....	3
LOG 105	Purchasing Management .....	3
LOG 110	Warehouse Management .....	3
LOG 115	Inventory Management.....	3
MGMT 101	Introduction to Business .....	3
CIT 101 or	Introduction to Computer	
	Information Technology.....	3
LOG 130	Computerized Logistics .....	3

*Choose one of the following classes:*

ACCT 090 or	Introduction to Accounting .....	3
ACCT 101	Financial Accounting.....	4
<b>24 or 25</b>		

*In addition to the Required Courses, students will choose from one of the following specializations or select one course from each specialization.*

**Transportation Specialization Courses: ..... Units**

GIS 120	Introduction to Geographic Information Systems and Spatial Analysis .....	4
LOG 120	Transportation Management.....	3
LOG 125	Contract Management.....	2
<b>9</b>		

**TOTAL UNITS 33 or 34**

**International Trade Specialization Courses: ..... Units**

MGMT 140	Introduction to International Business .....	3
MGMT 142	International Management .....	3
MGMT 143	Import and Export Business .....	3
<b>9</b>		

**TOTAL UNITS 33 or 34**

**Operations Management Specialization ..... Units**

LOG 135	Quality Management Concepts .....	3
MGMT 150	Principles of Management .....	3
MGMT 155	Principles of Leadership.....	3
<b>9</b>		

**TOTAL UNITS 33 or 34**

Selecting one course from each specialization:

**TOTAL UNITS 32 - 35**

## CERTIFICATE OF ACHIEVEMENT

This certificate is designed to prepare students for entry-level employment in logistics, transportation, inventory management, and purchasing. The certificate will allow the student to develop organizational skills which can lead to advancement in operations management, transportation, purchasing, materials management, and related areas. The sequence of courses will provide the student the opportunity to acquire the knowledge and skills demanded of the modern logistics specialist. The sequence in which courses are taken may be modified to meet individual needs.

To acquire the **Certificate of Achievement in Logistics Management**, it is necessary to complete the following courses:

**Required Courses****Units**

LOG 101	Supply Chain Management.....	3
LOG 105	Purchasing Management .....	3
LOG 110	Warehouse Management .....	3
LOG 115	Inventory Management.....	3
LOG 120	Transportation Management.....	3
LOG 125	Contract Management.....	2

**Units Required 17**

# MANAGEMENT & SUPERVISION

DIVISION OF BUSINESS

## ASSOCIATE OF SCIENCE DEGREE

This curriculum is designed for those students who desire the education and training for a business career at the management level in many of the following areas: production, materials management and handling, marketing, supervision, transportation, and operations management. A general core of knowledge aims to equip students with sound foundations upon which they may develop management and supervision abilities through advanced student and job experience.

To acquire the **Associate of Science Degree in Management and Supervision**, it is necessary to complete the graduation requirements of the College along with the following courses:

<b>Required Courses</b>	<b>Units</b>
BUSL 110	Legal Environment of Business.....3
CIT 101	Introduction to Information Systems....3
MGMT 101	Introduction to Business .....3
MGMT 105	Supervision .....3
MGMT 108	Business Writing.....3
MGMT 120	Human Relations in Business.....3
MGMT 146	Human Resources Management .....3
MGMT 150	Principles of Management .....3
MRKT 170	Elements of Marketing .....3

**Units Required 27**

\*Prerequisite

## CERTIFICATE OF ACHIEVEMENT

### *Management and Supervision*

This Certificate of Achievement is designed for the student interested in management or supervisory positions leading to careers in business management. The Certificate of Achievement can be used to upgrade leadership skills and develop organizational skills which can lead to advancement in areas such as operations management, transportation, marketing, materials management, and related fields.

To acquire the **Certificate of Achievement in Management and Supervision**, it is necessary to complete the following courses:

<b>Required Courses</b>	<b>Units</b>
BUSL 110	Legal Environment of Business.....3
CIT 101	Introduction to Information Systems .....3
MGMT 101	Introduction to Business .....3
MGMT 105	Supervision.....3
MGMT 108	Business Writing.....3
MGMT 120	Human Relations in Business.....3
MGMT 146	Human Resources Management .....
MGMT 150	Principles of Management.....3
MRKT 170	Elements of Marketing .....3

**Units Required 27**

\*Prerequisite

# MASSCOMMUNICATIONS/MASSMEDIA

## DIVISION OF COMMUNICATIONS & LANGUAGES

### ASSOCIATE OF SCIENCE DEGREE

To acquire the Associate of Science Degree in **Mass Communications: Mass Media**, it is necessary to complete the graduation requirements of the College along with the following courses:

<b>Required Courses</b>		<b>Units</b>
ART 115	Art of Film .....	3
JOUR 110	Digital Photo Journalism.....	3
JOUR 120	Communications Reporting & Writing.....	3
JOUR 147	Broadcast News.....	3
LIT 147	*Cinema as Literature .....	3
MSCM 103	Survey of Motion Picture, Radio and Television .....	3
MSCM 128	Mass Media in Modern Society.....	3
MSCM 134	Documentary Film .....	3
RDIO 104	Introduction to Broadcasting.....	3
TV 135	Creative Digital Video .....	3
JOUR 290 or	*CWE/Internship for Journalism Related Fields	
RDIO 290	*CWE/Internship for Radio Related Fields.....	1

**Units Required 31**

*\* Prerequisite*

### CERTIFICATE OF ACHIEVEMENT

#### *Mass Media*

The **Mass Communications:Mass Media** Certificate is designed to provide a general technical background which will enable the student to make intelligent and realistic career decisions in mass communications; to provide a broad background which will afford the currently employed student an opportunity for upward mobility or career advancement; to provide a program to meet both the entry-level and skill upgrading needs of the local mass communications industry.

To acquire the **Certificate of Achievement in Mass Communications: Mass Media**, it is necessary to complete the following courses:

<b>Required Courses</b>		<b>Units</b>
ART 115	Art of Film .....	3
JOUR 110	Digital Photo Journalism.....	3
JOUR 120	*Communications Reporting & Writing.....	3
JOUR 147	Broadcast News.....	3
LIT 147	*Cinema as Literature .....	3
MSCM 103	Survey of Motion Picture, Radio and Television .....	3
MSCM 128	Mass Media in Modern Society .....	3
MSCM 134	Documentary Film .....	3
RDIO 104	Introduction to Broadcasting.....	3
TV 135	Creative Digital Video .....	3
JOUR 290 or	*CWE/Internship for Journalism Related Fields	
RDIO 290	*CWE/Internship for Radio Related Fields.....	1

**Units Required 31**

*\* Prerequisite*

# MASS COMMUNICATIONS/PRINT MEDIA

DIVISION OF COMMUNICATIONS & LANGUAGES

## ASSOCIATE OF SCIENCE DEGREE

To acquire the **Associate of Science Degree in Mass Communications: Print Media**, it is necessary to complete the graduation requirements of the College along with the following courses:

Required Courses	Units
JOUR 110	Digital Photo Journalism.....3
JOUR 120	Communications Reporting & Writing.....3
JOUR 147	Broadcast News.....3
JOUR 220	*Advanced Reporting & Writing.....3
JOUR 230	*Magazine Production.....3
JOUR 231	Digital Magazine Production .....3
JOUR 241	*Newspaper Production I .....4
JOUR 242	Digital Newspaper Production I.....4
JOUR 243	*Newspaper Production II.....4
JOUR 244	*Digital Newspaper Production II.....4
MSCM 128	Mass Media in Modern Society.....3
JOUR 290 or RDIO 290	*CWE/Internship for Journalism Related Fields.....1

**Units Required 38**

*\* Prerequisite*

## CERTIFICATE OF ACHIEVEMENT

### *Print Media*

The Mass Communications Certificate is designed to provide a general technical background which will enable the student to make intelligent and realistic career decisions in mass communications; to provide a broad background which will afford the currently employed student an opportunity for upward mobility or career advancement; to provide a program to meet both the entry-level and skill upgrading needs of the local mass communications industry.

To acquire the **Certificate of Achievement in Mass Communications: Print Media**, it is necessary to complete the following courses:

Required Courses	Units
JOUR 110	Digital Photo Journalism .....3
JOUR 120	Communications Reporting & Writing.....3
JOUR 147	Broadcast News.....3
JOUR 220	*Advanced Reporting & Writing.....3
JOUR 230	*Magazine Production.....3
JOUR 231	Digital Magazine Production.....3
JOUR 241	*Newspaper Production I .....4
JOUR 242	Digital Newspaper Production I.....4
JOUR 243	*Newspaper Production II.....4
JOUR 244	*Digital Newspaper Production II .....4
MSCM 128	Mass Media in Modern Society .....3
JOUR 290 or RDIO 290	*CWE/Internship for Journalism Related Fields.....1

**Units Required 38**

*\*Prerequisite*

# MATHEMATICS

DIVISION OF MATHEMATICS & SCIENCES

## ASSOCIATE IN SCIENCE IN MATHEMATICS FOR TRANSFER



### Associate Degree for Transfer

*A Degree with a Guarantee.<sup>SM</sup>*

#### *Associate in Science in Mathematics for Transfer*

The **Associate in Science in Mathematics for Transfer (AS-T) Degree** is intended to meet the lower division requirements for Mathematics majors at a CSU campus that offers a Mathematics baccalaureate degree.

Mathematics is the language of the physical and technical sciences. As such, this Degree also satisfies the lower division requirements for a variety of baccalaureate degrees including Engineering, Physics, Computer Science and Chemistry.

**In addition to the courses listed below, the following additional requirements must be met for completion of the Associate in Science in Mathematics for Transfer:**

1. Completion of 60 CSU-transferable semester units.
2. Achievement of a minimum GPA of at least 2.0 in all CSU-transferable coursework. (Some majors may require a higher GPA. Students should consult with a counselor for more information).
3. Completion of the 20 semester units in the major with a grade of "C" or better.
4. Certified completion of the California State University General Education-Breadth (CSU GE) pattern; OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.

Students are advised to check with the Counseling Department or Transfer Center for the courses accepted into the Mathematics major at the CSU where they seek transfer.

<b>Required Courses</b>		<b>Units</b>
MATH 190 or	*Calculus I .....	4
MATH 190H		
MATH 191	*Calculus II .....	4
MATH 250	*Calculus III.....	4

*Students must also choose 2 courses from the following list:*

MATH 260	*Linear Algebra.....	4
MATH 270	*Differential Equations .....	4
<i>or replace MATH 260 or MATH 270 with one course below:</i>		
MATH 130 or	*Statistics.....	4
MATH 130H		
PHY 211	*Physics for Scientists and Engineers .....	4

*\*Prerequisite*

Required Subtotal ..... 20

CSU GE or IGETC Pattern ..... Varies  
Transferable Electives (as needed to reach 60 transferable units)

**Degree Total 60**

# MUSIC

## DIVISION OF ARTS & CULTURAL PROGRAMS

### ASSOCIATE OF ARTS DEGREE

The Associate of Arts Degree in Music is a two-year program designed to prepare students for the continued study of music and/or future professional employment in the field of music. Graduates receive an Associate of Arts degree in Music.

Students entering the program with the intent to perform will gain valuable experience and performance skills performing in our various choirs and our unique multi-instrument ensemble. The various levels of study in vocal, instrumental, theory, musicianship, and keyboard skills will supply students with the necessary abilities to excel in those areas when they complete the music program at Rio Hondo College.

To acquire the **Associate of Arts Degree in Music**, it is necessary to complete the graduation requirements of the College along with the following courses:

<b>Required Courses</b>	<b>Units</b>
MUS 101	Fundamentals of Music For Non-Music Majors .....3
MUS 103	*Music Theory I .....3
MUS 104	*Music Theory II .....3
MUS 106	*Beginning Musicianship I .....3
MUS 107	*Beginning Musicianship II .....3
MUS 130	Music History and Literature Before 1750 .....3
MUS 131	Music History and Literature After 1750 .....3
MUS 145	Beginning Piano I .....1.5
MUS 146	*Beginning Piano II .....1.5
MUS 147	*Intermediate Piano I .....1.5
MUS 148	*Intermediate Piano II .....1.5
MUS 156	*Intermediate Musicianship I .....3
MUS 157	*Intermediate Musicianship II .....3

*Choose 4 courses from the following list:*

MUS 116	Music Ensemble for Diverse Instruments I .....2.5
MUS 117	*Music Ensemble for Diverse Instruments II .....2.5
MUS 120	Vocal Arts Ensemble I .....2
MUS 134	*Rio Hondo College Singers I .....2
MUS 138	Masterworks Chorale .....2
MUS 139	*Advanced Vocal Ensemble .....2
MUS 158	*Masterworks Chorale II .....2
MUS 216	*Advanced Music Ensemble for Diverse Instruments I .....2.5
MUS 217	*Advanced Music Ensemble for Diverse Instruments II .....2.5
MUS 220	*Vocal Arts Ensemble II .....2

**Units Required 41-43**

*\*Prerequisite*

# NURSING PROGRAM OVERVIEW

Rio Hondo College provides all qualified candidates who have applied for admission to any Health Science and Nursing program an equal opportunity to successfully complete their studies. There are, however, two limiting factors affecting selection which must be recognized by all students:

1. The health, safety, and welfare of the community and the student must be a consideration in the selection process.
2. College and community health facilities limit the number of candidates that can be admitted.

Rio Hondo College shall give to student applicants credit in the appropriate field for previous education and the opportunity to obtain credit for other acquired knowledge by the use of the challenge examination. See Credit by Examination Procedure.

Admission, transfer and credit by examination policies shall be posted in an area accessible to all interested persons. A copy of the policy may be obtained upon request. This information shall also be made available through the Counseling Department and on the Rio Hondo College web site.

## Credit for Non-Collegiate Registered Nursing Training

Credit may be granted to a student who has a valid California RN license for nursing courses taken at an accredited non-collegiate RN nursing program toward the Associate of Science Degree in Nursing. Credit granted may not exceed the total number of nursing units required for the Associate Degree in Nursing at Rio Hondo College.

## Associate Degree Nursing Program

The Associate Degree Nursing Program is a two-year program designed to prepare students for employment as a registered nurse providing direct care to patients. Graduates receive an Associate in Science Degree of Nursing. The program is accredited by the California State Board of Registered Nursing. Students who complete the

curriculum are qualified to take the examination leading to licensure as a Registered Nurse.

## Philosophy

The philosophy of the nursing program is in harmony with the mission, vision, and goals of Rio Hondo College. The Associate Degree Nursing Program strives to be an exemplary nursing program that provides opportunities for students from diverse backgrounds, ethnicities and cultures to be educated, responsible and caring community members. Graduates are prepared for licensure as registered nurses. The faculty recognizes the importance of also preparing students to practice in a variety of settings as health care delivery evolves. Teaching/learning strategies will embrace student-centered competency-based instruction. In addition, the program has established quality improvement measures to assure that educational competencies have been met.

This nursing program embraces three major concepts to provide an organizational framework for the curriculum. The major concepts are: The Systems Developmental Stress Model, The Nursing Process, and Erickson's Psycho-Social Theory of Human Development. In addition, the concept of an illness-wellness continuum provides opportunities for the nurse to intervene along this continuum for therapeutic purposes. Conceptual threads are integrated throughout the curriculum and provide theory necessary to carry out roles of the nurse. These threads include development from conception through death, personal hygiene, human sexuality, pharmacology, teaching-learning, nutrition, cultural diversity, gerontology, leadership and professional development, legal, ethical, social and psychological concerns.

The conceptual threads that are interlaced throughout the program are the essential core components and competencies. These competencies include: professional behaviors, assessment, communication, clinical decision-making, caring interventions, teaching and learning, collaboration and managing care, critical thinking, safety, legalities, ethics, fiscal responsibility, diversity, evidence-based practice, self reflection, informatics and

mathematics, aging nutrition.

The curriculum is designed to prepare the graduate to carry out their roles as a nurse: planner of care; provider of safe and skilled care; communicator; client teacher; and member of the profession. The faculty believes it is essential for the new graduate to be able to carry out evidence-based care with efficient use of resources. The graduate will provide continuity of care as the client moves from acute hospital-based care to care in transitional units and other health care settings in the community.

Theoretical concepts will be presented from simple to complex, building on learning acquisition. The faculty believes that students need to apply standards of critical thinking and competency-based learning in order to formulate sound clinical judgments. Students are offered a number of approaches to learning including technology and computer-assisted instruction in order to apply theory to a variety of clinical situations. Also, opportunities for learning are provided to students through clinical assignments in acute care, community facilities, the health science skill center, online, technology, and simulation center. Learning may be facilitated by referral to support services provided by the college such as financial aid, remediation, tutoring, psychological counseling, and health services. A student-centered approach to learning will be supported by contemporary approaches to education which provide a variety of techniques to appeal to varied learning styles. Student learning outcomes and competencies will measure student achievements. Additionally, the faculty believes that curriculum should be developed and implemented based on Knowles' Theory of Adult Learning, which holds that the adult is self-directed and a lifelong learner. Learning progress is based on the student's mastery of course competencies. Mastery results in graduates that have achieved success in meeting program outcomes and are able to successfully pass the national licensing exam. These graduates are now prepared to transition into the health care system ready for job placement or advanced degrees.

## Associate Degree

# NURSING PROGRAM OVERVIEW CONTINUED

## Nursing

### ADN Program Outcomes

At the completion of the program, the graduate will meet the following outcomes while carrying out the roles of the nurse:

#### PLANNER AND PROVIDER OF CARE

1. Uses the Systems Developmental Stress Model as a framework for practice and as a conceptual approach when applying the nursing process.
2. Use critical thinking and evidence-based practice when applying the nursing process to the development of the plan of care.
3. Plans and implements care throughout the development stages.
4. Plan, implement and evaluate care based on the individual needs of clients from our culturally diverse society.
5. Recognizes and appreciates the value of cultural diversity of the client and other health care team members.
6. Uses the nursing process to provide outcome-based care with judicious use of time and resources.
7. Provides and directs quality patient care using effective leadership and management skills.
8. Assess the needs for referral and use of resource personnel in the acute care settings.

#### PROVIDER OF SAFETY

1. Initiate and delegate others to provide a safe physical and emotional environment for a group of patients.
2. Plan, implement and evaluate care for a group of patients based on the biological, interpersonal, intrapersonal and development needs of the client.
3. Plan and implement care using guidelines for standard precautions & transmission-based precautions as well as the National Patient Safety Goals.

#### COMMUNICATOR

1. Utilize effective communication skills in collecting data related to biological, intrapersonal, interpersonal and developmental strengths and weaknesses.
2. Communicate effectively with the patient, patient's family, and members of the health care team as the plan of care is developed and implemented.
3. Document accurately and in a timely manner, utilizing current technology.

#### CLIENT TEACHER

1. Assess, develop, and implement a teaching plan which is specific to the level of development, knowledge and their family.
2. Effectively implement formal and informal methods of teaching.

#### MEMBER OF THE PROFESSION

1. Is accountable for his/her own nursing practice including moral, ethical and legal concerns.
2. Demonstrates a caring attitude and concern for the welfare and quality of life of patient, while acting as the patient's advocate.
3. Is able to adapt to changes in health care delivery.

## ASSOCIATE DEGREE NURSING PROGRAM (RN) – GENERIC

### Determination of Eligibility for Admission to the ADN Program

#### A. ADMISSION REQUIREMENTS

1. *Educational requirements for program application*
  - a. Proof of graduation from an accredited high school in the U.S.A. by transcript, diploma, or official international evaluation; or Associate or Baccalaureate degree from an accredited institution of higher education in the U.S.A.; or documentation of passing score on the GED (General Education Development) exam.
  - b. Students must meet the admission requirements for Rio Hondo College.
  - c. Overall GPA in the core science prerequisites of at least a 2.5 (anatomy, physiology, microbiology) with no grade less than "C" for each course. The student is limited to one repeat in any of the science courses to improve the grade.
  - d. A cumulative grade point average (GPA) of at least 2.5 for all college coursework taken.
  - e. All science courses must be a minimum of four units with a lab component.
  - f. Current CPR Card- (BLS 8-hour class for health care providers, all ages, 1-person, 2-person rescuer) provided by the American Heart Association will be required after admission.
  - g. Once accepted students are required to obtain Los Angeles City Fire Card.
  - h. Students must pass a diagnostic assessment test (basic math, English, reading, science) prior to program enrollment. Students who fail to achieve a passing score will be required to complete additional pre-nursing coursework.
  - i. Only the 1st ATI TEAS score taken will be accepted. If a student has taken the ATI TEAS at another location the 1st score will be accepted and must be a passing score to be eligible.

2. **HEALTH REQUIREMENTS** – The applicant must be free from communicable diseases, infections, psychological disorders, and other conditions that would prevent the successful performance of the responsibilities and tasks required in the education and training of a Registered Nurse. Upon acceptance into the program, the student must satisfactorily pass a health examination by a licensed physician or nurse practitioner and have various laboratory tests and immunizations, as needed, to determine physical and mental fitness. If a student enrolled in the program has developed a condition that would prevent successful performance of his/her responsibilities and tasks, the Dean of Health Science and Nursing may require the student to be examined by a licensed physician. If the licensed physician verifies the condition, then there is sufficient cause for suspension or expulsion from the program pursuant to Board Policy. Information on specific health requirements will be provided to the student upon admission to the program.

# NURSING PROGRAM OVERVIEW

CONTINUED

## B. ADMISSION PROCEDURE

1. Application for admission to the College shall be submitted to the Admissions Office.
2. Applicants to the Associate Degree Nursing Program should attend a nursing information session to discuss prerequisites, general education requirements for the degree, and basic skills testing. Applicants must complete and submit an Associate Degree Nursing Program application to the Health Science and Nursing Division for admission consideration, when all the educational requirements are met.
3. The Associate Degree Nursing Program accepts entry once a year October 1 for Spring admission and March 1 for Summer admission.
4. Please bring one official copy of your high school transcripts, diploma or GED. Official transcripts for college coursework completed to date should be sent to Rio Hondo College Admissions and Records Office. If you graduated from high school and/or college in another country, please have your transcripts evaluated by a private international evaluation service and bring send the documentation, as well as official international transcripts, to Rio Hondo College Admissions and Records Office. The international evaluation of college coursework should be a detailed report.

## C. ADMISSION PROCESS

Acceptance to the Associate Degree Nursing Program will be based on selection criteria which includes the following:

1. Overall Cumulative GPA
2. Cumulative Science GPA
3. Other College Degrees
4. Current Health Care Work Experience
5. Current Medical/Nursing certificates/licenses
6. Life Experience
7. Other Language Spoken
8. ATI Results after acceptance

Students will be selected on the basis of overall scores those having the most points. The student's overall cumulative GPA for all college coursework taken, grades in the core science courses (anatomy, physiology, and microbiology), completion of college English, and the number of repetitions of science core courses will be used to determine the student's eligibility. Students who have at least an overall cumulative GPA of 2.5 for all college coursework taken, GPA of 2.5 in the science core courses, with no grade less than "C" for each course, have no more than one repetition of any of the science core courses, and completed ENGL 101, with a grade of "C" or better, will be considered eligible for admission.

Students who are accepted to the program will be admitted to ADN 151 by permission of the Health Science and Nursing Division. This course is a prerequisite for admission to ADN 1st semester course (ADN 150) and is offered in the Spring semester and Summer session. Students who complete ADN 151 with a grade of "C" or better will be admitted to the program in the fall semester.

Students who are applying for the ADN 151 course must have an application on file in the Health Science and Nursing Division Office by October 1 for Spring admission and March 1 for Summer admission. Students will be notified of permission to register in writing.

## D. APPEAL PROCEDURE

*An applicant who is denied admission may:*

1. Appeal in writing to the Dean of Health Science and Nursing within ten days.
2. If the Dean of Health Science and Nursing denies the appeal, the student may appeal to the Executive Vice President of Academic Affairs.
3. In the event that the above steps do not result in satisfaction to the applicant, the applicant may initiate a grievance through the grievance policy adopted by the Board of Trustees.

**E. EXPENSES** – Uniforms, books, Health and Safety screenings and miscellaneous expenses will vary according to distributors and Medical providers. Cost per units will depend on College fees. Please see Admissions and Records for College Fee information. Students are responsible for providing their own transportation to clinical facilities.

## F. STUDENT SUPPORT: SCHOLARSHIPS AND FINANCIAL AID

– Rio Hondo College participates in a variety of federal and state financial aid programs. These programs are designed to assist students with tuition, fees, books/supplies, transportation, and room and board. Eligibility is limited to students who are U.S. citizens, permanent residents, or other eligible non-citizens. Additional eligibility requirements apply to each program and information may be obtained from the Financial Aid Office. There are numerous scholarships available to Rio Hondo College nursing students. These scholarships are funded and sponsored by a variety of on and off campus resources, including community hospital partners of the nursing program. Scholarships are granted based on a variety of qualifications. Scholarship information is available in the College Scholarship Office located in the Financial Aid Office or in the Health Science and Nursing Division. Short-term loans are available in emergency situations for books and supplies through the Student Activities Office or the Scholarship Office.

## G. PATIENT SAFETY AND BACKGROUND CHECKS

– Based on national guidelines from the Joint Commission on Accreditation of Healthcare Organizations (JCAHO) and clinical facility policies, nursing students must have clear criminal background checks to participate in clinical courses. Specific procedures will be shared with the student upon admission. The student is responsible for the cost of the background check. If the background check is not clear, the student will be responsible for obtaining documents showing rehabilitation and/or having the record corrected. The Dean of Health Science and Nursing is responsible for determining if clinical placement is appropriate through consultation with the Human Resource Department at the clinical sites. Student information will be held in strictest confidence. See the Dean of Health

# NURSING PROGRAM OVERVIEW

CONTINUED

Science and Nursing with questions concerning this procedure.

The student will be required to undergo drug testing at their expense before caring for patients in the clinical setting. Specific procedures will be shared with the student upon admission. Evidence of drug use would jeopardize the admission of the student to the clinical setting.

The Board of Registered Nursing requires the applicant for licensure as a Registered Nurse to disclose prior misdemeanor and felony convictions. The applicant must explain the circumstances of the conviction and provide documentation of rehabilitation. The Board considers the nature and severity of the offense, subsequent acts, recency of acts or crimes, compliance with court sanctions, and evidence of rehabilitation in determining eligibility for licensure. Questions concerning this requirement may be directed to the Dean of Health Science and Nursing.

**H. REQUIREMENT FOR LICENSURE** – The Board of Registered Nursing requires a valid social security number for licensure. The Board of Registered Nursing should be consulted for qualifications for licensure for legal residents without social security cards. The Board of Registered Nursing can be reached at 916-322-3350.

**I. TRANSFER STUDENTS** – All transfer students who have taken coursework in nursing at another nursing program will be evaluated on an individual basis. Previous nursing coursework must be no older than three years. The student must present a letter from the director of the former nursing program, stating the circumstances necessitating the transfer, and an evaluation of clinical safety. Students who are deemed unsafe in the clinical area are not eligible for transfer to the Rio Hondo Associate Degree Nursing Program. Transfer students must demonstrate competence in clinical skills and pass a pharmacology math quiz with a score of 100% before admission to the program. Students who have completed two nursing courses with grades below a "C" are ineligible for transfer into the Rio Hondo ADN Program.

*Above information subject to change*

## PSYCHIATRIC TECHNICIAN TO (RN)

### ASSOCIATE DEGREE NURSING

#### Determination of Eligibility for Admission to the ADN Program

##### A. ADMISSION REQUIREMENTS

1. *Educational requirements for program application*
  - a. Proof of graduation from an accredited high school in the U.S.A. by transcript, diploma, or official international evaluation; or Associate or Baccalaureate degree from an accredited institu-

tion of higher education in the U.S.A.; or documentation of passing score on the GED (General Education Development) exam.

- b. Active California Psychiatric Technician License.
- c. Students must meet the admission requirements for Rio Hondo College.
- d. Overall GPA in the core science prerequisites of at least a 2.5 (anatomy, physiology, microbiology) with no grade less than 'C' for each course. The student is limited to one repeat in any of the science courses to improve the grade.
- e. A cumulative grade point average (GPA) of at least 2.5 for all college coursework taken.
- f. All science courses must be a minimum of four units with a lab component. All core science prerequisite.
- g. Current CPR Card- (BLS 8-hour class for health care providers, all ages, 1-person, 2-person rescuer) provided by the American Heart Association will be required after admission.
- h. Once accepted students are required to obtain a Los Angeles City Fire Card.
- i. Students must pass a diagnostic assessment test (basic math, English, reading, science) prior to program enrollment. Students who fail to achieve a passing score will be required to complete additional pre-nursing coursework.
- j. Only the 1st ATI TEAS score taken will be accepted. If a student has taken the ATI TEAS at another location the 1st score will be accepted and must be a passing score to be eligible.

**2. HEALTH REQUIREMENTS** – The applicant must be free from communicable diseases, infections, psychological disorders, and other conditions that would prevent the successful performance of the responsibilities and tasks required in the education and training of a Registered Nurse. Upon acceptance into the program, the student must satisfactorily pass a health examination by a licensed physician or nurse practitioner and have various laboratory tests and immunizations, as needed, to determine physical and mental fitness. If a student enrolled in the program has developed a condition that would prevent successful performance of his/her responsibilities and tasks, the Dean of Health Science and Nursing may require the student to be examined by a licensed physician. If the licensed physician verifies the condition, then there is sufficient cause for suspension or expulsion from the program pursuant to Board Policy. Information on specific health requirements will be provided to the student upon admission to the program.

##### B. ADMISSION PROCEDURE

1. Application for admission to the College shall be submitted to the Admissions Office.
2. Applicants to the Associate Degree Nursing Program should attend a nursing information session to discuss prerequisites, general education requirements for the degree and basic skills testing. Applicants must complete and submit an Associate Degree Nursing Program application to the Health Science & Nursing Office for admission consideration, when all the educational requirements are met.
3. The Associate Degree Nursing Program has once a year entry October 1 for Spring admission and

# NURSING PROGRAM OVERVIEW

CONTINUED

March 1 for Summer admission.

4. Please bring one official copy of your high school transcripts, diploma, or GED. Official transcripts for college coursework completed to date should be sent to Rio Hondo College Admissions and Records Office. If you graduated from high school and/or college in another country, please have your transcripts evaluated by a private international evaluation service and send the documentation, as well as official international transcripts, to Rio Hondo College Admissions and Records Office. The international evaluation of college coursework should be a detailed report.

- C. ADMISSION PROCESS** – Acceptance to the all nursing programs will be through the use of an admission's formula developed by the California Community College Chancellor's Office. The student's overall cumulative GPA for all college coursework taken, grades in the core science courses (anatomy, physiology and microbiology), completion of college English, and the number of repetitions of science core courses will be used to determine the student's eligibility. Students who have at least an overall cumulative GPA of 2.5 for all college coursework taken, GPA of at least 2.5 in the science core courses with no grade less than "C" for each course, have no more than one repetition of any of the science core courses and completed ENGL 101, with a grade of "C" or better, will be considered eligible for admission.

Students who are accepted to the program will be admitted to ADN 151 by permission of the Health Science and Nursing Division. This course is a prerequisite for admission to ADN 1st semester course (ADN 150) and is offered in the Spring semester and Summer session. Students who complete ADN 151 with a grade of "C" or better will be admitted to the program in the fall semester.

Students who are applying for the ADN 151 course must have an application and documentation of course work on file in the Health Science and Nursing Division Office by October 1 for Spring admission and March 1 for Summer admission. Students will be notified of permission to register in writing.

## D. APPEAL PROCEDURE

*An applicant who is denied admission may:*

1. Appeal in writing to the Dean of Health Science and Nursing within ten days.
2. If the Dean of Health Science and Nursing denies the appeal, the student may appeal to the Executive Vice President of Academic Affairs.
3. In the event that the above steps do not result in satisfaction to the applicant, the applicant may initiate a grievance through the grievance policy adopted by the Board of Trustees.

- E. EXPENSES** – Uniforms, books, Health and Safety screenings and miscellaneous expenses will vary according to distributors and Medical providers. Cost

per units will depend on College fees. Please see Admissions and Records for College Fee information. Students are responsible for providing their own transportation to clinical facilities.

- F. STUDENT SUPPORT: SCHOLARSHIPS AND FINANCIAL AID** – Rio Hondo College participates in a variety of federal and state financial aid programs. These programs are designed to assist students with tuition, fees, books/supplies, transportation and room and board. Eligibility is limited to students who are U.S. citizens, permanent residents, or other eligible non-citizens. Additional eligibility requirements apply to each program and information may be obtained from the Financial Aid Office. There are numerous scholarships available to Rio Hondo College nursing students. These scholarships are funded and sponsored by a variety of on and off campus resources, including community hospital partners of the nursing program. Scholarships are granted based on a variety of qualifications. Scholarship information is available in the College Scholarship Office located in the Financial Aid Office or in the Health Science and Nursing Division. Short-term loans are available in emergency situations for books and supplies through the Student Activities Office or the Scholarship Office.

## G. PATIENT SAFETY AND BACKGROUND CHECKS

**CHECKS** – Based on national guidelines from the Joint Commission on Accreditation of Healthcare Organizations (JCAHO) and clinical facility policies, nursing students must have clear criminal background checks to participate in clinical courses. Specific procedures will be shared with the student upon admission. The student is responsible for the cost of the background check. If the background check is not clear, the student will be responsible for obtaining documents showing rehabilitation and/or having the record corrected. The Dean of Health Science and Nursing is responsible for determining if clinical placement is appropriate through consultation with the Human Resource Department at the clinical sites. Student information will be held in strictest confidence. See the Dean of Health Science and Nursing with questions concerning this procedure.

The student will be required to undergo drug testing at their expense before caring for patients in the clinical setting. Specific procedures will be shared with the student upon admission. Evidence of drug use would jeopardize the admission of the student to the clinical setting.

The Board of Registered Nursing requires the applicant for licensure as a Registered Nurse to disclose prior misdemeanor and felony convictions. The applicant must explain the circumstances of the conviction and provide documentation of rehabilitation. The Board considers the nature and severity of the offense, subsequent acts, recency of acts or crimes, compliance with court sanctions, and evidence of rehabilitation in determining eligibility for licensure. Questions concerning this requirement may be directed to the Dean of Health Science and Nursing.

# NURSING PROGRAM OVERVIEW

CONTINUED

**H. REQUIREMENT FOR LICENSURE** – The Board of Registered Nursing requires a valid social security number for licensure. The Board of Registered Nursing should be consulted for qualifications for licensure for legal residents without social security cards. The Board of Registered Nursing can be reached at 916-322-3350.

**I. TRANSFER STUDENTS** – All transfer students who have taken coursework in nursing at another nursing program will be evaluated on an individual basis. Previous nursing coursework must be no older than three years. The student must present a letter from the director of the former nursing program, stating the circumstances necessitating the transfer, and an evaluation of clinical safety. Students who are deemed unsafe in the clinical area are not eligible for transfer to the Rio Hondo Associate Degree Nursing Program. Transfer students must demonstrate competence in clinical skills and pass a pharmacology math quiz with a score of 100% before admission to the program. Students who have completed two nursing courses with grades below a "C" are ineligible for transfer into the Rio Hondo ADN Program.

*Above information subject to change.*

## ASSOCIATE DEGREE NURSING PROGRAM – LVN TO

### Determination of Eligibility for Admission to the ADN Program

#### A. ADMISSION REQUIREMENTS

1. *Educational requirements for program application*
  - a. Proof of graduation from an accredited high school in the U.S.A. by transcript, diploma, or official international evaluation; or Associate or Bachelor's degree from an accredited institution of higher education in the U.S.A.; or documentation of passing score on the GED (General Education Development) exam.
  - b. Students must meet the admission requirements for Rio Hondo College.
  - c. Active California Vocational Nurse license submitted to the Health Science and Nursing Division Office by October 1.
  - d. Overall GPA in the core science prerequisites of at least a 2.5 (anatomy, physiology, microbiology) with no grade less than 'C' for each course. The student is limited to one repeat in any of the science courses to improve the grade.
  - e. A cumulative grade point average (GPA) of at least 2.5 for all college coursework taken.
  - f. All science courses must be a minimum of four units with a lab component.
  - g. ADN 075 LVN Transition into the Associate Degree Nursing Program with a minimum grade of C.
  - h. Current CPR Card- (BLS 8-hour class for health

care providers, all ages, 1-person, 2-person resuscitation) provided by the American Heart Association will be required after admission.

- i. Once accepted students are required to obtain a Los Angeles City Fire Card.
- j. Students must pass a diagnostic assessment test (basic math, English, reading, science) prior to program enrollment. Students who fail to achieve a passing score will be required to complete additional pre-nursing coursework.
- k. Only the 1st ATI TEAS score taken will be accepted. If a student has taken the ATI TEAS at another location the 1st score will be accepted and must be a passing score to be eligible.

**2. HEALTH REQUIREMENTS** – The applicant must be free from communicable diseases, infections, psychological disorders, and other conditions that would prevent the successful performance of the responsibilities and tasks required in the education and training of a Registered Nurse. Upon acceptance into the program, the student must satisfactorily pass a health examination by a licensed physician or nurse practitioner and have various laboratory tests and immunizations, as needed, to determine physical and mental fitness. If a student enrolled in the program has developed a condition that would prevent successful performance of his/her responsibilities and tasks, the Dean of Health Science and Nursing may require the student to be examined by a licensed physician. If the licensed physician verifies the condition, then there is sufficient cause for suspension or expulsion from the program pursuant to Board Policy. Information on specific health requirements will be provided to the student upon admission to the program.

#### B. ADMISSION PROCEDURE

1. Application for admission to the College shall be submitted to the Admissions Office.

**C. ADMISSION PROCESS** – Acceptance to the Associate Degree LVN to ADN Nursing Program will be through the use of an admission's formula developed by the California Community College Chancellor's Office. The student's overall cumulative GPA for all college coursework taken, grades in the grades in the core science courses (anatomy, physiology, and microbiology), completion of college English, and the number of repetitions of science core courses will be used to determine the student's eligibility. Students who have at least an overall cumulative GPA of 2.5 for all college coursework taken, GPA of at least 2.5 in the science core courses, with no grade less than "C" for each course, have no more than one repetition of any of the science core courses, and completed ENGL 101, with a grade of "C" or better, will be considered eligible for admission.

ADN 075 – LVN Transition into the Associate Degree Program is a prerequisite for admission to ADN second year course offered in the fall semester (ADN 251) and is offered in the summer session only. Following admission, the student will be given a permit to register for this course. Following completion of this course, with a grade of "C" or better, the student will continue the program in the

# NURSING PROGRAM OVERVIEW

CONTINUED

Fall semester.

## D. APPEAL PROCEDURE

*An applicant who is denied admission may:*

1. Appeal in writing to the Dean of Health Science and Nursing within ten days.
2. If the Dean of Health Science and Nursing denies the appeal, the student may appeal to the Executive Vice President of Academic Affairs.
3. In the event that the above steps do not result in satisfaction to the applicant, the applicant may initiate a grievance through the grievance policy adopted by the Board of Trustees.

**E. EXPENSES** – Uniforms, books, health and safety screenings, and miscellaneous expenses will vary according to distributors and Medical providers. Cost per units will depend on College fees. Please see Admissions and Records for College Fee information. Students are responsible for providing their own transportation to clinical facilities.

**F. STUDENT SUPPORT: SCHOLARSHIPS AND FINANCIAL AID** – Rio Hondo College participates in a variety of federal and state financial aid programs. These programs are designed to assist students with tuition, fees, books/supplies, transportation, and room and board. Eligibility is limited to students who are U.S. citizens, permanent residents, or other eligible non-citizens. Additional eligibility requirements apply to each program and information may be obtained from the Financial Aid Office. There are numerous scholarships available to Rio Hondo College nursing students. These scholarships are funded and sponsored by a variety of on and off campus resources, including community hospital partners of the nursing program. Scholarships are granted based on a variety of qualifications. Scholarship information is available in the College Scholarship Office located in the Financial Aid Office or in the Health Science and Nursing Division. Short-term loans are available in emergency situations for books and supplies through the Student Activities Office or the Scholarship Office.

## G. PATIENT SAFETY AND BACKGROUND

**CHECKS** – Based on national guidelines from the Joint Commission on Accreditation of Healthcare Organizations (JCAHO) and clinical facility policies, nursing students must have clear criminal background checks to participate in clinical courses. Specific procedures will be shared with the student upon admission. The student is responsible for the cost of the background check. If the background check is not clear, the student will be responsible for obtaining documents showing rehabilitation and/or having the record corrected. The Dean of Health Science and Nursing is responsible for determining if clinical placement is appropriate through consultation with the Human Resource Department at the clinical sites. Student information will be held in strictest confidence. See the Dean of Health Science and Nursing with questions concerning this procedure.

The student will be required to undergo drug testing at their expense before caring for patients in the clinical setting. Specific procedures will be shared with the student upon admission. Evidence of drug use would jeopardize the admission of the student to the clinical setting.

The Board of Registered Nursing requires the applicant for licensure as a Registered Nurse to disclose prior misdemeanor and felony convictions. The applicant must explain the circumstances of the conviction and provide documentation of rehabilitation. The Board considers the nature and severity of the offense, subsequent acts, recency of acts or crimes, compliance with court sanctions, and evidence of rehabilitation in determining eligibility for licensure. Questions concerning this requirement may be directed to the Dean of Health Science and Nursing.

**H. REQUIREMENT FOR LICENSURE** – The Board of Registered Nursing requires a valid social security number for licensure. The Board of Registered Nursing should be consulted for qualifications for licensure for legal residents without social security cards. The Board of Registered Nursing can be reached at 916-322-3350.

## I. TRANSFER STUDENTS

All transfer students who have taken coursework in nursing at another nursing program will be evaluated on an individual basis. Previous nursing coursework must be no older than three years. The student must present a letter from the director of the former nursing program, stating the circumstances necessitating the transfer, and an evaluation of clinical safety. Students who are deemed unsafe in the clinical area are not eligible for transfer to the Rio Hondo Associate Degree Nursing Program. Transfer students must demonstrate competence in clinical skills and pass a pharmacology math quiz with a score of 100% before admission to the program. Students who have completed two nursing courses with grades below a "C" are ineligible for transfer into the Rio Hondo ADN Program.

*Above information subject to change.*

## ASSOCIATE DEGREE NURSING PROGRAM – 30 UNIT OPTION LVN TO RN

### Determination of Eligibility for Admission to the ADN Program

#### A. ADMISSION REQUIREMENTS

- 1. Educational requirements for program application*
  - a. Proof of graduation from an accredited high school in the U.S.A. by transcript, diploma, or official international evaluation; or Associate or Baccalaureate degree from an accredited institution of higher education in the U.S.A.; or documentation of passing score on the GED (General Education Development) exam.
  - b. Students must meet the admission requirements

# NURSING PROGRAM OVERVIEW

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- for Rio Hondo College.
- c. GPA of 2.5 or above in Health Science and Nursing Core 060, or equivalent, and Psychology 101 by October 1.
  - d. Completion of Reading 023, ENGL 035, Math 030, or equivalent, with a grade "C" or better or exemption through assessment testing.
  - e. Current CPR Card- (BLS 8-hour class for health care providers, all ages, 1-person, 2-person rescuer) provided by the American Heart Association will be required after admission.
  - f. Effective Spring 2008, students must take a diagnostic assessment test (Math, English, Reading, and Science) prior to program enrollment. Students who fail to achieve a passing score will be required to complete additional pre-nursing coursework.
  - g. ADN 075 LVN Transition into the Associate Degree Nursing Program with a minimum grade of C.
  - h. Current CPR Card- (BLS 8-hour class for health care providers, all ages, 1-person, 2-person res- cuer) provided by the American Heart Association will be required after admission.
  - i. Once accepted students are required to obtain a Los Angeles City Fire Card.
  - j. Students must pass a diagnostic assessment test (basic math, English, reading, science) prior to program enrollment. Students who fail to achieve a passing score will be required to complete additional pre-nursing coursework.
  - k. Only the first ATI TEAS score taken will be accepted. If a student has taken the ATI TEAS at another location the first score will be accepted and must be a passing score to be eligible.
- 2. HEALTH REQUIREMENTS** – The applicant must be free from communicable diseases, infections, psychological disorders, and other conditions that would prevent the successful performance of the responsibilities and tasks required in the education and training of a Registered Nurse. Upon acceptance into the program, the student must satisfactorily pass a health examination by a licensed physician or nurse practitioner and have various laboratory tests and immunizations, as needed, to determine physical and mental fitness. If a student enrolled in the program has developed a condition that would prevent successful performance of his/her responsibilities and tasks, the Dean of Health Science and Nursing may require the student to be examined by a licensed physician. If the licensed physician verifies the condition, then there is sufficient cause for suspension or expulsion from the program pursuant to Board Policy. Information on specific health requirements will be provided to the student upon admission to the program.

## B. ADMISSION PROCEDURE

- 1. Application for admission to the College shall be submitted to the Admissions Office.
- 2. Applicants to the 30 Unit Option LVN to RN Program should attend a nursing information session to discuss prerequisites, general education requirements for the degree, and basic skills testing. Applicants

must complete and submit an Associate Degree Nursing Program application to the Health Science and Nursing Division for admission consideration, when all the educational requirements are met.

- 3. The 30 Unit Option LVN to RN Program has once a year entry each Spring semester.
  - 4. The 30 Unit Option Program has once a year entry each spring semester. Please bring one official copy of your high school transcripts, diploma, or GED. Official transcripts for college coursework completed to date should be sent to Rio Hondo College Admissions and Records Office. If you graduated from high school and/or college in another country, please have your transcripts evaluated by a private international evaluation service and bring the documentation, as well as official international transcripts, to the Counseling Department. The international evaluation of college course work should be a detailed report.
- C. ADMISSION PROCESS** – Acceptance to the 30 Unit Option will be through the use of an admission's formula developed by the California Community College Chancellor's Office. The student's overall cumulative GPA for all college coursework taken, grades in the core science courses (anatomy, physiology, and microbiology), completion of college English, and the number of repetitions of science core courses will be used to determine the student's eligibility. Students who have at least an overall cumulative GPA of 2.5 for all college coursework taken, GPA of at least 2.5 in the science core courses, with no grade less than "C" for each course, have no more than one repetition of any of the science core courses, and completed ENGL 101 with a grade of "C" or better will be considered eligible for admission.

ADN 075 – LVN Transition into the Associate Degree Program is a prerequisite for admission to ADN second year course offered in the fall semester (ADN 251) and is offered in the summer session only. Following admission, the student will be given a permit to register for this course. Following completion of this course, with a grade of "C" or better, the student will continue the program in the

## D. APPEAL PROCEDURE

*An applicant who is denied admission may:*

- 1. Appeal writing to the Dean of Health Science and Nursing within ten days.
- 2. If the Dean of Health Science and Nursing denies the appeal, the student may appeal to the Executive Vice President of Academic Affairs.
- 3. In the event that the above steps do not result in satisfaction to the applicant, the applicant may initiate a grievance through the grievance policy adopted by the Board of Trustees.

- E. EXPENSES** – Uniforms, books, Health and Safety screenings and miscellaneous expenses will vary according to distributors and Medical providers. Cost per units will depend on College fees. Please see Admissions and Records for College Fee information. Students are responsible for providing their own transportation to clinical

# NURSING PROGRAM OVERVIEW

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facilities.

## F. STUDENT SUPPORT: SCHOLARSHIPS AND FINANCIAL AID

Rio Hondo College participates in a variety of federal and state financial aid programs. These programs are designed to assist students with tuition, fees, books/supplies, transportation, and room and board. Eligibility is limited to students who are U.S. citizens, permanent residents, or other eligible non-citizens. Additional eligibility requirements apply to each program and information may be obtained from the Financial Aid Office. There are numerous scholarships available to Rio Hondo College nursing students. These scholarships are funded and sponsored by a variety of on and off campus resources, including community hospital partners of the nursing program. Scholarships are granted based on a variety of qualifications. Scholarship information is available in the College Scholarship Office located in the Financial Aid Office or in the Health Science and Nursing Division. Short-term loans are available in emergency situations for books and supplies through the Student Activities Office or the Scholarship Office

## G. PATIENT SAFETY AND BACKGROUND CHECKS

Based on national guidelines from the Joint Commission on Accreditation of Healthcare Organizations (JCAHO) and clinical facility policies, nursing students must have clear criminal background checks to participate in clinical courses. Specific procedures will be shared with the student upon admission. The student is responsible for the cost of the background check. If the background check is not clear, the student will be responsible for obtaining documents showing rehabilitation and/or having the record corrected. The Dean of Health Science and Nursing is responsible for determining if clinical placement is appropriate through consultation with the Human Resource Department at the clinical sites. Student information will be held in strictest confidence. See the Dean of Health Science and Nursing with questions concerning this procedure.

The student will be required to undergo drug testing at their expense before caring for patients in the clinical setting. Specific procedures will be shared with the student upon admission. Evidence of drug use would jeopardize the admission of the student to the clinical setting.

The Board of Registered Nursing requires the applicant for licensure as a Registered Nurse to disclose prior misdemeanor and felony convictions. The applicant must explain the circumstances of the conviction and provide documentation of rehabilitation. The Board considers the nature and severity of the offense, subsequent acts, recency of acts or crimes, compliance with court sanctions, and evidence of rehabilitation in determining eligibility for licensure. Questions concerning this requirement may be directed to the Dean of Health Science and Nursing.

**H. REQUIREMENT FOR LICENSURE** – The Board of Registered Nursing requires a valid social security number for licensure. The Board of Registered Nursing should be consulted for qualifications for licensure for legal residents without social security cards. The Board of Registered Nursing can be reached at 916-322-3350.

**I. TRANSFER STUDENTS** – All transfer students who have taken coursework in nursing at another nursing program will be evaluated on an individual basis. Previous nursing coursework must be no older than three years. The student must present a letter from the director of the former nursing program, stating the circumstances necessitating the transfer, and an evaluation of clinical safety. Students who are deemed unsafe in the clinical area are not eligible for transfer to the Rio Hondo Associate Degree Nursing Program. Transfer students must demonstrate competence in clinical skills and pass a pharmacology math quiz, with a score of 100%, before admission to the program. Students who have completed two nursing courses with grades below a "C" are ineligible for transfer into the Rio Hondo ADN Program.

*Above information subject to change.*

## VOCATIONAL NURSING PROGRAM

The Vocational Nursing Program is a two-semester program following the completion of prerequisite courses. It is designed to prepare students for employment as a Vocational Nurse, giving care to patients in a variety of settings, such as acute hospitals, extended care facilities, home health care, surgical centers and medical offices. The program is accredited by the California State Board of Vocational Nursing and Psychiatric Technicians. Students, who complete the curriculum and achieve the career certificate are qualified to apply for the examination leading to licensure as a Licensed Vocational Nurse.

### Philosophy of the Vocational Nursing Program

The philosophy of the Vocational Nursing Program is in harmony with the stated philosophy of Rio Hondo College. The faculty recognizes the individual worth and potential of all students. Students come from a variety of backgrounds, age, sex, culture, lives and educational experience. The application of theoretical concepts occurs in the Health Science and Nursing Skill Center and the community clinical facilities. College support services include: financial aid, remediation, tutoring, psychological counseling and health services.

The conceptual framework of the Vocational Nursing curriculum focuses on the Medical Model, utilizing all aspects of the nursing process. The faculty believes that nursing is concerned with the promotion of health and wellness, and strives to provide a maximum quality of life. The Nursing curriculum includes the current health care delivery system; safety; therapeutic communication; patient teaching; nutrition; pharmacology, cultural diversity, gerontology, human sexuality, mental health, growth and development; reproduction; legal and ethical issues, and professional development, as applied to the

# NURSING PROGRAM OVERVIEW

CONTINUED

Vocational Nurse.

Nursing is a broad occupational field involving a multiplicity of functions performed by individuals, with varying degrees of preparation. It is essential that students be assisted to recognize and accept their responsibility and scope of practice.

The nursing faculty believes education is a continuing process and students should be provided with the attitudes, skills and knowledge to qualify for licensure as well as an upward mobility to the Vocational Nursing Program.

## Duties and Responsibilities of the Student

### A. ADMISSION REQUIREMENTS

#### 1. Educational requirements for program application

- a. Proof of graduation from an accredited high school in the U.S.A. by transcript, diploma, or official international evaluation; or Associate or Baccalaureate degree from an accredited institution of higher education in the U.S.A.; or documentation of passing score on the GED (General Education Development) exam.
- b. Students must meet the admission requirements for Rio Hondo College.
- c. GPA of 2.5 or above in Health Science and Nursing Core 060, or equivalent, and Psychology 101 by October 1.
- d. Completion of READ 023, ENGL 035, MATH 030, 030D or 033 or equivalent, with a grade "C" or better or exemption through assessment testing.
- e. Current CPR Card- (BLS 8-hour class for health care providers, all ages, 1-person, 2-person rescuer) provided by the American Heart Association will be required after admission.
- f. Effective Spring 2008, students must take a diagnostic assessment test (Math, English, Reading, and Science) prior to program enrollment. Students who fail to achieve a passing score will be required to complete additional pre-nursing coursework.

**2. HEALTH REQUIREMENTS** – The applicant must be free from communicable diseases, infections, psychological disorders, and other conditions that would prevent the successful performance of the responsibilities and tasks required in the education and training of a Licensed Vocational Nurse. Upon acceptance into the program, the student must satisfactorily pass a health examination by a licensed physician or nurse practitioner and have various laboratory tests and immunizations, as needed, to determine physical and mental fitness. If a student enrolled in the program has developed a condition that would prevent successful performance of his/her responsibilities and tasks, the Dean of Health Science and Nursing may require the student to be examined by a licensed physician. If the licensed physician

verifies the condition, then there is sufficient cause for suspension or expulsion from the program pursuant to Board Policy. Information on specific health requirements will be provided to the student upon admission to the program.

### B. ADMISSION PROCEDURE

1. Application for admission to the College shall be submitted to the Admissions Office.
2. Applicants to the Vocational Nursing Program should attend a nursing information session to discuss prerequisites, general education requirements for the degree, and basic skills testing. Applicants must complete and submit a Vocational Nursing Program application to the Health Science and Nursing Division for admission consideration, when all the educational requirements are met.
3. The Vocational Nursing Program has once a year entry each Fall semester.
4. The Counseling Department will evaluate academic records and complete an admissions card. Please bring one official copy of your high school transcripts, diploma or GED, and transcripts for college work completed to date to the Health Science and Nursing Division. If you graduated from high school and/or college in another country, please have your transcripts evaluated by a private international evaluation service and bring the documentation, as well as official international transcripts, to the Health Science and Nursing Division. The international evaluation of college course work should be a detailed report.
5. All applicants will be notified in writing regarding acceptance.

**C. ADMISSION PROCESS** – Acceptance to the Vocational Nursing Program for the class beginning in Fall will be through the use of an admission's formula developed by the California Community College Chancellor's Office. The student's overall cumulative GPA for all college coursework taken, grades in the Health Science and Nursing Core 060 or equivalent, and PSY 101, completion of college ENGL 035, READ 023, and MATH 020 or 020C or exemption through assessment testing, will be used to determine the student's eligibility. Students who have at least a GPA of 2.5 in the Health Science and Nursing Core 060, or equivalent, and PSY 101, with no grade less than "C" for each course, and completed ENGL 035, READ 023, and MATH 020 or 020C or equivalent, with a grade of "C" or better, or exemption through assessment testing, will be considered eligible for admission. Each class selection will be completed using the above process. Student will be notified by the Health Science and Nursing Division of permission to register in writing.

**D. APPEAL PROCEDURE** – An applicant who is denied admission may:

1. Appeal in writing to the Dean of Health Science and Nursing within ten days.
2. If the Dean of Health Science and Nursing denies the appeal, the student may appeal to the Executive Vice President of Academic Affairs.
3. In the event that the above steps do not result in satisfaction to the applicant, the applicant may initiate a grievance through the grievance policy adopted by the Board of Trustees.

# NURSING PROGRAM OVERVIEW

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- E. EXPENSES** – Uniforms, books, Health and Safety screenings and miscellaneous expenses will vary according to distributors and Medical providers. Cost per units will depend on College fees. Please see Admissions and Records for College Fee information. Students are responsible for providing their own transportation to clinical facilities.
- F. STUDENT SUPPORT: SCHOLARSHIPS AND FINANCIAL** – Rio Hondo College participates in a variety of federal and state financial aid programs. These programs are designed to assist students with tuition, fees, books/supplies, transportation and room and board. Eligibility is limited to students who are U.S. citizens, permanent residents, or other eligible non-citizens. Additional eligibility requirements apply to each program and information may be obtained from the Financial Aid Office. There are numerous scholarships available to Rio Hondo College nursing students. These scholarships are funded and sponsored by a variety of on and off campus resources, including community hospital partners of the nursing program. Scholarships are granted based on a variety of qualifications. Scholarship information is available in the College Scholarship Office located in the Financial Aid Office or in the Health Science and Nursing Division. Short-term loans are available in emergency situations for books and supplies through the Student Activities Office or the Scholarship Office.
- G. PATIENT SAFETY AND BACKGROUND CHECKS** – Based on national guidelines from the Joint Commission on Accreditation of Healthcare Organizations (JCAHO) and clinical facility policies, nursing students must have clear criminal background checks to participate in clinical courses. Specific procedures will be shared with the student upon admission. The student is responsible for the cost of the background check. If the background check is not clear, the student will be responsible for obtaining documents showing rehabilitation and/or having the record corrected. The Dean of Health Science and Nursing is responsible for determining if clinical placement is appropriate through consultation with the Human Resource Department at the clinical sites. Student information will be held in strictest confidence. See the Dean of Health Science and Nursing with questions concerning this

procedure.

The student will be required to undergo drug testing at their expense before caring for patients in the clinical setting. Specific procedures will be shared with the student upon admission. Evidence of drug use would jeopardize the admission of the student to the clinical setting.

The Board of Vocational Nursing and Psychiatric Technicians requires the applicant for licensure as a Vocational Nurse to disclose prior misdemeanor and felony convictions. The applicant must explain the circumstances of the conviction and provide documentation of rehabilitation. The Board considers the nature and severity of the offense, subsequent acts, recency of acts or crimes, compliance with court sanctions, and evidence of rehabilitation in determining eligibility for licensure. Questions concerning this requirement may be directed to the Dean of Health Science and Nursing.

- H. REQUIREMENT FOR LICENSURE** – The Board of Vocational Nursing and Psychiatric Technicians requires a valid social security number for licensure. The Board of Vocational Nursing and Psychiatric Technicians should be consulted for qualifications for licensure for legal residents without social security cards. The Board of Vocational Nursing and Psychiatric Technicians can be reached at 916-263-7800.

- I. TRANSFER STUDENTS** – All transfer students who have taken coursework in nursing at another nursing program will be evaluated on an individual basis. Previous nursing coursework must be no older than five years. The student must present a letter from the director of the former nursing program, stating the circumstances necessitating the transfer, and an evaluation of clinical safety. Students who are deemed unsafe in the clinical area are not eligible for transfer to the Rio Hondo Vocational Nursing Program.

*Above information subject to change.*

*Revised July 2014*

# NURSING

## DIVISION OF HEALTH SCIENCE & NURSING

### CAREER CERTIFICATE

#### *Certified Nurse Assistant Acute Care*

This Career Certificate is designed for the student who already has their CNA Certificate wishing to gain employment in the Acute Care Hospital setting. Areas of emphasis will include taking care of patients in the acute care setting utilizing skills in basic care, emergency care, communication skills, patient assessment, observation and reporting, with additional emphasis on the specialized acute care areas such as medical/surgical/orthopedics, pediatrics and obstetrics. Students will gain general core knowledge of entry-level nursing skills through classroom instruction and hands on clinical time.

<b>Required Courses</b>	<b>Units</b>
HS 051	*Certified Nurse Assistant Acute Care Training Course.....2
<b>Units Required</b>	<b>2</b>

### CAREER CERTIFICATE

#### *Nurse Assistant Pre-Certification Training Course*

This Career Certificate is designed for the student wishing to gain employment in the Acute Care, Long-Term Care or Assisted Living settings. Areas of emphasis will include taking care of geriatric patients in a long-term care setting utilizing skills in basic care, emergency care and communication. The student will gain a general core knowledge of entry-level nursing skills through classroom instruction and hands on clinical time.

<b>Required Courses</b>	<b>Units</b>
HS 050	Nurse Assistant Pre-Certification Training Course.....5.5
<b>Units Required</b>	<b>5.5</b>

### CAREER CERTIFICATE

#### *Home Health Aide*

This Career Certificate is designed for the student who already has their CNA wishing to gain employment in the home care setting. Areas of emphasis will include taking care of patients in the home care setting utilizing skills in basic care, emergency care, communication skills, patient assessment, observation and reporting, with additional emphasis on rehabilitative nursing care, and family relationships. Students will gain general core knowledge of entry-level nursing skills through classroom instruction and hands on clinical time.

<b>Required Courses</b>	<b>Units</b>
HS 052	*Home Health Aide Training Course .....2
<b>Units Required</b>	<b>2</b>

# NURSING

## DIVISION OF HEALTH SCIENCE & NURSING

### ASSOCIATE OF SCIENCE DEGREE

#### Generic Student

The Associate Degree Nursing Program is a two-year program designed to prepare students for employment as a Registered Nurse, providing direct care to patients. Graduates receive an Associate of Science Degree in Nursing. The program is approved by the California State Board of Registered Nursing. Students who complete the curriculum are qualified to take the examination leading to licensure as a Registered Nurse.

<b>Prerequisites / Corequisites</b>	<b>Units</b>
#BIOL 125	Human Anatomy .....4
#BIOL 226*	Human Physiology .....4
#BIOL 222*	Microbiology .....5
#ENGL 101*	College Composition and Research.....3.5
	<b>16.5</b>

#ADN 151\* Clinical Nursing Concepts.....4  
*Offered only Spring or Summer semesters. Permit to register given only to students admitted to the program.*

<b>Other Required Courses</b>	<b>Units</b>
MATH 070* or 070D or 073	Intermediate Algebra or appropriate assessment.....4
READ 023*	Reading College Textbooks or appropriate assessment .....3
(Reading proficiency required for graduation)	
#SOC 101 or SOC 101H	Introduction to Sociology .....3
#SPCH 101 SPCH 101H	Public Address or equivalent .....3
#PSY 101 or PSY 101H	Introductory Psychology .....3
AMERICAN INSTITUTIONS	
FINE ARTS	(One Course).....3
HUMANITIES	(One Course).....3
KINESIOLOGY	(formerly PE) (2 Activity Courses) .....2
	<b>27</b>

*Students need 27 units in this section, a total of 7 units may be earned by proficiency testing*

*(The Health Science and Nursing Division recommends that students complete as many courses as possible before admission to the ADN Program, especially MATH 070, 070D or 073 and READ 023, or equivalent)*

#### COURSES REQUIRED AFTER ENROLLMENT BY PERMIT ONLY

<b>FIRST YEAR-FALL SEMESTER</b>	<b>UNITS</b>
#ADN 150* Medical/Surgical Nursing I.....8	
#ADN 154* Pharmacology .....2	<b>10</b>

*HS 045 Math for Health Professionals (optional elective for 1 unit)*

<b>FIRST YEAR-SPRING SEMESTER</b>	<b>UNITS</b>
#ADN 155* Nursing Process: Childbearing Family/Women's Health .....4	
#ADN 156* Nursing Process Applied to the Care of Children .....4	<b>8</b>

<b>SECOND YEAR-FALL SEMESTER</b>	<b>UNITS</b>
#ADN 250* Advanced Pharmacology .....1	
#ADN 251* Nursing Process Applied to Aging, Perception, Coordination & Mobility .....4.5	
#ADN 252* Psychiatric/Mental Health Nursing .....3.5	<b>9</b>

<b>SECOND YEAR-SPRING SEMESTER</b>	<b>UNITS</b>
#ADN 253* Nursing Process Applied to Advanced Concepts .....5	
#ADN 254* Leadership and Management in Nursing .....4	<b>9</b>

**Total Units 83.5-84.5**

*#The Board of Registered Nursing (BRN) requires these courses be completed to be eligible to take the RN licensing examination. All of these courses must be completed with a grade of "C" or better.*

# NURSING

## DIVISION OF HEALTH SCIENCE & NURSING

### ASSOCIATE OF SCIENCE DEGREE

#### **LVN to ADN (OPTION #1)**

The Associate Degree Nursing Program may be completed by the Licensed Vocational Nurse in one year. It is designed to prepare students for employment as a Registered Nurse, providing direct care to patients. Graduates receive an Associate of Science Degree in Nursing. The California State Board of Registered Nursing approves the program. Students who complete the curriculum are qualified to take the examination leading to licensure as a Registered Nurse.

<b>Prerequisites / Corequisites</b>	<b>Units</b>
#BIOL 125 Human Anatomy .....	4
#BIOL 226* Human Physiology.....	4
#BIOL 222* Microbiology .....	5
#ENGL 101* College Composition and Research.....	3.5
	<b>16.5</b>
#ADN 075 LVN Transition into the Associate Degree Nursing Program .....	2.5

*By permission of the program after admission.*

*HS 045 Math for Health Professionals (optional elective for 1 unit)  
–Offered Summer session only*

<b>Other Required Courses</b>	<b>Units</b>
MATH 070* or 070D or 073 Intermediate Algebra or appropriate assessment .....	4
READ 023* Reading College Textbooks or appropriate assessment .....	3
(Reading proficiency required for graduation)	
#SOC 101 or SOC 101H Introduction to Sociology .....	3
#SPCH 101 SPCH 101H Public Address or equivalent .....	3
#PSY 101 or PSY 101H Introductory Psychology .....	3
AMERICAN INSTITUTIONS (One Course) .....	3
FINE ARTS (One Course).....	3
HUMANITIES (One Course).....	3
KINESIOLOGY (formerly PE) (2 Activity Courses) .....	2
	<b>27</b>

*Students need 27 units in this section, a total of 7 units may be earned by proficiency testing. (The Health Science and Nursing Division recommends that students complete as many courses as possible before admission to the ADN Program, especially MATH 070, 070D or 073 and READ 023, or equivalent.)*

#### **COURSES REQUIRED AFTER PROGRAM ADMISSION-BY PERMIT ONLY**

<b>SECOND YEAR-FALL SEMESTER</b>	<b>UNITS</b>
#ADN 250* Advanced Pharmacology .....	1
#ADN 251* Nursing Process Applied to Aging, Perception, Coordination & Mobility.....	4.5
#ADN 252* Psychiatric/Mental Health Nursing .....	3.5

**Nursing .....**3.5

<b>SECOND YEAR-SPRING SEMESTER</b>	<b>UNITS</b>
#ADN 253* Nursing Process Applied to Advanced Concepts.....	5
#ADN 254* Leadership and Management in Nursing.....	4
<b>Total Units 64</b>	

*#Course required by BRN to sit for licensing exam. All of these courses must be completed with a grade of "C" or better.*

#### **LICENSED VOCATIONAL NON-DEGREE-30 UNIT OPTION (OPTION #2) 30 Unit Option LVN to RN**

This one-year program is for the applicant with a valid California Vocational Nurse license. The Vocational Nurse who completes thirty additional units beyond the LVN curriculum qualifies to take the licensing examination as a Registered Nurse. **This option does not lead to an Associate Nursing Degree.**

The program is designed to prepare students for employment as a Registered Nurse, providing direct care to patients. The student should be aware that they may not change their status as a 30 unit option RN with the Board of Registered Nursing at any time after licensure. Individuals who become licensed as Registered Nurses using this option may not be eligible for licensure in states other than California or for any advanced degrees. The program is accredited by the California Board of Registered Nursing.

<b>Prerequisites / Corequisites</b>	<b>Units</b>
#BIOL 226* Human Physiology.....	4
#BIOL 222* Microbiology .....	5
	<b>9</b>
#ADN 075 LVN Transition into the Associate Degree Nursing Program.....	2.5

*HS 045 Math for Health Professionals (optional elective for 1 unit)  
Admission by permission of the Health Science and Nursing Division-Summer session only.*

#### **COURSES REQUIRED AFTER PROGRAM ADMISSION-BY PERMIT ONLY**

<b>SECOND YEAR-FALL SEMESTER</b>	<b>UNITS</b>
#ADN 250* Advanced Pharmacology .....	1
#ADN 251* Nursing Process Applied to Aging, Perception, Coordination & Mobility.....	4.5
#ADN 252* Psychiatric/Mental Health Nursing .....	3.5

<b>SECOND YEAR-SPRING SEMESTER</b>	<b>UNITS</b>
#ADN 253* Nursing Process Applied to Advanced Concepts.....	5
#ADN 254* Leadership and Management in Nursing .....	4
<b>Total Units 29.5</b>	

*#The Board of Registered Nursing (BRN) requires these courses be completed to be eligible to take the RN licensing examination. All of these courses must be completed with a grade of "C" or better.*

# NURSING

## DIVISION OF HEALTH SCIENCE & NURSING

### ASSOCIATE OF SCIENCE DEGREE

#### *Psychiatric Technician to RN Associate Degree Nursing*

The Associate Degree Nursing Program is a two-year program designed to prepare students for employment as a Registered Nurse, providing direct care to patients. Graduates receive an Associate of Science Degree in Nursing. The program is approved by the California State Board of Registered Nursing. Students who complete the curriculum are qualified to take the examination leading to licensure as a Registered Nurse. Current California psychiatric technician license required.

<b>Prerequisites/Corequisites</b>	<b>Units</b>
#BIOL 125	Human Anatomy ..... 4
#BIOL 226*	Human Physiology ..... 4
#BIOL 222*	Microbiology ..... 5
#ENGL 101*	College Composition and Research..... 3.5
	<b>16.5</b>
#ADN 151	Clinical Nursing Concepts ..... 4

*-Offered only Spring or Summer semester- Permit to register given only to students admitted to the program. This course may be waived by testing.*

<b>Other Required Courses</b>	<b>Units</b>
MATH 070* or 70D or 073	Intermediate Algebra or appropriate assessment ..... 4
READ 023*	Reading College Textbooks or appropriate assessment ..... 3
<i>(Reading proficiency required for graduation)</i>	
#SOC 101 or SOC 101H	Introduction to Sociology ..... 3
#SPCH 101 SPCH 101H	Public Address or equivalent ..... 3
#PSY 101 or PSY 101H	Introductory Psychology ..... 3
AMERICAN INSTITUTIONS (One Course)..... 3	
FINE ARTS	(One Course) ..... 3
HUMANITIES	(One Course) ..... 3
KINESIOLOGY	(formerly PE) (2 Activity Courses) ..... 2
	<b>27</b>

*(The Health Science and Nursing Division recommends that students complete as many courses as possible before admission to the ADN Program, especially MATH 070, 070D or 073) and READ 023, or equivalent.)*

#### **COURSES REQUIRED AFTER ENROLLMENT BY PERMIT ONLY**

<b>FIRST YEAR-FALL SEMESTER</b>	<b>UNITS</b>
#ADN 150* Medical/Surgical Nursing I.....	8
#ADN 154* Pharmacology .....	2
<b>10</b>	
<i>HS 045 Math for Health Professionals (optional elective for 1 unit)</i>	
<b>FIRST YEAR-SPRING SEMESTER</b>	<b>UNITS</b>
#ADN 155* Nursing Process: Childbearing Family/Women's Health .....	4
#ADN 156* Nursing Process Applied to the Care of Children.....	4
	<b>8</b>
<b>SECOND YEAR-FALL SEMESTER</b>	<b>UNITS</b>
#ADN 250* Advanced Pharmacology .....	1
#ADN 251* Nursing Process Applied to Aging, Perception, Coordination & Mobility .....	4.5
#ADN 252* Psychiatric/Mental Health Nursing .....	3.5
<i>(waiver with active psych tech license)</i>	
	<b>5.5-9</b>

<b>SECOND YEAR-SPRING SEMESTER</b>	<b>UNITS</b>
#ADN 253* Nursing Process Applied to Advanced Concepts.....	5
#ADN 254* Leadership and Management in Nursing .....	4
<b>9</b>	

**Total Units 80-83.5**

*#The Board of Registered Nursing (BRN) requires these courses be completed to be eligible to take the RN licensing examination. All of these courses must be completed with a grade of "C" or better.*

# NURSING

## DIVISION OF HEALTH SCIENCE & NURSING

### CERTIFICATE OF ACHIEVEMENT

#### Vocational Nursing—Students

The Vocational Nursing Program is a two-semester program following completion of prerequisite courses. It is designed to prepare students for employment as staff nurses, giving care to patients in a variety of settings, such as extended care facilities, home health care, surgical centers and medical offices. The program is approved by the California State Board of Vocational Nursing and Psychiatric Technicians. Students who complete the curriculum and achieve the certificate of completion, are qualified to take the examination leading to licensure as a Licensed Vocational Nurse.

A 2.5 or better grade point average in all college work attempted is required for completion of the program and qualification to take the examination leading to licensure as a Licensed Vocational Nurse.

<b>Academic Requirements:</b>	<b>Units</b>
MATH 030 or 030D or 033	*Prealgebra or appropriate assessment.....4
ENGL 035	*Intermediate Composition for Developing Writers or appropriate assessment.....3
READ 023	*Reading College Textbooks or appropriate assessment.....3 <b>10</b>

*Students need 9 units in this section, or may be earned by proficiency testing.*

<b>Prerequisites</b>	<b>Units</b>
HS 060	*Health Science Core .....5
PSY 101 or PSY 101H	Psychology .....3
VN 061	*Basic Fundamentals of Nursing.....3.5
VN 061L	*Basic Fundamentals of Nursing Lab.....5 <b>16.5</b>

HS 045            *Math for Health Professionals*  
(optional elective for 1 unit)

*(VN 061 and 061L are offered in the spring semester only by permit.)*

<b>FALL SEMESTER</b>	<b>UNITS</b>
VN 071L	*Introduction to Medical-Surgical Nursing Lab .....3.5
VN 072L	*Intermediate Medical-Surgical Nursing Lab .....3.5
VN 073	*Basic Pharmacology .....2
VN 074	*Older Adult and Integumentary/ Orthopedic Nursing Problems .....2.5
VN 075	*Endocrine Nursing Problems .....1
VN 076	*Gastrointestinal and Renal Nursing Problems .....3.5
VN 077	*Cardiovascular & Respiratory Nursing Problems .....3 <b>19</b>

<b>SPRING SEMESTER</b>	<b>UNITS</b>
VN 081L	*Maternal and Pediatric Nursing Lab .....2.5
VN 082L	*Advanced Medical/Surgical Nursing Lab .....3.5
VN 083	*Applied Pharmacology .....2
VN 084	*Maternal & Pediatric Nursing .....4
VN 085	*Leadership & Supervision for Vocational Nursing .....5
VN 086	*Mental Health & Neurological Nursing Problems .....3
VN 087	*Cancer Nursing Problems .....1 <b>16.5</b>

**Total program units 62**

#### \*Prerequisite

*See Nursing Program Overview appendix pages - for Philosophy, Admissions Requirements and Admissions Procedures.*

# PHILOSOPHY

DIVISION OF BEHAVIORAL & SOCIAL SCIENCE

## ASSOCIATE OF ARTS DEGREE

The Associate of Arts Degree in Philosophy is designed to provide a broad introduction to philosophy for those interested in building a foundation for an eventual Bachelor's Degree in Philosophy from a four-year college or university, or for those seeking a structured exploration of philosophy for other reasons.

To acquire the **Associate of Arts Degree in Philosophy**, it is necessary to complete the graduation requirements of the College along with the following courses with a grade of "C" or better:

Required Courses	Units
PHIL 101 or PHIL 101H	Introduction to Philosophy.....3 * Honors
PHIL 112	Introduction to Logic.....3
PHIL 120	Introduction to Ethics.....3
PHIL 124	History of Philosophy: Ancient.....3
PHIL 126	History of Philosophy: Modern .....3

*Choose 3 units from the following*

PHIL 110	Critical Thinking .....
PHIL 128/ POLS 128	Introduction to Political Philosophy .....3
PHIL 135	Philosophy and Contemporary Issues.....3
PHIL 140	Philosophy of Religion .....

**Units Required 18**

*\*Prerequisite*

# PHOTOGRAPHY

DIVISION OF ARTS & CULTURAL PROGRAMS

## ASSOCIATE OF SCIENCE DEGREE

The Associate of Science Degree provides students preparing to transfer with a thorough technical knowledge of contemporary photographic equipment and applications. Students also become familiar with basic filmmaking and videography techniques including digital image capture and scanning as well as use of conventional materials. Students interested in photography as visual expression will also benefit.

Students planning to prepare for a four-year degree in Photography should consult the lower division requirements of the university to which they plan to transfer.

To acquire the **Associate of Science Degree in Photography**, it is necessary to complete the graduation requirements of the College along with the following courses:

Required Courses	Units
ART 105 or ART 105H*	Survey of Western Art: Prehistory through the Middle Ages.....3
ART 106 or	Survey of Western Art: Renaissance to Modern .....3
ART 106H	*Honors
ART 120	Two Dimensional Design.....3
ART 121	Three Dimensional Design .....
ART 130	Freehand Drawing I.....3
ART 178	Introduction to Digital Imaging <i>(Adobe Photoshop)</i> .....
PHTO 190	Beginning Photography .....
PHTO 191	*Intermediate Photography .....
PHTO 290	*Medium and Large Format Photography .....
PHTO 292	2 * Digital Photography.....3

**Units Required 29**

*\*Prerequisite*

# PHYSICS

DIVISION OF MATHEMATICS & SCIENCES

## ASSOCIATE IN SCIENCE IN PHYSICS FOR TRANSFER



### Associate Degree for Transfer

*A Degree with a Guarantee.* SM

#### Associate in Science in Physics for Transfer

The Associate in Science in Physics for Transfer (AS-T) degree is intended to meet the lower division requirements for Physics and Physics Education majors at a CSU campus that offers a Physics baccalaureate degree.

Physics will prepare those students interested in laying a foundation for further study and for a Bachelor's Degree in Physics and Physics Education. Since physics is the most basic of sciences, this degree will also satisfy the lower division requirements for a variety of baccalaureate degrees including, Engineering, Chemistry, Mathematics, and Computer Science.

**In addition to the courses listed below, the following additional requirements must be met for completion of the AS-T Degree in Physics:**

1. Completion of a minimum of 60 CSU-transferable semester units.
2. Achievement of a minimum GPA of at least 2.0 in all CSU-transferable coursework. (Some majors may require a higher GPA. Students should consult with a counselor for more information.)
3. Completion of the 24 semester units in the major with a grade of "C" or better or a "P" if the course is taken on a pass-no pass basis.
4. Certified completion of the California State University General Education-Breadth (CSU GE) pattern; OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.

Students are advised to check with the Counseling Department or Transfer Center for the courses accepted into the Physics major at the CSU where they seek transfer.

Required Courses	Units
PHY 211	*Physics for Scientists and Engineers – I.....
PHY 212	*Physics for Scientists and Engineers – II .....
PHY 213	*Physics for Scientists and Engineers – III.....
MATH 190 or MATH 190H	*Calculus I
MATH 191	*Calculus I Honors .....
MATH 250	*Calculus II .....
	*Calculus III.....
*Prerequisite	
Required Subtotal ..... 24	
CSU GE or IGETC Pattern ..... Varies	
Transferable Electives (as needed to reach 60 transferable units)	
<b>Degree Total 60</b>	

# POLICE ACADEMY

DIVISION OF PUBLIC SAFETY

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## CAREER CERTIFICATE

### *Basic Police Training (Open to all students)*

Several programs at Rio Hondo College are certified by the Commission of Peace Officer Standards and Training (POST). There are certain minimum physical requirements for peace officers as well as requirements of good moral character. Students may obtain more specific information about these requirements from the Administration of Justice staff.

At the Administration of Justice Regional Training Center, a modern and complete law enforcement training facility is maintained. The center is equipped to train in the use of firearms, obstacle course for physical training, and weight training apparatus and driver training exercises. The facility is equipped to train in other areas related to the field of law enforcement, security and corrections. If you are interested in attending the Rio Hondo Police Academy, there are information meetings being held on a monthly basis. Please call at (562) 463-7756.

Students who have previously earned a Basic POST Certificate or who are transferring to Rio Hondo College from another college as Administration of Justice majors must meet the college transfer requirements and complete at least six units of Administration of Justice courses at Rio Hondo College in addition to regular required courses to be eligible for graduation.

Required Courses	Units
PAC 040 or	*Basic Police Recruit Class .....24
PAC 075 B, C, and D	* Basic Police Recruit Classes (Level III-I).....22

*\*Prerequisite*

# POLITICAL SCIENCE

## DIVISION OF BEHAVIORAL & SOCIAL SCIENCES

### ASSOCIATE IN ARTS IN POLITICAL SCIENCE FOR TRANSFER



## Associate Degree for Transfer

*A Degree with a Guarantee.<sup>SM</sup>*

### Associate in Arts in Political Science for Transfer

The Associate in Arts in Political Science for Transfer Degree is intended to meet the lower division requirements for Political Science majors (or similar majors) at a CSU campus that offers a Political Science baccalaureate degree.

This degree will introduce students to the broad discipline of political science. It involves the study of political structures, processes and social conditions as they relate to political situations, policy formulation approaches, and intergovernmental relations. This program is particularly relevant for students interested in pursuing a Bachelor's Degree in Political Science from a California State University, or for those seeking a structured examination into political systems.

**In addition to the courses listed below, the following additional requirements must be met for completion of the AA-T Degree in Political Science:**

1. Completion of 60 CSU-transferable semester units.
2. Achievement of a minimum GPA of at least 2.0 in all CSU-transferable coursework. (Some majors may require a higher GPA. Students should consult with a counselor for more information.)
3. Completion of the 18-19 semester units in the major with a grade of "C" or better.
4. Certified completion of the California State University General Education-Breadth (CSU GE) pattern; OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.

Students are advised to check with the Counseling Department or Transfer Center for the courses accepted into the Political Science major at the CSU where they seek transfer.

#### Required Courses

#### Units

POLS 110 or POLS 110H	American Government *American Government Honors .....	3
<i>Choose at least nine units from the following list:</i>		
POLS 128/ PHIL 128	Introduction to Political Philosophy.....	3
POLS 130	Comparative Government .....	3
POLS 140	International Relations .....	3
MATH 130 or MATH 130H or	*Statistics *Statistics Honors .....	4
PSY 190	*Statistics for the Behavioral Sciences .....	4
<i>Choose six units from the following list:</i>		
ECON 101 or ECON 101H	*Principles of Macroeconomics Honors .....	3
ECON 102 or ECON 102H	*Principles of Microeconomics *Principles of Microeconomics Honors .....	3
ECON 106	Economics of Contemporary Issues .....	3
HIST 143 or HIST 143H	History of the United States to 1877 *History of the United States to 1877 Honors .....	3
HIST 144 or HIST 144H	History of the United States Since 1865 * History of the United States Since 1865 Honors .....	3
HIST 158	History of Minorities: African Americans and American Indians .....	3
HIST 159 or	History of Minorities: Mexican Americans, Asian Americans, and American Women	
HIST 159H	*History of Minorities: Mexican Americans, Asian Americans, and American Women Honors .....	3
HIST 170 POL 135/ ECON 135 POL 150/ CHST 150	Women in American History .....	3
International Political Economy .....		
Chicano Politics .....		
<i>* Prerequisite</i>		
Required Subtotal .....		18-19
CSU GE or IGETC Pattern .....		Varies
<i>Transferable Electives (as needed to reach 60 transferable units)</i>		
<b>Degree Total: 60 units</b>		

# PSYCHOLOGY

DIVISION OF BEHAVIORAL & SOCIAL SCIENCES

## ASSOCIATE IN ARTS IN PSYCHOLOGY FOR TRANSFER



### Associate Degree for Transfer

*A Degree with a Guarantee.<sup>SM</sup>*

#### *Associate in Arts in Psychology for Transfer*

The Associate in Arts in Psychology for Transfer (AA-T) Degree is intended to meet the lower division requirements for Psychology majors (or similar majors) at a CSU campus that offers a Psychology baccalaureate degree.

This degree is designed for students interested in an introduction to the field of psychology and for students looking to further their understanding of the biological, psychological and environmental influences that guide human behavior. These courses will provide students with a solid foundation in psychology that will serve them for either transferring or in the workplace.

**In addition to the courses listed below, the following additional requirements must be met for completion of the Associate in Arts in Psychology for Transfer Degree:**

1. Completion of 60 CSU-transferable semester units.
2. Achievement of a minimum GPA of at least 2.0 in all CSU-transferable coursework. (Some majors may require a higher GPA. Students should consult with a counselor for more information.)
3. Completion of the 19 semester units in the major with a grade of "C" or better.
4. Certified completion of the California State University General Education-Breadth (CSU GE) pattern; OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.

Students are advised to check with the Counseling Department or Transfer Center for the courses accepted into the Psychology major at the CSU where they seek transfer.

<b>Required Courses</b>		<b>Units</b>
PSY 101 or PSY 101H	Introductory Psychology *Introductory Psychology Honors .....	3
PSY 200	*Research Methods in Psychology .....	3
PSY 210 or PSY 210H	*Biological Psychology *Biological Psychology Honors .....	3
<i>(choose one statistics course)</i>		
MATH 130 or MATH 130H or PSY 190	*Statistics *Statistics Honors .....	4
	*Statistics for the Behavioral Science .....	4
<i>Choose one course from the following list:</i>		
PHIL 110 PSY 112 SOC 101 or SOC 101H	*Critical Thinking .....	3
	Lifespan Development .....	3
	Introduction to Sociology .....	3
	*Introduction to Sociology Honors .....	3
<i>Choose one course from the following list:</i>		
PHIL 101 or PHIL 101H	Introduction to Philosophy *Introduction to Philosophy Honors .....	3
PSY 114 PSY 170	Abnormal Psychology .....	3
	Introduction to Learning and Memory .....	3
PSY 180 SOC 102	Positive Psychology .....	3
	Social Problems .....	3
<i>* Prerequisite</i>		
Required Subtotal .....		19
CSU GE or IGETC Pattern .....		Varies
Transferable Electives (as needed to reach 60 transferable units)		
<b>Degree Total 60</b>		

# RETAIL MANAGEMENT

DIVISION OF BUSINESS

## CERTIFICATE OF ACHIEVEMENT

The Retail Management Certificate Program is a comprehensive program designed to prepare students for the fast-paced challenges that exist in the competitive retail industry. This broad program is also intended to help students develop a clear sense of the scope of the retail manager's job and an understanding of the basic requirements for success in the future.

To acquire the **Certificate of Achievement in Retail Management**, it is necessary to complete the following courses:

Required Courses	Units
ACCT 090	Introduction to Accounting .....3
CIT 102	Introduction to Microsoft Office .....3
MGMT 052	Business Mathematics .....3
MGMT 108	Business Writing .....3
MGMT 120	Human Relations in Business .....3
MGMT 146	Human Resources Management .....3
MGMT 150	Principles of Management .....3
MRKT 170	Elements of Marketing .....3
MRKT 175	Retail Management .....3
SPCH 101	Public Address .....3

**Units Required 30**

\*Prerequisite

# SMALL BUSINESS/ ENTREPRENEURIALISM

DIVISION OF BUSINESS

## ASSOCIATE OF SCIENCE DEGREE

This curriculum is designed for the student wishing to own their own business. Areas of emphasis will include management, marketing, and operations management for a small business. The student will gain a general core of knowledge about different types of small businesses: service businesses, international businesses, e-commerce businesses and business-to-business ventures through hands-on projects.

To acquire the **Associate of Science Degree in Small Business/Entrepreneurialism**, it is necessary to complete the graduation requirements of the College along with the following courses:

Required Courses	Units
ACCT 101	Financial Accounting .....4
BUSL 110	Legal Environment of Business .....3
CIT 101	Introduction to Information Systems .....3
CIT 155	Introduction to E-Commerce .....3
MGMT 101	Introduction to Business .....3
MGMT 108	Business Writing .....3
MGMT 130	Small Business Management- Entrepreneurship .....3
MRKT 170	Elements of Marketing .....3

**Units Required 25**

## CERTIFICATE OF ACHIEVEMENT

### *Small Business Entrepreneurialism*

This Certificate of Achievement is designed for the student wishing to own their own business. Areas of emphasis will include management, marketing, and operations management for a small business. The student will gain a general core of knowledge about different types of small businesses: service businesses, international businesses, e-commerce businesses and business-to-business ventures through hands-on projects.

To acquire the **Certificate of Achievement in Small Business/Entrepreneurialism**, it is necessary to complete the following courses:

Required Courses	Units
ACCT 101	Financial Accounting .....4
BUSL 110	Legal Environment of Business .....3
CIT 101	Introduction to Information Systems .....3
CIT 155	Introduction to E-Commerce .....3
MGMT 101	Introduction to Business .....3
MGMT 108	Business Writing .....3
MGMT 130	Small Business Management- Entrepreneurship .....3
MRKT 170	Elements of Marketing .....3

**Units Required 25**

# SOCIOLOGY

DIVISION OF BEHAVIORAL & SOCIAL SCIENCES

## ASSOCIATE IN ARTS IN SOCIOLOGY FOR TRANSFER



### Associate Degree for Transfer

A Degree with a Guarantee.<sup>SM</sup>

#### Associate in Arts in Sociology for Transfer

The Associate in Arts in Sociology for Transfer (AA-T) Degree is intended to meet the lower division requirements for Sociology majors (or similar majors) at a CSU campus that offers a Sociology baccalaureate degree.

This degree is designed to give foundational knowledge in the field of Sociology for students looking to transfer, or for those who desire a broad understanding of Sociology and the social world.

**In addition to the courses listed below, the following additional requirements must be met for completion of the Associate in Arts in Sociology for Transfer Degree:**

1. Completion of a minimum of 60 CSU-transferable semester units.
2. Achievement of a minimum GPA of at least 2.0 in all CSU-transferable coursework. (Some majors may require a higher GPA. Students should consult with a counselor for more information.)
3. Completion of the 18-20 semester units in the major with a grade of "C" or better.
4. Certified completion of the California State University General Education-Breadth (CSU GE) pattern; OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.

Students are advised to check with the Counseling Department or Transfer Center for the courses accepted into the Sociology major at the CSU where they seek transfer.

Required Courses	Units
SOC 101 or SOC 101H	Introduction to Sociology *Introduction to Sociology Honors .....3
<i>Any TWO courses from the following list:</i>	
SOC 102	Major Social Problems .....3
PSY 200	*Research Methods in Psychology .....3
MATH 130 or	*Statistics .....4
MATH 130H or	*Statistics Honors .....4
PSY 190	*Statistics for the Behavioral Sciences .....4
<i>Any TWO courses from the following list or not used above:</i>	
SOC 114	Marriage, Family and Intimate Relationships .....3
SOC 116	Introduction to Race and Ethnic Relations .....3
SOC 120	Perspectives of Sex and Gender .....3
<i>Any ONE course from the following list:</i>	
SOC 105	Introduction to Human Sexuality .....3
SOC 110/ ANTH 110	Human Sexuality from a Cross-Cultural Perspective .....3
<i>*Prerequisite</i>	
Required Subtotal	.....18-20
CSU GE or IGETC Pattern	Varies
Transferable Electives (as needed to reach 60 transferable units)	
<b>Degree Total 60</b>	

# SPANISH

DIVISION OF COMMUNICATIONS & LANGUAGES

## ASSOCIATE IN ARTS IN SPANISH FOR TRANSFER



### Associate Degree for Transfer *A Degree with a Guarantee.*<sup>SM</sup>

#### Associate in Arts in Spanish for Transfer

The Associate in Arts in Spanish for Transfer (AA-T) Degree is intended to meet the lower division requirements for Spanish majors (or similar majors) at a California State University that offers a Bachelor's Degree in Spanish.

This degree is designed for students interested in the field of the Spanish language and for students looking to further their understanding of the cultural and linguistic aspects of the language as they apply to the workplace. These courses will provide students with a solid foundation in Spanish language and culture that will be useful either for transferring or using in the workplace.

**In addition to the courses listed below, the following additional requirements must be met for completion of the AA-T Degree in Spanish:**

1. Completion of 60 CSU-transferable semester units.
2. Achievement of a minimum GPA of at least 2.0 in all CSU-transferable coursework. (Some majors may require a higher GPA. Students should consult with a counselor for more information.)
3. Completion of the 19 - 20 semester units in the major with a grade of "C" or better.
4. Certified completion of the California State University General Education-Breadth (CSU GE) pattern; OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.

Students are advised to check with the Counseling Department or Transfer Center for the courses accepted into the Spanish (or similar majors) at the CSU where they seek transfer.

Required Courses	Units
SPAN 101	Spanish I.....
SPAN 102	*Spanish II .....
SPAN 201 or 201H	*Spanish III.....
SPAN 202	*Spanish IV.....

<i>Choose at least one course (3-4 units) from the following list:</i>	
FR 101	French I.....
FR 102	*French II .....
FR 201	*French III.....
FR 202	*French IV.....
HIST 122	History of Mexico.....
HUM 125 or 125H	*Introduction to Mexican Culture/ Honors .....
HUM 130	Contemporary Mexican-American Culture .....
LIT 117 or 117H	*Mexican Literature in Translation/ Honors .....
LIT 149	Introduction to Chicano/Chicana Literature .....

*If a student is waived out of elementary level Spanish courses from the core, he/she may select courses not taken above or from the following list to meet the minimum 18 units required in the major (per Title 5 regulations):*

ART 104	Art of the Ancient Americas.....
ART 108	The Art of Mexico .....
ENGL 126	Languages of the World.....
MUS 129	Music in Latin American Culture.....
SPAN 130	Spanish for Heritage Speakers I.....
SPAN 131 3	*Spanish for Heritage Speakers II.....

*\*Prerequisite*

Required Subtotal ..... 19 - 20

CSU GE or IGETC Pattern ..... Varies  
Transferable Electives (as needed to reach 60 transferable units)

**Degree Total 60**

# STUDIO ART

DIVISION OF ARTS & CULTURAL PROGRAMS

## ASSOCIATE IN ARTS IN STUDIO ARTS FOR TRANSFER



### Associate Degree for Transfer

*A Degree with a Guarantee.<sup>SM</sup>*

#### Associate in Arts in Studio Arts for Transfer

The Associate in Arts in Studio Arts Transfer (AA-T) Degree is intended to meet the lower division requirements for Studio Arts majors (or similar majors) at a CSU campus that offers a Studio Arts baccalaureate degree.

Students who earn an AA-T in Studio Arts demonstrate knowledge and skill in areas including drawing, painting, ceramics, or photography. Foundational skills and knowledge of the studio arts are the springboard for an array of careers including professional artist, illustrator, layout artist, graphic designer, animator, advertising artist, art director, art critic, art educator, art therapist, gallery and museum curator, gallery assistant and art restorer. The CSU campuses offer a wide range of specialized bachelor's degrees, including each of the studio arts as well as art education, art history, photography, digital arts and multimedia, graphic design and arts technology.

**In addition to the courses listed below, the following additional requirements must be met for completion of the AA-T Degree in Studio Arts:**

1. Completion of 60 CSU-transferable semester units.
2. Achievement of a minimum GPA of at least 2.0 in all CSU-transferable coursework. (Some majors may require a higher GPA. Students should consult with a counselor for more information.)
3. Completion of the 24 semester units in the major with a grade of "C" or better.
4. Certified completion of the California State University General Education-Breadth (CSU GE) pattern; OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.

Students are advised to check with the Counseling Department or Transfer Center for the courses accepted into the Art major at the CSU where they seek transfer.

Required Courses	Units
ART 106 or ART 106H	Survey of Western Art: Renaissance to Modern .....3 *Survey of Western Art: Renaissance to Modern .....3
ART 120	Two Dimensional Design.....3
ART 121	Three Dimensional Design .....3
ART 130	Freehand Drawing I.....3
<i>Choose one course, 3 units, from the following list:</i>	
ART 105 or ART 105H	Survey of Western Art: Prehistory through the Middle Ages.....3 *Survey of Western Art: Prehistory through the Middle Ages.....3
ART 107	The Art of Asia .....3
ART 108	Art of Mexico .....3
<i>Choose three courses, 9 units, from the following list:</i>	
ART 131	*Freehand Drawing II.....3
ART 135	Beginning Painting .....3
ART 136	*Intermediate Painting .....3
ART 140	Ceramics I.....3
ART 141	*Ceramics II.....3
ART 150	*Beginning Printmaking.....3
ART 230	*Beginning Life Drawing .....3
ART 231	*Intermediate Life Drawing.....3
ART 235	*Advanced Painting I .....3
ART 236	*Advanced Painting II .....3
ART 242	*Advanced Ceramics .....3
PHTO 190	Beginning Photography .....3
<i>*Prerequisite</i>	
Required Subtotal	.....24
CSU GE or IGETC Pattern	Varies
Transferable Electives (as needed to reach 60 transferable units)	

**Degree Total 60**

# THEATRE ARTS

DIVISION OF ARTS & CULTURAL PROGRAMS

## ASSOCIATE IN ARTS IN THEATRE ARTS FOR TRANSFER



### Associate Degree for Transfer

*A Degree with a Guarantee.*™

#### Associate in Arts in Theatre Arts

The Associate in Arts in Theatre Arts is intended to meet the lower division requirements for Theatre Arts majors at a CSU campus that offers a Theatre Arts baccalaureate degree.

This degree is designed for students interested in a range of classes in the theatre arts. Students who earn an AA-T in Theatre Arts demonstrate knowledge and skill in areas including acting, theatre technology, dramaturgy, design (lights, set, costume, and/or make-up), theatre history, and play production. Foundational skills and knowledge of theatre is the springboard for an array of careers including professional actor, theatre critic, theatre director, playwright, set, costume, make-up or light designer, running crew and various film and television jobs.

**In addition to the courses listed below, the following additional requirements must be met for completion of the AA-T Degree in Theatre Arts:**

1. Completion of 60 CSU-transferable semester units.
2. Achievement of a minimum GPA of at least 2.0 in all CSU-transferable coursework. (Some majors may require a higher GPA. Students should consult with a counselor for more information.)
3. Completion of the 18 semester units in the major with a grade of "C" or better.
4. Certified completion of the California State University General Education- Breadth (CSU GE) pattern; OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.

Students are advised to check with the Counseling Department or Transfer Center for the courses accepted into the Theatre Arts major at the CSU where they seek transfer.

<b>Required Courses</b>	<b>Units</b>
THTR 101 or THTR 105 or THTR 105H	Theatre Arts Appreciation ..... 3
THTR 110 THTR 159 or	The History & Development of the Theatre (or *Honors) ..... 3
THTR 170	Principles of Acting ..... 3
	Stage Crew Activity (must be taken for 3 units) ..... 3
	Theatre Rehearsal and Performance ..... 3
<i>Choose 3 classes totaling 9 units from the following list:</i>	
THTR 111	*Principles of Acting ..... 3
THTR 150	Theatre Crafts I ..... 3
THTR 153	Stage Lighting ..... 3
THTR 174	Introduction to Stage Costume ..... 3
<i>If not used in Required Core:</i>	
THTR 159 or	Stage Crew Activity (must be taken for 3 units) ..... 3
THTR 170	Rehearsal and Performance ..... 3
<i>*Prerequisite</i>	
Required Subtotal ..... 18	
CSU GE or IGETC Pattern ..... Varies	
Transferable Electives (as needed to reach 60 transferable units)	
<b>Degree Total 60</b>	

# THEATRE ARTS

DIVISION OF ARTS & CULTURAL PROGRAMS

## ASSOCIATE OF SCIENCE DEGREE

To acquire the **Associate of Science Degree in Theatre Arts**, it is necessary to complete the graduation requirements of the College along with the following courses:

Required Courses	Units
THTR 101	Theatre Arts Appreciation .....3
THTR 105 or THTR 105H	History & Development of the Theatre (or *Honors) .....3
THTR 110	Principles of Acting.....3
THTR 111	*Principles of Acting .....3

THTR 150	Theatre Crafts I.....3
THTR 151	*Theatre Crafts II .....3
THTR 170	Theatre Rehearsal & Performance .....3
THTR 230	*Principles of Directing .....3
THTR 231	*Principles of Directing .....3

**Units Required 27**

*\*Prerequisite*

# WELDING TECHNOLOGY

DIVISION OF CAREER & TECHNICAL EDUCATION

## ASSOCIATE OF SCIENCE DEGREE

To acquire the **Associate of Science Degree in Welding Technology**, it is necessary to complete the graduation requirements of the College along with the following courses:

Required Courses	Units
TCED 060	Elementary Metallurgy .....2
WELD 040	Introduction to Welding Processes.....2
WELD 045	Introduction to Electric Arc Welding .....2
WELD 050	Semi-Automatic Welding Processes.....2
WELD 055	*Electric Arc Welding.....4
WELD 060	Production Welding Techniques.....4
WELD 065	*Inert Gas Welding.....4
WELD 070	*Advanced Inert Gas Welding.....4

*Select one course from the following:*

TCED 090	Blueprint Reading for Manufacturing Drawing .....2
WELD 075	*Certification Welding .....2

**Units Required 26**

*\* Prerequisite*

## CERTIFICATE OF ACHIEVEMENT

### *Welding Technology*

To acquire the **Certificate of Achievement in Welding Technology**, it is necessary to complete the following courses:

Required Courses	Units
WELD 040	Introduction to Welding Processes.....2
WELD 045	Introduction to Electric Arc Welding .....2
WELD 050	Semi-Automatic Welding Processes.....2
WELD 055	*Electric Arc Welding.....4
WELD 060	Electric Arc Welding .....4
WELD 065	*Inert Gas Welding.....4
WELD 070	*Advanced Inert Gas Welding .....4

*Select one course from the following:*

TCED 090	Blueprint Reading for Manufacturing Drawing .....2
WELD 075	*Certification Welding .....2

**Units Required 24**

*\* Prerequisite*

# WILDLAND FIRE TECHNOLOGY

## DIVISION OF PUBLIC SAFETY

### ASSOCIATE OF SCIENCE DEGREE

This Degree program will provide the student with training in hand crew formation, fire line construction, and the use of wild land equipment. The behavior of fires, protective clothing, and wildland fire tools will also be addressed. The Wildland Fire Technology Associate Degree program is for those students who desire to gain an understanding of Wildland fire investigation, fire prevention and support operations. This program also meets the requirements for the U.S. Forest Service to be hired as an entry-level Wildland firefighter. This degree program will also aid currently employed municipal firefighters with the learning domains and knowledge base to respond to and mitigate a Wildland conflagration.

To acquire the **Associate of Science Degree in Wildland Fire Technology**, it is necessary to complete the graduation requirements of the College along with the following courses:

<b>Required Courses</b>	<b>Units</b>
WFT 077	Wildland Fire Academy .....13
WFT 101	Wildland Fire Behavior .....3
WFT 102	Wildland Fire Fighter Safety and Survival.....3
WFT 103	Wildland Fire Operations (Ground, Air).....3
WFT 104	Wildland Fire Public Information Officer, Prevention, and Investigation .....3
WFT 105	Wildland Fire Logistics, Finance, and Planning.....3

*Plus a minimum of 6 units selected from the following:*

EMT 093	*Emergency Medical Technician.....8
FTEC 044	Physical Fitness and Ability for the Fire Fighter .....3
FTEC 107	Hazardous Materials I.....3
FTEC 108	*Hazardous Materials II .....3
FTEC 121	Emergency Response.....3

**Units Required 34**

*\* Prerequisite*

### CERTIFICATE OF ACHIEVEMENT

#### *Wildland Fire Technology*

The Certificate of Achievement in Wildland Fire Technology offers the required courses and learning domains for students to apply for employment with wildland firefighting agencies such as the United States Forest Service; California Department of Forestry; United States Department of the Interior, Bureau of Land Management; National Park Service, as well as municipal fire departments.

To acquire the **Certificate of Achievement in Wildland Fire Technology**, it is necessary to complete the following courses:

<b>Required Courses</b>	<b>Units</b>
WFT 077	Wildland Fire Academy .....13
WFT 101	Wildland Fire Behavior .....3
WFT 102	Wildland Fire Fighter Safety and Survival .....3
WFT 103	Wildland Fire Operations (Ground, Air) .....3
WFT 104	Wildland Fire Public Information Officer, Prevention, and Investigation .....3
WFT 105	Wildland Fire Logistics, Finance, and Planning .....3

*Plus a minimum of 6 units selected from the following:*

EMT 093	*Emergency Medical Technician.....8
FTEC 044	Physical Fitness and Ability for the Fire Fighter .....3
FTEC 107	Hazardous Materials I.....3
FTEC 108	*Hazardous Materials II .....3
FTEC 121	Emergency Response.....3

**Units Required 34**

# 10 Student Learning Outcomes

## Degree, Certificate and General Education

### Student Learning Outcomes (SLOs) – Degree & Certificate

Degree and Certificate Student Learning Outcomes (SLOs) represent the knowledge, skills, and/or abilities that students should be able to demonstrate upon completion of a degree or certificate program.

### Arts & Cultural Programs Division

#### ANIMATION – AS DEGREE

- Successful students will be able to develop and communicate a concept design that is original and engaging by using both digital and traditional methods such as quick sketching, perspective drawing and digital sculpture.
- Successful students will exhibit a knowledge and understanding of the principals of animation by animating digital character or man-made object.
- Successful students will competently create a project appropriate for a portfolio in the entertainment industry by using the latest digital visualization tools and given a concept design describing an environment, character or man-made object.

#### ART – AA DEGREE

- Students will describe and discuss the fundamental or “formal properties” of art: line, positive/negative space, shade/tone, texture, color, etc.
- Students will be able to identify, analyze, and evaluate basic techniques of “process” in a variety of media: drawing, painting, sculpture, printmaking, computer graphics, photography, ceramics, etc.
- Students will be able to produce carefully considered art works to final completion thereby demonstrating their “practice” of art.

#### ART HISTORY – AA-T DEGREE

- Express an understanding of the roles and functions of art in society.
- Discuss works of art representative of diverse cultures and regions within a historical and social context.

- Explain how works of art communicate visual meaning.
- Describe the principles and formal elements of visual art.
- Apply historical art terminology and methodology in analyzing and interpreting works of art.

#### COMMERCIAL ART – AS DEGREE

- Given a specific subject matter, students will use the professional design software to produce creative design solutions appropriate for commercial printing or other commercial uses, as well as print and present a portfolio.

#### MUSIC – AA DEGREE

- All Rio Hondo music majors will be able to identify the major musical forms and the manner in which these forms define the style characteristics of the major musical periods: Baroque, Classical, Romantic, and Contemporary eras.
- Students will be able to identify and construct Major and the three forms of Minor scales in all 12 keys.
- All Music majors will be able to analyze a given four-part choral.

#### PHOTOGRAPHY – AS DEGREE

- Students create photographs that demonstrate effective control of aperture, shutter speed, and exposure.
- Given a specific thematic assignment, students create photographic images that demonstrate a working understanding of principles of photographic composition and framing.

#### THEATER ARTS – AS DEGREE

- All Rio Hondo College Theatre Arts majors will be able to identify the difference between comedy and drama according to Aristotle's six elements of drama. Students will be able to identify plot, character, theme, music, diction, and spectacle.

## **Behavioral & Social Science Division**

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### **CHICANO STUDIES – AA DEGREE**

- A student who successfully completes the AA Degree requirements for Chicano/a Studies should be able to (1) define and explain the basic terms and concepts with the field of Chicano/a Studies and (2) identify and analyze at minimum two contemporary issues affecting the Chicano/Latino community.

### **CHILD DEVELOPMENT – AS DEGREE**

- Students will explain and demonstrate the principles of developmentally appropriate practice while planning for and interacting with children in the early childhood classroom.

### **CHILD DEVELOPMENT – CERTIFICATE**

- Students will explain and demonstrate the principles of developmentally appropriate practice while planning for and interacting with children in the early childhood classroom.

### **DRUG STUDIES – AS DEGREE**

- Upon completion of the Drug Studies degree, students will demonstrate an understanding of concepts, theories, and techniques that are foundational to the practice of addiction treatment.
- Upon completion of the Drug Studies degree, students will demonstrate an understanding of assessment methods, treatment planning, and case management.
- Upon completion of the Drug Studies degree, students will demonstrate an understanding of recovery-oriented behavior in addiction treatment management.
- Upon completion of the Drug Studies degree, students will demonstrate an understanding of ethical practices in addiction treatment.

### **DRUG STUDIES – CERTIFICATE**

- Upon completion of the Drug Studies certificate, students will demonstrate an understanding of concepts, theories, and techniques that are foundational to the practice of addiction treatment.
- Upon completion of the Drug Studies certificate, students will demonstrate an understanding of assessment methods, treatment planning and case management.

- Upon completion of the Drug Studies certificate, students will demonstrate an understanding of recovery-oriented behavior in addiction treatment management.

- Upon completion of the Drug Studies certificate, students will demonstrate an understanding of ethical practices in addiction treatment.

### **GENERAL STUDIES: SOCIAL BEHAVIOR & SELF-DEVELOPMENT – AA DEGREE**

- Students should have the ability to think critically in order to understand social issues

### **GENERAL STUDIES: SOCIAL SCIENCES –AA DEGREE**

- Students should have the ability to think critically in order to understand social issues.
- Students will recognize verbally or in writing the basic vocabulary and concepts of at least one social or behavioral science discipline.

### **HISTORY – AA-T DEGREE**

- Students will demonstrate command of historical chronology and basic literacy of key events associated with the study of the past.
- Students will accurately identify historical sources and then apply appropriate historical methods to explain what the source reveals about its historical context.
- Students will accurately describe, compare, and evaluate historical interpretations (secondary sources), analyzing them for their relative quality, accuracy, and persuasiveness.

### **PHILOSOPHY – AA Degree**

- Given prior instruction on a topic of philosophical interest, the student will demonstrate the ability to formulate and defend a philosophical position by clearly articulating a thesis statement and providing supporting points.
- The student will demonstrate an ability to read and comprehend philosophical texts by accurately identifying the main point and some key supporting points.
- The student will demonstrate proficiency with the main terms, concepts, and definitions that pertain to the different branches of philosophy.

- The student will develop a critical understanding of the work of central thinkers in the Western philosophical tradition and demonstrate this understanding by means of a competent paraphrase of their main ideas.
- The student will demonstrate an ability to defend a philosophical position or argument.
- The student will demonstrate the ability to evaluate the validity of a deductive argument.
- The student will demonstrate the ability to evaluate the strength of an inductive argument.

#### PRESCHOOL TEACHER – CERTIFICATE

- Students will explain and demonstrate the principles of developmentally appropriate practice while planning for and interacting with children in the early childhood classroom.

#### PSYCHOLOGY – AA-T DEGREE

- Given research findings and theories in psychology, students will describe and/or evaluate the role that both genetics and environment play in different behaviors.
- Students will compare and contrast the experimental method to other types of inquiry.
- Students will identify the important historical figures in psychology and explain their key contributions to the field.

#### SOCIOLOGY – AA-T DEGREE

- Upon completion of the Associate of Arts degree in Sociology for Transfer, the student should understand the foundations of Sociology as a discipline.
- Upon completion of the Associate of Arts degree in Sociology for Transfer, the student should have a broad understanding of society and social behavior.
- Upon completion of the Associate of Arts degree in Sociology for Transfer, students should be able to understand the importance of social and historical contexts.
- Upon completion of the Associate of Arts degree in Sociology for Transfer, students should have the ability to demonstrate basic social analysis skills.

## Business Division

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#### ACCOUNTING – A.S. DEGREE

- Students are able to demonstrate an understanding of basic accounting principles and procedures, as well as the role of accounting and bookkeeping within various business organizations.
- Students are able to apply critical thinking skills derived from knowledge of accounting theory, to financial analysis and management decision-making.
- Students are able to recognize and understand the importance of ethics and social responsibility in the accounting profession.
- Students are able to analyze, process, and report financial information in accordance with Generally accepted accounting principles within established normal and computerized protocols.
- Students are able to relate material from completed courses to their current and future professional needs, even if these needs fall into a different discipline.

#### ACCOUNTING – CERTIFICATE

- Students are able to demonstrate an understanding of basic accounting principles and procedures, as well as the role of accounting and bookkeeping within various business organizations.
- Students are able to apply critical thinking skills derived from knowledge of accounting theory, to financial analysis and management decision-making.
- Students are able to recognize and understand the importance of ethics and social responsibility in the accounting profession.
- Students are able to analyze, process, and report financial information in accordance with generally accepted Accounting Principles within established normal and computerized protocols.

#### BUSINESS ADMINISTRATION – AA DEGREE

- Evaluate the use of financial budgeting concepts to make sound decisions in managing business finances through the preparation of financial statements, recording and posting journal entries, and transforming data into information.
- Demonstrate an understanding of economic principles by differentiating between micro and macro economies, explaining supply and demand, and applying economic principles to make business decisions.

- Use statistical and mathematical expressions to make general statements about populations of customers and make numeric business decisions.

#### **COMPUTER INFORMATION TECHNOLOGY: COMPUTER SYSTEMS – AS DEGREE**

- Students will demonstrate basic computer literacy including input/output devices and MS Office Suite of applications.
- Students will be able to apply critical thinking and problem-solving skills required by employers and four-year universities in the computer information systems field.
- Students will be able to analyze a problem as well as identify and define the computing requirements appropriate to its solution.
- Students will be able to design and write usable effective computer programs that can be integrated into the user environment using modern high-level languages.
- Students will be able to communicate effectively and efficiently with clients, users, and peers using both verbal and written communication tools.
- Students will be able to demonstrate a working knowledge of computer hardware, operating systems, and application software.
- Students will be able to identify the tasks of systems analysis and database design and use current technology necessary for computing practice.

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- Students will be able to identify the tasks of systems analysis and database design and use current technology necessary for computing practice.

#### **COMPUTER INFORMATION TECHNOLOGY: MICROCOMPUTER SPECIALIST – AS DEGREE**

- Students will demonstrate basic computer literacy including input/output devices and MS Office Suite of applications.
- Students will demonstrate advanced knowledge of spreadsheet and word processing applications as utilized in the business environment.
- Student will be able to apply critical thinking and problem solving skills required by employers and four year universities in a professional office environment.

#### **COMPUTER INFORMATION TECHNOLOGY: MICROCOMPUTER SPECIALIST – CERTIFICATE**

- Demonstrate basic computer literacy including input/output devices and MS Office Suite of applications.
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- Students will be able to apply critical thinking and problem-solving skills required by employers and four-year universities in a professional office environment.

#### **INTERNATIONAL BUSINESS – AS DEGREE & CERTIFICATE**

- Students will strengthen their skills to present a thorough review of the potential benefits, costs, and risks of doing business abroad and how the political, economic, and legal systems of countries vary.
- Students must be able to analyze management ethical issues and cultural sensitivities in the global business.
- Students are able to apply integrated marketing strategies with customers, partners, and regulators in the global marketplace.
- Students are able to describe international trade processes and the functions of the foreign exchange market.

**LOGISTICS MANAGEMENT- AS DEGREE**

- After completing the courses in this degree, the student should know the role and historical development of supply chain management and integrated logistics functions.
- The student should know the relationship between operations, warehousing, distribution centers, and materials management.
- The student should know the importance of sound inventory management principles.
- The student should be able to contribute to process improvement projects.

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- The student should know the importance of sound inventory management principles.
- The student should be able to contribute to process improvement projects.

**MANAGEMENT & SUPERVISION – AS DEGREE**

- Students are able to identify the concepts of organizational design and behavior of organizations at the supervisory level.
- Students are able to describe how technology and globalization affect the supervisor's job.
- Students are able to describe the term "360-degree appraisal" and apply the appropriate methods of motivation in an organizational setting.
- Students are able to explain the effect of workforce diversity on motivating employees.

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- Students are able to explain the effect of workforce diversity on motivating employees.

**BUSINESS MARKETING – AS DEGREE & CERTIFICATE**

- Analyze a business situation by conducting a SWOT analysis (strengths, weaknesses, opportunities and threats) and utilize the outcomes to make business decisions.
- Create a marketing plan that explains the marketing mix and defines the appropriate target market.
- Given a business marketing situation, identify the most profitable segments of the market, define the logical target market, and describe how the business or product will be positioned.

**RETAIL MANAGEMENT – CERTIFICATE**

- Students will explain the challenges and opportunities of managing a diverse workforce in a retail environment through their understanding of leadership and management models, motivation and reward theory, and conflict resolution techniques.
- Students will demonstrate their knowledge of financial management and budgeting by applying basic math skills to calculate retail math equations, making business decisions using these calculations, and to preparing pro-forma financial statements.
- Students will demonstrate proper communication and critical thinking skills through written and oral assignments. Skill sets demonstrated will include document editing, preparation of business reports, and proper use of the communication process.

**SMALL BUSINESS/ENTREPRENEURIALISM – AS DEGREE**

- Students should develop an effective business plan by using guerrilla marketing strategies and basic financial statements.
- Students must be able to distinguish between the debt vs. equity finance options.
- Students will be able to explain the essential importance of cash flow planning for small business operations.
- Students are able to use break-even analysis to evaluate marketing plan.

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## **Career & Technical Education Division**

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### **ALTERNATIVE ENERGY TECHNOLOGY – AS DEGREE**

- The skills developed during classes will enhance the student's ability to complete the North American Board of Certified Energy Practitioners (NABCEP) and to become a specialist in the Solar Photovoltaic industry.
- The Degree is designed to prepare an individual for transfer and/or entry-level employment as an Alternative Energy Technician within the renewable energy/green technology field.
- Upon completion of this program, an individual will have the knowledge and skills necessary to install residential and commercial solar and wind power systems.
- The individual will know and understand Green Building Design principles and also have the skills to successfully perform residential and commercial/industrial energy audits.

### **ALTERNATIVE ENERGY TECHNOLOGY – CERTIFICATE**

- The skills developed during classes will enhance the student's ability to complete the (NABCEP) North American Board of Certified Energy Practitioners and to become a specialist in the Solar Photovoltaic industry.

- The Certificate is designed to prepare an individual for entry-level employment as an Alternative Energy Technician within the renewable energy/green technology field.

- Upon completion of this program, an individual will have the knowledge and skills necessary to install residential and commercial solar and wind power systems.

### **ALTERNATIVE FUELS AND ADVANCED TRANSPORTATION TECHNOLOGY – AS DEGREE**

- Students will be able to access legal rules and regulations from a variety of resources (state and federal) providing the opportunity to acquire the knowledge and hand skills demanded of modern transportation specialists.
- Upon successful completion of this course, students will be able to describe and demonstrate simulated on-the-job conditions regarding the congressional nine alternative fuel sources.
- Upon successful completion of this course, students who complete the career path cartographically examine and assemble information for a target audience of who would use the Alternative Fuel types.
- Regardless of career path (Private, Government or Fleet) the Alternative Fuels A.S Degree or COA student obtains transferable credit to a university and points towards qualifying as a certified CSA Fuel Tank Inspector.
- Upon successful completion of this course, students will be able to pass the safety requirements with complete knowledge of NFPA, CSA, CGA 6.4, and OSHA standards.

### **ALTERNATIVE FUELS AND ADVANCED TRANSPORTATION TECHNOLOGY – CERTIFICATE**

- Upon successful completion of this course, students who complete the career path cartographically examine and assemble information for a target audience who would use the Alternative Fuel types.
- Regardless of career path (Private, Government or Fleet) the Alternative Fuels A.S Degree or COA student obtains transferable credit to a university and points towards qualifying as a certified CSA Fuel Tank Inspector.
- Upon successful completion of this course, students are capable of describing applications in all nine Alternative Fuel areas (Compressed, Liquid, generated electrical and Bio diesel).

- Students will be able to access legal rules and regulations from a variety of resources (state and federal) providing the opportunity to acquire the knowledge and hand skills demanded of modern transportation specialists.
- Upon successful completion of this course, students will be able to pass the safety requirements with complete knowledge of NFPA, CSA, CGA 6.4, and OSHA standards.

#### **ARCHITECTURAL DESIGN & DRAWING – AS DEGREE**

- Given various visual communication technologies, such as traditional drafting, CADD, and BIM (Building Information Modeling) with industry standards such as AIA and AEC (Architectural, Engineering and Construction), Graphic Standards and the Building Code, successful students will be able to effectively communicate graphically and understand and interpret design concepts and criteria for various disciplines related to the AEC industry.
- Upon completion of the program, successful students are prepared for industry employment and advancement within a variety of related AEC professions.
- Further, students are prepared to transfer to advanced fields of study in related occupations.

#### **ARCHITECTURAL DESIGN AND DRAWING TECHNICIAN – CERTIFICATE**

- Given various visual communication technologies, such as traditional drafting, CADD, and BIM (Building Information Modeling) with industry standards such as AIA and AEC (Architectural, Engineering and Construction), Graphic Standards and the Building Code, successful students will be able to effectively communicate graphically and understand and interpret design concepts and criteria for various disciplines related to the AEC industry.
- Upon completion of the certificate, successful students are prepared for industry employment and advancement within a variety of related AEC professions.

#### **ARCHITECTURE – AS DEGREE**

- Given various visual communication technologies, such as traditional drafting, sketching, CADD, BIM (Building Information Modeling) perspective drawing and three-dimensional model development, with industry standards such as AIA and AEC (Architectural, Engineering and Construction), Graphic Standards and the Building Code, successful students will be able to effectively understand, communicate and interpret design concepts and criteria for various disciplines related to the AEC industry.

- Upon completion of the program, successful students are prepared to transfer to advanced fields of study in architecture-related occupations.

#### **HEAVY EQUIPMENT TECHNOLOGY – AS DEGREE**

- While obtaining and earning the degree, the student will be able to work safely and identify safety and health hazards in a heavy equipment service and repair facility.
- While obtaining and earning the degree, the student will be able to communicate effectively, both verbally and through the written word, in a heavy equipment service and repair environment.
- While obtaining and earning the degree, the student will be able to properly use and care for heavy equipment service and repair tools and equipment.
- While obtaining and earning the degree, the student will be able to research, read, and use heavy equipment service and repair literature, both in print and in electronic format.
- While obtaining and earning the degree, the student will be able to identify, analyze, and evaluate general heavy equipment service and repair issues to determine concern, cause, and correction.

#### **HEAVY EQUIPMENT SERVICE TECHNICIAN SPECIALIST – CERTIFICATE**

- While obtaining and earning the Certificate of Achievement, the student will be able to work safely and identify safety and health hazards in a heavy equipment service and repair facility.
- While obtaining and earning the Certificate of Achievement, the student will be able to communicate effectively, both verbally and through the written word, in a heavy equipment service and repair environment.
- While obtaining and earning the Certificate of Achievement, the student will be able to properly use and care for heavy equipment service and repair tools and equipment.
- While obtaining and earning the Certificate of Achievement, the student will be able to research, read, and use heavy equipment service and repair literature, both in print and in electronic format.
- While obtaining and earning the Certificate of Achievement, the student will be able to identify, analyze, and evaluate general heavy equipment service and repair issues to determine concern, cause, and correction.

#### **AUTOMOTIVE TECHNOLOGY – AS DEGREE**

- While obtaining and earning the degree, the student will be able to work safely and identify safety and health hazards in an automotive service and repair facility.
- While obtaining and earning the degree, the student will be able to communicate effectively, both verbally and through the written word, in an automotive service and repair environment.
- While obtaining and earning the degree, the student will be able to properly use and care for automotive service and repair tools and equipment.
- While obtaining and earning the degree, the student will be able to research, read, and use automotive service and repair literature, both in print and in electronic format.
- While obtaining and earning the degree, the student will be able to identify, analyze, and evaluate specific automotive service and repair issues to determine concern, cause, and correction.

#### **GENERAL SERVICE TECHNICIAN – CERTIFICATE**

- While obtaining and earning the Certificate of Achievement, the student will be able to work safely and identify safety and health hazards in an automotive service and repair facility.
- While obtaining and earning the Certificate of Achievement, the student will be able to communicate effectively, both verbally and through the written word, in an automotive service and repair environment.
- While obtaining and earning the Certificate of Achievement, the student will be able to properly use and care for automotive service and repair tools and equipment.
- While obtaining and earning the Certificate of Achievement, the student will be able to research, read, and use automotive service and repair literature, both in print and in electronic format.
- While obtaining and earning the Certificate of Achievement, the student will be able to identify, analyze, and evaluate general automotive service and repair issues to determine concern, cause, and correction.

#### **CIVIL DESIGN & DRAWING – CERTIFICATE**

- Given various visual communication technologies, such as traditional drafting and CADD, with industry standards, such as AEC Graphic Standards, successful students will be able to effectively communicate, understand and interpret design concepts and criteria for the civil engineering field.

- Upon completion of the program, successful students are prepared for industry employment and advancement within a variety of related professions, such as civil engineering, construction engineering, structural engineering, transportation engineering, and geotechnical engineering.

#### **CIVIL DESIGN TECHNOLOGY – AS DEGREE**

- Given various visual communication technologies, such as traditional drafting and CADD, with industry standards, such as AEC Graphic Standards, successful students will be able to effectively communicate, understand and interpret design concepts and criteria for the civil engineering field.
- Upon completion of the program, successful students are prepared for industry employment and advancement within a variety of related professions, such as civil engineering, construction engineering, structural engineering, transportation engineering, and geotechnical engineering.
- Further, students are prepared to transfer to advanced fields of study in related occupations.

#### **CIVIL DESIGN TECHNOLOGY – CERTIFICATE**

- Given various visual communication technologies, such as traditional drafting and CADD, with industry standards, such as AEC Graphic Standards, successful students will be able to effectively communicate, understand and interpret design concepts and criteria for the civil engineering field.
- Upon completion of the program, successful students are prepared for industry employment and advancement within a variety of related professions, such as civil engineering, construction engineering, structural engineering, transportation engineering, and geotechnical engineering.

#### **ELECTRONIC TECHNOLOGY, AS DEGREE**

- The knowledge and skills developed during classes will enhance the student's ability to become a specialist in the applied electronics industry.
- A student will be prepared for transfer and/or entry-level employment as an Electronics Technician.

#### **ELECTRONIC TECHNOLOGY – CERTIFICATE**

- The students training in theory and practical skills will demonstrate the necessary for preparation as an Electronics Technician.
- The student will acquire the knowledge and hands-on skills that is demanded of modern Electronics Technicians.

- Upon completion of this program an individual will have the knowledge and skills necessary to gain entry-level employment in the applied electronics industry.

### **ENGINEERING DESIGN DRAFTING TECHNICIAN – CERTIFICATE**

- Given various visual communication technologies, such as traditional drafting and CADD, with industry standards such as ANSI / ASME and ISO, successful students will be able to effectively communicate, understand and interpret design concepts and criteria for industries that design, engineer and manufacture products.
- Upon completion of the program, successful students are prepared for industry employment and advancement within a variety of related professions.

### **ENGINEERING DESIGN DRAFTING – AS DEGREE**

- Given various visual communication technologies, such as traditional drafting and CADD, with industry standards such as ANSI / ASME and ISO, successful students will be able to effectively communicate, understand and interpret design concepts and criteria for industries that design, engineer and manufacture products.
- Upon completion of the program, successful students are prepared for industry employment and advancement within a variety of related professions.
- Further, students are prepared to transfer to advanced fields of study in related occupations.

### **GEOGRAPHIC INFORMATION SYSTEM – CERTIFICATE**

- Student can describe and discuss the applications of geographic information systems (GIS) in their respective field. Student can use GIS to analyze and uncover spatial patterns and trends, to model environmental conditions and to predict future scenarios, such as post-fire conditions or to model suitable locations for a new housing or wind farm development.
- Student can evaluate relevance of information for GIS project and contribute new data from variety of sources, including Global Positioning Systems (GPS).
- Student can cartographically examine and assemble information for a target audience.

### **HONDA PROFESSIONAL CAREER TRAINING PROGRAM SPECIALIZATION (PACT) – AS DEGREE**

- The skills developed during classes will enhance the student's ability to complete the (ASE) Automotive Service Excellence Certification Tests A-1 through A-8, Automotive Technician and to become a specialist for Honda/Acura vehicles.

- The Degree is designed to prepare an individual for transfer and/or entry-level employment as an Automotive Technician within a Honda/ Acura Dealer.

### **SURVEYING, MAPPING & DRAWING – CERTIFICATE**

- Given instruction in both the theory and practice of land surveying, as well as instruction in various visual communication technologies, such as traditional drafting and CADD, with industry standards, successful students will be able to effectively collect, develop, map, communicate, understand and interpret geospatial data.
- Upon completion of the program, successful students are prepared for industry employment and advancement within a variety of related professions, such as land surveyor, civil engineering, construction engineering, transportation engineering, and geotechnical engineering.

### **WELDING TECHNOLOGY – CERTIFICATE**

- While obtaining and earning the Certificate of Achievement, the student will be able to work safely and identify safety and health hazards in the workplace.
- While obtaining and earning the Certificate of Achievement, the student will be able to communicate effectively, both verbally and through the written word, in a welding environment.
- While obtaining and earning the Certificate of Achievement, the student will be able to properly use, operate, and care for welding materials, tools, and equipment.
- While obtaining and earning the Certificate of Achievement, the student will be able to research, read, and use welding material build sheets, blueprints, and other welding-related literature, both in print and in electronic format.
- While obtaining and earning the Certificate of Achievement, the student will be able to identify, analyze, evaluate, and demonstrate different welding operations and processes.

## **Communications & Languages Division**

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### **COMMUNICATION STUDIES – AA-T DEGREE**

- Upon successful completion of this degree, students will have an understanding of conflict management strategies in an interpersonal relationship context.
- Upon successful completion of this degree, students will have an understanding of conflict management strategies in an interpersonal relationship context.

- Upon successful completion of this degree, students will have the ability to deliver a coherent speech inclusive of a distinctive introduction, body, and conclusion, as well as 2-3 substantive main points within the body and appropriate transitions.
- Upon successful completion of this degree, students should be able to control/manage their verbal and nonverbal communication to enhance the audience's understanding and appreciation of the speech message appropriate to the specific audience.
- Upon successful completion of this degree, students should have the ability to argue in favor of a thesis with a supportive example and refute an opposing position with an accompanying example.
- Upon successful completion of this degree, students should have the ability to think critically in order to understand a debate position, including the debator's reasoning.

#### **ENGLISH & LITERATURE – AA DEGREE**

- Upon successful completion of this degree, the student will be able to formulate an argument and support it with relevant evidence.
- Upon successful completion of this degree, the student will be able to communicate ideas in an organized, logical manner.
- Upon successful completion of this degree, the student will be able to incorporate quoted or paraphrased material from credible outside sources.
- Upon successful completion of this degree, the student will be able to document sources using a designated citation format.
- Upon successful completion of this degree, the student will be able to identify the work of significant writers, literary works, and cultural movements from a variety of diverse communities.
- Upon successful completion of this degree, the student will be able to interpret a selection in light of the significant social and historical factors that inform the text.
- Upon successful completion of this degree, the student will be able to explicate a selection using rhetorical textual analysis.
- Upon successful completion of this degree, the student will be able to apply standard English grammar and mechanics in both written and oral communication.

#### **MASS COMMUNICATIONS: MASS MEDIA – AS DEGREE**

- Upon successful completion of this degree, the student will be able to understand the evolution of Mass Media in books, magazines, television, newspapers, radio, motion pictures, the internet, blogs, twitter, cell phones, and computer use in the world today.
- Upon successful completion of this degree, the student will be able to write a news story that demonstrates effective interviewing and note-taking techniques.
- Upon successful completion of this degree, the student will be able to take press photos, print the photos, and prepare the composition of the photos for publication.
- Upon successful completion of this degree, the student will be able to write a news story of a particular length that can be produced on the air for an allotted time slot.

#### **MASS COMMUNICATIONS: MASS MEDIA – CERTIFICATE**

- Upon successful completion of this certificate, the student will be able to write a news story that demonstrates effective interviewing and note-taking techniques.
- Upon successful completion of this certificate, the student will be able to take press photos, print the photos, and prepare the composition of the photos for publication.
- Upon successful completion of this certificate, the student will be able to write a news story of a particular length that can be produced on the air for an allotted time slot.
- Upon successful completion of this certificate, the student will be able to demonstrate knowledge of the broad area of the history, theory, aesthetic principles, and techniques used in motion pictures.

#### **MASS COMMUNICATIONS: PRINT MEDIA – AS DEGREE**

- Upon successful completion of this degree, the student will be able to gather information, write, and edit copy that demonstrates an understanding of the rights and responsibilities of the student press to the community it serves for use in the print school newspaper.
- Upon successful completion of this degree, the student will be able to gather information, write, and edit copy that demonstrates an understanding of the rights and responsibilities of the student press to the community it serves for use in the digital school newspaper.

- Upon successful completion of this degree, the student will be able to write a general interest article or story to be published in the college magazine for a student audience.
- Upon successful completion of this degree, the student will be able to take press photos, print the photos, and prepare the composition of the photos for publication.

#### **MASS COMMUNICATIONS: PRINT MEDIA – CERTIFICATE**

- Upon successful completion of this certificate, the student will be able to gather information, write, and edit copy that demonstrates an understanding of the rights and responsibilities of the student press to the community it serves for use in the print school newspaper.
- Upon successful completion of this certificate, the student will be able to gather information, write, and edit copy that demonstrates an understanding of the rights and responsibilities of the student press to the community it serves for use in the digital school newspaper.
- Upon successful completion of this certificate, the student will be able to write a general interest article or story to be published in the college magazine for a student audience.
- Upon successful completion of this certificate, the student will be able to take press photos, print the photos, and prepare the composition of the photos for publication.
- Upon successful completion of this certificate, the student will be able to write a news story that demonstrates effective interviewing and note-taking techniques.

#### **SPANISH – AA-T DEGREE**

- Using critical thinking skills, students will be able to speak fluently and comprehend at the intermediate level commensurate with the grammar and vocabulary of that level, and demonstrate increased knowledge and appreciation of the Spanish language, literature, and culture.
- In addition, students will be able to write dialogues, letters, reports, summaries and essays on various topics using correct grammar, syntax, punctuation, capitalization, and diacritical marks.
- Furthermore, students will be able to read, discuss and analyze literary selections in Spanish that vary in style from simple journalist writing to highly original and complex literary works.

## **Health Sciences & Nursing Division**

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#### **ASSOCIATE DEGREE NURSING – AS DEGREE**

- Upon completion of the Rio Hondo College Associate Degree in Nursing, the graduate will be aligned in a position to transition into a Bachelor's of Science in Nursing program.
  - The student will integrate the simulated clinical experience to enhance clinical performance in all clinical areas
- #### **VOCATIONAL NURSING – AS DEGREE**
- Graduates will incorporate the medical model utilizing all aspects of the nursing process with successful completion of all theory objectives and clinical objectives in all courses of the vocational nursing program.
  - Graduates will be prepared and have successful pass rate on national vocational nursing exam.
  - Graduates will complete all general education (GE) requirements for AS degree, in vocational nursing.
  - The student will integrate the simulated clinical experience to enhance clinical performance in all clinical area.

#### **VOCATIONAL NURSING – CERTIFICATE**

- The student will integrate the simulated clinical experience to enhance clinical performance in all clinical areas.
- Graduates will be prepared and have successful pass rate on national vocational nursing exam.
- Graduates will incorporate the medical model utilizing all aspects of the nursing process with successful completion of all theory objectives and clinical objectives in all courses of the vocational nursing program.

## **Kinesiology, Dance, and Athletics Division**

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#### **FITNESS SPECIALIST – CERTIFICATE**

- Students will analyze individual health and fitness levels and create individual exercise programs.
- Students will apply and demonstrate exercise testing skills and techniques to real world situations, such as individual client fitness assessments.
- Students will adapt to diverse populations and fitness levels and have an awareness of special needs individuals.

- The student will apply fitness concepts, definitions and principles to personal training, group fitness instructions, or health and fitness settings.
- Upon completion of the certificate. Students will have a career in the personal training or fitness instructor field. (Assessment: Student gets a job in a related career, or transfer to a 4-year institution within 3 years).

#### **KINESIOLOGY – AA-T DEGREE**

- Students will understand different types of exercise programs and diets and their relationship to their fitness and wellness.
- Students will explain methods and techniques used to promote cardiovascular fitness.
- Students will understand the role of diet and exercise in controlling chronic health problems.

#### **ATHLETIC TRAINER'S AIDE – CERTIFICATE**

- Students will conduct a primary & secondary survey following an injury, and make emergency treatment decisions based on results.
- Students will treat a variety of open wounds as a first responder, recognizing the use of personal protective equipment.
- Students will apply the appropriate splinting and taping techniques for a variety of injuries, using a variety of medical supplies.
- Students will identify the indications, contraindications, and application techniques for the use of several therapeutic modalities.

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## **Math & Science Division**

#### **BIOLOGY – AS DEGREE**

- Students will develop the ability to evaluate scientific information critically, using analytical reasoning and quantitative skills.
- Students will strengthen their skills in reading, writing, oral communication, and critical thinking.
- Students will demonstrate knowledge in three major sub-disciplines of biology: cellular and molecular biology, organismal biology, and ecology and evolution
- Students will understand and use scientific methodology.

#### **ENVIRONMENTAL SCIENCE – AS DEGREE**

- Students will apply environmental science concepts and analytical procedures in various fields.
- Students will have the ability to apply economic

principles to analyze environmental problems.

- Students will have the ability to work as a member of an interdisciplinary team to solve environmental problems.
- Students will strengthen their skills in reading, writing, oral communication, and critical thinking.

#### **ENVIRONMENTAL TECHNOLOGY – AS DEGREE**

- Given the variety of types of environmental, health and safety hazards that may be encountered in the environmental field, students will identify the types of hazards.

#### **ENVIRONMENTAL TECHNOLOGY – CERTIFICATE**

- Given the variety of types of environmental, health and safety hazards that may be encountered in the environmental field, students will identify the types of hazards.

#### **GENERAL STUDIES: SCIENCE & MATHEMATICS – AS DEGREE**

- Students critique and interpret data presented in appropriate graphical and/or verbal formats.
- Students evaluate the strengths and limitations of scientific models employed to describe a particular phenomenon.

#### **MATHEMATICS – AS-T DEGREE**

- Given the description of a real-world problem, students construct correct equations and/or inequalities to represent the problem and determine the correct solution or set of solutions.

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## **Public Safety Division**

#### **ADMINISTRATION OF JUSTICE – AS DEGREE**

- Apply legal definitions, concepts, and principles to law enforcement, courts, or correctional settings.
- Communicate information in a clear and organized manner.
- Analyze ethical dilemmas encountered in the law enforcement and/or corrections fields and decide on the correct ethical choice.
- Apply constitutional, statutory, procedural, and case law to real-life criminal justice situations.
- Adapt to the diverse and multicultural nature of American society in the criminal justice setting.
- Use the degree or certificate as a platform for a career in the criminal justice field or further study at a 4-year institution.

#### **CORRECTIONS – AS DEGREE**

- Apply legal definitions, concepts, and principles to

law enforcement, courts, or correctional settings.

- Communicate information in a clear and organized manner.
- Analyze ethical dilemmas encountered in the law enforcement and/or corrections fields and decide on the correct ethical choice.
- Apply constitutional, statutory, procedural, and case law to real-life criminal justice situations.
- Adapt to the diverse and multicultural nature of American society in the criminal justice setting.
- Use the degree or certificate as a platform for a career in the criminal justice field or further study at a four-year institution.

#### **EMERGENCY MEDICAL TECHNICIAN**

##### **- CERTIFICATE**

- Apply concepts related to the entire spectrum of EMS care including: Airway, Ventilation, Oxygenation, Trauma; Cardiology, Medical, and EMS Operations
- Competently perform Patient Assessment (Medical and Trauma) psychomotor skills.
- Competently perform Upper Airway Adjuncts and Suctioning psychomotor skills.
- Competently perform Oxygen and Bag-Valve-Mask (apneic patient) psychomotor skills.
- Competently perform Cardiac Arrest Management and AED psychomotor skills.
- Competently perform Bleeding Control and Shock psychomotor skills.
- Competently perform Spinal Immobilization psychomotor skills.
- Competently perform Fracture and Dislocation Immobilization psychomotor skills
- Competently perform Pre-hospital Childbirth psychomotor skills.

#### **FIRE TECHNOLOGY – AS DEGREE**

- Identify minimum qualifications and entry-level skills for firefighter hiring; describe the following elements: application process, written exam process, physical agility exam, oral interview, chief's interview, background investigation, and firefighter probationary process; identify fire service history,

culture, and diversity.

- Identify and comprehend laws, regulations, codes, and standards that influence fire department operations and identify regulatory and advisory organizations that create and mandate them, especially in the areas of fire prevention, building codes and ordinances, and firefighter health and safety.
- Analyze the causes of fire, determine extinguishing agents and methods, differentiate the stages of the fire and fire development, and compare methods of heat transfer.
- Calculate flow requirements for fire apparatus, diagram a pump and plumbing schematic for fire apparatus, and apply mathematic formulae to hydraulics problems.
- Identify and describe the apparatus used in the fire service and the equipment and maintenance of fire apparatus and equipment.
- Identify and describe common types of building construction and conditions associated with structural collapse and firefighter safety.
- Differentiate between fire detection and fire suppression systems; design and diagram a wet and dry fire protection system; identify alarm system components and their operations.
- Demonstrate the ability to analyze, appraise, and evaluate fire and emergency incidents and identify components of emergency management and firefighter safety, including: size-up, report-on conditions, Incident Command System, RECEO, 10 Standard Firefighting Orders, 18 situations that shout "Watch Out," and common factors associated with injuries and line-of-duty deaths.

#### **FIRE TECHNOLOGY – CERTIFICATE**

- Identify minimum qualifications and entry-level skills for firefighter hiring; describe the following elements: application process, written exam process, physical agility exam, oral interview, chief's interview, background investigation, and firefighter probationary process; identify fire service history, culture, and diversity.
- Identify and comprehend laws, regulations, codes, and standards that influence fire department operations and identify regulatory and advisory organizations that create and mandate them, especially in the areas of fire prevention, building codes and ordinances, and firefighter health and safety.
- Analyze the causes of fire, determine extinguishing agents and methods, differentiate the stages of the fire and fire development, and compare methods of

heat transfer.

- Calculate flow requirements for fire apparatus, diagram a pump and plumbing schematic for fire apparatus, and apply mathematic formulae to hydraulics problems.
- Identify and describe the apparatus used in the fire service and the equipment and maintenance of fire apparatus and equipment. (Elective)
- Identify and describe common types of Fire Suppression Systems (4 basic types).
- Demonstrate the ability to analyze, appraise, and evaluate fire and emergency incidents and identify components of emergency management and firefighter safety, including: size-up, report-on conditions, Incident Command System, RECEO, 10 Standard Firefighting Orders, 18 situations that shout "Watch Out," and common factors associated with injuries and line-of-duty deaths.

#### **BASIC POLICE TRAINING – CERTIFICATE**

- Apply the definitions, concepts, statutes, and constitutional principles covered in the POST Learning Domains to law enforcement work.
- Given scripted scenarios, demonstrate proficiency in handling situations involving a variety of law enforcement related incidents.
- Analyze ethical dilemmas encountered in law enforcement and decide on the correct ethical choice.
- Demonstrate self-defense skills in a safe and proficient manner.
- Demonstrate firearms skills in a safe and proficient manner.
- Demonstrate emergency vehicle operations in a safe and proficient manner.
- Prepare an accurate and complete arrest report that meets the requirements of law enforcement agencies.
- Use the certificate as a platform for a career as a peace officer.

#### **WILDLAND FIRE TECHNOLOGY – AS DEGREE**

- Assess impacts of fuel, weather, and topography on wildland fire behavior.
- Recognize and avoid the four common denominators of wildland fire fatalities.
- Given a wildland fire scenario, prepare an

incident briefing based on factors of fuel, weather, topography, and man-made hazards.

- Demonstrate the three components of wildland fire prevention, including education, engineering, and enforcement.
- Make an operation shift plan that includes the following information: the people in charge, the operational objectives, resources, supplies necessary to meet the objectives, area map, weather forecasting, and safety briefing using standardized ICS forms.

#### **WILDLAND FIRE TECHNOLOGY – CERTIFICATE**

- Safely manipulate wildland fire tools, including shovel, Pulaski, and McLeod.
- Recall the ten Standard Firefighting Orders.
- Deploy a fire shelter.
- Demonstrate proper use of the following tools and equipment: back pump, fuses, and backfire torch.
- Safely function within an Incident Command System environment.
- Assess impacts of fuel, weather, and topography on wildland fire behavior.

### **Student Learning Outcomes (SLOs) – General Education**

General Education Student Learning Outcomes (SLOs) represent the knowledge, skills, and/or abilities that students should be able to demonstrate upon completion of the general education requirements.

#### **Humanities**

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- Students critique artistic works, evaluating elements relevant to the given work (e.g. texture, form, timbre, color, conflict, rhythm, etc.) and how these are effectively integrated in the work as a whole.
- Students create or perform artistic works and critically evaluate their efforts.
- Students interpret, analyze, and critique diverse literary texts by means of critical reading, classroom discussion, and composition.
- Students will be able to perform tasks that are meaningful, personalized, and/or culturally relevant or appropriate in the target language. (Foreign language humanities outcome)
- Given oral questions, written prompts, and/or reading selections, students will demonstrate productive and

receptive skills in the target language. (Foreign language humanities outcome)

## **Mathematics**

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- Given the description of a real-world problem, students construct correct equations and/or inequalities to represent the problem and determine the correct solution or set of solutions.
- Students critique and interpret data presented in appropriate graphical and/or verbal formats.
- Students effectively employ calculators, computers, and other relevant technology in solving mathematical problems.

## **Natural Sciences**

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- Students evaluate quantitative and/or qualitative data and develop a reasonable hypothesis based on these results.
- Presented with an argument promoting a particular hypothesis, students critique the stated assertions and assess whether or not the given hypothesis may be valid.
- Students utilize appropriate scientific apparatus to obtain quantitative and/or qualitative data and correctly document the resulting measurements.
- Given a problem of scientific interest, students develop and execute a procedure to investigate the problem.
- Students evaluate the strengths and limitations of scientific models employed to describe a particular phenomenon.

## **Kinesiology**

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- Students will develop and demonstrate an understanding of the role of diet and exercise in controlling chronic health problems.
- Students will critique their particular situation in relation to the principles of health, fitness and wellness.
- Students will explain methods and techniques used to promote cardiovascular fitness.
- Students will compare and contrast different types of exercise programs and diets and their relationship to their

fitness and wellness.

## **Reading and Written/Oral Expression**

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- The student will analyze academic or literary texts to discern meaning.
- The student will summarize main ideas from academic or literary texts.
- The student will support an argument with evidence.
- The student will organize ideas coherently.
- The student will evaluate the reliability of both print and electronic (research) sources and use them effectively.
- Using a conventional format the student will document both print and electronic sources.
- The student will vary or employ appropriate tone in conveying ideas.
- The student will use standard English grammar and mechanics.

## **Social and Behavioral Sciences**

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- Students will recognize the basic vocabulary and concepts of at least one social or behavioral science discipline verbally or in writing.
- Students will compare and contrast social institutions and processes across a range of historical periods and cultures.
- Students will recognize and explain the methods that social and behavioral scientists use to examine the human condition.
- Students will develop and communicate alternative explanations or solutions for contemporary social issues.

# **11 Courses of Instruction**

## **Course Numbering System**

<b>1-039</b>	Nondegree Credit Courses
<b>040-099</b>	Degree Applicable Non-Transfer Courses
<b>100-290*</b>	Degree Applicable and Transfer level courses
<b>299</b>	Directed Studies

\* Courses numbered 100 and above are usually university parallel courses and are offered for transfer to colleges and universities. See course descriptions for any restrictions on transfer.

\*\*FAC and PAC 4300 Series are non-transferable.

## **Code for Transferability of Courses**

Where applicable, transferability of listed courses is designated by boldface symbols:

**UC** – Transfers to all University of California campuses and to most other four-year colleges.

### **UC (Credit Limit - See Counselor)**

– Transfers to all University of California campuses and to most other four-year colleges, but there are limitations to the number of units that can be accepted for credit. The student should consult a counselor for details.

**CSU** – Transfers to all campuses of the California State University system and to many other four-year colleges.

## **COURSE IDENTIFICATION NUMBERING SYSTEM (C-ID)**

The Course Identification Numbering System (C-ID) is a statewide numbering system independent from the course numbers assigned by local California community colleges. A C-ID number next to a course signals that participating California colleges and universities have determined that courses offered by other California community colleges are comparable in content and scope to courses offered on their own campuses, regardless of their unique titles or local course number. Thus, if a schedule of classes or catalog lists a course bearing a C-ID number, for example COMM 110, students at that 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](http://www.assist.org) to confirm how each college's course will be accepted at a particular four-year college or university for transfer credit.

The C-ID numbering system is useful for students attending more than one community college and is applied to many of the transferable courses students need as preparation for transfer. Because these course requirements may change and because courses may be modified and qualified for or deleted from the C-ID database, students should always check with a counselor to determine how C-ID designated courses fit into their educational plans for transfer.

Students may consult the ASSIST database at [www.assist.org](http://www.assist.org) for specific information on C-ID course designations. Counselors can always help students interpret or explain this information

C-ID NUMBER	RHC COURSE	C-ID NUMBER	RHC COURSE
ACCT 110	ACCT 101, Financial Accounting	JOUR 100	MSCM 128, Mass Media in Modern Society
ACCT 120	ACCT 102, Managerial Accounting	JOUR 110	JOUR 120, Communications Reporting and Writing
AJ 110	AJ 101, Introduction to Administration of Justice	JOUR 131	JOUR 243, Newspaper Production II
AJ 120	AJ 106, Criminal Law I	JOUR 131	JOUR 244, Digital Newspaper Production II
AJ 122	AJ 102, Criminal Procedures	JOUR 160	JOUR 110, Digital Photo Journalism
AJ 124	AJ 104, Legal Aspects of Evidence	KIN 100	PETH 194, Introduction to Kinesiology
AJ 140	AJ 208, Principles of Investigation	KIN 101	PETH 193, Standard First Aid and CPR
AJ 160	AJ 105, Community Relations/Multicultural Issues Within Public Service	MATH 240	MATH 270, Differential Equations
AJ 200	CORR 101, Introduction to Corrections	PHIL 100	PHIL 101, Introduction to Philosophy
ARTH 110	ART 105, Survey of Western Art: Prehistory through the Middle Ages	PHIL 110	PHIL 112, Introduction to Logic
CDEV 100	CD 106, Child Growth and Development	PHIL 120	PHIL 120, Introduction to Ethics
CDEV 110	CD 208, Child, Family and Community	PHIL 130	PHIL 124, History of Philosophy: Ancient
COMM 110	SPCH 101, Public Speaking	PHIL 140	PHIL 126, History of Philosophy: Modern
COMM 120	SPCH 140, Argumentation and Debate	PHYS 205	PHY 211, Physics for Scientists and Engineers-I
COMM 140	SPCH 100, Interpersonal Communication	PHYS 210	PHY 213, Physics for Scientists and Engineers—III
COMM 170	SPCH 130, Oral Interpretation	PSY 110	PSY 101/H, Introductory Psychology
ECE 120	CD 110, Principles and Practices of Early Childhood Education	PSY 120	PSY 114, Introduction to Abnormal Psychology

ECE 200	CD 114, Observation and Assessment	PSY 150	PSY 210/H, Biological Psychology
ECE 210	CD 228, Early Childhood Education Practicum	PSY 200	PSY 200, Research Methods in Psychology
ECE 220	CD 102, Nutrition, Health and Safety for Children	SOCI 110	SOC 101/H, Introduction to Sociology
ECE 230	CD 224, Diversity Issues During Early Childhood, School Age and Adolescence	SOCI 115	SIC 102, Major Social Problems
ENGL 105	ENGL 201/H, Advanced Composition and Critical Thinking	SOCI 125	PSY 190, Statistics for the Behavioral Sciences
ENGL 120	LIT 102H, Approaches to Literature	SOCI 130	SOC 114, Marriage, Family and Intimate Relationships
ENGL 130	LIT 112AH, American Literature	SOCI 140	SOC 120, Perspectives of Sex & Gender
ENGL 135	LIT 112B/H, American Literature	SOCI 150	SOC 116, Introduction to Race and Ethnic Relations
ENGL 140	LIT 144A, World Literature	SOCI 160	SOC 127, Introduction to Criminology
ENGL 145	LIT 144B, World Literature	THTR 111	THTR 101, Theatre Arts Appreciation
ENGL 160	LIT 146A/H, British Literature	THTR 112	THTR 101, Theatre Arts Appreciation
ENGL 165	LIT 146B/H, British Literature	THTR 113	THTR 105/H, The History and Development of the Theatre
ENGL 180	LIT 114/H, Children's and Adolescent Literature	THTR 152	THTR 111, Principles of Acting
ENGL 200	ENGL 131, Creative Writing		

*More courses may have been approved for C-ID since the publication of this catalog. You can also see C-ID approvals for Rio Hondo College at ASSIST.org or C-ID.net.*

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# ACCOUNTING

## Division of Business

### ACCT 090

#### Introduction to Accounting

*Advisory: READ 023 or appropriate assessment; MATH 030 or MATH 030D or appropriate assessment; MGMT 052*

This course provides basic knowledge of accounting terms, concepts, and procedures for a sole proprietorship form of business. Topics include the analysis and recording of business transactions for service and merchandising firms, and the preparation of simple financial statements. Accounting for cash, sales, purchases, payroll, and the end-of-the-year procedures is presented. This course is designed for the occupationally-oriented students or those preparing for Financial Accounting and Computerized Accounting.

**3 Units**

**54 Lecture hours**

### ACCT 096

#### Volunteer Income Tax Assistance Program I

*Advisory: READ 023 or appropriate assessment; ACCT 105*

This is the first course in a sequence of two courses designed for students who want to be a part of the Volunteer Income Tax Assistance (VITA) program at Rio Hondo. This course will cover Federal and California tax theories and laws appropriate for the current tax year, and students will apply their knowledge by taking the IRS exams for VITA volunteers. Upon successful completion of the IRS VITA Basic and Intermediate exams, the students will be able to assist low income individuals and families with tax return preparation through the VITA program for the current year.

**1 Unit**

**18 Lecture hours**

### ACCT 097

#### Volunteer Income Tax Assistance Program II

*Prerequisite: ACCT 096*

*Advisory: READ 023 or appropriate assessment*

This is the second course in a sequence of two courses designed for students who want to volunteer in the Volunteer Income Tax Assistance (VITA) program at Rio Hondo. This course will allow students who have successfully passed ACCT 096 to apply their tax knowledge by assisting low income individuals and families with tax return preparation through the VITA program for the current year. Students will learn to use the TaxWise software to accu-

rately file individual federal and state income tax returns within the scope of the VITA program. Students will learn how to develop a system of quality control for actual taxpayer returns as well as develop their communication skills through interviews of taxpayers and explanation of tax return results.

**1 Unit**

**54 Lab hours**

### ACCT 101

#### Financial Accounting

*Advisory: READ 023 or appropriate assessment; MATH 050 or MATH 050D or MATH 053 or appropriate assessment; ACCT 090; MGMT 052*

*Transfers to: UC, CSU*

This course is the study of accounting as an information system and how information is used by investors, creditors, and other external users to make decisions. The course covers the accounting information system, including recording and reporting of business transactions with a focus on the accounting cycle, the application of generally accepted accounting principles, the financial statements, and statement analysis. Topics includes issues relating to asset, liability, and equity valuation, revenue and expense recognition, cash flow, internal controls, and ethics. This course is required of all accounting and business administration majors.

**4 Units**

**72 Lecture hours**

### ACCT 102

#### Managerial Accounting

*Prerequisite: ACCT 101 with a grade of "C" or better*

*Advisory: READ 023 or appropriate assessment; MATH 050 or MATH 050D or MATH 053 or appropriate assessment*

*Transfers to: UC, CSU*

This course introduces students to the fundamentals of managerial accounting for decision making. This course is the study of how managers use accounting information in decision-making, planning, directing and controlling operations. The course focuses on the flow of costs in a manufacturing environment, cost terms and concepts, cost behavior, cost structure and cost-volume-profit analysis. Topics include issues relating to cost systems, cost control, profit planning, and performance analysis in manufacturing environments. This course is required of all accounting and business majors.

**4 Units**

**72 Lecture hours**

### ACCT 103

#### Payroll Accounting

*Advisory: READ 023 or appropriate assessment; ACCT 090 or 101*

*Transfers to: CSU*

This course combines basic accounting skills with specialized training in payroll accounting to prepare students for entry-level positions within the payroll segment of accounting. This course is designed for accounting majors and those interested in pursuing an entry-level positions within the payroll segment of accounting. This course is a comprehensive overview of federal and state payroll laws and their effect on payroll records and required government reports.

**3 Units**

**54 Lecture hours**

### ACCT 104

#### Introduction to Governmental and Not-For-Profit Accounting

*Prerequisite: ACCT 101 with a grade of "C" or better*

*Advisory: READ 023 or appropriate assessment; MATH 050 or MATH 050D or MATH 053 or appropriate assessment; MGMT 052*

*Transfers to: CSU*

This course is an introduction to the fundamentals of government and not-for-profit accounting. The emphasis of the course will be placed on accounting for various fund types and restrictions relevant to government and not-for-profit agencies with both theoretical and practical aspects explored. Topics include budgets, revenues, expenditures, tax levies, appropriations, general fund, special fund, and financial statements for government and not-for-profit entities. This course is designed for students interested in furthering their educational requirements for the CPA exam and/or pursuing an entry-level position in government and not-for-profit accounting.

**3 Units**

**54 Lecture hours**

### ACCT 105

#### Income Tax Accounting

*Advisory: READ 023 or appropriate assessment; ACCT 101*

*Transfers to: CSU*

Federal and California State income tax laws and preparation as related to individuals and small business entities. Emphasis is placed upon income inclusion, exclusion, exemptions, capital gains and losses, and business and individual deductions. Students who successfully complete the course will be certified by the California Tax Education Council as fulfilling the 60-hour qualifying education requirement (45 federal hours and 15 California hours) imposed by

the State of California for becoming a Registered Tax Preparer.

**4 Units**

**72 Lecture hours**

#### **ACCT 106**

#### **Computerized Accounting (Formerly ACCT 094)**

*Advisory: READ 023 or appropriate assessment; MATH 030 or appropriate assessment; ACCT 090; ACCT 101*  
*Transfers to: CSU*

This course is designed to provide students with a sound basic knowledge of how computerized integrated accounting systems function. Students will be processing accounting data using receivables, payables, inventory, payroll and project modules. This course is designed for accounting majors, those interested in starting a small business, and those interested in pursuing entry-level positions in the field of accounting.

**3 Units**

**54 Lecture hours**

#### **ACCT 201**

#### **Intermediate Accounting I**

*Prerequisite: ACCT 101 with a grade of "C" or better*

*Advisory: READ 023 or appropriate assessment; MATH 050 or MATH 050D or MATH 053 or appropriate assessment; MGMT 052*

*Transfers to: CSU*

This course provides a more in-depth study of accounting theory and practice. This course will further develop and refine the accounting knowledge and skills learned from Financial Accounting. Emphasis will be on the preparation and analysis of financial statements, the study of earnings management, the application of present-value concepts, the complexity of transactions that arise in complex economic environments, and the use of accounting information to make decisions. This course is designed for students furthering their educational requirements for the CPA exam and/or to be qualified for higher level accounting positions.

**3 Units**

**54 Lecture hours**

#### **ACCT 202**

#### **Intermediate Accounting II**

*Prerequisite: ACCT 201 with a grade of "C" or better*

*Advisory: READ 023 or appropriate assessment; MATH 050 or MATH 050D or MATH 053 or appropriate assessment; MGMT 052*

*Transfers to: CSU*

This course provides a more in-depth study of accounting theory and practice. This course will further develop and refine the accounting knowledge and skills

learned from Financial Accounting. Emphasis will be on complex financial transactions such as debt and equity financing, pensions and leases; evaluating the impact of accounting changes and errors; and calculation and analysis of financial ratios and earnings per share for decision making. This course is designed for students furthering their educational requirements for the CPA exam and/or to be qualified for higher level accounting positions.

**3 Units**

**54 Lecture hours**

#### **ACCT 203**

#### **Introduction to Cost Accounting**

**(Formerly ACCT 092, ACCT 007)**

*Prerequisite: ACCT 101 with a grade of "C" or better*

*Advisory: READ 023 or appropriate assessment; MATH 030 or MATH 030D or MATH 033 or appropriate assessment*

*Transfers to: CSU*

Introduction to Cost Accounting takes a logical approach to the fundamentals of cost accounting as applied to a manufacturing business, and the use of cost data in management decisions. Principles and procedures of cost systems are presented first in an overview, then discussed and illustrated in detail. The course provides thorough coverage of job order costing, process costing, and standard costs. Analysis of cost data is integrated with discussions of cost accounting systems and procedures. Students will also evaluate both quantitative and qualitative data to assist management with strategic decision-making, planning, and controlling. This course is designed for accounting majors and those interested in furthering their knowledge and understanding of managerial accounting.

**3 Units**

**54 Lecture hours**

#### **ACCT 290**

#### **Cooperative Work Experience/**

#### **Internship for Accounting Related**

#### **Fields**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course supports and reinforces on-the-job training in business and industrial establishments under supervision of a college instructor and is facilitated by the use of learning objectives. The student will be working in a skilled or professional level assignment in their area of vocational interest and will meet performance objectives related to instruction that are above and

beyond the conditions of regular employment. This course is intended for students whose job is related to the field of Accounting and have completed or enrolled in the appropriate coursework. "Contact the CWE office regarding re-enrollment procedures".

**Student Unpaid Internship:**

**1 Unit/60 hours; 2 Units/120 hours;**

**3 Units/180 hours; 4 Units/240 hours**

**Student Paid Internship:**

**1 Unit/75 hours; 2 Units/150 hours;**

**3 Units/225 hours; 4 Units/300 hours.**

**1 to 4 Units**

**3 Lecture hours**

**60 to 300 hours**

#### **ACCT 299**

#### **Directed Study: Accounting**

*Transfers to: UC, CSU*

Independent Study/Directed Study is intended for students who have the ability to assume responsibility for independent work and to prepare written or oral reports and/or appropriate projects. To enroll in an independent study/directed study course, students must possess a 2.5 overall grade point average, a 3.1 grade point average in the discipline of study being requested, or receive an exception from the instructor.

Independent Studies/Directed Studies may be developed from any topic arising from or related to a course of study that will result in developing depth and breadth in that subject area. Students will be expected to meet on a regular basis with their faculty sponsor and submit a final report or project, and student progress shall be evaluated at regular intervals. Academic standards for Independent Studies/Directed Studies shall be the same as those for other courses. Units are awarded in accordance to Title V regulations with one unit of credit awarded for 54 hours of Directed Studies, six (6) hours of which must be with an instructor. The instructor is responsible for monitoring student progress through the semester. Students may take directed study courses for a maximum of four (4) units within a discipline, and may not accumulate more than a total of twelve (12) units college wide.

**1 to 4 Units**

**54 to 216 Lab hours**

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# ADMINISTRATION OF JUSTICE

## Division of Public Safety

### AJ 041

#### Effective Written Communications for Public Service Personnel (Formerly AJ 013)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AJ 101*

This course is designed to provide Administration of Justice or other interested students with intensive training in communication of facts and information of ideas in simple, clear, logical English. An emphasis will be placed on spelling, correct usage of words, sentence structure, critical reading and discussion, creative thinking, techniques of observation, and other skills that lead to good writing. Topics include organization of ideas and are combined with an abundant practice in the writing of effective reports, bulletins, memos, letters, and other short papers.

**3 Units**

**54 Lecture hours**

### AJ 060

#### Basic Firearms (Formerly AJ 010A)

*Prerequisite: Department of Justice (DOJ) clearance*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AJ 101*

This course is designed for students interested in learning the proper use and storage of firearms. This course consists of instruction and demonstration in the safe handling, firing and care of firearms, related matters of legal liabilities, moral responsibilities and safety. The basics of marksmanship and range procedures are taught and the student is supervised in comprehensive scheduled range firing exercises. Introductory demonstrations in the operation of the police shotgun and semiautomatic weapons are also presented.

**1 Unit**

**9 Lecture hours**

**27 Lab hours**

### AJ 070

#### Advanced Firearms (Formerly AJ 018A)

*Prerequisite: AJ 060 and Department of Justice (DOJ) clearance*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AJ 101*

This course is designed to acquaint Administration of Justice or other interested students with the legal

provisions and safety precautions associated with the use of firearms. A pistol match competition will be arranged by the instructor. The course laboratory work provides supervised instruction in the firing of handguns and shotguns.

**2 Units**

**18 Lecture hours**

**54 Lab hours**

### AJ 101

#### Introduction to Administration of Justice (Formerly AJ 001)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course introduces students 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. The course examines the evolution of the principles and approaches utilized by the justice system and the evolving forces which have shaped those principals and approaches. Although justice structure and process is examined in a cross cultural context, emphasis is placed on the US justice system, particularly the structure and function of US police, courts and corrections. Students are introduced to the origins and development of criminal law, legal process, sentencing, and incarceration policies.

**3 Units**

**54 Lecture hours**

### AJ 102

#### Criminal Procedures (Formerly AJ 002)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed to provide Administration of Justice or other interested students with an in-depth study of the legal responsibilities of law enforcement. An emphasis will be placed on the judicial segment of the administration of justice system. Topics include laws of arrest, custody, past, present, and future analysis of the procedures for each subsystem within the administration of justice system from initial entry to final disposition. The relationship each segment maintains with system members will also be covered.

**3 Units**

**54 Lecture hours**

### AJ 104

#### Legal Aspects of Evidence

#### (Formerly AJ 004)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AJ 101*

*Transfers to: CSU*

This course is designed to provide Administration of Justice or other interested students with an in-depth study of evidence rules. An emphasis will be placed on the application of rules in preparing and presenting evidence. The course will discuss the history and approach to the study of evidence. Topics include proof by evidence and substitutes, general admissibility tests, evidence by way of witness testimony, documents, real evidence, and exclusion of evidence on constitutional grounds. For a better understanding of the evidence rules, judicial decisions are cited and students will be required to brief cases.

**3 Units**

**54 Lecture hours**

### AJ 105

#### Community Relations/Multicultural Issues Within Public Service

#### (Formerly AJ 005)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AJ 101*

*Transfers to: UC, CSU*

This course examines the complex, dynamic relationship between communities and the justice system in addressing crime and conflict with an emphasis on the challenges and prospects of administering justice within a diverse multicultural population. Topics covered may include crime prevention, restorative justice, conflict resolution, and ethics.

**3 Units**

**54 Lecture hours**

### AJ 106

#### Criminal Law I

*Prerequisite: AJ 101 with a grade of "C" or better, or completion of PAC 040 or equivalent*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU*

(\*Students will receive credit from UC for only one of the following courses: AJ 106 or AJ 107)

This course offers an analysis of the doctrines of criminal liability in the United States and the classification of crimes against persons, property, morals, and public welfare. Special emphasis is placed on the classification of crime, the general elements of crime, the definitions of common and statutory law, and the nature of acceptable evidence. This course utilizes case law and case studies to introduce students to criminal law.

The completion of this course offers a foundation upon which upper-division criminal justice courses will build. The course will also include some limited discussion of prosecution and defense decision making, criminal culpability, and defenses to crimes.

**3 Units**

**54 Lecture hours**

**AJ 107**

**Criminal Law II  
(Formerly AJ 103)**

*Prerequisite: AJ 101 with a grade of "C" or better, or completion of PAC 040 or equivalent*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*Students will receive credit from UC for only one of the following courses: AJ 106 or AJ 107)*

This course is designed to provide Administration of Justice or other interested students with a comprehensive discourse on criminal statutes and their definition. Topics include classification as applied to the system of administration of justice, crimes against persons, property, general statutes, and health and safety statutes as well as other state and federal laws.

**3 Units**

**54 Lecture hours**

**AJ 200**

**Introduction to Forensic Chemistry**

*Prerequisite: Grade of "C" or better in each of the following courses: BIOL 101; CHEM 231; PHYS 160; MATH 130*

*Advisory: ENGL 101*

*Transfers to: CSU*

This course is designed to provide the student who has an interest in forensic science with an overview of the role of forensic science and the crime laboratory analyst in the legal system. The focus is on non-biological evidence, such as controlled substances and toxicology, trace evidence, and firearm evidence. Students will develop the skills necessary to evaluate the applicability of each method as it applies to particular case situations. Issues of scientific versus legal burdens of proof, legal terminology, and trial procedure will also be discussed.

**3 Units**

**54 Lecture hours**

**AJ 201**

**Introduction to Forensic Biology**

*Prerequisite: AJ 200*

*Advisory: ENGL 101*

*Transfers to: CSU*

This course is designed to provide students with an introduction and broad overview of the forensics sciences. The emphasis will be on the application of biological sciences to legal investigations. It will provide an understanding of various physiologi-

cal fluid and DNA testing methodologies and their applicability to forensic science. Students will learn the skills necessary to evaluate the relevance of each method to particular case situations. Issues of scientific versus legal burden of proof, legal terminology, and trial will also be discussed.

**3 Units**

**54 Lecture hours**

**AJ 207**

**Juvenile Law and Procedure**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AJ 101*

*Transfers to: CSU*

This course is designed to provide Administration of Justice or other interested students with techniques for handling juvenile offenders and victims. An emphasis will be placed on the prevention and repression of delinquency, diagnosis and referral of juvenile offenders, and organization of community resources. Juvenile law and juvenile court procedures will be contrasted with adult law procedures.

**3 Units**

**54 Lecture hours**

**AJ 208**

**Principles of Investigation**

**(Formerly AJ 008)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AJ 101*

*Transfers to: CSU*

This course addresses the techniques, procedures, and ethical issues in the investigation of crime, including organization of the investigative process, crime scene searches, interviewing and interrogating, surveillance, source of information, utility of evidence, scientific analysis of evidence and the role of the investigator in the trial process.

**3 Units**

**54 Lecture hours**

**AJ 215**

**Vice and Narcotics Control**

**(Formerly AJ 015)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AJ 101*

*Transfers to: CSU*

This course is designed to provide Administration of Justice or other interested students with an in-depth understanding of code and case law of vice and narcotics. The course will focus on detection, suppression, apprehension, and prosecution of violators. Special emphasis will be placed on laws dealing with gambling, prostitution, sex crimes, narcotic identification, and search and seizure.

**3 Units**

**54 Lecture hours**

**AJ 228**

**Police Field Operations**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AJ 101*

*Transfers to: CSU*

This course is designed to provide Administration of Justice or other interested students with an in-depth understanding of the history and development of Police Field Operations. Particular emphasis is placed on the planning of field activities.

Topics include the functions of patrol, traffic and other preliminary investigative duties of the field officer. The techniques of planning for patrol operations, handling of requests for service, vehicular traffic-related problems, and civil and domestic disturbances are also presented in the course.

**3 Units**

**54 Lecture hours**

**AJ 250**

**Contemporary Issues in the Criminal Justice System**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AJ 101; AJ102*

*Transfers to: CSU*

This course is designed to provide Administration of Justice or other interested students with an in-depth understanding of personal and organizational values, beliefs, attitudes and ethics as they affect contemporary issues in the Criminal Justice System. Particular emphasis is placed on the historical foundations which serve as a basis of contemporary decision making. Specific issues to be used in the discussions will vary from semester to semester.

**3 Units**

**54 Lecture hours**

**AJ 275**

**Introduction to Forensic Science**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed to prepare Administration of Justice, Forensic Science, and California Peace Officer students for the Forensic Science Identification Program. This course provides an introduction to the role of forensics in criminal investigations. It examines the methods utilized in the forensic analysis of crime scenes, pattern evidence, instruments, firearms, questioned documents and controlled substances.

**3 Units**

**54 Lecture hours**

**AJ 290****Cooperative Work Experience/Internship for Administration of Justice  
Related Fields**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course supports and reinforces on-the-job training in the Administration of Justice field under supervision of a college instructor and is facilitated by the use of learning objectives. The student will be working in a skilled or professional level assignment in the area of Law Enforcement and will meet performance objectives related to instruction that are above and beyond the conditions of regular employment. This course is intended for students whose job is related to the field of Law Enforcement or Administration of Justice and have completed or enrolled in the appropriate coursework. "Contact the CWE office regarding re-enrollment procedures".

**Student Unpaid Internship:**

*1 Unit/60 hours; 2 Units/120 hours;  
3 Units/180 hours; 4 Units/240 hours*

**Student Paid Internship:**

*1 Unit/75 hours; 2 Units/150 hours;  
3 Units/225 hours; 4 Units/300 hours.*

**1 to 4 Units**

**3 Lecture hours**

**60 to 300 hours**

**AJ 299****Directed Study: Administration of Justice**

*Transfers to: UC, CSU*

Independent Study/Directed Study is intended for students who have the ability to assume responsibility for independent work and to prepare written or oral reports and/or appropriate projects. To enroll in an independent study/directed study course, students must possess a 2.5 overall grade point average, a 3.1 grade point average in the discipline of study being requested, or receive an exception from the instructor.

Independent Studies/Directed Studies may be developed from any topic arising from or related to a course of study that will result in developing depth and breadth in that subject area. Students will be expected to meet on a regular basis with their faculty sponsor and submit a final report or project, and student progress shall be evaluated at regular intervals.

Academic standards for Independent Studies/Directed Studies shall be the same as those for other courses. Units are awarded in accordance to Title V regulations with one unit of credit awarded for 54 hours of Directed Studies, six (6) hours of which must be with an instructor. The instructor is responsible for monitoring student

progress through the semester. Students may take directed study courses for a maximum of four (4) units within a discipline, and may not accumulate more than a total of twelve (12) units college wide.

**1 to 4 Units**

**54 to 216 Lab hours**

## **ALTERNATIVE ENERGY TECHNOLOGY**

### Division of Career & Technical Education

**AET 070****Introduction to Alternative Energy Technology (Same as ET 070)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment.*

This course is an introductory course that will examine the theory behind present day energy systems which will include an in-depth analysis of the design and installation of alternate energy systems. Topics will include: solar electrical systems, wind electrical systems, solar water heating systems, wind mechanical systems, small hydro-electrical systems, and conservation methods used to save energy. Also presented are topics on geothermal energy, fuel cells, biomass systems, and applications of alternate energy in transportation, industrial, commercial, and residential systems. Students will collect solar data using an irradiance meter and determine power consumption of a typical residence to develop an alternative energy solution. This course is intended for students that are contemplating a career in the alternative energy industry.

**3 Units**

**45 Lecture hours**

**27 Lab hours**

**AET 072****Photovoltaic Systems Design and Installation (Same as ET 072)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment.*

This is an introductory course that will examine and implement the design and installation of solar photovoltaic power systems which will include the installation of a working solar photovoltaic power system. Students will learn how to perform solar site evaluations, electrical load calculations, solar system size calculations, and installation techniques for grid-tie and off-the-grid photovoltaic systems. This course is approved by

the North American Board of Certified Energy Practitioners (NABCEP) and the students can take the optional Photovoltaic Systems Entry Level Certification exam as part of the course. This course is intended for students that are contemplating a career in the solar photovoltaic energy industry.

**3 Units**

**45 Lecture hours**

**27 Lab hours**

**AET 074****Advanced Photovoltaic Systems Design and Installation (Same as ET 074)**

*Prerequisite: AET/ET 072*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment*

This is the second course in the photovoltaic series that will further examine and implement the design and installation of solar photovoltaic power systems. Students will learn how to interpret the National Electrical Code (NEC) specifics concerning photovoltaic installations. The topics include code compliant wiring of modules, inverters, charge controllers, batteries, grounding techniques and related topics. Additional topics include the design and installation of large commercial photovoltaic systems. This course is intended for students that are interested in a career in the solar photovoltaic energy industry.

**3 Units**

**45 Lecture hours**

**27 Lab hours**

**AET 076****Wind Energy Systems Design and Installation (Same as ET 076)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment*

This is an introductory course that will examine and implement the design and installation of wind power systems which will include the installation of a working wind generation power system. Students will learn how to perform wind site evaluations, electrical load calculations, wind system size calculations, hydraulics fundamentals, basic aerodynamics, and installation techniques for wind power generation systems.

Students will learn how to design and install wind power generation system and obtain skills for employment.

This course is intended for students that are contemplating a career in the wind turbine power generation industry.

**3 Units**

**45 Lecture hours**

**27 Lab hours**

**AET 078**  
**Advanced Wind Energy Systems Design and Installation (Same as ET 078)**

*Prerequisite: AET/ET 076*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment*

This is the second course in the wind energy series that will further examine and implement the design and installation of wind power systems. Students will learn how to interpret the National Electrical Code (NEC) specifics concerning wind power installations. The topics include code compliant wiring of modules, inverters, charge controllers, grounding techniques and related topics. Additional topics include wind site evaluations, electrical load calculations, wind system size calculations, hydraulic fundamentals, basic aerodynamics, and installation techniques for large wind power generation systems. This course is intended for students that are contemplating a career in the wind turbine power generation industry.

**3 Units**

**45 Lecture hours**

**27 Lab hours**

**AET 181**  
**Home Energy Management and Auditing (Same as ET 181)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or appropriate assessment*

*Transfers to: CSU*

This course is designed to provide individuals, who are working in or seeking employment in the green energy field, with an overview of home energy management and auditing. Specifically, this course will assist students in their preparation of a comprehensive home energy audit and energy management program. Emphasis is placed on the following topics: Appliances, Insulation, Designing/Remodeling, Electricity, Landscaping, Lighting, Space Heating and Cooling, Water Heating, Doors/Windows/Skylights, and Home Energy Audits.

**3 Units**

**54 Lecture hours**

**AET 182**  
**Industrial Energy Management and Auditing (Same as ET 182)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or appropriate assessment*

*Transfers to: CSU*

This course is designed to provide individuals, who are working in or

seeking employment in the green energy field, with an overview of the industrial energy management and auditing. Specifically, this course will assist students in their preparation of a comprehensive energy audit and energy management program. Emphasis is placed on the following topics: Types of Energy Audits, Energy Management and Cost, Benchmarking, Energy Performance, Energy Use Requirements, Maximizing System Efficiencies, Optimizing Energy Input Requirements, Fuel and Energy Substitution and Energy Audit Instruments.

**3 Units**

**54 Lecture hours**

**AET 280**  
**Green Building Design Principles (Same as ET 280)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or appropriate assessment*

*Transfers to: CSU*

This course is designed to provide individuals, who are working in or seeking employment in the green building field, with an overview of the green building industry and its components. Specifically, this course will assist students in their preparation for the Leadership in Energy and Environmental Design Accredited Professional (LEED AP) Examination, which is the most recognized professional accreditation for green building in the nation. Emphasis is placed on the six categories of design that green buildings must address for LEED Certification: Sustainable Sites, Water Efficiency, Energy & Atmosphere, Materials & Resources, Indoor Environmental Quality, and Innovation & Design Process. Each of these categories will be studied, with a focus on the significance of each particular credit.

**3 Units**

**54 Lecture hours**

facial expressions during signing will also be addressed. Students will be exposed to deaf culture experiences both in the classroom and in other environments. This course is designed for people who wish to learn to communicate with those who are deaf and hard of hearing.

**4 Units**

**72 Lecture hours**

**ASL 150**  
**American Sign Language II**

*Prerequisite: ASL 149 with a "C" or better or two years of high school ASL with a "C" or better*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC, CSU*

This course will provide a continuation of American Sign Language I emphasizing receptive and expressive skills. The use of facial expressions during signing will also be addressed. Students will be exposed to deaf culture experiences both in the classroom and in other environments. This course is designed for people who wish to continue learning to communicate with those who are deaf and hard of hearing.

**4 Units**

**72 Lecture hours**

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## ANIMATION

**Division of Communication & Languages**

**ANIM 101**

**Digital Modeling and Texturing**

**(Formerly DRAF 201)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course introduces students to digital 3-D modeling and texturing. Students will learn the basic techniques used to create digital 3D models of organic and man made objects, used in film, TV, game development and design visualization. This course is appropriate and beneficial for all students in courses related to Graphic Arts (Multimedia, Illustration, Internet Web Design, Game Design and Film Production) and Industrial Design (Architectural, Automotive, Furniture, Clothing and Product Design). Students will be introduced to the concepts of digital sculpting, box modeling low and high resolution models, UV projecting, image based and procedurally texturing 3-D objects.

**4 Units**

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## AMERICAN SIGN LANGUAGE

**Division of Communication & Languages**

**ASL 149**

**American Sign Language I (Formerly SIGNL 149)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC, CSU*

This course will provide an introduction to American Sign Language emphasizing receptive and expressive skills. The use of

**54 Lecture hours**  
**54 Lab hours**

#### **ANIM 105**

##### **Principles of Animation**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; ART 130; ART 230*

*Transfers to: CSU*

This course introduces students to the basic principles that are the foundation for the art form of animation. The topics covered in this course are the starting point for any student interested in becoming a digital animator. Through the use of a computer, solid drawing and 3D software such as Maya, students will learn to master fundamentals like squash and stretch, timing, weight, drag and follow through. This course provides students with the opportunity to build and refine the basic skill set necessary to be a digital animator.

**3 Units**

**36 Lecture hours**

**72 Lab hours**

#### **ANIM 110**

##### **Digital Character Animation**

##### **(Formerly DRAF 202)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; ANIM 105*

*Transfers to: CSU*

This course will provide students with an opportunity to further develop their skills in the art of creating three-dimensional digital character animation. Students will learn how to create short animation sequences and loops using digital characters. This course is appropriate and beneficial for all students in courses related to Graphic Arts (Multimedia, Illustration, Internet Web Design, Game Design and Broadcast Media Production) and Industrial Design (Architectural, Automotive, Furniture, Clothing and Product Design). Students will be introduced to the concepts of storyboarding, Body Mechanics, acting for animators, Pose to pose and straight ahead animation, control rigging, and animating mechanical subject matter.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

#### **ANIM 120**

##### **3D Materials, Lighting and Rendering**

##### **(Formerly DRAF 203)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; ANIM 101*

*Transfers to: CSU*

This is an introductory course for all students interested in learning about texture mapping, lighting and rendering for computer ani-

mation. The focus of the course is on creating procedural and image based textures, generating lighting scenarios for human and manmade objects and rendering methods.

Students will learn techniques used in the production of surfaces for models of people, animals and scenes as used for games, animation and design visualization. This course is beneficial for all students in courses related to Graphic Arts (Multimedia, Illustration, Internet Web Design, Game Design and Film Production) and Industrial Design (Architectural, Automotive, Furniture, Clothing and Product Design).

**4 Units**

**54 Lecture hours**

**54 Lab hours**

#### **ANIM 130**

##### **World Building for Game Development**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; ANIM 101*

*Transfers to: CSU*

This is an introductory course in the techniques used in building worlds for game development. There will be an emphasis placed on the essentials of traditional background layout, such as thumbnail sketching, perspective, basic design and mood. Students will have the opportunity to study in depth the procedures used in lighting and texturing game environments. Topics will include the use of color, lighting, and the design of environmental elements used to enhance basic game play and level design. This course is beneficial for all students in courses related to Graphic Arts (Multimedia, Illustration, Internet Web Design, Game Design and Film Production) and Industrial Design (Architectural, Automotive, Furniture, Clothing and Product Design).

**4 Units**

**54 Lecture hours**

**54 Lab hours**

#### **ANIM 140**

##### **Animation Portfolio**

*Prerequisite: ANIM 101; ANIM 110; ANIM 120*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment*

*Transfers to: CSU*

Students will select a specific area of design that they research and center a portfolio project around. The emphasis in this class is placed on helping the student improve the artistic merit of their work. The topics covered will help prepare digital artists to talk about and present their artwork in a professional manner.

Students will create a digital portfolio for the web and print using programs such as Adobe Photoshop, Premiere, ZBrush, Autodesk Maya and the Unity game engine. This course is an excellent opportunity for students who are interested in developing and presenting a collection of work that will help them take the next step in their professional or academic career as a traditional/digital artist.

**3 Units**

**36 Lecture hours**

**72 Lab hours**

#### **ANIM 260**

##### **Figure Drawing for Animators**

*Prerequisite: ART 230*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: CSU*

A figure drawing course for animators that focuses on gesture and how to capture the essential movement, dynamic expression, and the individual attitude of the model. This course is designed to introduce and develop an understanding of life drawing that will serve as a foundation for further studies in animation and entertainment arts. Students will refine basic skills in human anatomy while learning to draw the figure in sequential movement, understand weight and balance, facial and body expression, and figure invention.

**3 Units**

**36 Lecture hours**

**72 Lab hours**

## **ANTHROPOLOGY**

### **Division of Behavioral & Social Sciences**

#### **ANTH 101**

##### **Introduction to Physical Anthropology**

##### **(Formerly ANTHR 101, 001)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*Students will receive credit from UC for only one of the following courses: ANTH 101 or ANTH 101H)*

In this course, people are investigated from the perspective of evolutionary theory. Students will learn about the process of natural selection and related issues including patterns of inheritance. Also included will be an examination of the closest living relatives to humans, primates, with an emphasis on behavior and ape societies. An extensive survey of human ancestors will trace the origins of various life forms and recount how ape-like creatures evolved into modern humans. Students will also

discover how natural selection can be used as a tool to understand patterns of human variation. This course is designed for anthropology majors, those with an interest in anthropology, or anyone with a desire to further their understanding of humans from an evolutionary perspective.

**3 Units**

**54 Lecture hours**

**ANTH 101H**  
**Introduction to Physical Anthropology Honors**  
**(Formerly ANTHR 101H)**

*Prerequisite: ENGL 101 with a grade of "C" or better*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU  
(\*Students will receive credit from UC for only one of the following courses: ANTH 101 or ANTH 101H)*

In this course, people are investigated from the perspective of evolutionary theory. Students will learn about the process of natural selection and related issues including patterns of inheritance. Also included will be an examination of the closest living relatives to humans, primates, with an emphasis on behavior and ape societies. An extensive survey of human ancestors will trace the origins of various life forms and recount how ape-like creatures evolved into modern humans. Students will also discover how natural selection can be used as a tool to understand patterns of human variation. This course is designed for anthropology majors, those with an interest in anthropology, or anyone with a desire to further their understanding of humans from an evolutionary perspective.

**3 Units**

**54 Lecture hours**

**ANTH 101L**  
**Physical Anthropology Lab**  
**(Formerly ANTHR 101L)**

*Prerequisite/Corequisite: ANTH 101 or ANTH 101H*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This laboratory course, designed to complement the lecture course, is for students interested in expanding their knowledge of physical anthropology. Students will be introduced to the methods, techniques, and procedures used in physical anthropology research, gaining practical experience by participating in laboratory activities and experiments employing the scientific method. Laboratory exercises will include an assessment of the forces that affect evolutionary change, the observation of primate behavior, the assessment of human

variation, and the identification and classification of the skeletal features of humans, non-human primates, and human ancestors. Also included will be an exploration of Mendelian, molecular, and population genetics.

**1 Unit**

**54 Lab hours**

**ANTH 102**  
**Introduction to Cultural Anthropology**  
**(Formerly ANTHR 102)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

The emphasis of this general education course is the investigation of human culture. By learning about the diversity of cultural practices around the world, students will be able to evaluate their identities within their own societies. In addition to discovering the theories and methods important to cultural anthropology, the course will include an extensive examination of cross-cultural diversity. Students will learn about how people in different cultures obtain their food, exchange goods, organize themselves in groups, engage in politics, raise children, and worship supernatural beings. Also addressed will be the issue of how cultural anthropology can contribute to addressing problems important in the modern world. This course is designed for anthropology majors, those with an interest in anthropology, or anyone with a desire to further their understanding of human culture.

**3 Units**

**54 Lecture hours**

**ANTH 102H**  
**Introduction to Cultural Anthropology Honors**  
**(Formerly ANTHR 102H)**

*Prerequisite: ENGL 101 with a grade of "C" or better*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

The emphasis of this general education course is the investigation of human culture. By learning about the diversity of cultural practices around the world, students will be able to evaluate their identities within their own societies. In addition to discovering the theories and methods important to cultural anthropology, the course will include an extensive examination of cross-cultural diversity. Students will learn about how people in different cultures obtain their food, exchange goods, organize themselves in groups, engage in politics, raise children, and worship supernatural beings. Also addressed will be the issue of how

cultural anthropology can contribute to addressing problems important in the modern world. This course is designed for anthropology majors, those with an interest in anthropology, or anyone with a desire to further their understanding of human culture.

**3 Units**

**54 Lecture hours**

**ANTH 103**  
**Introduction to Archaeology**  
**(Formerly ANTHR 103)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

Archaeology is the study of past societies through the analysis of material remains. This general education course will survey the development of major cultural centers around the world including those found in Mesoamerica, South America, Egypt, China, Africa, and the Middle East. Examples drawn from many ancient sites will trace human societies from pre-agricultural communities, through the origins of agriculture, to the rise of major political and economic institutions. Students will learn how archaeologists discover information about the past, the history of the discipline, and the important issues confronting the field today. This course is designed for students who are interested in the field of archaeology or for students who plan to major in anthropology.

**3 Units**

**54 Lecture hours**

**ANTH 110**  
**Human Sexuality from a Cross-Cultural Perspective (Same as SOC 110)**  
**(Formerly ANTHR 110)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed to provide the student who has an interest in human sexuality with an introduction to this subject as a form of culturally-influenced social interaction. Topics addressed include historical views of sexuality, gender identity, and the impact of cultural change on sexual interest and activity. A social scientific analysis of various aspects of human sexual behavior will be used to examine sexuality as a form of social interaction in a cultural context. Various social theories and relevant empirical research are critically analyzed from both a Western and non-Western perspective.

**3 Units**

**54 Lecture hours**

**ANTH 115****Introduction to Medical Anthropology  
(Formerly ANTHR 115)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

Medical anthropology explores the perceptions of disease, health, and healing in different cultures around the world. Socio-cultural, biological, and ecological perspectives will be used to understand the origins of illness and disease and medical practices across cultures. Topics include diagnosis and therapies, the role of healers like witchdoctors and shaman, stress and mental health, unequal access to medical care, and medical anthropology applied to global health problems. This course is intended for nursing and health care professionals seeking continuing education credit and students interested in the cultural aspects of healing and treating disease.

**3 Units**

**54 Lecture hours**

**ANTH 125****Religion, Magic, Witchcraft, and the Supernatural  
(Formerly ANTHR 125)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for students interested in learning about the diverse religious beliefs and practices around the world. An introduction to the anthropological study of religion will include an overview of the various forms of religious belief systems, the variety of gods and other supernatural forces, the use of myths, rituals, and ceremonies in religious practice, and the types of shamans, priests, and other religious specialists found in religious systems. The religious use of drugs will be explored along with traditional healing practices and folk medicine remedies used in many Western cultures. A survey of witchcraft, sorcery, the occult, demons, exorcism rites, sacrificial practices, and magic will be included. In addition, concepts relating to death and the afterlife will be explored such as souls, ghosts, reincarnation, zombies, and others.

**3 Units**

**54 Lecture hours**

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**ARCHITECTURE****Division of Career & Technical Education****ARCH 095****Construction Document Reading and Estimating  
(Formerly ARCH 014)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or appropriate assessment*

This course is beneficial for apprentices, students of architecture and employees in all areas of the construction industry, and covers residential, light commercial and industrial building construction. An introduction to the use of prints, construction documents and the theory of construction estimating, as used in the building industry will be presented. Principles of reading working drawings, plans, H.V.A.C. specifications, details, elevations and electrical specifications are included as well as material estimating, estimating rules, tables and procedures.

**3 Units**

**45 Lecture hours**

**27 Lab hours**

**ARCH 115****Introduction to Residential Architecture: Drawing and Design  
(Formerly ARCH 004A)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; ENGT 101 or two years of high school drafting*

*Transfers to: CSU*

This introductory course is for any student interested in the field of Architectural Drawing and Design. The course is a requirement for both the A.S. degree and certificate in Architectural Design and Drawing, Engineering Design Drafting and Civil Design Technology. The course includes the study of architectural graphic standards related to creating construction drawings such as floor plans, exterior and interior elevations, site plans, foundation plans and details, building sections and construction framing details for one or two story residential structure. Emphasis is placed on symbolism, conventions, and techniques to develop technical skills necessary for an entry level architectural drafter and may lead to careers in environmental planning and design, architectural engineering, and construction technology. Construction methods, building codes, design factors, planning, and use of reference materials are discussed and applied. All construction documents will be

developed using traditional board drafting methods and standards.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

**ARCH 125****Residential Architecture and Detailing**

*Prerequisite: ARCH 115, ENGT 150 or ENGT 170, or industry experience in CADD applications*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This intermediate level course is for students pursuing a degree or certificate in Architectural Design and Drawing and is a requirement for both the A.S. degree and certificate. This course involves creating a set of construction drawings for a two story structure and emphasizes the study of wall and construction systems, foundation systems, detailing of wood and concrete systems, sections, interior details, and completion of the residential construction documents. Emphasis is placed on development of technical skills in detailing, use of reference materials, building codes, standard construction techniques and architectural graphic standards. All construction documents will be developed using CADD.

**3 Units**

**45 Lecture hours**

**54 Lab hours**

**ARCH 215****Architectural Perspective and Rendering****(Formerly ARCH 016)**

*Prerequisite: ARCH 115*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; ENGT 105*

*Transfers to: CSU*

This course is for all students interested in developing skills in architectural perspective drawing and is a requirement for both the Architecture and Architecture Design and Drawing A.S. degrees. The students will be introduced to the theory of and practical application of perspective drawing and rendering as used in architecture. Topics include one, two, and three point perspectives, entourage, and introduction to rendering techniques, such as water color, markers, film, pastels, pencil, pen and ink. Presentation techniques will also be discussed.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

**ARCH 225**  
**Commercial Wood and Masonry Design and Construction**  
**(Formerly ARCH 005B)**

*Prerequisite: ARCH 115*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; ENGT 150 or ENGT 170 or industry experience in CADD applications*

*Transfers to: CSU*

This advanced level course is for students pursuing an A.S. Degree or Certificate in Architecture and Architectural Design and Drawing. The course includes the study of construction methods, building ordinances and codes. As a component of the course students will complete construction documents for concrete block, steel and wood commercial buildings and retail space. Emphasis is placed on effective space utilization, technical plans, elevations, aesthetics, handicap requirements, site utilization and development, traffic flow, landscape, foundation design and construction details.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

**ARCH 235**  
**Architectural Design Studio**  
**(Formerly ARCH 030)**

*Prerequisite: ARCH 215*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; ENGT 150*

*Transfers to: UC, CSU*

This course is for students pursuing the A.S. degree in Architecture with the intent of transferring and continuing their study of architecture. Topics explored include multiple design principles, concept applications, spatial and form definition, preliminary studies, interior and exterior space planning, site orientation, styles and materials. Student design concepts will be expressed verbally and graphically using presentation drawings, isometrics and perspectives, conceptual models, renderings and photographs. Students will develop skills in a studio atmosphere dealing with existing conditions, problem solving using design criteria, codes and environmental relationships for abstract, residential and small commercial structures.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

**ARCH 236**  
**Architecture Design Studio II**

*Prerequisite: ARCH 235*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This second level Design Studio

course builds upon the foundation of architectural design studio ARCH 235. This course presents additional design approaches to spatial and form definition of architectural program, urban and site planning, topographic, civil and environmental issues. Architectural design proposals and projects will be expressed verbally and graphically using presentation drawings, conceptual models, renderings and photographs. Students will enhance their design skills in a studio atmosphere, working to justify their design solutions.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

**ARCH 260**  
**Advanced Architecture Using Revit and 3D Software**  
**(Formerly DRAF 023)**

*Prerequisite: ARCH 115; ENGT 150*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; ENGT 101 or two years of high school drafting; ENGT 200*

*Transfers to: CSU*

This course is for all students pursuing an A.S. Degree in Architecture (Transfer) and Architectural Design and Drawing and presents an intensive study of BIM (Building Information Modeling) applications as they relate to architecture. Utilizing the latest releases of 3D design software such as Revit and AutoCAD Architecture and previously learned technical and architectural drafting conventions, students will produce two and three dimensional BIM generated architectural drawings and 3D virtual models. High technology skills which are necessary to function as a designer or CADD Drafter are emphasized.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

**ARCH 261**  
**Revit for Advanced BIM Architectural, Structural and MEP Applications**

*Prerequisite: ARCH 260*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

Advanced BIM (Building Information Modeling) applications extends the fundamentals of the Arch 260 class to include Structural, Mechanical, Electrical and Plumbing extensions of the Autodesk Revit Building software. Students will work on both group and individual projects to create and present three-dimensional representation of architectural solutions. Students will also learn the basic process and workflow in creation of Revit Families for use in building models. Course may be counted once towards the major and repeated three times to enhance student's skills and

proficiency levels, or repeated due to content change or software updates.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

**ARCH 280**  
**Advanced MicroStation for CADD & BIM Applications (Same as ENGT 280)**

*Prerequisite: ENGT 170 with a grade of "C" or better, or verifiable work experience and proficiency in MicroStation XM or V8i*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; ENGT 101 or two years of high school drafting*

*Transfers to: CSU*

This course is for students pursuing an advanced study in MicroStation 3D parametric CADD (Computer Assisted Design and Drafting) and the BIM (Building Information Modeling) approach to building design using Bentley Architecture. Students will apply previously learned drafting conventions to produce two and three dimensional CADD and BIM generated mechanical and architectural drawings and virtual design models. This course benefits all students studying Architecture, Civil Engineering, Drafting, Design and Computer Graphics. High technology skills which are necessary to function as a designer or CADD Drafter are emphasized.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

**ARCH 290**  
**Cooperative Work Experience/Internship for Architecture Related Fields**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course supports and reinforces on-the-job training in business and industrial establishments under supervision of a college instructor and is facilitated by the use of learning objectives. The student will be working in a skilled or professional level assignment in their area of vocational interest and will meet performance objectives related to instruction that are above and beyond the conditions of regular employment. This course is intended for students whose job is related to the field of architecture and have completed or enrolled in the appropriate coursework. "Contact the CWE office regarding re-enrollment procedures".

**Student Unpaid Internship:**

*1 Unit/60 hours; 2 Units/120 hours; 3 Units/180 hours; 4 Units/240 hours*

**Student Paid Internship:**

*1 Unit/75 hours; 2 Units/150 hours; 3 Units/225 hours; 4 Units/300 hours.*

**1 to 4 Units**

**3 Lecture hours**

**60 to 300 hours**

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# ART

## Division of Arts & Cultural Programs

### ART 101

#### Introduction to Art (Formerly ART 007)

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC, CSU*

This lecture/lab course provides the non-art majors an opportunity to learn about art through a series of hands-on projects within an art historical and conceptual framework. Project and topics include drawing, painting, printmaking, design, mixed media and sculpture.

**3 Units**

**36 Lecture hours**

**72 Lab hours**

### ART 104

#### Art of the Ancient Americas

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

Art 104 is a study of the indigenous arts of Mexico, Andean South America, and Central America, from civilizations including the Olmec, Maya, Aztec, Inca, Moche, Chavin de Huantar, and Nazca. Art of representative native tribes of the territory now encompassed by the United States and Canada will be comparatively examined. Works of art and architecture will be presented in relation to the various religious beliefs, political/ economic systems, and cultural practices of the ancient Americas. Art historical and archaeological methodologies relating to the understanding and interpretation of non-Western art will be discussed. This course is appropriate for students pursuing a degree in Art, students with an interest in American Studies and Latin American Studies.

**3 Units**

**54 Lecture hours**

### ART 105

#### Survey of Western Art: Prehistory through the Middle Ages

#### (Formerly ART 001A)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*Students will receive credit from UC for only one of the following courses: ART 105 or ART 105H)*

This course presents a broad overview of Prehistoric, Mesopotamian, Egyptian, Greek, Etruscan, Roman, Early Christian, Islamic, and Medieval art and architecture. This course is appropriate for all students pursuing the degree in Studio Art or Art History or seeking to fulfill general edu-

tion requirements in Fine Arts and Humanities.

**3 Units**

**54 Lecture hours**

### ART 105H

#### Survey of Western Art: Prehistory through the Middle Ages Honors

*Prerequisite: ENGL 101 with a "C" or better and a minimum GPA of 3.2*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*Students will receive credit from UC for only one of the following courses: ART 105 or ART 105H)*

This course presents a broad overview of Prehistoric, Mesopotamian, Egyptian, Greek, Etruscan, Roman, Early Christian, Islamic, and Medieval art and architecture. This course is appropriate for all students pursuing the degree in Studio Art and/or seeking to fulfill general education requirements in Fine Arts and Humanities. This course is designed for those who meet Honors Program Requirements.

**3 Units**

**54 Lecture hours**

### ART 106

#### Survey of Western Art: Renaissance to Modern

#### (Formerly ART 001B)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*Students will receive credit from UC for only one of the following courses: ART 106 or ART 106H)*

This course provides an overview of the history of Western art from the 14th century through the Modern Era, including Renaissance, Baroque, Rococo, Neoclassicism, Romanticism, Realism, Early Photography, Impressionism, Post Impressionism, and early Modern art movements of the 20th century. This course is appropriate for all students pursuing the degree in Art and/or seeking to fulfill general education requirements in Fine Arts and Humanities.

**3 Units**

**54 Lecture hours**

### ART 106H

#### Survey of Western Art: Renaissance to Modern Honors

#### (Formerly ART 106)

*Prerequisite: ENGL 101 with a "C" or better and a minimum GPA 3.2*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*Students will receive credit from UC for only one of the following courses: ART 106 or ART 106H)*

This course provides an overview of the history of Western art from the 14th century through the Modern Era, including Renaissance, Baroque,

Rococo, Neoclassicism, Romanticism, Realism, Early Photography, Impressionism, Post Impressionism, and early Modern art movements of the 20th century. This course is appropriate for all students pursuing the degree in Art and/or seeking to fulfill general education requirements in Fine Arts and Humanities. This course is intended for those who meet Honors Program Requirements.

**3 Units**

**54 Lecture hours**

### ART 107

#### The Art of Asia

#### (Formerly ART 002)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course examines the artistic traditions of Prehistoric to Modern Asia in relation to their cultural, philosophical, and religious influences. The art and architecture of Central Asia (India, China, Korea, and Japan) will be emphasized. Examples from Southeast Asia, Pakistan, Tibet, and Nepal will also be discussed. This course is appropriate for all students interested in art and culture and for those seeking to fulfill general education requirements for Fine Arts and Humanities, as well as all Studio Art majors.

**3 Units**

**54 Lecture hours**

### ART 108

#### The Art of Mexico

#### (Formerly ART 003)

*Advisory: READ 023 or appropriate assessment; ENGL 035 or ENLA 100 or appropriate assessment*

*Transfers to: UC, CSU*

This course is a survey of the art and architecture of Mexico including PreColumbian, Viceregal (Colonial) and Modern 19th and 20th centuries. Chicano/a art will also be examined in relation to its Mexican antecedents. Art 108 is appropriate for all students interested in art and culture and for those seeking to fulfill general education requirements in Fine Arts and Humanities, as well as all Studio Art majors and Art History majors.

**3 Units**

**54 Lecture hours**

### ART 109

#### Art of the Americas: Colonial to the Present

#### (Formerly ART 004)

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course includes a study of the art and architecture of North, Central, and South America from the colonial period to the early 20th Century. This course is appropriate for students with

an interest in American Studies, Latin American Studies, and/or those seeking to fulfill the general education requirements in Fine Arts and Humanities.

**3 Units**

**54 Lecture hours**

**ART 110  
Understanding Visual Art  
(Formerly ART 005)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

ART 110 is a lecture course that provides the student with an introduction to the study of visual art: its vocabulary, its forms, the many roles it plays in society, and the variety of processes artists master in its making. Students gain insight into current approaches used in interpreting meaning from art and explore questions about the ways in which value is assigned to the art object. Using examples from cultures around the world and across time, this course offers a broad overview to any student interested in art and culture and to those seeking to fulfill general education requirements in Fine Arts and Humanities.

**3 Units**

**54 Lecture hours**

**ART 112  
Visual Art in the Modern Era  
(Formerly ART 006B)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

ART 112 is a survey of developments in art and architecture from the early 19th century through the 20th century and into the 21st. From Realism and Early Photography through Postmodern and Contemporary art, visual art movements will be discussed in relation to stylistic trends, philosophical influences, innovations in technology, and other historical and social contexts. The roles played by artist, critic, and consumer in shaping these movements will be examined, as well as visual art's impact upon society in the Modern Era. This course is appropriate for all students interested in art and culture and for those seeking to fulfill general education requirements in Fine Arts and Humanities, as well as for Studio Art majors.

**3 Units**

**54 Lecture hours**

**ART 113  
The History of Photography**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This lecture course examines the history of photography from its invention in the 1830s to the present. The

technological development, social role, and aesthetic possibilities of photography will be discussed in relation to major historical, art historical, cultural, and political influences. This course is appropriate for all students interested in photography, art, and art history and culture and for those seeking to fulfill the general education requirement for Fine Arts and Humanities, as well as Studio Art majors and Art History majors.

**3 Units**

**54 Lecture hours**

**ART 115  
The Art of Film**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This introductory course explores film as an art form, its basic components, and its relation to the styles and movements of other visual arts forms. An understanding of cinematic language is emphasized by focusing upon film's manipulation of time and space, its use of visual metaphors, montages, and explicit/implicit messages. The collaborative nature of filmmaking is studied by examining the role of cinematography, lighting, film editing, visual effects, art direction, and the use of sound and music to enhance the script and create style. Through discussion and written assignments, students develop the ability to analyze the impact of films viewed both in and out of class. This course is appropriate for any student interested in film, art, media studies, or culture.

**3 Units**

**54 Lecture hours**

**ART 120  
Two Dimensional Design  
(Formerly ART 030A)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC, CSU*

This is a foundational, first semester course and is open to any student interested in the fundamentals of visual thinking as they apply to all visual media and fulfills a general education requirement in Art. This course provides an introduction to the concepts, applications, and art historical references related to two-dimensional art and composition, and includes the study of the basic elements of line, shape, texture, value, color and spatial illusion. Students will develop a visual vocabulary for creative expression through lecture presentations, studio projects, and written assignments.

**3 Units**

**36 Lecture hours**

**72 Lab hours**

**ART 121  
Three Dimensional Design  
(Formerly ART 030B)**

*Advisory: READ 022 or appropriate assessment; ART 120*

*Transfers to: UC, CSU*

This is a foundational, first semester course and is open to all students interested in the fundamentals of visual thinking as they apply to all three dimensional media. It also fulfills a general education requirement in art. This course provides an introduction to the concepts, applications, and art historical references related to three-dimensional art, and includes the basic elements and principles of three-dimensional design. Students will develop a visual vocabulary for creative expression through lecture, slide and video presentations, and studio projects using a variety of tools and written assignments.

**3 Units**

**36 Lecture hours**

**72 Lab hours**

**ART 124  
Color Theory**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is an introduction to the characteristics of color and its interaction suited for all art majors transferring to a four-year college or interested in working in the arts as a painter, illustrator or designer. The course will cover the principles, theories, and applications of additive and subtractive color in two dimensions.

Topics will include major historical and contemporary color systems, production of projects in applied color, and the elements of design as they apply to color.

**3 Units**

**36 Lecture hours**

**54 Lab hours**

**ART 130  
Freehand Drawing I  
(Formerly ART 010A)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This is a first semester course for art and non-art majors interested in developing basic drawing skills. As an introduction to observational drawing and composition, students will develop the ability to perceive and define shape, contour, volume, space, and light using a variety of drawing media and subject matter. Emphasis is on clarity of observation and the ability to order and translate 3-dimensional form and space into 2-dimensional drawings.

**3 Units**

**36 Lecture hours**

**72 Lab hours**

**ART 131**  
**Freehand Drawing II**  
**(Formerly ART 010B)**

*Prerequisite: ART 130*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This is a second semester course for art and non-art majors in observational drawing and composition, stressing an advanced ability to perceive and define shape, contour, volume, space, and light. Students will use a variety of drawing media and subject matter. Emphasis is on strengthening skills introduced in Freehand Drawing I, the exploration of color in drawing and concepts related to content.

**3 Units**

**36 Lecture hours**

**72 Lab hours**

**ART 135**  
**Beginning Painting**  
**(Formerly ART 020A)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; ART 130*

*Transfers to: UC, CSU*

This is a first semester course for art and non-art majors interested in developing basic painting skills. The course explores both traditional and contemporary painting techniques while stressing an ability to perceive and define shape, contour, volume, texture, space, and light using acrylic or water-based oil painting media. Emphasis is on learning the techniques of painting, understanding the use of color, while strengthening observation and rendering skills. Students are advised to have some drawing skills before taking this class.

**3 Units**

**36 Lecture hours**

**72 Lab hours**

**ART 136**  
**Intermediate Painting**  
**(Formerly ART 020B)**

*Prerequisite: ART 130; ART 135*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This is a second semester course for art and non-art majors interested in further development of painting skills and techniques, understanding the use of color and space, while strengthening observation and rendering skills. The course explores both traditional and contemporary painting concepts, styles, and techniques that involve complex compositional and technical problems in either acrylic or oil painting media.

**3 Units**

**36 Lecture hours**

**72 Lab hours**

**ART 140**  
**Ceramics I**  
**(Formerly ART 038A)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC, CSU*

This is an introductory course open to all art and non-art majors interested in learning basic skills in ceramics using the potter's wheel. Students will develop a visual vocabulary for creative expression through lectures, power point, vocabulary lists and video presentations. This course covers beginning problems of centering, throwing and shaping various functional and non-functional pottery. Students will be introduced to the process of glazing and basic firing techniques. This course emphasizes exploring personal and cultural expression in the ceramic media. Evaluation will be based on using a variety of tools and writing assignments.

**3 Units**

**36 Lecture hours**

**72 Lab hours**

**ART 141**  
**Ceramics II**  
**(Formerly ART 038B)**

*Prerequisite: ART 140*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC, CSU*

This is an intermediate course in ceramics open to all art and non-art majors, with continued emphasis on basic skills using the potter's wheel. Included in the course will be intermediate problems on the wheel, basic decorative techniques, and making a test glaze.

Students will be exploring contemporary artistic practice and the social and historical elements of ceramic art.

**3 Units**

**36 Lecture hours**

**72 Lab hours**

**ART 142**  
**Introduction to Ceramic Handbuilding**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This is a first semester course for art and non-art majors. It is designed to introduce students to the concepts, techniques, history, and contemporary practices of handbuilding in the ceramics arts. This course can be taken once and repeated three times for credit. This class is for any student who is interested in the fundamentals of clay construction using hand-building technique.

**3 Units**

**36 Lecture hours**

**72 Lab hours**

**ART 146**  
**Introduction to Sculpture**  
**(Formerly ART 036)**

*Prerequisite: ART 121*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; ART 130*

*Transfers to: CSU*

This course is suited for art majors transferring to a four-year college or any student interested in working in the arts. The course is an introduction to three-dimensional sculptural principles, techniques, and concepts utilizing a wide range of materials and practices. Various sculpture methods are practiced with attention to creative self-expression and historical context.

**3 Units**

**36 Lecture hours**

**72 Lab hours**

**ART 150**  
**Beginning Printmaking**  
**(Formerly ART 032A)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; ART 121; ART 130*

*Transfers to: CSU*

This course is an introduction to the art of printmaking suitable for studio art majors transferring to a four-year college or any student interested in working in the arts. This course is an introduction to the basic materials, equipment, and processes of printmaking, including relief (linocut and woodcut), intaglio (drypoint, etching, and collagraph), planography (lithography and monotype), and stencil (screenprint).

**3 Units**

**36 Lecture hours**

**72 Lab hours**

**ART 151**  
**Intermediate Printmaking**  
**(Formerly ART 032B)**

*Prerequisite: ART 150*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This is a second semester course for the art and non-art major in the continued study of intaglio and relief fine art printmaking processes. This course will expand upon techniques and skills students learned in Beginning Printmaking, ART 150 including color printing techniques as well as serigraph printing. While stressing creativity and expression students will also learn the practice of creating an edition.

**3 Units**

**36 Lecture hours**

**72 Lab hours**

**ART 160**  
**Rendering and Illustration**  
**(Formerly ART 044A)**

*Advisory: READ 022 or appropriate assessment; ART 130*

*Transfers to: CSU*

Intended for the student interested in developing skills in rendering and illustration, this course is a beginning course in illustration and rendering exploring both traditional and contemporary drawing techniques, stressing an ability to perceive and define shape, contour, volume, texture, space, and light both realistically as well as expressively using various media. Emphasis is on learning the techniques of illustration, understanding the use of color, while strengthening observation and rendering skills.

**3 Units**

**36 Lecture hours**

**72 Lab hours**

**ART 161**  
**Advanced Rendering and Illustration**  
**(Formerly ART 044B)**

*Prerequisite: ART 160*

*Advisory: READ 022 or appropriate assessment; ART 130*

*Transfers to: CSU*

Intended for the student interested in developing skills in rendering and illustration, this course is an advanced course in illustration and rendering exploring both traditional and contemporary drawing techniques while stressing an ability to perceive and define shape, contour, volume, texture, space, and light both realistically as well as expressively using various media. Emphasis is on learning the advanced techniques of illustration, understanding the use of color, while strengthening observation and rendering skills.

**3 Units**

**36 Lecture hours**

**72 Lab hours**

**ART 164**  
**Graphic Design (Adobe Illustrator)**  
**(Formerly ART 045A)**

*Advisory: READ 022 or appropriate assessment; ART 120*

*Transfers to: CSU*

Designed for the student interested in a degree in commercial art or those interested in 2 dimensional design and layout applications employed as tools by computer graphic artists, this course is an exploration of graphic design using the Adobe Illustrator computer based design software. Topics include typography usage, inclusion of photo-derived images, illustration techniques, page layout design, as well as current methods/styles employed by graphic artists. This course includes portfolio building with an emphasis on professional standards.

**3 Units**

**36 Lecture hours**

**72 Lab hours**

**ART 165**  
**Graphic Design (Advanced Adobe Illustrator)**  
**(Formerly ART 045B)**

*Prerequisite: ART 164*

*Advisory: READ 022 or appropriate assessment; ART 120*

*Transfers to: CSU*

Intended for the student interested in a degree in commercial art or those interested in 2 dimensional design and layout applications employed as tools by computer graphic artists, this course is an advanced exploration of graphic design using the Adobe Illustrator computer based design software. Topics include concept driven projects exploring illustration and rendering techniques, advanced compositing methods using various sources, as well as current methods/styles employed by graphic artists. This course includes portfolio building with an emphasis on professional standards.

**3 Units**

**36 Lecture hours**

**72 Lab hours**

**ART 170**  
**Introduction to Digital Painting**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; ART 120; ART 130; ART 135*

*Transfers to: CSU*

This course is designed for students majoring in the Visual Arts: including Fine Arts, Illustration, Animation, Graphic Art and any student interested in learning to use the computer as a tool for original image making. The course will survey traditional drawing and painting techniques using computer technologies such as software, drawing tablets, scanners and printers. Students will investigate the fundamental pictorial elements of line, shape, space, color, and texture as well as the formal relationship of these elements to produce original works of art while learning the technology, concepts, and practices of digital art production.

**3 Units**

**27 Lecture hours**

**81 Lab hours**

**ART 172**  
**Desk Top Publishing (Adobe InDesign)**  
**(Formerly ART 040)**

*Advisory: READ 022 or appropriate assessment*

*Transfers to: CSU*

This course is intended for the student interested in commercial art, focusing on computer generated multi page layouts. Page composition and graphics are explored using Adobe InDesign software with an emphasis on design and the creative use of typography, included in this course is a discussion of output possibilities and pre-press considerations.

**3 Units**

**36 Lecture hours**

**72 Lab hours**

**ART 175**  
**Computer Graphics**  
**(Formerly ART 041)**

*Advisory: READ 022 or appropriate assessment*

*Transfers to: CSU*

This course is for the student interested in a degree in commercial art or any student interested in 2 dimensional paint and 3 dimensional modeling applications employed as tools by computer graphic artists. Topics covered will include the exploration of basic paint techniques as well as basic modeling, mapping, rendering and animation techniques as they relate to page and web design.

**3 Units**

**36 Lecture hours**

**72 Lab hours**

**ART 178**  
**Introduction to Digital Imaging (Adobe Photoshop)**

*Advisory: READ 022 or appropriate assessment; ART 120*

*Transfers to: CSU*

This course is for the student interested in a degree in commercial art or any student interested in digital imaging. The focus of the course is computer based image-editing software and its use as a tool in the creation of high quality digital imagery. Also provided is an overview of programs such as Adobe Photoshop and other related graphics programs employed by digital imaging artists with an emphasis on photography as the primary source of the final images. Included in this course will be the discussion of aesthetic decisions as they relate to image composition. The ethical and legal implications of image manipulation will be discussed as well as various presentation possibilities.

**3 Units**

**36 Lecture hours**

**72 Lab hours**

**ART 180**  
**Art Gallery Display Design**  
**(Formerly ART 049)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is appropriate for all students interested in art, art exhibitions, museum studies, and cultural studies and is a combination studio and lecture course that provides students with creative experience in exhibition design and gallery installation. Topics include exhibition space planning, principles of color and design, art exhibition construction and lighting, and proper care and handling of art objects. Students are also given an introduction to the basic principles of art curating and gallery management. This course may be taken once and repeated three times for credit.

**2 Units**

**18 Lecture hours**

**54 Lab hours**

**ART 185****Art Studio****(Formerly ART 062)***Transfers to: UC, CSU*

This course is designed to provide supervised studio study on an individual basis with various projects. Arranged: 4 hours lab. Offered on a pass-no pass basis.

**1 Unit****72 Lab hours****ART 230****Beginning Life Drawing****(Formerly ART 012A)***Prerequisite: ART 130**Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment**Transfers to: UC, CSU*

This is a first semester course for art, animation, and non-art majors interested in developing the basic drawing skills of representing the human figure. As an introduction to observational figure drawing and composition, students will develop the ability to perceive and define the anatomy and structural organization of the human form in terms of expressive design and creative use of drawing media.

**3 Units****36 Lecture hours****72 Lab hours****ART 231****Intermediate Life Drawing****(Formerly ART 012B)***Prerequisite: ART 230**Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment**Transfers to: UC, CSU*

This is a second semester course for art, animation, and non-art majors interested in furthering their figure drawing skills. Working from a professional figure model, students will refine those skills learned in ART 230 and learn intermediate drawing skills, study human anatomy in greater detail, and extend their knowledge regarding the use of the figure in visual art. Emphasis is on clarity of observation and the ability to order and translate form and space on a two dimensional surface.

**3 Units****36 Lecture hours****72 Lab hours****ART 232****Advanced Life Drawing****(Formerly ART 013)***Prerequisite: ART 231 or ANIM 260**Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment**Transfers to: UC, CSU*

This is a third semester course for art, animation, and non-art majors interested in furthering their figure drawing skills. Students will refine those skills learned in ART 231 or ANIM 260 and

learn advanced drawing skills, study the human anatomy in greater detail, and extend their knowledge regarding the use of the figure in visual art.

**3 Units****36 Lecture hours****72 Lab hours****ART 233****Freehand Drawing III***Prerequisite: ART 131**Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 022 or appropriate assessment**Transfers to: UC, CSU*

This course is a third semester course in drawing and composition. More complex problems and a broader range of media including color will be utilized. Emphasis is on advancing observational skills and conceptual development through a range of subject matter, technical refinement and thematic development. Exploration of individual creative interpretation, process and intent in order to deepen the student's studio practice and investigation is stressed.

**3 Units****36 Lecture hours****72 Lab hours****ART 234****Watercolor Painting***Prerequisite: ART 130**Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 022 or appropriate assessment**Transfers to: UC, CSU*

This course is an introduction to various transparent watercolor techniques including wash and glazing. Applications of drawing, beginning painting, and design fundamentals to these techniques are included as well as the communicative element of content.

**3 Units****36 Lecture hours****72 Lab hours****ART 235****Advanced Painting I****(Formerly ART 021A)***Prerequisite: ART 136**Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment**Transfers to: UC, CSU*

This is a third semester course in painting for the art and non-art major. The course constitutes a study of advanced painting problems stressing experimentation with traditional and contemporary methods of painting, composition, and expression. Class and individual projects using figure, still life, landscape, abstraction, shaped format, altered scale and material exploitation will be stressed.

**3 Units****36 Lecture hours****72 Lab hours****ART 236****Advanced Painting II****(Formerly ART 021B)***Prerequisite: ART 235**Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment**Transfers to: UC, CSU*

This is a fourth semester course in painting for the art and non-art major. This course explores experimentation with traditional and contemporary methods of painting using the figure, still life, landscape, abstraction and non-objective imagery with an emphasis on continuing skill development and problem solving of interpretation, expression and conceptual issues in painting.

**3 Units****36 Lecture hours****72 Lab hours****ART 242****Advanced Ceramics****(Formerly ART 039)***Prerequisite: ART 141**Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment**Transfers to: UC, CSU*

This is an advanced course in ceramics, open to all art and non-art majors. This class places a special emphasis on personal growth and aesthetics as well as increased proficiency on the potter's wheel. Students will investigate the concepts of management and expressive exploration of the unique characteristics of fired ceramics – both the opportunities and constraints presented in the processing of clay from a soft, plastic, fragile, impermanent substance into a hard, rigid, and completely metamorphosed material after drying and firing. It is a process that requires sensitivity to time and sequence, and demands critical informed technical management. An important aspect of the class will be having students evaluate their selection of type of clay, decorative techniques and final-firing process to achieve their desired finished results. Included in this course will be advanced problem-solving in forms, shapes, decorative techniques and glazing.

**3 Units****36 Lecture hours****72 Lab hours****ART 252****Advanced Printmaking****(Formerly ART 033)***Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment**Transfers to: CSU*

This is a third semester course for the art and non-art major in the continued study of intaglio and relief fine art printmaking processes. This course

will expand upon techniques and skills students learned in Intermediate Printmaking, ART 151. Students will improve printing skills enhanced by supervised repetition and practice within class periods. Course content differs each time it is offered so it may be taken once and repeated three times for credit.

**3 Units**

**36 Lecture hours**

**72 Lab hours**

**ART 290  
Cooperative Work Experience/Internship  
for Visual Arts Related Fields**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course supports and reinforces on-the-job training in business, industrial, studio, non-profit and professional art organizations under supervision of a college instructor and is facilitated by the use of learning objectives. The student will be working in a skilled or professional level assignment in their area of vocational interest and will meet performance objectives related to instruction that are above and beyond the conditions of regular employment. This course is intended for students whose job is related to the field of visual arts and have completed or enrolled in the appropriate coursework. Instructor approval is required to remain in the class. "Contact the CWE office regarding re-enrollment procedures".

**Student Unpaid Internship:**

*1 Unit/60 hours; 2 Units/120 hours;  
3 Units/180 hours; 4 Units/240 hours*

**Student Paid Internship:**

*1 Unit/75 hours; 2 Units/150 hours;  
3 Units/225 hours; 4 Units/300 hours.*

**1 to 4 Units**

**3 Lecture hours**

**60 to 300 hours**

**ART 299  
Directed Study: Art  
(Formerly ART 100)**

*Transfers to: UC, CSU*

Independent Study/Directed Study is intended for students who have the ability to assume responsibility for independent work and to prepare written or oral reports and/or appropriate projects. To enroll in an independent study/directed study course, students must possess a 2.5 overall grade point average, a 3.0 grade point average in the discipline of study being requested, or receive an exception from the instructor. Independent Studies/Directed Studies may be developed from any topic arising from or related to a course of study that will result in developing depth and breadth in that subject area. Students will be expected to meet on a regular basis with their faculty sponsor and submit a final

report or project, and student progress shall be evaluated at regular intervals. Academic standards for Independent Studies/Directed Studies shall be the same as those for other courses. Units are awarded in accordance to Title V regulations with one unit of credit awarded for 54 hours of Directed Studies, six (6) hours of which must be with an instructor. The instructor is responsible for monitoring student progress through the semester. Students may take directed study courses for a maximum of four (4) units within a discipline, and may not accumulate more than a total of twelve (12) units college wide.

**1 to 3 Units**

**54 to 216 Lab hours**

ance, endocrine, cardiovascular and respiratory systems. The pathophysiology of disease processes, as well as medical and nursing interventions, is discussed. The students will apply the theoretical concepts in the clinical setting. This course is designed for students in the Associate degree Nursing Program.

**8 Units**

**72 Lecture hours**

**216 Lab hours**

**ADN 151**

**Clinical Nursing Concepts  
(Formerly ADN 101)**

*Prerequisite: BIOL 125, BIOL 222, and BIOL 226 (all with a grade of "C" or better); ENGL 101 or appropriate assessment*

*Advisory: READ 023 or appropriate assessment; MATH 070 or MATH 070D or MATH 073 or appropriate assessment*

*Transfers to: CSU*

This is an introductory course in basic clinical nursing concepts. The student will be introduced to a theoretical framework for nursing practice including the nursing process and the conceptual model used in the Associate Degree Nursing Program. Concepts related to therapeutic communication, legal and ethical issue and documentation are included. The nursing skills required for physical assessment and individualized patient care will be presented. The course includes laboratory practice and experience in the care of patients in the clinical setting. This course is designed for students in the Associate Degree Nursing program.

**4 Units**

**36 Lecture hours**

**108 Lab hours**

**ADN 154**

**Pharmacology  
(Formerly ADN 120A & ADN 120B)**

*Prerequisite: ADN 151 with a grade of "C" or better*

*Corequisite: ADN 150*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: CSU*

This is an introduction pharmacology course that focuses on the study of drugs most frequently prescribed. The course emphasis is on basic techniques and computations used in the administration of medications as well as the special nursing considerations that pertain to the safe administration of medication. Completion of this course allows the Associate Degree Nursing student to safely administer medication to patients under the supervision of the nursing instructor.

**2 Units**

**27 Lecture hours**

**27 Lab hours**

**ASSOCIATE DEGREE  
NURSING**

**Division of Health Sciences  
& Nursing**

**ADN 075**

**LVN Transition into the Associate  
Degree Nursing Program**

*Prerequisite: Acceptance into Nursing  
Program and Current LVN License*

*Advisory: READ 023 or appropriate  
assessment; MATH 070 or MATH 070D  
or MATH 073 or appropriate assessment*

This short-term course provides an overview of the Associate Degree Nursing Program. The focus is on successful learning strategies and the development of critical thinking skills. An overview of the Systems Developmental Stress Model is included as a framework for the nursing process and the Associate Degree Nursing Curriculum. Also included is an in depth study of the nursing process including physical assessment, nursing diagnosis, interventions and evaluations. The nursing skills required for physical assessment and basic patient care will be presented. This course is open to all career ladder LVN and 30 unit option students entering the second year of the Associate Degree Nursing Program.

**2.5 Units**

**36 Lecture hours**

**27 Lab hours**

**ADN 150**

**Medical/Surgical Nursing I  
(Formerly ADN 152 & 153)**

*Prerequisite: BIOL 222, ENGL 101, and  
ADN 151 with a grade of "C" or better*

*Corequisite: ADN 154*

*Transfers to: CSU*

This course focuses on the application of the nursing process in caring for patients with disturbances in the digestive and renal systems, fluid and electrolyte status and acid/base bal-

**ADN 155****Nursing Process: Childbearing Family/  
Women's Health****(Formerly ADN 105)***Prerequisite: ADN 150 and ADN 154**with a grade of "C" or better**Advisory: READ 023 or appropriate  
assessment**Transfers to: CSU*

This course is designed for the Associate Degree Nursing student. It focuses on the biological, intrapersonal/interpersonal and developmental aspects of human reproduction. The nursing process is utilized in meeting maternal, newborn and family needs as they relate to human reproduction. This course also focuses on women's health issues with regards to fertility, family planning, gynecological problems and related needs, and the utilization of the nursing process to meet those needs.

**4 Units****36 Lecture hours****108 Lab hours****ADN 156****Nursing Process Applied to the Care of  
Children****(Formerly ADN 104)***Prerequisite: ADN 150 and ADN 154**with a grade of "C" or better**Advisory: READ 023 or appropriate  
assessment**Transfers to: CSU*

This course focuses on the application of the nursing process in caring for children. Emphasis is placed on normal growth and development patterns of the growing child and developmental, biological, interpersonal and intrapersonal stressors affecting children and their families. The pathophysiology of disease processes that may occur during childhood and related medical and nursing interventions are discussed. The students will apply the theoretical concepts in the clinical setting. This course is designed for students in the Associate Degree Nursing Program.

**4 Units****36 Lecture hours****108 Lab hours****ADN 250****Advanced Pharmacology***Prerequisite: ADN 155 and ADN 156  
(for generic ADN students) with a grade  
"C" or better; ADN 075 (for LVN to  
ADN students) with a grade "C" or  
better**Advisory: ENGL 101; READ 023 or  
appropriate assessment; MATH 070 or  
MATH 070D or MATH 073 or appropri-  
ate assessment**Transfers to: CSU*

This is an advanced pharmacology course that focuses on the skills and study of medications used for neurological, psychiatric, and

medical-surgical concepts. The course emphasis is on advanced techniques and computations used in the administration of medications utilizing the nursing process and the Systems Developmental Stress Model, as well as the special nursing considerations that pertain to the safe administration of medication. Study of this course allows the Associate Degree Nursing student to continue to safely administer medications to patients.

**1 Unit****18 Lecture hours**

mental health and mental illness are discussed. This course is designed for students in the Associate Degree Nursing Program.

**3.5 Units****36 Lecture hours****81 Lab hours****ADN 253****Nursing Process Applied to Advanced  
Concepts****(Formerly ADN 203)***Prerequisite: ADN 250, ADN 251 and  
ADN 252 with a grade of "C" or better**Transfers to: CSU*

This course focuses on the use of the nursing process in caring for patients requiring complex nursing care in general medical/surgical settings. The course also focuses on generalized emergencies, immunologic problems and oncologic problems. Nursing theory from previous courses is integrated as the student applies advanced concepts in the clinical setting. This course is designed for students in the Associate Degree Nursing Program.

**5 Units****36 Lecture hours****162 Lab hours****ADN 254****Leadership and Management in  
Nursing****(Formerly ADN 204 & ADN 205)***Prerequisite: ADN 253 with a minimum  
grade of "C" or better**Transfers to: CSU*

This course focuses on theories and principles of leadership and management. It also addresses legal and ethical issues, current trends in nursing and changes in the delivery of health care affecting nursing practice. The students will apply the concepts and principles related to leadership and management through a preceptorship experience in the clinical setting. This course is designed for students in the Associate Degree Nursing Program.

**4 Units****27 Lecture hours****135 Lab hours****ADN 252****Psychiatric/Mental Health Nursing****(Formerly ADN 201)***Prerequisite: ADN 155 and ADN 156  
(for generic ADN students) with a grade  
"C" or better; ADN 075 (for LVN to  
ADN students) with a grade "C" or  
better**Corequisite: ADN 251 (students who  
have an active psychiatric technician  
license are exempt from this course) and  
ADN 250**Transfers to: CSU*

This course focuses on application of the nursing process as a problem solving approach to assessment, problem identification and intervention for patients with psychiatric and mental health problems. Basic concepts related to biological, intrapersonal and interpersonal factors in

**ADN 290****Cooperative Work Experience/  
Internship for Nursing Related Fields***Prerequisite: ADN 154, 155, 156 or  
equivalent**Advisory: ENGL 035 or ENLA 100 or  
appropriate assessment; READ 023 or  
appropriate assessment**Transfers to: CSU*

This course supports and reinforces on-the-job training in health care institutions under supervision of a college instructor and is facilitated by the use of learning objectives. The student will be working in a skilled or professional level assignment in their area of vocational interest and will meet performance objectives

related to instruction that are above and beyond the conditions of regular employment. This course is intended for second year nursing students currently enrolled in Rio Hondo's nursing program and have completed the appropriate coursework. "Contact the CWE office regarding re-enrollment procedures".

**Student Unpaid Internship:**

1 Unit/60 hours; 2 Units/120 hours;  
3 Units/180 hours; 4 Units/240 hours

**Student Paid Internship:**

1 Unit/75 hours; 2 Units/150 hours;  
3 Units/225 hours; 4 Units/300 hours.

**1 to 4 Units**

**3 Lecture hours**

**60 to 300 hours**

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## ASTRONOMY

### Division of Mathematics & Sciences

**ASTR 110**

**General Astronomy**

**(Formerly ASTR 001)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment; MATH 030 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*Students will receive credit from UC for only one of the following courses: ASTR 110 or ASTR 110H)*

This is a descriptive nonmathematical course designed to develop an appreciation of astronomy and a broad cosmic perspective. The emphasis of the course is on the current state of knowledge of our solar system, our galaxy, and the universe. Topics on the frontier of astronomical knowledge such as black holes and the search for extraterrestrial life will be explored. This course is designed for those with an interest in astronomy or anyone who desires to expand their cosmic horizons.

**3 Units**

**54 Lecture hours**

**ASTR 110H**

**General Astronomy Honors**

*Prerequisite: Satisfactory completion (C or better) of ENGL 101. Minimum GPA 3.0*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment; MATH 030 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*Students will receive credit from UC for only one of the following courses: ASTR 110 or ASTR 110H)*

This is a descriptive nonmathematical course designed to develop an appreciation of astronomy and a broad cosmic perspective. The emphasis of the course is on the current state of knowledge of our solar system, our

galaxy, and the universe. Topics on the frontier of astronomical knowledge such as black holes and the search for extraterrestrial life will be explored. This course is designed for those with an interest in astronomy or anyone who desires to expand their cosmic horizons.

**3 Units**

**54 Lecture hours**

**ASTR 112**

**Observational Astronomy**

**(Formerly ASTR 002B)**

*Prerequisite/Corequisite: ASTR 110 with a grade of "C" or better*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*Students will receive credit from UC for only one of the following courses: ASTR 112 or ASTR 114)*

This course is designed to acquaint the student with the methods, techniques, and tools of the astronomer. Indoor labs will demonstrate classical methods and techniques of science. Students will learn the critical thinking processes needed to acquire and analyze scientific data. Students will become familiar with naked eye objects visible during the fall/winter [112], spring/summer [114] including constellations, planets, star clusters, galaxies, meteors, and the phases of the moon. Students will learn to locate objects visually and use astronomical coordinate systems. The development of skill in the operation of optical telescopes is emphasized. This course is designed for those with an interest in learning night skies and the tools astronomers use to explore the cosmos. Observatory facilities will be utilized often, weather permitting. Field trips are an integral part of this class.

**1 Unit**

**72 Lab hours**

**ASTR 114**

**Observational Astronomy**

**(Formerly ASTR 002B)**

*Prerequisite/Corequisite: ASTR 110 with a grade of "C" or better*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*Students will receive credit from UC for only one of the following courses: ASTR 112 or ASTR 114)*

This course is designed to acquaint the student with the methods, techniques, and tools of the astronomer. Indoor labs will demonstrate classical methods and techniques of science. Students will learn the critical thinking processes needed to acquire and analyze scientific data. Students will

become familiar with naked eye objects visible during the fall/winter [112], spring/summer [114] including constellations, planets, star clusters, galaxies, meteors, and the phases of the moon. Students will learn to locate objects visually and use astronomical coordinate systems. The development of skill in the operation of optical telescopes is emphasized. This course is designed for those with an interest in learning night skies and the tools astronomers use to explore the cosmos. Observatory facilities will be utilized often, weather permitting. Field trips are an integral part of this class.

**1 Unit**

**72 Lab hours**

**ASTR 150**

**Astronomy Field Studies**

**(Formerly ASTR 020)**

*Prerequisite: ASTR 110*

*Transfers to: CSU*

This is an observational course designed for students who wish to study celestial objects and observe celestial motions in clear, dark skies through field investigations. Students will develop the skill required to operate portable telescopes in their investigations of stars, constellations, planets, nebulae multiple star systems, the moon, the sun, and the Milky Way. Visual observations of meteors will be conducted nightly. This course is designed for those who wish to learn night skies and the observational tools of the astronomer. Area of study will include, but will not be limited to, campsites in National Monuments and Parks in the southwestern United States.

**1 to 2 Units**

**9 to 18 Lecture hours**

**27 to 54 Lab hours**

**ASTR 299**

**Directed Study: Astronomy**

**(Formerly ASTR 100)**

*Transfers to: UC, CSU*

Independent Study/Directed Study is intended for students who have the ability to assume responsibility for independent work and to prepare written or oral reports and/or appropriate projects. To enroll in an independent study/directed study course, students must possess a 2.5 overall grade point average, a 3.0 grade point average in the discipline of study being requested, or receive an exception from the instructor. Independent Studies/Directed Studies may be developed from any topic arising from or related to a course of study that will result in developing depth and breadth in that subject area. Students will be expected to meet on a regular basis with their faculty sponsor and submit a final report or project, and student progress shall

be evaluated at regular intervals. Academic standards for Independent Studies/Directed Studies shall be the same as those for other courses. Units are awarded in accordance to Title V regulations with one unit of credit awarded for 54 hours of Directed Studies, six (6) hours of which must be with an instructor. The instructor is responsible for monitoring student progress through the semester. Students may take directed study courses for a maximum of four (4) units within a discipline, and may not accumulate more than a total of twelve (12) units college wide.

**1 to 4 Units**  
**54 to 216 Lab hours**

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## AUTOMOTIVE BODY REPAIR

### Division of Career & Technical Education

**AUTB 032**  
**Auto Body and Fender Repair**  
**(Formerly AUTOB 032, 095)**  
*Advisory: READ 022 or appropriate assessment*  
This is an introductory course designed to survey the field of Auto Body Repair stressing an overall understanding of the techniques, materials, and fundamentals currently used in this area. The course is designed for students having no previous experience who desire a broad overview and basic understanding as a part of their general technical background or who may be interested in further specific education in this field. Sheet metal repairing, refinishing, tension devices, special materials handling, and painting are emphasized.

**3 Units**  
**36 Lecture hours**  
**54 Lab hours**

**AUTB 075**  
**Collision Estimating**  
**(Formerly AUTOB 075)**  
*Advisory: READ 022 or appropriate assessment; AUTB 101*  
This course provides a foundation in the basic principles and techniques of automotive collision estimating using the latest revisions of CCC's Pathways Collision Estimating Software. The course is designed to prepare students to enter the field of auto collision estimating with major emphasis placed on diagnosis of damage, writing a damage report, and computer assisted estimates.

**3 Units**  
**54 Lecture hours**

**AUTB 076**  
**CCC Pathways Computer Collision Estimating**  
*Advisory: READ 023 or appropriate assessment; AUTB 075*  
This course provides comprehensive training in the use of Certified Collateral Corporation (CCC) Pathways Collision Estimating software. Special emphasis will be placed on setting up profiles, creating work files, estimates involving collision and comprehensive losses, creating supplements, storing files, printing estimates, reports, and parts lists. This course is designed for those students who work at body shops or insurance companies.

**2.5 Units**  
**36 Lecture hours**  
**27 Lab hours**

**AUTB 078**  
**Lab and Field Collision Estimating**  
**(Formerly AUTOB 078)**  
*Advisory: READ 023 or appropriate assessment; AUTB 075*  
This is an advanced course in auto collision estimating and is designed to enhance computer collision estimating skills. Students will gain experience in the estimation process through the use of estimating software and vehicle inspections. Topics addressed will include vehicle damage list creation, the production of effective computerized estimates of repairs, and differentiating between included and not included operations. This course is suitable for those students who work with and would like to further their understanding of commonly used computerized collision estimating systems.

**1 Unit**  
**9 Lecture hours**  
**18 Lab hours**  
**18 Other hours**

**AUTB 080**  
**Automotive Painting I**  
**(Formerly AUTOB 080, 140)**  
*Advisory: READ 023 or appropriate assessment*  
This is an introductory course in the fundamental aspects of automotive painting. The course is a study in the use of spray equipment and special tools used in automotive painting. Related technical information is presented concerning different types of paint products and finishes, painting safety, hazardous waste handling and disposal, and state regulations and rules used in the automotive paint industry.

**3 Units**  
**18 Lecture hours**  
**108 Lab hours**

**AUTB 085**  
**Automotive Painting II**  
**(Formerly AUTOB 085, 140)**  
*Prerequisite: AUTB 080*

This is an advanced, industry-based course in automotive painting procedures and special effect materials used in painting. Practical experience is provided in the use of spray equipment and special tools used in automotive painting. Related technical information is presented concerning different types of custom paints and finishes, painting safety, and paint problem solving techniques.

**3 Units**  
**18 Lecture hours**  
**108 Lab hours**

**AUTB 090**  
**Advanced Automotive Collision Repair**  
**(Formerly AUTOB 090, 200)**

*Advisory: READ 023 or appropriate assessment; AUTB 130*  
This course is designed for the advancement of skills in the art of automotive collision repair, painting, customizing, and the repair of plastics. Major emphasis is placed on hand and power tool use, theory of design, complete repair projects and practicing repair skills for employment opportunities.

**2 Units**  
**108 Lab hours**

**AUTB 093**  
**Paintless Dent Removal**  
**(Formerly AUTOB 093)**

*Advisory: READ 023 or appropriate assessment*  
This course provides an overview of paintless dent removal methods and the techniques used to identify damage and repair vehicles in the auto collision industry. Lecture, discussion, and examination of specific damage and tool usage will be used to develop student understanding and skills for locating and repairing minor damage without the need to repaint. Demonstrations on body panels and vehicles will provide the student with an introduction to the kinds of damage that can be addressed using paintless dent removal. This course is suitable for those interested in the field of auto collision and paintless dent removal.

**4 Units**  
**36 Lecture hours**  
**108 Lab hours**

**AUTB 096**  
**Collision Repair Analysis**  
**(Formerly AUTOB 096)**

*Advisory: READ 023 or appropriate assessment; AUTB 101*  
This course provides an overview of the investigative methods and techniques used to identify fraudulent repairs in the auto collision industry. Lecture, discussion, and examination of actual vehicles will be used to develop student understanding of and skill in detecting incompetent or fraudulent repairs. The class

consists of demonstrations on actual vehicles that will provide a sampling of incompetent or fraudulent repairs. This course is suitable for those interested in the field of auto collision fraud investigation.

**1 Unit**  
**9 Lecture hours**  
**27 Lab hours**

**AUTB 099**  
**Auto Collision Mechanical and Electronic Components**  
**(Formerly AUTOB 099, 032)**

*Advisory: READ 023 or appropriate assessment; AUTB 101*  
This course provides a foundation in the basic principles and techniques of repair and replacement of mechanical and electronic components involved in collision. The course is designed for students with previous auto body experience and those who desire a broader overview and basic understanding of components related to auto collision repair.

**4 Units**  
**54 Lecture hours**  
**54 Lab hours**

**AUTB 101**  
**Introduction to Automotive Collision Repair and Painting**  
**(Formerly AUTOB 101, 004)**

*Advisory: READ 023 or appropriate assessment*  
*Transfer to: CSU*  
This is an introductory course in the fundamental aspects of automotive collision repair and is designed for anyone with an interest in the subject matter. Major emphasis is on unitized construction, high strength steel, metal straightening and finishing, paint feathering and priming. Related technical information is presented concerning power and hand tools and their use, automobile designs and nomenclature.

**4 Units**  
**36 Lecture hours**  
**108 Lab hours**

**AUTB 110**  
**Auto Body and Frame Straightening**  
**(Formerly AUTOB 110, 006)**

*Prerequisite: AUTB 101*  
*Advisory: READ 023 or appropriate assessment*  
*Transfer to: CSU*  
This course is designed to provide the student with the theory and basic skills required to repair frame and unibody damage. Practical problems and new procedures are introduced in the process of correcting misalignment of frame and body structures, caused by collision damage, including frame straightening, body align-

ment, sectioning, door and panel repair, and major collision repair.

**4 Units**  
**54 Lecture hours**  
**54 Lab hours**

**AUTB 125**  
**Automotive Collision Repair and Painting**

*Prerequisite: AUTB 101*  
*Advisory: READ 023 or appropriate assessment*  
*Transfer to: CSU*  
This course is designed to further the student's knowledge of automotive collision repair and painting. Major emphasis is placed on, straightening minor and major collision damage, replacement of parts, quarter panel and door replacement and sectioning, plastic repair, spot painting and overall painting.

**4 Units**  
**36 Lecture hours**  
**108 Lab hours**

**AUTO 0451**  
**Honda/Acura Chassis Electrical Systems**  
**(Formerly AUTOT 045.1)**

*Corequisite: AUTO 150 and AUTO 160*  
*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course provides instruction relating to specific electrical circuits pertaining to Honda/Acura vehicles. The course features topics relating to: interior electrical circuits, body networking, occupant comfort amenities and navigation systems. Students will engage in activities using Honda Diagnostic System (HDS) functional test modes, validate voltage values from components and circuits, then compare and contrast those values with circuit diagrams from the Honda Interactive Training Network (HINT). Students will also participate in instructor lead demonstrations and interactive classroom assignments. Course completion shall include finishing all required HINT course training modules and proof of module posting on American Honda's Dealer Personal Tracking System (DPTS). The course is a requirement for the Honda/Acura Professional Career Training Program (PACT Program) Engine Repair and Chassis Electrical Systems Certificate of Achievement and is in partial fulfillment of the Honda PACT Program AS Degree.

**4 Units**  
**72 Lecture hours**

**AUTO 046**  
**Honda/Acura Automatic Transmission Systems**  
**(Formerly AUTOT 046)**

*Corequisite: AUTO 125*  
*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course provides instruction relating to specific automatic transmission internal operation: drive, driven, and holding components, along with fluid pressures and sensor voltages. Students will engage in MLRS interactive activities, lessons and or special assignments via distant learning using Honda's Interactive Training and Support Network. Upon completion of each MLRS training module students will be assessed on the subject matter. Successful completion of all MLRS modules will then be accompanied by an Express Service performance evaluation. During Express Service students will have an opportunity to demonstrate their skills in MLRS areas in a mock dealership environment. Successful completion of all MLR modules and the Express Service evaluation will count toward the students MRLS certification/certificate.

**4 Units**  
**72 Lecture hours**

**AUTO 0461**

**Honda/Acura Occupant Safety Systems  
Formerly AUTOT 046.1**

*Corequisite: AUTO 240*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course provides instruction relating to specific supplemental restraint systems: cable reel, Occupant Detection Systems (ODS), electrical system voltage thresholds, impact sensor inputs, air bag deployment and Supplemental Restraint Systems (SRS) safety. Students will engage in activities using special Honda diagnostic equipment to research SRS repair and safety precaution topics from the Honda Interactive Training Network (HINT). Students will also participate in instructor led demonstrations and interactive classroom assignments. Course completion shall include finishing all of the HINT course training modules and proof of module posting on American Honda's Dealer Personal Tracking System (DPTS). The course is a requirement for the Honda/Acura Professional Training Program (PACT Program) Air Conditioning and Supplemental Restraint Systems Certificate of Achievement and is in partial fulfillment of the Honda PACT Program AS degree.

**4 Units**

**72 Lecture hours**

**AUTO 065****Smog Technician Diagnostic and Repair Procedures**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course is designed to provide the student with the ability to satisfy the Bureau of Automotive Repair (BAR) Smog Check Technician training requirement of successfully completing the Specified Diagnostic and Repair Training Course when applying for the California Smog Check Technician licensing examination. Course content includes diagnostic and repair strategies in Electrical and Electronic Systems, Engine Performance, and Advanced Engine Performance. This course is also intended for the student as a test preparation course for the Automotive Service Excellence (ASE) A6, A8, and L1 certification exams. Upon successful completion of this course, the student will receive a certificate of completion from the Rio Hondo Automotive Technology Department. Students, with permission from the Division, may re-enroll only one time for certification or licensure standards.

**3 Units**

**45 Lecture hours**

**27 Lab hours**

**AUTO 101****Introduction to Automotive Service and Repair: Underhood Service  
(Formerly AUTOT 101)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This is an introductory course designed to provide the student with the fundamentals of the engine and its subsystems of the modern automobile. Students will learn basic automotive tool and equipment use and how to safely perform basic repair and maintenance operations. Students will have the opportunity to perform minor repair work on their own vehicles to complete required tasks. This course is designed to be a companion course to AUTO 103 and AUTO 106, and is one of the three prerequisite courses for AUTO 107. Students are encouraged to complete all three courses in order to obtain a firm foundation in this subject, and it is required for the General Service Technician Certificate Program.

**3 Units**

**45 Lecture hours**

**27 Lab hours**

**AUTO 102****Introduction to Honda/Acura Service and Repair****(Formerly AUTOT 102)**

*Advisory: READ 023 or appropriate assessment*

*Transfers to: CSU*

This is an introductory course designed to provide the student with the fundamentals of operation of the various systems of Honda and Acura vehicles. Students will learn basic automotive tool and equipment use and how to safely perform many basic repair and maintenance operations. Students will learn using Honda and Acura vehicles, and school provided units and automotive component parts. All completed work will be reported on American Honda's Dealer Personal Tracking System (DPTS). This course is part of American Honda's Professional Automotive Career Training (PACT) program.

**3 Units**

**45 Lecture hours**

**27 Lab hours**

**AUTO 103****Introduction to Automotive Service and Repair: Undercar Service****(Formerly AUTOT 103)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This is an introductory course designed to provide the student with the fundamentals of the transmission, brakes, suspension, heating and air conditioning, engine performance,

and emission control systems of the modern automobile. Students will learn basic automotive tool and equipment use and how to safely perform basic repair and maintenance operations. Students will have the opportunity to perform minor repair work on their own vehicles to complete required tasks. This course is designed to be a companion course to AUTO 101 and AUTO 106, and is one of the three prerequisite courses for AUTO 107. Students are encouraged to complete all three courses in order to obtain a firm foundation in this subject, and it is required for the General Service Technician Certificate Program.

**3 Units**

**45 Lecture hours**

**27 Lab hours**

**AUTO 106****Automotive Electrical Tools and Diagnostic Procedures****(Formerly AUTOT 106)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This is an introductory course designed to provide the student with the fundamentals of the electrical systems of the modern automobile. Emphasis will be placed on electrical fundamentals, symbols and circuit diagrams, batteries, starting, charging, ignition, and lighting systems. Students will learn the proper use of automotive electrical tools and equipment, and how to safely perform basic vehicle electrical repair and maintenance operations. Students will have the opportunity to perform minor repair work on their own vehicles to complete required tasks. This course is designed to be a companion course to AUTO 101 and AUTO 103, and is one of the three prerequisite courses for AUTO 107. Students are encouraged to complete all three courses in order to obtain a firm foundation in this subject, and it is required for the General Service Technician Certificate Program.

**3 Units**

**45 Lecture hours**

**27 Lab hours**

**AUTO 107****Introduction to Automotive Light Service****(Formerly AUTOT 107)**

*Prerequisite: AUTO 101, AUTO 103, and AUTO 106*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This is an introductory course to provide students with working knowledge of light duty service. Students will learn underhood and

undercar systems service, battery and basic electrical service, pre-delivery inspection procedures, and preventative maintenance operations. Emphasis will be placed on the safe operation of light-duty service tools and equipment, and general repair procedures of wheels and tires, suspension & steering components, engine and transmission components, engine & vehicle electrical components, and brake system components. This course offers further practice and more experience in the subjects taught in three other introduction courses (AUTO 101, AUTO 103, & AUTO 106).

**3 Units**

**45 Lecture hours**

**27 Lab hours**

#### **AUTO 108**

#### **Introduction to Automotive Diesel Service & Operation**

*Prerequisite: AUTO 101*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This beginning course introduces students to the field of diesel powered passenger cars theory of operation and general service procedures. This course covers the principals of operation, fuel systems, electrical, exhaust systems, and controls. This course is for the beginning student, general technicians and emission control (smog) technicians interested in automotive diesel technology.

**3 Units**

**54 Lecture hours**

#### **AUTO 110**

#### **Introduction to Engine Diagnosis and Tune-Up**

#### **(Formerly AUTOT 110)**

*Prerequisite: AUTO 101*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AUTO 106*

*Transfers to: CSU*

An introductory study of automotive diagnosis and tune-up procedures as they pertain to the function and control of the engine, fuel, ignition, starting, and charging systems. This course is first in a series of Engine Diagnosis and Tune-Up classes, and is designed for the student who wants to enter the field of Tune-Up, Driveability, and Emissions.

**3 Units**

**45 Lecture hours**

**27 Lab hours**

#### **AUTO 115**

#### **Computerized Engine Controls and Diagnostics**

#### **(Formerly AUTOT 115)**

*Prerequisite: AUTO 106*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed to provide the student with an introduction to the ASE L1 Advanced Engine Performance "Composite Vehicle" by the use of simulator boards and computer-based training methods. This is an introductory study of computerized engine controls and diagnosis as it pertains to the function and control of the engine, fuel, ignition, and emission control systems. Emphasis will be placed upon system components and their operational characteristics. Basic troubleshooting techniques of the engine, fuel, ignition, and emission control systems will be demonstrated.

**3 Units**

**54 Lecture hours**

#### **AUTO 118**

#### **Light Duty Vehicle Diesel Fuel Systems & Emission Control Diagnostics**

*Prerequisite: AUTO 101*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AUTO 108*

*Transfers to: CSU*

This course is designed to strengthen existing student skills in the field of diagnosing Light Duty Vehicle diesel fuel systems and related driveability and emission control concerns. This course is also for emission control (smog) technicians desiring to take and pass the ASE A9 Light Vehicle Diesel Engines certification exam covering advanced auto/truck diesel technology. Course content includes an advanced study emphasizing the latest theories and principles and troubleshooting procedures of late-model vehicle diesel fuel systems. Emphasis will be placed on advanced diesel engine diagnosis and repair, and diesel engine air, fuel, and emission systems diagnosis and repair. The use of a variety of modern diagnostic tools and equipment is included. Students, with permission from the Division, may re-enroll only one time for certification or licensure standards.

**3 Units**

**45 Lecture hours**

**27 Lab hours**

#### **AUTO 120**

#### **Engine Tune-Up/Performance**

#### **(Formerly AUTOT 120)**

*Prerequisite: AUTO 101*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AUTO 110; AUTO 115*

*Transfers to: CSU*

This course is designed to strengthen the student knowledge of modern automotive fuel and ignition systems and the functional knowledge of system components. The class is structured to provide 'hands-on' diagnostic experience in system failure analysis, troubleshooting of components utilizing modern service repair techniques. Emphasis is placed on electronic diagnosis using Scan-Tools, DVOM, Digital Volt Ohm Meters, Lab Scopes, Exhaust Analyzers, information retrieval systems and diagnostic flow charts.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

#### **AUTO 125**

#### **Power Train System Service and Transmission Diagnostics**

#### **(Formerly AUTOT 125)**

*Prerequisite: AUTO 102 or AUTO 103*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course in power train service and light repair addresses topics in Manual Transmissions, Automatic Transmissions/ Transaxles, Differentials, Clutches and Drive shafts. Emphasis will be placed on correct procedures for sustaining transmission service life, identifying service intervals for prolonging component life, procedures for proper transmission removal and reinstallation and inspection of components. Students will be informed to specific power train related faults, how problems are diagnosed, and protocol for updating transmission shift logic using updated computer software. Topics will be facilitated through class room discussions, live demonstration as well as student laboratory exercises. Students will use scan tools, flushing equipment, computers and a variety of specialty tools to assist them during their classroom and laboratory experiences.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

#### **AUTO 128**

**Fuel Injection Systems I  
(Formerly AUTOT 128)**

*Prerequisite: AUTO 106*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AUTO 110*

*Transfers to: CSU*

This course is designed to provide the student with the fundamentals of pre-OBD-II Engine Management Systems related to fuel injected vehicles. Students will learn how to use specific tools and equipment, and how to safely perform basic repair and maintenance operations. Emphasis will be placed upon the history and evolution of fuel injection and engine management systems used on vehicles from the late 1960's to 1995. Service Information Systems, Electrical Circuits, Symbols & Circuit Diagrams, and other related topics will be discussed. This course requires the student to have a solid background regarding the technical knowledge of basic Gasoline Engine Fuel and Ignition Systems as a prerequisite, and is required for the Automotive Electrical, Fuel & Safety Systems Certificate Program.

**3 Units**

**54 Lecture hours**

**AUTO 130****Level-I Smog Technician Training Course: Engine and Emission Control Fundamentals****(Formerly AUTOT 130, 024B)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AUTO 065*

*Transfers to: CSU*

This course is designed to provide the student with the ability to satisfy the Bureau of Automotive Repair (BAR) Smog Check Technician training requirement of successfully completing the Level-I Smog Technician Training Course when applying for the California Smog Check Technician licensing examination. Course content includes Engine Theory, Design and Operation, Ignition Systems, Fuel Systems, Engine Management Systems, and Emission Control Systems. Emphasis is placed on proper engine diagnostic procedures and On-Board Diagnostic Systems (OBD-I and OBD-II). Lab activities focus on the use of testing equipment, scan tools, digital scopes and meters, as well as inspection and repair procedures of vehicles that fail the Smog Test. Upon successful completion of this course, the student will receive a certificate of completion from the Rio Hondo Automotive Technology Department. Students with permission from the Division may re-enroll only one time for certification or licensure standards.

**3 Units**

**45 Lecture hours**

**27 Lab hours**

**AUTO 135****Level-II Smog Technician Training Course: Smog Check Inspection****Procedures****(Formerly AUTOT 47.9)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AUTO 130*

*Transfers to: CSU*

This course is designed to provide the student with the ability to satisfy the Bureau of Automotive Repair (BAR) Smog Check Technician training requirement of successfully completing the Level-II Smog Technician Training Course when applying for the California Smog Check Technician licensing examination. Course content includes Customer Awareness, Program Administration, Equipment Maintenance, Inspection and Testing Procedures, and Pass/Fail Reports. Emphasis is placed on the practical application of the loaded and non-loaded modes of emissions testing. Lab activities focus on vehicle identification, visual and functional inspections, calibration of testing equipment, as well as performing complete smog checks inspections of vehicles. Upon successful completion of this course, the student will receive a certificate of completion from the Rio Hondo Automotive Technology Department. Students with permission from the Division may re-enroll only one time for certification or licensure standards.

**3 Units**

**45 Lecture hours**

**27 Lab hours**

**AUTO 138****Fuel Injection Systems II****(Formerly AUTOT 138)**

*Prerequisite: AUTO 106*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment*

*Transfers to: CSU*

This course is designed to provide the student with the fundamentals of post-OBD-II Engine Management Systems related to fuel injected vehicles. Students will learn how to use specific tools and equipment, and how to safely perform basic repair and maintenance operations. Emphasis will be placed upon the history and evolution of fuel injection and engine management systems used on vehicles from 1996 to the present. Service Information Systems, Electrical Circuits, Symbols & Circuit Diagrams, and other related topics will be discussed. This course requires the student to have a solid background regarding the technical knowledge of basic Gasoline Engine Fuel and Ignition Systems as a prerequisite, and is required for the Automotive Electrical, Fuel & Safety Systems Certificate Program.

**3 Units**

**54 Lecture hours**

**AUTO 140****Body and Chassis Electrical Systems****(Formerly AUTOT 140, 038B)**

*Prerequisite: AUTO 102 or AUTO 106*

*Advisory: READ 023 or appropriate assessment; AUTO 157*

*Transfers to: CSU*

This course provides an overview of the modern automobile's electrical system as related to the body and chassis of the vehicle. The theory of operation, operational characteristics and methods of problem diagnostics and repair for the following systems are included: lighting, instruments, windshield wipers, power windows/seats/mirrors, audio systems, convertible tops, safety restraints, (SRS) Supplemental Restraint Systems, and anti-theft systems. This course prepares the student for the (ASE) Automotive service Excellence A-6 exam and is intended for Automotive majors. Students with permission from the Division may re-enroll only one time for certification or licensure standards.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

**AUTO 141****Alternative Fuels I****(Formerly AUTO 040, AUTOT 040)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment*

*Transfers to: CSU*

This is an introductory course on alternative fuels as they pertain to use in modern vehicles. Various alternative fuels will be compared, such as Compressed Natural Gas (CNG), Liquefied Natural Gas (LNG), Hydrogen, Bio-Fuel, LPG, etc. The theory of operation, system components, and the safe handling of these fuels are included. Students will develop skills in the area of vehicle preparation, system component identification, and repair procedures related to vehicles using alternative fuels. This course is designed for students and technicians working on stationary power engines, transportation and clean fuels seeking to improve skills related to the maintenance and repair of gaseous fuels. This course provides students with ASE F1 or H1 test prep information.

**3 Units**

**45 Lecture hours**

**27 Lab hours**

**AUTO 142**

## **Alternative Fuels II**

**(Formerly AUTO 041, AUTOT 041)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment; AUTO 141*

*Transfers to: CSU*

This is the second course on alternative fuel systems used to power modern vehicles. Emphasis will be placed on installation, diagnostic procedures, laptop computers, and computer monitoring of Compressed Natural gas (CNG), and Liquid Natural Gas (LNG) systems. The application of other alternative fuels such as Hydrogen, LPG, Bio Fuels, etc will also be covered. Students will also develop skills that interface with modern technology computer based automotive electronic and network controls. SAE and CAN network control systems will also be covered. This course is designed for the experienced technician working in the field of stationary power engines, transportation and clean energy fuels seeking to improve skills related to the installation and repair of gaseous fuels.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

## **AUTO 147**

**Introduction to Hybrid and Electric Vehicle Technology**

**(Formerly AUTO 0478, AUTOT 47.8)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment; AUTO 140*

*Transfers to: CSU*

This course explores the use of Hybrid and Electric power for vehicle transportation. Topics will include safety when using high voltage, maintenance, drivability, inverter power transfer, battery technologies, hydrogen electric power, and fuel cell technology. Physics of battery storage, Hybrid generation systems, Electric vehicle applications and their integrated systems from many manufacturers will be discussed. This course is suitable for student's entering into alternative fuels or power generation and energy technology field.

**3 Units**

**45 Lecture hours**

**27 Lab hours**

## **AUTO 148**

**Vehicle Safety, Comfort and Convenience Systems**

**(Formerly AUTOT 148)**

*Prerequisite: AUTO 106*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfer to: CSU*

This course is designed to provide the student with the fundamentals of Automotive Safety, Comfort and

Convenience Systems related to the modern automobile.

Students will learn how to use specific tools and equipment, and how to safely perform basic repair and maintenance operations. Emphasis will be placed upon the SRS Airbag Restraint Systems, ABS and Traction Control Systems, AC and Heating Systems, Lighting Systems, and Theft-deterrent Systems. Service Information Systems, Electrical Circuits, Symbols & Circuit Diagrams, and other related topics will be discussed. This course requires the student to have a solid background regarding the technical knowledge of basic Automotive Electrical and Electronic Systems as a suggested prerequisite, and is required for the Automotive Electrical, Fuel & Safety Systems Certificate Program.

**3 Units**

**54 Lecture hours**

## **AUTO 150**

**Engine Electrical Systems**

**(Formerly AUTOT 150, 038A)**

*Prerequisite: AUTO 102 or AUTO 106*

*Advisory: AUTO 115*

*Transfers to: CSU*

This course discusses the modern automobile's electrical system as related to the engine and various engine related systems. The theory of operation, operational characteristics and methods of problem diagnosis and repair for the following systems are included; electronic ignition systems, electronic fuel injection, engine management, emission control, charging, cooling and starting. This course prepares the student for the (ASE) Automotive Service Excellence; A-8 Engine Performance Exam and is intended for Automotive majors. Students with permission from the Division may re-enroll only one time for certification and licensure standards.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

## **AUTO 155**

**Automotive On-Board Diagnostics Generations One and Two (OBD I and OBD II)**

**(Formerly AUTOT 47.7)**

*Prerequisite: AUTO 101*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AUTO 106; AUTO 120*

*Transfers to: CSU*

This course will provide students with the fundamentals of Automotive On-Board Diagnostics, Generations One and Two (OBD-I and OBD-II). Students will discuss the history, regulations, vocabulary, and diagnostic strategies of OBD-I and OBD-II equipped vehicles. Topics of discussion include Safety, Service Information Systems, Electrical Circuits, Symbols & Circuit Diagrams,

and other Fuel & Ignition-related subjects. This course requires the student to have a solid background regarding the technical knowledge of basic Gasoline Engine Fuel and Ignition Systems. This course is designed for all automotive majors with a background in advanced emission repair.

**3 Units**

**45 Lecture hours**

**27 Lab hours**

## **AUTO 157**

**Automotive Specialized Electronics Training**

**(Formerly AUTO 057, AUTOT 057)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AUTO 106*

*Transfers to: CSU*

This course provides an overview of the principles of automotive electronics. Topics covered include electrical theory, fundamentals of circuit construction, computers, semiconductors, microprocessors, integrated circuits (IC), types of output signals, wire repair techniques, meter usage and strategy based diagnostics.

A demonstration General Motors circuit board will be used to illustrate circuit board function. This course is designed for entry level technicians or students who need an understanding of the basics of automotive electronics.

**4 Units**

**72 Lecture hours**

## **AUTO 160**

**Upper End Engine Rebuilding and Machining**

**(Formerly AUTOT 160, 020A)**

*Prerequisite: AUTO 101 or AUTO 102*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course provides occupational preparation in the skills required in the adjustment and repair of the modern automobile engine upper end and valve train assembly. Emphasis is placed on problem diagnosis, repair techniques, service procedures, and machining operations. This course prepares the student for the (ASE) Automotive Service Excellence A-1 exam and is intended for automotive majors. Students with permission from the Division may re-enroll only one time for certification or licensure standards.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

## **AUTO 170**

**Lower End Engine Rebuilding and Machining**  
**(Formerly AUTOT 170)**

*Prerequisite: AUTO 101*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AUTO 160*

*Transfers to: CSU*

This course provides occupational preparation in the skills required for adjustment and repair of modern automobile engine lower end assembly. Emphasis is placed on problem diagnosis, repair techniques, service procedures, and machining operations. This course prepares students for the Automotive Service Excellence (ASE) A-1 exam and is intended for automotive majors.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

**AUTO 180**

**Advanced Automotive Diagnosis**  
**(Formerly AUTOT 180, 030)**

*Prerequisite: AUTO 101*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AUTO 120*

*Transfers to: CSU*

This course is designed to strengthen existing student skills in the field of automotive tune-up and driveability. Course content includes an advanced study emphasizing the latest theories and principles of automotive diagnosis and troubleshooting procedures. Emphasis will be placed on advanced engine diagnosis and repair, air, fuel and ignition system diagnosis and repair, and emission system diagnosis and repair. The use of a variety of modern diagnostic tools and equipment is included.

**3 Units**

**45 Lecture hours**

**27 Lab hours**

**AUTO 190**

**Engine Blueprinting & Machining**  
**(Formerly AUTOT 190, 032)**

*Advisory: AUTO 160 or AUTO 170; READ 023 or appropriate assessment*

*Transfers to: CSU*

This is an advanced course for students interested in engine blueprinting and engine machining practices. Topics include: cylinder block machining and preparation, cylinder head machining and repair, crankshaft materials and construction, connecting rod applications and machining, piston design and applications as well as camshaft lobe applications and profile analysis. Students must be proficient with basic precision instruments or have prior experience with engine machining or assembly practices. Emphasis will be placed upon engine blueprinting methods machining operations and component applications.

**3 Units**

**45 Lecture hours**

**27 Lab hours**

**Suspension, Steering, and Alignment Service**  
**(Formerly AUTOT 200, 010A)**

*Prerequisite: AUTO 103*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course discusses the principles of suspension, steering and wheel alignment for modern imported and domestic automobiles and light trucks. Emphasis is placed on developing skills required in the diagnosis, and/or repair and adjustment to steering systems and wheel alignment angles. Complete suspension and steering system overhaul will be covered in the laboratory. Computerized wheel alignment and computerized wheel balancing equipment will be used / demonstrated. This course is designed for students wanting to work in the automotive sector or automotive technicians needing to improve their skills and knowledge in suspension, steering and alignment. Students with permission from the Division may reenroll only one time for certification or licensure standards.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

**AUTO 201**

**Automotive Brake and Suspension Service**

*Prerequisite: AUTO 102 or AUTO 103*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course discusses brakes and suspension theory of operation, service and repair procedures, related tool and equipment use and strategy based problem diagnosis. These procedures for imported and domestic automobiles and light trucks are developed through classroom discussions, demonstrations and laboratory experiences. This course is designed for students wanting to work in the automotive sector or automotive technicians needing to improve their skills and knowledge in brake and suspension service.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

**AUTO 210**

**Automotive Brake Systems**

**(Formerly AUTOT 210, 010B)**

*Prerequisite: AUTO 103*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course discusses modern disc and drum brake theory of operation, service and repair procedures, related tool and equipment use and strategy based problem diagnosis. These pro-

cedures for imported and domestic automobiles and light trucks are developed through classroom discussions, demonstrations and laboratory experiences. This course is designed for students wanting to work in the automotive sector or automotive technicians needing to improve their skills and knowledge in Brake service. Students with permission from the Division may reenroll only one time for certification or licensure standards.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

**AUTO 211**

**Antilock Brakes/Traction Control Systems**

**(Formerly AUTOT 211)**

*Prerequisite: AUTO 103*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AUTO 210*

*Transfers to: CSU*

This course is designed for students wanting to work in the automotive sector or automotive technicians needing to improve their skills and knowledge in modern Anti-lock and/or Traction Control systems. This course will provide instruction in automotive anti-lock brake systems, traction control systems and vehicle stability assist (VSA), including diagnosis, operation and maintenance of ABS/TCS/VSA. The course will include the use of scanners, DVOM meters and lab-scopes in diagnosis of various ABS/TCS/VSA systems; both 2 wheel and 4 wheel systems will be covered.

**3 Units**

**54 Lecture hours**

**AUTO 220**

**Manual Drive Trains and Axles**

**(Formerly AUTOT 220, 012A)**

*Prerequisite: AUTO 103*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AUTO 125*

*Transfers to: CSU*

This course discusses modern manual transmissions, transaxles, drivelines, differentials, and 4WD/AWD systems theory of operation, methods of repair, service, equipment operation and techniques of problem diagnosis. Procedures for import and domestic vehicles are developed through classroom discussion, demonstrations and laboratory experiences. This course prepares the student for the (ASE) Automotive Service Excellence A-3 Exam and is intended for automotive majors. Students with permission from the Division may re-enroll only one time for certification or licensure standards.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

**AUTO 230**

**Automatic Transmission/Transaxle  
(Formerly AUTOT 230)**

*Prerequisite: AUTO 103*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AUTO 125*

*Transfers to: CSU*

This course is designed to provide instruction in Automatic Transmission/Transaxle systems. Included will be the application of friction materials, planetary gear components, hydraulic components; both hydraulically controlled and electronically controlled, fluid types and sealing materials. The student will achieve skill in diagnosis, removal, disassembly, reassembly and rebuilding transmission units to manufacturer's specifications and learn part nomenclature and function.

Students with permission from the Division may reenroll only one time for certification and licensure standards.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

**AUTO 240****Heating and Air Conditioning****(Formerly AUTOT 240)**

*Prerequisite: AUTO 102 or AUTO 103*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment, READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed to provide instruction on the operating principles of common automotive heating and air conditioning systems. Topics include new service equipment, contamination issues, servicing and diagnosing manual and automatic systems, and retrofitting R-12 systems to R-134a, as well as the rules of AQMD/EPA. Students will be given the opportunity to earn their certification license (EPA Rule 1411). Students with permission from the Division may enroll in this course only one time for certification or licensure standards.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

**AUTO 256****Automotive Scantools and Vehicle Network Systems****(Formerly AUTOT 256)**

*Prerequisite: AUTO 106*

*Advisory: READ 023 or appropriate assessment; AUTO 150*

*Transfers to: CSU*

This course is designed to enhance the student's electrical and electronic diagnostic skills in both the automotive powertrain management spectrum. This course emphasizes an in-depth study of various automotive computer systems, vehicle

communication network systems, as well as the latest Scantools available to help aid in diagnostics of these systems. Course content includes advanced electrical and electronic systems theory and diagnosis, OBD-I and OBD-II engine and transmission management systems diagnostics, and basic vehicle network systems diagnostics. The majority of the course content focuses on proper Scantool usage, including proper tool selection, updating software, identifying and using data streams, and understanding the numerous serial data protocols, including CAN data communications.

**3 Units**

**54 Lecture hours**

**AUTO 260****Advanced Hybrid/Electric Vehicle**

*Prerequisite: AUTO 147*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or MATH 030D or MATH 033 or appropriate assessment; AUTO 157*

*Transfer to: CSU*

This course continues the study of the use and service of Hybrid Electronic generation and Plug-in Battery Electric power for vehicle transportation. The course is not for beginner technicians. Topics will include: OSHA/NEC/NFPA safety when using high voltage, vehicle maintenance, drivability conditions, inverter power transfer, battery storage technologies, regeneration of electrical power from kinetic energy, Level I, Level II, Level II battery charging and fuel cell technology. Dynamics of battery storage, Hybrid generation systems, Electric vehicle applications and their integrated systems from many manufacturers will be discussed. High-Voltage battery management systems including active/passive design to charging systems will be primary focus of this course. This course is for student's working in the Hybrid and Electric vehicle, power engineering and technology field.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

**AUTO 290****Cooperative Work Experience/Internship for Automotive Technology****Related Fields****(Formerly AUTOT 105)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course supports and reinforces on-the-job training in business and industrial establishments under the supervision of a college instructor and is facilitated by the use of learning objectives. The student will

be working in a skilled or professional level assignment in their area of vocational interest and will meet performance objectives related to instruction that are above and beyond the conditions of regular employment. This course is intended for students whose job is related to the automotive/transportation field and have completed or enrolled in the appropriate coursework. "Contact the CWE office regarding re-enrollment procedures".

**Student Unpaid Internship:**

*1 Unit/60 hours; 2 Units/120 hours;*

*3 Units/180 hours; 4 Units/240 hours*

**Student Paid Internship:**

*1 Unit/75 hours; 2 Units/150 hours;*

*3 Units/225 hours; 4 Units/300 hours.*

**1 to 4 Units**

**3 Lecture hours**

**60 to 300 hours**

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## BIOLOGY

### Division of Mathematics & Sciences

**BIOL 101****General Biology****(Formerly BIOL 010A)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 050 or MATH 050D or MATH 053 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU*

*(\*Students will receive credit from UC for only one of the following courses: BIOL 101 or BIOL 200)*

General Biology 101 is a general education course, open to all students, and is designed to provide an introduction to concepts and principles of modern biology. Topics covered will include cell structure and function, energy relationships, genetic control mechanisms, concepts of evolution, biological diversity, and ecosystem function. The laboratory component of the course emphasizes the application of the scientific method as a tool to understanding living systems.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

**BIOL 105****Human Biology**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course will provide an introduction to the basic principles, structures, functions and biological processes of the human body. This lecture only course will emphasize a scientific viewpoint of the workings of the human body and its interactions with the environment as well as the necessary practices needed to

promote a healthy body. The course's target audience are those students pursuing a liberal arts education who are interested in furthering their own knowledge of human biology.

**3 Units**

**54 Lecture hours**

#### **BIOL 111**

#### **Marine Biology**

#### **(Formerly BIOL 011)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 050 or MATH 050D or MATH 053 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed to give the student a better understanding of the basic principles of Marine Biology and fulfills the general education lecture requirement for the life sciences. Emphasis is placed on how the scientific method is used to investigate the chemical, physical, and geological properties of the marine environment. Students will learn to distinguish among the diverse organisms and habitats that comprise the ocean's ecosystems. An introduction to the structure and function of marine ecosystems is provided and the impact of human activity on those systems will be addressed.

**3 Units**

**54 Lecture hours**

#### **BIOL 111L**

#### **Marine Biology Laboratory**

#### **(Formerly BIOL 011L)**

*Prerequisite/Corequisite: BIOL 111*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 050 or MATH 050D or MATH 053 or appropriate assessment*

*Transfers to: UC, CSU*

This laboratory course complements the Marine Biology lecture course and is designed for the student interested in furthering their understanding of the marine environment and its organisms, with emphasis on marine life of the local coasts. The scientific method will be employed to investigate the chemical and physical properties of seawater, the role of pigments in marine algae, the behavior of marine organisms, the basic classification and morphology of marine producers, invertebrates and vertebrates, and adaptations of organisms to specific habitats. Students will use basic laboratory equipment and techniques in both classroom and field-based investigations. Field trips to coastal marine habitats and public aquaria are conducted.

**1 Unit**

**54 Lab hours**

#### **BIOL 112**

#### **Outdoor Biology**

#### **(Formerly BIOL 012)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment; MATH 030 or MATH 030D or MATH 033 or appropriate assessment*

*Transfers to: UC, CSU*

This course is intended for the student who has an interest in the natural world and the ecological relationships of the organisms found within it. The course emphasizes the natural habitats of Southern California and the plants and animals associated with them. Also discussed is the impact human beings have had upon these natural habitats. Field work utilizes the Rio Hondo College Wildlife Sanctuary which allows students to gather original data through firsthand observation and experience. Several additional more distant trips requiring driving explore some of the variety of natural habitats in Southern California.

**3 Units**

**36 Lecture hours**

**54 Lab hours**

#### **BIOL 120**

#### **Environmental Biology**

#### **(Formerly BIOL 020)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 050 or MATH 050D or MATH 053 or appropriate assessment*

*Transfers to: UC, CSU*

Utilizing basic biological concepts, an interdisciplinary approach is used to address environmental challenges. Topics addressed may include ecosystem characteristics and functions, population dynamics, energy and material resource use, pollution, and alternative energy sources. Students in many disciplines will benefit from this course as the social, political, and economic implications of environmental decisions are addressed. This course fulfills the general education requirement in life sciences.

**3 Units**

**54 Lecture hours**

#### **BIOL 120L**

#### **Environmental Biology Laboratory**

#### **(Formerly BIOL 020L)**

*Prerequisite/Corequisite: BIOL 120*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment*

*Transfers to: UC, CSU*

This laboratory course complements the Environmental Biology lecture course and is designed for students interested in furthering their understanding of the environmental sciences. The scientific method will be employed to investigate ecosystems and their functions, natural selection,

population interactions, environmental toxicology, radiation exposure effects, soil and groundwater systems, water pollution, alternative energy systems, and environmental resistance.

**1 Unit**

**54 Lab hours**

#### **BIOL 125**

#### **Human Anatomy**

#### **(Formerly BIOL 025)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 050 or MATH 050D or MATH 053 or appropriate assessment; BIOL 101*

*Transfers to: UC, CSU*

This course is primarily a systems approach to the study of human body structure. The study of each body system includes structural specializations and functions from the microscopic to the system level emphasizing the interdependence of form and function. Additional topics include methods of anatomical study, human genetics, and embryonic development. The laboratory exercises will also include vertebrate dissections. This course is intended for students preparing to enter careers in the health sciences.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

#### **BIOL 200**

#### **Principles of Biology 1 (Molecular and Cellular Biology)**

#### **(Formerly BIOL 001A)**

*Prerequisite: CHEM 120 and MATH 070 or MATH 070D or MATH 073 or appropriate assessment*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU*

(\*Students will receive credit from UC for only one of the following courses: BIOL 101 or BIOL 200)

This course is first in a sequence of courses for undergraduate preparation for biology majors. Areas of focus include cellular and molecular biology, bioenergetics, genetics, evolution and ecology. The laboratory portion of the course emphasizes scientific methodologies focusing on observations, experimentation, record keeping, data collection and analysis, and presentation of outcomes. The course sequence also provides excellent preparation for those students intending to pursue post-graduate studies in the medical sciences.

**5 Units**

**54 Lecture hours**

**108 Lab hours**

#### **BIOL 201**

**Principles of Biology 2 (Diversity and Ecology)**  
**(Formerly BIOL 001B)**

*Prerequisite: BIOL 200 with a grade of "C" or better*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course continues the sequence of undergraduate preparation for biology majors. The course is a survey of the diversity of life on earth, focusing on the relationships between structure and function. Topics deal with classification, development, evolutionary relationships and ecological functions of living organisms. Laboratories will emphasize life forms, experimentation and dissections. Field trips will be used to examine organisms in their natural settings.

**5 Units**

**54 Lecture hours**

**108 Lab hours**

**BIOL 205**

**Molecular Biology and Biotechnology**

*Prerequisite: BIOL 200; CHEM 130*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed for Life Science majors and introduces them to the basic concepts of biochemistry, molecular biology and molecular genetics; including protein structure and function, DNA structure and replication, transcription, RNA processing, translation, and recombinant DNA technology. Students will also be introduced to the science of biotechnology by providing both the theory and hands-on experience with laboratory protocols that include the isolation, purification, and cloning of a gene; including the use of restriction enzymes, electrophoresis, library construction, blotting and hybridization and sequencing. Polymerase chain reaction (PCR) will be explained in detail, particularly how it has revolutionized research in molecular biology, medicine, forensics, systematics and evolutionary biology.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

**BIOL 206**

**Principles of Genetics**

*Prerequisite: BIOL 200*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 050 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for Life Science majors as a continuance of their general biology studies. This course

will cover a variety of topics relevant to the study of genetics, ranging from classical to nontraditional Mendelian genetics, from bacterial and viral genetics to human genetics, and include studies on molecular techniques and their applications. Other topics will include chromosome analysis, population genetics and genomics.

**3 Units**

**54 Lecture hours**

**BIOL 222**

**Microbiology**

**(Formerly BIOL 022)**

*Prerequisite: CHEM 110*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; BIOL 101*

*Transfers to: CSU*

The course encompasses the biology of microorganisms with an emphasis on the role of bacteria and viruses on human health and disease. Other topics include resistance and immunity to disease, basic biological principles, microbial genetics and physiology, the harmful and useful aspects of microorganisms in nature, medicine and industry. Laboratory exercises emphasize sterile culture techniques, the detection, isolation and identification of microorganisms. This course is intended for students preparing to enter careers in the health sciences.

**5 Units**

**54 Lecture hours**

**108 Lab hours**

**BIOL 226**

**Human Physiology**

**(Formerly BIOL 026)**

*Prerequisite: BIOL 125 and CHEM 110*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; BIOL 101*

*Transfers to: UC, CSU*

Human Physiology provides a general introduction to the function and regulation of human body systems. Physiological integration of the systems to maintain homeostasis and the significance of biochemistry is emphasized throughout the course. Course content will include neural and hormonal homeostatic control mechanisms, and a study of the musculoskeletal, circulatory, respiratory, digestive, urinary, immune and endocrine systems. Laboratory exercises will allow students to gather physiological data and draw conclusions on how physiological mechanisms are regulated. This course is intended for students preparing to enter careers in the health sciences.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

**BIOL 299**

**Directed Study: Biology**

*Transfers to: UC, CSU*

*Independent Study/Directed Study* is intended for students who have the ability to assume responsibility for independent work and to prepare written or oral reports and/or appropriate projects. To enroll in an independent study/directed study course, students must possess a 2.5 overall grade point average, a 3.1 grade point average in the discipline of study being requested, or receive an exception from the instructor.

*Independent Studies/Directed Studies* may be developed from any topic arising from or related to a course of study that will result in developing depth and breadth in that subject area. Students will be expected to meet on a regular basis with their faculty sponsor and submit a final report or project, and student progress shall be evaluated at regular intervals.

Academic standards for Independent Studies/Directed Studies shall be the same as those for other courses. Units are awarded in accordance to Title V regulations with one unit of credit awarded for 54 hours of Directed Studies, six (6) hours of which must be with an instructor. The instructor is responsible for monitoring student progress through the semester.

Students may take directed study courses for a maximum of four (4) units within a discipline, and may not accumulate more than a total of twelve (12) units college wide.

**1 to 4 Units**

**54 to 216 Lab hours**

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## BUSINESS LAW

### Division of Business

**BUSL 110**

**Legal Environment of Business**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (\*credit limit), CSU (\*Students will receive credit from UC for only one of the following courses: BUSL 110 or BUSL 220)*

This course examines the legal regulatory, and international environment of business. Included are the topics of alternative dispute resolution, the forms of business organization, regulations affecting employment, and current environmental statutes. Case studies are used to discuss torts, crimes, contracts and sales, warranty and product liability, labor law, employment discrimination, and environmental law.

**3 Units**

**54 Lecture hours**

**BUSL 220**

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## **Business Law**

*Prerequisite: BUSL 110*

*Transfers to: UC (\*credit limit), CSU  
(\*Students will receive credit from UC  
for only one of the following courses:  
BUSL 110 or BUSL 220)*

A continuation of BUSL 110, this course includes a study of the following areas: negotiable instruments, security devices, partnerships and corporation, insurance, real property, personal property, estates, bankruptcy, and government and business. The student should consult the college to which he plans to transfer for the junior year before registering for this course.

**3 Units**

**54 Lecture hours**

# **CARPENTRY**

## **Division of Career & Technical Education**

### **CARP 020A**

#### **Orientation/Safety I**

*Prerequisite: Indentured Apprentice with the State of California*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or appropriate assessment*

This course is designed to meet the needs of Indentured Apprentices with the State of California who are interested in the carpentry industry. Modules cover the following topics: history of the carpentry profession along with state and federal labor law, job layout, safe working conditions, health and safety certifications, basic blueprint reading, advanced blueprint reading, use and application of levels and transits, foundations, flatwork, wall structures, stairs and ramps, welding materials and welding applications.

**1 Unit**

**20 Lecture hours**

**20 Lab hours**

### **CARP 020B**

#### **Health and Safety Certifications**

*Prerequisite: Indentured Apprentice with the State of California*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or appropriate assessment*

This course is designed to meet the needs of Indentured Apprentices with the State of California who are interested in the carpentry industry. Modules cover the following topics: history of the carpentry profession along with state and federal labor law, job layout, safe working conditions, health and safety certifications, basic blueprint reading, advanced blueprint reading, use and applica-

tion of levels and transits, foundations, flatwork, wall structures, stairs and ramps, welding materials and welding applications.

**1 Unit**

**20 Lecture hours**

**20 Lab hours**

### **CARP 020C**

#### **Blueprint I**

*Prerequisite: Indentured Apprentice with the State of California*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or appropriate assessment*

This course is designed to meet the needs of Indentured Apprentices with the State of California who are interested in the carpentry industry. Modules cover the following topics: history of the carpentry profession along with state and federal labor law, job layout, safe working conditions, health and safety certifications, basic blueprint reading, advanced blueprint reading, use and application of levels and transits, foundations, flatwork, wall structures, stairs and ramps, welding materials and welding applications.

**1 Unit**

**20 Lecture hours**

**20 Lab hours**

### **CARP 020D**

#### **Builders Level and Transit**

*Prerequisite: Indentured Apprentice with the State of California*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or appropriate assessment*

This course is designed to meet the needs of Indentured Apprentices with the State of California who are interested in the carpentry industry. Modules cover the following topics: history of the carpentry profession along with state and federal labor law, job layout, safe working conditions, health and safety certifications, basic blueprint reading, advanced blueprint reading, use and application of levels and transits, foundations, flatwork, wall structures, stairs and ramps, welding materials and welding applications.

**1 Unit**

**20 Lecture hours**

**20 Lab hours**

### **CARP 020E**

#### **Foundations and Flatwork**

*Prerequisite: Indentured Apprentice with the State of California*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or appropriate assessment*

This course is designed to meet the needs of Indentured Apprentices with the State of California who are

interested in the carpentry industry. Modules cover the following topics: history of the carpentry profession along with state and federal labor law, job layout, safe working conditions, health and safety certifications, basic blueprint reading, advanced blueprint reading, use and application of levels and transits, foundations, flatwork, wall structures, stairs and ramps, welding materials and welding applications.

**1 Unit**

**20 Lecture hours**

**20 Lab hours**

### **CARP 020F**

#### **Wall Forms**

*Prerequisite: Indentured Apprentice with the State of California*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or appropriate assessment*

This course is designed to meet the needs of Indentured Apprentices with the State of California who are interested in the carpentry industry. Modules cover the following topics: history of the carpentry profession along with state and federal labor law, job layout, safe working conditions, health and safety certifications, basic blueprint reading, advanced blueprint reading, use and application of levels and transits, foundations, flatwork, wall structures, stairs and ramps, welding materials and welding applications.

**1 Unit**

**20 Lecture hours**

**20 Lab hours**

### **CARP 020G**

#### **Stairs and Ramp Forming**

*Prerequisite: Indentured Apprentice with the State of California*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or appropriate assessment*

This course is designed to meet the needs of Indentured Apprentices with the State of California who are interested in the carpentry industry. Modules cover the following topics: history of the carpentry profession along with state and federal labor law, job layout, safe working conditions, health and safety certifications, basic blueprint reading, advanced blueprint reading, use and application of levels and transits, foundations, flatwork, wall structures, stairs and ramps, welding materials and welding applications.

**1 Unit**

**20 Lecture hours**

**20 Lab hours**

### **CARP 020H**

**Welding**

*Prerequisite: Indentured Apprentice with the State of California*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or appropriate assessment*

This course is designed to meet the needs of Indentured Apprentices with the State of California who are interested in the carpentry industry. Modules cover the following topics: history of the carpentry profession along with state and federal labor law, job layout, safe working conditions, health and safety certifications, basic blueprint reading, advanced blueprint reading, use and application of levels and transits, foundations, flatwork, wall structures, stairs and ramps, welding materials and welding applications.

**1 Unit**

**20 Lecture hours**

**20 Lab hours**

**CARP 020I****Advanced Welding**

*Prerequisite: Indentured Apprentice with the State of California*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or appropriate assessment*

This course is designed to meet the needs of Indentured Apprentices with the State of California who are interested in the carpentry industry. Modules cover the following topics: history of the carpentry profession along with state and federal labor law, job layout, safe working conditions, health and safety certifications, basic blueprint reading, advanced blueprint reading, use and application of levels and transits, foundations, flatwork, wall structures, stairs and ramps, welding materials and welding applications.

**1 Unit**

**20 Lecture hours**

**20 Lab hours**

**CARP 020J****Advanced Blueprint**

*Prerequisite: Indentured Apprentice with the State of California*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or appropriate assessment*

This course is designed to meet the needs of Indentured Apprentices with the State of California who are interested in the carpentry industry. Modules cover the following topics: history of the carpentry profession along with state and federal labor law, job layout, safe working conditions, health and safety certifications, basic blueprint reading, advanced blueprint reading, use and application of levels and transits, foundations,

tions, flatwork, wall structures, stairs and ramps, welding materials and welding applications.

**1 Unit**

**20 Lecture hours**

**20 Lab hours**

**Chemistry for Allied Health Majors****(Formerly CHEM 010)**

*Prerequisite: MATH 050 or MATH 050D or appropriate assessment*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; Concurrent enrollment in MATH 070 or MATH 070D*

*Transfers to: UC (credit limit\*), CSU (\*The UC will grant credit for only one of the following courses: CHEM 110, CHEM 120)*

This course provides an introduction to the fundamental concepts of general, organic, and biological chemistry, and is especially appropriate for students intending to pursue a career in nursing and other health-related professions, including kinesiology and psychology. Emphasis is placed on the relationship between chemistry and the health/medical sciences. Weekly laboratory activities require students to empirically verify concepts presented in lectures. No previous background in chemistry is required or expected of students enrolling in this course.

**5 Units**

**54 Lecture hours**

**54 Lab hours**

**18 Other hours**

**CHEM 120****Introduction to Chemistry****(Formerly CHEM 090)**

*Prerequisite: MATH 070 or MATH 070D with a grade of "C" or appropriate assessment*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*The UC will grant credit for only one of the following courses: CHEM 110, CHEM 120)*

This one-semester course is designed for students intending to major in science or engineering. The course primarily prepares students for Chemistry 130; additionally, it fulfills the general education requirement in the physical sciences. This course introduces the fundamental principles of general chemistry, with emphasis on chemical nomenclature and quantitative problems in chemistry. The lecture presents classical and modern chemistry including atomic theory, periodic properties, chemical bonding, chemical reactions, stoichiometry, acids and bases, gas laws and solutions. The laboratory introduces the techniques of experimental chemistry with examples from all areas of chemistry.

**5 Units**

**54 Lecture hours**

**54 Lab hours**

**18 Other hours**

**CHEM 130**

**General Chemistry  
(Formerly CHEM 001A)**

*Prerequisite: CHEM 120 with a grade of "C" or better*

*Advisory: ENGL 101; READ 023 or appropriate assessment; MATH 175 or appropriate assessment*

*Transfers to: UC, CSU*

Chemistry 130 is the first semester of a two semester sequence designed for students intending to major in science and engineering. The lecture course covers classical/modern chemistry, with applications, in stoichiometry and classical atomic theory of chemistry, periodic properties, gas laws, modern quantum theory of atomic and molecular structure and periodic properties, thermochemistry, liquids and solids, solution chemistry. The laboratory introduces experimental chemistry with examples from all areas of chemistry.

**5 Units**

**54 Lecture hours**

**72 Lab hours**

**36 Other hours**

**CHEM 140****General Chemistry**

*Prerequisite: CHEM 130 with a grade of "C" or better*

*Advisory: ENGL 101; READ 023 or appropriate assessment; MATH 180 or appropriate assessment*

*Transfers to: CSU*

CHEM 140 is a continuation of CHEM 130. Theory and techniques of elementary physical chemistry are stressed. Emphasis is placed on the dynamics of chemical change using thermodynamics and reaction kinetics as the major tools. A thorough treatment of equilibrium is given, with many examples of acid/base, buffer, solubility, and complex ions. Entropy and free energy, electrochemistry, coordination compounds and a brief introduction to organic chemistry are presented. Various analytical techniques used in modern chemistry are introduced. Descriptive chemistry of representative metallic and nonmetallic elements is included. The Laboratory introduces experimental chemistry with examples from areas of kinetics, equilibrium, acid/base and buffer preparation, differential titration, electrochemistry, and qualitative analysis. Modern instrumental methods are used in some exercises.

**5 Units**

**54 Lecture hours**

**108 Lab hours**

**CHEM 230****Organic Chemistry I  
(Formerly CHEM 012A)**

*Prerequisites: CHEM 131 and CHEM 131L with a grade of "C" or better*

*Transfers to: UC, CSU*

This course, the first of a two-semester sequence, provides a rigorous introduction to the practical and theoretical aspects of organic chemistry. Several topics will be explored in depth, including molecular structure and hybridization, applications of acid/base theory to organic compounds, stereochemistry, alkanes, alkenes, alkynes, dienes, substitution and elimination reactions, and spectroscopic methods of analysis (e.g. IR, UV/VIS, NMR). Particular emphasis will be placed on thermodynamic and kinetic aspects of reactions and detailed examination of reaction mechanisms. Laboratory exercises are designed to provide students with a solid foundation in the essential techniques of organic chemistry, including the determination of melting points, thin-layer and column chromatography, extraction, distillation, and spectroscopic analysis of products. This course is appropriate for students majoring in chemistry, biological sciences, and chemical engineering, and satisfies the admissions requirements for medical, dental, veterinary, and other health-related graduate programs.

**5 Units**

**54 Lecture hours**

**108 Lab hours**

**CHEM 231****Organic Chemistry II  
(Formerly CHEM 012B)**

*Prerequisite: CHEM 230 with a grade of "C" or better*

*Transfers to: UC, CSU*

This course, the second of a two-semester sequence, provides a rigorous introduction to the practical and theoretical aspects of organic chemistry. The chemistry of aromatic and carbonyl-containing compounds will be emphasized throughout the course of the semester. Bioorganic compounds will be introduced. Particular emphasis will be placed on thermodynamic and kinetic aspects of reactions, the detailed examination of reaction mechanisms, and the design of multi-step syntheses. Laboratory exercises require students to use the techniques learned in the previous semester to carry out more complex reactions and multi-step synthesis. Additionally, students will investigate the techniques of organic qualitative analysis. This course is appropriate for students majoring in chemistry, biological sciences, and chemical engineering, and satisfies the admissions requirements for

medical, dental, veterinary, and other health-related graduate programs.

**5 Units**

**54 Lecture hours**

**108 Lab hours**

**CHEM 299****Directed Study: Chemistry**

*Transfers to: UC, CSU*

Independent Study/Directed Study is intended for students who have the ability to assume responsibility for independent work and to prepare written or oral reports and/or appropriate projects. To enroll in an independent study/directed study course, students must possess a 2.5 overall grade point average, a grade point average in the discipline of study being requested, or receive an exception from the instructor.

Independent Studies/Directed Studies may be developed from any topic arising from or related to a course of study that will result in developing depth and breadth in that subject area. Students will be expected to meet on a regular basis with their faculty sponsor and submit a final report or project, and student progress shall be evaluated at regular intervals.

Academic standards for Independent Studies/Directed Studies shall be the same as those for other courses. Units are awarded in accordance to Title V regulations with one unit of credit awarded for 54 hours of Directed Studies, six (6) hours of which must be with an instructor. The instructor is responsible for monitoring student progress through the semester.

Students may take directed study courses for a maximum of four (4) units within a discipline, and may not accumulate more than a total of twelve (12) units college wide.

**1 to 4 Units**

**54 to 216 Lab hours**

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**CHICANO STUDIES****Division of Behavioral & Social Sciences****CHST 101****Introduction to Chicano Studies**

*(Formerly CHST 149)*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This is an introductory course that examines the cultural, economic, educational and political issues as they impact the Chicana/o in the U.S. Topics include Chicana/o identity, ethnic/racial paradigms, gender, language, race, educational attainment,

immigration, labor, and poverty. Students interested in this course may include individuals with familial or personal connections to the Chicano (Mexican-American) community and/or those intending to work in environments with high concentrations of this population.

**3 Units**  
**54 Lecture hours**

**CHST 146**  
**The Mexican American in the History of the U.S.**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is a survey of the history of the Mexican/Mexican-American people in the United States presented in the context of U.S. history and government. The course begins with a discussion of the Mexican American War and the Treaty of Guadalupe Hidalgo, and goes on to examine the Mexican American struggle for full integration into U.S. society. Key topics include repatriation, unionism, Mexican American GIs on the Pacific and European war front, postwar struggles for economic and social justice, radicalism, and concludes with an examination into the dramatic growth of the Mexican/Mexican-American population in the U.S. Students interested in this course may include individuals with familial or personal connections to the Chicano (Mexican-American) community and/or those intending to work in environments with high concentrations of this population.

**3 Units**  
**54 Lecture hours**

**CHST 148**  
**La Chicana: The Contemporary Mexican-American Female**  
**(Same as SOC 148)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This introductory course explores the racial/ethnic identity formation of Chicanas/Mexican origin women in the United States. Course themes include an examination into the genesis of the term "Chicana", the emergence of Chicana feminism, and the intersection of race, gender, class, and sexuality in relation to the formation and study of Chicana identities. This course is an interdisciplinary one, drawing on methodologies from racial/ethnic studies, women/gender studies, queer studies, history, literature, sociology, and popular culture. This course is appropriate for students interested in furthering their

understanding of the social construction of the Mexican American woman.

**3 Units**  
**54 Lecture hours**

**CHST 150**  
**Chicano Politics (Same as POLS 150)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course examines U.S. history and political issues relevant to the Chicano/Latino community, provides an overview of Chicano/Latino demographics in the U.S. examines Chicano/Latino political activism and the rise of Chicano/Latino political leadership. This is an entry level course serving as an elective for both the Political Science and Chicano Studies majors.

**3 Units**  
**54 Lecture hours**

regarding the laws, regulations, standards, policies and procedures and child development curriculum related to child nutrition, health and safety. Topics will include prevention and recognition of infectious disease, immunization, dental and mental health, child nutrition, menu planning, sanitary food handling, prevention of injury, emergency preparedness and evacuation, providing services for children with special needs and child abuse prevention, identification and reporting responsibilities. The importance of program collaboration with families and health professionals will also be addressed. This course meets the Department of Social Services Classification Indicator DS7 and the State of California Department of Education Title V Child Development Permit.

**3 Units**  
**54 Lecture hours**

**CD 103**  
**Parenting**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed for students who are interested in gaining information to understand and work effectively with parents and to understand the parent child relationships in their own lives. The course provides a framework for topics pertinent to current parenting concepts. The following topics will be explored and examined: understanding the parenting process from infancy to adulthood, parenting in diverse culture, various life styles and family structures, alternatives to biological parenting and understanding high risk families.

**3 Units**  
**54 Lecture hours**

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## CHILD DEVELOPMENT

### Division of Behavioral & Social Sciences

**CD 095**

**Current Issues in Child Development**

*Advisory: CD 106; CD 110 A working knowledge of current issues in the field of Child Development, leadership and advocacy skills and professionalism will be the focus of this course.*

The course is meant for students who are interested in understanding the current issues and changes in the field of Child Development. This course meets State Of California Teacher Credentialing requirements for the Child Development Permit and Department of Social Services Classification Indicator DS3.

**1 Unit**  
**18 Lecture hours**

**CD 102**

**Nutrition, Health and Safety for Children**

**(Formerly ECE 102, ECE 033)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed for students interested in working in group care and educational programs that enroll children from infancy to early adolescence. The course focuses on preventive health and safety practices in group care environments for both children and adults and integration of these practices into everyday program planning and development. Introduction will also be provided

**CD 104**  
**Methods for Teaching Parent Education**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed for child development students interested in developing skills in working with and educating parents. The course provides the framework for preparing students who are interested in specializing in parenting and/or teaching parent education classes. Students will participate in developing lesson plans, class schedules, and leading parent discussion seminars. Topics covered include: leadership techniques, structuring parent education classes considering theoretical perspectives regarding the family, parent education topics, and resources for parents. This course

meets the California Commission on Teacher Credentialing requirements for the Child Development Permit.

**3 Units**

**54 Lecture hours**

#### **CD 106**

#### **Child Growth and Development**

**(Formerly ECE 106)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit \*), CSU  
(\*Students will receive credit from UC for only one of the following courses: CD 106 or PSY 112)*

This course provides an overview of human growth from conception to adolescence. The theories of development relevant to life through the teenage years are introduced and the social, emotional, cognitive and physical aspects of these early stages of life are addressed. This course is appropriate for students preparing for a profession working with children and their families or those interested in furthering their understanding of child and adolescent development. This course is also designed to meet the Department of Social Service Classification DS1 and applies toward the State of California Title V requirement for the Child Development Permit.

**3 Units**

**54 Lecture hours**

#### **CD 110**

#### **Principles and Practices of Early Childhood Education**

**(Formerly ECE 110)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed for students desiring to work in educational programs for children from birth to age eight. The course is an examination of the underlying theoretical principles of developmentally appropriate practices applied to programs, environments, emphasizing the key role of relationship, constructive adult-child interaction and teaching strategies in supporting physical, social, creative and intellectual development for all children. This course includes a review of the historical roots of early childhood programs and the evolution of the professional practices promoting advocacy, ethics and professional identity. This course meets the Department of Social Services Classification Indicator DS3 and the State of California Department of Education Title V Child Development Permit.

**3 Units**

**54 Lecture hours**

#### **CD 111**

2014-2015 Catalog

#### **Early Childhood Education Curriculum**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This introductory course presents current concepts in childhood curriculum development and implementation. The student will design curriculum based on observation and assessment of young children to support play and learning using developmental, inclusive and anti-bias principles in collaboration with families to support all children; demonstrate knowledge of the teachers' role in evaluating best practices and apply understanding of children's learning and development. This course is meant for students who plan to create and implement children's educational programs. This course is also designed to meet the State of California Title 22 Department of Social Service Classification Indicator DS3 and applies toward the State of California Title V requirements for the Child Development Permit.

**3 Units**

**54 Lecture hours**

#### **CD 114**

#### **Observation and Assessment**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed for students working towards a Child Development permit. The course focuses on appropriate use of assessment and observation strategies to document development, growth, play and learning in order to join with families and professionals in promoting children's success and maintaining quality programs. Recording strategies, rating systems, portfolios, and multiple assessment methods are explored. Advantages and disadvantages of observation techniques, observer bias and cultural considerations are discussed. This course meets the Department of Social Services Classification Indicator DS3 and applies toward the State of California Title V requirement for the Child Development Permit.

**3 Units**

**54 Lecture hours**

#### **CD 115**

#### **Creative Art Experiences for Children**

**(Formerly ECE 115)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is appropriate for students interested in facilitating and supporting creativity in group care and educational environments for children. The course provides a

comprehensive study of creativity and its impact on child development. A developmental perspective will be utilized as students explore creative art and its impact on the whole child, the artistic development process, aesthetics, the elements of art, specific art program approaches, artistic styles, facilitating and supporting creative art experiences for children, art assessment techniques and specific art experiences. The course meets State of California Commission on Teacher Credentialing requirements for the Child Development Permit and Department of Social Service Classification Indicator DS3.

**3 Units**

**54 Lecture hours**

#### **CD 118**

#### **Development of Science and Math Experiences**

**(Formerly ECE 118)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course provides a framework from which to explore the theories, philosophies, principles, and implementation of science and math experiences for children from birth to early adolescence. Emphasis is placed upon theoretical and developmental foundations with practical application in the form of developmentally appropriate activities for use in the school and the child care center. This course is targeted for students preparing for a career in teaching children. The course meets the Department of Social Services Classification Indicator DS3 and applies towards the State of California Department of Education Title V Child Development Permit.

**3 Units**

**54 Lecture hours**

#### **CD 119**

#### **Music and Movement for Children**

**(Formerly ECE 119)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course offers a framework for providing developmentally appropriate music and movement principles and experiences for children birth to early adolescence. The developmental characteristics of movement and music abilities will be outlined along with the basics of movement and music education. Students will participate in music and movement related activities. This course is designed for students interested in working with children in group care and educational programs. The course meets the Department of Social Services Classification Indicator DS3 and

applies towards the State of California Department of Education Title V Child Development Permit.

**3 Units**

**54 Lecture hours**

**CD 120  
Experiences in Language Arts  
(Formerly ECE 120)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed for students who are interested in promoting and facilitating the language development of children. The course is a study of philosophies, principles and implementation of language arts experiences for children from birth to early adolescence. The theoretical basis of language development and systems of teaching literacy will be addressed. Literature, dramatics, flannel board stories, puppetry, and storytelling are incorporated into the course as strategies for language acquisition as well as literacy activities. The course meets State of California Commission on Teacher Credentialing requirements for the Child Development Permit and Department of Social Service Classification Indicator DS3.

**3 Units**

**54 Lecture hours**

**CD 128  
Child Growth and Development During the School Years  
(Formerly ECE 128)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course focuses on the developmental needs of children from 5-14 years and will include the physical, cognitive, linguistic, social and emotional aspects of the school-age child. Emphasis will be placed on gaining an understanding of various strategies that address the needs of school-aged children. This course is directed towards students seeking employment in educational programs for school-age children. The course meets the Department of Social Services Classification Indicator DS5 and applies towards the State of California Department of Education Title V Child Development Permit.

**3 Units**

**54 Lecture hours**

**CD 129  
School-Age Care Supervision and Administration  
(Formerly ECE 129)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course presents the principles of administration and supervision of school-age care programs. Topics

covered include: characteristics of a quality program; staff roles; school-age children's development; developmentally-appropriate discipline and guidance, environment, and curriculum; policies and procedures for program operation; and laws and regulations. The unique features of a school-age care program as opposed to a preschool child care program or the regular school day will be addressed. Students taking this course will be prepared for a position working as an administrator or supervisor in a school-age care program. This course meets the State of California Teacher Credentialing requirements for the Child Development Permit and Department of Social Service Classification Indicator DS 5.

**3 Units**

**54 Lecture hours**

**CD 130  
School-Age Child Care and Curriculum  
(Formerly ECE 130)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is meant for students interested in providing enrichment curriculum for school-age children enrolled in out of school child care programs. The course focuses on the development and implementation of developmentally appropriate curriculum. Topics covered include developmental theories, issues related to the growth and development of school-age children and teaching methods and practices that utilize that knowledge. The course meets State of California Commission on Teacher Credentialing requirements for the Child Development Permit and Department of Social Service Classification Indicator DS5.

**3 Units**

**54 Lecture hours**

**CD 208  
Child, Family and Community  
(Formerly ECE 208)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for students desiring to work with children in a group setting, as well as for parents and others who wish to further their understanding of how the socio-cultural environment affects the developing child. The course examines the historical and contemporary inter-relationship of family, school and community on child development. The process of socialization and identity formation will be highlighted, showing the importance of respectful,

reciprocal relationships that support and empower families. This course meets the Department of Social Services Classification Indicator DS2 and the State of California Department of Education Title V Child Development Permit.

**3 Units**

**54 Lecture hours**

**CD 210  
Adult Supervision  
(Formerly ECE 099)**

*Prerequisite: CD 106, CD 110, CD 208  
Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed for students who wish to develop the skills to effectively supervise staff working in children's educational programs. The course is a study of the methods and principles of supervising student teachers, assistant teachers, parents and volunteers in early childhood/child development classrooms. Emphasis is on the role of the classroom teachers who function as mentors to new teachers while simultaneously addressing the needs of children, parents and other staff. This course meets the requirements for a course in adult supervision for the Child Development Permit.

**3 Units**

**54 Lecture hours**

**CD 211  
Infants and Toddlers  
(Formerly ECE 211, ECE 011)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is a study of factors that affect the developmental progress of children from birth through 2 years. Current developmental theories specific to this age and practical applications that nurture the cognitive, language, emotional, social, personality, and motor development are explored. Emphasis will be placed on the role of the adult in designing, assessing and implementing the educate (education and caring) of infants and toddlers. Culturally sensitive care, as well as early recognition and intervention for infants and toddlers with special needs is discussed. This course is recommended for students who are interested in working with infants and toddlers in center-based programs, family child care and parental care. This course meets The Department of Social Services Classification Indicator DS4 and applies towards the State of California Department of Education Title V Child Development Permits.

**3 Units**

**54 Lecture hours**

**CD 213**

**Developing and Implementing Infant/Toddler Curriculum  
(Formerly ECE 213)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course will prepare students for a position working with infants and toddlers in a group setting. The course presents the elements of a quality infant and toddler program. Topics covered will include the theories of growth and development, laws and regulations governing group programs, program quality standards, and the significance of the caregiver's relationship to the child. The course meets State of California Commission on Teacher Credentialing requirements for the Child Development Permit and Department of Social Service Classification Indicator DS4.

**3 Units**

**54 Lecture hours**

**CD 222**

**Administration of Educational Programs for Young Children  
(Formerly ECE 222)**

*Prerequisite: CD 110*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course will illustrate the principles of organization and administration of federal, state, private for-profit and private non-profit children's programs. Presentation of evaluative tools including ECERS (Early Childhood Environments Rating Scale), COR (Child Observation Record), and California Desired Results for operating programs for children is included. Students will also learn fundamental information related to program operation in the areas of budget, state regulations, inclusion, cultural awareness and developmental appropriate practices. This class provides academic training for students preparing to qualify as program administrators. The course meets State of California Teacher Credentialing requirements for the Child Development Permit and Department of Social Service Classification Indicator DS6.

**3 Units**

**54 Lecture hours**

**CD 223**

**Advanced Administration of Educational Programs for Young Children  
(Formerly ECE 223)**

*Prerequisite: CD 129 or CD 222*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is intended for students desiring to further enhance their program administration skills. Topics

covered in CD 222 and CD 129 are explored more in depth with a specific focus on program funding, grant writing and the national accreditation process for children's programs. Other advanced topics will include interdisciplinary and interagency functions, dealing with boards and evaluation of the program. The course meets State of California Commission on Teacher Credentialing requirements for the Child Development Permit and Department of Social Service Classification Indicator DS6.

**3 Units**

**54 Lecture hours**

**CD 224**

**Diversity Issues During Early Childhood, School Age and Adolescence  
(Formerly ECE 124, ECE 024)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course addresses the similarities, variety and multiplicity found within programs and educational settings for Young Children, School Age Children and Adolescents. Topics covered include: family values, culture, race, gender, social class, sexual preference, language and abilities. Focus will also be placed on developmental appropriateness in addressing diversity, parental perspectives and the effects of diversity on the domains of development. This course is designed for students wishing to work in children's programs and educational settings. This course meets the Department of Social Services Classification Indicator DS 3 and applies towards the State of California Department of Education Title V Child Development Permits.

**3 Units**

**54 Lecture hours**

**CD 226**

**Introduction to Special Education  
(Formerly ECE 226, ECE 026)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course introduces students to the field of special education. Instruction will focus on understanding basic strategies for working with children, birth to early adolescence, that are at-risk or have a diagnosed disability. Issues related to family dynamics and education resources and strategies will also be discussed. Public policy requires that children with special needs are learning in environments with their same-age peers. This course will prepare students who wish to work in children's programs or educational environments to facili-

tate the learning and development of children with special needs. Applies toward the State of California Teacher Credentialing requirements for the Child Development Permit.

**3 Units**

**54 Lecture hours**

**CD 228**

**Early Childhood Education Practicum  
(Formerly ECE 228, ECE 028A)**

*Prerequisite: CD 106, CD 110, CD 111, CD 114 and CD 208*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: CSU*

In this capstone course the student will practice and demonstrate developmentally appropriate early childhood program planning and teaching competencies under the supervision of Child Development faculty and other qualified early education professionals. Students will utilize practical classroom experiences to make connections between theory and practice, develop professional behaviors, and build a comprehensive understanding of children and families. Child centered, play-oriented approaches to teaching, learning, and assessment; and knowledge of curriculum content areas will be emphasized as student teachers design, implement and evaluate experiences that promote positive development and learning for all young children. This course is designed for students looking for a supervised field/laboratory experience in an early childhood setting. The course meets The Department of Social Services Classification Indicator DS3 and applies towards the State of California Department of Education Title V Child Development Permits.

**3 Units**

**36 Lecture hours**

**54 Lab hours**

**CD 229**

**Literacy Development for Children  
(Formerly ECE 229, ECE 028B)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is appropriate for students interested in facilitating and supporting literacy development in children enrolled in group care and educational environments. Focus is on effective skills and techniques utilized by teachers and caregivers to enhance the development of Emergent Literacy skills throughout childhood. Students will develop knowledge of the sequence of Literacy and Language Development, Developmentally Appropriate Practices in classroom environments and a Balanced Literacy Approach.

Effective assessment, curriculum and techniques to promote skill development will also be introduced. The course meets State of California Commission on Teacher Credentialing requirements for the Child Development Permit and Department of Social Service Classification Indicator DS3.

**3 Units**

**54 Lecture hours**

#### **CD 230**

#### **Family Child Care (Formerly ECE 230)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed for students who want to open and operate a family child care program. Emphasis will be placed on the management and operation of a family child care facility including how to create a budget, advertisement, recruitment of children, and conforming to State of California Title 22 regulations. This course will also cover effective parent communication, setting up an appropriate environment and community resources. This course meets the California Commission on Teacher Credentialing requirements for the Child Development Permit and the Department of Social Services Classification Indicator DS3.

**3 Units**

**54 Lecture hours**

#### **CD 231**

#### **Curriculum for Family Child Care (Formerly ECE 231)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed for students who are preparing to work in a family child care program or to operate their own program. This course provides an overview of the fundamentals of planning and implementing a curriculum for family child care. Emphasis is placed on understanding the importance of a philosophy statement, goals and objectives for lesson plans, setting up the physical environment, the caregiver's role, and the parent's role. The unique challenges of organizing a home as a learning environment, dealing with multi-age groups, and small groups will also be addressed. This course meets the California Commission on Teacher Credentialing requirements for the Child Development Permit and the Department of Social Services Classification Indicator DS3.

**3 Units**

**54 Lecture hours**

#### **CD 232**

202 / Rio Hondo College

#### **Educating Children with Special Needs**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course will prepare students and parents to participate in the planning and implementation of programming for children with special needs. The course focuses on supporting the educational process of children with special needs within group settings utilizing multidisciplinary approaches that incorporate the family in the planning and implementation of programming. Topics will include assessment, diagnosis, appropriate placement, individualized program planning and educational approaches and adaptations. Criteria outlined by laws regarding Special Education and court rulings will be addressed along with the issue of program accountability. The course meets State of California Commission on Teacher Credentialing requirements for the Child Development Permit and Department of Social Service Classification Indicator DS3.

**3 Units**

**54 Lecture hours**

#### **CD 299**

#### **Directed Study: Child Development (Formerly ECE 299, ECE 100)**

*Transfers to: UC, CSU*

Independent Study/Directed Study is intended for students who have the ability to assume responsibility for independent work and to prepare written or oral reports and/or appropriate projects. To enroll in an independent study/directed study course, students must possess a 2.5 overall grade point average, a 3.0 grade point average in the discipline of study being requested, or receive an exception from the instructor. Independent Studies/Directed Studies may be developed from any topic arising from or related to a course of study that will result in developing depth and breadth in that subject area. Students will be expected to meet on a regular basis with their faculty sponsor and submit a final report or project, and student progress shall be evaluated at regular intervals. Academic standards for Independent Studies/Directed Studies shall be the same as those for other courses. Units are awarded in accordance to Title V regulations with one unit of credit awarded for 54 hours of Directed Studies, six (6) hours of which must be with an instructor. The instructor is responsible for monitoring student progress through the semester. Students may take directed study courses for a maximum of four (4)

units within a discipline, and may not accumulate more than a total of twelve (12) units college wide.

**1 to 4 Units**

**54 to 216 Lab hours**

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## **CHINESE**

### **Division of Communications & Languages**

#### **CHIN 101**

#### **Chinese I**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course provides the student with an introduction to the Chinese language and culture. The course stresses oral and written proficiency through fundamental use of Chinese pronunciation and the Pinyin Spelling System. Students will also receive an introduction to Chinese characters. In addition to classroom discussion, students receive intensive individualized oral-aural practice in the language laboratory via interactive websites, audio CDs, video programs, and CD ROMs. Various facets of Chinese history, culture and civilization will also be analyzed via cross-cultural comparisons. This course is intended for those interested in learning to speak Chinese as well as for those seeking a degree in the Chinese language.

**4 Units**

**72 Lecture hours**

#### **CHIN 102**

#### **Chinese II**

*Prerequisite: Completion of CHIN 101 with a "C" or better, or completion of 2 years high school Chinese with a "C" or better*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is a continuation of the essentials of the Chinese Language. The course stresses oral and written proficiency through fundamental use of Chinese pronunciation and the Pinyin Spelling System. Students will continue to further their knowledge of Chinese characters. In addition to classroom discussion, students receive intensive individualized oral-aural practice in the language laboratory via interactive websites, audio CDs, video programs, and CD ROMs. Various facets of Chinese history, culture and civilization will also be analyzed via cross-cultural comparisons. This course is intended for those interested in learning to speak Chinese as well as for those seeking a degree in the Chinese language.

**4 Units**

**72 Lecture hours**

## CIVIL DESIGN

Division of Career & Technical Education

### CIV 140

#### Civil Drafting Fundamentals (Formerly CIVIL 140, DRAF 140)

*Advisory: ENGT 101 or two years of high school drafting; ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment.*

*Transfers to: CSU*

This course is for all students interested in the career field of Civil Design Drafting and Civil Engineering. The course is a study of civil design drafting practices and the preparation of drawings used in the civil engineering field. Students will use Computer Aided Drafting (CADD) software to complete projects relating to interpretation of survey data, profiles and cross sections, land subdivision, site and grading plans, underground utilities and structures, concrete and structural detailing.

**3 Units**

**36 Lecture hours**

**72 Lab hours**

### CIV 142

#### Introduction to Surveying and GPS (Formerly CIVIL 142, DRAF 142)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 050 or appropriate assessment; CIT 102*

*Transfers to: CSU*

This course is for all students interested in the career field of Civil Design Drafting, Surveying/Mapping, and Civil Engineering. Introduction to Surveying and GPS will cover the principles and practices of land surveying which will include the measuring of distance, direction, elevation and position, topographic mapping, and use and care of surveying equipment. The fundamentals of global positioning systems (GPS) and their applications in land surveying will also be introduced. This course will also be beneficial for those in the construction industry who need to acquire property data.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

### CIV 143

#### Applications to Surveying and GPS

*Prerequisite: CIV 142*

*Advisory: MATH 050 or appropriate assessment*

*Transfers to: CSU*

This course is for all students with a basic understanding of surveying who are interested in pursuing a career in the field of Land Surveying. This course presents advanced appli-

cations that will cover the theory and practice of plane surveying, including principles of position, horizontal and vertical curves, construction staking, alignments, field procedures, U.S. Public Land Survey System, Boundary Surveying, use and care of surveying equipment.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

### CIV 241

#### Civil Engineering Drafting and Design (Formerly CIVIL 241, DRAF 241)

*Prerequisite: ENGT 200*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is for all students interested in the career field of Civil Design Drafting and Civil Engineering. Civil Drafting and Design is an intermediate level class in which the practices and the preparation of drawings, pertaining to the civil engineering field, will be expanded to include the development of maps and drawings used for transportation, site development, grading and drainage and road alignment. The student will use Computer Aided Drafting (CADD) to complete the above mentioned projects. Other topics to be covered will include specifications, site details for utilities and underground piping, structural plans and integration of Geographic Information Systems (GIS).

**3 Units**

**36 Lecture hours**

**72 Lab hours**

### CIV 245

#### Civil Engineering Design and Modeling (Formerly CIVIL 245, DRAF 245)

*Prerequisite: ENGT 170*

*Advisory: READ 023 or appropriate assessment; ENGL 035 or ENLA 100 or appropriate assessment*

*Transfers to: CSU*

This course is for all students interested in the career field of Civil Engineering Design Drafting and Civil Engineering. Civil Design & Modeling is an advanced level class which includes design analysis and the preparation of drawings used in the civil engineering field. The student will use civil engineering software, such as In-Roads and Land Desktop to design, analyze and develop projects relating to transportation, site development, grading, drainage and road alignment and alternatives. Other topics to be covered are terrain modeling, surface editing, alignment editing, plan, profile, cross-sections, earthwork computations and site planning design.

**3 Units**

**36 Lecture hours**

**72 Lab hours**

### CIV 290

## Cooperative Work Experience/ Internship for Civil Related Fields (Formerly CIVIL 290, DRAF 290)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course supports and reinforces on-the-job training in business and industrial establishments under supervision of a college instructor and is facilitated by the use of learning objectives. The student will be working in a skilled or professional level assignment in their area of vocational interest and will meet performance objectives related to instruction that are above and beyond the conditions of regular employment. This course is intended for students whose job is in civil engineering design / drafting related fields and have completed or enrolled in the appropriate coursework. Instructor approval is needed to remain in the class. "Contact the CWE office regarding re-enrollment procedures".

### Student Unpaid Internship:

**1 Unit/60 hours; 2 Units/120 hours;  
3 Units/180 hours; 4 Units/240 hours**

### Student Paid Internship:

**1 Unit/75 hours; 2 Units/150 hours;  
3 Units/225 hours; 4 Units/300 hours.**

**1 to 4 Units**

**3 Lecture hours**

**60 to 300 hours**

## COMPUTER INFORMATION TECHNOLOGY

Division of Business

### CIT 042

#### Computer Literacy

*Advisory: CIT 100A*

This basic computer literacy course is designed to provide the student with skills necessary to understand and communicate with computers. It will include hardware and software basics, file management, computer networks, and the Internet.

The course is taught on a lecture-lab basis: (3) hours in the classroom and a minimum of (2) hours in the laboratory each week. This course is taught in a six-week module during the regular semester. This course is recommended for all community college students in order to prepare them for their college-level courses which may require the knowledge of the microcomputer and its use for completion of assignments.

**1 Unit**

**18 Lecture hours**

**12 Lab hours**

### CIT 060

**Windows Operating System***Advisory: CIT 100A*

This course is a comprehensive course of the Microsoft Windows operating system and its graphical user interface. The student will learn: Graphical User Interface/Mouse, My Computer, File Management with Explorer, WordPad, Paint, and data sharing using the Clipboard. The Find program, object linking and embedding, printers and fonts will also be included. Networking capabilities of Windows will be used and disk maintenance tasks will be performed.

**3 Units****54 Lecture hours****36 Lab hours****CIT 100A****Keyboarding****(Formerly CIT 020)***Advisory: READ 023 or appropriate assessment**Transfers to: CSU*

The course is designed to enable the student to master the alphanumeric keyboard on a microcomputer by touch and to gain a thorough knowledge of current keyboarding techniques. This course is recommended for all students to provide them with the skills necessary to use touch keyboarding to prepare reports and general course assignments.

**1 Unit****9 Lecture hours****27 Lab hours****CIT 100B****Keyboarding Speed and Accuracy****(Formerly CIT 021)***Advisory: READ 023 or appropriate assessment; CIT 100A**Transfers to: CSU*

This course is designed to improve students' speed and accuracy on a computer keyboard by analyzing their keyboarding techniques and prescribing specific drills to increase their timed writing rate. It is taught as a lab or on-line. This course is recommended for all students who have learned the location of the keys on the keyboard and who now want to improve their speed and accuracy in preparation of reports and general course assignments.

**1 Unit****18 Lecture hours****CIT 101****Introduction to Computer Information Technology****(Formerly IS 101)***Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; CIT 100A**Transfers to: UC, CSU*

This is an introductory computer course, which offers students both fundamental computer concepts and

training in spreadsheets and database microcomputer applications. Topics include the importance of computers in business and society, the information processing cycle, the Internet, communication and networks, the latest hardware and software developments, and planning a career as a computer professional or a computer user. This is the basic computer course designed for Business majors.

**3 Units****54 Lecture hours****CIT 102****Introduction to Microsoft Office****(Formerly CIT 072)***Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; CIT 100A**Transfers to: CSU*

This course is intended as an introduction for students wanting to learn the latest version of the integrated program suite of Microsoft Office Professional. The student will be provided with the basics of each of the programs in the suite - Word, Excel, Access, PowerPoint, and Outlook as well as their Internet integration. In addition, an introduction to fundamental computer concepts will be presented including hardware and software basics, file management, computer networks and communications.

**3 Units****45 Lecture hours****27 Lab hours****CIT 103****Microsoft® Word®****(Formerly IS 062)***Advisory: READ 023 or appropriate assessment; CIT 101**Transfers to: CSU*

This is a thorough introduction to the word processing application Microsoft® Word®. This course will provide instruction in the use of the latest version of word processing software for business applications. Students will learn the basic editing and formatting functions of the program. Document maintenance, formatting enhancements, and the creation and formatting of tables will also be presented. Additional topics include macros and styles, specialized tables, protected forms and shared documents. This course is intended for students desiring to complete the requirements for the Computer Information Technology Microcomputer Specialists Degree or professions wanting to master Microsoft Word.

**3 Units****36 Lecture hours****54 Lab hours****CIT 104****Advanced Microsoft Word****(Formerly IS 063)***Prerequisite: CIT 103**Transfers to: CSU*

This course presents the advanced features of the latest version of Microsoft Word®. Specific topics include merging documents, macros and styles, specialized tables, protected forms and shared documents. This course is intended for students desiring to complete the requirements for the Computer Information Technology Microcomputer Specialists Degree or professions wanting to master Microsoft Word.

**1.5 Units****18 Lecture hours****27 Lab hours****CIT 105****Microsoft PowerPoint***Advisory: CIT 101**Transfers to: CSU*

This course provides the student with an overview of the presentation software Microsoft® PowerPoint®. Specific topics include planning and creating a presentation, applying and modifying text and graphics objects, using design templates, working with graphics and sound from other file formats and the World Wide Web, preparing charts, and presenting slide shows. This course is intended for students desiring to complete the requirements for the Computer Information Technology Microcomputer Specialists Degree or professionals wanting instruction in Microsoft® PowerPoint® leading to Microsoft® Office Specialist Certification.

**1.5 Units****27 Lecture hours****18 Lab hours****CIT 107****Microsoft® Excel®****(Formerly CIT 082)***Advisory: READ 023 or appropriate assessment; CIT 101**Transfers to: CSU*

This is a comprehensive spreadsheet application course which will provide instruction in the use of the latest version of spreadsheet software for business applications. Students will learn to create and format a workbook, work with formulas and functions, create charts, tables and PivotTables. Students will also learn advanced functions, and develop Excel applications. This course is intended for students desiring to complete the requirements for the Computer Information Technology Microcomputer Specialists Degree or professionals wanting comprehensive knowledge of Microsoft® Excel®.

**3 Units****36 Lecture hours****54 Lab hours****CIT 108**

**Advanced Microsoft Excel  
(Formerly CIT 083)**

*Prerequisite: CIT 107*

*Advisory: CIT 115*

*Transfers to: CSU*

This is an advanced microcomputer spreadsheet applications course, which will provide instruction in the use of the latest version of spreadsheet software. Students will learn to integrate Excel with other Windows programs and the World Wide Web, create Excel tables, PivotTables and PivotCharts, build Excel applications using macros and buttons, and enhance workbooks with Visual Basic. This course is intended for students desiring to complete the requirements for the Computer Information Technology Computer Systems Degree, or professionals wanting to learn the advanced functions and programming features of Microsoft® Excel®.

**1.5 Units**

**18 Lecture hours**

**27 Lab hours**

**CIT 109****Microsoft® Access®****(Formerly CIT 080)**

*Advisory: READ 023 or appropriate assessment; CIT 101*

*Transfers to: CSU*

This is a thorough microcomputer database applications course, which will provide instruction in the use of the latest version of database software for business applications. Students will learn to create and modify tables, build table relationships, add and edit records, create forms for data entry, produce simple queries and reports, advanced query functions, custom forms design for data entry, custom report writing, and sharing and integrating data with Web pages. This course is intended for students desiring to complete the requirements for the Computer Information Technology Degree or professionals wanting a thorough introduction to Microsoft® Access®.

**3 Units**

**36 Lecture hours**

**54 Lab hours**

**CIT 110****Advanced Microsoft Access****(Formerly CIT 081)**

*Prerequisite: CIT 109*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: CSU*

This is an advanced microcomputer database applications course, which will provide instruction in the use of the latest version of database software with emphasis on the software as a programming tool. Students will learn advanced query functions, custom forms design for data entry,

custom report writing, and sharing and integrating data with Web pages. This course is intended for students desiring to complete the requirements for the Computer Information Technology Computer Systems Degree or professionals wanting to learn the programming features of Microsoft Access for managing databases.

**1.5 Units**

**27 Lecture hours**

**CIT 111****Introduction to Programming****(Formerly CIT 097)**

*Advisory: MATH 050 or appropriate assessment*

*Transfers to: CSU*

This course is designed to develop the problem-solving abilities of the student who intends to continue in the computer field. Various techniques used will include hierarchy diagrams, data flow diagrams, flowcharting, data diagrams, and pseudo code. This course will also include information on Microsoft Visual Studio.NET's integrated development environment (IDE).

**3 Units**

**54 Lecture hours**

**CIT 112****Survey of Object-Oriented****Programming**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment; MATH 050 or appropriate assessment; CIT 097*

*Transfers to: UC, CSU*

This class covers the basic syntax for three object-oriented programming languages: C++, Visual Basic and Java. Using the Microsoft Studio environment, this class includes the following topics: introduction to computers, logic, input/output, looping and structures.

**3 Units**

**54 Lecture hours**

**CIT 115****Introduction to Visual Basic****Programming****(Formerly IS 115)**

*Advisory: READ 023 or appropriate assessment; CIT 111*

*Transfers to: UC, CSU*

This course is intended for students desiring to complete the requirements for the Computer Information Technology Degree or professionals wanting an introduction to Visual Basic Programming. This course will cover the fundamentals of software development using the most popular language – Visual Basic. Course topics include: designing programs, writing the source code, compiling, linking, executing and debugging programs, data types, arithmetic/logical expressions, procedures, deci-

sions, repetition, arrays, processing sequential files, processing random access files, graphical display, controls and objects.

**4 Units**

**72 Lecture hours**

**CIT 116****Advanced Visual Basic Programming****(Formerly IS 116)**

*Prerequisite: CIT 115*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is intended for students desiring to complete the requirements for the Computer Information Technology Degree or professionals who want to continue developing their programming skills using an object-oriented programming language. This course will review the fundamentals of software development and cover advanced programming skills using the Visual Basic language. Advanced topics include: user interface concepts, database management, custom controls, and Window common controls, multiple document applications, class, ActiveX and distributing programs.

**4 Units**

**72 Lecture hours**

**CIT 125****C++ Programming - Introduction****(Formerly IS 125)**

*Advisory: READ 023 or appropriate assessment; CIT 111*

*Transfers to: UC, CSU*

This course is intended for students desiring to complete the requirements for the Computer Information Technology Degree or professionals who want to continue developing their programming skills using Visual C++ programming language. This course will cover the fundamentals of software development using the most popular language: C++. The topics covered include: designing, writing the source code, compiling, linking, executing, debugging, data types, arithmetic/logical expressions, pointers, looping, branching, classes, objects and static and dynamic memory allocation.

**4 Units**

**72 Lecture hours**

**CIT 126****C++ Programming - Advanced****(Formerly IS 126)**

*Prerequisite: CIT 125*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is intended for students desiring to complete the requirements for the Computer Information Technology Degree or professionals who want to continue develop-

ing their programming skills using an object-oriented programming language. This course will review the fundamentals of software development and cover the advanced programming skills using the C++ language. Advanced topics include: classes and data abstraction, operator overloading, inheritance, virtual function and polymorphism, stream I/O and Exception Handling.

**4 Units**

**72 Lecture hours**

#### **CIT 130**

#### **Windows Configuration**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed for students preparing to take the Windows client operating system certification exam. Students will learn to install, upgrade and migrate from previous to the current Windows client operating system and deploy Windows using system images and configure virtual hard disks. Students will also learn to configure hardware & applications, network connectivity, access to resources, mobile computing, backup and recovery, and monitoring and maintaining systems that run Windows.

**3 Units**

**36 Lecture hours**

**54 Lab hours**

#### **CIT 131**

#### **Windows Server Active Directory**

*Prerequisite: CIT 130*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed for students preparing to take the Windows Server Active Directory, Configuring certification exam. Students will learn to configure Domain Name System, Active Directory infrastructure, Active Directory Roles & Services, creating and maintaining Active Directory objects, maintaining the Active Directory environment, and configure Active Directory Certificate Services.

**3 Units**

**36 Lecture hours**

**54 Lab hours**

#### **CIT 133**

#### **Windows Server Applications Infrastructure**

*Prerequisite: CIT 130*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed for students preparing to take the Windows Server Applications Infrastructure

certification exam. Students will learn to deploy servers, configure remote desktop services, configure web services infrastructure, and configure network application services.

**3 Units**

**36 Lecture hours**

**54 Lab hours**

#### **CIT 135**

#### **Introduction to Java Programming**

*Advisory: READ 023 or appropriate assessment; CIT 111*

*Transfers to: UC, CSU*

This course is intended for students desiring to complete the requirements for the Computer Information Technology Degree or professionals wanting an introduction to Java Programming. This course will cover the fundamentals of software development using the most popular Open Source language – Java. Course topics include: program design, algorithms, writing and testing source code, arithmetic/logic expressions, control structures, objects and basic Java structures.

**4 Units**

**72 Lecture hours**

#### **CIT 136**

#### **Advanced Java Programming**

*Prerequisite: CIT 135*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is intended for students desiring to complete the requirements for the Computer Information Technology Degree or professionals who want to continue developing their programming skills using Java. This course covers the basics of the software development and the advanced programming skills using the Java language. Topics include Java data syntax, data structure, applets, graphics, animation, inheritance, abstract windows toolkit, exception handling, file input and output, and multi-threading.

**4 Units**

**72 Lecture hours**

#### **CIT 145**

#### **Introduction to C# Programming**

*Advisory: READ 023 or appropriate assessment; CIT 111*

*Transfer to: UC, CSU*

This course is intended for students or professionals desiring to enhance their programming skills using the Microsoft.NET framework. This course will review the fundamentals of software development, and cover software development skills using the C#.NET program. Topics include Windows-based applications, Web Services with XML (eXtensible Markup Language) data exchange, components and controls, database

interfaces using ADO (ActiveX Data Objects) and SQL (Structure Query Language), and graphics programming.

**4 Units**

**72 Lecture hours**

#### **CIT 152**

#### **Introduction to Web Page Design for Business**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment; MATH 030 or MATH 030D or MATH 033 or appropriate assessment; CIT 101*

*Transfers to: CSU*

This course provides students with an understanding of the fundamentals of HTML (Hypertext Markup Language) programming to design Web pages. Students will create custom Web pages for personal Internet and business Intranet environments. Students will also learn to use cascading style sheets (CSS) and scripting languages.

**3 Units**

**54 Lecture hours**

#### **CIT 155**

#### **Introduction to E-Commerce**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment; MATH 030 or MATH 030D or MATH 033 or appropriate assessment; CIT 101*

*Transfers to: CSU*

This course offers a hands-on problem-solving approach for learning the basic to more advanced features of doing business on the Internet. You will learn to use E-commerce effectively, such as: gather corporate information, make a purchase online, develop an effective company Web site, or find global trading partners. You will learn how and why electronic commerce is an important part of our economy and our society.

**3 Units**

**54 Lecture hours**

#### **CIT 160**

#### **Introduction to Operating Systems**

*Advisory: CIT 060*

*Transfers to: CSU*

This course provides an overview of the operating systems that are currently used to create an e-business infrastructure. Operating systems discussed include Windows, Unix, Linux, Novell and Mac and their use in the industry. An in-depth study of Windows 2000 Server is also presented. Topics discussed are how to setup, install, and administer Windows 2000 Servers. This course is designed for students interested in learning operating systems and the use of operating systems in running corporate information systems.

**3 Units**

**36 Lecture hours**

**54 Lab hours**

#### **CIT 161**

**Intermediate Web Page Design***Advisory: CIT 152**Transfers to: CSU*

This course provides a hands-on in-depth study of web scripting languages for students interested in web page development. The fundamentals of programming logic will be reviewed and scripting languages such as VBScript and JavaScript will be introduced. The use of these programs and how they are used to manipulate and enhance static web pages will be addressed.

**4 Units****72 Lecture hours****CIT 162****Advanced Web Page Development***Advisory: CIT 110**Transfers to: CSU*

This course provides the students with a project-based approach to developing and implementing interactive database-driven Web pages. The course offers an overview of the tools used to connect databases to Web-based applications. Students will learn to develop interactive Web sites using tools such as Active Server Pages (ASP.Net). Students entering the course should possess knowledge of relational databases, such as Microsoft Access, and HTML. This course is intended for students who wish to create Web applications integrated with databases.

**3 Units****54 Lecture hours****CIT 163****Internet Server Management***Advisory: CIT 101; CIT 152; CIT 160**Transfers to: CSU*

This course provides a lab-based approach to setting and administering Web, FTP, DNS, and email servers. Popular servers are discussed including Web servers, FTP servers, DNS servers, and email servers. Students learn how to install, configure, maintain and secure IIS, MS DNS, and SendMail. Web page setup and maintenance is also emphasized. This course is intended for students interested in designing and administering an intranet or Internet system for an ISP or a business.

**3 Units****36 Lecture hours****54 Lab hours****CIT 180****PC Maintenance-A+ Certification***Prerequisite: CIT 101**Advisory: READ 023 or appropriate assessment**Transfers to: CSU*

This course will prepare students with the necessary competencies of an entry-level IT professional with hands-on experience and theory in computer technology, network-

ing and security. The student will also learn communication skills and professionalism now required of all entry-level IT professionals. This course is intended for IT students wishing to prepare for the CompTIA A+ Essentials and CompTIA A+ Practical Application examinations, the two exams required to achieve CompTIA A+ certified status.

**4 Units****54 Lecture hours****54 Lab hours****CIT 187****Customer Service for Help Desk Professionals***Prerequisite: CIT 101**Advisory: READ 023 or appropriate assessment**Transfers to: CSU*

This course will provide students with the "soft" skills required to deliver high quality customer support at the help desk. In addition to information obtained during lecture, students will have the opportunity to use a hands-on approach to learning the skills of active listening, effective communication, problem solving, handling difficult customer situations, stress management, and team building. This course is intended for IT students who want to improve their customer service skills or qualify for entry level positions in PC maintenance.

**3 Units****54 Lecture hours****CIT 190****Introduction to Information Security***Prerequisite: CIT 101**Advisory: READ 023 or appropriate assessment**Transfers to: CSU*

This course provides an introduction to the various technical and administrative aspects of information security. The student will gain an understanding of the key issues associated with protecting information assets, determining the levels of protection and response to security incidents, and designing a consistent, reasonable information security system, with appropriate intrusion detection and reporting features. This course is intended for IT students and professionals who want to develop a foundation in information security systems.

**3 Units****54 Lecture hours**

first in a two-course series providing an in-depth study of network security. The student will gain an understanding of the key issues associated with protecting an organization's network including identifying specific types of threats, protecting the network against those threats, and recovering from the occurrence of a threat. Specific topics covered include network access authentication, attacks on the network, e-mail protection, and Web security.

**3 Units****45 Lecture hours****27 Lab hours****CIT 194****Network Security II***Prerequisite: CIT 192**Advisory: READ 023 or appropriate assessment; CIT 190**Transfers to: CSU*

This course is intended for IT students and professionals who want to develop a foundation in information security systems. The course is the second in a two-course series providing an in-depth study of network security. The student will gain an understanding of the key issues associated with protecting an organization's network including identifying specific types of threats, protecting the network against those threats, and recovering from the occurrence of a threat. Specific topics covered include network access authentication, attacks on the network, e-mail protection, and Web security.

**3 Units****45 Lecture hours****27 Lab hours****CIT 200****Systems Analysis and Design***Prerequisite: CIT 101**Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment**Transfers to: CSU*

This course provides an overview of the processes, tools, and techniques used to analyze and design computer-based information systems. Students will gain an understanding of the systems development life cycle, strategic planning, feasibility studies, fact-finding techniques, data flow diagrams, structure English, object-oriented analysis and design, automated system design tools, entity-relationship diagrams, system testing, documentation, training and maintenance activities. Students will apply the course concepts through case studies. This course is suitable for students seeking a career in computer information technology.

**3 Units****54 Lecture hours****CIT 210**

Rio Hondo College / 207

## **Telecommunications in Information Systems**

*Advisory: READ 023 or appropriate assessment; CIT 101*

*Transfers to: CSU*

This is a course designed to familiarize the student with the terminology and capabilities of data communications systems. Mastery of this material will enable participation in decisions regarding alternative configurations of data communications components. This course specifically covers that part of telecommunications that relates to computer systems, or the electronic transmission of computer data. Students will be expected to complete case assignments outside of class.

**3 Units**

**54 Lecture hours**

## **CIT 211 Internetworks and Router Fundamentals**

*Prerequisite: CIT 210*

*Advisory: Windows and DOS basics*

*Transfers to: CSU*

This course covers wide area internetworking fundamentals. Topics cover router fundamentals, router setup and configuration, network management, routing and routed protocols, and network troubleshooting. This is the second course in a four course sequence that qualifies the student to take the CISCO CCNA certification test.

**3 Units**

**54 Lecture hours**

## **CIT 212 Internetworks /LAN Design**

*Prerequisite: CIT 210*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed for those students who are interested in Local Area Network (LAN) design with consideration of LAN switching, VLANs, ACLs, IPX, network management, and major consideration of the functions of layers 1-4 in the OSI layers. A threaded case study will reinforce the student's ability to design, install, and maintain school-sized internetworks. This is the third course in a four-course sequence that qualifies the student to take the CISCO CCNA certification test.

**3 Units**

**54 Lecture hours**

## **CIT 213 Internetworks/WAN Design**

*Prerequisite: CIT 210*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed for those students who are interested in Wide Area Network (WAN) design with

detailed coverage on WAN Technologies, PPP, ISDN, Frame Relay, network management, preparation for the Net+ Certification exam and a review for the CCNA Certification Exam. Completion of the threaded case study will reinforce the student's ability to design, install, and maintain school-sized internetworks. This is the fourth course in a four-course sequence that qualifies the student to take the CISCO CCNA certification test.

**3 Units**

**54 Lecture hours**

## **CIT 290 Cooperative Work Experience/ Internship for Computer Technology Related Fields**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course supports and reinforces on-the-job training in business and industrial establishments under supervision of a college instructor and is facilitated by the use of learning objectives. The student will be working in a skilled or professional level assignment in their area of vocational interest and will meet performance objectives related to instruction that are above and beyond the conditions of regular employment. This course is intended for students whose job is related to the field of Business Management and have completed or enrolled in the appropriate coursework. "Contact the CWE office regarding re-enrollment procedures".

**Student Unpaid Internship:**

**1 Unit/60 hours; 2 Units/120 hours;  
3 Units/180 hours; 4 Units/240 hours**

**Student Paid Internship:**

**1 Unit/75 hours; 2 Units/150 hours;  
3 Units/225 hours; 4 Units/300 hours.**

**1 to 4 Units**

**3 Lecture hours**

**60 to 300 hours**

## **COOPERATIVE WORK EXPERIENCE- GENERAL**

**Division of Career &  
Technical Education**

## **CWEG 290 Cooperative Work Experience Education - General**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course supports and reinforces on-the-job training in an actual work environment under the supervision

of a college instructor and is facilitated by the use of learning objectives. The student will be working in a professional environment and will meet performance objectives related to instruction that are above and beyond the conditions of regular employment.

**Student Paid Internship:**

**1 unit/75 hours;**

**2 units/150 hours;**

**3 units/225 hours**

**1 to 3 Units**

**3 Lecture hours**

## **CORRECTIONS**

**Division of Public Safety**

### **CORR 101**

#### **Introduction to Corrections**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed to provide Corrections or other interested students with an overview of the history and trends of adult and juvenile corrections. It will focus on probation, parole, legal issues, specific laws and the general operation of correctional institutions. The relationship between corrections and other components of the justice system will also be examined. This course has been identified by the Correctional Peace Officer Standards and Training Board of the Peace Officers Association to fulfill educational requirements of the CPOST Certificate for newly hired officers after July 1, 1995 by CDC and CYA.

**3 Units**

**54 Lecture hours**

### **CORR 104**

#### **Control and Supervision in Corrections (Formerly C/SS 104)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; CORR 101*

*Transfers to: CSU*

This course is designed to provide Corrections or other interested students with an overview of supervision of inmates in the local, state and federal correctional institutions. The issues of control in a continuum form of institutional daily living through crisis situations will be introduced and discussed. The course will emphasize the role played by the offender and the correctional worker. Topics include inmate subculture, violence and effects of crowding on inmates and staff, and coping techniques for correctional officers in a hostile prison environment. The causes and effects of abusive tactics will also be discussed. This course

has been identified by the Correctional Peace Officer Standards and Training Board of the California Department of Corrections, California Youth Authority, and California Correctional Peace Officers Association to fulfill educational requirements of the CPOST Certificate for newly hired officers after July 1, 1995 by CDC and CYA.

**3 Units**

**54 Lecture hours**

#### **CORR 106**

#### **Legal Aspects of Corrections (Formerly C/SS 106)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; CORR 101*

*Transfers to: CSU*

This course is designed to provide Corrections or other interested students with an awareness of the historical framework, concepts, and precedents that guide correctional practice. Course material will broaden the individual's perspective of the corrections environment, civil rights of prisoners, and responsibilities and liabilities of corrections officials. This course has been identified by the Correctional Peace Officer Standards and Training Board of the California Department of Corrections, California Youth Authority, and California Correctional Peace Officers Association to fulfill educational requirements of the CPOST Certificate for newly hired officers after July 1, 1995 by CDC and CYA.

**3 Units**

**54 Lecture hours**

#### **CORR 134**

#### **Introduction to Interviewing and Counseling (Formerly C/SS 134)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; CORR 101*

*Transfers to: CSU*

This course is designed to provide Corrections or other interested students with an overview of the techniques available to entry level practitioners in counseling and interviewing. While it is an introduction to approaches of behavior modification through interviewing and counseling, some of the advanced methods utilized by professional counselors such as game concepts, transactional analysis, sensitivity and confrontation methods will also be examined. The development of positive relationships between the client and support personnel will be stressed.

**3 Units**

**54 Lecture hours**

#### **CORR 208**

#### **Leadership in Corrections**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed to provide Corrections or other interested students with an overview of the skills necessary to be an effective leader in a correctional setting. Topics addressed include the unique challenges faced by executives managing in prison settings, approaches to ensuring the creation and maintenance of a safe prison environment, and techniques for personnel development.

**3 Units**

**54 Lecture hours**

#### **CORR 209**

#### **Case Load Management**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed to provide Corrections or other interested students with an introduction to effective caseload management in a correctional setting. Topics include the laws, policies, and bargaining units that govern caseload management. Specialized supervision issues such as offenders with psychological problems and second strike offenders will also be addressed.

**3 Units**

**54 Lecture hours**

#### **CORR 210**

#### **Supervision in Public Safety**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed to provide Corrections or other interested students with an overview of the characteristics needed to be an effective supervisor in a correctional setting. Topics include basic supervisory responsibilities, the importance of effective interpersonal communications, and managing personnel complaints in a prison setting.

**3 Units**

**54 Lecture hours**

#### **CORR 235**

#### **Conflict Resolution**

**(Formerly C/SS 035)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed to provide Corrections or other interested students with an in-depth understanding of conflict situations in which abnormal or non-normal behavior is manifested. Topics covered include concepts of anxiety, fear, frustration, hostility, aggression, motivation and

manipulation roles. Minorities, crowd and mob interaction, alcohol, drugs, sexual problems, character, neurotic and psychotic disorders, youthful offenders, stress of incarceration, and brain disorders will also be discussed.

**3 Units**

**54 Lecture hours**

#### **CORR 264**

#### **Inmate Discipline in Corrections**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AJ 101*

*Transfers to: CSU*

This course is designed to provide Corrections or other interested students with the correctional process of inmate discipline. Topics covered include due process, disciplinary reports, findings and disposition. The curriculum covered is recommended by the California Commission on Peace Officer Standards and Training.

**3 Units**

**54 Lecture hours**

#### **CORR 265**

#### **Supervision of Sex Offenders**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AJ 101*

*Transfers to: CSU*

This course is designed to provide California Peace Officers or other interested students with instruction into the correctional process of supervision of inmates who have been convicted of sex offenses. Topics include human sexuality and dysfunctions, theories of sexual offense, offender typologies and supervision techniques. The curriculum follows that recommended by the California Commission on Peace Officer Standards and Training and the California Corrections Commission on Peace Officer Standards and Training.

**3 Units**

**54 Lecture hours**

#### **CORR 290**

#### **Public Safety Communications**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AJ 101*

*Transfers to: CSU*

This course is designed to provide California Peace Officers or other interested students with an in-depth understanding of public safety communication in the Correctional field. Topics include techniques of effectively communicating facts of information and ideas in a clear and logical manner for public safety reports. Students will gain practical experience in interviewing, note taking, report writing, and testifying.

**3 Units**

**54 Lecture hours**

#### **CORR 43502**

#### **Custody Training Officer School**

**(Formerly CORR 43.502)**

*Prerequisite: PAC 040*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

This course is designed to assist the experienced custody officer or other Corrections students with current information needed to become qualified training officers. Topics covered include supervision, leadership, and communication skills.

**0.063 to 0.5 Units**

**9 to 40 Lecture hours**

**CORR 43503****Advanced Tactical Communications****(Formerly CORR 43.503)**

*Prerequisite: PAC 040 or equivalent  
Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

This course is designed to teach custody officers or other Corrections students advanced communication skills required to interact effectively with inmates in a custody setting. Topics covered include interpersonal communication, verbal defusing techniques, body language, and paraphrasing.

**0.063 to 0.5 Units**

**9 to 40 Lecture hours**

**CORR 43505****Team Cell Extractions****(Formerly CORR 43.505)**

*Prerequisite: PAC 040*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

This course is designed to increase custody officers or other Corrections student's knowledge and skills in the task of cell extractions. The focus will be on risk management, state and federal laws of authority, agency force policy, and the use of special weapons.

**0.063 to 0.5 Units**

**9 to 40 Lecture hours**

**CORR 43506****Tactical Weapons Qualification****(Formerly CORR 43.506)**

*Prerequisite: PAC 040*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

This course is designed to qualify custody officers or other Corrections students in the use of "less lethal weapons". Weapons included are the 37mm A.R.W.E.N., 37mm stinger shot, stingball grenade, and the MK-46 riot extinguisher. Nomenclature, operation, and safety considerations for each weapon will be covered.

**0.063 to 0.5 Units**

**9 to 40 Lecture hours**

**CORR 43507****Suicide Prevention****(Formerly CORR 43.507)**

*Prerequisite: PAC 040*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

This course is designed to address the issue of suicide for correctional officers or other Corrections students as it occurs in custody settings. "At risk" inmates and the events that trigger suicidal situations will be identified. Procedures for prevention, identifying suicide risk, and intervention measures will be discussed.

**0.063 to 0.5 Units**

**9 to 40 Lecture hours**

**CORR 43508****Squad Tactics and Riot Training****(Formerly CORR 43.508)**

*Prerequisite: PAC 040*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

This course is designed to provide the custody officer or other Correctional students with information on agency approved emergency response procedures. The topics to be covered include tactical formations in squads, platoon size deployments, special weapons review, riot equipment, and chemical agents.

**0.063 to 0.5 Units**

**9 to 40 Lecture hours**

**CORR 43509****Special Weapons Training****(Formerly CORR 43.509)**

*Prerequisite: PAC 040*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

This course is designed to familiarize Correctional or other interested students with nomenclature, operations, and tactical deployment. An emphasis will be placed on special weapons such as the taser, electronic immobilization device, 37 MM arwen, stingball, and 37 MM stinger shot cartridge.

**0.063 to 0.5 Units**

**9 to 40 Lecture hours**

**CORR 43510****Senior Supervision****(Formerly CORR 43.510)**

*Prerequisite: PAC 040*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

This course is designed to familiarize Correctional or other interested students with the basic skills required to effectively supervise employees in a custody environment. Topics to be presented are individual values, ethics/integrity, performance evaluations, and incident report preparation.

**0.063 to 0.5 Units**

**9 to 40 Lecture hours**

**CORR 43511****Basic Report Writing Skills****(Formerly CORR 43.511)**

*Prerequisite: PAC 040*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

This course is designed for custody facility employees or other interested students with limited report writing skills. The course will provide students with the basic skills needed to write a report based on the results of an investigation.

**0.063 to 0.5 Units**

**9 to 40 Lecture hours**

**CORR 43515****Jail Intelligence Gathering****(Formerly CORR 43.515)**

*Prerequisite: PAC 040*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

This course is designed to familiarize Corrections or other interested students with the principles and practice of analytical interviewing. The course will provide students with the basic skills needed to develop the interviewer's skills and enhance success during interviews.

**0.063 to 0.5 Units**

**9 to 40 Lecture hours**

**CORR 43516****Hot Fire****(Formerly CORR 43.516)**

*Prerequisite: PAC 040*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

This course is designed to familiarize Corrections or other interested students with the Penal Institution Fire Safety Systems. Demonstrations of burning materials and extinguishing agents will be presented. Students will experience smoke and heat environments and the use of self-contained breathing apparatus. Team work, dangers, and hazards of jail fires will be stressed.

**0.063 to 0.5 Units**

**9 to 40 Lecture hours**

**CORR 43518****Emergency Procedures****(Formerly CORR 43.518)**

*Prerequisite: PAC 040*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

This course is designed to familiarize Corrections or other interested students with agency approved emergency response procedures. Topics covered include tactical formations, disturbance suppression, evacuation plans and related equipment utilization.

**0.063 to 0.5 Units**

**9 to 40 Lecture hours**

**CORR 43519****Drug and Alcohol Awareness for**

**Supervisors****(Formerly CORR 43.519)***Prerequisite: PAC 040**Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

This course is designed to familiarize correction supervisors or other interested students with techniques for recognizing symptoms relating to drug and alcohol abuse. Supervisory strategies for creating a safe work environment will be presented.

**0.063 to 0.5 Units****9 to 40 Lecture hours****CORR 43524****Narcotics Identification and Investigation****(Formerly CORR 43.524)***Prerequisite: PAC 040**Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

This course is designed to assist Corrections or other interested students with the development of technical knowledge and procedures for basic narcotics investigation in the custody setting. An emphasis will be placed on drug recognition and the processes by which drugs enter a custody facility.

**0.063 to 0.5 Units****9 to 40 Lecture hours****CORR 43527****Gangs in the Custodial Environment****(Formerly CORR 43.527)***Prerequisite: PAC 040**Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

This course is designed to familiarize Corrections or other interested students with the background and future expectations of gang activity within the custodial environment. Topics of identification, behavioral traits, and issues of inmate and officer safety will be presented.

**0.063 to 0.5 Units****9 to 40 Lecture hours**

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## COUNSELING

### Division of Counseling & Student Development

**COUN 100****Introduction to College Survival****(Formerly COUNS 039)***Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment**Transfers to: CSU*

This course is intended for first-time college students in need of developing the knowledge and skills necessary to successfully transition into higher education. Students will learn and apply information in the following areas: vocabulary of higher

education, college requirements, policies and procedures, campus support services, and self management as it relates to higher education. The emphasis in the class will be on first-year retention and success.

**1.5 Units****27 Lecture hours****COUN 101****College and Life Success****(Formerly COUNS 101)***Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment**Transfers to: UC (credit limit\*), CSU (\*The UC will grant a maximum of 3 units credit for COUN 101, 101A, 101B and 151 combined)*

This course provides an exploration of cognitive, psychological, social, and physical factors influencing success in college and in life. Topics include personal responsibility, critical thinking, motivation, self-efficacy, personal awareness, life-long learning, self-management, health and wellness, interpersonal communication in a diverse world, and introduction to career and educational planning. Students will learn about the purpose, demands, requirements, and support services of higher education including both Rio Hondo College and four year institutions.

**3 Units****54 Lecture hours****COUN 101A****College and Life Success****(Formerly COUNS 101A)***Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment**Transfers to: UC (credit limit\*), CSU (\*The UC will grant a maximum of 3 units credit for COUN 101, 101A, 101B and 151 combined)*

This course provides an exploration of cognitive, psychological, social, and physical factors influencing success in college and in life. Topics include personal responsibility, critical thinking, motivation, self-efficacy, personal awareness, life-long learning, self-management, health and wellness, interpersonal communication in a diverse world, and introduction to career and educational planning. Students will learn about the purpose, demands, requirements, and support services of higher education including both Rio Hondo College and four year institutions.

**1.5 Units****27 Lecture hours****COUN 101B****College and Life Success****(Formerly COUNS 101A)***Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment**Transfers to: UC (credit limit\*), CSU (\*The UC will grant a maximum of 3 units credit for COUN 101, 101A, 101B and 151 combined)*

This course provides an exploration of cognitive, psychological, social, and physical factors influencing success in college and in life. Topics include personal responsibility, critical thinking, motivation, self-efficacy, personal awareness, life-long learning, self-management, health and wellness, interpersonal communication in a diverse world, and introduction to career and educational planning. Students will learn about the purpose, demands, requirements, and support services of higher education including both Rio Hondo College and four year institutions.

**1.5 Units****27 Lecture hours****COUN 105****Orientation and Education Planning***Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment**Transfers to: CSU*

This course is designed for first-time college students as well as students who have not yet developed an individual education plan. Students will be oriented to Rio Hondo College policies and procedures, learn about certificate/degree options within the higher education system, and the graduation/transfer requirements within these systems. The course will culminate in the development of an individual education plan based on each student's specific academic goal.

**0.5 Units****9 Lecture hours****COUN 151****Career Exploration and Life Planning****(Formerly COUNS 151)***Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment**Transfers to: UC (credit limit\*), CSU (\*The UC will grant a maximum of 3 units credit for COUN 101, 101A, 101B and 151 combined)*

This course will examine student, career and self-development theories to empower students to make effective decisions throughout their lifespan by engaging in the process of career and life planning from a psychological, sociological and physiological perspective. Students will compare and contrast human development and career theories, decision-making, factors that contribute to college success, life skills, adult workplace competencies, values, interest, abilities, and personal-

ity, labor market trends in a global economy, and successful job search and workplace behaviors.

**3 Units**  
**54 Lecture hours**

**COUN 151A**  
**Career Exploration and Life Planning**  
**(Formerly COUNS 151A)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course will examine student, career and self-development theories to empower students to make effective decisions throughout their lifespan by engaging in the process of career and life planning from a psychological, sociological and physiological perspective. Students will compare and contrast human development and career theories, decision-making, factors that contribute to college success, life skills, adult workplace competencies, values, interest, abilities, and personality, labor market trends in a global economy, and successful job search and workplace behaviors.

**1 Unit**  
**18 Lecture hours**

**COUN 151B**  
**Career Exploration and Life Planning**  
**(Formerly COUNS 151B)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course will examine student, career and self-development theories to empower students to make effective decisions throughout their lifespan by engaging in the process of career and life planning from a psychological, sociological and physiological perspective. Students will compare and contrast human development and career theories, decision-making, factors that contribute to college success, life skills, adult workplace competencies, values, interest, abilities, and personality, labor market trends in a global economy, and successful job search and workplace behaviors.

**1 Unit**  
**18 Lecture hours**

**COUN 151C**  
**Career Exploration and Life Planning**  
**(Formerly COUNS 151C)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course will examine student, career and self-development theories to empower students to make effective decisions throughout their lifespan by engaging in the process of career and life planning from a psychological, sociological and physiological perspective. Students will compare and contrast human

development and career theories, decision-making, factors that contribute to college success, life skills, adult workplace competencies, values, interest, abilities, and personality, labor market trends in a global economy, and successful job search and workplace behaviors.

**1 Unit**  
**18 Lecture hours**

**COUN 290**  
**Cooperative Work Experience/  
Internship for Student Services Related  
Fields**

**(Formerly COUNS 290)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course supports and reinforces on-the-job training in the Student Services field under supervision of a college instructor and is facilitated by the use of learning objectives. The student will be working in a skilled or professional level assignment in the area of Student Services and will meet performance objectives related to instruction that are above and beyond the conditions of regular employment. This course is intended for students whose job is related to the field of Student Services and have completed or enrolled in the appropriate coursework. "Contact the CWE office regarding re-enrollment procedures".

**Student Unpaid Internship:**

**1 Unit/60 hours; 2 Units/120 hours;  
3 Units/180 hours; 4 Units/240 hours**

**Student Paid Internship:**

**1 Unit/75 hours; 2 Units/150 hours;  
3 Units/225 hours; 4 Units/300 hours.**

**1 to 4 Units**

**3 Lecture hours**

**60 to 300 hours**

activities. Students will learn how to move the body in a safe and effective manner and develop strength, flexibility, proper alignment, agility, balance and coordination. Course work is designed for those wishing to work at a more deliberate pace and in a non-competitive atmosphere, or who are recovering from prior injury.

**1 Unit**  
**54 Lab hours**

**DANC 150**  
**Introduction to World Dance**  
**(Formerly DANCE 150)**

*Transfers to: UC, CSU*

This course is open to all students interested in studying dances representative of different cultures and nationalities. Students will learn dances from multiple cultures and evaluate the similarities and differences of the works within these cultures. Dances will be analyzed based on their salient movement qualities, including Body, Effort, Space, and Shape, taking into consideration historical background and related folklore.

**1 Unit**  
**54 Lab hours**

**DANC 151**  
**Modern Dance I**  
**(Formerly DANCE 151, PE 151)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC, CSU*

Modern Dance I is an introductory course for those students who seek technical skill in Modern dance. Emphasis will be placed on developing contemporary technique as well as conditioning the body by improving posture, flexibility, strength, and coordination. Improvisation and creative expression will also be explored. This course may be taken once and repeated three times for credit.

**1 Unit**  
**54 Lab hours**

**DANC 152**  
**Dance Rehearsals and Performance**  
**(Formerly Dance 152, PE 152)**

*Corequisite: DANC 180*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 022 or appropriate assessment; DANC 151; DANC 159; DANC 251*

*Transfers to: UC, CSU*

This introductory course provides experience and laboratory exploration in all aspects of dance rehearsal performance for beginner level students. Students have the opportunity to perform in an evening-length dance concert, work with faculty choreographers and guest artists, and participate as a member of a touring dance ensemble. Students contribute

## **DANCE**

### **Division of Kinesiology, Dance, and Athletics**

#### **Dance Activity Courses**

Dance activity courses may be used in place of Kinesiology (Formerly P.E.) activity courses to fulfill degree requirements.

**DANC 114**  
**Conditioning and Alignment for the  
Dancer**

**(Formerly DANCE 114, PE 114)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed to provide the physical training and preparation for students interested in Dance, Yoga, and/or Pilates and is suitable for individuals seeking to move with greater efficiency and less pain in everyday

as dancers and rehearsal assistants under the supervision and guidance of faculty choreographers. Productions will be presented for public performance on and off campus.

**3 Units**

**18 Lecture hours**

**108 Lab hours**

#### DANC 153

##### Ballet I

(Formerly DANCE 153, PE 153)

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This is an introductory course for those students who seek technical skill in classical ballet. The course will focus on body alignment, traditional steps and combinations, musicality, ballet terminology, and the development of strength and flexibility. Students will also gain knowledge of contemporary influences on ballet. This course may be taken once and repeated three times for credit.

**1 Unit**

**54 Lab hours**

#### DANC 154

##### Jazz Dance I

(Formerly DANCE 154, PE 154)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC, CSU*

Jazz Dance is a versatile, contemporary and exciting art form that is highly visible on television specials, music videos, commercials, and on the theatrical stage. Jazz Dance I is designed for the beginning student who wants to gain rhythmic understanding, basic terminology and the fundamental physical skills that form the basis of jazz technique. A variety of jazz styles will be introduced, including lyrical, musical theatre, contemporary, and hip-hop. This course may be taken once and repeated once for credit.

**1 Unit**

**54 Lab hours**

#### DANC 157

##### Hip-Hop Dance

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC, CSU*

Students will learn various forms of beginning hip-hop dance, including pop and lock, hip-hop funk, syncopations and rhythms. The class will explore the use of space, energy, rhythm, and improvisation while emphasizing body control, alignment, balance, and use of weight changes. A basic history of hip-hop culture will be discussed. The course appeals to dancers seeking careers in dance, students looking to expand their

dance skills, and those wanting an aerobic work-out.

**1 Unit**

**54 Lab hours**

#### DANC 159

##### Choreography I

(Formerly DANCE 159, PE/TH 159)

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment; DANC 151*

*Transfers to: UC, CSU*

Choreography I is an introduction to the art and craft of dance composition. The course will focus on the elements of improvisation and experimentation through choreographic exercises. Basic elements of choreography including form, design, motivation, phrasing, gesture, accompaniment, and production basics will be explored. Additionally, critical analysis of dance will be emphasized through lectures, readings and observations of professional dance rehearsals and/or concerts. The class may culminate in the presentation of student choreography or production of a dance concert.

**3 Units**

**36 Lecture hours**

**54 Lab hours**

#### DANC 162

##### Dance Production

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 022 or appropriate assessment; DANC 151; DANC 159; DANC 251*

*Transfers to: CSU*

This course offers an introduction to the technical aspects of dance production and is designed for the beginner level dance student. Topics of exploration include basic staging, costume design, set design, make-up, lighting, sound production, and publicity. Productions will be presented for public performance either on and/or off campus.

**3 Units**

**18 Lecture hours**

**108 Lab hours**

#### DANC 168

##### Latin Social Dance

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC, CSU*

Students will learn various types of beginning club and American-style Latin dance forms that may include Salsa, Cha Cha, Samba, Rumba, Merengue, Bachata and Bolero. This course emphasizes the use of proper lead and follow techniques as a form of communication between partners, and develops proper alignment, balance, body awareness, and rhythmic coordination which are necessary parts of appropriate social

dancing technique. A basic understanding of partner dancing etiquette will also be addressed. The course appeals to students interested in the social aspect of dance, ones seeking experience in partnering work, and dancers seeking careers in dance.

**1 Unit**

**54 Lab hours**

#### DANC 172

##### Dance Repertory

*Corequisite: DANC 180*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 022 or appropriate assessment; DANC 151; DANC 159; DANC 251*

*Transfers to: CSU*

This course provides dance students the opportunity to rehearse and perform choreographic works based on existing dance repertoire created by well-known and established choreographers, faculty, and/or guest artists. Students will learn how to analyze movement using basic elements of Laban Movement Analysis in preparation for stage. They will also experience different methods of reconstructing existing repertoire and gain knowledge about the historical significance of the repertoire explored. Productions will be presented for public performance either on and/or off campus.

**3 Units**

**18 Lecture hours**

**108 Lab hours**

#### DANC 179

##### Dance History

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course introduces the forces and figures which have shaped dance through history. Students will study dance forms from ancient to modern times through readings, films, and class discussions with particular focus on Western concert dance. Comparisons of various dance techniques, theories, and personalities who have contributed to the art of dance will also be covered.

**3 Units**

**54 Lecture hours**

#### DANC 180

##### Performance

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 022 or appropriate assessment; DANC 151; DANC 159; DANC 251*

*Transfers to: CSU*

This course provides dance students the opportunity to participate in dance productions. Productions will be presented for public performance either on and/or off campus. Students will learn how to adjust a

performance for presentation on a stage, pre-performance and post-performance responsibilities will be outlined. In addition students will be exposed to basic stage direction and techniques for overcoming stage fright. This course may be repeated to a maximum of 4 units in different semesters.

**1 Unit**  
**54 Lab hours**

**DANC 199**  
**Dance Appreciation**  
**(Formerly DANCE 199, PE/TH 199)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This survey course is a multi-cultural exploration of one of the world's oldest and most universal art forms. The history of ballet, jazz, modern, hip-hop, and musical theater dance are investigated through lecture, video and demonstration. In addition, dance will be analyzed in terms of Body, Effort, Space, and Shape and examined for cultural, social and political influences. This course is designed for students who want to gain an understanding of dance and for dance majors who want to broaden their knowledge.

**3 Units**  
**54 Lecture hours**

**DANC 251**  
**Modern Dance II**  
**(Formerly DANCE 251, PE 251)**

*Prerequisite: DANC 151*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC, CSU*

Modern Dance II is an intermediate course designed for students who wish to further develop the technical and creative skills acquired in Modern Dance I. The course will focus on the biomechanical approach to dance, musicality and fluidity. Additionally, the aesthetic and cultural aspects of modern dance will be emphasized through field observations of a professional dance concert, in-class viewing of videotapes and out of class readings. Students will have the opportunity to perform in an informal showing, collaborate with the advanced choreography students and keep a journal of their technical and creative growth. This course may be taken once and repeated three times for credit.

**1 Unit**  
**54 Lab hours**

**DANC 253**  
**Ballet II**  
*Prerequisite: DANC 153*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

Ballet II is an intermediate level course designed for students who wish to further develop the technical and performance skills acquired in Ballet I. The class includes more advanced technique work at the barre, across the floor, and in center floor combinations. Complex adagio and allegro dance sequences will also be introduced. Students will have the opportunity to perform in an informal showing or concert setting. This course may be taken once and repeated three times for credit.

**1 Unit**  
**54 Lab hours**

**DANC 254**  
**Jazz Dance II**  
**(Formerly DANCE 254, PE 254)**

*Prerequisite: DANC 154*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC, CSU*

Jazz Dance II is an intermediate level course designed for students who wish to further develop the technical and performance skills acquired in Jazz Dance I. Additionally, the historical and cultural aspects of Jazz Dance will be emphasized through lectures, readings and observations of a professional dance concert. Students will also have the opportunity to perform in an informal showing or concert setting. This course may be taken once and repeated once for credit.

**1 Unit**  
**54 Lab hours**

from any topic arising from or related to a course of study that will result in developing depth and breadth in that subject area. Students will be expected to meet on a regular basis with their faculty sponsor and submit a final report or project, and student progress shall be evaluated at regular intervals. Academic standards for Independent Studies/Directed Studies shall be the same as those for other courses. Units are awarded in accordance to Title V regulations with one unit of credit awarded for 54 hours of Directed Studies, six (6) hours of which must be with an instructor. The instructor is responsible for monitoring student progress through the semester. Students may take directed study courses for a maximum of four (4) units within a discipline, and may not accumulate more than a total of twelve (12) units college wide.

**Offered in the Following Disciplines:**

*Accounting*

*Administration of Justice*

*Art*

*Astronomy*

*Biology*

*Chemistry*

*Child Development*

*Education*

*Engineering*

*English*

*Environmental Technology*

*Fine Arts*

*Fire*

*French*

*Geography*

*Geology*

*Health Education*

*History*

*Humanities*

*Journalism*

*Literature*

*Management*

*Mathematics*

*Music*

*Nursing*

*Philosophy*

*Physical*

*Physics*

*Political*

*Science*

*Radio*

*Social Science*

*Sociology*

*Spanish*

*Speech*

*Theatre Arts*

*Trade and Industrial*

*Vocational Nursing*

**1 to 3 Units**

**48 to 144 Hours**

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## Directed Studies

### Division of Library & Instructional Support

**299**

#### Directed Study

*Transfers to: UC, CSU*

The course is intended for students who have the ability to assume responsibility for independent work and to prepare written or oral reports and/or appropriate projects. To enroll in an independent study/directed study course, students must possess a 2.5 overall grade point average, a 3.0 grade point average in the discipline of study being requested, or receive an exception from the instructor. The paperwork shall include the number of units, and hours of study required the arrangements for consultation with the instructor and the work product to be evaluated. (Title V, Section 58051) Independent Studies/Directed Studies may be developed

# **DRAFTING**

**- See ENGINEERING TECHNOLOGY**

**Division of Career & Technical Education**

## **DRAF 299**

### **Directed Study: Drafting**

*Transfers to: UC, CSU*

Independent Study/Directed Study is intended for students who have the ability to assume responsibility for independent work and to prepare written or oral reports and/or appropriate projects. To enroll in an independent study/directed study course, students must possess a 2.5 overall grade point average, a 3.0 grade point average in the discipline of study being requested, or receive an exception from the instructor. Independent Studies/Directed Studies may be developed from any topic arising from or related to a course of study that will result in developing depth and breadth in that subject area. Students will be expected to meet on a regular basis with their faculty sponsor and submit a final report or project, and student progress shall be evaluated at regular intervals. Academic standards for Independent Studies/Directed Studies shall be the same as those for other courses. Units are awarded in accordance to Title V regulations with one unit of credit awarded for 54 hours of Directed Studies, six (6) hours of which must be with an instructor. The instructor is responsible for monitoring student progress through the semester. Students may take directed study courses for a maximum of four (4) units within a discipline, and may not accumulate more than a total of twelve (12) units college wide.

**1 to 4 Units**

**54 to 216 Lab hours**

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# **ECONOMICS**

**Division of Behavioral & Social Sciences**

## **ECON 101**

### **Principles of Macroeconomics (Formerly ECON 001A)**

*Prerequisite: MATH 050 or MATH 050D or MATH 053 with a grade of "C" or better or appropriate assessment*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This is an introductory course in which students learn to describe and analyze the performance and policies of national economic systems, with an emphasis on the US economy. It is

intended for Economics or Business majors as well as to satisfy General Education requirements. Topics include production possibilities and tradeoffs; comparative economic systems; functions of government; national income and employment; business cycles; money and banking; monetary and fiscal policy; comparative advantage and trade policy; economic growth and stability; and income distribution and poverty.

**3 Units**

**54 Lecture hours**

## **ECON 101H**

### **Principles of Macroeconomics Honors**

*Prerequisite: ENGL 101 with a grade of "C" or better; MATH 070 or appropriate assessment*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This is an introductory course in which students learn to describe and analyze the performance and policies of national economic systems, with an emphasis on the US economy. It is intended for Economics or Business majors as well as to satisfy General Education requirements. Topics include production possibilities and tradeoffs; comparative economic systems; functions of government; national income and employment; business cycles; money and banking; monetary and fiscal policy; comparative advantage and trade policy; economic growth and stability; and income distribution and poverty.

**3 Units**

**54 Lecture hours**

## **ECON 102**

### **Principles of Microeconomics (Formerly ECON 001B)**

*Prerequisite: MATH 050 or MATH 050D or MATH 053 or appropriate assessment*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This is an introductory course in economic analysis of markets, intended for Economics and Business majors as well as to satisfy General Education requirements. It may be taken prior to Econ 101. Students will learn how markets work to coordinate consumers and producers in an economy, various causes of the failure of free markets and policies used to correct or regulate market behavior.

**3 Units**

**54 Lecture hours**

## **ECON 102H**

### **Principles of Microeconomics Honors**

*Prerequisite: ENGL 101 with a grade of "C" or better; MATH 070 or appropriate assessment*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This is an introductory course in economic analysis of markets, intended for Economics and Business majors as well as to satisfy General Education requirements, and may be taken by any student who has completed English 101 with a "C" or better. It may be taken prior to ECON 101. Students will learn how markets work to coordinate consumers and producers in an economy, various causes of the failure of free markets and policies used to correct or regulate market behavior. Students will do a research project on an actual economic policy or a theoretical view.

**3 Units**

**54 Lecture hours**

## **ECON 106**

### **Economics of Contemporary Issues**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

The course is an introductory course designed for students interested in exploring how the tools of economics are used to analyze and debate critical issues facing society today. Economics will be applied to issues such as: health care, trade deficits, social security, crime, pollution, alternative energy, income inequality, global development, housing and homelessness, and immigration.

**3 Units**

**54 Lecture hours**

## **ECON 135**

### **International Political Economy**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This is an introductory course designed for students interested in economics and political science, as well as anyone interested in the global interconnectedness of the world economy. The course focuses on the relations between the political and economic systems within the global economy. The course covers the impact of political decisions on world economies and international organizations. Further emphasis is placed on a comparison-contrast of various national economies. Geographic areas of concern include Africa, Europe, the Pacific Rim, the Middle East, Latin America, Russia, China, and the United States. The course is cross-listed as Economics 135 and Political Science 135. Credit is given in either area, not both.

**3 Units**

**54 Lecture hours**

# EDUCATION

## Division of Behavioral & Social Sciences

### ED 090

#### Tutorial Skills

(Formerly ED 025)

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

This course provides preparation for successful peer tutoring at the community college level. Instruction will focus upon tutoring principles, techniques, and materials, study skills strategies, communication skills, and learning differences. This course is intended for tutors in the Learning Assistance Center and other peer tutoring programs at Rio Hondo College.

1 Unit

18 Lecture hours

### ED 110

#### Introduction to Teaching

(Formerly ED 010)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed to introduce students to the profession of teaching through lecture and observation of K-12 classrooms and public schools. The major aspects of the teaching profession will be examined, the diversity of the public school system will be discussed, and students will gain experience in all three levels of the K-12 system. This course is intended for students considering a career in teaching.

3 Units

54 Lecture hours

### ED 120

#### Tutoring Reading in the Elementary School

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: CSU*

This course provides preparation for a successful tutoring experience in reading at the elementary school level. Instruction will focus upon tutoring principles, stages of reading acquisition from pre-kindergarten through upper elementary school levels as well as materials, approaches, and activities that are appropriate for tutoring learners at these various stages of development. This course is designed for those students who intend to pursue a career in teaching at the elementary school level.

1 Unit

18 Lecture hours

### ED 130

#### Tutoring Reading in the Schools: Semi-

## nar and Field Work

*Prerequisite: READ 022 or appropriate assessment*

*Prerequisite/Corequisite: ED 120  
Advisory: ENGL 035 or ENLA 100 or appropriate assessment*

*Transfers to: CSU*

This course provides the student with supervised experience tutoring reading in an elementary-educational setting (grades K-6). Participants will apply their knowledge of the reading process and tutorial skills in tutoring sessions with children at an off campus site. A weekly class meeting provides the academic component to the tutoring experience, reinforcing and expanding the application of concepts gained in the prerequisite / corequisite course. This course partially fulfills the requirements for students participating in the Ameri-Corps grant program.

2 Units

18 Lecture hours

225 Lab hours

pass basis. All students are required to concurrently enroll in the one-unit reading lab, EDEV 021L.

3 Units

54 Lecture hours

### EDEV 021L

#### Literacy Skills II Lab

(Formerly ED DEV 021L, DISAB 021L)

*Prerequisite/Corequisite: EDEV 021*

This course is a skills class designed for students with learning disabilities who need to improve reading comprehension and vocabulary through individually prescribed lab work. Students will complete reading tasks designed to complement the activities of their reading course. Students are required to be concurrently enrolled in EDEV 021, Literacy Skills II.

0.5 Units

27 Lab hours

### EDEV 022

#### Basic Arithmetic

(Formerly ED DEV 022, DISAB 022)

This course is a review of the basic principles and skills of arithmetic. The general areas of review are operations of whole numbers and fractions, operations with decimals and proportional thinking, percent problems and applications to percents. This course is designed for students with special needs to master basic computational skills, develop problem solving and arithmetic skills, and acquire learning strategies to allow them to function successfully upon matriculating into upper level mathematics courses. This is a non-degree applicable course.

3 Units

54 Lecture hours

### EDEV 024

#### Assessment for Learning Disabilities

(Formerly ED DEV 024)

*Advisory: Appropriate placement through the Learning Disabilities Assessment Process*

This course provides intensive diagnostic learning assessment for students with learning disabilities. A profile will be developed through cognitive and achievement assessment which will emphasize specific academic and learning modality strengths and weaknesses. Students will develop a Student Education Contract to help them improve in reading, writing, spelling, computation, and learning skills as well as plan for future educational support. Recommended for all students who suspect they may have a learning disability. This is a non-degree credit course.

1 Unit

54 Lab hours

### EDEV 025

#### Adaptive Computer Technology

(Formerly ED DEV 025)

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This course helps disabled students to utilize adaptive computer hardware and software. Material will be provided which is relevant for each student's needs. Emphasis will also be placed on knowledge of appropriate compensatory strategies and familiarity with disability equipment. Documentation of a verifiable disability needs to be provided to the DSP&S office to enroll in the course. This is a non-degree credit course.

**1 Unit**  
**54 Lab hours**

**EDEV 026**  
**Consumer Math**  
**(Formerly ED DEV 026)**

This course is specifically designed for the Developmentally Delayed Learner (DDL) and students with special learning needs who would like to apply their math abilities to the workplace and everyday life. Home and money management; banking/obtaining credit; math skills in the workplace; use of calculators; time cards/taxes and benefits; and basic reading, writing and math across the curriculum are emphasized in the course. Guest speakers will be invited and student projects will reflect the students' conceptualization and ability to put into practice what is learned. This is a non-degree credit course.

**3 Units**  
**54 Lecture hours**

**EDEV 027**  
**Strategies for Career Success**  
**(Formerly ED DEV 027)**

*Prerequisite: Students must meet measured appropriate adaptive behaviors that meet California Community Colleges Title V regulations for DSP&S*  
*Corequisite: EDEV 027L*  
This course is designed specifically for the Developmentally Delayed Learner (DDL) and students with special learning needs to prepare them for employment. Emphasis is on developing skills in the areas of goal setting, career assessment inventory, career awareness, career exploration, choosing a career, career preparation, socialization, utilizing community resources and appropriate grooming and hygiene. This is a non-degree credit course and is offered on a pass/no pass basis.

**3 Units**  
**54 Lecture hours**

**EDEV 027L**  
**Strategies for Career Success Lab**  
**(Formerly ED DEV 027L)**

*Prerequisite/Corequisite: EDEV 027*  
This course is designed specifically for the Developmentally Delayed Learner (DDL) population and students with special learning needs. The laboratory is a work experience program with minimum supervision. Students are placed in on- and off-campus work sites for 4 hours per

week. They will receive on-the-job training with close supervision at the various locations - 4 weeks at each job site. This is a non-degree credit course.

**1 Unit**  
**54 Lab hours**

**EDEV 029**  
**Independent Living Skills**  
**(Formerly ED DEV 029)**

This course is designed specifically for the Developmentally Delayed Learner (DDL) population and students with special learning needs. Essential independent living skills are emphasized. Major topics focus on the how to live and work issues from maintaining a healthy body and a safe home to finding and keeping a job. Desired outcome is for the student to develop the necessary skills to gain greater independence within-outside the family structure.

**3 Units**  
**54 Lecture hours**

**EDEV 030**  
**English Skills**  
**(Formerly ED DEV 030, DISAB 030)**

*Corequisite: EDEV 030W*  
This course is designed for students with learning disabilities who need to improve basic writing skills. A process approach to writing is integrated with reading assignments to provide a variety of writing experiences. Students practice strategies to develop thinking, language, and writing skills. This course is the beginning level of composition; it prepares students for success in English 035 or 101. This is a non-degree credit course and is offered on a pass/no pass basis. Students are required to concurrently enroll in EDEV 030W.

**3 Units**  
**54 Lecture hours**

**EDEV 030W**  
**English Skills Workshop**  
**(Formerly DISAB 030)**

*Corequisite: EDEV 030*  
This course is a skills class to assist students with learning disabilities in improving writing and language skills through instruction with the Learning Disabilities Specialist. Students will perform writing tasks designed to complement the activities of their composition class. This is a non-degree course and is offered on a credit/no credit basis. Students are required to concurrently enroll in EDEV 030, English Skills.

**1 Unit**  
**54 Lab hours**

**EDEV 031**  
**Acquired Brain Injury Orientation**  
**(Formerly ED DEV 031)**

*Corequisite: Concurrent enrollment in EDEV 031L*

This course is designed to orient students with ABI to the structure, goals, and services of the Acquired Brain Injury Program at Rio Hondo College. The course serves as an introduction to cognitive retraining and provides systematic instruction for increased attention and concentration skills. Course activities are designed to refine problem-solving and improve memory capabilities. Development of interpersonal and psychosocial skills which are necessary to function successfully in work, social, and educational environments will be emphasized. Students are required to concurrently enroll in EDEV 031L ABI Orientation Lab. Students may repeat this course to improve skills through further instruction and practice. This course may be taken once and repeated three times for credit.

**1 Unit**  
**54 Lecture hours**

**EDEV 031L**  
**Acquired Brain Injury Orientation Lab**  
**(Formerly ED DEV 031L)**

*Corequisite: Concurrent enrollment in EDEV 031*  
This course utilizes computer-assisted instruction to improve cognitive skills in attention, memory, and reasoning in students with acquired brain injuries. Emphasis is on reinforcing associated learning strategies and techniques specific to each student's cognitive strengths. Students are required to concurrently enroll in EDEV 031 Acquired Brain Injury Orientation. Students may repeat this course to improve skills through further instruction and practice. This course may be taken once and repeated three times for credit.

**1 Unit**  
**54 Lab hours**

**EDEV 101**  
**College and Career Exploration**  
**(Formerly ED DEV 101, DISAB 101)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed to facilitate a student's acquisition of the necessary information and personal awareness for a successful college experience. Special strategies will be utilized to particularly benefit the student with specific learning difficulties. The value of higher education will be explored with particular emphasis on the policies and procedures of Rio Hondo College and four year institutions. Special attention will be directed toward the understanding of "Certificate Programs", "Associate Degrees", "General Education" and

"Transfer" requirements. Students will investigate the various support services available at Rio Hondo and develop a working knowledge of how a student may benefit from such services.

**3 Units**

**54 Lecture hours**

#### **EDEV 134**

#### **Study Techniques**

**(Formerly ED DEV 134, DISAB 134)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This is a course in college study skills which also addresses the needs of students identified with special learning needs. Students are taught specific techniques, principles, and strategies which enable them to effectively acquire, integrate, store, and retrieve information and thus become more successful students. Topics in this course include in-depth instruction in critical reading and thinking, time management, memory techniques, note-taking, test-taking, creativity, and communication. Students are encouraged to utilize appropriate college resources.

**3 Units**

**54 Lecture hours**

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## **ELECTRONICS**

### **Division of Career & Technical Education**

#### **ELEC 041**

#### **High Reliability Electronic Fabrication**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; MATH 030 or appropriate assessment*

This course introduces the student to the techniques required for the use of hand tools in the building and maintenance of electronics equipment. Particular attention is devoted to soldering and other assembly operations which must frequently be performed by electronic technicians.

**3 Units**

**36 Lecture hours**

**54 Lab hours**

#### **ELEC 050**

#### **Introduction to the Electrical Industry**

*Advisory: READ 023 or appropriate assessment*

This introductory course is for a general audience and for those contemplating a career in the powerline (electrical) industry. Students will become acquainted with the basic concepts of terminology and will receive hands-on experience with components and measuring equip-

ment.

**2 Units**

**27 Lecture hours**

**27 Lab hours**

#### **ELEC 051**

#### **Electrical Power Distribution Systems**

*Prerequisite: ELEC 050*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment*

This is an introductory course for linemen and those interested in a career in the power utility industry. This is the second class of a five class program designed to provide the student with knowledge and skills with electrical power distribution systems. This course explains how electricity is generated and delivered to customers. Course content includes safety, basic electrical theory of generation, transmission, transformers, regulators, fuses, meters, and applied mathematics to illustrate basic electricity relationships of components in an electrical power distribution system.

**3 Units**

**45 Lecture hours**

**27 Lab hours**

#### **ELEC 052**

#### **Distribution of Electrical Power**

*Prerequisite: ELEC 051*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment*

This is an introductory course for linemen and those interested in a career in the power utility industry. This is the third class of a five class program designed to provide the student with knowledge and skills with electrical power distribution systems. This course further explains the distribution of electrical energy, starting with the various methods of generation, through a more extensive look into various transmission systems, into the rural and urban substations, and ending at the customer's service entrance. Course content includes safety, electrical theory of generation, transmission, distribution, substations, transformers, and applied mathematics related to the components of an electrical power distribution system.

**3 Units**

**45 Lecture hours**

**27 Lab hours**

#### **ELEC 060**

#### **D.C. and A.C. Fundamentals**

*Advisory: READ 023 or appropriate*

*assessment*

This introductory course in D.C. & A.C. electricity is for general audience and for those contemplating a career in the powerline (electrical) industry. Course content includes basic theory, resistance, capacitance, inductance, simple D.C. & A.C. circuits, transformers, measuring instruments, batteries, motors & generators.

**3 Units**

**45 Lecture hours**

**27 Lab hours**

#### **ELEC 061**

#### **Fundamentals of Wire and Cabling**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course will present the principles and practices of copper cable wiring technology and includes instruction in the design, installation, and maintenance of copper wiring systems for intelligent control systems, lighting and appliance control devices, communication, and networking. Also includes instruction in household and institutional power wiring. This course is designed for students wanting to work in the Home Technology Service industry.

**2 Units**

**27 Lecture hours**

**27 Lab hours**

#### **ELEC 062**

#### **Fundamentals of Fiber Optics**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course presents the principles and practices of fiber optics and optoelectronic technology and includes instruction in the design, installation, and maintenance of fiber optic cabling control systems and optoelectronic control systems for computer communication and networking systems. This course is designed for students wanting to work in the Home Technology Service industry.

**2 Units**

**27 Lecture hours**

**27 Lab hours**

#### **ELEC 063**

#### **Fundamentals of Wireless Communication**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course presents the principles and practices of wireless communication technology and includes instruction in the design, installation, and maintenance of wireless communication technology network systems. Emphasis is placed on system reliability, security, and cost containment concerns. This course is designed for students wanting to work in the Home Technology Service industry.

**2 Units**  
**27 Lecture hours**  
**27 Lab hours**

**ELEC 064**  
**Home Technology Integration Technologies**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course presents the principles and practices of installing and maintaining home technology. Students are exposed to home lighting controls, computer networking, home security, home entertainment systems including video, data, and voice, heating ventilation and air conditioning control systems, and home systems integration. This course prepares the student for Home Technology Industry certification and is designed for students wanting to work in the Home Technology Service industry.

**4 Units**  
**54 Lecture hours**  
**54 Lab hours**

**ELEC 070**  
**Applied Telecommunications Technology**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment*

This is an introductory course that will examine the theory behind present day wireless (cellular) telecommunications systems which will include an in-depth analysis of the design and installation of these systems. The course is intended for students interested in a career in the wireless telecommunications industry. Topics will include: mobile devices networks, antenna orientation, base station system, and the operation and support system associated with the wireless systems. Also presented are topics on environmental effects, governmental impact and history of wireless telecommunications.

**3 Units**  
**45 Lecture hours**  
**27 Lab hours**

**ELEC 071**  
**Mobile and Wireless Communications**

*Prerequisite: ELEC 070*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment*

This is the second class of a five class program that will further examine the theory behind present day wireless (cellular) telecommunications systems. This course is designed to provide students with information and skills associated with the wireless (cellular) telecommunications

industry. The course is intended for students that are interested in a new career or are currently working in the wireless telecommunications industry. Topics will include: Wireless standards and protocols and the critical issues of compatibility, internetworking, and voice/data convergence, design and integration of WCDMA/UMTS, CDMA2000, and SCDMA into existing cellular/PCS networks. Also presented are topics on RF propagation, 3G and 4G networks, and the future of wireless telecommunications.

**3 Units**  
**45 Lecture hours**  
**27 Lab hours**

**ELEC 101**  
**D/C Electronic Circuits and Devices**

*Prerequisite: MATH 030 or MATH 030D or appropriate assessment, or TCED 080*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*  
This course is an introduction to the field of Direct Current (D/C) electricity/electronics. Emphasis is on the theory of operation, physical properties and characteristics of DC electrical/electronic circuits and devices. Students will analyze circuits and solve problems utilizing basic network analysis methods. The course will instruct students on the arrangement of circuit diagrams, proper identification of circuit/device symbols, and use of wiring schematics. Laboratory work provides experience with the design and test of basic electrical circuits, use of meters, schematic diagrams, oscilloscopes, and common laboratory equipment. This course is for students that are contemplating a career in the electrical/electronics industry and is part of the preparation leading to an A. S. Degree or a Certificate in Electronics Technology.

**4 Units**  
**54 Lecture hours**  
**54 Lab hours**

**ELEC 102**  
**A/C Electronic Circuits and Devices**

*Prerequisite: MATH 030 or 030D or appropriate assessment, or TCED 080*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*  
This course is an introduction to the field of Alternating Current (A/C) electricity/electronics. Emphasis is on the theory of operation, physical properties and characteristics of AC electrical/electronic circuits and devices. Students will analyze circuits and solve problems utilizing basic network analysis methods. Laboratory work provides experience with the design and test of basic solid state device circuits including signal

The course will instruct students on the arrangement of circuit diagrams, proper identification of circuit/device symbols, and use of wiring schematics. Laboratory work provides experience with the design and test of basic electrical circuits, use of meters, schematic diagrams, oscilloscopes, and common laboratory equipment. This course is for students that are contemplating a career in the electrical/electronics industry and is part of the preparation leading to an A. S. Degree or a Certificate in Electronics Technology.

**4 Units**  
**54 Lecture hours**  
**54 Lab hours**

**ELEC 105**  
**Computer Simulation and Fabrication of Electronic Circuits**

*Prerequisite: ELEC 101*

*Transfers to: CSU*

This course provides an introduction to the use of computer software in the simulation and fabrication of electronic circuits and printed circuit boards. It is intended for students in electronics technology as well as those currently working in the electronics industry. Using a popular educational version of circuit simulation software, the Electronics Workbench TM program suite, students will be introduced first to concepts of analog and digital circuit simulation. The modeled circuits are then processed. Fabricated and ultimately tested as prototype circuit boards. Students will learn to use a miniature computer controlled circuit board mill to produce the prototypes.

**2 Units**  
**18 Lecture hours**  
**54 Lab hours**

**ELEC 108**  
**Introduction to Solid State Devices and Circuits**

*Prerequisite: ELEC 101 and 102*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is an introduction to solid state devices used in the field of electronics. Emphasis is on the theory of operation, methods of fabrication, physical properties and characteristics of semiconductor devices and circuits. Devices considered are diodes, BJT and FET transistors, special diodes, Thyristors (SCR), IC's (digital and analog), typical applications of each device in amplifier, regulator, oscillator, timer and digital circuits. Students will analyze circuits and solve problems utilizing basic network analysis methods. Laboratory work provides experience with the design and test of basic solid state device circuits including signal

tracing and troubleshooting, use of meters, schematic diagrams, oscilloscopes, and common laboratory equipment. This course is for students that are contemplating a career in the electrical/electronics industry and is part of the preparation leading to an A. S. Degree or a Certificate in Electronics Technology.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

### **ELEC 109**

#### **Linear, Analog Circuits and Devices**

*Prerequisite: ELEC 101 and 102*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course focuses on linear analog circuits and devices used in the field of electronics. Emphasis is on the theory of operation, methods of fabrication, physical properties and characteristics of operational amplifiers, other discrete circuits and external circuitry. This course builds on the foundation laid in Electronics 108, continuing the study of solid state devices and circuits with emphasis on the Integrated Circuit (IC) and applications. Students will analyze circuits and solve problems utilizing basic network analysis methods. IC device characteristics are explored. Input/output impedance, drift, offset, bias current, Gain, Frequency Response and simple modeling are among the topics considered. Use of device data sheets and application notes will be introduced to provide training in the selection of devices for specific purposes. Laboratory work provides experience with the design and test of basic solid state device circuits including signal tracing and troubleshooting, use of meters, schematic diagrams, oscilloscopes, and common laboratory equipment. This course is for students that are contemplating a career in the electrical/electronics industry and is part of the preparation leading to an A. S. Degree or a Certificate in Electronics Technology.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

### **ELEC 111**

#### **Introduction to Digital Electronics**

*Prerequisite: ELEC 101 and 102*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is an introduction to digital electronic principles common to all areas of electronics. The course will emphasize study of number systems and representations such as Binary codes, Hexadecimal codes and Boolean algebra. Analysis and design of combinational and sequential Logic Circuits, Gates, Adders, TTL: small and medium scale integrated devices, programmable logic and simulation of digital circuits and CMOS, ECL families will be covered. Laboratory work will also provide experience with the design and test of basic digital circuits, use of meters, schematic diagrams, oscilloscopes, and common laboratory equipment. This course is for students that are contemplating a career in the electrical/electronics industry and is part of the preparation leading to an A. S. Degree or a Certificate in Electronics Technology.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

### **ELEC 208**

#### **Advanced Solid State Devices and Circuits**

*Prerequisite: ELEC 108*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is a continuation of the study of solid state devices used in the field of electronics presented in the introductory course ELEC 108. Emphasis is on the theory of operation, physical properties and characteristics of advanced semiconductor devices and circuits. Devices considered are advanced design transistors, SCRs and other Integrated Circuits-IC's (digital and analog), typical applications of each device in inverters, converters, and switching power supplies. Students will analyze circuits and solve problems utilizing basic network analysis methods with emphasis on advanced biasing, cascading, coupling and phase shifting. Laboratory work provides experience with the design and test of advanced solid state device circuits including signal tracing and troubleshooting, use of schematic diagrams and common laboratory equipment. This course is for students that are contemplating a career in the electrical/electronics industry and is part of the preparation leading to an A. S. Degree or a Certificate in Electronics Technology.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

### **ELEC 211**

#### **Advanced Digital Electronics**

*Prerequisite: ELEC 111*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment*

*Transfers to: CSU*

This course is a continuation of introduction to electronic digital principles common to all areas of electronics. Building on the foundations covered in ELEC 111, emphasis will be placed on the study of various types of Counters, A/D and D/A Converters, I-O Devices, Memories and an introduction to Micro Computers. Through laboratory work, students learn applications by constructing various circuits and devices. Advanced analysis and design of combinational and sequential Logic Circuits, Gates, Adders, TTL: small and medium scale integrated devices, programmable logic and simulation of digital circuits and ECL families will be covered. Laboratory work will also provide experience with the design and test of basic digital circuits, use of meters, schematic diagrams, oscilloscopes, and common laboratory equipment. This course is for students that are contemplating a career in the electrical/electronics industry and is part of the preparation leading to an A. S. Degree or a Certificate in Electronics Technology.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

### **ELEC 240**

#### **Microprocessors and Microcomputing**

*Prerequisite: ELEC 211*

*Transfers to: CSU*

This course will provide a fundamental knowledge of the general architecture of microcomputers. Emphasis is on the study of organization and structuring of the major hardware and software components of computers which includes, the CPU and some of the I/O devices used to interface the CPU to various peripheral devices. It considers the physical aspects of information transfer and control within a digital computer. Network architecture, communication protocol, as well as micro-programming instruction sets and assembly language programming are also emphasized. Laboratory exercises will focus on construct and deconstruct of a basic computer, along with test and troubleshooting of critical functions. This course is for students that are contemplating a career in the electrical/electronics industry and is part of the preparation leading to an A. S. Degree or a Certificate in Electronics Technology.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

## **ELECTRONICS/**

# ELECTRIC UTILITY TECHNOLOGY

Division of Career & Technical Education

## EUT 110

### Electrical Utility Technology I

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment; ELEC 050*

*Transfers to: CSU*

This is an introductory course that will examine the theory behind present day utility energy systems. This course provides an orientation in the power distribution and line construction industry. Basic electrical principles and safety on the job are emphasized. Topics include basic mathematical computations, including trigonometry fundamentals, electron theory and the fundamentals of magnetism. Students will combine electrical theory with laboratory and practical applications in the course of study. This course is intended for students that are contemplating a career in the electrical utility industry.

3 Units

45 Lecture hours

27 Lab hours

## EUT 112

### Electrical Utility Technology II

*Prerequisite: EUT 110*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment; ELEC 050*

*Transfers to: CSU*

This course involves the study of the power distribution and line construction industry. Topics include methods of producing electricity, A.C. and D.C. meters and circuitry and electric batteries. Students will also learn about Ohm's Law, Kirchhoff's Law, and electromagnetic induction. This course is intended for students that are contemplating a career in the electrical utility industry.

3 Units

45 Lecture hours

27 Lab hours

## EUT 114

### Electrical Utility Technology III

*Prerequisite: EUT 112*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment; ELEC 050*

*Transfers to: CSU*

This course is a study of alternating current circuits, A.C. and D.C. motors and generators, pole and overhead construction, and transformers and voltage regulators. Topics include schematics, shunt and series capacitors and safety issues outlined by

the Occupational Safety and Health Act (OSHA). Calculating power used by electrical circuits is also covered. This course is intended for students that are contemplating a career in the electrical utility industry.

3 Units

45 Lecture hours

27 Lab hours

## EUT 116

### Electrical Utility Technology IV

*Prerequisite: EUT 114*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment; ELEC 050*

*Transfers to: CSU*

This course is a continuation of pole and overhead line construction. Topics covered include state safety orders for line construction and maintenance, transmission and distribution systems and conductors and electrical systems faults. Students will also learn about short circuits, system protective concepts and how to identify control circuits from wiring diagrams. This course is intended for students that are contemplating a career in the electrical utility industry.

3 Units

45 Lecture hours

27 Lab hours

*appropriate assessment; MATH 030 or appropriate assessment  
Transfers to: CSU*

This course is designed to provide instruction on climbing a utility pole safely using the latest OSHA fall resistant requirements. At the completion of this course, students will be able to safely ascend and descend a utility pole using gaffs and extension ladders. This course provides an orientation in the power distribution and line construction industry. Basic electrical principles and safety on the job are emphasized. This course is intended for students that are contemplating a career in the electrical utility industry.

4 Units

54 Lecture hours

54 Lab hours

## EMERGENCY MEDICAL TECHNICIAN

Division of Public Safety

## EMT 093

### Emergency Medical Technician

*Prerequisite: FTEC 121*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; BIOL 125*

This course is designed to certify students as California State Emergency Medical Technicians and gain employment as an ambulance driver or ambulance attendant. After successful completion of this course, students will be authorized to take the National Registry EMT examinations and then request certification as an EMT through the Los Angeles County Department of Health or other local EMS accrediting agencies. Topics discussed include pre-hospital care terminology, cardiovascular emergencies, pre-hospital childbirth, communicable disease, extrication tools and equipment, automatic external defibrillation and an understanding of the Emergency Medical System. Students must pass a background check and EMT medical physical with a 10-panel drug screen.

8 Units

117 Lecture hours

81 Lab hours

## EMT 0931

### Emergency Vehicle Operations (Formerly EMT 093.1)

*Prerequisite: READ 023 or appropriate*

*assessment; Possession of a class "C" license.*

**Advisory:** ENGL 035 or ENLA 100 or appropriate assessment; MATH 030 or appropriate assessment

This course is designed to certify students as driver operators for both Class "B" commercial driver's license and for ambulance drivers certification in California. A Class "B" commercial drivers permit will be obtained while in this course and a Class "B" commercial drivers license may be obtained prior to completion of this course. Pre-Trip inspection, driving skills and a driving test is part of this course. Students will complete certification through the California State Fire Marshal's office in Driver Operator 1A and 1B. A physical is required to meet California State standards in regards to licensing.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

#### **EMT 290**

#### **Cooperative Work Experience/Internship for Emergency Medical Technician Related Fields**

**Advisory:** ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment

*Transfers to: CSU*

This course supports and reinforces on-the-job training in the Emergency Medical Technician field under supervision of a college instructor and is facilitated by the use of learning objectives. The student will be working in a skilled or professional level assignment in the area of Emergency Medical Technician and will meet performance objectives related to instruction that are above and beyond the conditions of regular employment. This course is intended for students whose job is related to the field of fire technology or EMS (emergency medical services) and have completed or enrolled in the appropriate coursework. "Contact the CWE office regarding re-enrollment procedures".

#### **Student Unpaid Internship:**

1 Unit/60 hours; 2 Units/120 hours;  
3 Units/180 hours; 4 Units/240 hours

#### **Student Paid Internship:**

1 Unit/75 hours; 2 Units/150 hours;  
3 Units/225 hours; 4 Units/300 hours.

**1 to 4 Units**

**3 Lecture hours**

**60 to 300 hours**

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## **ENGINEERING**

### **Division of Mathematics & Sciences**

#### **ENGR 217**

#### **Electric Circuit Analysis**

*Prerequisite/Corequisite: MATH 270 and PHY 213 (both with a grade of "C" or better) Transfers to: UC, CSU*

This course is for students who intend to pursue a major in engineering. The course is the study of basic circuit analysis techniques including Ohm's law, Kirchhoff's laws, mesh-current and node-voltage method, Thévenin and Norton's equivalent circuits, transient and steady-state responses of passive circuits, and operational amplifiers. This course also includes sinusoidal steady-state analysis of AC circuits, AC power calculation, three-phase circuits, mutual inductance, frequency response, and resonance.

**3 Units**

**72 Lecture hours**

#### **ENGR 235**

#### **Engineering Mechanics: Statics**

*Prerequisite: PHY 211 with a grade of "C" or better*

*Prerequisite/Corequisite: MATH 191 with a grade of "C" or better*

*Transfers to: UC, CSU*

This course is for students who intend to pursue a major in engineering and provides an overview of the effect of two and three dimensional force systems on particles and rigid bodies under equilibrium conditions. Topics covered include distributed forces and determination of centroids, analysis of trusses, frames and machines, internal forces and moments, systems involving friction, and method of virtual work and equilibrium.

**3 Units**

**72 Lecture hours**

ings and graphics.

**3 Units**

**45 Lecture hours**

**54 Lab hours**

#### **ENGT 105**

#### **Architectural and Technical Freehand Sketching**

**(Formerly DRAF 105)**

**Advisory:** ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment

*Transfers to: CSU*

This course is designed to develop skill in freehand drawing as used by the design professionals in both architectural and technical applications. Using pen, pencil, marker, basic principles of proportion, composition and freehand techniques, students will prepare technical sketches to industry standards, in isometric, oblique, perspective and orthographic. Design considerations will also be introduced for various projects involving preliminary design sketches. This course is open to all students who wish to develop freehand drawing skills. It is required for all students working towards a degree or certificate in the Architecture and Engineering Design Drafting program.

**2 Units**

**27 Lecture hours**

**36 Lab hours**

#### **ENGT 122**

#### **Engineering Design Graphics**

**(Formerly DRAF 122)**

**Advisory:** ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; ENGT 101 or two years of high school drafting

*Transfers to: UC, CSU*

This course is an introduction to graphics as used in engineering design and the systematic use of graphic solutions and descriptive geometry to solve three dimensional engineering problems involving space, points, planes and lines. Technical drawing using I.S.O. and A.N.S.I. standards including geometric dimensioning and tolerancing, will be stressed with a conceptual design project and preparation of working drawings. This course is required for all students working towards a degree or certificate in the Architecture and Engineering Design Drafting program. The course is also recommended for students interested in transferring to Schools of Engineering.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

#### **ENGT 131**

#### **Engineering and Manufacturing Applications of Technical Drawing**

**(Formerly DRAF 131)**

*Prerequisite:* ENGT 122

*Advisory:* ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; ENGT 150 or ENGT 270, or CADD experience

*Transfers to:* CSU

This intermediate course is the study of technical drawing as used in manufacturing applications of design and engineering technology. This course is for all students in areas of study related to Engineering, Technical Drafting, Design and Computer Graphics. The course incorporates orthographic projection, introduction to tool design, and applications of descriptive geometry through layouts and developments. The course will also cover ANSI Y14.5, precision dimensioning, geometric tolerancing, manufacturing terminology and processes. Lab exercises and drawings will be used to reinforce lecture and demonstration concepts.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

#### **ENGT 138**

#### **Engineering Careers & Applications (Formerly CIV 138, CIVIL 138, DRAF 138)**

*Advisory:* ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment

*Transfers to:* CSU

This course is for all students interested in the career field of Engineering Design Drafting. Engineering Careers and Applications will explore the career opportunities and training requirements in the field of engineering and engineering technology. Topics will include the history of engineering, careers in engineering, ethics and responsibilities of the engineer, communicating and problem solving.

**2 Units**

**27 Lecture hours**

**36 Lab hours**

#### **ENGT 150**

#### **AutoCAD for Basic CADD Applications (Formerly DRAF 150)**

*Advisory:* ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; ENGT 101 or two years of high school drafting

*Transfers to:* CSU

This course is for students preparing for high technology careers who need the skills necessary to function as an entry level CADD operator or to apply CADD to specific disciplines of mechanical and architectural design, manufacturing, illustration and

engineering related documents. An overview of computer graphics and CADD (Computer Assisted Design and Drawing) utilizing the latest release of AutoCAD software will be provided. Students will produce 2D orthographic, isometric, and basic 3D model solutions of mechanical and architectural applications.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

#### **ENGT 170**

#### **MicroStation for Basic CADD Applications (Formerly DRAF 170)**

*Advisory:* ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; ENGT 101 or two years of high school drafting

*Transfers to:* CSU

This course is for students preparing for high technology careers who need the skills necessary to function as an entry level CADD operator or to apply CADD to specific disciplines of mechanical and architectural design, manufacturing, illustration and engineering related documents. An overview of computer graphics and CADD (Computer Assisted Design and Drawing) utilizing the latest release of MicroStation software will be provided. Students will produce 2D orthographic and basic 3D model solutions of mechanical and architectural applications.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

#### **ENGT 200**

#### **Intermediate AutoCAD for Design and Production (Formerly DRAF 200)**

*Prerequisite:* ENGT 150 with a grade of "C" or better

*Advisory:* ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; ENGT 101 or two years of high school drafting

*Transfers to:* CSU

This course is for students pursuing degrees or certificates in the Architecture and Engineering Design Drafting Program and for those who wish to enhance their AutoCAD skills for workplace productivity. The course is an intermediate application study in computer aided design, drafting, and graphics using the latest revisions of AutoCAD. Combined with previously learned technical drafting conventions and basic AutoCAD operational skills, students will use AutoCAD to produce detailed drawings that involve model-space and paperspace, 2D and 3D objects,

block attributes and viewport scales. Emphasis will be placed on working with multiple drawing files using external files to create mechanical, architectural and civil projects.

**3 Units**

**45 Lecture hours**

**54 Lab hours**

#### **ENGT 231**

#### **Technical Product Design and Presentation (Formerly DRAF 231)**

*Prerequisite:* ENGT 122; ENGT 150

*Advisory:* ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment

*Transfers to:* CSU

This intermediate course is the study of technical presentation drawing, product proposal and design including electro-mechanical packaging, orthographic and axonometric illustration for presentation and assembly pictorial views. Using computer aided design, manual drafting, and graphic techniques, students will apply previously learned skills to develop graphic illustrations of mechanical applications for use in catalogs, manuals and engineering support presentation documents. This course benefits all students in areas of study related to Engineering, Drafting, Design and Computer Graphics.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

#### **ENGT 250**

#### **Parametric Modeling 3D Applications for Mechanical Design (Formerly DRAF 250)**

*Prerequisite:* ENGT 150

*Advisory:* ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment

*Transfers to:* CSU

This course presents advanced applications of 2D and 3D Computer Aided Design Drafting (CADD) and an introduction to parametric modeling and rapid prototyping utilizing the latest releases of Autodesk Inventor series, SolidWorks, and other parametric modeling software to produce solutions for mechanical applications. This course benefits all students in areas of study related to Engineering, Drafting, Design and Computer Graphics, emphasizes CADD generated three dimensional graphics using wire frame, surface modeling, and parametric solids.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

#### **ENGT 265**

#### **Pressure Piping Design (Formerly DRAF 265)**

*Advisory:* ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or

*appropriate assessment; ENGT 150 or ENGT 170 or industry experience in CADD applications*

*Transfers to: CSU*

This course is for those students with CADD experience who are interested in the career field of pressure piping design engineering. This course presents the preparation of engineering detail drawings of piping systems for commercial, utilities and industrial plants. Included is information and work dealing with the location, installation, operation, and maintenance of pumps, steam turbines, compressors, tanks, heaters, coolers, cooling towers, condenser, reactors, boilers, chillers, heat exchangers and special equipment.

**3 Units**

**36 Lecture hours**

**72 Lab hours**

#### **ENGT 266**

#### **Pressure Piping Applications**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; ENGT 150 or ENGT 170 or industry experience in CADD applications; ENGT 265 Transfers to: CSU*

This course is for all students interested in the career field of pressure piping design engineering. This course presents the advanced preparation of engineering detail drawings of piping systems for commercial, utilities and industrial plants. Included is advanced information and layout work dealing with the location, installation, operation of pumps, steam turbines, compressors, vertical vessels, horizontal vessels, tanks, heaters, coolers, cooling towers, condenser, reactors, boilers, chillers, heat exchangers and special equipment.

**3 Units**

**36 Lecture hours**

**72 Lab hours**

#### **ENGT 270**

#### **Solid Works for 3D Modeling and**

#### **Prototype Applications**

*(Formerly DRAF 270)*

*Prerequisite: ENGT 150 or ENGT 170*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course presents an intensive study in 3D computer graphics and CADD (Computer Assisted Design and Drafting) utilizing the latest release of SolidWorks Software. This course benefits all students in areas of study related to Engineering, Drafting, Design and Computer Graphics. Students will produce three dimensional parametric computer generated virtual models incorporating mechanical design refinements. The course emphasizes high technol-

ogy skills which are necessary to function as a design professional to apply 3D design graphics technology to specific disciplines of mechanical engineering, machine drafting and design, manufacturing, animation, modeling and illustration. Students will be introduced to a variety of means to directly produce prototype models from CADD generated solid geometry.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

#### **ENGT 280**

#### **Advanced MicroStation for CADD & BIM Applications (Same as ARCH 280)**

*(Formerly DRAF 280)*

*Prerequisite: ENGT 170 with a grade of "C" or better, or verifiable work experience and proficiency in MicroStation XM or V8i*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; ENGT 101 or two years of high school drafting*

*Transfers to: CSU*

This course is for students pursuing an advanced study in MicroStation 3D parametric CADD (Computer Assisted Design and Drafting) and the BIM (Building Information Modeling) approach to building design using Bentley Architecture. Students will apply previously learned drafting conventions to produce two and three dimensional CADD and BIM generated mechanical and architectural drawings and virtual design models. This course benefits all students studying Architecture, Civil, Engineering of all types, Drafting, Design and Computer Graphics. High technology skills which are necessary to function as a designer or CADD Drafter are emphasized.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

#### **ENGT 290**

#### **Cooperative Work Experience/Internship for Drafting Related Fields**

*(Formerly DRAF 290)*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course supports and reinforces on-the-job training in business and industrial establishments under supervision of a college instructor and is facilitated by the use of learning objectives. The student will be working in a skilled or professional level assignment in their area of vocational interest and will meet performance objectives related to instruction that are above and beyond the conditions of regular employment. This course is intended for students whose job is related to

the field of drafting and have completed or enrolled in the appropriate coursework. "Contact the CWE office regarding re-enrollment procedures".

#### **Student Unpaid Internship:**

*1 Unit/60 hours; 2 Units/120 hours;*

*3 Units/180 hours; 4 Units/240 hours*

#### **Student Paid Internship:**

*1 Unit/75 hours; 2 Units/150 hours;*

*3 Units/225 hours; 4 Units/300 hours.*

**1 to 4 Units**

**3 Lecture hours**

**60 to 300 hours**

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## **ENGLISH**

### **Division of Communications & Languages**

#### **ENGL 030**

#### **Introductory Composition for Developing Writers**

*(Formerly ENGL 039)*

*Corequisite: ENGL 030W*

*Advisory: READ 022 or appropriate assessment*

This course assists students in developing thinking, language, and writing skills through structured assignments that increase in complexity throughout the semester. This is the first or beginning course in composition; it prepares students for success in either ENGL 035 or ENGL 101. Students must concurrently enroll in the one-unit Writing Workshop, ENGL 030W. This is a non-degree applicable course and is offered on a pass/no pass basis.

**3 Units**

**54 Lecture hours**

#### **ENGL 030W**

#### **Writing Workshop**

*(Formerly ENGL 039W)*

*Corequisite: ENGL 030*

*Advisory: READ 022 or appropriate assessment*

This is a lab course designed to assist students in developing and improving their writing and language skills through individual conferences with composition instructors. Students will complete and revise assignments that complement the goals and objectives of ENGL 030. All ENGL 030 students must enroll in this course. This course may be repeated one time for credit. This is a non-degree applicable course offered on a pass-no pass basis.

**0.5 Units**

**27 Lab hours**

#### **ENGL 035**

#### **Intermediate Composition for Developing Writers**

*(Formerly ENGL 099)*

**Prerequisite:** ENGL 030 or ENLA 034 with a grade of "Pass" or appropriate assessment  
**Corequisite:** ENGL 035W

This is a composition course which trains students in the clear and logical communication of ideas and information. Students will learn to relate ideas and information in standard written English that a literate audience can easily understand. To accomplish this, students will learn methods of prewriting, construct and revise a series of original essays, discuss readings, and participate in collaborative activities which increase their ability to articulate ideas. This is a non-degree credit course and is offered on a pass/no pass basis. Each week, three additional hours will be required in an accompanying 35W Writing Workshop offered on a pass/no pass basis. This class can also be taken in three 6-week modules. Students will have the opportunity to take one, two, or three modules for one unit of credit each. Module A will cover simple and compound sentences, simple punctuation, and language usage. Students will practice writing to instruct and inform. Module B will cover complex sentences, punctuation such as colons and semicolons, and use of persuasive language. Further practice will be given in the use of commas and capitalization. Module C will include paragraphs, short essays, punctuation review, and use of sequential and transitional language. Practice will be given in adapting information to different audiences. In addition to this material, modules A, B, and C will cover material detailed in the appendix to the course outline. To receive credit for ENGL 035 or ENGL 035 A, B, C, students must receive a score of 10 or higher on the common final. Workshop credit will be given upon completion of all three modules. Students may enroll in all modules or individual modules and receive appropriate credit. English 035 A, B, C is offered on an open entry, open exit basis. This is a non-degree credit course and is offered on a pass/no pass basis. (Each week, three additional hours will be required in the ENGL 035W Writing Workshop, offered on a pass/no pass basis.)

**3 Units**

**54 Lecture hours**

**ENGL 035A**  
**Intermediate Composition for Developing Writers**

**(Formerly ENGL 099W)**

**Prerequisite:** ENGL 030 or ENLA 034 with a grade of "Pass" or appropriate assessment

**Corequisite:** ENGL 035W

This is a composition course which trains students in the clear and logical communication of ideas and information. Students will learn to relate ideas and information in standard written English that a literate audience can easily understand. To accomplish this, students will learn methods of prewriting, construct and revise a series of original essays, discuss readings, and participate in collaborative activities which increase their ability to articulate ideas. This is a non-degree credit course and is offered on a pass/no pass basis. Each week, three additional hours will be required in an accompanying 35W Writing Workshop offered on a pass/no pass basis. This class can also be taken in three 6-week modules. Students will have the opportunity to take one, two, or three modules for one unit of credit each. Module A will cover simple and compound sentences, simple punctuation, and language usage. Students will practice writing to instruct and inform. Module B will cover complex sentences, punctuation such as colons and semicolons, and use of persuasive language. Further practice will be given in the use of commas and capitalization. Module C will include paragraphs, short essays, punctuation review, and use of sequential and transitional language. Practice will be given in adapting information to different audiences. In addition to this material, modules A, B, and C will cover material detailed in the appendix to the course outline. To receive credit for ENGL 035 or ENGL 035 A, B, C, students must receive a score of 10 or higher on the common final. Workshop credit will be given upon completion of all three modules. Students may enroll in all modules or individual modules and receive appropriate credit. English 035 A, B, C is offered on an open entry, open exit basis. This is a non-degree credit course and is offered on a pass/no pass basis. (Each week, three additional hours will be required in the ENGL 035W Writing Workshop, offered on a pass/no pass basis.)

**1 Unit**

**18 Lecture hours**

**ENGL 035B**

**Intermediate Composition for**

**Developing Writers**

**(Formerly ENGL 099)**

**Prerequisite:** ENGL 030 or ENLA 034 with a grade of "Pass" or appropriate assessment

**Corequisite:** ENGL 035W

This is a composition course which trains students in the clear and logical communication of ideas and information. Students will learn to relate ideas and information in standard written English that a literate audience can easily understand. To accomplish this, students will learn methods of prewriting, construct and revise a series of original essays, discuss readings, and participate in collaborative activities which increase their ability to articulate ideas. This is a non-degree credit course and is offered on a pass/no pass basis. Each week, three additional hours will be required in an accompanying 35W Writing Workshop offered on a pass/no pass basis. This class can also be taken in three 6-week modules. Students will have the opportunity to take one, two, or three modules for one unit of credit each. Module A will cover simple and compound sentences, simple punctuation, and language usage. Students will practice writing to instruct and inform. Module B will cover complex sentences, punctuation such as colons and semicolons, and use of persuasive language. Further practice will be given in the use of commas and capitalization. Module C will include paragraphs, short essays, punctuation review, and use of sequential and transitional language. Practice will be given in adapting information to different audiences. In addition to this material, modules A, B, and C will cover material detailed in the appendix to the course outline. To receive credit for ENGL 035 or ENGL 035 A, B, C, students must receive a score of 10 or higher on the common final. Workshop credit will be given upon completion of all three modules. Students may enroll in all modules or individual modules and receive appropriate credit. English 035 A, B, C is offered on an open entry, open exit basis. This is a non-degree credit course and is offered on a pass/no pass basis. (Each week, three additional hours will be required in the ENGL 035W Writing Workshop, offered on a pass/no pass basis.)

**1 Unit**

**18 Lecture hours**

**ENGL 035C**

**Intermediate Composition for Developing Writers  
(Formerly ENGL 099)**

*Prerequisite: ENGL 030 or ENLA 034 with a grade of "Pass" or appropriate assessment*

*Corequisite: ENGL 035W*

This is a composition course which trains students in the clear and logical communication of ideas and information. Students will learn to relate ideas and information in standard written English that a literate audience can easily understand. To accomplish this, students will learn methods of prewriting, construct and revise a series of original essays, discuss readings, and participate in collaborative activities which increase their ability to articulate ideas. This is a non-degree credit course and is offered on a pass/no pass basis. Each week, three additional hours will be required in an accompanying 35W Writing Workshop offered on a pass/no pass basis. This class can also be taken in three 6-week modules. Students will have the opportunity to take one, two, or three modules for one unit of credit each. Module A will cover simple and compound sentences, simple punctuation, and language usage. Students will practice writing to instruct and inform. Module B will cover complex sentences, punctuation such as colons and semicolons, and use of persuasive language. Further practice will be given in the use of commas and capitalization. Module C will include paragraphs, short essays, punctuation review, and use of sequential and transitional language. Practice will be given in adapting information to different audiences. In addition to this material, modules A, B, and C will cover material detailed in the appendix to the course outline. To receive credit for ENGL 035 or ENGL 035 A, B, C, students must receive a score of 10 or higher on the common final. Workshop credit will be given upon completion of all three modules. Students may enroll in all modules or individual modules and receive appropriate credit. English 035 A, B, C is offered on an open entry, open exit basis. This is a non-degree credit course and is offered on a pass/no pass basis. (Each week, three additional hours will be required in the ENGL 035W Writing Workshop, offered on a pass/no pass basis.)

**1 Unit**

**18 Lecture hours**

**ENGL 035W**

**Writing Workshop**

**(Formerly ENGL 099W)**

*Corequisite: ENGL 035*

*Advisory: READ 022 or appropriate assessment*

This is a lab course designed to assist students in developing and improving their writing and language skills through individual conferences with composition instructors. Students will complete and revise assignments that complement the goals and objectives of English 035. All English 035 students must enroll in this course. This course may be repeated one time for credit. This is a non-degree applicable course offered on a pass/no pass basis.

**0.5 Units**

**27 Lab hours**

**ENGL 101**

**College Composition and Research**

**(Formerly ENGL 001A)**

*Prerequisite: ENGL 035 with a grade of "Pass" or ENLA 100 with an "A" or "B" or appropriate assessment*

*Transfers to: UC, CSU*

This is a composition course that enables students to generate logical, coherent essays and reports necessary to academic and professional success. Students will become proficient in research techniques, learn critical reading and thinking skills through expository and persuasive reading selections, and apply these skills to creating original essays and a final research paper. The lab component of this course is designed to assist students in improving and refining their writing and language skills. Students will complete lab activities that enhance their ability to compose logical, well-supported arguments that exhibit grammatical fluency and correct documentation form. Students will meet with composition instructors through individual conferences that address students' specific writing concerns. This course is designed for students who wish to fulfill the General Education requirement for Written Communication.

**3.5 Units**

**54 Lecture hours**

**27 Lab hours**

**ENGL 125**

**Grammar and Usage**

**(Formerly ENGL 025)**

*Prerequisite: ENGL 035 or ENLA 100 or appropriate assessment*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course explores parts of speech, varieties of sentence structures, common grammar and usage problems, and how to apply these issues to real-world communications. It is designed for students who wish to expand their knowledge of stan-

dard American English and thereby increase their skill in the written and spoken language. It is especially helpful for students planning to go into teaching.

**3 Units**

**54 Lecture hours**

**ENGL 126**

**Languages of the World**

**(Formerly ANTHR/ENGL 126, ANTHR/ENGL 126)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This is a linguistics course which covers the major language families of the world and representative languages from those families. It presents the phonology, morphology, syntax, and pragmatics of these languages. It is specifically targeted at those who will be working with non-native speakers of English in order to equip them to recognize the cross-linguistic influences of other languages on English, thus preparing them to communicate more effectively with their clients and/or students and to assess the linguistic and sociolinguistic factors which affect communication. This course is useful for majors in foreign language, anthropology, communications, health science, and English, and especially for those planning to enter elementary and secondary teaching in California, with its diversity of languages and cultures.

**3 Units**

**54 Lecture hours**

**ENGL 127**

**Language Structure and Language Use: Introduction to Linguistics**

*Prerequisite: ENGL 035 or ENLA 100 or appropriate assessment*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course explores the nature and structure of language, including phonology, morphology, syntax, semantics and discourse, language acquisition and language development, and language use. This course is useful for students planning to enter elementary or secondary teaching and for those majoring in foreign language, English, communications, and anthropology.

**3 Units**

**54 Lecture hours**

**ENGL 127H**

**Language Structure & Language Use:  
Introduction to Linguistics Honors**

*Prerequisite: ENGL 101 with a grade of "C" or better*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course explores the nature and structure of language, including phonology, morphology, syntax, semantics and discourse, language acquisition and language development, and language use. This course is useful for students planning to enter elementary or secondary teaching and for those majoring in foreign language, English, communications, and anthropology. This course is designed for students eligible for the Honors Program.

**3 Units**

**54 Lecture hours**

**ENGL 131****Creative Writing****(Formerly ENGL 031A)**

*Prerequisite: ENGL 101*

*Transfers to: UC, CSU*

This is a course of expression for students who are interested in various forms of writing. It offers students a workshop setting in which to develop their writing skills in various genres, such as fiction, poetry, and playwriting. Students are required to write regularly, present their own work in class for discussion, and develop critical standards for evaluating the merit of their own work and of the work of their peers.

**3 Units**

**54 Lecture hours**

**ENGL 201****Advanced Composition and Critical Thinking****(Formerly ENGL 001C)**

*Prerequisite: ENGL 101 with a grade of "C" or better*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*Students will receive credit from UC for only one of the following courses: ENGL 201 or ENGL 201H)*

This advanced composition course is open to all students who have successfully completed ENGL 101 and is designed for those who expect to transfer to four-year colleges or universities. Students will read and write extensively, while applying critical thinking skills and research techniques. Students will demonstrate these abilities in advanced composition as they research and write a series of argumentative essays, which demonstrate the ability to analyze issues, evaluate positions, and argue persuasively through clear, concise prose. The lab component of this course is designed to assist

students in advancing and refining their writing and language skills and will augment their ability to exercise critical thought. Students will complete lab activities that further enhance their ability to compose logical, well-supported arguments that exhibit grammatical fluency and correct documentation form. Students will meet with composition instructors through individual conferences that address students' specific writing concerns.

**3.5 Units**

**54 Lecture hours**

**27 Lab hours**

**ENGL 201H  
Advanced Composition and Critical Thinking Honors**

*Prerequisite: ENGL 101 with a grade of "C" or better*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*Students will receive credit from UC for only one of the following courses: ENGL 201 or ENGL 201H)*

This advanced composition course is open to all students who have successfully completed ENGL 101 and is designed for those who expect to transfer to four-year colleges or universities. Students will read and write extensively, while applying critical thinking skills and research techniques. Students will demonstrate these abilities in advanced composition as they research and write a series of argumentative essays, which demonstrate the ability to analyze issues, evaluate positions, and argue persuasively through clear, concise prose. The lab component of this course is designed to assist students in advancing and refining their writing and language skills and will augment their ability to exercise critical thought. Students will complete lab activities that further enhance their ability to compose logical, well-supported arguments that exhibit grammatical fluency and correct documentation form. Students will meet with composition instructors through individual conferences that address students' specific writing concerns. This Honors section is open to all students who have completed English 101 with a grade of C or better. Students will be expected to analyze issues in more depth and write on them at greater length than they would in a non-Honors section.

**3.5 Units**

**54 Lecture hours**

**27 Lab hours**

**ENGL 299****Directed Study: English**

*Transfers to: UC, CSU*

Independent Study/Directed Study is intended for students who have the ability to assume responsibility for independent work and to prepare written or oral reports and/or appropriate projects. To enroll in an independent study/directed study course, students must possess a 2.5 overall grade point average, a 3.1 grade point average in the discipline of study being requested, or receive an exception from the instructor.

Independent Studies/Directed Studies may be developed from any topic arising from or related to a course of study that will result in developing depth and breadth in that subject area. Students will be expected to meet on a regular basis with their faculty sponsor and submit a final report or project, and student progress shall be evaluated at regular intervals.

Academic standards for Independent Studies/Directed Studies shall be the same as those for other courses. Units are awarded in accordance to Title V regulations with one unit of credit awarded for 54 hours of Directed Studies, six (6) hours of which must be with an instructor. The instructor is responsible for monitoring student progress through the semester.

Students may take directed study courses for a maximum of four (4) units within a discipline, and may not accumulate more than a total of twelve (12) units college wide.

**1 to 4 Units**

**54 to 216 Lab hours**

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## **ENGLISH AS A NEW LANGUAGE**

### **Division of Communications & Languages**

**ENLA 011****Basic Vocabulary****(Formerly READ 066, ESL 034, ESL 024A)**

*Advisory: ENLA 014 or appropriate assessment*

This course is designed to help non-native speakers of English learn meanings, forms, uses, and pronunciations of 200-250 English words not presently in their vocabulary. Special emphasis is given to examining words in context, parts of speech, and inflections. This course is offered on a pass/no pass basis and is not applicable to the degree. Students are expected to complete an additional 8 hours TBA (To Be Arranged) in the Language Lab.

**3 Units**

**54 Lecture hours**

**8 Lab hours**

**ENLA 012**

Rio Hondo College / 227

### **Beginning Speaking and Listening (Formerly ESL 033A, ESL 028A)**

This course is for English language learners who wish to improve their conversational skills in English. Areas of emphasis include dictation, English phrasing patterns, various speaking situations, listening practice, and self-correction. This course is offered on a pass/no pass basis and is not applicable to the degree. Students are expected to complete an additional 8 hours TBA (To Be Arranged) in the Language Lab.

**3 Units**

**54 Lecture hours**

**8 Lab hours**

### **ENLA 013**

#### **Basic Grammar**

#### **(Formerly ESL 025)**

*Advisory: NESL 018 or appropriate assessment*

This is an introductory grammar course for non-native speakers of English. Through reading, writing, listening, and speaking activities, students learn basic English grammar while focusing on verb structures. This course is offered on a pass/no pass basis and is not applicable to the degree. Students are expected to complete an additional 8 hours TBA (To Be Arranged) in the Language Lab.

**3 Units**

**54 Lecture hours**

**8 Lab hours**

### **ENLA 014**

#### **Beginning Composition**

#### **(Formerly ESL 010)**

*Prerequisite: Appropriate placement through the Rio Hondo Assessment Process*

This course is designed to help limited English-speaking students communicate better in English. The course focuses on the development of written skills. Topics specifically emphasized are idiomatic expressions, vocabulary, reading and writing. These are taught at an entry level. This course is offered on a pass/no pass basis and is not applicable to the degree.

**3.5 Units**

**54 Lecture hours**

**27 Lab hours**

### **ENLA 022**

#### **Intermediate Speaking and Listening**

#### **(Formerly ESL 028B)**

*Advisory: ENLA 012 or appropriate assessment*

This course is for ENLA students who wish to improve their English speaking and listening skills at an intermediate level. Areas of emphasis include pronunciation, listening, oral communication, note taking and

organizational skills. This course is offered on a pass/no pass basis and is not applicable to the degree. Students are expected to complete an additional 8 hours TBA (To be Arranged) in the Language Lab. Students initially enrolled in the course will be assessed and only those passing the assessment will be allowed to remain.

**3 Units**

**54 Lecture hours**

**8 Lab hours**

### **ENLA 023**

#### **Intermediate Grammar**

#### **(Formerly ESL 029A,B,C; ESL 030A)**

*Advisory: ENLA 013 or appropriate assessment; ENLA 024 or appropriate assessment*

This course presents a multi skills approach to English grammar and sentence structure for second language students. Through reading, writing, listening, and related activities such as diction, close exercises, and sentence analysis, students practice the elements of correct English while focusing on verbs and verb forms. This course is offered on a pass/no pass basis and is not applicable to the degree. Students are expected to complete an additional 8 hours TBA (To Be Arranged) in the Language Lab. Students initially enrolled in the course will be assessed and only those passing the assessment will be allowed to remain.

**3 Units**

**54 Lecture hours**

**8 Lab hours**

### **ENLA 024**

#### **Intermediate Composition**

#### **(Formerly ESL 058A, ESL 037, ESL 027)**

*Prerequisite: ENLA 014 or appropriate assessment*

This is an intermediate composition class for non-native speakers of English focusing on the fundamentals of academic writing in English. Basic sentence structures, paragraph development, composition forms, English grammar and word usage are studied in various rhetorical modes. This course is offered on a pass/no pass basis and is not applicable to the degree.

**3.5 Units**

**54 Lecture hours**

**27 Lab hours**

### **ENLA 032**

#### **Advanced Speaking and Listening: Pronunciation and Accent Reduction**

#### **(Formerly ESL 028C)**

*Advisory: READ 022 or appropriate assessment; ENLA 022 or appropriate assessment*

ENLA 032 is a speaking, listening and pronunciation course intended for students who need further practice in spoken English and/or have difficulty understanding native

speakers of English in academic and other situations. Its purpose is improved the pronunciation, articulation, speed and comprehension of non-native speakers of English. The course focuses on sounds in isolation, the blending of sounds in phrasal elements and the production of sentences incorporating correct intonation, accent, speed and rhythm. This course is offered on a pass/no pass basis and is not applicable to the degree.

**3 Units**

**54 Lecture hours**

**8 Lab hours**

### **ENLA 034**

#### **Intermediate-Advanced Composition**

#### **(Formerly ESL 097, ESL 197)**

*Prerequisite: ENLA 024 or appropriate assessment*

A continuation of ENLA 024, this course is for ENLA students and emphasizes longer writings with more complicated sentence patterns leading up to a basic essay. Students focus on both thematic and rhetorical modes of composition while they practice topic sentences, thesis statements, subordination, and transitional expressions. This course is offered on a pass/no pass basis and is not applicable to the degree.

**3.5 Units**

**54 Lecture hours**

**27 Lab hours**

### **ENLA 100**

#### **Advanced Composition**

#### **(Formerly ESL 198)**

*Prerequisite: ENLA 034 or appropriate assessment*

*Transfers to: UC, CSU*

ENLA 100 is the highest-level course of the ENLA writing sequence and an ENLA student's gateway in to English 101. As a result of taking this course, students will be able to utilize various stages of the writing process, MLA conventions of academic writing in several rhetorical modes (including a research paper), and advanced levels of grammatical and mechanical accuracy in their writing.

**3.5 Units**

**54 Lecture hours**

**27 Lab hours**

# ENVIRONMENTAL TECHNOLOGY

## Division of Mathematics & Sciences

### ET 070

#### Introduction to Alternative Energy Technology

(Same as AET 070)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment*

This course is an introductory course that will examine the theory behind present day energy systems which will include an in-depth analysis of the design and installation of alternate energy systems. Topics will include: solar electrical systems, wind electrical systems, solar water heating systems, wind mechanical systems, small hydro-electrical systems, and conservation methods used to save energy. Also presented are topics on geothermal energy, fuel cells, biomass systems, and applications of alternate energy in transportation, industrial, commercial, and residential systems. Students will collect solar data using an irradiance meter and determine power consumption of a typical residence to develop an alternative energy solution. This course is intended for students that are contemplating a career in the alternative energy industry.

**3 Units**

**45 Lecture hours**

**27 Lab hours**

### ET 072

#### Photovoltaic Systems Design and Installation

(Same as AET 072)

*Corequisite: AET/ET 070*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment*

This is an introductory course that will examine and implement the design and installation of solar photovoltaic power systems which will include the installation of a working solar photovoltaic power system. Students will learn how to perform solar site evaluations, electrical load calculations, solar system size calculations, and installation techniques for grid-tie and off-the-grid photovoltaic systems. This course is approved by the North American Board of Certified Energy Practitioners (NABCEP) and the students can take the optional Photovoltaic Systems Entry Level Certification exam as part of the course. This course is intended for students that are contemplating a career in the solar photovoltaic energy industry.

**3 Units**

**45 Lecture hours**

**27 Lab hours**

### Advanced Photovoltaic Systems Design and Installation

(Same as AET 074)

*Prerequisite: AET/ET 072*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment*

This is the second course in the photovoltaic series that will further examine and implement the design and installation of solar photovoltaic power systems. Students will learn how to interpret the National Electrical Code (NEC) specifics concerning photovoltaic installations. The topics include code compliant wiring of modules, inverters, charge controllers, batteries, grounding techniques and related topics. Additional topics include the design and installation of large commercial photovoltaic systems. This course is intended for students that are interested in a career in the solar photovoltaic energy industry.

**3 Units**

**45 Lecture hours**

**27 Lab hours**

### ET 076

#### Wind Energy Systems Design and Installation

(Same as AET 076)

*Corequisite: AET/ET 070*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment*

This is an introductory course that will examine and implement the design and installation of wind power systems which will include the installation of a working wind generation power system. Students will learn how to perform wind site evaluations, electrical load calculations, wind system size calculations, hydraulics fundamentals, basic aerodynamics, and installation techniques for wind power generation systems. Students will learn how to design and install wind power generation system and obtain skills for employment. This course is intended for students that are contemplating a career in the wind turbine power generation industry.

**3 Units**

**45 Lecture hours**

**27 Lab hours**

### ET 078

#### Advanced Wind Energy Systems Design and Installation

(Same as AET 078)

*Prerequisite: AET/ET 076*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment*

This is the second course in the wind energy series that will further exam-

ine and implement the design and installation of wind power systems. Students will learn how to interpret the National Electrical Code (NEC) specifics concerning wind power installations. The topics include code compliant wiring of modules, inverters, charge controllers, ground- ing techniques and related topics.

Additional topics include wind site evaluations, electrical load calcula- tions, wind system size calculations, hydraulic fundamentals, basic aero- dynamics, and installation techniques for large wind power generation systems. This course is intended for students that are contemplating a career in the wind turbine power generation industry.

**3 Units**

**45 Lecture hours**

**27 Lab hours**

### ET 110

#### Hazardous Waste Generation/Reduction/Treatment

(Formerly EHMT 110)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 050 or appropriate assessment*

*Transfers to: CSU*

This course is designed to educate individuals working in or seeking employment in the hazardous waste management field with an overview of industrial processes and their generation of waste streams. The selected industries include: electroplating, metal finishing and printed circuit board production; oil refining and chemical production; steel produc- tion; general manufacturing; printing and graphic reproduction; agriculture; and consumer services.

**3 Units**

**54 Lecture hours**

### ET 130

#### Health Effects of Environmental Hazardous Materials

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 050 or appropriate assessment; BIOL 120; BIOL 120L; CHEM 110*

*Transfers to: CSU*

This course is designed to educate individuals working in or seeking employment in areas that include health and safety responsibilities. It provides an overview of how to identify and evaluate the hazards of chemical, physical and biological agents that can be encountered in industrial operations, waste disposal and remediation sites.

**3 Units**

**54 Lecture hours**

### ET 150

## **Hazardous Waste Management**

### **Applications**

**(Formerly EHMT 150)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 050 or appropriate assessment*

*Transfers to: CSU*

This course is designed to provide individuals, who are working in or seeking employment in the environmental field with an overview of hazardous waste management and regulations. The course explains the hazardous waste regulatory framework and develops research skills in the hazardous waste area. Emphasis is placed on the following topics: universal waste, generator compliance, site investigation and remediation, permitting, enforcement, liability, and storm water discharge. The course also provides "hands-on" applications of the regulations. These applications include: preparing a hazardous waste manifest, labeling and storing containers, sampling and analysis, and preparing a Phase I environmental audit.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

## **ET 160**

### **Hazardous Waste Site Remediation Systems**

*Prerequisite: CHEM 110; ET 101  
Advisory: GEOL 150; GEOL 150L*

*Transfers to: CSU*

This course provides an overview of remediation systems that are employed in cleaning up hazardous waste sites. The remediation systems that will be studied include: groundwater remediation systems, soil vapor extraction, chemical extraction/soil washing, solidification/stabilization, bioremediation, thermal processes, and chemical destruction. Specific details on the compounds removed, the fundamentals and specific applications of each method will be examined. Innovative remediation technologies and trends in remediation systems will be studied. A case study, which will highlight the remediation processes that are being used at a selected remediation site, will be examined.

**3 Units**

**54 Lecture hours**

## **ET 170**

### **Groundwater Hydrology and Sampling**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 050 or appropriate assessment*

*Transfers to: CSU*

This course is designed to train individuals, who are working in or who seek employment in the environmental field, with an

overview of the basic physical and chemical nature of groundwater aquifer systems, an overview of the techniques of sampling protocols for obtaining groundwater samples based on US EPA approved sampling protocols, and an introduction to groundwater pollution, remediation, and protection. Emphasis is placed on developing practical working knowledge of groundwater resources, groundwater protection, and groundwater remediation.

**3 Units**

**54 Lecture hours**

## **ET 181**

### **Home Energy Management and Auditing (Same as AET 181)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or appropriate assessment*

*Transfers to: CSU*

This course is designed to provide individuals, who are working in or seeking employment in the green energy field, with an overview of home energy management and auditing. Specifically, this course will assist students in their preparation of a comprehensive home energy audit and energy management program. Emphasis is placed on the following topics: Appliances, Insulation, Designing/Remodeling, Electricity, Landscaping, Lighting, Space Heating and Cooling, Water Heating, Doors/Windows/Skylights, and Home Energy Audits.

**3 Units**

**54 Lecture hours**

## **ET 182**

### **Industrial Energy Management and Auditing (Same as AET 182)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or appropriate assessment*

*Transfers to: CSU*

This course is designed to provide individuals, who are working in or seeking employment in the green energy field, with an overview of the industrial energy management and auditing. Specifically, this course will assist students in their preparation of a comprehensive energy audit and energy management program. Emphasis is placed on the following topics: Types of Energy Audits, Energy Management and Cost, Benchmarking, Energy Performance, Energy Use Requirements, Maximizing System Efficiencies, Optimizing Energy Input Requirements, Fuel and Energy Substitution and Energy Audit Instruments.

**3 Units**

**54 Lecture hours**

## **ET 200**

## **Hazardous Materials Management**

### **Applications**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 050 or appropriate assessment*

*Transfers to: CSU*

This course is designed to provide individuals, who are working in or who seek employment in the hazardous materials management field, with a general overview of the requirements and applications of federal, state, and local laws and regulations relating to hazardous materials. The course will emphasize compliance with Department of Transportation, OSHA Hazard Communications, SARA Title III Community Right-to-Know, Underground Tank, Asbestos, Proposition 65, and Air Toxics Regulations.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

## **ET 230**

### **Safety and Emergency Response**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 050 or appropriate assessment*

*Transfers to: CSU*

This course is designed to provide individuals, who are working in or who seek employment in the environmental technology field, with hands-on instruction in safety and emergency response to chemical and physical exposures at hazardous waste sites. Topics include: hazard identification, emergency response planning, proper use and selection of PPE, site control and evaluation, handling drums and containers, field sampling and air monitoring, proper use of instruments, confined spaces, emergency response including field exercises in the use of APR and SCBA. This course satisfies the requirements for 40 hour HAZ-WOPER TRAINING under OSHA (1910.120) and confined space entry training under OSHA (1910.146).

**4 Units**

**54 Lecture hours**

**54 Lab hours**

## **ET 240**

### **Solid Waste Management Applications**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 050 or appropriate assessment*

*Transfers to: CSU*

This course is designed to provide individuals, who are working in or seek employment in the solid waste management field, with an overview of the solid waste industry and its components. Emphasis is placed on the various aspects of integrated

waste management including: waste prevention, recycling, composting, incineration, landfilling, environmental sampling and monitoring, facility siting and permitting, and compliance with environmental, health and safety regulations.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

#### **ET 250**

#### **Fundamentals of Safety and Health I**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment, ET 230, or working in General Industry, Construction, or in the Safety and Health Field*

*Transfers to: CSU*

This course is designed to introduce the student to the field of Occupational Safety and Health and Program Development. Topics include instruction on Federal, State and Local Agency legislation and the application of Labor and Occupational Safety and Health regulations. The course content also includes familiarization with Workers Compensation/General Liability Insurance, Accident Investigation Techniques, Industrial Hygiene, Ergonomics, Fire Prevention, Site and Facility Auditing, Systems Safety and Program Development. This course is for individuals that are pursuing a degree in Environmental Technology, Safety & Health or for working supervisors, professionals or business owners that are responsible for worker safety or placement of workers compensation/general liability insurance.

**3 Units**

**54 Lecture hours**

#### **ET 251**

#### **Fundamentals of Safety and Health II**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; ET 230*

*Transfers to: CSU*

This course is designed to introduce the student to the supervisory and management functions of Occupational Safety and Health and Risk Management. Topics include a review of Federal, State and Local Agency Legislation, Labor and Occupational Safety and Health regulations and Workers Compensation insurance. The course content will focus on the Elements of Safety and Health Program Development, Behavior Based Safety, Workplace Violence, Terrorism Preparedness, Hazardous Materials and Waste Management, Application of occupational safety and health design/compliance, regulations and development of the Safety and health and Loss Prevention Program (Policy through QA/QC).

This course is for individuals that are pursuing a degree in Environmental

Technology, a Safety & Health Certificate and the working professional or business owner responsible for worker safety or Risk Management.

**3 Units**

**54 Lecture hours**

#### **ET 260**

#### **Environmental Sampling and Analysis**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 050 or appropriate assessment; BIOL 120; BIOL 120L; CHEM 110*

*Transfers to: CSU*

This course provides an overview of the techniques of sampling protocols for obtaining soil, air, surface water, and groundwater samples based on the U.S. EPA approved sampling protocols. In the lecture, emphasis is placed on the aspects of the procurement of the samples through the EPA approved standard operating procedures and practices. In the laboratory, the student will gain practical knowledge and skills for the appropriate collection and handling of environmental samples.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

#### **ET 270**

#### **Wastewater Treatment Plant**

#### **Operations I**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or appropriate assessment*

*Transfers to: CSU*

This is the initial course of a series of water treatment courses designed to train individuals, who are working in or who seek employment in the waste water treatment field, in the practical aspects of operating and maintaining wastewater treatment plants, emphasizing the use of safe practices and procedures. Information presented includes the role and responsibilities of a treatment plant operator, an explanation of why wastes must be treated, and detailed descriptions of the equipment and processes used in a wastewater treatment plant. Students will learn to operate and maintain racks, screens, comminutors, sedimentation tanks, trickling filters, rotating biological contactors, package activated sludge plants, oxidation ditches, ponds, and chlorination facilities. Students will also learn to analyze and solve operational problems and to perform mathematical calculations relating to wastewater treatment process control.

**3 Units**

**54 Lecture hours**

#### **ET 271**

#### **Wastewater Treatment Plant Operations II**

*Prerequisite: ET 270*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or appropriate assessment*

*Transfers to: CSU*

This is the second course of a series of water treatment courses designed to train individuals, who are working in or who seek employment in the waste water treatment field, with the practical aspects of operating and maintaining wastewater treatment plants, emphasizing the use of safe practices and procedures. Information presented includes: conventional activated sludge processes, sludge digestion and solids handling, effluent disposal, plant safety and good housekeeping, plant and equipment maintenance, analysis and presentation of data, and records and report writing. Students will also learn to analyze and solve operational problems and to perform mathematical calculations relating to wastewater treatment process control.

**3 Units**

**54 Lecture hours**

#### **ET 272**

#### **Advanced Wastewater Treatment**

#### **Prerequisite: ET 271**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or appropriate assessment*

*Transfers to: CSU*

This is the third course in a series of water treatment courses designed to train individuals who are working in or who seek employment in the waste water treatment field in the practical aspects of operating and maintaining wastewater treatment plants and emphasizes the use of safe practices and procedures. Topics presented include: detailed descriptions of the equipment and advanced treatment processes used for odor control, pure oxygen activated sludge treatment, solids removal from secondary effluents, residual solids management, enhanced biological control including nitrogen and phosphorus removal, and wastewater reclamation. Students will learn to operate and maintain treatment plant instrumentation equipment and systems. Additionally, students will also learn to analyze and solve operational problems and to perform mathematical calculations relating to wastewater treatment process control. This course focuses on actual operating procedures and teaches students to analyze and solve operational problems.

**3 Units**

**54 Lecture hours**

#### **ET 280**

Rio Hondo College / 231

### **Green Building Design Principles (Same as AET 280)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or appropriate assessment*

*Transfers to: CSU*

This course is designed to provide individuals, who are working in or seeking employment in the green building field, with an overview of the green building industry and its components. Specifically, this course will assist students in their preparation for the Leadership in Energy and Environmental Design Accredited Professional (LEED AP) Examination, which is the most recognized professional accreditation for green building in the nation. Emphasis is placed on the six categories of design that green buildings must address for LEED Certification: Sustainable Sites, Water Efficiency, Energy & Atmosphere, Materials & Resources, Indoor Environmental Quality, and Innovation & Design Process. Each of these categories will be studied, with a focus on the significance of each particular credit.

**3 Units**

**54 Lecture hours**

### **ET 290**

#### **Cooperative Work Experience/ Internship for Environmental Technology Related Fields**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course supports and reinforces on-the-job training in business and industrial establishments under supervision of a college instructor and is facilitated by the use of learning objectives. The student will be working in a skilled or professional level assignment in their area of vocational interest and will meet performance objectives related to instruction that are above and beyond the conditions of regular employment. This course is intended for students whose job is related to the field of environmental technology and have completed or enrolled in the appropriate coursework. "Contact the CWE office regarding re-enrollment procedures".

#### **Student Unpaid Internship:**

**1 Unit/60 hours; 2 Units/120 hours;  
3 Units/180 hours; 4 Units/240 hours**

#### **Student Paid Internship:**

**1 Unit/75 hours; 2 Units/150 hours;  
3 Units/225 hours; 4 Units/300 hours.**

**1 to 4 Units**

**3 Lecture hours**

**60 to 300 hours**

### **ET 299**

### **Directed Study: Environmental Technology**

*Transfers to: UC, CSU*

Independent Study/Directed Study is intended for students who have the ability to assume responsibility for independent work and to prepare written or oral reports and/or appropriate projects. To enroll in an independent study/directed study course, students must possess a 2.5 overall grade point average, a 3.1 grade point average in the discipline of study being requested, or receive an exception from the instructor. Independent Studies/Directed Studies may be developed from any topic arising from or related to a course of study that will result in developing depth and breadth in that subject area. Students will be expected to meet on a regular basis with their faculty sponsor and submit a final report or project, and student progress shall be evaluated at regular intervals. Academic standards for Independent Studies/Directed Studies shall be the same as those for other courses. Units are awarded in accordance to Title V regulations with one unit of credit awarded for 54 hours of Directed Studies, six (6) hours of which must be with an instructor. The instructor is responsible for monitoring student progress through the semester. Students may take directed study courses for a maximum of four (4) units within a discipline, and may not accumulate more than a total of twelve (12) units college wide.

**1 to 4 Units**

**54 to 216 Lab hours**

of equipment, tools and materials.

**2 Units**

**18 Lecture hours**

**54 Lab hours**

### **FABR 045**

#### **Intermediate Fabrication Processes**

*Advisory: READ 023 or appropriate assessment; MATH 020 or appropriate assessment; FABR 040*

This is a beginning level course designed to broaden the students' skills and knowledge of metal fabrication techniques. This course will introduce students to basic hand tools and power tools commonly used in the metal fabrication industry. Topics covered in this class will include structural fabrication, tube bending, stair layout and construction, and fabrication of components from sheet metal. Emphasis will be placed on shop safety and on developing proper working procedures.

**2 Units**

**18 Lecture hours**

**54 Lab hours**

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## **FINANCE**

### **Division of Business**

#### **FIN 101**

#### **Introduction to Financial Planning**

*Advisory: READ 023 or appropriate assessment; MATH 030 or MATH 030D or appropriate assessment.*

*Transfers to: CSU*

This course provides an overview of the fundamentals of financial planning. Course topics include the financial planning process, managing assets, managing credit, managing investments in stocks, bonds, mutual funds, insurance, and real estate, and retirement and estate planning. This course is designed for those interested in learning about personal financial planning and/or entering the field of financial planning.

**3 Units**

**54 Lecture hours**

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## **FABRICATION**

### **Division of Career & Technical Education**

#### **FABR 040**

#### **Introduction to Fabrication Processes**

*Advisory: READ 023 or appropriate assessment; MATH 020 or appropriate assessment; TCED 090*

This is a beginning level course designed to introduce students to various techniques, processes and technologies used in the Fabrication industry. This course will develop skills necessary for translating dimensional information from a shop drawing or blueprint to metallic materials used for production of finished parts and assemblies. Topics covered in this class will include basic blueprint reading, measurement and measuring tools, layout, metal cutting, drilling and tapping, and metal forming. Emphasis will be placed on shop safety and safe and proper use

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## **FIRE ACADEMY**

### **Division of Public Safety**

#### **FAC 043**

#### **Advanced Fire Course**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This is a variable format (2-40 Hours of Lecture; 2-40 Hours of Lab) course designed to keep Fire Service personnel informed of new laws and fire codes, current prevention procedures, recent developments in hazardous

materials, stress on the firefighter, technology, community relations, physical fitness & wellness and other refresher training as may be necessary.

**0.074 to 1.482 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### FAC 118

#### **Firefighter I, Basic Fire Academy** (Formerly FTECH 018, 118)

*Prerequisite: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or MATH 030D or appropriate assessment; FTEC 101; FTEC 102; FTEC 103; FTEC 104; FTEC 105; FTEC 106; EMT 093*

*Advisory: BIOL 125*

*Transfers to: CSU*

This course is designed for recently employed firefighters and other interested students. Topics covered include organization of the public and private fire service, characteristics and behavior of fire, fire hazards and firefighter safety, extinguishing agents and related extinguishing equipment, fire protection systems and water supply, incident command system, confined space awareness, building construction and assemblies, basic fire fighting tactics and strategy, fire prevention, hazardous materials, emergency care, wild land firefighting, Rapid Intervention, Rescue Systems and physical fitness. This course meets the State Board of Fire Services requirements for designation as a "California Fire fighter I Accredited Academy" (ARA or Accredited Regional Academy by the California State Fire Marshal). Students who complete this course also receive California certification as an Emergency Medical Technician, in Vehicle Extrication, Fire Control I & II, Hazardous Materials First Responder Operational, Confine Space Awareness, Rescue Systems I, S-110, S-130, S-190, Trench Rescue, Rapid Intervention Crew Tactics, Firefighter Safety and Survival and ICS -200. This course requires completion of a medical physical examination and includes arduous physical activity.

**22 Units**  
**136 Lecture hours**  
**783 Lab hours**

#### FAC 120

#### **Firefighter I, Basic Fire Academy with EMT**

*Prerequisite: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or MATH 030D or appropriate assessment; FTEC 101; FTEC 102; FTEC 103; FTEC 104; FTEC 105; FTEC 106*

*Advisory: BIOL 125*

*Transfers to: CSU*

This course is designed for recently employed firefighters and other

interested students. Topics covered include organization of the public and private fire service, characteristics and behavior of fire, fire hazards and firefighter safety, extinguishing agents and related extinguishing equipment, fire protection systems and water supply, incident command system, confined space awareness, building construction and assemblies, basic fire fighting tactics and strategy, fire prevention, hazardous materials, emergency care, wild land firefighting, Rapid Intervention, Rescue Systems and physical fitness. This course meets the State Board of Fire Services requirements for designation as a "California Fire fighter I Accredited Academy" (ARA or Accredited Regional Academy by the California State Fire Marshal). Students who complete this course also receive California certification as an Emergency Medical Technician, in Vehicle Extrication, Fire Control I & II, Hazardous Materials First Responder Operational, Confine Space Awareness, Rescue Systems I, S-110, S-130, S-190, Trench Rescue, Rapid Intervention Crew Tactics, Firefighter Safety and Survival and ICS -200. This course requires completion of a medical physical examination and includes arduous physical activity.

**22 Units**  
**136 Lecture hours**  
**783 Lab hours**

#### FAC 4305

#### **Hazardous Material Identification** (Formerly FAC 43.05, FTECH 43.05)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course is for fire department personnel and other interested students that want to learn about the current laws and regulations pertaining to the labeling of hazardous materials and the UN Hazardous Classifications. The National Fire Protection Association (NFPA) guidelines and the Department of Transportation (DOT) rules and regulations will be presented in this class.

**0.074 to 1.482 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### FAC 4310

#### **Management Orientation** (Formerly FAC 43.10)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course is designed for fire department personnel and other interested students who seek information related to fire service management. The organizational structure of a fire department, fire officer respon-

sibilities and establishing command at the scene of an emergency will be discussed.

**0.07 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### FAC 4315

#### **Arson Scene Investigation** (Formerly FAC 43.15)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course is for fire department personnel and other interested students as it provides an introduction to the practices and procedures of fire scene investigation. The scientific method of scene investigation, providing a systematic framework for investigations, is stressed. Determining the point of origin, establishing the cause and recognition, and preservation of evidence will be included. Current legally acceptable methods in compliance with the standards of NFPA 921 "Guide to Fire Explosion Investigations" are stressed throughout the course.

**0.074 to 1.482 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### FAC 4326

#### **Paramedic Support Operations** (Formerly FAC 43.26)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course is designed for fire department personnel and other interested students who may assist paramedic units at the scene of emergencies. Patient preparation, stabilization and paramedic coordination will be reviewed. Common terminology will be included. This course meets the Los Angeles County Emergency Medical Technician requirements for recertification as an Emergency Medical Technician in the State of California.

**0.074 to 1.482 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### FAC 4327

#### **Fire Fighting Operations, Structures** (Formerly FAC 43.27)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course is designed for fire department personnel and other emergency responders who seek additional coursework in fighting structure fires. A review of basic firefighting tactics and strategy for occupancies such as dwellings, commercial occupancies, industrial occupancies, and special occupan-

cies will be included. Emphasis will be placed on safety to personnel and crew cohesiveness.

**0.074 to 1.482 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### FAC 4328

#### Fire Fighting Operations, Mobile Units (Formerly FAC 43.28)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course is designed for fire department personnel and other emergency responders who seek additional coursework in fighting fires where mobile units are burning. A review of basic firefighting tactics and strategy specifically for cars, trucks, buses, ships, planes and trains will be discussed. This course will also present information related to terrorist acts while utilizing mobile equipment. Emphasis will be placed on safety to personnel.

**0.074 to 1.482 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### FAC 4329

#### Fire Fighting Operations, Hazardous Materials (Formerly FAC 43.29)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment*

This course is designed for fire department personnel and other interested students who seek information related to response to fires where hazardous materials are present. A basic review of hazard classifications, response concerns when hazardous materials are present, and responder safety is discussed. This course will also present basic response issues related to terrorist acts involving hazardous materials.

**0.074 to 1.482 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### FAC 4330

#### Driving Techniques and Certification (Formerly FAC 43.30)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course is designed to train students to drive heavy equipment including fire engines and fire trucks under emergency and non-emergency conditions. This course will include classroom discussion, driving demonstrations, and driving practice. This course meets the standards of the State of California and NFPA 1002, for driver certification.

**0.167 to 0.75 Units**  
**8 to 40 Lecture hours**

#### FAC 4331

#### Pumping Techniques and Certification (Formerly FAC 43.31, FTECH 43.31)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment*

This course is designed to train students to operate fire apparatus under emergency and non-emergency conditions. It integrates the physical properties of modern fire apparatus suppression systems, pump theory and operation, hydraulic calculations, water supply considerations, relay pumping principles, water shuttle operations, foam systems operation and apparatus maintenance and testing. This course will include classroom discussion, pumping demonstrations, and pumping practice. This course meets the standards of the State of California and NFPA 1002, for operator certification.

**0.167 to 0.75 Units**  
**8 to 40 Lecture hours**

#### FAC 4335

#### Special Equipment Familiarization (Formerly FAC 43.35, FTECH 43.35)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course is intended for fire department personnel and other interested students who want to learn more about specialized equipment used in today's fire service. Such equipment as the jaws of life, compressor units, lighting units, life-saving equipment and command equipment will be included.

**0.074 to 1.482 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### FAC 4344

#### Fire Instructor 1A (Formerly FAC 43.44)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course is the first of a two-course series designed to prepare Fire Service or other interested students to become a California Certified Fire Instructor. This is one of the State Board of Fire Services accredited courses and applies to California Fire Service Training and Educational System certifications. Topics covered include Occupational Analysis, course outline, concepts of learning, levels of instruction, behavioral objectives, lesson plan development, psychology of learning and instructor evaluation. Student teaching demonstrations are required of all.

**2 Units**  
**40 Lecture hours**

#### FAC 4345

#### Fire Instructor 1B

#### (Formerly FAC 43.45)

*Prerequisite: FAC 4344*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

State Board of Fire Services accredited courses in fire service instructional techniques, including methods of instruction, use of audio/visual equipment, employment of instructional aids, test construction, teaching demonstrations and reducing failure rates. This course applies to California Fire Service Training and Educational System certifications.

**0.167 to 0.75 Units**  
**8 to 40 Lecture hours**

#### FAC 4346

#### Fire Prevention 1A

#### (Formerly FAC 43.46)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course is the first of a two-course series designed to prepare Fire Service or other interested students to become a California Certified Fire Prevention Officer. This is one of the State Board of Fire Services accredited courses and applies to California Fire Service Training and Educational System certifications. Topics covered provide broad, technical overview of fire prevention codes, ordinances, inspection practices and key hazards including responsibilities and authority, occupancy classification & types of construction, Egress requirements, fire resistive assemblies, general fire safety provisions, principles and procedures for fire inspections.

**2 Units**  
**40 Lecture hours**

#### FAC 4347

#### Fire Prevention 1B

#### (Formerly FAC 43.47)

*Prerequisite: FAC 4346*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course is a second in the series of courses required for Fire Officer Certification as it relates to Fire Prevention. It is also designed for Fire Service personnel or other interested students to become a California Certified Fire Prevention Officer. This course focuses on the special hazards associated with flammable and combustible liquids and gases. Some topics of discussion include bulk storage and handling, transportation of flammable gases and liquids and more.

**2 Units**  
**40 Lecture hours**

#### FAC 4348

**Fire Investigation I  
(Formerly FAC 43.48)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course is designed to prepare Fire Service or other interested students to become a California Certified Fire Investigator. This is one of the State Board of Fire Services accredited courses and applies to California Fire Service Training and Educational System certifications. This course provides the participants with an introduction to the basics of fire scene investigation. The focus of the course is to provide information on fire scene indicators and to determine the fire's origin.

**2 Units**

**40 Lecture hours**

**FAC 4349****Fire Command 1A  
(Formerly FAC 43.49)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course is designed to prepare Fire Service or other interested students to become a California Certified Fire Officer. This is one of the State Board of Fire Services accredited courses and applies to California Fire Service Training and Educational System certifications. This course provides instruction and simulation time pertaining to the initial decision and action processes at a working fire. Topics include the fire officer, fire behavior, fireground resources, operations and management.

**2 Units**

**40 Lecture hours**

**FAC 4350****Fire Command 1B  
(Formerly FAC 43.50)**

*Prerequisite: FAC 4349*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course is a continuation of Fire Command 1A and is designed to prepare Fire Service or other interested students to become a California Certified Fire Officer. This is one of the State Board of Fire Services accredited courses and applies to California Fire Service Training and Educational System certifications. This course provides the student with information on tactics, strategies and scene management for multi-casualty incidents, hazardous materials incidents and wildland fires. Each student also has the opportunity to increase his or her knowledge and skills by handling initial operations at these types of incidents through simulation and class activities.

**2 Units**

**40 Lecture hours**

**FAC 4351****Fire Management I  
(Formerly FAC 43.51)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This Fire Management course is designed to prepare Fire Service or other interested students to become a California Certified Fire Prevention Officer with emphasis on supervisory skills. This is one of the State Board of Fire Services accredited courses and applies to California Fire Service Training and Educational System certifications. This course prepares or enhances the first line supervisor's ability to supervise subordinates. It introduces key management concepts, practices utilized, and include discussions about decision making, time management, leadership styles, personnel evaluations and counseling guidelines.

**2 Units**

**40 Lecture hours**

**FAC 4353****Automatic External Defibrillator  
(Formerly FAC 43.53)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course provides training in the use of an automated external defibrillator. This course meets the requirements for certification in AED (automated external defibrillation) usage through the American Heart Association and is for the lay rescuer and first responder. This course is designed for the individual working in the public health and safety field. Offered on a pass/no pass basis.

**0.2 Units**

**6 Lab hours**

**FAC 4361****Fire Command 1C I-Zone Fire Fighting for Company Officers  
(Formerly FAC 43.61)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This is a State Board of Fire Services accredited course in I-Zone fire fighting and elements of the Incident Command System (ICS) for Company Fire Officers. This addresses the three elements of wild land fire behavior including fuel, weather and topography and fundamental elements of size-up as they relate to I-Zone firefighting. The duties and responsibilities of a Strike Team Company Officer and procedures for structure triage and protection are also addressed. This course is designed for firefighting personnel and other interested students who seek certification as a California State Certified "Fire Officer".

**2 Units**

**36 Lecture hours**

**Incident Command System (ICS)200  
(Formerly FAC 43.62)**

*Advisory: READ 023 or appropriate assessment*

This course is designed for students who desire a basic introduction to the Incident Command System (ICS) for fire ground operations. This course provides the foundation for students to actively take part as a member of team responding to a fire incident. Instruction will be provided in the principles and features of ICS, including an organizational overview, incident facilities, incident resources, and common responsibilities.

**0.2 Units**

**12 Lecture hours**

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## FIRE TECHNOLOGY

### Division of Public Safety

**FTEC 044****Physical Fitness and Ability for the Firefighter**

**(Formerly FTECH 044)**

*Prerequisite: Student must be able to lift 75lbs., drag a 150 pound "drag dummy", and use a sledge hammer in completion of a physical abilities test.*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course is designed to give in-service firefighters and interested students information about conditioning and fire department physical ability test designs and will include manipulative drills in order to be successful in passing California PAT's (Physical Abilities Tests). This course will provide information on the most recently developed tests in Southern California including the CPAT (Candidate Physical Abilities Test) and the Biddle (Biddle and Associate Validated Test). Students will learn about firefighter wellness programs, review basic nutrition and current NFPA (National Fire Protection Association) standards pertaining to firefighter health and safety. Students must be able to perform basic firefighter activities including climbing, using sledge hammers, dragging 150lb dummies and wearing a self contained breathing apparatus.

**3 Units**

**36 Lecture hours**

**54 Lab hours**

**FTEC 045****FAC 4362**

**Firefighter Entrance Examination Techniques**  
**(Formerly FTECH 045)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU-Restricted (see counselor for restrictions)*

This course is designed to prepare Fire Technology or other interested students to take a firefighter's examination. Topics covered include a review of firefighter duties and the requirements of a firefighter, employment requirements in the fire service and the hiring process. Resumes, fire department written examinations, oral interviews, and other related aspects will be discussed.

**3 Units**

**54 Lecture hours**

**FTEC 101**  
**Fire Protection Organization**  
**(Formerly FTECH 101, 001)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course provides Fire Technology or other interested students with an overview of fire protection issues. Included will be an introduction to the philosophy and history of fire protection and fire service. The organization and function of public and private fire protection services, the laws and regulations affecting fire service and the role of fire departments as part of local government will be explored. Basic fire chemistry, fire protection systems, firefighting strategies and possible career opportunities in fire related fields will also be addressed.

**3 Units**

**54 Lecture hours**

**FTEC 102**  
**Principles of Fire & Emergency Services Safety & Survival**  
**(Formerly FTECH 102, 002)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course introduces the Fire Technology or other interested students to the basic principles and history related to the national firefighter life safety initiatives, focusing on the need for cultural and behavior changes throughout the emergency services. This course has been updated to meet the National Fire and Emergency Services Higher Education objectives as it pertains to firefighter safety and survival techniques used in today's fire service.

**3 Units**

**54 Lecture hours**

**FTEC 103**

236 / Rio Hondo College

**Fire Behavior and Combustion**  
**(Formerly FTECH 103, 003)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course provides Fire Technology or other interested students with an exploration of theories and fundamentals of how and why fires start, spread, and how they are controlled. An in-depth study of fire chemistry and physics, fire characteristics of materials, extinguishing agents, and fire control techniques will be explored.

**3 Units**

**54 Lecture hours**

**FTEC 104**  
**Fire Prevention Technology**  
**(Formerly FTECH 104, 004)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed to provide Fire Technology or other interested students with fundamental information regarding the history and philosophy of fire prevention, organization and operation of a fire prevention bureau, use of fire codes, identification and correction of fire hazards, and the relationships of fire prevention with built-in fire protection systems, fire investigation, and fire and life-safety education.

**3 Units**

**54 Lecture hours**

**FTEC 105**  
**Building Construction for Fire Protection**  
**(Formerly FTECH 105, 013)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course provides the Fire Technology or other interested students with an understanding of the essential components used in building construction that directly relates to fire safety. The elements of construction and design of structures, factors when inspecting buildings, preplanning fire operations, and operating at fires will be discussed. The development and evolution of building and fire codes will be studied in relationship to past fires in residential, commercial, and industrial occupancies.

**3 Units**

**54 Lecture hours**

**FTEC 106**

**Fire Protection Equipment and Systems**  
**(Formerly FTECH 106, 006)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course provides the Fire Technology student with information pertaining to the design and operation of fire detection and alarm systems, heat and smoke control systems, special protection and sprinkler systems, water supply for fire protection and portable fire extinguishers.

**3 Units**

**54 Lecture hours**

**FTEC 107**

**Hazardous Materials I**  
**(Formerly FTECH 107, 007)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course provides fire technology or other interested students with information pertaining to the first responder role when dealing with hazardous materials operations. Hazardous materials decontamination procedures will also be discussed. Classification of hazardous materials and National Fire Protection Association standards (NFPA 472) will be addressed.

**3 Units**

**54 Lecture hours**

**FTEC 108**

**Hazardous Materials II**  
**(Formerly FTECH 108, 008)**

*Prerequisite: FTEC 107*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course provides the fire technology or other interested student with information pertaining to the handling, identification, firefighting practices, and the explosive hazards confronted with during a hazardous materials response. The role of a Hazardous Material Technician and Specialist will be discussed. The types of hazardous materials that could be used during a terrorism event will be covered.

**3 Units**

**54 Lecture hours**

**FTEC 109**

**Fire Fighting Tactics and Strategy**  
**(Formerly FTECH 109, 009)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment;*

*Transfers to: CSU*

This course provides the fire technology or other interested students with information pertaining to the elements of the incident management system, evaluation of information

management and critical incident factors including control of incident communications, basic strategy decisions, and the development of a tactical plan. Basic current fire ground strategies will also be explored in this course.

**3 Units**  
**54 Lecture hours**

#### FTEC 110

##### Rescue Practices

(Formerly FTECH 110, 010)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course provides the Fire Technology or other interested students with a better understanding of rescue problems and techniques in the fire service field. Topics covered include emergency rescue equipment, toxic gases, chemicals, diseases, radiation hazards, and care of victims. Students will become prepared for emergency childbirths, respiration and resuscitation, auto extrication, and other emergency conditions throughout the course.

**3 Units**  
**54 Lecture hours**

#### FTEC 111

##### Fire Hydraulics

(Formerly FTECH 111, 011)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or appropriate assessment*

*Transfers to: CSU*

This course provides the Fire Technology student with information applicable to hydraulics laws as they pertain to the fire service. The student will study and understand formulae and mental calculation to properly use the fire apparatus at a fire emergency to solve gallons per minute and pressure problems with water used for firefighting purposes.

**3 Units**  
**54 Lecture hours**

#### FTEC 112

##### Fire Apparatus and Equipment

(Formerly FTECH 112, 012)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course provides the fire technology or other interested students with information pertaining to the design and operation of fire department apparatus. This includes components such as the engine, pump and drive train. Basic hydraulic calculations for operation and safe vehicle use will also be discussed. Topics addressed include the different types of fire

apparatus and their function including wildland firefighting apparatus and municipal fire apparatus.

**3 Units**  
**54 Lecture hours**

#### FTEC 114

##### Fire Investigation

(Formerly FTECH 114, 014)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course provides the Fire Technology or other interested students with an understanding of determining causes of fires (accidental, suspicious and incendiary). Topics covered include arson laws, field note taking, and incendiarism. Also addressed are the recognition and preserving of evidence, the interviewing of witnesses and suspects, arrest and detention procedures, court demeanor and the giving of court testimony.

**3 Units**  
**54 Lecture hours**

#### Truck Company Operations

*Prerequisite: Firefighter 1 certification or completion of a CSMF approved Fire Academy*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is for veteran firefighters or other interested students that want to enhance their knowledge and ability as it pertains to the fire ground operations associated with truck company tactics and strategy. Basic roof construction, vertical and horizontal ventilation, forcible entry, positive and negative ventilation, search and rescue, thermal imaging technology, firefighter safety and survival, rapid intervention tactics, elevator rescue and related truck company operations will be discussed.

**2 Units**  
**20 Lecture hours**  
**60 Lab hours**

#### FTEC 290

##### Cooperative Work Experience/ Internship for Fire Technology Related Fields

(Formerly FTECH 290)

*Advisory: READ 023 or appropriate assessment; ENGL 035 or ENLA 100 or appropriate assessment*

*Transfers to: CSU*

This course supports and reinforces on-the-job training in the Fire Technology field under supervision of a college instructor and is facilitated by the use of learning objectives. The student will be working in a skilled or professional level assignment in the area of Fire Technology and will meet performance objectives related to instruction that are above and beyond the conditions of regular employment. This course is intended for students whose job is related to the field of fire technology and have completed or enrolled in the appropriate coursework. "Contact the CWE office regarding re-enrollment procedures".

##### Student Unpaid Internship:

1 Unit/60 hours; 2 Units/120 hours;  
3 Units/180 hours; 4 Units/240 hours

##### Student Paid Internship:

1 Unit/75 hours; 2 Units/150 hours;  
3 Units/225 hours; 4 Units/300 hours.

**1 to 4 Units**

**3 Lecture hours**

**60 to 300 hours**

#### FTEC 299

##### Directed Study: Fire Technology

*Transfers to: UC, CSU*

Independent Study/Directed Study is intended for students who have the ability to assume responsibility for independent work and to prepare written or oral reports and/or appropriate projects. To enroll in an independent study/directed study course, students must possess a 2.5

overall grade point average, a 3.1 grade point average in the discipline of study being requested, or receive an exception from the instructor. Independent Studies/Directed Studies may be developed from any topic arising from or related to a course of study that will result in developing depth and breadth in that subject area. Students will be expected to meet on a regular basis with their faculty sponsor and submit a final report or project, and student progress shall be evaluated at regular intervals. Academic standards for Independent Studies/Directed Studies shall be the same as those for other courses. Units are awarded in accordance to Title V regulations with one unit of credit awarded for 54 hours of Directed Studies, six (6) hours of which must be with an instructor. The instructor is responsible for monitoring student progress through the semester. Students may take directed study courses for a maximum of four (4) units within a discipline, and may not accumulate more than a total of twelve (12) units college wide.

**1 to 4 Units**  
**54 to 216 Lab hours**

**French II**  
**(Formerly FR 002)**  
*Prerequisite: FR 101*  
*Transfers to: UC, CSU*  
This course is a continuation to the essentials of the French language. The course stresses oral and written proficiency as well as reading comprehension. In addition to classroom discussion, students receive intensive individualized oral-aural practice in the language laboratory via interactive websites, audio CDs, video programs, and CD ROMs. Various facets of French history, philosophy, and politics will also be analyzed via cross-cultural comparisons. This course is intended for those interested in continuing to learn to speak French as well as for those seeking a degree in the French language.  
**4 Units**  
**72 Lecture hours**  
**18 Lab hours**

**FR 201**  
**French III**  
**(Formerly FR 003)**  
*Prerequisite: FR 102*  
*Transfers to: UC, CSU*  
This course stresses advanced conversational, reading, writing and translation skills. Emphasis is placed on understanding spoken French as well as on proficiency and accuracy in speaking French. The course will include an introduction to French literature as well as the reading of one novel in French to be determined by the instructor. In addition to classroom instruction, students receive intensive, individualized oral-aural practice in the language laboratory in which websites, video programs, audio CDs, and CD ROMs are used. Various facets of French culture, philosophy, politics, and history will also be explored. This course is intended for those interested in continuing to learn to speak French as well as for those seeking a degree in the French language.  
**4 Units**  
**72 Lecture hours**  
**18 Lab hours**

**FR 202**  
**French IV**  
**(Formerly FR 004)**  
*Prerequisite: FR 201*  
*Transfers to: UC, CSU*  
This course is a continuation of FR 201. The course stresses advanced conversational, reading, writing, and translation skills. Emphasis is placed on understanding spoken French as well as on proficiency and accuracy in speaking French. The course will include an introduction to French literature as well as the reading of one novel in French to be determined by the instructor. In addition to class-

room instruction, students receive intensive, individualized oral-aural practice in the language laboratory in which websites, video programs, audio CDs, and CD ROMs are used. Various facets of French culture, philosophy, politics, and history will also be explored. This course is intended for those interested in continuing to learn to speak French as well as for those seeking a degree in the French language.

**4 Units**  
**72 Lecture hours**  
**18 Lab hours**

**FR 299**  
**Directed Study: French**  
*Transfers to: UC, CSU*  
Independent Study/Directed Study is intended for students who have the ability to assume responsibility for independent work and to prepare written or oral reports and/or appropriate projects. To enroll in an independent study/directed study course, students must possess a 2.5 overall grade point average, a 3.1 grade point average in the discipline of study being requested, or receive an exception from the instructor. Independent Studies/Directed Studies may be developed from any topic arising from or related to a course of study that will result in developing depth and breadth in that subject area. Students will be expected to meet on a regular basis with their faculty sponsor and submit a final report or project, and student progress shall be evaluated at regular intervals. Academic standards for Independent Studies/Directed Studies shall be the same as those for other courses. Units are awarded in accordance to Title V regulations with one unit of credit awarded for 54 hours of Directed Studies, six (6) hours of which must be with an instructor. The instructor is responsible for monitoring student progress through the semester. Students may take directed study courses for a maximum of four (4) units within a discipline, and may not accumulate more than a total of twelve (12) units college wide.

**1 to 4 units**  
**54 to 216 Lab hours**

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## FRENCH

### Division of Communications & Languages

**FR 101**  
**French I**  
**(Formerly FR 001)**  
*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*  
*Transfers to: UC, CSU*  
This course provides the student with an introduction to the French language and culture. The course stresses oral and written proficiency as well as reading comprehension. In addition to classroom discussion, students receive intensive individualized oral-aural practice in the language laboratory via interactive French websites, audio CDs, video programs, and CD ROMs. Various facets of French history, philosophy, and politics will also be analyzed via cross-cultural comparisons. This course is intended for those interested in learning to speak French as well as for those seeking a degree in the French language.  
**4 Units**  
**72 Lecture hours**  
**18 Lab hours**

**FR 102**

# GEOGRAPHIC INFORMATION SYSTEMS

## Division of Career & Technical Education

### GIS 120

#### Introduction to Geographic Information Systems and Spatial Analysis

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; CIT 101*

*Transfers to: UC (credit limit\*), CSU (\*Students will receive credit from UC for only one of the following courses: GIS 120 or GIS 220)*

This course will introduce fundamental concepts of geographic information and spatial analysis, using industry standard geospatial application tools including geographic information systems (GIS), global positioning systems (GPS), cartography, remote sensing. Students will learn how to use geospatial technologies to perform spatial analysis in various disciplines including but not limited to business, public safety, health, politics, engineering, environmental, and social, biological and geological sciences. Students should have a working knowledge of Windows to be successful in this course.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

### GIS 130

#### Applied Geographic Information Systems

*Prerequisite: GIS 120 or introductory level experience in GIS and use of e-mail and Internet*

*Transfers to: CSU*

This course provides students an expanded hands-on study in GIS using ArcView and practical learning in the field to enhance GIS entry-level employment skills. Working in the field with professionals from GIS and other disciplines, students will collect real data and information using Global Positioning Systems GPS, develop GIS data, explore solutions to real problems and produce supportive documentation in a variety of formats including constructing web pages and plotting maps.

**3 Units**

**36 Lecture hours**

**54 Lab hours**

### GIS 220

#### GIS Applications

*Prerequisite: GIS 120*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; CIT 101*

*Transfers to: UC (credit limit\*), CSU*

*(\*Students will receive credit from UC for only one of the following courses: GIS 120 or GIS 220)*

GIS 220 is designed for students to apply tools learned in GIS120 and introduces geoprocessing methods and new data sets to perform suitability models such as where to locate a new school, or how to determine concentrations of sales, pollutants or crimes within a community. In addition, field work is performed using Global Positioning System (GPS) including development of data dictionary, collection and processing and import into GIS. Additional data import includes CAD and tables. Students are introduced to data delivery including layer and map packages and web mapping. Course may include field trips for student to visit industry meetings and attend off campus GPS exercise.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

### GIS 221

#### Cartography Design and Geographic Information Systems

*Prerequisite: GIS 120*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

GIS plays an important role in almost any discipline and improves understanding of information through visual interpretation.

This course is designed for students who want a better understanding and methods to effectively portray information spatially using conventions of patterns, colors and symbology. Students are introduced to the history of map interpretation, map projections, scales, map accuracy and layout conventions for publication in reports or large formats at emergency operations center. Course may include field trips for student to visit industry meetings and attend off campus GPS exercise.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

### GIS 222

#### Planning and Facilities Management Using GIS

*Prerequisite: GIS 120*

*Corequisite: ENGT 150*

*Transfers to: CSU*

This course uses ArcView GIS as an analytical and information tool for engineers, planners and facility managers to aid in the planning process, facilities management, systems evaluation, maintenance and asset management of large-scale facilities and infrastruc-

ture. Included is site management of facilities, city and regional planning, infrastructure based on topological features, evaluation based on growth indicators, population and economic projections, and use of GIS to support contemporary environmental rules and regulations. The course will include production of professional quality maps using ArcView as well as utilizing customized software.

**3 Units**

**54 Lecture hours**

**36 Lab hours**

### GIS 230

#### Geographic Information Systems (GIS) in Environmental Technology

*Prerequisite: GIS 120*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

In the environmental field today there are few jobs that do not require a background in Geographical Information Systems (GIS) and Global Positioning Systems (GPS). GIS is today widely applied in planning used for land use and growth management, environmental assessment to disaster response. This course integrates training in GIS with field data collection methods using GPS & Remote Sensing to collect environmental data used interpretively by GIS. Students should have a working knowledge of Windows to be successful in this course. This course may be taken once for credit towards the certificate and repeated once for credit to enhance student skills and proficiency level. Possible day field trips are scheduled to visit local industries and for GPS field work.

**3 Units**

**36 Lecture hours**

**54 Lab hours**

### GIS 280

#### Visual Basic and Database Management for GIS

*Prerequisite: GIS 120*

*Corequisite: GIS 220*

*Transfers to: CSU*

This course presents the fundamentals of computer programming and database management systems (DBMS) techniques as utilized in Visual Basic and Access for various GIS (Geographic Information Systems) environments. Advanced GIS programming and database management methodologies for spatial data analysis and development of GIS applications will also be covered. This course is designed for students in the GIS program and others who wish to upgrade their skills to build a solid understanding of Visual Basic and data management systems for GIS customization and application development.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

### GIS 281

#### Crime Mapping and Analysis

Rio Hondo College / 239

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; CIT 101*

*Transfers to: CSU*

Crime mapping plays an important role in almost any form of crime analysis and can improve our understanding of the important relationships between people, location, time, and crime. As a result, Geographic information systems (GIS) has become an essential tool used by crime analysts to discover crime patterns, implement corrective strategies, optimize resource allocation and to develop crime prevention measures. Students will use ArcGIS to analyze crime series, conduct problem analysis, study crime trends, and address deployment issues as they relate to decision making in law enforcement. Students should have a working knowledge of Windows to be successful in this course.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

#### **GIS 290**

#### **Cooperative Work Experience/Internship for Geographic Information Systems**

#### **Related Fields**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course supports and reinforces on-the-job training in business and industrial establishments under supervision of a college instructor and is facilitated by the use of learning objectives. The student will be working in a skilled or professional level assignment in their area of vocational interest and will meet performance objectives related to instruction that are above and beyond the conditions of regular employment. This course is intended for students whose job is related to the field of GIS and have completed or enrolled in the appropriate coursework. "Contact the CWE office regarding re-enrollment procedures".

#### **Student Unpaid Internship:**

*1 Unit/60 hours; 2 Units/120 hours;  
3 Units/180 hours; 4 Units/240 hours*

#### **Student Paid Internship:**

*1 Unit/75 hours; 2 Units/150 hours;  
3 Units/225 hours; 4 Units/300 hours.*

**1 to 4 Units**

**3 Lecture hours**

**60 to 300 hours**

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# **GEOGRAPHY**

## **Division of Mathematics & Sciences**

### **GEOG 101**

#### **Introduction to Physical Geography**

#### **(Formerly GEOG 001)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 050 or appropriate assessment*

*Transfers to: UC, CSU*

Introduction to Physical Geography is a general education course that introduces students to the natural processes that shape the earth. Weather and climate, landforms and volcanoes, glaciers, rivers and coastal phenomena are among the topics explored. This course is for any student interested in the physical processes that shape land masses.

**3 Units**

**54 Lecture hours**

### **GEOG 101L**

#### **Introduction to Physical Geography Laboratory**

#### **(Formerly GEOG 001L)**

*Prerequisite/Corequisite: GEOG 101*

*Transfers to: UC, CSU*

The physical geography laboratory is designed to acquaint students with the methods, techniques and procedures used by geographers in the study and analysis of the physical environment. Students will use maps, the internet and other tools to work with real-world geographic data. This course fulfills the general education lab requirement in physical sciences when taken with or after GEOG 101.

**1 Unit**

**54 Lab hours**

### **GEOG 102**

#### **Introduction to Cultural Geography**

#### **(Formerly GEOG 002)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

Introduction to Cultural Geography is a general education course that introduces students to the basic elements of culture. Population growth, migration, ethnicity, language, religion, folk and popular culture, and settlement forms are among the topics presented. This course may be of interest to students considering the field of elementary teaching, ecology, social science, or travel related vocations.

**3 Units**

**54 Lecture hours**

### **GEOG 103**

#### **World Regional Geography**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

World Regional Geography explores the world's geographic regions, including Subsaharan Africa, North Africa, Southwest Asia, China, Southeast Asia, Middle America, South America, Japan, Europe, and Russia. This course describes the cultural, economic and environmental aspects of each of these geographic realms. It provides a geographic perspective that will enhance global awareness and geographic literacy.

**3 Units**

**54 Lecture hours**

### **GEOG 299**

#### **Directed Study: Geography**

*Transfers to: UC, CSU*

Independent Study/Directed Study is intended for students who have the ability to assume responsibility for independent work and to prepare written or oral reports and/or appropriate projects. To enroll in an independent study/directed study course, students must possess a 2.5 overall grade point average, a 3.1 grade point average in the discipline of study being requested, or receive an exception from the instructor. Independent Studies/Directed Studies may be developed from any topic arising from or related to a course of study that will result in developing depth and breadth in that subject area. Students will be expected to meet on a regular basis with their faculty sponsor and submit a final report or project, and student progress shall be evaluated at regular intervals.

Academic standards for Independent Studies/Directed Studies shall be the same as those for other courses. Units are awarded in accordance to Title V regulations with one unit of credit awarded for 54 hours of Directed Studies, six (6) hours of which must be with an instructor. The instructor is responsible for monitoring student progress through the semester.

Students may take directed study courses for a maximum of four (4) units within a discipline, and may not accumulate more than a total of twelve (12) units college wide.

**1 to 4 units**

**54 to 216 Lab hours**

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# GEOLOGY

Division of Mathematics & Sciences

## GEOL 150

Physical Geology  
(Formerly GEOL 001)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or MATH 030D or MATH 033 or appropriate assessment*

*Transfers to: UC, CSU*

Physical Geology, which fulfills the physical science general education requirement, is the study of the materials that our beautiful Earth is made out of, as well as the processes and systems operating within the planet and on its surface. Earthquakes, volcanoes, oil, beaches, tsunamis, rocks, rivers, glaciers, plate tectonics, minerals, continent and mountain building are among the many diverse topics that will be explored. The direct effect of geology on society and our history, as well as the impact humans are having on our earth system will also be examined.

**3 Units**

**54 Lecture hours**

## GEOl 151

Physical Geology Laboratory  
(Formerly GEOL 001L)

*Prerequisite/Corequisite: GEOL 150*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or MATH 030D or MATH 033 or appropriate assessment*

*Transfers to: UC, CSU*

Physical Geology Laboratory engages students with a "hands-on" review of the topics presented in Geology 150 and an examination of their relevance to everyday life. Laboratory exercises will include (but are not limited to) earthquake hazards, earthquake risk and analysis, the physical properties and identification of minerals, igneous, metamorphic and sedimentary rocks, as well as topographic and geologic map reading. Glacial, coastal, dry land, groundwater, and fluvial, processes and landforms are scrutinized. Several geologic investigations of the hills and the river plain surrounding the campus will also be completed.

**1 Unit**

**54 Lab hours**

## GEOl 153

Earthquakes

## (Formerly GEOL 004)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment*

*Transfers to: UC, CSU*

"Earthquakes" examines the origin, mechanics, distribution, and effects of tremors. Spectacular examples of historical earthquakes are reviewed, as are such topics as plate tectonics, earthquake prediction, structural risk, fault anatomy, paleoseismology, tsunamis, magnitude scales, earthquake location, and safety - as well as a survey of southern California's major fault systems and damaging historical quakes. This course is designed as an elective credit for geology majors and interested students.

**3 Units**

**54 Lecture hours**

## GEOl 257

Geology of California  
(Formerly GEOL 012)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment*

*Transfers to: UC, CSU*

Geology of California looks at how our state was assembled, as well as its beautiful mountains, deserts, volcanoes, rivers, and other landforms. It examines the dynamic micro and mega processes that created these features as well as the varied rocks, minerals, structure and stratigraphy that underlie them. This course is designed as an elective credit for Geology majors and interested students.

**3 Units**

**54 Lecture hours**

## GEOl 299

Directed Study: Geology  
(Formerly GEOL 100)

*Transfers to: UC, CSU*

Independent Study/Directed Study is intended for students who have the ability to assume responsibility for independent work and to prepare written or oral reports and/or appropriate projects. To enroll in an independent study/directed study course, students must possess a 2.5 overall grade point average, a 3.0 grade point average in the discipline of study being requested, or receive an exception from the instructor. Independent Studies/Directed Studies may be developed from any topic arising from or related to a course of study that will result in developing depth and breadth in that subject area. Students will be expected to meet on a regular basis with their faculty sponsor and submit a final report or project, and student progress shall be evaluated at regular intervals. Academic standards for Independent

Studies/Directed Studies shall be the same as those for other courses. Units are awarded in accordance to Title V regulations with one unit of credit awarded for 54 hours of Directed Studies, six (6) hours of which must be with an instructor. The instructor is responsible for monitoring student progress through the semester.

Students may take directed study courses for a maximum of four (4) units within a discipline, and may not accumulate more than a total of twelve (12) units college wide.

**1 to 4 units**

**54 to 216 Lab hours**

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# HEALTH SCIENCE

Division of Health Sciences  
& Nursing

## HS 045

Math for the Health Care Professional

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or MATH 030D or MATH 033 or appropriate assessment*

This is a basic course that focuses on mathematical computation and application within the health care setting. Topics covered within this course include drug dosages, calculation of intake and output, weights and measures, temperatures, intravenous infusion rates and conversions necessary for safe employment in the healthcare setting. This course is an elective course for students wanting to pursue a career in the healthcare industry.

**1 Unit**

**18 Lecture hours**

## HS 050

Nurse Assistant Pre-Certification Training Course

(Formerly HS 035)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or MATH 020C or appropriate assessment*

This course is designed for students who have expressed an interest in an entry level nursing course. This course meets Title 22 regulations for taking care of the geriatric population in a long term care setting, utilizing skills in basic care, emergency care and communication. The Nurse Assistant Pre-Certification training course consists of a combination of 64 hours of classroom instruction and 120 hours of supervised clinical practice in long term facilities. This course prepares the student to take the California state certification exam to become a Certified Nurse Assistant (CNA). After obtaining the state

certification, the student may find employment in the acute care, long term care or assisted living settings. According to Title 22 regulations, the student who has completed the training program (HS 050) may take the competency state exam. If the student fails the state exam, they may repeat the exam two times before they must take this entire training program (HS 050) again.

**5.5 Units**

**64 Lecture hours**  
**120 Lab hours**

**HS 051  
Certified Nurse Assistant Acute Care Training Course**

*Prerequisite: Nurse Assistant Pre-Certification Training Course/State Certification*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or MATH 020C or appropriate assessment*

This course is designed for students who are Certified Nurse Assistants that wish to learn the basic nursing skills and duties in the acute care setting with additional emphasis on the specialized acute care areas such as medical/surgical, orthopedics, pediatrics and obstetrics. The Certified Nurse Assistant Acute Care course consists of a combination of 24 hours classroom instruction and 48 hours supervised clinical practice in the acute care hospital. This course includes communication, patient assessment, observation and reporting training as well as reinforcement of Certified Nurse Assistant basic-care procedures.

**2 Units**  
**24 Lecture hours**  
**48 Lab hours**

**HS 052  
Home Health Aide Training Course**

*Prerequisite: Nurse Assistant Pre-Certification Training Course/State Certification*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or MATH 020C or appropriate assessment*

This course is designed for students who are Certified Nurse Assistants that wish to learn how to provide personal care in the home care setting for those who are unable to do it for themselves and / or promote the recovery, safety and comfort of the patient. Additional emphasis on rehabilitative nursing care, family relationships and the impact of long-term illness on the family as well as the client will be included. The Home Health Aide training course consists of a combination of 24 hours classroom instruction and 48 hours supervised clinical practice in either

the Acute Care or Skilled Nursing Facility. This course meets title 22 Regulations for Home Health Aides training programs.

**2 Units**

**24 Lecture hours**  
**48 Lab hours**

**HS 054  
Beginning Terminology for Healthcare Workers**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

This course covers the basic knowledge and understanding of medical language, terminology, and basic human anatomy. The student will learn word parts, prefixes, suffixes, word roots and will review the body systems. Anatomical, physiological and pathophysiological terms will also be defined. This is an entry level course for students interested in the health care field and is highly recommended prior to enrolling in any health related course.

**3 Units**

**54 Lecture hours**

**HS 060  
Health Science Core**  
**(Formerly HS 020)**

*Prerequisite: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or MATH 020C or appropriate assessment*

This is a basic course which focuses on medical terminology, normal body structures and functions, the principles of nutrition, and the relationship of nutrition to health. It provides a strong foundation for all students entering the health care field. This course is a prerequisite for the Vocational Nursing Program.

**5 Units**

**90 Lecture hours**

**HS 070  
Introduction to Ambulatory Care Nursing**

*Prerequisite: Possess an unrestricted California RN license*

This is an introductory level course to prepare the licensed RN to work in the ambulatory care nursing setting. This course includes classroom lecture and learning activities that provides the type of skills and competencies needed for the RN to work in outpatient care settings, such as clinics.

**4.5 Units**

**81 Lecture hours**

**HEAT & FROST**

**Division of Career & Technical Education**

**HEFR 001**

**Industry and Safety Orientation**

**(Formerly HE&FR 001)**

*Prerequisite: Indentured Apprentice with the State of California*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment*

This course is designed to meet the needs of State Indentured Apprentices with the state of California who are interested in the heat and frost insulators industry. Topics include orientation to the trade, industry safety, job-site safety, insulation, pipe systems, OSHA, refinery safety, boom and scissor lift safety, and duct systems.

**6 Units**

**90 Lecture hours**

**72 Lab hours**

**HEFR 002**

**Piping Systems**

**(Formerly HE&FR 002)**

*Prerequisite: HEFR 001; Indentured Apprentice with the State of California*

This course is designed to meet the needs of State Indentured Apprentices with the State of California who are interested in the heat and frost insulators industry. Topics include insulation materials, techniques, finishes, piping systems, fireproofing, hand tools, fall protection, and equipment used in the field.

**6 Units**

**90 Lecture hours**

**72 Lab hours**

**HEFR 003**

**Boiler Insulation**

**(Formerly HE&FR 003)**

*Prerequisite: HEFR 001; Indentured Apprentice with the State of California*

This course is designed to meet the needs of State Indentured Apprentices with the State of California who are interested in the field of heat and frost insulators industry. Topics include boilers, insulating techniques, stacks, breechings, hi-rib lath insulation, finishing, ship-yard orientation, pen welding, safety, first-aid, confined space, and fittings.

**6 Units**

**90 Lecture hours**

**72 Lab hours**

**HEFR 004**

**Mathematics**

**(Formerly HE&FR 004)**

*Prerequisite: HEFR 001; Indentured Apprentice with the State of California*  
This course is designed to meet the needs of State Indentured Apprentices with the State of California who are interested in the heat and frost insulators industry. Topics include whole numbers, fractions, decimals, basic math functions, curves and angles, drawings, estimating, energy appraising, insulation certifications, and measurements.

**6 Units**

**90 Lecture hours**

**72 Lab hours**

**HEFR 005****Mechanical Piping Insulation****(Formerly HE&FR 005)**

*Prerequisite: HEFR 001; Indentured Apprentice with the State of California*  
This course is designed to meet the needs of State Indentured Apprentices with the State of California who are interested in the heat and frost insulators industry. Topics include heat transfer, general insulating methods, materials, application of insulation materials, coatings, coverings for pipes and fittings, attachment methods, mold recognition and abatement, and finishing for pipes in various thermal ranges.

**6 Units**

**90 Lecture hours**

**72 Lab hours**

**HEFR 006****Foam and Firestopping Insulation****(Formerly HE&FR 006)**

*Prerequisite: HEFR 001; Indentured Apprentice with the State of California*  
This course is designed to meet the needs of State Indentured Apprentices with the State of California who are interested in the heat and frost insulators industry. Topics include metal cutting, fittings, band saws, foam materials, spray equipment operations, firestopping insulation, and maintenance and repair of foam application equipment.

**6 Units**

**90 Lecture hours**

**72 Lab hours**

**HEFR 007****Blueprint Reading****(Formerly HE&FR 007)**

*Prerequisite: HEFR 001; Indentured Apprentice with the State of California*  
This course is designed to meet the needs of State Indentured Apprentices with the State of California who are interested in the heat and frost insulators industry. Topics include introduction to blueprint reading, general arrangements, symbols, industry standards, insulation drawings, isometric, industry certifications, and shop drawings.

**6 Units**

**90 Lecture hours**

**72 Lab hours**

**HEFR 008****Prefabricated Buildings****(Formerly HE&FR 008)**

*Prerequisite: HEFR 001; Indentured Apprentice with the State of California*  
This course is designed to meet the needs of State Indentured Apprentices with the State of California who are interested in the heat and frost insulators industry. Topics include insulation, design of walls, prefabricated industry panels, prefabricated metal buildings, hazardous materials, and storage tank insulation.

**6 Units**

**90 Lecture hours**

**72 Lab hours**

onstrations using the A-Tech circuit boards will be used to illustrate electrical principles, including strategy-based diagnostics.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

**HET 042****Heavy Equipment Heating, Ventilation****and Air-Conditioning****(Formerly HEM 042)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course is designed to familiarize the students with the heavy equipment's heating, ventilation, and air-conditioning systems, and prepare them for an entry level technician in this field. Topics covered include environmental and safety practices, thermodynamic principles, refrigeration systems, engine cooling and heat sources, service and troubleshooting procedures. During the course, students will be given the opportunity to earn their certification license (EPA Rule 1411).

**2 Units**

**27 Lecture hours**

**27 Lab hours**

**HET 043****Heavy Equipment Hydraulic Fundamentals****(Formerly HEM 043)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; HET 040*

This introductory course is designed to familiarize the students with a variety of heavy equipment hydraulic systems and their operational characteristics. Topics covered include hydraulics safety, hydraulic power principles, typical components, oil contamination and filtration, circuits, symbols, schematics, diagrams, and testing instruments. In addition, an overview of electro-hydraulic systems including electric and electronic components, controllers, controller programming, and data communication, will also be covered.

Demonstrations using hydraulic trainer simulators will be used to illustrate hydraulic power principles and operation, including strategy-based diagnosis.

**2 Units**

**27 Lecture hours**

**27 Lab hours**

**HET 044****Heavy Equipment Diesel Engines****(Formerly HEM 044)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; HET 040*

This course is designed to familiarize the students with the mechanical aspects of the Heavy Equipment diesel engines. Topics covered include engine terminology, designs, theory of operation, construction,

disassembly, cleaning, components inspection, failure analysis, and reassembly. In addition, proper shop and personal safety, correct usage of shop and hand tools, precision measuring instruments, critical fasteners, and how to use manufacturer's service specifications information will also be covered.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

#### **HET 045**

#### **Heavy Equipment Powertrains I**

**(Formerly HEM 045)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; HET 040; HET 043*

This course is designed to familiarize the students with conventional Heavy Equipment powertrain systems and components. Topics covered include fundamentals of gears, friction and anti-friction bearings, mechanical clutches, manual transmissions, driveline systems, drive axles, final drives, hydraulic and air brakes, and undercarriage systems. Component failure analysis will be discussed as part of disassembly, inspection, and reassembly of various transmissions, drive axles, and final drives. In addition, proper shop and personal safety, and how to use manufacturer's service specifications information will also be covered.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

#### **HET 046**

#### **Heavy Equipment Fuel Systems and Emissions**

**(Formerly HEM 046)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; HET 041; HET 043; HET 044*

This course is intended to familiarize the students with a wide variety of heavy equipment diesel engine fuel systems and operation. Topics covered include hydromechanical systems such as port-helix, inlet-metering, sleeve-metering and mechanical unit injectors as well as computerized management systems including common rail and amplified common rail. Additional topics regarding diesel engine emission control strategies and devices such as diesel oxidation catalyst, diesel particulate filter and selective catalytic reduction will also be covered. Component failure analysis will be discussed as part of testing and adjusting of various fuel systems. In addition, proper shop and personal safety, and how to use manufacturer's service specifications information will also be covered.

er's service specifications information will also be covered.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

#### **HET 047**

#### **Heavy Equipment Machine Specific Instruction**

**(Formerly HEM 047)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; HET 045*

This course is designed to familiarize the students with a variety of material handling and construction equipment including forklifts, skid steer loaders, and front end loaders/back-hoes. Topics covered include machine specific terminology, pre-operational and operational inspections, principles of balance and stability, capacity and load handling, refueling, hydraulic power, job site and pedestrian safety. Upon successful completion of this course and forklift performance testing, the student will receive a Certificate of Completion and wallet card for Forklift Operator Safety Training as required by OSHA 1910.178(l) and CAL/OSHA Title 8 (Section 3669).

**2 Units**

**27 Lecture hours**

**27 Lab hours**

#### **HET 048**

#### **Heavy Equipment Powertrains II**

**(Formerly HEM 048)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; HET 040; HET 041; HET 043*

This course is intended to familiarize the students with a wide variety of modern heavy equipment powertrains systems and components. Topics covered include powershift transmissions, torque converters, hydrostatic drive systems, AC electric drive systems, spring-applied hydraulically released brakes, steering, and suspension systems. Component failure analysis will be discussed as part of disassembly, inspection, and reassembly of various transmissions, drives, brakes and steering systems. In addition, proper shop and personal safety, and how to use manufacturer's service specifications information will also be covered.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

#### **HET 049**

#### **Heavy Equipment Hydraulic Diagnostics**

#### **(Formerly HEM 049)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; HET 040; HET 041; HET 043*

This course is intended to familiarize the students with the heavy equipment's hydraulic and electro-hydraulic systems. Topics include review of hydraulic theory and basic hydraulic system designs and components, hydraulic and electronic components used in electro-hydraulic systems, hydraulic controllers, sensors, actuators, and data communications. In addition, the students will be introduced to the strategy-based diagnostics, with an emphasis on electro-hydraulic controls failures, using hydraulic trainer simulators and live equipment.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

#### **HET 050**

#### **Heavy Equipment Electrical Diagnosis**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; HET 041*

This course is designed to familiarize the student with the heavy equipment's electrical and electronic systems. Topics include review of electrical theory, circuit faults, electrical and electronic components usage and diagnostics, computers, sensors, actuators, and data communications. A-Tech simulator boards will be used to illustrate different component functions. In addition, the students will be introduced to the strategy based diagnostics, including troubleshooting electrical problems using live equipment.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

#### **HET 290**

#### **Cooperative Work Experience/Internship for Heavy Equipment Technology Related Fields**

**(Formerly HEM 290)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course supports and reinforces on-the-job training in business and industrial establishments under the supervision of a college instructor and is facilitated by the use of learning objectives. The student will be working in a skilled or professional level assignment in their area of vocational interest and will meet performance objectives related to instruction that are above and beyond the conditions of regular employment. This course is intended for students whose job is related to the heavy equipment maintenance field

and have completed or enrolled in the appropriate coursework. "Contact the CWE office regarding re-enrollment procedures".

**Student Unpaid Internship:**

1 Unit/60 hours; 2 Units/120 hours;  
3 Units/180 hours; 4 Units/240 hours

**Student Paid Internship:**

1 Unit/75 hours; 2 Units/150 hours;  
3 Units/225 hours; 4 Units/300 hours.

**1 to 4 units**

**3 Lecture hours**

**60 to 300 hours**

## HISTORY

Division of Behavioral & Social Sciences

### HIST 101

#### History of World Civilization to the 17th Century

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is a survey of the political, economic and social development of world civilization up to the 17th century. Special emphasis is placed on the origins of the earth's principal centers of civilization, their subsequent interaction, and the emergence of a world economic, political, and intellectual order. This course is designed for the student who wishes to increase their understanding and appreciation of cultural, political, and intellectual diversity, as well as the process of intercultural interaction.

**3 Units**

**54 Lecture hours**

### HIST 102

#### History of World Civilization, 1500 to the Present

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is a survey of the political, economic, and social development of world civilization from 1500 to modern times. Special emphasis is placed on the origins and development of the world economic system and the corresponding cultural, intellectual, and social currents that have characterized most of the world's leading societies since 1500. This course is intended for the student who wants to increase their understanding of and appreciation of both the diversity and the unity of the modern world.

**3 Units**

**54 Lecture hours**

### HIST 122

#### History of Mexico (Formerly HIST 011)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course examines the cultural, social, and political history of Mexico from pre-Columbian to modern times. The course will cover pre-Columbian Mesoamerica, the Spanish conquest and the colonial period, and the national period, with special emphasis given to Mexico's relations with the United States and its place and role in the world community.

This course is designed for students interested in understanding Mexico as a nation and is also recommended for all history and most social science majors.

**3 Units**

**54 Lecture hours**

### HIST 131

#### History of the North American Indian (Formerly HIST 016)

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course surveys the struggle of Native Americans to maintain their culture in the face of invasion and changing technology. It explores government Indian policies of removal, pacification, annihilation and assimilation, and considers present issues facing Native Americans today. This course is intended for students who wish to understand the role of Native Americans in the historical development of North America.

**3 Units**

**54 Lecture hours**

### HIST 143

#### History of the United States to 1877 (Formerly HIST 017)

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is a survey of United States history from Native American origins to post Civil War Reconstruction. Social, economic, political and cultural developments are explored with an emphasis on the independence movement, Revolutionary War, the new Republic, westward expansion and the Civil War. This course is designed for students interested in the foundational history of the United States. It is recommended for all history majors and fulfills the CSU/UC American Institutions requirement and the American Institutions requirement for the Associate degree.

**3 Units**

**54 Lecture hours**

### HIST 143H

#### History of the United States to 1877 Honors

*Prerequisite: ENGL 101 with a grade of "C" or better*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is a survey of United States history from Native American origins to post Civil War Reconstruction. Social, economic, political and cultural developments are explored with an emphasis on the independence movement, Revolutionary War, the new Republic, westward expansion and the Civil War. This course is designed for students interested in the foundational history of the United States. It is recommended for all history majors and fulfills the CSU/UC American Institutions requirement and the American Institutions requirement for the Associate degree. This course is intended for those who meet Honors Program requirements.

**3 Units**

**54 Lecture hours**

### HIST 144

#### History of the United States Since 1865 (Formerly HIST 018)

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit: \*), CSU (\*Students will receive credit from UC for only one of the following courses: HIST 144 or HIST 144H)*

This course provides a survey of the political, social, economic, and cultural development of the United States from Reconstruction (1865) to the present. Some topics addressed are the socio-political and economic impact of Reconstruction, the American West, capital and labor in the age of enterprise, America as an emerging world power, World War I, World War II, the Vietnam Era, the Cold War, the new world order, Clinton, and the Bush Administration to the present. This course fulfills the American Institutions requirement for the Associate Degree. It is also recommended for all History majors.

**3 Units**

**54 Lecture hours**

### HIST 144H

#### History of the United States Since 1865 Honors

*Prerequisite: ENGL 101 with a grade of "C" or better*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC (credit limit: \*), CSU (\*Students will receive credit from UC for only one of the following courses: HIST 144 or HIST 144H)*

This course provides a survey of the political, social, economic, and cultural development of the United States from Reconstruction (1865) to the present. Some topics addressed

are the socio-political and economic impact of Reconstruction on modern American society, the American West, capital and labor in the age of enterprise, America as an emerging world power, World War I, World War II, the Vietnam Era, the Cold War, the new world order, Clinton, and the Bush Administration to the present. This course fulfills the American Institutions requirement for the CSU and Associate Degree. It is also recommended for all History majors. This course is intended for those who meet Honors Program requirements.

**3 Units**

**54 Lecture hours**

#### **HIST 158**

#### **History of Minorities: African Americans and American Indians**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is a survey of the role minorities have played in the historical development of the United States from the earliest times to the present, with an emphasis on the twentieth century. The course begins with a study of racism, followed by the history and cultural contributions of the American Indian and the African American. This course fulfills the American Institutions requirement for the Associate Degree. This course is intended for those who desire a better understanding of the history of minorities in the United States.

**3 Units**

**54 Lecture hours**

#### **HIST 159**

#### **History of Minorities: Mexican Americans, Asian Americans and American Women**

**(Formerly HIST 020B)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU*

*(\*Students will receive credit from UC for only one of the following courses: HIST 159 or HIST 159H)*

This course surveys the roles selected minorities have played in the historical development of the United States from the earliest times to the present. Emphasis is placed on the history and cultural contributions of Mexican Americans, Asian Americans, and American women. This course is intended for those wishing to fulfill the American Institutions requirement for the Associate degree and CSU and those who desire a better understanding of the history of minorities in the United States.

**3 Units**

**54 Lecture hours**

#### **HIST 159H**

#### **History of Minorities: Mexican Americans, Asian Americans and 246 / Rio Hondo College**

#### **American Women Honors**

*Prerequisite: ENGL 101 with a grade of "C" or better*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*Students will receive credit from UC for only one of the following courses: HIST 159 or HIST 159H)*

This course surveys the roles selected minorities have played in the historical development of the United States from the earliest times to the present. Emphasis is placed on the history and cultural contributions of Mexican Americans, Asian Americans, and American women. This course is intended for those wishing to fulfill the American Institutions requirement at Rio Hondo and those who desire a better understanding of the history of minorities in the United States. This course is intended for students eligible for the Honors Program.

**3 Units**

**54 Lecture hours**

#### **HIST 167**

#### **History of California**

**(Formerly HIST 039)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course provides an overview of California history from the first aboriginal inhabitants to modern times. Cultural, political, social and economic development will be addressed in the context of history. The development of contemporary institutions and the historical context of current issues will be addressed. This course is suitable for students seeking further understanding of California's past and present, and those preparing for a career in teaching at the elementary level.

**3 Units**

**54 Lecture hours**

#### **HIST 170**

#### **Women in American History**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is a survey of the role, status, and contributions of women of different ethnic groups and social classes in American society from earliest times to the present, with an emphasis on the twentieth century. Special attention will be given to an understanding of how gender has shaped women's options and expectations within the private and public spheres of society. This course is designed for the student who wants to learn more about women's history in

America and is recommended for all history majors.

**3 Units**

**54 Lecture hours**

#### **HIST 299**

#### **Directed Study: History**

**(Formerly HIST 100)**

*Transfers to: UC, CSU*

Independent Study/Directed Study is intended for students who have the ability to assume responsibility for independent work and to prepare written or oral reports and/or appropriate projects. To enroll in an independent study/directed study course, students must possess a 2.5 overall grade point average, a 3.0 grade point average in the discipline of study being requested, or receive an exception from the instructor. Independent Studies/Directed Studies may be developed from any topic arising from or related to a course of study that will result in developing depth and breadth in that subject area. Students will be expected to meet on a regular basis with their faculty sponsor and submit a final report or project, and student progress shall be evaluated at regular intervals.

Academic standards for Independent Studies/Directed Studies shall be the same as those for other courses. Units are awarded in accordance to Title V regulations with one unit of credit awarded for 54 hours of Directed Studies, six (6) hours of which must be with an instructor. The instructor is responsible for monitoring student progress through the semester.

Students may take directed study courses for a maximum of four (4) units within a discipline, and may not accumulate more than a total of twelve (12) units college wide.

**1 to 4 Units**

**54 to 216 Lab hours**

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## **HUMAN SERVICES**

### **Division of Behavioral & Social Sciences**

#### **HUSR 111**

#### **Human Services in Contemporary Society**

**(Formerly HUSER 111, PSY 111)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is an introduction to the history and philosophy of human services in contemporary society. The function and objectives of human service organizations as well as the qualifications of the professional will be emphasized. A survey of the populations served in the field will focus on cultural, social, economic and histori-

cal trends. The course is designed for students pursuing careers in social work, counseling or community organizing.

**3 Units**

**54 Lecture hours**

#### **HUSR 118**

#### **Chemical Dependency: Intervention, Treatment, and Recovery**

**(Formerly HUSER 118, PSY 118)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course provides an introduction to current perspectives with respect to the management of chemical dependency. Through an examination of alcoholism as a model of drug dependence, the treatment of and recovery from such disorders will be explored from two divergent perspectives: the reformative and the transformative. Current treatment modalities will be compared and contrasted in terms of their view of the individual in both the social and clinical context. The class experience itself will serve as an intervention by challenging students to examine their existing ideas about treatment and recovery from substance use disorders. Suitable for students interested in furthering their understanding of substance dependence and those interested in working with populations recovering from or at risk for such problems.

**3 Units**

**54 Lecture hours**

#### **HUSR 122**

#### **Introduction to Group Leadership and Process**

**(Formerly HUSER 122, PSY 122)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course provides an introduction to the dynamics of group interaction. The individual's firsthand experience is emphasized as the group studies itself under supervision. The factors involved in problems of communication, effective emotional responses, and personal growth will be highlighted. Group process will be examined as a means of changing behavior. Suitable for students interested in furthering their understanding of group dynamics and those interested in supervising groups dedicated to achieving behavioral change.

**3 Units**

**54 Lecture hours**

#### **HUSR 124**

#### **Introduction to Case Management and Documentation**

**(Formerly HUSER 124, PSY 124)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course introduces students to case management and documentation in a variety of settings. Students will study the purpose, function, and rationale for case management. In addition, the documentation of client clinical records will be covered, emphasizing the taking of social histories and the writing of treatment plans. The professional guidelines necessary for working with clients in a social services setting will also be covered, providing the student with an understanding of issues related to ethics, client rights, and confidentiality. This class is designed for students interested in working in a social services setting.

**3 Units**

**54 Lecture hours**

#### **HUSR 126**

#### **Counseling the Family of the Addicted Person**

**(Formerly HUSER 126, PSY 126)**

*Advisory: ENGL 035 OR ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course provides an overview of the systems approach to counseling the chemically dependent family. Alcoholism will be used as a model for developing counseling skills through the analysis and examination of the relationships that develop in the addicted family system. An experiential format will be employed as students participate in exercises that lead to the development of the necessary skills. This course is designed for those working with or preparing to work with the drug dependent and those around them.

**3 Units**

**54 Lecture hours**

#### **HUSR 128**

#### **Chemical Dependency and Co-Occurring Disorders**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed for students interested in furthering their understanding of the co-existence of substance abuse with other mental health disorders. The course will assist students to gain the needed knowledge and skills to interact with clients who have various mental health disorders that are complicated by co-occurring substance abuse problems. The course also covers the diagnostic, therapeutic, and recovery phases that will assist students' seeking a Drug Studies Certificate or Associate of Science degree in Drug Studies. Other students interested in psychology,

human services and the behavioral sciences will benefit greatly from the content of the course.

**3 Units**

**54 Lecture hours**

#### **HUSR 130**

#### **Essential Counseling Skills**

**(Formerly HUSER 130, PSY 130)**

*Advisory: ENGL 035 OR ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course focuses on critical counseling skills and strategies within a multicultural context. The course provides a vital orientation to the helping process and the counseling profession. Current issues within the counseling profession, such as diversity and multiculturalism, are discussed and integrated throughout the course. A unique focus is given to the student's growth and development as a counselor and how the student can best use supervision in this developmental process. This course would be of benefit to anyone working in a human service or social services setting.

**3 Units**

**54 Lecture hours**

#### **HUSR 199**

#### **Fieldwork in Human Services**

**(Formerly HUSER 199, PSY 199)**

*Prerequisite: PSY 101 or SOC 101 with a minimum grade of "C" or better, OR consent of instructor.*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course offers the student a supervised field experience in a community organization, agency, or institution, allowing the student to apply knowledge and learn new skills outside of the classroom environment. A weekly class meeting provides the academic element to this experiential course offering and reinforces the application of concepts gained in the prerequisite course or courses. This course is designed to provide the student with an opportunity to develop skills that would facilitate gaining employment in the human services field.

**3 to 4 Units**

**18 Lecture hours**

**120 to 225 Lab hours**

#### **HUSR 230**

#### **Drug Studies Seminar and Internship**

**(Formerly HUSER 230, PSY 230)**

*Prerequisite/Corequisite: HUSR 122, HUSR 124, HUSR 130*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

It is recommended that this course be taken in the final semester of the Drug Studies Program and provides

the student with work experience in a drug treatment facility. The student will apply the concepts and skills gained through their coursework as they serve as an intern in a setting where drug dependent individuals are served. The seminar will focus on ethics, the further development of counseling skills, and the use of community resources. Students must meet the requirements of the internship facility.

**Student Unpaid Internship:**

120 hours

**Student Paid Internship:**

150 hours

3 Units

16 Lecture hours

120 to 150 other hours

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## HUMANITIES

### Division of Behavioral & Social Sciences

#### HUM 110

##### Survey of Humanities

##### (Formerly HUMAN 110, 001A)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course provides an interdisciplinary presentation of cultural forces, providing the student with a comprehensive view of the most vital artistic, literary, philosophical, religious and architectural movements within the Western, Eastern and Meso-American traditions from the Egyptians to the 1500s. This course is intended for students who wish to further their understanding of the major cultural developments from around the world.

3 Units

54 Lecture hours

#### HUM 111

##### Survey of Humanities

##### (Formerly HUMAN 111, 001B)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course provides an interdisciplinary presentation of cultural forces, providing the student with a comprehensive view of the most vital artistic, literary, philosophical, religious, scientific and architectural movements within the Western, Eastern and Latin American traditions from the Renaissance to the 20th century. This course is intended for students who wish to further their understanding of major cultural developments around the world.

3 Units  
54 Lecture hours

#### HUM 125

##### Introduction to Mexican Culture (Formerly HUMAN 125, 002)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*Students will receive credit from UC for only one of the following courses: HUM 125 or HUM 125H)*

This course provides an interdisciplinary presentation of vital artistic, literary, architectural, musical, political, religious and historical movements within Mexico spanning from Pre-Cortesian to contemporary times. This course is designed for students who wish to further their understanding of major Mexican cultural and historical developments.

3 Units

54 Lecture hours

#### HUM 125H

##### Introduction to Mexican Culture

##### Honors

##### (Formerly HUMAN 125H)

*Prerequisite: ENGL 101 with a "C" or better*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*Students will receive credit from UC for only one of the following courses: HUM 125 or HUM 125H)*

This course provides an interdisciplinary presentation of vital artistic, literary, architectural, musical, political, religious and historical movements within Mexico spanning from pre-Cortesian to contemporary times. This course is designed for students who wish to further their understanding of **major** Mexican cultural and historical developments. This course is designed for students eligible for the Honors program.

3 Units

54 Lecture hours

#### HUM 130

##### Contemporary Mexican-American Culture

##### (Formerly HUMAN 130, SOCSCI 105)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course provides a contemporary interdisciplinary examination of the most vital Mexican-American literary, artistic, musical, theatrical, social, political and historical movements. This course is designed for students who wish to further their

understanding of major Mexican-American cultural contributions to contemporary society.

3 Units  
54 Lecture hours

#### HUM 140

##### Splendors of Asia

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed for students who wish to further their understanding of major Asian cultural contributions to classic and contemporary society. The student will be provided with an interdisciplinary examination of the most vital Asian literary, artistic, philosophical, architectural, religious, political and historical movements.

3 Units  
54 Lecture hours

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## ITALIAN

### Division of Communications & Languages

#### ITAL 101

##### Italian 101

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC, CSU*

This course is an introduction to the essentials of the Italian language. Conversational, reading, and writing skills will be stressed. In addition to classroom instruction, students receive intensive individualized oral-aural practice in the language laboratory utilizing audio cassettes and computer programs. Relevant aspects of the cultures and civilization of the Italian-speaking will be included in the course.

4 Units  
72 Lecture hours  
18 Lab hours

#### ITAL 102

##### Italian 102

*Prerequisite: ITAL 101*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC, CSU*

This course is a continuation of ITAL 101; in it the study of Italian grammar is completed. Conversational, reading, and writing skills will continue to be stressed. Student will receive intensive, individualized, oral-aural practice in the language laboratory using audio materials and computer programs. Additional aspects of the culture and civilization of the Italian-speaking population will be

presented.

**4 Units**

**72 Lecture hours**

**18 Lab hours**

## JAPANESE

Division of Communications  
& Languages

### JAPN 101

Japanese I

(Formerly JAPAN 101)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course provides the student with an introduction to the Japanese language and culture. The course stresses oral and written proficiency through fundamental use of the Japanese language as well as the Hiragana and Katakana script. Students will also receive an introduction to Kanji characters. In addition to classroom discussion, students receive intensive individualized oral-aural practice in the language laboratory via interactive websites, audio CDs, video programs, and CD ROMs. Various facets of Japanese history, culture, and civilization will also be analyzed via cross-cultural comparisons. This course is intended for those interested in learning to speak Japanese as well as for those seeking a degree in the Japanese language.

**4 Units**

**72 Lecture hours**

### JAPN 102

Japanese II

(Formerly JAPAN 102)

*Prerequisite: Completion of Japanese 101 with a "C" or better, or completion of 2 years high school Japanese with a "C" or better*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is a continuation of the essentials of the Japanese language. The course stresses oral and written proficiency through fundamental use of the Japanese language as well as the Hiragana and Katakana script. Students will further their knowledge of Kanji characters. In addition to classroom discussion, students receive intensive individualized oral-aural practice in the language laboratory via interactive websites, audio CDs, video programs, and CD ROMs. Various facets of Japanese history, culture, and civilization will also be analyzed via cross-cultural comparisons. This course is intended for those interested in learning to speak Japanese as well as for those seeking a degree in the Japanese language.

**4 Units**

**72 Lecture hours**

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## JOURNALISM

Division of Communications  
& Languages

### JOUR 110

Digital Photo Journalism

(Formerly JOUR 010)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course provides an introduction to students in the process of taking photographs using digital cameras, digital video cameras, and digital printing devices, as well as computer skills, photo-composition, printing and scanning techniques using Photoshop for the use of publication, and other computer skills related to contemporary photo journalism. Assignments may include work for college publications. Class is recommended for students majoring in journalism or photography.

**3 Units**

**36 Lecture hours**

**54 Lab hours**

### JOUR 120

Communications Reporting and

Writing

(Formerly JOUR 020A)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

The course is an introduction to the writing and editing techniques used in the newspaper industry, with an emphasis on gathering information and the principles of clarity and conciseness. Students will use computers during class and lab times. This course is intended for students who are pursuing the Associate of Science Degree/Certificate of Achievement in Mass Communications with either Mass Media or Print Media Specializations.

**3 Units**

**54 Lecture hours**

**18 Lab hours**

### JOUR 147

Broadcast News

(Formerly JOUR 047)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is for students interested in writing for radio and television and is an introduction to the principles and techniques of broadcast news with special reference to the gathering and writing of news for radio and television, script writing, interviewing, and the procedures and techniques of presenting the news for broad-

cast. Each student will be assigned to write, direct, edit, and oversee the production of a video broadcast for the college's digital newspaper during the semester.

**3 Units**

**36 Lecture hours**

**54 Lab hours**

### JOUR 220

Advanced Reporting and Writing

(Formerly JOUR 020B)

*Prerequisite: JOUR 120 with a grade of "C" or better*

*Transfers to: CSU*

This course is designed to meet lower division requirements for Journalism majors which are transferable to four-year institutions. JOUR 220 is a continuation of JOUR 120 with emphasis on improvement of basic skills. This course concentrates on writing and editing of more advanced news and feature stories and other factual forms for newspapers. Students will study methods of preparing material intended for publication.

**3 Units**

**54 Lecture hours**

**36 Lab hours**

### JOUR 230

Magazine Production

(Formerly JOUR 030)

*Prerequisite: ENGL 035 or ENLA 100 or appropriate assessment*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: CSU*

This course includes writing news, news features, profile features, commentary, and photography for publication in the college magazine, La Cima. Students will learn copy-editing, layout/computer design, Photoshop, digital photography, and advertising fundamentals through the process of writing, editing and laying out the college magazine. Students may take this course once and repeat it one more time for credit.

**3 Units**

**36 Lecture hours**

**54 Lab hours**

### JOUR 231

Digital Magazine Production

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is intended for students wanting to learn the production and management techniques of the college online magazine La Cima as an online publication. Students will be shown basic techniques for writing and producing a campus online magazine. Students will be shown through lecture and demonstration the proper techniques for gathering editorial, photo, layout, and video

contents for an online magazine and entering and placing the information on the pages of La Cima online.

**3 Units**

**36 Lecture hours**

**54 Lab hours**

#### **JOUR 241**

#### **Newspaper Production I**

**(Formerly JOUR 041)**

*Prerequisite: ENGL 035 or ENLA 100 or appropriate assessment*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is intended for students wanting to learn production and management techniques for a college newspaper. Students will be shown basic techniques for writing and producing the campus newspaper, El Paisano. Students will be shown through lecture and demonstration the proper techniques for gathering editorial, photo, and layout content for the newspaper, as well as copy editing and proofreading.

**4 Units**

**36 Lecture hours**

**108 Lab hours**

#### **JOUR 242**

#### **Digital Newspaper Production I**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is intended for students wanting to learn the production and management techniques of the college newspaper El Paisano as an online publication. Students will be shown basic techniques for writing and producing a campus online newspaper. Students will be shown through lecture and demonstration the proper techniques for gathering editorial, photo, layout, and video content for an online newspaper and entering and placing the information on the pages of El Paisano online.

**4 Units**

**36 Lecture hours**

**108 Lab hours**

#### **JOUR 243**

#### **Newspaper Production II**

*Prerequisite: JOUR 241*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is intended for students wanting to continue in an advanced degree the production and management techniques of the college newspaper. Students will continue writing and producing El Paisano, the campus newspaper, through continued lectures and advanced demonstrations and the proper techniques for writing, proofreading, layout by learning Quark Express and photo

enhancements through Photoshop. Students will be expected to serve in leadership roles and cover a major or public affairs beat.

**4 Units**

**36 Lecture hours**

**108 Lab hours**

#### **JOUR 244**

#### **Digital Newspaper Production II**

*Prerequisite: JOUR 242*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is intended for students wanting to continue in an advanced degree the production and management techniques of the college newspaper El Paisano as an online publication. Students will continue to work on writing for the online newspaper but will learn, by hands-on development, actual video broadcasts by using station video equipment that will encompass the entire Rio Hondo campus and areas of interest within the community. Students will also work on KRHC, the student radio station to develop audio news programs for the station. Those students wishing to may also develop photo slide presentations of action taken through student activities on campus for the online publication.

**4 Units**

**36 Lecture hours**

**108 Lab hours**

#### **JOUR 290**

#### **Cooperative Work Experience/ Internship for Journalism Related Fields**

*Prerequisite: JOUR 120*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course supports and reinforces on-the-job training in journalism related fields under supervision of a college instructor and is facilitated by the use of learning objectives. The student will be working in a skilled or professional level assignment in an area of journalism related fields and will meet performance objectives related to instruction that are above and beyond the conditions of regular employment. This course is intended for students whose intended job is related to the field of journalism and have completed or enrolled in the appropriate coursework. "Contact the CWE office regarding re-enrollment procedures".

**Student Unpaid Internship:**

*1 Unit/60 hours; 2 Units/120 hours;*

*3 Units/180 hours; 4 Units/240 hours*

**Student Paid Internship:**

*1 Unit/75 hours; 2 Units/150 hours;*

*3 Units/225 hours; 4 Units/300 hours.*

**1 to 4 units**

**3 Lecture hours**

**60 to 300 hours**

#### **JOUR 299**

#### **Directed Study: Journalism**

**(Formerly JOUR 100)**

*Transfers to: UC, CSU*

*Independent Study/Directed Study* is intended for students who have the ability to assume responsibility for independent work and to prepare written or oral reports and/or appropriate projects. To enroll in an independent study/directed study course, students must possess a 2.5 overall grade point average, a 3.0 grade point average in the discipline of study being requested, or receive an exception from the instructor.

*Independent Studies/Directed Studies* may be developed from any topic arising from or related to a course of study that will result in developing depth and breadth in that subject area. Students will be expected to meet on a regular basis with their faculty sponsor and submit a final report or project, and student progress shall be evaluated at regular intervals.

Academic standards for Independent Studies/Directed Studies shall be the same as those for other courses. Units are awarded in accordance to Title V regulations with one unit of credit awarded for 54 hours of Directed Studies, six (6) hours of which must be with an instructor. The instructor is responsible for monitoring student progress through the semester.

Students may take directed study courses for a maximum of four (4) units within a discipline, and may not accumulate more than a total of twelve (12) units college wide.

**1 to 4 Units**

**54 to 216 Lab hours**

## **KINESIOLOGY**

#### **(Formerly Physical Education)**

**Division of Kinesiology, Dance, and  
Athletics**

**(For Dance courses – See Dance)**

Dance activity courses may be used in place of P.E. activity courses to fulfill degree requirements.

Students may select several different courses or may enroll in a course and continue to the next level of the same course the following semester. Courses labeled "I" and "II" fall into the continued instruction category. All Activity Course sections may be taken once and repeated three additional times for credit. Only four

semesters of enrollment are allowed in each activity, e.g., four in tennis, four in swimming, etc. All four semesters could be in Level I, II, III or IV classes or any combination of these levels totaling four enrollments.

### KINA 101

#### Tennis I

#### (Formerly PE 101, PE 1-0)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU  
(\*The UC will grant a maximum of 4 units credit for PE activity courses)*

This is a beginning tennis class designed to take the student to a recreational level in skills. Instruction in the serve, groundstroke, volley, and rules are taught so that the student can compete on a recreational level.

**1 Unit**

**54 Lab hours**

### KINA 102

#### Intercollegiate Baseball I

#### (Formerly PE 102, PE 2-0)

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU  
(\*The UC will grant a maximum of 4 units credit for PE activity courses)*

This course is designed for the student interested in competing in baseball at the collegiate level. Instruction will focus on the introduction of advanced drills in the area of offense, defense and pitching. Special attention will be placed on skill development and class participation in preparing students for intercollegiate competition. This course may be repeated three times for credit.

**1 Unit**

**54 Lab hours**

### KINA 103

#### Softball I

#### (Formerly PE 103, PE 2-03)

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU  
(\*The UC will grant a maximum of 4 units credit for PE activity courses)*

This course is designed for the beginning student who wishes to gain the fundamental skills of softball. It is designed to present the following skills to the student; throwing, batting, bunting and defense. Additionally, the individual field positions and the responsibilities of team work will be emphasized.

**1 Unit**

**54 Lab hours**

### KINA 104

#### Volleyball I

#### (Formerly PE 104, PE 1-04)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU*

*(\*The UC will grant a maximum of 4 units credit for PE activity courses)*

This course is a beginning class designed to present the basic fundamental skills and rules of volleyball. The student will have the opportunity to learn and practice serving, setting, and spiking. The student will also participate in team play. This class is appropriate for students who have never played volleyball, are just learning the game or haven't played for an extended period of time and want to refresh their skills.

**1 Unit**

**54 Lab hours**

### KINA 105

#### Basketball I

#### (Formerly PE 105, PE 2-05)

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU  
(\*The UC will grant a maximum of 4 units credit for PE activity courses)*

This beginning level course designed for all students will provide instruction in the fundamentals of basketball such as dribbling, passing, shooting, team play, rebounding, defense and strategy. Collegiate rules, class competition, injury prevention and care, and proper diet and fitness needs are included in instruction. The emphasis will be on active participation, basketball as recreation and skill development within this team sport.

**1 Unit**

**54 Lab hours**

### KINA 107

#### Badminton I

#### (Formerly PE 107, PE 1-07)

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU  
(\*The UC will grant a maximum of 4 units credit for PE activity courses)*

This is a beginning badminton class designed for the student to gain experience of various degrees of competitive play. Instruction in the serve, drive, drop, smash, clears, rules and court etiquette are taught so the student can perform at a competitive level.

**1 Unit**

**54 Lab hours**

### KINA 108

#### Water Polo I

#### (Formerly PE 108, PE 2-11)

*Transfers to: UC (credit limit\*), CSU  
(\*The UC will grant a maximum of 4 units credit for PE activity courses)*

This is a course in the fundamen-

tals and skills of water polo such as passing, guarding, shooting, team play, and strategy. Rules and class competition are included.

**1 Unit**

**54 Lab hours**

### KINA 109

#### Soccer I

#### (Formerly PE 109)

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU  
(\*The UC will grant a maximum of 4 units credit for PE activity courses)*

This is a beginning soccer/activity class designed for all students interested in developing the physical, technical and tactical elements of the game of soccer. The course will include fundamental skills of soccer which include, dribbling, passing, kicking, collecting and basic concepts of offensive and defensive tactics. Rules of the game, skill practice and participating in recreational soccer matches will be included.

**1 Unit**

**54 Lab hours**

### KINA 110

#### Futsal (Indoor Soccer)

#### (Formerly PE 110)

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This class will provide instruction and repetition in the technical and tactical components of Futsal (Indoor Soccer). The Federation of International Football Association (FIFA), which is the governing body of soccer in the world and the United States Soccer Federation (USSF), which is the governing body of soccer in the United States recognize Futsal as its own sport consisting of a smaller, fast-paced technical game. FIFA Futsal Laws of the Game will be introduced to the students. The course will develop skills, provide knowledge of the rules and instruct students to demonstrate Futsal techniques, recognize tactical situations and improve physical fitness.

**1 Unit**

**54 Lab hours**

### KINA 113

#### Golf I

#### (Formerly PE 113, PE 1-13)

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU*

(\*The UC will grant a maximum of 4 units credit for PE activity courses)  
Golf I is designed for the beginning golfer who wants to gain the fundamental skills that form the basis of good golf technique. The goal of this class is for the student to learn to play a respectable game of golf, to avoid embarrassment, and to enjoy time outdoors with friends. Etiquette, rules and course play are included.

**1 Unit**

**54 Lab hours**

#### KINA 117

##### Swimming I

(Formerly PE 117, PE 1-16)

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU*

(\*The UC will grant a maximum of 4 units credit for PE activity courses)

This course is a beginning class designed to equip students with basic water skills and knowledge in order to make them reasonably safe while in the water. It is suitable for all students interested in basic swimming.

**1 Unit**

**54 Lab hours**

#### KINA 120

##### Swim for Fitness

(Formerly PE 120, PE 220)

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment; KINA 117*

*Transfers to: UC (credit limit\*), CSU*

(\*The UC will grant a maximum of 4 units credit for PE activity courses)

This is a swimming/fitness course designed to provide the individual who has beginning swimming skills an opportunity to master the fundamentals of physical fitness as they relate to swimming as an aerobic activity. Emphasis will be placed on aerobic training with some training at the anaerobic threshold and anaerobic levels. This class is suitable for all students interested in swimming as a fitness activity.

**1 Unit**

**54 Lab hours**

#### KINA 121

##### Track and Field

(Formerly PE 121, PE 1-21)

*Transfers to: UC (credit limit\*), CSU*

(\*The UC will grant a maximum of 4 units credit for PE activity courses)

This is a course in the fundamentals and techniques of the various track and field events.

**1 Unit**

**54 Lab hours**

#### KINA 124

##### Self Defense

(Formerly PE 124)

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: CSU*

This course is designed for all students interested in developing both personal safety and self-defense techniques through scenario and martial arts training. Through different forms of martial arts training, students will practice both defensive and offensive moves against various forms of attacks. Proficiency in the practical, effective, and tactical use of movement, leverage and strikes will be stressed.

**1 Unit**

**54 Lab hours**

#### KINA 130

##### Lifelong Fitness Laboratory

(Formerly PE 130, PE 1-30)

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU*

(\*The UC will grant a maximum of 4 units credit for PE activity courses)

This 45 hour self-paced physical fitness laboratory is designed for all students of the college to develop and encourage positive attitudes and habits with regards to health-related fitness components, including cardiovascular fitness, flexibility, and muscular strength and endurance. Each student, upon entry, will be assessed for risk factors and medical history, as well as body composition, cardiovascular fitness, muscular strength and endurance, and flexibility to establish an individual fitness profile. From this profile, an individual exercise prescription will be developed. Fitness activity will primarily utilize exercise equipment organized into an aerobic super circuit with additional activity prescribed in the aerobics machine area, body parts weight training area, and flexibility area. It is expected that the student will attend an average of three 50 minute exercise sessions each week. Additional assessment at the conclusion of the semester will provide data necessary to evaluate the accomplishment of stated goals. Offered on a pass/no pass basis.

**1 Unit**

**54 Lab hours**

#### KINA 132

##### Aqua Aerobics

(Formerly PE 132, PE 1-32)

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfer to: UC (credit limit\*), CSU*

(\*The UC will grant a maximum of 4 units credit for PE activity courses)

This class is designed to improve muscle tone, flexibility and cardiovascular endurance through exercises using water as a means of resistance. Students will have the opportunity to improve overall body strength and conditioning through callisthenic

exercises and routines done in the water. Students who are overweight, pregnant, elderly, recovering from injuries or who haven't exercised recently would find this class appropriate.

**1 Unit**

**54 Lab hours**

#### KINA 133

##### Wrestling I

(Formerly PE 133, PE 1-33)

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU*

(\*The UC will grant a maximum of 4 units credit for PE activity courses)

This wrestling class is designed for the beginner as well as for the student who wishes to increase their knowledge and skill through practice and competition. It is designed to present the following skills to the student: escapes, pinning combination take-downs, and strategies. The student will learn basic definitions, terminology and rules of wrestling. This class will include information on proper nutrition and fitness conditioning.

**1 Unit**

**54 Lab hours**

#### KINA 134

##### Fitness Through Rhythmic Aerobics

(Formerly PE 134, PE 1-34)

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU*

(\*The UC will grant a maximum of 4 units credit for PE activity courses)

This course is designed to meet the needs of daily physical exercise for life long fitness and health. It is designed to present the following skills to the student: rhythmic aerobics, step aerobics, core fitness and flexibility training. Additionally, the student will learn basic definitions and terminology of the current fitness arena, assisting them with life long fitness goals. Instruction in proper diet, heart rate monitoring, skill proficiency and fitness program planning will be provided to each student. This class is designed for students who are interested in starting an exercise program, or developing an active lifestyle.

**1 Unit**

**54 Lab hours**

#### KINA 136

##### Pilates Mat I

(Formerly PE 136)

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU*

(\*The UC will grant a maximum of 4 units credit for PE activity courses)

This course introduces students to the basic Pilates floor exercises, which are designed to increase strength in the abdominal and spinal musculature. Students will engage in activities and exercises designed to increase awareness of body alignment, increase strength in the torso, spine and limbs, increase endurance, learn breathing techniques to utilize in strength training exercises, increase coordination, improve balance, and will learn about the muscle groups and their actions being utilized in the course. This course is suitable for students interested in dance. Hatha Yoga, athletics and individuals seeking to increase strength to better support the spine in everyday activities.

**1 Unit**  
**54 Lab hours**

**KINA 138**  
**Fitness for Independent Living**  
**(Formerly PE 138)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*  
*Transfer to: UC (credit limit\*), CSU*  
(\*The UC will grant a maximum of 4 units credit for PE activity courses)

This course is designed to help increase fitness levels for the senior population. It is also appropriate for individuals who are physically challenged, engage in limited activity, and those recovering from injury or long term illness. The purpose of the class is to condition students for strength and flexibility as well as balance, coordination and agility. These skills are important factors in achieving and maintaining the ability to function in daily activities and live independently.

**1 Unit**  
**54 Lab hours**

**KINA 139**  
**Cross Training for Fitness**  
**(Formerly PE 139)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*  
*Transfers to: UC (credit limit\*), CSU*  
(\*The UC will grant a maximum of 4 units credit for PE activity courses)

This cross-training course is designed for the beginning as well as advanced student who wishes to increase their cardiovascular fitness level through a variety of aerobic and anaerobic activities. It is designed to present the following skills to the student: cycling, running, swimming, interval training and introduction to weight training. Additionally, the student will learn basic definitions and terminology of the current fitness arena, assisting them with life long fitness

goals using a variety of cardiovascular mediums.

**1 Unit**  
**54 Lab hours**

**KINA 140**  
**Walking for Fitness**  
**(Formerly PE 140, PE 135)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU*  
(\*The UC will grant a maximum of 4 units credit for PE activity courses)

This course is designed to meet the needs of daily physical exercise for life long fitness and health. Walking is one of the safest and most effective forms of exercise to improve health, and develop and maintain physical fitness. The course provides cardiovascular conditioning through the activity of walking. Instruction in proper diet, heart rate monitoring, skill proficiency and fitness program planning will be provided to each student. This class is designed for students who are interested in starting an exercise program, or developing an active lifestyle.

**1 Unit**  
**54 Lab hours**

**KINA 142**  
**Techniques of Running**  
**(Formerly PE 142, PE 1-42)**

*Transfers to: UC (credit limit\*), CSU*  
(\*The UC will grant a maximum of 4 units credit for PE activity courses)

This advanced course is designed for those students who desire instruction and training for competitive distance running.

**1 Unit**  
**54 Lab hours**

**KINA 147**  
**Off-Season Conditioning for Intercollegiate Sports**  
**(Formerly PE 147, PE 1-47A)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU*  
(\*The UC will grant a maximum of 4 units credit for PE activity courses)

This course is designed for all students preparing for specific physical fitness related to off-season intercollegiate athletic participation. The purpose of the course is to develop a level of physical fitness, strength and conditioning that will enhance the athlete's ability to be successful in intercollegiate competition. This course may be repeated three times for credit.

**1 Unit**  
**54 Lab hours**

**KINA 148**  
**Strength Training**  
**(Formerly PE 148, PE 1-51)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU*

(\*The UC will grant a maximum of 4 units credit for PE activity courses)

This course is designed for students who would like to learn the basic fundamentals of strength and conditioning. Students will be introduced to a variety of routines that will enable them to develop a personal exercise plan.

**1 Unit**  
**54 Lab hours**

**KINA 158**  
**Yoga I**  
**(Formerly PE 158)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfer to: UC (credit limit\*), CSU*  
(\*The UC will grant a maximum of 4 units credit for PE activity courses)

This course is designed for the beginning student who would like to learn the fundamental physical Asanas (poses) of Hatha Yoga as well as Pranayama (breathing techniques) and Dhyana (meditation techniques). The goal of the course is to integrate the mind, body, and spirit and to give the student tools to better manage stress, alleviate physical tensions, and encourage optimum fitness. In this introductory course, students learn proper physical alignment in the standing poses (Sun Salutation Series A-C, Warrior 1-2, Downward Dog, Upward Dog, Cobra, Triangle, Crescent), the floor poses (Staff, Lotus, Cobbler, Twists, Backbends), and in elementary inversions (Inverted Leg Rest, Headstand Preparation, Wall-Dog Preparation).

**1 Unit**  
**54 Lab hours**

**KINA 159**  
**Cross Training for Intercollegiate Athletics**  
**(Formerly PE 159)**

*Prerequisite: Participation in Intercollegiate Sports*

*Advisory: READ 022 or appropriate assessment*

*Transfers to: CSU*

This course is designed for any student preparing for intercollegiate athletic competition. This cross-training course is designed for the advanced student-athlete who wishes to increase all aspects of their fitness levels through a variety of strength, flexibility, aerobic and anaerobic activities. The specific physical fitness routines required by the intercollegiate athlete during the off-season will be addressed. The purpose of the course is to develop a level of physical fitness, strength and conditioning that will enhance the athlete's ability to be successful in intercollegiate competition. This course may be repeated three times for credit.

**1 Unit**

**54 Lab hours****Intercollegiate Athletics  
Coeducational Teams****FEDERAL LAW –TITLE IX**

(86.41-Athletics)

The Federal Law states the following: "No person shall, on the basis of sex, be excluded from participating in, be denied the benefits of, be treated differently from any other person or otherwise be discriminated against in intercollegiate athletics." The law continues to state that colleges may operate separate teams for members of each sex. However, where the college operates a team in a particular sport for members of one sex, and no comparable team for members of the other sex, members who have been excluded may try out for the team offered, unless the sport involved is deemed a "CONTACT SPORT". Contact sports include football, wrestling, and basketball, and other sports whose basis of major activity involves bodily contact.

**Men's Teams**

Teams are limited to enrollment for those students who are candidates for specific teams. The teams spend a minimum of 10 hours a week in preparation for regularly scheduled competition with other colleges.

**Women's Teams**

Teams are limited to enrollment for those students who are candidates for specific teams. The teams spend a minimum of 10 hours a week in preparation for regularly scheduled competition with other colleges.

**KINA 170  
Women's Intercollegiate Basketball Team**

(Formerly PE 170, PE 8-00A)

*Advisory: READ 022 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*The UC will grant a maximum of 4 units credit for PE activity courses)*

This is an advanced course designed for students who will be competing at the collegiate level in the sport of women's basketball. This class is offered for 11 consecutive weeks to run concurrent with the intercollegiate basketball season as determined by the CCCAA governing body. Students will be required to spend a minimum of 7.36 hours a week for 11 weeks preparing for competition with other colleges. This course may be repeated three times for credit.

**1.5 Units****81 Lab hours****KINA 171  
Women's Intercollegiate Tennis Team**

(Formerly PE 171, PE 8-02A)

*Advisory: READ 022 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*The UC will grant a maximum of 4 units credit for PE activity courses)*

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*units credit for PE activity courses)*

This is an advanced course designed for students who will be competing at the collegiate level in the sport of women's tennis. Students will be required to spend a minimum of 10.125 hours a week preparing for competition with other colleges. This course may be repeated three times for credit.

**3 Units****162 Lab hours****KINA 172  
Women's Intercollegiate Volleyball Team**

(Formerly PE 172, PE 8-03A)

*Advisory: READ 022 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*The UC will grant a maximum of 4 units credit for PE activity courses)*

This is an advanced course designed for students who will be competing at the collegiate level in the sport of women's volleyball. Students will be required to spend a minimum of 10.125 hours a week preparing for competition with other colleges. This course may be repeated three times for credit.

**3 Units****162 Lab hours****KINA 173  
Women's Intercollegiate Softball Team**

(Formerly PE 173, PE 8-04A)

*Advisory: READ 022 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*The UC will grant a maximum of 4 units credit for PE activity courses)*

This is an advanced course designed for students who will be competing at the collegiate level in the sport of women's softball. Students will be required to spend a minimum of 10.125 hours a week preparing for competition with other colleges. This course may be repeated three times for credit.

**3 Units****162 Lab hours****KINA 174  
Women's Intercollegiate Swim Team**

(Formerly PE 174, PE 8-05A)

*Advisory: READ 022 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*The UC will grant a maximum of 4 units credit for PE activity courses)*

This is an advanced course designed for students who will be competing at the collegiate level in the sport of women's swimming. Students will be required to spend a minimum of 11.25 hours a week preparing for competition with other colleges. This course may be repeated three times for credit.

**2 Units****180 Lab hours****KINA 175****Women's Intercollegiate Cross-Country Team**

(Formerly PE 175, PE 8-06A)

*Advisory: READ 022 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*The UC will grant a maximum of 4 units credit for PE activity courses)*

This is an advanced course designed for students who will be competing at the collegiate level in the sport of women's cross country. Students will be required to spend a minimum of 10.125 hours a week preparing for competition with other colleges. This course may be repeated three times for credit.

**3 Units****162 Lab hours****KINA 176****Women's Intercollegiate Soccer Team**

(Formerly PE 176, PE 8-07)

*Advisory: READ 022 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*The UC will grant a maximum of 4 units credit for PE activity courses)*

This is an advanced course designed for students who will be competing at the collegiate level in the sport of women's soccer. Students will be required to spend a minimum of 10.125 hours a week preparing for competition with other colleges. This course may be repeated three times for credit.

**2 Units****162 Lab hours****KINA 180****Men's Intercollegiate Baseball Team**

(Formerly PE 180, PE 9-00A)

*Advisory: READ 022 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*The UC will grant a maximum of 4 units credit for PE activity courses)*

This is an advanced course designed for students that will be competing at the collegiate level in the sport of men's baseball. Students will be required to spend a minimum of 10.125 hours a week preparing for competition with other colleges. This course may be repeated three times for credit.

**3 Units****162 Lab hours****KINA 181****Men's Intercollegiate Basketball Team**

(Formerly PE 181, PE 9-01A)

*Advisory: READ 022 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*The UC will grant a maximum of 4 units credit for PE activity courses)*

*units credit for PE activity courses)*  
This is an advanced course designed for students who will be competing at the collegiate level in the sport of men's basketball for pre-season conditioning and play. This class is offered for 11 consecutive weeks to run concurrent with the intercollegiate basketball season as determined by the CCCAA governing body. Students will be required to spend a minimum of 7.36 hours a week for 11 weeks preparing for competition with other colleges. This course may be repeated three times for credit.

**1.5 Units**  
**81 Lab hours**

**KINA 182**  
**Men's Intercollegiate Cross-Country Team**  
**(Formerly PE 182, PE 9-02B)**

*Advisory: READ 022 or appropriate assessment*  
*Transfers to: UC (credit limit\*), CSU*  
*(\*The UC will grant a maximum of 4 units credit for PE activity courses)*

This is an advanced course designed for students who will be competing at the collegiate level in the sport of men's cross country. Students will be required to spend a minimum of 10.125 hours a week preparing for competition with other colleges. This course may be repeated three times for credit.

**3 Units**  
**162 Lab hours**

**KINA 184**  
**Men's and Women's Intercollegiate Golf Team**  
**(Formerly PE 184, PE 9-04A)**

*Advisory: READ 022 or appropriate assessment*  
*Transfers to: UC (credit limit\*), CSU*  
*(\*The UC will grant a maximum of 4 units credit for PE activity courses)*

This is an advanced course designed for students who will be competing at the collegiate level in the sport of men's and women's golf. Students will be required to spend a minimum of 10 hours a week preparing for competition with other colleges.

**2 Units**  
**180 Lab hours**

**KINA 185**  
**Men's Intercollegiate Swim Team**  
**(Formerly PE 185, PE 9-06A5)**

*Advisory: READ 022 or appropriate assessment*  
*Transfers to: UC (credit limit\*), CSU*  
*(\*The UC will grant a maximum of 4 units credit for PE activity courses)*

This is an advanced course designed for students who will be competing at the collegiate level in the sport of men's swimming. Students will be required to spend a minimum of 10.125 hours a week preparing for competition with other colleges. This

course may be repeated three times for credit.

**3 Units**  
**162 Lab hours**

**KINA 186**  
**Men's and Women's Intercollegiate Track and Field Team**  
**(Formerly PE 186, PE 9-07A)**

*Advisory: READ 022 or appropriate assessment*  
*Transfers to: UC (credit limit\*), CSU*  
*(\*The UC will grant a maximum of 4 units credit for PE activity courses)*

This is an advanced course designed for students who will be competing at the collegiate level in the sport of track & field. Students will be required to spend a minimum of 10 hours a week preparing for competition with other colleges. This course may be repeated three times for credit.

**2 Units**  
**180 Lab hours**

**KINA 188**  
**Men's and/or Women's Intercollegiate Water Polo Team**  
**(Formerly PE 188, PE 9-09A )**

*Advisory: READ 022 or appropriate assessment*  
*Transfers to: UC (credit limit\*), CSU*  
*(\*The UC will grant a maximum of 4 units credit for PE activity courses)*

This is an advanced course designed for students who will be competing at the collegiate level in the sport of men's and women's water polo. Students will be required to spend a minimum of 10.125 hours a week preparing for competition with other colleges. This course may be repeated three times for credit.

**3 Units**  
**162 Lab hours**

**KINA 189**  
**Men's Intercollegiate Wrestling Team**  
**(Formerly PE 189, PE 9-10)**

*Advisory: READ 022 or appropriate assessment*  
*Transfers to: UC (credit limit\*), CSU*  
*(\*The UC will grant a maximum of 4 units credit for PE activity courses)*

This is an advanced course designed for students who will be competing at the collegiate level in the sport of men's wrestling. Students will be required to spend a minimum of 10.125 hours a week preparing for competition with other colleges. This course may be repeated three times for credit.

**3 Units**  
**162 Lab hours**

**KINA 190**  
**Men's Intercollegiate Soccer Team**  
**(Formerly PE 190, PE 9-11)**

*Advisory: READ 022 or appropriate assessment*  
*Transfers to: UC (credit limit\*), CSU*  
*(\*The UC will grant a maximum of 4 units credit for PE activity courses)*

This is an advanced course designed for students who will be competing at the collegiate level in the sport of men's soccer. Students will be required to spend a minimum of 10.125 hours a week preparing for competition with other colleges. This course may be repeated three times for credit.

**3 Units**  
**162 Lab hours**

**KINA 201**  
**Tennis II**  
**(Formerly PE 201, PE 1-01)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 022 or appropriate assessment; KINA 101*

*Transfers to: UC (credit limit\*), CSU*  
*(\*The UC will grant a maximum of 4 units credit for PE activity courses)*

This is an intermediate tennis class designed to take the student beyond recreational skills. Advanced instruction in the serve, groundstrokes, volley, and playing strategy is given. The lob and smash are introduced.

**1 Unit**  
**54 Lab hours**

**KINA 202**  
**Intercollegiate Baseball II**  
**(Formerly PE 202, PE 2-01)**

*Advisory: KINA 102*

*Transfers to: UC (credit limit\*), CSU*  
*(\*The UC will grant a maximum of 4 units credit for PE activity courses)*

This course is designed for the advanced baseball student interested in competing at the collegiate level. Instruction will focus on advanced drills in the area of offense, defense and pitching. Special attention will be placed in preparing students for intercollegiate competition. This course may be repeated three times for credit.

**1 Unit**  
**54 Lab hours**

**KINA 203**  
**Off Season Softball**  
**(Formerly PE 203, PE 2-04)**

*Advisory: KINA 103*

*Transfers to: UC (credit limit\*), CSU*  
*(\*The UC will grant a maximum of 4 units credit for PE activity courses)*

This course is designed for the advanced softball student competing at the collegiate level. Instruction will focus on advanced drills in the area of offense, defense and pitching. Special attention will be placed in preparing students for intercollegiate competition. This course may be repeated three times for credit.

**1 Unit**  
**54 Lab hours**

**KINA 204**  
**Volleyball II**  
**(Formerly PE 204, PE 1-05)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; KINA 104*

*Transfers to: UC (credit limit\*), CSU*  
*(\*The UC will grant a maximum of 4 units credit for PE activity courses)*

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*units credit for PE activity courses)*  
This course is designed for intermediate volleyball students who have previously played volleyball and are looking to improve their skill and knowledge of the game. Students will develop the intermediate skills of setting, serving, passing, spiking, team Offense of 6-1, 5-1 and defensive coverage. Rules and class competition are included.

**1 Unit**

**54 Lab hours**

**KINA 205**  
**Basketball II**  
**(Formerly PE 205, PE 2-06)**

*Prerequisite: KINA 105 or instructor approval for admission*

*Advisory: READ 022 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU*  
*(\*The UC will grant a maximum of 4 units credit for PE activity courses)*

This course is designed for the intermediate to advanced basketball player who wants advanced level basketball development. Students will participate in full court team play, receive advanced instruction on strategies, offensive and defensive skills and concepts, analyze intercollegiate and professional game film and learn intercollegiate and professional rules.

**1 Unit**

**54 Lab hours**

**KINA 206**  
**Off Season Women's Intercollegiate Volleyball Training**  
**(Formerly PE 206, PE 1-06)**

*Prerequisite: Participation in Intercollegiate Athletics*

*Transfers to: UC (credit limit\*), CSU*  
*(\*The UC will grant a maximum of 4 units credit for PE activity courses)*

This course is designed for the advanced volleyball student interested in competing at the collegiate level. Instruction will focus on advanced techniques in serving, passing, setting, hitting, plus jump serving, jump set, jump attack, various defensive patterns and team play training and conditioning. Special attention will be placed on preparing students for intercollegiate competition. This course may be repeated three times for credit.

**1 Unit**

**54 Lab hours**

**KINA 207**  
**Badminton II**  
**(Formerly PE 207, PE 1-08)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment; KINA 107*

*Transfers to: UC (credit limit\*), CSU*  
*(\*The UC will grant a maximum of 4*

*units credit for PE activity courses)*  
This is an intermediate level badminton class designed for the student to develop the ability to make appropriate responses (relative on their own abilities) to the particular problems posed by the game. Advanced instruction is given in the basic strokes as well as the introduction of Indonesian serve, around-the-head shot, hairpin and flick shot.

**1 Unit**

**54 Lab hours**

**KINA 209**  
**Soccer II**  
**(Formerly PE 209)**

*Prerequisite: KINA 109*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: CSU*

This advanced soccer activity class is designed for all students interested in developing the physical, technical and tactical elements of the game of soccer. The course will include analysis of fundamental skills, game strategy, team offense and team defense through participation and an overview of rules. This is an advanced soccer class designed to take the student beyond recreational skills. Team tactics, strategies and systems of play will be emphasized.

**1 Unit**

**54 Lab hours**

**KINA 211**  
**Off Season Intercollegiate Tennis**

*Prerequisite: Participation in Intercollegiate Sports*

*Advisory: READ 022 or appropriate assessment*

*Transfers to: CSU*

This course is designed for the advanced tennis student interested in competing at the collegiate level. Instruction will focus on training and conditioning, and will also include advanced strategies, on court drilling and match play experience. Special attention will be placed on preparing students for intercollegiate competition. This course may be repeated three times for credit.

**1 Unit**

**54 Lab hours**

**KINA 213**  
**Golf II**  
**(Formerly PE 213, PE 1-14)**

*Prerequisite: KINA 113*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU*

*(\*The UC will grant a maximum of 4 units credit for PE activity courses)*  
Golf II is designed for the intermediate to advanced golfer who wants take their golf game beyond basic fundamentals. Every year thousands of people choose golf as their favorite sports activity. Once learned, golf becomes an enjoyable lifetime recreation. Golf II students will build on the skills learned in Golf I. A major portion of class time is spent on the golf course applying the techniques learned in Golf I.

**1 Unit**

**54 Lab hours**

**KINA 217**  
**Swimming II**  
**(Formerly PE 217, PE 1-17)**

*Advisory: READ 022 or appropriate assessment; KINA 117*

*Transfers to: UC (credit limit\*), CSU*  
*(\*The UC will grant a maximum of 4 units credit for PE activity courses)*

This is an intermediate class designed to provide the individual with the opportunity to learn the elements of good swimming. Students will sharpen their technique in the basic strokes learned in Swim I. Basic components of distance training will be covered along with conditioning methods. Safety and rescue skills are also included.

**1 Unit**

**54 Lab hours**

**KINA 218**  
**Swimming III**  
**(Formerly PE 218, PE 1-18)**

*Transfers to: UC (credit limit\*), CSU*  
*(\*The UC will grant a maximum of 4 units credit for PE activity courses)*

This is an advanced swimmer's class designed to provide the individual with the opportunity to master the coordination of six swimming strokes in order to swim effectively with ease, endurance, and versatility in the water. More advanced safety and rescue skills are also included.

**1 Unit**

**54 Lab hours**

**KINA 230**  
**Lifelong Fitness Center II - Cardiovascular Fitness**  
**(Formerly PE 230)**

*Prerequisite: KINA 130*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or*

*MATH 020C or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU*  
*(\*The UC will grant a maximum of 4 units credit for PE activity courses)*

This class is a course designed to give the student skills and information to improve their own cardiovascular fitness. This class will involve instruction and practice in techniques that will promote cardiovascular fitness:

running, jump rope, core training, aerobic activity, aerobic circuit and resistance bands. The student will learn about the importance of blood pressure, heart rate and diet in relation to cardiovascular disease.

**1 Unit**

**54 Lab hours**

#### **KINA 239**

#### **Physical Fitness II**

**(Formerly PE 239, PE 1-40)**

*Transfers to: UC (credit limit\*), CSU (\*The UC will grant a maximum of 4 units credit for PE activity courses)*

This second-level course is designed to provide men and women a more in-depth experience in physical fitness. Emphasis will be placed on techniques of conditioning in order to promote the goal of lifelong fitness.

**1 Unit**

**54 Lab hours**

#### **KINA 258**

#### **Yoga II**

**(Formerly PE 258)**

*Prerequisite: KINA 158*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfer to: CSU*

This course is designed for intermediate students who would like to advance their physical asanas (poses) of Hatha Yoga as well as Pranayama (breathing techniques) and Dhyana (meditation techniques). The goal of the course is to integrate the mind, body, and spirit and to further challenge the students in their physical practice by increasing sustainment, perfecting alignment, and by incorporating twists and wraps. Parivritta Trikonasana, Prasarita Padottanasana, Malasana, Garudasana, Natasajasana, Utthita Hasta Padangustasana, Chaturanga Dandasana, Purvottanasana, Navasana, Virasana, Ustrasana, Matsyasana, Sarvan-gasana, Suryya Namaskar B will be covered in depth during the course.

**1 Unit**

**54 Lab hours**

#### **KINA 270**

#### **Women's Intercollegiate Basketball**

**Team II**

*Prerequisite: KINA 170*

*Advisory: READ 022 or appropriate assessment*

*Transfers to: CSU*

This is an advanced course designed for students who will be competing at the collegiate level in the sport of women's basketball during conference play. This class is offered for 11 consecutive weeks to run concurrent with the intercollegiate basketball season as determined by the CCCAA governing body. Students will be required to spend a minimum of 7.36 hours a week for 11 weeks prepar-

ing for competition with conference colleges. This course may be repeated three times for credit.

**1.5 Units**

**81 Lab hours**

#### **KINA 281**

#### **Men's Intercollegiate Basketball**

**Team II**

*Advisory: READ 022 or appropriate assessment*

*Transfers to: CSU*

This is an advanced course designed for students who will be competing at the collegiate level in the sport of men's basketball during conference and post season play. This class is offered for 11 consecutive weeks to run concurrent with the intercollegiate basketball season as determined by the CCCAA governing body. Students will be required to spend a minimum of 7.36 hours a week for 11 weeks preparing for competition with conference colleges. This course may be repeated three times for credit.

**1.5 Units**

**81 Lab hours**

#### **KIN 122**

#### **Nutrition for Sport and Fitness**

**(Formerly PETH 122)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or appropriate assessment*

*Transfers to: CSU*

This course provides an overview of the role of nutrition to increase energy and enhance performance. Nutrient needs before, during, and after exercise are evaluated for their effect on optimal health. Carbohydrate loading, popular diets and supplementation are discussed. This course is designed for the student pursuing a career in the fitness industry, a certificate in the proposed Fitness Specialist Program, as well as those interested in furthering their understanding of the effects of nutrition on the mind and body.

**3 Units**

**54 Lecture hours**

#### **KIN 126**

#### **Principles of Strength and Conditioning**

**(Formerly PETH 126)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment*

*Transfers to: CSU*

This course is designed to include the necessary information needed for those intending to teach strength and conditioning. The course covers anatomy and physiology, bioenergetics, biomechanics, training adaptations, exercise and equipment selection, training techniques, program design, and safety factors. This course is designed for the student pursuing a career in the fitness industry, a certificate in the Fitness Specialist Program, or those interested in furthering their understanding of the effects of exercise on the body and mind.

**3 Units**

**54 Lecture hours**

## **KINESIOLOGY**

### **THEORY**

#### **(Formerly Physical Education)**

#### **Division of Kinesiology, Dance, and Athletics**

#### **KIN 115**

#### **Fitness Specialist Internship**

**(Formerly PETH 115)**

*Prerequisite: Completion of the following courses with a grade of "C" or better: KIN 122, KIN 126, KIN 131, KIN 146, KIN 127, KIN 128, KIN 145, MGMT 130*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or appropriate assessment*

*Transfers to: CSU*

This course will provide students with practical experience in the field of exercise and fitness. Emphasis is placed on participant screening, evaluation, and exercise program design, self-marketing, fitness specialist/client relationships and professional responsibility in a fitness setting. This course is designed for the student pursuing a career in the fitness industry, a certificate in the Fitness Specialist Program, as well as those interested in furthering their understanding of the effects of exercise on the mind and body. This is the final course offered in the Fitness Specialist Certificate Program.

**2 Units**

**18 Lecture hours**

**54 Lab hours**

#### **KIN 127**

#### **Exercise Physiology**

**(Formerly PETH 127)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment*

*Transfers to: CSU*

This course provides an overview of how the body functions under conditions of exercise stress and how fitness training affects health and wellness. Emphasis will be placed on muscular, cardiovascular, respiratory, bioenergetics, and other physiological processes that are affected by exercise. The effects of various diseases will also be addressed. This course is designed for the student pursuing a career in the fitness industry, a Certificate in the

Fitness Specialist Program, or those interested in furthering their understanding of the effects of exercise on the body and mind.

**3 Units**

**54 Lecture hours**

**KIN 128**  
**Fitness Testing and Exercise Prescription**  
**(Formerly PETH 128)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment*

*Transfers to: CSU*

This course provides an overview of how to assess cardiorespiratory endurance, muscular strength and endurance, flexibility, body fat, pulmonary function, blood pressure, postural analysis, and functional movement, and evaluate the results. Emphasis is placed on determining the appropriate test, conducting the test, interpreting the results, and creating an exercise program. This course is designed for the student pursuing a career in the fitness industry or a certificate in the Fitness Specialist Program, as well as those interested in furthering their understanding of the effects of exercise on the body.

**3 Units**

**54 Lecture hours**

**KIN 131**  
**Structure and Analysis of Movement**  
**(Formerly PETH 131)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or appropriate assessment*

*Transfers to: CSU*

This course provides an overview of the study of movement as it relates to exercise under both normal and injury conditions. Students will learn the basic anatomical principals used specifically in the area of human performance. Emphasis is placed on applying body alignment, range of motion, stabilization, and acceleration principles to the analysis of movement. This course is designed for the student pursuing a career in the fitness industry, a certificate in the Fitness Specialist Program, or those interested in furthering their understanding of the biomechanical effects of exercise on the body.

**3 Units**

**54 Lecture hours**

**KIN 145**  
**Theory and Analysis of Fitness Instruction**  
**(Formerly PETH 145)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course provides an introduction to the principles and techniques involved in teaching group exercise and developing a personal trainer/client relationship. Emphasis is placed on client assessment, communication skills, program design, exercise adherence, teaching strategies, and professional responsibility and liability. This course is designed for the student pursuing a career in the fitness industry, a certificate in the Fitness Specialist Program, as well as those interested in furthering their understanding of the effects of exercise on the mind and body.

**2 Units**

**36 Lecture hours**

**KIN 146**  
**Training Principles for Special Populations**  
**(Formerly PETH 146)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or appropriate assessment*

*Transfers to: CSU*

This course provides an overview of the exercise implications for special populations related to age, medical condition and level of fitness. Emphasis is placed on cardiac conditions, diabetes, physical disabilities, HIV and AIDS, asthma, sensory impairments, seniors, children, mentally impaired and pregnant and post partum women and the issues and barriers to exercise. This course is designed for the student pursuing a career in the fitness industry, a certificate in the Fitness Specialist Program, as well as those interested in furthering their understanding of the effects of exercise on the mind and body.

**2 Units**

**36 Lecture hours**

**KIN 157**  
**Theory of Lifeguard Training and Water Safety**  
**(Formerly PETH 157, PE 4-02)**

*Prerequisite: Swim 500 yards continuously  
Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for all students who are interested in becoming employed as a lifeguard and/or water safety instructor. Students who successfully pass the requirements as established by the American Red Cross will receive Red Cross Lifeguard Training, First Aid, and Water Safety Instructor cards. This class satisfies one course of the Physical Education activity requirements.

**3 Units**

**36 Lecture hours**

**54 Lab hours**

**KIN 188**  
**Theory and Practice of Coaching**  
**(Formerly PETH 188)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

The purpose of this course is to explore the impact that coaches have on athletic programs in the community. This course is designed for all students interested in coaching individual and team sports. The course will cover topics such as role of the coach, athlete motivation, coaching leadership, coaching work teams, coaching technology, and effective coaching practice. At the end of the course, students will have more insight into coaching in various athletic programs.

**3 Units**

**54 Lecture hours**

**KIN 191**  
**Health: Personal Issues**  
**(Formerly PETH 191, PETH 010)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU*

(\*Students will receive credit from UC for only one of the following courses: KIN 191, KIN 192, or KIN 196)

This course is designed for all students that are physically active and interested in learning how to improve and maintain their personal health. Topics covered include the general health principles, nutrition and diet, physical fitness, stress management, sexuality and reproduction, drug/alcohol use and abuse, consumer and safety issues and the process of death. Students learn how to develop sound health principles through text readings, lectures, assignments/labs and guest speakers.

**3 Units**

**54 Lecture hours**

**KIN 192**  
**Health: Women's Personal Health**  
**(Formerly PETH 192, PETH 011)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU*

(\*Students will receive credit from UC for only one of the following courses: KIN 191, KIN 192, or KIN 196)

This course is designed for all students interested in expanding their knowledge regarding health problems and social issues unique to women. Physiological and psychological aspects of nutrition, hygiene, sexuality and reproduction, drugs and chemicals, and common diseases are among the many topics covered. Guest speakers, videos, current events, and text readings will assist the student in developing sound

health principles.

**3 Units**

**54 Lecture hours**

#### **KIN 193**

#### **Standard First Aid and CPR**

**(Formerly PETH 193, PE 012)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for students pursuing a career working with the public and for those who want to further their understanding of handling emergency situations. The student will learn how to give immediate care to the suddenly injured or ill person. In addition, students will learn techniques for control of bleeding, splinting, transporting victims, emergency procedures, one person C.P. R. and the use of an AED. Students will have the opportunity to apply these technical procedures in class. This course fulfills the requirements for American Red Cross certifications in both Standard First Aid and Cardiopulmonary Resuscitation (C.P.R.).

**3 Units**

**54 Lecture hours**

#### **KIN 194**

#### **Introduction to Kinesiology**

**(Formerly PETH 194, PE/TH 194, 015)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or MATH 020C or appropriate assessment*

*Transfers to: CSU*

This course is designed for those students who are interested in pursuing a career in the field of kinesiology. The philosophy, history, ethical and scientific foundations of kinesiology will be covered. The concepts of basic movement and performance movement in relationship to kinesiology will be examined. Students will explore the sub-disciplines of motor learning, biomechanics, exercise physiology, sport sociology, sport psychology, and sport nutrition. Professional career opportunities in health/fitness, therapeutic exercise, teaching, coaching and sport management will be examined. The challenges for kinesiology, future of kinesiology, sport and health/wellness are also addressed.

**3 Units**

**54 Lecture hours**

#### **KIN 195**

#### **Contemporary Issues in Athletics and Sports**

**(Formerly PETH 195, PETH 020)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: CSU*

This course will examine the impact of

athletics, sports, and physical education in American society. The topics in this course will focus on racism, gender equity, ethics, drug abuse, sexual abuse in sports, and the issue of children in competitive sports activities. Coaching methodologies and future trends in athletics, physical activities, and physical education will be discussed. An emphasis will be placed on developing an appreciation for sports, athletics, and physical education. Upon the successful completion of this course, students will have satisfied the (Title V) requirements for the State of California that allows them to high school sports teams.

**3 Units**

**54 Lecture hours**

#### **KIN 196**

#### **Health: Fitness and Wellness**

**(Formerly PETH 196, PETH 021)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*Students will receive credit from UC for only one of the following courses: KIN 191, KIN 192, or KIN 196)*

This course is designed for all students who are interested in learning the value of life-long, healthy lifestyles. Students will be given the tools to assist them in making positive life-style changes based on a personal health/fitness profile. Topics covered include: basic anatomy and physiology, nutrition, weight control, tobacco and alcohol, muscle fitness, flexibility, stress reduction, and cardiovascular functioning.

**3 Units**

**54 Lecture hours**

#### **KIN 197**

#### **Prevention and Treatment of Athletic Injuries**

**(Formerly PETH 197, PE 197)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course introduces the basic concepts of athletic training, including instruction for prevention, recognition, management and treatment of common injuries in a physically active population. The skills of basic strapping, bracing padding and taping for the prevention and support of injuries will be presented and practiced. This class is recommended for those interested in becoming a Certified Athletic Trainer.

**3 Units**

**54 Lecture hours**

#### **KIN 198**

#### **Contemporary Issues Related to Athletic Participation**

**(Formerly PETH 198, PE 198)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: CSU*

This course is designed for students

who are interested in athletic competition. This course presents an overview of contemporary societal issues that have a significant impact on the ability of athletes to be successful in a competitive environment. Topics to be covered in this course include decision making skills, substance abuse, sexual behavior, eating disorders, and athletic eligibility requirements.

**1 Unit**

**18 Lecture hours**

#### **KIN 290**

#### **Cooperative Work Experience/Internship for Athletic Training Related Fields**

**(Formerly PE 290)**

*Prerequisite: KIN 197 and a current CPR card*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course supports and reinforces on-the-job training in the field of athletic training under supervision of a college instructor and is facilitated by the use of learning objectives. The student will be working in a skilled or professional level assignment in their area of vocational interest and will meet performance objectives related to instruction that are above and beyond the conditions of regular employment. This course is intended for students whose job is related to the field of athletic training and have completed or enrolled in the appropriate coursework. "Contact the CWE office regarding re-enrollment procedures".

#### **Student Unpaid Internship:**

**1 Unit/60 hours; 2 Units/120 hours**

#### **Student Paid Internship:**

**1 Unit/75 hours; 2 Units/150 hours**

**1 to 2 Units**

**3 Lecture hours**

**60 to 150 hours**

#### **KIN 297**

#### **Advanced Athletic Training**

*Prerequisite: KIN 197*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course introduces the advanced concepts of athletic training, including instruction for evaluation and rehabilitation of common athletic injuries. Advanced taping and bracing techniques will also be presented and practiced. This class is designed for students interested in becoming a Certified Athletic Trainer or those who are preparing for a career in any allied health care profession.

**3 Units**

**54 Lecture hours**

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## **LANDSCAPE**

### **Division of Career & Technical Education**

#### **LAND 095**

#### **Introduction to Landscape Design & Maintenance**

Rio Hondo College / 259

**Advisory:** ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; ENGT 105  
This introductory landscape design course is designed for the non-scientist and specifically for amateur garden enthusiasts interested in learning landscape design from a professional landscape architect. The class is a comprehensive overview of general landscape design including topics of landscape design, irrigation, plant identification and maintenance. The class sessions are combination lecture lab with hands-on design lessons and plant identification. There will be a field trip to local nurseries or demonstration gardens.

**3 Units**  
**45 Lecture hours**  
**27 Lab hours**

## **LAND 102** **Introduction to Landscape Architecture & Design**

**Advisory:** ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; ENGT 105  
**Transfers to:** CSU  
This introductory course is for students interested in the field of Landscape Architecture or Landscape Design. Fundamental principles and concepts essential to landscape design development will be introduced through lectures, readings, discussions, field trips, and assignments. Natural and human determinants that shape the landscape will be explored in addition to the study of the theory, history, and role of the landscape architecture profession in environmental design.

**4 Units**  
**54 Lecture hours**  
**54 Lab hours**

## **LAND 103** **Landscape Architecture Theory and Form**

**Prerequisite:** LAND 102  
**Advisory:** ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; ENGT 101; ENGT 105  
**Transfers to:** CSU  
This is a continuation course to LAND 102, Introduction to Landscape Architecture and Design. This course expands upon fundamental landscape design principles and concepts. The course examines theory and methods pertaining to landscape architecture design and site planning. Study and design of landscape will be conducted from small local scale to larger regional scale through in-class assignments, multi-week projects, model-making, and readings. Comprehension of topography and design of landform through 2D and 3D model studies will also be included.

**4 Units**

**54 Lecture hours**  
**54 Lab hours**

**Advisory:** ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; CIT 100A  
**Transfers to:** UC, CSU

This course promotes information literacy by introducing students to the resources available in an academic library, including books, online catalogs, online databases, and Web sources. Students learn how to define their research problem, apply appropriate search tools, analyze and evaluate information and search strategies, and use information ethically and legally. The critical thinking skills and research strategies learned in this class will benefit students who need to find information for college-level research assignments, career demands, and lifelong learning.

**3 Units**  
**54 Lecture hours**

## **LATIN**

### **Division of Communications & Languages**

#### **LATN 101** **Latin I**

**(Formerly LATIN 101, 001)**

**Advisory:** ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment  
**Transfers to:** UC, CSU

Latin 101 introduces students to the classics, enhances their understanding of basic grammar, exposes them to authentic pronunciation, increases their knowledge of vocabulary derivatives, and acquaints them with Roman history and culture. This class is designed for students who plan to major in Classics, History, Philosophy, or Languages and would also be important for those going into law, medicine, and other fields where Latinate terminology is common.

**3 Units**  
**54 Lecture hours**

#### **LATN 102** **Latin II**

**(Formerly LATIN 102, 002)**

**Prerequisite:** Successful completion of LATN 101  
**Transfers to:** UC, CSU

Latin 102 increases students' understanding of the classics, enhances their understanding of grammar and vocabulary, exposes them to authentic pronunciation, increases their knowledge of vocabulary derivatives, and acquaints them further with Romance languages and the Latinate vocabulary of English. The history and culture of the Roman Empire, including the spread of the Empire, institutions, literature, and the arts will be further explored. This class is designed for students who plan to major in Classics, History, Philosophy, or Languages and would also be important for those going into law, medicine, and other fields where Latinate terminology is common.

**3 Units**  
**54 Lecture hours**

## **LITERATURE**

### **Division of Communications & Languages**

#### **LIT 102**

**Approaches to Literature**  
**(Formerly LIT 001B)**

**Prerequisite:** ENGL 035 or ENLA 100 or appropriate assessment  
**Advisory:** READ 023 or appropriate assessment  
**Transfers to:** UC (credit limit\*), CSU  
(\*Students will receive credit from UC for only one of the following courses: LIT 102 or LIT 102H)

This course is designed for students who wish to study the four general literary forms: poetry, drama, short story, and novel. Emphasis is placed on critical thinking, critical reading, and composing. Compositions will be based upon discussion, analysis and interpretations of literature, and upon the relationship of Western and Non-Western literature to contemporary thought.

**3 Units**  
**54 Lecture hours**

#### **LIT 102H**

**Approaches to Literature Honors**

**Prerequisite:** ENGL 101 with a "C" or better  
**Advisory:** READ 023 or appropriate assessment  
**Transfers to:** UC (credit limit\*), CSU  
(\*Students will receive credit from UC for only one of the following courses: LIT 102 or LIT 102H)

This course is designed for students who wish to study the four general literary forms: poetry, drama, short story, and novel. Emphasis will be placed on critical thinking, critical reading, and composing. Compositions will be based upon discussion, analysis and interpretations of literature, and upon the relationship of Western and Non-Western literature to contemporary thought. This course is intended for students eligible for the Honors Program.

## **LIBRARY**

### **Division of Library & Instructional Support**

#### **LIB 101** **Fundamentals of Library Research** **(Formerly LIB 001)**

**3 Units**  
**54 Lecture hours**

**LIT 110**  
**Postcolonial Literature**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is an introduction to postcolonial literature - the literature of peoples, nations, and cultures which have at one time in their history been colonized by another country. The course will explore the themes of identity formation and nationhood in works by African, South Asian, Middle Eastern, Latin American, and Caribbean authors. Assigned readings may come from a variety of genres including essays, short stories, novels, and poetry. This course is beneficial for English majors, future elementary and secondary teachers, and students interested in the broadening their knowledge of diverse literature.

**3 Units**  
**54 Lecture hours**

**LIT 110H**  
**Postcolonial Literature Honors**

*Prerequisite: ENGL 101 with a "C" or better*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is an introduction to postcolonial literature - the literature of peoples, nations, and cultures which have at one time in their history been colonized by another country. The course will explore the themes of identity formation and nationhood in works by African, South Asian, Middle Eastern, Latin American, and Caribbean authors. Assigned readings may come from a variety of genres including essays, short stories, novels, and poetry. This course is beneficial for English majors, future elementary and secondary teachers, and students interested in broadening their knowledge of diverse literature. This course is designed for students eligible for the honors program.

**3 Units**  
**54 Lecture hours**

**LIT 112A**  
**American Literature**

*Prerequisite: ENGL 035 or ENLA 100 or appropriate assessment*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU*

(\*Students will receive credit from UC for only one of the following courses: LIT

*112A or LIT 112AH)*

This course explores a range of American literature, with a focus on major texts and writers from the early settlement to 1865. Representative writers include Bradstreet, Bradford, Franklin, Douglass, Paine, Lincoln, Emerson, Thoreau, Poe, Melville, and Dickinson. Course reading and writing assignments explore major cultural and historical themes, including the pre-colonial exploration of the Americas, Native American literary contributions, the Revolutionary and Civil Wars, transcendentalism, and romanticism. This course is designed for students interested in exploring various genres of literature, students interested in learning more about cultural expression in the Americas, and students majoring in English or Liberal Studies.

**3 Units**  
**54 Lecture hours**

**LIT 112AH**  
**American Literature Honors**  
**(Formerly LIT 112A)**

*Prerequisite: ENGL 101 with a grade "C" or better; READ 023 or appropriate assessment*

*Corequisite: ENGL 101 for new students*

*Transfers to: UC (credit limit\*), CSU*

(\*Students will receive credit from UC for only one of the following courses: LIT 112A or LIT 112AH)

This course explores a range of American literature, with a focus on major texts and writers from the early settlement to 1865. Representative writers include Bradstreet, Bradford, Franklin, Douglass, Paine, Lincoln, Emerson, Thoreau, Poe, Melville, and Dickinson. Course reading and writing assignments explore major cultural and historical themes, including the pre-colonial exploration of the Americas, Native American literary contributions, the Revolutionary and Civil Wars, transcendentalism, and romanticism. This course is designed for students interested in exploring various genres of literature, students interested in learning more about cultural expression in the Americas, and students majoring in English or Liberal Studies. This course is designed for students eligible for the honors program.

**3 Units**  
**54 Lecture hours**

**LIT 112B**  
**American Literature**  
**(Formerly LIT 112B)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU*

(\*Students will receive credit from UC for only one of the following courses: LIT

*112B or LIT 112BH)*

This course is designed for students interested in exploring American literature from the mid-nineteenth century to the present. It introduces students, through class discussions and written essays, to representative writers of this period such as Emily Dickinson, Mark Twain, Edith Wharton, Robert Frost, Zora Neale Hurston, William Faulkner, Ernest Hemingway, Tennessee Williams, Lorraine Hansberry, Henry David Hwang, Toni Morrison, Leslie Marmon Silko, Maxine Hong Kingston, Milcha Sanchez-Scott, and others.

**3 Units**  
**54 Lecture hours**

**LIT 112BH**  
**American Literature Honors**  
**(Formerly LIT 112B)**

*Prerequisite: ENGL 101 with a "C" or better*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU*

(\*Students will receive credit from UC for only one of the following courses: LIT 112B or LIT 112BH)

This course is designed for students interested in exploring American literature from the mid-nineteenth century to the present. It introduces students, through class discussions and written essays, to representative writers of this period such as Emily Dickinson, Mark Twain, Edith Wharton, Robert Frost, Zora Neale Hurston, William Faulkner, Ernest Hemingway, Tennessee Williams, Lorraine Hansberry, Henry David Hwang, Toni Morrison, Leslie Marmon Silko, Maxine Hong Kingston, Milcha Sanchez-Scott, and others. This course is intended for students eligible for the Honors Program.

**3 Units**  
**54 Lecture hours**

**LIT 114**  
**Children's and Adolescent Literature**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is an introduction to children's and adolescent literature in its three general literary forms: the short story (including myths, legends, fairy tales, and folk tales), the novel, and poetry. Stress is placed upon critical thinking, critical reading, and composing. This course will explore works of children's literature from ancient times to the present, analyze the literary elements of these works, assess their value for both children and adults, and examine the historical and cultural environments in which they were written, including but not limited to Asian, Latino, Native American, and African cultures. This

course is beneficial for English majors, students planning to transfer to a university, parents, and future elementary and secondary teachers.

**3 Units**

**54 Lecture hours**

#### LIT 114H

#### Children's and Adolescent Literature

##### Honors

*Prerequisite: ENGL 101 with a grade of "C" or better*

*Advisory: READ 023 or appropriate assessment*

This course is an introduction to children's and adolescent literature in its three general literary forms: the short story (including myths, legends, fairy tales, and folk tales), the novel, and poetry. Stress is placed upon critical thinking, critical reading, and composing. This course will explore works of children's and adolescent literature from ancient times to the present, analyze the literary elements of these works, assess their value for both children and adults, and examine the historical and cultural environments in which they were written, including but not limited to Asian, Hispanic, Native American, and African cultures. This course is beneficial for English majors, students planning to transfer to a university, parents, and future elementary and secondary teachers. This course is designed for students eligible for the honors program.

**3 Units**

**54 Lecture hours**

#### LIT 117

#### Mexican Literature in Translation

##### (Formerly LIT 017)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course explores a range of Mexican literature in English translation, with a focus on major literary influences and achievements from the pre-Hispanic era to the twentieth century. Course reading and writing assignments explore indigenous literatures and myths, chronicles of the Spanish conquest, literature of the colonial period, high culture and folklore of the eighteenth century, political and modernist literature of the nineteenth century, and poetry and prose of the twentieth century. This course is designed for students interested in exploring various genres of literature, students interested in learning more about Mexican cultural expression, and students majoring in Chicano Studies.

**3 Units**

**54 Lecture hours**

#### LIT 117H

#### Mexican Literature in Translation

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##### Honors

*Prerequisite: ENGL 101 with a "C" or better*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course explores a range of Mexican literature in English translation, with a focus on major literary influences and achievements from the pre-Hispanic era to the twentieth century. Course reading and writing assignments explore indigenous literatures and myths, chronicles of the Spanish conquest, literature of the colonial period, high culture and folklore of the eighteenth century, political and modernist literature of the nineteenth century, and poetry and prose of the twentieth century. This course is designed for students interested in exploring various genres of literature, students interested in learning more about Mexican cultural expression, and students majoring in Chicano Studies. This course is intended for students eligible in the honors program.

**3 Units**

**54 Lecture hours**

#### LIT 130

#### Women and Literature

*Prerequisite: ENGL 035 or ENLA 100 or appropriate assessment*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: CSU*

This course explores women writers, their lives, the roles they play in culture and society, and how they have influenced the world. Students will examine topics such as female authorship, literary influence, evolution of technique, the effects of race and class, and the environments in which works were written, including but not limited to American, British, Asian, Hispanic, Native American, and African cultures. Stress is placed on critical thinking, critical reading, and composing. Feminist, literary, and political theory will be explored. Special emphasis may be placed on a period, genre, theme, or literary grouping. This course is beneficial for English majors, students planning to transfer to a university, and anyone interested in learning about women and literature.

**3 Units**

**54 Lecture hours**

#### LIT 130H

#### Women and Literature Honors

*Prerequisite: ENGL 101 with a grade of "C" or better*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: CSU*

This course explores women writers, their lives, the roles they play in

culture and society, and how they have influenced the world. Students will examine topics such as female authorship, literary influence, evolution of technique, the effects of race and class, and the environments in which works were written, including but not limited to American, British, Asian, Hispanic, Native American, and African cultures. Stress is placed on critical thinking, critical reading, and composing. Feminist, literary, and political theory will be explored. Special emphasis may be placed on a period, genre, theme, or literary grouping. This course is beneficial for English majors, students planning to transfer to a university, and anyone interested in learning about women and literature. This course is intended for students eligible for the honors program.

**3 Units**

**54 Lecture hours**

#### LIT 140

#### Introduction to the Novel

*Prerequisite: ENGL 035 or ENLA 100 or appropriate assessment*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU*

(\*Students will receive credit from UC for only one of the following courses: LIT 140 or LIT 140H)

This course introduces students to a variety of approaches to the novel. Course readings will focus on novels selected from different historical periods and within a variety of cultural traditions. Students will gain an understanding of the features that distinguish the novel as a literary genre: narrative structure, point of view, character development, setting, theme, style, imagery and symbol. This course is designed for students interested in learning more about literary expression and students intending to major in a literary or arts-related field of study.

**3 Units**

**54 Lecture hours**

#### LIT 140H

#### Introduction to the Novel Honors

*Prerequisite: ENGL 101 with a "C" or better*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU*

(\*Students will receive credit from UC for only one of the following courses: LIT 140 or LIT 140H)

This course introduces students to a variety of approaches to the novel. Course readings will focus on novels selected from different historical periods and within a variety of cultural traditions. Students will gain an understanding of the features that distinguish the novel as a literary genre: narrative structure, point of

view, character development, setting, theme, style, imagery and symbol. This course is designed for students interested in learning more about literary expression and students intending to major in a literary or arts-related field of study. This course is intended for students eligible for the Honors program.

**3 Units**

**54 Lecture hours**

#### **LIT 141**

#### **Introduction to Poetry**

*Prerequisite: ENGL 035 or ENLA 100 or appropriate assessment*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course introduces students to a variety of approaches to poetry. Course readings will include poems on diverse topics representing the fundamental modes, historical periods, and cultural traditions. Students will gain an understanding of the features that distinguish poetry as a literary genre, including techniques of sound, tropes and figurative language, and thematic development. The course is appropriate for both English majors and those students who wish to expand their knowledge and appreciation of poetry.

**3 Units**

**54 Lecture hours**

#### **LIT 142**

#### **Introduction to Shakespeare**

#### **(Formerly LIT 042)**

*Prerequisite: ENGL 035 or ENLA 100 or appropriate assessment*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for students who wish to increase their knowledge and appreciation of Shakespeare's art, his life and times, and his exploration of the human condition. The major works of Shakespeare are explored in the context of the dramatic genre, the Elizabethan theater, and the social, religious, and political milieu of Renaissance England. Representative tragedies, comedies, histories, romances, poetry, and the sonnet cycle are studied.

**3 Units**

**54 Lecture hours**

#### **LIT 142H**

#### **Introduction to Shakespeare Honors**

*Prerequisite: ENGL 101 with a "C" or better*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for students who wish to increase their knowledge

and appreciation of Shakespeare's art, his life and times, and his exploration of the human condition. The major works of Shakespeare are explored in the context of the dramatic genre, the Elizabethan theater, and the social, religious, and political milieu of Renaissance England. Representative tragedies, comedies, histories, romances, poetry, and the sonnet cycle are studied. This course is intended for students eligible for the Honors Program.

**3 Units**

**54 Lecture hours**

#### **LIT 143**

#### **Exploring Authors**

#### **(Formerly LIT 043A)**

*Prerequisite: ENGL 035 or ENLA 100 or appropriate assessment*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: CSU*

This one-unit course is designed for students who wish to study the literary works of one author in depth. Students will compare and contrast all genres and literary criticism of the author's works in class discussions and in essay form. Students should consult the class schedule for the author selection as it varies each semester.

**1 Unit**

**18 Lecture hours**

#### **LIT 143H**

#### **Exploring Authors Honors**

*Prerequisite: ENGL 101 with a "C" or better*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: CSU*

This one-unit course is designed for students who would like the opportunity to study the literary works of one author in depth. Students will compare and contrast the author's works in class discussions and in essay form. Students should consult the class schedule for the author selection as it varies each semester. This course may be taken once and repeated two times for credit. This course is designed for students eligible for the Honors Program.

**1 Unit**

**18 Lecture hours**

#### **LIT 144A**

#### **World Literature**

*Prerequisite: ENGL 035 or ENLA 100 or appropriate assessment*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course introduces students to a wide range of world literature from

antiquity, the Middle Ages, and the Renaissance. Although the emphasis is on continental literature and Western civilization, the course may include significant works from African, Asian, Middle Eastern, and/or Latin American traditions. Course reading and writing assignments emphasize literary periods and literary history, the different genres of literary expression, and literature as a reflection of major cultural events and beliefs. This course is designed for students interested in learning more about literary expression and students intending to major in a literary or arts-related field of study.

**3 Units**

**54 Lecture hours**

#### **LIT 144B**

#### **World Literature**

*Prerequisite: ENGL 035 or ENLA 100 or appropriate assessment*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course introduces students to a wide range of world literature from the seventeenth century to the present. Although the emphasis is on continental literature and Western civilization, the course may include significant works from African, Asian, Middle Eastern, and/or Latin American traditions. Course reading and writing assignments emphasize the European Enlightenment, romanticism, realism, modernism, and literature as a reflection of major cultural events and beliefs. This course is designed for students interested in learning more about literary expression and students intending to major in a literary or arts-related field of study. LIT 144A need not be taken before LIT 144B.

**3 Units**

**54 Lecture hours**

#### **LIT 145**

#### **Introduction to the Short Story**

*Prerequisite: ENGL 035 or ENLA 100 or appropriate assessment*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU*

(\*Students will receive credit from UIC for only one of the following courses: LIT 145 or LIT 145H)

This course is designed for students interested in exploring short fiction from a variety of different periods and traditions in order to increase appreciation, understanding, and enjoyment of its various forms and techniques. Students will compare and contrast authors' works in writing and class discussion. The course emphasizes the short story as a genre from the Nineteenth century to the present.

**3 Units**

**54 Lecture hours**

**LIT 145H****Introduction to the Short Story Honors**

*Prerequisite: ENGL 101 with a grade "C" or better*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU  
(\*Students will receive credit from UC for only one of the following courses: LIT 145 or LIT 145H)*

The course is designed for students interested in exploring short fiction from a variety of different periods and traditions in order to increase appreciation, understanding, and enjoyment of its various forms and techniques. Students will compare and contrast authors' works in writing and class discussion. The course emphasizes the short story as a genre from the Nineteenth century to the present. This course is designed for students eligible for the honors program.

**3 Units**

**54 Lecture hours**

**LIT 146A****British Literature**

*Prerequisite: ENGL 035 or ENLA 100 or appropriate assessment*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for students who are interested in learning about British literature from the Old English period to the beginning of the nineteenth century. The following major British writers will be discussed: Chaucer, Spenser, Shakespeare, Bacon, Donne, Milton, Dryden, Swift, Pope, Johnson, Boswell, Fielding, and others.

**3 Units**

**54 Lecture hours**

**LIT 146AH****British Literature Honors**

*Prerequisite: ENGL 101 with a "C" or better*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for students who are interested in learning about British literature from the Old English period to the beginning of the nineteenth century. The following major British writers will be discussed: Chaucer, Spenser, Shakespeare, Bacon, Donne, Milton, Dryden, Swift, Pope, Johnson, Boswell, Fielding, and others. This course is designed for students eligible for the Honors Program.

**3 Units**

**54 Lecture hours**

**LIT 146B****British Literature**

*Prerequisite: ENGL 035 or ENLA 100 or appropriate assessment*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for students interested in learning about British literature written from the beginning of

the nineteenth century to the present. The following major British writers will be discussed: Austen, Wordsworth, Coleridge, Byron, Shelley, Keats, Tennyson, Browning, Arnold, Shaw, Yeats, Eliot, and others.

**3 Units**

**54 Lecture hours**

**LIT 146BH****British Literature Honors**

*Prerequisite: ENGL 101 with a "C" or better*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for students interested in learning about British literature written from the beginning of the nineteenth century to the present. The following major British writers will be discussed: Austen, Wordsworth, Coleridge, Byron, Shelley, Keats, Tennyson, Browning, Arnold, Shaw, Yeats, Eliot, and others. This course is designed for students eligible for the Honors Program.

**3 Units**

**54 Lecture hours**

**LIT 147****Cinema as Literature**

**(Formerly LIT 047)**

*Prerequisite: ENGL 035 or ENLA 100 or appropriate assessment*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is for students interested in learning about the aesthetics of film making, especially with regard to adaptation of literature to the cinematic medium. Films will be analyzed and evaluated according to their historical, social, cultural, aesthetic, and technical significance. Both American and international film making will be covered.

**3 Units**

**54 Lecture hours**

**LIT 148****Introduction to Dramatic Literature**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course introduces students to a wide range of dramatic literature, from the plays of ancient Greece to contemporary drama. Students will study representative plays from several literary periods. Course reading and writing assignments emphasize dramatic form and structure, the aesthetics of drama, and drama as a reflection of major cultural events and beliefs. This course is designed for students interested in a detailed exploration of a specific genre of literature, students intending to major in a literary or arts-related field of study, and students intending to enter the

teaching profession.

**3 Units**

**54 Lecture hours**

**LIT 149****Introduction to Chicana/Chicano Literature**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course explores a range of Chicana/Chicano literature, with a focus on major texts from 1848 to the present. Course reading and writing assignments explore major cultural themes, including identity issues. Assigned readings may be from a variety of genres including essays, poetry, fiction, oral histories, corridos, and autobiography by writers throughout the Southwest. This course is designed for students interested in exploring various genres of literature, students interested in learning more about Chicana/o cultural expression, and students majoring in Chicano Studies.

**3 Units**

**54 Lecture hours**

**LIT 299****Directed Study: Literature**

**(Formerly LIT 100)**

*Transfers to: UC, CSU*

Independent Study/Directed Study is intended for students who have the ability to assume responsibility for independent work and to prepare written or oral reports and/or appropriate projects. To enroll in an independent study/directed study course, students must possess a 2.5 overall grade point average, a 3.0 grade point average in the discipline of study being requested, or receive an exception from the instructor. Independent Studies/Directed Studies may be developed from any topic arising from or related to a course of study that will result in developing depth and breadth in that subject area. Students will be expected to meet on a regular basis with their faculty sponsor and submit a final report or project, and student progress shall be evaluated at regular intervals. Academic standards for Independent Studies/Directed Studies shall be the same as those for other courses. Units are awarded in accordance to Title V regulations with one unit of credit awarded for 54 hours of Directed Studies, six (6) hours of which must be with an instructor. The instructor is responsible for monitoring student progress through the semester. Students may take directed study courses for a maximum of four (4) units within a discipline, and may not accumulate more than a total of twelve (12) units college wide.

**1 to 4 Units**

**54 to 216 Lab hours**

# LOGISTICS

## Division of Business

### LOG 101

#### Supply Chain Management

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 050 or MATH 050D or MATH 053 or appropriate assessment; CIT 042 Transfers to: CSU*

This course is intended for students seeking a career in logistics or supply chain management. The course presents the tools and techniques for the design and improvement of any supply chain, through the optimal use of information, materials, and technology to improve efficiency and reduce costs. The student will examine the processes for planning, sourcing, making, delivering, and returning products in order to integrate suppliers and customers into an organization's supply chain. The student will receive an overview of career opportunities within the logistics and supply chain management field.

**3 Units**

**54 Lecture hours**

### LOG 105

#### Purchasing Management

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 050 or MATH 050D or MATH 053 or appropriate assessment; CIT 042; LOG 101*

*Transfers to: CSU*

This course is intended for students seeking a career in logistics or supply chain management. This course explores the basic purchasing functions including establishing purchasing requirements and quantities, developing purchasing policies and procedures, receiving acceptable goods, arranging for packaging and shipping, managing inventory control, and the integration of the purchasing activities with other business functions.

**3 Units**

**54 Lecture hours**

### LOG 110

#### Warehouse Management

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 050 or appropriate assessment; CIT 042; LOG 101*

*Transfers to: CSU*

This course is intended for students seeking a career in logistics or supply

chain management. This course provides the essential skills for warehouse managers, with emphasis on the planning, protection, productivity, and quality control functions in warehouse and distribution operations. Topics include warehouse design and layout, effective communications, industry terminology, technology, distribution systems, inventory management and protection, accountability, auditing, and safety rules and regulations. This course is intended for students seeking a career in logistics or supply chain management.

**3 Units**

**54 Lecture hours**

### LOG 115

#### Inventory Management

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 050 or appropriate assessment; CIT 042; LOG 101*

*Transfers to: CSU*

This course is intended for students seeking a career in logistics or supply chain management. The course reviews the concepts and techniques available for planning and controlling inventories. The student will examine methods to determine the appropriate amount of inventory to carry; the relationship between inventory as a physical asset and an accounting asset; the difference between raw material, work-in-process, and finished goods inventories; controlling the physical locations of inventory; recognizing and analyzing inventory dysfunctions; bar code technologies; and protecting inventory from natural, technological, and man-made disasters.

**3 Units**

**54 Lecture hours**

### LOG 120

#### Transportation Management

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 050 or appropriate assessment; CIT 042; LOG 101*

*Transfers to: CSU*

This course is intended for students seeking a career in logistics or supply chain management. The course provides a study of traffic management principles and techniques that facilitate distribution of the world's commerce. Topics covered in the course include analysis of the major forms of transportation, such as motor, rail, air, water, pipeline, inter-modal, and international; the integration of transportation forms into a distribution system; carrier management and selection, including rate structures, scheduling, outsourcing, private fleet operations, and transportation cus-

tomers; government regulations on tariffs; and transportation of hazardous materials.

**3 Units**

**54 Lecture hours**

### LOG 125

#### Contract Management

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 050 or appropriate assessment; CIT 042; LOG 101*

*Transfers to: CSU*

This course is intended for students seeking a career in logistics or supply chain management. The course provides a study of the legal and regulatory requirements applicable to contracts for product transportation and logistics functions and considerations for drafting and negotiating contracts with freight carriers, warehousemen and other logistics service providers.

**2 Units**

**36 Lecture hours**

### LOG 130

#### Computerized Logistics

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 050 or appropriate assessment; CIT 042; LOG 101*

*Transfers to: CSU*

This course is intended for students seeking a career in logistics or supply chain management. The course provides a study of the need and use of computers in the supply chain and logistics industry and an introduction to the software that is available, such as enterprise resource planning, demand planning, and warehouse management.

**3 Units**

**54 Lecture hours**

### LOG 135

#### Quality Management Concepts

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 050 or MATH 050D or MATH 053 or appropriate assessment; CIT 042; LOG 101*

*Transfers to: CSU*

This course is intended for students seeking a career in logistics or supply chain management. The course provides a study of the basic principles, objectives, and policies of a quality management program. Topics include the implementation of continuous quality improvement and the understanding of the various quality philosophies, such as Deming's 14 points, process management, ISO 9000 certification, Six Sigma efforts, the Baldridge award criteria, and an introduction to statistical process control.

**3 Units**

**54 Lecture hours**

## **MANAGEMENT**

### **Division of Business**

#### **MGMT 050**

##### **Business English**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

This course is designed for the student who is seeking a career in business and wants a review of the fundamentals of English. Topics include grammar, sentence structure, paragraph development, punctuation, capitalization, spelling, and vocabulary building as they apply to effective business communication.

**3 Units**

**54 Lecture hours**

#### **MGMT 052**

##### **Business Mathematics**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or MATH 020C or appropriate assessment*

This course consists of the fundamental operations of business which are mathematical in application. Topics covered include percent, payroll, mathematics of buying and selling, simple and compound interest, annuities, business and consumer loans, taxes and insurance, depreciation, financial statements, and business statistics. This course provides solid preparation for students going on to further study in accounting, management, marketing, retailing, real estate, or office administration.

**3 Units**

**54 Lecture hours**

#### **MGMT 070**

##### **Customer Service**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

This course is designed for students who need to develop their skills as customer service representatives. Students will learn how to identify customer behavior, determine customer needs through active listening, improve their verbal and nonverbal communications, develop telephone customer service skills, learn how to handle difficult customers, and learn how to deal with a diverse business environment. The emphasis of the class will be on learning new techniques and then applying them in work situations. 9-week course, 2 sessions each semester.

**3 Units**

**54 Lecture hours**

#### **MGMT 072**

##### **Professionalism in Business**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

The purpose of this course is to develop an attitude of professionalism in students and to provide them with the soft skills necessary to succeed in the workplace. The everyday courtesies that put others at ease in the business environment and guidelines for handling the new challenges that have become part of the American workplace are an integral part of this curriculum. Workplace behavior, social etiquette, and professional appearance form the core areas of study. This is a nine-week module.

**1.5 Units**

**54 Lecture hours**

#### **MGMT 101**

##### **Introduction to Business**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 050 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for the student who has an interest in a career in business. Topics cover business operations, strategies for both, domestic and international markets, economic factor, legal regulations, management, leadership, marketing, financial operations, accounting controls, and e-commerce. This course will count toward a business certificate or degree in business and will transfer to a four-year school.

**3 Units**

**54 Lecture hours**

#### **MGMT 105**

##### **Elements of Supervision**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MGMT 101*

*Transfers to: CSU*

This course is designed for the student who is considering a career in management and is seeking an entry-level career position with a company in retailing, industry, or the government. This course examines the role of the first-line manager and/or supervisor within the organization and emphasizes the application of management functions in effective supervision. Topics include an overview of management principles in direct and straightforward terms, critical concepts and insights into real world practice and challenges.

**3 Units**

**54 Lecture hours**

#### **MGMT 108**

##### **Business Writing**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MGMT 050*

*Transfers to: CSU*

The course covers the principles of effective writing in business. Extensive experience is provided using the different forms of business writing—memorandums, letters, reports, and resumes. Cultural differences and their impact on communicating in business will be studied. This course is designed for students pursuing careers in business.

**3 Units**

**54 Lecture hours**

#### **MGMT 120**

##### **Human Relations in Business**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MGMT 101*

*Transfers to: CSU*

This course is designed for the student who is seeking a career in management or is currently in a leadership role and wants a better understanding of human relation skills and techniques. Topics covered in the course include leadership, teamwork, communication, group problem solving, diversity, motivation, and managerial organizations. These topics will apply to both a diverse and competitive environment.

**3 Units**

**54 Lecture hours**

#### **MGMT 130**

##### **Small Business Management-Entrepreneurship**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MGMT 101*

*Transfers to: CSU*

This course is designed for those students interested in small business, either in a domestic or international market. Topics include start-up methods and techniques, management and operations, marketing, financing and cash management, location strategies, personnel practices, buying and selling strategies, and e-commerce. This course will also provide students with an opportunity to develop a business plan as it pertains to their small business interest.

**3 Units**

**54 Lecture hours**

#### **MGMT 140**

##### **Introduction to International Business**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed to provide students with a global perspective of business and acquaint students with the relationship of culture, politics,

laws, and economics to operation in today's complex global business environment. The subjects covered will include international trade and finance, confidentiality and privacy, international marketing, and international human resources management. This course is designed for students looking for entry-level positions in the field of international business.

**3 Units**

**54 Lecture hours**

#### **MGMT 141 International Marketing**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed to provide students with an in-depth study of international marketing. International market opportunities and the determination of marketing objectives will also be explored. The students will evaluate the marketing research data and analyze selected approaches that affect the marketing mix for specific markets to coordinate strategies in global world markets. This course is designed for the marketing-oriented students and those interested in furthering their knowledge and understanding of international business.

**3 Units**

**54 Lecture hours**

#### **MGMT 142 International Management**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed to provide students with a compressive overview of the management practice as it relates to international business. An emphasis will be placed on the planning, problem solving, organizational structure, human resource management, and production management as it relates to international competition. These functions of management will all be evaluated and examined under international competitive situations and cross cultural boundaries. This course is designed for international business major and those interested in furthering their knowledge of business culture, strategy and behavior issues in the global context.

**3 Units**

**54 Lecture hours**

#### **MGMT 143 Import and Export Business**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This introductory course is designed to provide students with an understanding of International Trade, specifically with regard to Import/

Export. The course is designed for those who want to enter the field of Trade and International Business or for those who wish to further their knowledge and understanding of International Business and International Trade.

**3 Units**

**54 Lecture hours**

#### **MGMT 144 International Banking and Finance**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

The introductory course provides an understanding of international finance, international banking, monetary systems, sources of funds, methods of payments and methods for assessing financial risk. It includes an understanding and appreciation of the relationship between government (international, national, and local) and international banks. The course is designed for students who want to enter the International Finance/Banking field or for those who wish to further their knowledge and understanding of International Banking & Finance.

**3 Units**

**54 Lecture hours**

#### **MGMT 146 Human Resources Management**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed for the student who wants to study employer-employee relationships with particular emphasis on the challenges facing an expanding multicultural workforce in Southern California. Topics include: legal framework; personnel policies and procedures; implementing equal employment and affirmative action; legal aspects of supervision; training and development; interviewing; testing; wage and salary administration, job analysis and description; recruitment; transfers; promotions; and principles of collective bargaining.

**3 Units**

**54 Lecture hours**

#### **MGMT 150 Principles of Management**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment; MGMT 101*

*Transfers to: CSU*

This course is designed for the student who is seeking a career in management or for the student who needs to expand his/her knowledge

of management techniques and organizational methods. In this course, students will learn the theory and application of managerial functions as it applies to planning, organizing, leading, and controlling organizations. Additional topics to be covered will include the history of management, and practical management techniques, practices, and problem solving methodologies. The topics of employee empowerment, characteristics and qualities of successful managers, and contemporary trends in management will also be explored in this course.

**3 Units**

**54 Lecture hours**

#### **MGMT 155 Principles of Leadership**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is intended for professionals who want to develop an understanding of leadership principles. The course explores the differences between leadership and management, the approaches used to define leadership, and methods used to assess leadership behavior. Various instruments for assessing leadership are examined and discussed. Other topics examined include leadership in teams and leadership of change initiatives.

**3 Units**

**54 Lecture hours**

#### **MGMT 160 Principles of Project Management (Formerly CIT 195)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; CIT 101*

*Transfers to: CSU*

This course develops the project management skills needed to define, plan, lead, monitor, and complete projects in any type of industry. Specific topics include managing project integration, scope, time, cost, quality, human resources, communications, risks, and procurement. In addition, the five phases of a project are explored; initiating, planning, executing, controlling, and closing. This course is intended for professionals who want to learn or improve the skills of project management.

**3 Units**

**54 Lecture hours**

#### **MGMT 162 Project Cost & Schedule Management**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; CIT 101*

*Transfers to: CSU*

This course is intended for students seeking a career in project management. Time, cost, and budget estimates are the basis for project control.

This course explores the tools and techniques used to estimate project tasks, costs, and resources, and monitor performance against those estimates over the life of the project.

**2 Units**

**36 Lecture hours**

**MGMT 164**  
**Project Risk Management**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; CIT 101*

*Transfers to: CSU*

This course is intended for students seeking a career in project management. Managing project risk depends upon developing an understanding of the sources of problems in projects, and then working to minimize threats and maximize opportunities wherever feasible. This course explores the tools and techniques used to plan risk management, identify risks, perform qualitative and quantitative risk analysis, plan risk responses, and monitor and control risk responses.

**2 Units**

**36 Lecture hours**

**MGMT 166**  
**Project Management Practicum**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; CIT 101*

*Transfers to: CSU*

This course is intended for students seeking a career in project management. This is a hands-on capstone course providing students with practice in the five project management process groups and the nine knowledge areas. Students will simulate a project based on case studies. The case studies will require the completion of project planning documents under typical business constraints. The case studies will be completed in a team environment.

**2 Units**

**36 Lecture hours**

**MGMT 208**  
**Business Communications**

*Prerequisite: ENGL 101*

*Transfers to: CSU*

This course covers the principles of effective writing in business. Extensive experience is provided using the different forms of business writing—memorandums, letters, reports, and resumes. Cultural differences and their impact on communicating in business will be studied. This course satisfies the business communications component for the Associates of Sciences Degree in Business Administration for transfer (TMC).

**3 Units**

**54 Lecture hours**

**MGMT 290**

**Cooperative Work Experience/Internship for Business Management Related Fields**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course supports and reinforces on-the-job training in business and industrial establishments under supervision of a college instructor and is facilitated by the use of learning objectives. The student will be working in a skilled or professional level assignment in their area of vocational interest and will meet performance objectives related to instruction that are above and beyond the conditions of regular employment. This course is intended for students whose job is related to the field of Business Management and have completed or enrolled in the appropriate coursework. "Contact the CWE office regarding re-enrollment procedures".

**Student Unpaid Internship:**

*1 Unit/60 hours; 2 Units/120 hours; 3 Units/180 hours; 4 Units/240 hours*

**Student Paid Internship:**

*1 Unit/75 hours; 2 Units/150 hours; 3 Units/225 hours; 4 Units/300 hours.*

**1 to 4 Units**

**3 Lecture hours**

**60 to 300 hours**

**MGMT 299**  
**Directed Study: Management**

*Transfers to: UC, CSU*

Independent Study/Directed Study is intended for students who have the ability to assume responsibility for independent work and to prepare written or oral reports and/or appropriate projects. To enroll in an independent study/directed study course, students must possess a 2.5 overall grade point average, a 3.1 grade point average in the discipline of study being requested, or receive an exception from the instructor. Independent Studies/Directed Studies may be developed from any topic arising from or related to a course of study that will result in developing depth and breadth in that subject area. Students will be expected to meet on a regular basis with their faculty sponsor and submit a final report or project, and student progress shall be evaluated at regular intervals. Academic standards for Independent Studies/Directed Studies shall be the same as those for other courses. Units are awarded in accordance to Title V regulations with one unit of credit awarded for 54 hours of Directed Studies, six (6) hours of which must be with an instructor. The instructor is responsible for monitoring student progress through the semester. Students may take directed study courses for a maximum of four (4)

units within a discipline, and may not accumulate more than a total of twelve (12) units college wide.

**1 to 4 Units**

**54 to 216 Lab hours**

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## MARKETING

### Division of Business

**MRKT 170**

**Elements of Marketing**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MGMT 101*

*Transfers to: CSU*

This course is designed for the student who is interested in a career in marketing or gaining an entry-level marketing position with a retail, industrial, service, or consumer product company. Discussion of marketing concepts, strategies, and techniques will take place in an environment that reflects new technologies and international competitiveness. The topics in the course will include marketing concepts, functions, operations, and organizations of retail and wholesale enterprises; distribution channels; market research; advertising; marketing costs; pricing; cooperative marketing, marketing legislation and regulations and trends.

**3 Units**

**54 Lecture hours**

**MRKT 171**

**Consumer Behavior**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MGMT 101*

*Transfers to: CSU*

This class investigates and analyzes the reasons why consumers select, purchase, use, and dispose of goods and services to satisfy their personal and household needs. Topics to be explored include consumer culture, group influence, consumption patterns, and consumer attitudes and lifestyles as well as other relevant topics. This class is appropriate for the marketing major and anyone who wants to know why people buy.

**3 Units**

**54 Lecture hours**

**MRKT 172**

**Advertising and Promotion**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MGMT 101*

*Transfers to: CSU*

This course is designed to introduce students to the creative and competitive field of advertising and

promotion. Course content includes understanding the target audience, developing marketing and advertising plans, engaging in the creative process through strategy and execution, and integrating marketing communications elements as they relate to personal selling, sales promotion, direct marketing, and electronic, digital, and print media. This course is appropriate for the marketing major or anyone interested in advertising and promotion.

**3 Units**  
**54 Lecture hours**

#### **MRKT 173**

##### **Principles of Selling**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed for the student interested in a sales position or those currently in the sales field needing further training or hoping to transition to a management or marketing manager position. The course will focus on relationship selling and developing productive selling environments. In addition, prospecting techniques, approach strategies, presentation and demonstration skills, overcoming selling objections, and closing techniques will provide the core of the material covered in this course.

**3 Units**  
**54 Lecture hours**

#### **MRKT 174**

##### **Small Business Marketing and Advertising**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MGMT 101*

*Transfers to: CSU*

This class provides useful and effective marketing and advertising tools and techniques to those students who have or would like to own a small business. A special emphasis is placed on the fundamentals of marketing and guerilla marketing and advertising techniques. Topics for discussion will include marketing plan strategies, marketing research, marketing channel management, retail and pricing strategies, and cost-effective guerilla advertising techniques for small businesses.

**3 Units**  
**54 Lecture hours**

#### **MRKT 175**

##### **Retail Management**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MGMT 101*

*Transfers to: CSU*

This course is designed for the student pursuing a career in retail management or desiring to own their own retail business. Class discussions will explore the topics of customer buying behavior, retail market strategy, retail site location, and human resources management. Case studies and experiential exercises will be used to help students understand additional topics including customer service, store management, retail pricing, supply chain management, and merchandise management.

**3 Units**  
**54 Lecture hours**

trial, foreign communications systems, and the relationship between free media and a democratic society.

**3 Units**  
**54 Lecture hours**

#### **MSCM 134**

##### **Documentary Film**

**(Formerly MASSC 134, 034)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC, CSU*

This is an inquiry into the origin, purpose, development, and current trends of the documentary (non-fiction) film. The class will view and critique the great documentaries ranging from Nanook of the North to Woodstock. The future of the medium in business, government, education, and television will also be discussed.

**3 Units**  
**54 Lecture hours**

## **MASS**

### **COMMUNICATIONS**

#### **Division of Communications & Languages**

#### **MSCM 103**

##### **Survey of Motion Picture, Radio and Television**

**(Formerly MASSC 103, 003)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC (credit limit \*), CSU (\*Students will receive credit from UC for only one of the following courses: MSCM 103 or MSCM 128)*

This course presents a broad survey of the history, theory, aesthetic principles, and production techniques used in the making of motion pictures, radio, and television programs. Students will view or listen to numerous television shows, motion pictures, films, and radio programs in order to become familiar with various production techniques and methods of critically evaluating media presentations. Guest lecturers and field trips to film, TV shows, and radio studios may be scheduled.

**3 Units**  
**54 Lecture hours**

## **MATHEMATICS**

### **Division of Mathematics & Sciences**

#### **MATH 009**

##### **Enrichment Activities for Mathematics**

This course is designed to support the objectives of the corequisite mathematics course. Activities are designed to further student understanding and appreciation of mathematical principles. Applications and explorations of concepts covered in the corequisite course are emphasized. These instructional activities are not available for discussion/lecture format and are not required for the grade in the corequisite course.

**0 Units**  
**0 Lab hours**

#### **MATH 020**

##### **Basic Mathematics**

**(Formerly MATH 068A)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 021 or appropriate assessment; Individual modules to be taken in sequence.*

This course is designed for students who need a review of the basic principles and skills of arithmetic. The general areas of review are: operations with whole numbers and fractions; operations with decimals and proportional thinking; percent problems and applications to percents. Students may enroll in MATH 020 in a lecture section for three units of credit or in individual one-unit modules: MATH 020A, 020B, and 020C in the Math and Science Center (MSC). This is a non-degree credit course.

**3 Units**  
**54 Lecture hours**

**MATH 020A**  
**Basic Mathematics A**  
**(Formerly MATH 068A)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 021 or appropriate assessment; Individual modules to be taken in sequence.*

This course is designed for students who need a review of the basic principles and skills of arithmetic. See MATH 020 for more information.

**1 Unit**  
**18 Lecture hours**  
**54 Lab hours**

**MATH 020B**  
**Basic Mathematics B**  
**(Formerly MATH 068B)**

*Prerequisite: MATH 020A with a "C" or better*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 021 or appropriate assessment; Individual modules to be taken in sequence.*

This course is designed for students who need a review of the basic principles and skills of arithmetic. See MATH 020 for more information.

**1 Unit**  
**18 Lecture hours**  
**54 Lab hours**

**MATH 020C**  
**Basic Mathematics C**  
**(Formerly MATH 068C)**

*Prerequisite: MATH 020B with a "C" or better*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 021 or appropriate assessment; Individual modules to be taken in sequence.*

This course is designed for students who need a review of the basic principles and skills of arithmetic. See MATH 020 for more information.

**1 Unit**  
**18 Lecture hours**  
**54 Lab hours**

**MATH 021**  
**Basic Mathematics and Study Skills**  
*Advisory: ENGL 030 or ENLA 024 or appropriate assessment; READ 022 or appropriate assessment*

This course is designed for the student who needs an introduction to the study skills required to succeed

in a college mathematics course, as well as a comprehensive review of the basic principles and skills of mathematics. The general areas of mathematics review are operations with whole numbers and fractions, operations with decimals, percent problems and applications to percent, and proportional thinking. Special attention is given to the following study skills: reading a math book, completing homework assignments, taking notes, studying for exams, approaching word problems, and getting help. Other topics include learning styles and attitudes and behaviors that are beneficial to success in mathematics. This is a non-degree credit course.

**4 Units**  
**72 Lecture hours**

**MATH 028**

*Prerequisite: MATH 020A with a "C" or better*  
*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 021 or appropriate assessment; Individual modules to be taken in sequence.*

This course is designed for students who need a review of the basic principles and skills of arithmetic. See MATH 020 for more information.

**1 Unit**  
**18 Lecture hours**  
**54 Lab hours**

**What's Math got to do with it?**  
*Corequisite: Concurrent enrollment in Math 020 or 030*

*Advisory: ENGL 030 or ENLA 024 or appropriate assessment; READ 021 or appropriate assessment*

This course is designed for the student who struggles with mathematics. It explores why it is important to study mathematics and to develop a number sense. The student will gain an understanding of attitudes and behaviors that are beneficial to success in mathematics and will learn to avoid those that are counterproductive. Each student will be provided with a multitude of study skills that are appropriate for individual learning styles. The student will learn how to stay motivated; read the math book; complete homework assignments; take notes; study for exams; approach word problems and get

**MATH 020C**  
**Basic Mathematics C**

*Prerequisite: MATH 020B with a "C" or better*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 021 or appropriate assessment; Individual modules to be taken in sequence.*

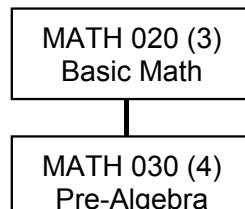
This course is designed for students who need a review of the basic principles and skills of arithmetic. See MATH 020 for more information.

**1 Unit**  
**54 Lab hours**

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**Rio Hondo College**  
**Mathematics Flow Chart**

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help. The students will be introduced to the tutoring software packages that are bundled with most text books and provide free help. Concurrent enrollment in Math 020 or Math 030 is required. This will provide the student with immediate application of the skills learned and support throughout the semester.

**1 Unit**  
**18 Lecture hours**  
**18 Lab hours**

**MATH 030**  
**Prealgebra**  
**(Formerly MATH 055)**

*Prerequisite: MATH 020 or MATH 021 or MATH 020C with a "C" or better or appropriate assessment*  
*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

This course is designed primarily for students who know the fundamentals of arithmetic, and have had little or no background in algebra. The course strengthens the student's arithmetic and informal geometry skills, provides an introduction to the abstractions of algebra using fundamental principles of rational numbers, order of operations, and solving linear equations. Students may enroll in MATH 030 in a lecture section for four units of credit, or individual one-unit modules 030A, 030B, 030C, and 030D in the Math and Science Center (MSC).

**4 Units**  
**72 Lecture hours**

**MATH 030A**  
**Prealgebra A**

*Prerequisite: MATH 020 or MATH 021 or MATH 020C with a "C" or better or appropriate assessment*  
*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

This course is designed primarily for students who know the fundamentals of arithmetic, and have had little or no background in algebra. See MATH 030 for more information.

**1 Unit**  
**18 Lecture hours**  
**54 Lab hours**

**MATH 030B**  
**Prealgebra B**

*Prerequisite: MATH 030A with a "C" or better*  
*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

This course is designed primarily for students who know the fundamentals

of arithmetic, and have had little or no background in algebra. See MATH 030 for more information.

**1 Unit**  
**18 Lecture hours**  
**54 Lab hours**

**MATH 030C**  
**Prealgebra C**

*Prerequisite: MATH 030B with a "C" or better*  
*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

This course is designed primarily for students who know the fundamentals of arithmetic, and have had little or no background in algebra. See MATH 030 for more information.

**1 Unit**  
**18 Lecture hours**  
**54 Lab hours**

**MATH 030D**  
**Prealgebra D**

*Prerequisite: MATH 030C with a "C" or better*  
*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

This course is designed primarily for students who know the fundamentals of arithmetic, and have had little or no background in algebra. See MATH 030 for more information.

**1 Unit**  
**18 Lecture hours**  
**54 Lab hours**

**MATH 033**  
**Fast-Track Prealgebra**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

This is the first of three math courses designed to allow students to complete developmental math courses at a faster rate of speed than the traditional lecture course. This course combines topics from both Basic Math and Prealgebra, including operations with whole numbers, integers, fractions, decimals and proportional thinking, percent problems and applications to percents, as well as an introduction to algebraic thinking using fundamental principles of expressions and solving linear equations.

**4 Units**  
**72 Lecture hours**

**MATH 049**  
**Introduction to MESA**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This standalone one-unit course is designed for students who participate in the MESA (Mathematics, Engineering, Science Achievement) program

at Rio Hondo College. The course will introduce students to Science-Technology- Engineering-Mathematics (STEM) career paths, transfer requirements, internships and scholarships availabilities. The course introduces StrengthsQuest and will assist the student in compiling strengths-based resumes and personal statements. Students are expected to be concurrently enrolled in at least one mathematics or science course.

**1 Unit**  
**18 Lecture hours**

**MATH 050**

**Elementary Algebra**  
**(Formerly MATH 50)**

*Prerequisite: MATH 030 or MATH 030D or MATH 033 with a grade of "C" or better or appropriate assessment*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

This course is an introduction to the basic principles and skills of algebra. It is designed primarily for those students who have no prior training in algebra or need a review of the fundamentals of algebra. Topics include: numbers and their properties, operations with real numbers, exponents, solutions and graphs of linear equations, slopes of lines, system of linear equations and applications, operations with polynomials including factoring, solving quadratic equations, operations with simple rational and radical expressions. Students may enroll in MATH 050 in a lecture section for four units of credit, or individual one-unit modules 050A, 050B, 050, and 050D in the Math and Science Center (MSC) or online.

**4 Units**  
**90 Lecture hours**

**MATH 050A**

**Elementary Algebra A**

*Prerequisite: MATH 030 or MATH 030D or MATH 033 with a grade of "C" or better or appropriate assessment*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

This course is an introduction to the basic principles and skills of algebra. It is designed primarily for those students who have no prior training in algebra or need a review of the fundamentals of algebra. See MATH 050 for more information.

**1 Unit**  
**22.5 Lecture hours**  
**54 Lab hours**

**MATH 050B**

**Elementary Algebra B**

*Prerequisite: MATH 050A with a grade of "C" or better or appropriate assessment*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

This course is an introduction to the basic principles and skills of algebra. It is designed primarily for those students who have no prior training in algebra or need a review of the fundamentals of algebra. See MATH 050 for more information.

**1 Unit**

**22.5 Lecture hours**

**54 Lab hours**

#### **MATH 050C**

##### **Elementary Algebra C**

*Prerequisite: MATH 050B with a grade of "C" or better or appropriate assessment*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

This course is an introduction to the basic principles and skills of algebra. It is designed primarily for those students who have no prior training in algebra or need a review of the fundamentals of algebra. See MATH 050 for more information.

**1 Unit**

**22.5 Lecture hours**

**54 Lab hours**

#### **MATH 050D**

##### **Elementary Algebra D**

*Prerequisite: MATH 050C with a grade of "C" or better or appropriate assessment*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

This course is an introduction to the basic principles and skills of algebra. It is designed primarily for those students who have no prior training in algebra or need a review of the fundamentals of algebra. See MATH 050 for more information.

**1 Unit**

**22.5 Lecture hours**

**54 Lab hours**

#### **MATH 053**

##### **Fast-Track Elementary Algebra**

*Prerequisite: MATH 030 or MATH 030D or MATH 033 with a grade of "C" or better or appropriate skill level as determined by participation in the math placement process*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or*

*appropriate assessment*

This is the second of three math courses designed to allow students to complete developmental math courses at a faster rate of speed than the traditional lecture course. It is designed primarily for those students who need to learn the fundamentals of algebra. This course consists of topics including solutions and graphs of linear equations and inequalities, slopes of lines, systems of linear equations and applications, operations with polynomials including factoring and solving quadratic equations.

**4 Units**

**72 Lecture hours**

#### **MATH 060**

##### **Geometry**

**(Formerly MATH 052)**

*Prerequisite: MATH 050 or MATH 050D or MATH 053 with a grade of "C" or better or appropriate assessment*

*Advisory: ENGL 030 or ENLA 024 or appropriate assessment; READ 023 or appropriate assessment*

This course is an introduction to the elements of geometry, including points, lines, planes, and angles. These elements are used in conjunction with triangles, polygonal and circular figures in both two and three dimensional configurations. Formulas for computing lengths, areas, and volumes are presented through the use of applications. This course is intended for students who have not had or completed two semesters of high school geometry or who need a refresher prior to taking trigonometry, technology courses, mathematics for elementary teachers or other courses with a geometry prerequisite.

**3 Units**

**54 Lecture hours**

#### **MATH 070**

##### **Intermediate Algebra**

**(Formerly MATH 010)**

*Prerequisite: MATH 050 or MATH 050D or MATH 053 with a grade of "C" or better or appropriate assessment*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU if taken prior to the Fall Semester, 1988*

This course is designed for students who have completed an elementary algebra course and need to complete an additional course in algebra before proceeding to a college level transferable course. This course is a study of linear and quadratic equations and inequalities, system of linear equations, polynomials, exponents and radicals, relations and functions,

graphs of functions, exponential and logarithmic expressions and their applications. Students may enroll in MATH 070 in a lecture section for four units of credit or in individual one-unit modules: MATH 070A, 070B, 070C, and 070D in the Math and Science Center (MSC) or online.

**4 Units**

**90 Lecture hours**

#### **MATH 070A**

##### **Intermediate Algebra A**

*Prerequisite: MATH 050, MATH 050D, or MATH 053 with a grade of "C" or better or appropriate assessment*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU if taken prior to the Fall Semester, 1988*

This course is designed for students who have completed an elementary algebra course and need to complete an additional course in algebra before proceeding to a college level transferable course. See MATH 070 for more information.

**1 Unit**

**22.5 Lecture hours**

**54 Lab hours**

#### **MATH 070B**

##### **Intermediate Algebra B**

*Prerequisite: MATH 070A with a grade of "C" or better or appropriate assessment*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU if taken prior to the Fall Semester, 1988*

This course is designed for students who have completed an elementary algebra course and need to complete an additional course in algebra before proceeding to a college level transferable course. See MATH 070 for more information.

**1 Unit**

**22.5 Lecture hours**

**54 Lab hours**

#### **MATH 070C**

##### **Intermediate Algebra C**

*Prerequisite: MATH 070B with a grade of "C" or better or appropriate assessment*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU if taken prior to the Fall Semester, 1988*

This course is designed for students who have completed an elementary algebra course and need to complete an additional course in algebra before proceeding to a college level transferable course. See MATH 070 for more information.

**1 Unit**  
**22.5 Lecture hours**  
**54 Lab hours**

**MATH 070D**  
**Intermediate Algebra D**

*Prerequisite: MATH 070C with a grade of "C" or better or appropriate assessment  
Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU if taken prior to the Fall Semester, 1988*

This course is designed for students who have completed an elementary algebra course and need to complete an additional course in algebra before proceeding to a college level transferable course. See MATH 070 for more information.

**1 Unit**  
**22.5 Lecture hours**  
**54 Lab hours**

**MATH 072**

**The Mathematics of Money**

*Prerequisite: MATH 050 or MATH 050D with a grade of "C" or better or appropriate assessment*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

The Mathematics of Money is designed for students pursuing an associate's degree who do not plan to transfer to a four-year school. Students will consider the mathematics of exponential growth and decay and the use of logarithms as they relate to investing and borrowing money including compound interest, credit cards, and installment loans. Other topics include probability and statistics, especially related to gambling and insurance.

**4 Units**  
**72 Lecture hours**

**MATH 073**

**Fast-Track Intermediate Algebra**

*Prerequisite: MATH 050 or MATH 050D or MATH 053 with a grade of "C" or better or appropriate skill level as determined by participation in the math placement process*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

This is the third of three math courses designed to allow students to complete developmental math courses at a faster rate of speed than the traditional lecture course. This course is designed for students who have completed an elementary algebra course and need to complete an additional course in algebra before proceeding to a college level transferable course. This course is a study of

systems of linear equations in more than two variables, radical and rational expressions and equations, complex absolute value equations and inequalities, relations and functions, synthetic division, graphs of functions, exponential and logarithmic expressions and their applications, as well as complex numbers.

**4 Units**  
**72 Lecture hours**

**MATH 103**  
**Math Tutoring Skills**

*Prerequisite: MATH 070 or appropriate assessment*

*Prerequisite/Corequisite: ED 090 Transfers to: CSU*

This course is designed for students who seek to peer-tutor and students who aim to tutor at elementary, middle, high school or college. The course will provide the student with the skills to appropriately help, explain, and assist others solve math problems without assistance.

**0.5 Units**  
**9 Lecture hours**

**MATH 104**  
**Math Tutoring Discussion**

*Prerequisite/Corequisite: MATH 103  
Transfers to: CSU*

This course is designed for students who currently peer-tutor and students who tutor at elementary, middle, high schools or college. The discussion will assist the students with solving problems that occur in tutoring situations and expand their mathematical problem solving skills.

**0.5 Units**  
**9 hours**

**MATH 120**  
**Finite Mathematics**  
**(Formerly MATH 011)**

*Prerequisite: MATH 070 or MATH 070D with a grade of "C" or better or appropriate assessment*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*  
This course is designed for students majoring in business, social sciences. Topics will include: modeling with linear equations, matrix theory, linear programming, set theory, counting, probability, and statistics.

**4 Units**  
**72 Lecture hours**

**MATH 130**  
**Statistics**  
**(Formerly MATH 012)**

*Prerequisite: MATH 070, MATH 070D, or MATH 073 with a grade of "C" or better or appropriate assessment*

*Advisory: ENGL 101 or appropriate assessment; READ 101 or appropriate assessment*

*Transfers to: UC (\*Students will receive credit from UC for only one of the following courses: MATH 130 or MATH 130H)*

This course is designed for students majoring in business, social sciences, and life sciences. This course provides an overview of descriptive and inferential statistics. The students learn to read, interpret and present data in a well-organized way. This includes frequency distributions, graphs, measures of central tendency and variability, correlation and linear regression. While discussing inferential statistics, the students learn to make generalizations about populations. This includes probability, sampling techniques, confidence intervals, and hypothesis tests.

**4 Units**  
**72 Lecture hours**

**MATH 130H**

**Statistics Honors**

*Prerequisite: MATH 070, MATH 070D, or MATH 073 with a grade of "C" or better or appropriate assessment; Minimum GPA of 3.0; Completion of ENGL 101 with a grade of "C" or better*

*Advisory: READ 101 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*Students will receive credit from UC for only one of the following courses: MATH 130 or MATH 130H)*

This course is designed for students majoring in business, social sciences, and life sciences. This course provides an overview of descriptive and inferential statistics. The students learn to read, interpret and present data in a well-organized way. This includes frequency distributions, graphs, measures of central tendency and variability, correlation and linear regression. While discussing inferential statistics, the students learn to make generalizations about populations. This includes probability, sampling techniques, confidence intervals, and hypothesis tests. This course is intended for students who meet Honors Program requirements.

**4 Units**  
**72 Lecture hours**

**MATH 140**

**Mathematics for Elementary Teachers**  
**(Formerly MATH 016A)**

*Prerequisite: MATH 070 or MATH 070D or MATH 073 with a grade of "C" or better or appropriate assessment*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed to deepen and extend the student's understanding of the foundations of the mathematics taught in elementary school. Because it is intended for the student preparing to teach at that level, it frequently refers to and uses materials and methodology appropriate for students at that level, but it is not a methods course. The course is concept-driven with an emphasis on problem solving. Concrete manipulatives are used to give meaning to abstract mathematical concepts. Topics include numeration and place value concepts, models and algorithms for operations with whole numbers, integers, fractions and decimals, and the structure and properties of the real number system.

**4 Units**

**72 Lecture hours**

#### **MATH 141**

#### **Mathematics for Elementary Teachers (Formerly MATH 016B)**

*Prerequisite: MATH 060 and MATH 140 with a grade of "C" or better*

*Transfers to: CSU Math 141 is a continuation of Math 140.*

Topics include probability, statistics, informal geometry in two and three dimensions, coordinate geometry, measurement, similarity, tessellations, constructions, and an introduction to Euclidean geometry. Manipulatives and appropriate technology are used as tools for exploration and problem solving. This course is intended for elementary education majors planning to teach in elementary or middle schools.

**4 Units**

**72 Lecture hours**

#### **MATH 160**

#### **College Algebra**

#### **(Formerly MATH 002)**

*Prerequisite: MATH 070 or MATH 070D or MATH 073 with a grade of "C" or better or appropriate assessment*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit \*), CSU (\*Students will receive credit from UC for only one of the following courses: MATH 160 or MATH 165 or MATH 180)*

This course will cover linear, quadratic, polynomial, power, exponential, and logarithmic functions and their applications from a graphical, numerical, and analytical point of view. The course also will cover systems of equations and inequalities and sequences and series. The course serves as preparation for students

planning to take Elements of Calculus (MATH 170). Graphing technology will be required.

**4 Units**

**72 Lecture hours**

#### **MATH 170**

#### **Elements of Calculus (Formerly MATH 013)**

*Prerequisite: MATH 160 with a grade of "C" or better or appropriate assessment*

*Advisory: ENGL 101; READ 101*

*Transfers to: UC (credit limit \*), CSU (\*Students will receive credit from UC for only one of the following courses:*

*MATH 170, MATH 190, or MATH 190H)*

This is a one-semester course in the fundamentals of algebra-based calculus and its applications to the fields of business, economics, social sciences, biology and technology. Course topics include graphing of functions, derivatives and integrals of polynomials, exponential and logarithmic functions, applications of derivatives and integrals, multi-variable derivatives and differential equations.

**4 Units**

**72 Lecture hours**

#### **MATH 175**

#### **Plane Trigonometry**

#### **(Formerly MATH 090, 033)**

*Prerequisite: MATH 060 and MATH 070 or MATH 070D or MATH 073 with a grade of "C" or better or appropriate assessment*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed for students who are majoring in math, science, and engineering. This course equips students with the skills necessary for success in pre-calculus. It presents the concepts of plane trigonometry using a functions approach. Included is a study of basic relations, functions, and transformations, as well as circular functions, trigonometric functions of angles, identities, inverse functions and their equations and solutions of triangles.

**3 Units**

**72 Lecture hours**

#### **MATH 180**

#### **Pre-Calculus**

#### **(Formerly MATH 004)**

*Prerequisite: MATH 175 with a grade of "C" or better or appropriate assessment*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 101 or appropriate assessment*

*Transfers to: UC (credit limit \*), CSU (\*Students will receive credit from UC for only one of the following courses: MATH 160 or MATH 165 or MATH 180)*

This course is designed to prepare students for the study of calculus. It presents a comprehensive study of linear, quadratic, polynomial, exponential, logarithmic, rational, and trigonometric functions. Inequalities, introductory analytical geometry, polar coordinates, polar equations and their graphs, DeMoivre's Theorem and an introduction to sequences are also included. This course is a prerequisite for MATH 190.

**4 Units**

**72 Lecture hours**

#### **MATH 190**

#### **Calculus I**

*Prerequisite: MATH 180 with a grade of "C" or better or appropriate assessment*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 101 or appropriate assessment*

*Transfers to: UC (credit limit \*), CSU (\*Students will receive credit from UC for only one of the following courses: MATH 170, MATH 190 or MATH 190H)*

MATH 190 is a semester course designed primarily for those students planning to pursue programs in engineering, mathematics, computer science, and physical sciences. This course includes topics of differential and integral calculus of a single variable.

**4 Units**

**90 Lecture hours**

#### **MATH 190H**

#### **Calculus I Honors**

*Prerequisite: MATH 180 with a grade of "C" or better or appropriate assessment; ENGL 101 with a grade of "C" or better or appropriate assessment*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC (credit limit \*), CSU (\*Students will receive credit from UC for only one of the following courses: MATH 170, MATH 190 or MATH 190H)*

MATH 190H is a semester course designed primarily for those students planning to pursue programs in engineering, mathematics, computer science, and physical sciences. This course includes topics of differential and integral calculus of a single variable. This course is intended for students who meet Honors Program requirements.

**4 Units**

## **90 Lecture hours**

### **MATH 191**

#### **Calculus II**

*Prerequisite: MATH 190 or MATH 190H with a grade of "C" or better or appropriate assessment*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 101 or appropriate assessment*

*Transfers to: UC, CSU MATH 191 is a semester course which continues the study of calculus begun in MATH 190.*

The course includes techniques of integration, improper integrals, anti-derivatives, application of the definite integral, differential equations, Taylor polynomials, series, vectors, the dot product and the cross product. This course is the second course of the calculus sequence required of engineering, physics, and mathematics majors.

**4 Units**

**90 Lecture hours**

### **MATH 250**

#### **Calculus III**

*Prerequisite: MATH 191 with a grade of "C" or better*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 101 or appropriate assessment*

*Transfers to: UC, CSU*

This course involves a study of functions of two or more variables using the principles of calculus, vector analysis, and parametric equations. Included is a study of solid regions using partial differentiation, vector analysis, and multiple integration. This course also includes a study of vector calculus topics, such as line and surface integrals, Green's Theorem, Stokes' Theorem, and the Divergence Theorem. This is the third course of the calculus sequence required of engineering, physics, and mathematics majors.

**4 Units**

**90 Lecture hours**

### **MATH 260**

#### **Linear Algebra**

*Prerequisite: MATH 191 with a grade of "C" or better*

*Transfers to: UC, CSU*

This course is an introductory study of linear algebra with applications to problems in the physical and social sciences. It includes a study

of vectors, systems of linear equations, matrices, determinants, the Fundamental Theorem of Invertible Matrices, Eigenvalues and Eigenvectors, orthogonality, vector spaces and proof by mathematical induction.

This course is required for Engineering, Physics, Computer Science and Mathematics majors.

**4 Units**

**72 Lecture hours**

### **MATH 270**

#### **Differential Equations**

**(Formerly MATH 007)**

*Prerequisite: MATH 250 with a grade of "C" or better*

*Transfers to: UC, CSU*

This course is a study of ordinary differential equations with applications in the physical and social sciences.

The course includes a study of linear and nonlinear first-order differential equations, linear higher order differential equations, systems of differential equations, power series solution of differential equations, and Laplace transforms. This course is a continuation of MATH 190, MATH 191, and MATH 250 and is required for all Engineering, Physics, and Mathematics majors.

**4 Units**

**72 Lecture hours**

### **MATH 299**

#### **Directed Study: Mathematics**

**(Formerly MATH 100)**

*Transfers to: UC, CSU*

Independent Study/Directed Study is intended for students who have the ability to assume responsibility for independent work and to prepare written or oral reports and/or appropriate projects. To enroll in an independent study/directed study course, students must possess a 2.5 overall grade point average, a 3.0 grade point average in the discipline of study being requested, or receive an exception from the instructor.

Independent Studies/Directed Studies may be developed from any topic arising from or related to a course of study that will result in developing depth and breadth in that subject area. Students will be expected to meet on a regular basis with their faculty sponsor and submit a final report or project, and student progress shall be evaluated at regular intervals.

Academic standards for Independent Studies/Directed Studies shall be the

same as those for other courses. Units are awarded in accordance to Title V regulations with one unit of credit awarded for 54 hours of Directed Studies, six (6) hours of which must be with an instructor. The instructor is responsible for monitoring student progress through the semester.

Students may take directed study courses for a maximum of four (4) units within a discipline, and may not accumulate more than a total of twelve (12) units college wide.

**1 to 4 Units**

**54 to 216 Lab hours**

## **MUSIC**

### **Division of Arts & Cultural Programs**

#### **MUS 101**

##### **Fundamentals of Music**

**(Formerly MUSIC 101, 001)**

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This is a course designed for the student interested in the fundamentals of music theory. Included in this class will be a study of basic notation, rhythm reading, major and minor scale construction, simple musical analysis and basic chord construction.

**3 Units**

**54 Lecture hours**

#### **MUS 103**

##### **Music Theory I**

**(Formerly MUSIC 103, 003A)**

*Prerequisite: MUS 101 with a "C" or better*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for the student who wants to study the basic materials of harmony and musicianship: scales, keys, intervals, chords, chord connections, part writing, and inversions. Also included is ear training, melodic and harmonic dictation, and harmonic analysis. Required of all music majors.

**3 Units**

**54 Lecture hours**

#### **MUS 104**

##### **Music Theory II**

**(Formerly MUSIC 104, 003B)**

*Prerequisite: MUS 103 with a "C" or better*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for the student who wants to study the

harmonic practices of the eighteenth and nineteenth centuries. Advanced stages of chromaticism which includes tonicization, modulation, modal mixture, and sequential movement both tonal and real will be incorporated into the harmonic study. Techniques and orchestration of instruments are studied and applied to melodic and motivic construction in a formal compositional context.

**3 Units**

**54 Lecture hours**

#### **MUS 106**

#### **Beginning Musicianship I** **(Formerly MUSIC 106)**

*Prerequisite: MUS 101 with a "C" or better*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for the student who wants to develop beginning aural skills, sight-reading, sight-singing and rhythmic interpretation skills. It is recommended for all instrumentalists, singers and composers.

**3 Units**

**54 Lecture hours**

#### **MUS 107**

#### **Beginning Musicianship II** **(Formerly MUSIC 107)**

#### **Prerequisite: MUS 106**

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This beginning level course is designed for the student who wants to continue developing aural skills, sight-reading, sight-singing and rhythmic interpretation skills. It is recommended for all instrumentalists, singers and composers.

**3 Units**

**54 Lecture hours**

#### **MUS 110**

#### **College Community Orchestra** **(Formerly MUSIC 110, 111)**

*Advisory: MUS 101*

*Transfers to: UC, CSU*

This course is designed for the instrumental music student who wants to become familiar with the vast body of orchestral music. It provides players an opportunity to develop their

own musical capabilities as well as participating in ensemble playing. Students are expected to provide their own instruments. This course may be taken once and repeated three times for credit.

**1 Unit**

**54 Lab hours**

#### **MUS 116**

#### **Music Ensemble for Diverse**

#### **Instruments I**

#### **(Formerly MUSIC 116)**

*Transfers to: UC, CSU*

This course is designed for the electric and acoustic instrumental student, the vocal student, and the novice to perform together in one ensemble. The ensemble content, which will depend upon the instrumental and vocal makeup of the class, will include a diversity of approaches that might include Latin, Asian, Popular and contemporary Classical Music.

**2.5 Units**

**27 Lecture hours**

**54 Lab hours**

#### **MUS 117**

#### **Music Ensemble for Diverse Instruments II**

#### **(Formerly MUSIC 117)**

*Prerequisite: MUS 116*

*Transfers to: UC, CSU*

This course is designed for the intermediate electric, acoustic instrumental and vocal students to perform together in one ensemble. The ensemble content, which will depend upon the instrumental and vocal makeup of the class, will include a diversity of approaches that might include Latin, Asian, Popular and contemporary Classical Music.

**2.5 Units**

**27 Lecture hours**

**54 Lab hours**

#### **MUS 119**

#### **Advanced College Community**

#### **Orchestra**

*Prerequisite: MUS 110*

*Transfers to: CSU*

This course is designed for the more advanced instrumental music student who wants to become more familiar with the vast body of orchestral music. It provides advanced players

an opportunity to further develop their own musical capabilities as well as participate in ensemble playing. Students are expected to provide their own instruments. This course may be taken once and repeated three times for credit.

**1 Unit**

**54 Lab hours**

#### **MUS 120**

#### **Vocal Arts Ensemble I**

#### **(Formerly MUSIC 120, 022A)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for the student who seeks an opportunity to perform in a vocal ensemble. Participation in public performance is required. The repertoire will include a diversity of selections including classical choral literature, world music, popular and contemporary music. Previous choral experience is not required.

**2 Unit**

**27 Lecture hours**

**27 Lab hours**

#### **MUS 129**

#### **Music in Latin American Culture**

#### **(Formerly MUSIC 129)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is a survey course designed for the student seeking an introduction to music in Latin American culture. The course will focus on the diverse musical cultures of South America, Central America, Mexico and the Caribbean. Emphasis will be placed on rhythmic styles and structures, as well as, specific social, cultural, and historical backgrounds.

**3 Units**

**54 Lecture hours**

#### **MUS 130**

#### **Music History and Literature Before**

#### **1750**

#### **(Formerly MUSIC 130, 030A)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for the student who seeks an introduction to the major composers and musical movements from antiquity to the 1700's. The course focuses on learning, reasoning, and writing about these periods with the goal of understanding their social, political, and cultural contexts. In addition, these periods will be compared to contemporary culture and its social, political, and cultural framework.

**3 Units**

**54 Lecture hours**

**MUS 131**  
**Music History and Literature After 1750**  
**(Formerly MUSIC 131, 030B)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for the student who seeks an introduction to the major composers and musical movements from 1750 to the present. The course focuses on learning, reasoning, and writing about these periods with the goal of understanding their social, political, and cultural contexts. In addition, these periods will be compared to contemporary culture and its social, political, and cultural framework.

**3 Units**

**54 Lecture hours**

**MUS 132**  
**History of Rock and Roll**  
**(Formerly MUSIC 132)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is a survey course designed for the student who seeks an introduction to Rock and Roll. The course will focus on rock and roll music, its origins and its many sub-styles. The social, political and economic influence the music has had on society and other types of music will also be examined.

**3 Units**

**54 Lecture hours**

**MUS 133**  
**Music Appreciation**  
**(Formerly MUSIC 133, 033)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is a survey of musical practices from various periods of music history with an emphasis on social, political and commercial contexts. Types of music to be covered will include Classical, Jazz, Rock, Blues and World Music. This course is targeted for students seeking to fulfill the general education requirement in the arts.

**3 Units**

**54 Lecture hours**

**MUS 134**  
**Rio Hondo College Singers I**  
**(Formerly MUSIC 134, 125)**

*Prerequisite: MUS 120 and audition*

*Advisory: ENGL 035 or ENLA 100 and appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed for students who seek to broaden their understanding of choral literature by

performing increasingly difficult choral works. Attention is given to the refinement and polishing of technique through rehearsal and performance of choral music from various musical periods and styles. Enrollment criteria include an audition.

**2 Units**

**18 Lecture hours**

**54 Lab hours**

**MUS 135**  
**Music in Film**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is a survey of the art and craft of film music as practiced by prominent film composers and sound designers. Emphasis will be placed on history and function from 1930 to the present, as well as cultural context. The class is designed for students interested in learning how music influences film.

**3 Units**

**54 Lecture hours**

**MUS 136**  
**History of Jazz**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is a survey course designed for the student who seeks an introduction to Jazz. The course will focus on jazz music, its origins and its many sub-styles. The social, political and economic influence the music has had on society and other types of music will also be examined.

**3 Units**

**54 Lecture hours**

**MUS 138**  
**Masterworks Chorale**

*Prerequisite: Audition*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment*

*Transfers to: UC, CSU*

This advanced level course is designed for students who seek to broaden their understanding of choral literature by performing difficult choral works such as the B minor Mass by Bach, Elijah by Mendelssohn, or Messiah by Handel accompanied by orchestra or other instrumental ensemble. Attention is given to the refinement and polishing of technique through rehearsal and performance of choral music from various musical periods and styles. Public Performance is required.

Enrollment criteria requires an audition.

**2 Units**

**27 Lecture hours**

**27 Lab hours**

**MUS 139**  
**Advanced Vocal Ensemble**  
**(Formerly MUSIC 139)**

*Prerequisite: MUS 120 with a grade of "C" or better*

*Transfers to: UC, CSU*

This course is designed for the more advanced vocal student who seeks an opportunity to perform in a vocal ensemble. The repertoire will include a diversity of approaches that might include Latin, Asian, Popular and contemporary Classical Music.

**2 Units**

**27 Lecture hours**

**27 Lab hours**

**MUS 140**  
**Beginning Voice**  
**(Formerly MUSIC 140, 040A)**

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for students who wish to learn the vocal techniques used in singing Opera, Pop, Folk, Rock and Jazz. Emphasis is placed upon selection of material dependent upon the abilities of the student. No previous musical experience is necessary.

**1 Unit**

**18 Lecture hours**

**27 Lab hours**

**MUS 142**  
**Intermediate Voice**  
**(Formerly MUSIC 142, 041A)**

*Prerequisite: MUS 140 with a "C" or better*

*Advisory: READ 022 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for students who wish to further develop the techniques acquired in Beginning Voice. A comprehensive study of style and artistic interpretation will be included.

**1 Unit**

**18 Lecture hours**

**27 Lab hours**

**MUS 145**  
**Beginning Piano I**  
**(Formerly MUSIC 145, 045A)**

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This class is for the student interested in beginning piano skills, and in the understanding of music through the study of simple piano pieces. The development of skills at the beginning level may be used in the playing of various styles including Classical, Pop, Jazz and Rock. Individual pieces are performed in class. No previous experience is necessary.

**1.5 Units**

**18 Lecture hours**

**27 Lab hours**

**MUS 146**  
**Beginning Piano II**

**(Formerly MUSIC 146, 045B)**

*Advisory: READ 023 or appropriate assessment*

*Prerequisite: MUS 145 with a "C" or better*

*Transfers to: UC, CSU*

This class is for the student interested in beginning piano skills, and in the understanding of music through the study of simple piano pieces. The development of skills at the beginning level may be used in the playing of various styles including Classical, Pop, Jazz and Rock. Individual pieces are performed in class. This course is a continuation of materials learned in Beginning Piano I.

**1.5 Units**

**18 Lecture hours**

**27 Lab hours**

**MUS 147****Intermediate Piano I****(Formerly MUSIC 147, 046A)**

*Advisory: READ 023 or appropriate assessment*

*Prerequisite: MUS 146 with a "C" or better*

*Transfers to: UC, CSU*

This course is designed for students seeking to broaden their knowledge and understanding of piano literature. Varied works of intermediate difficulty will be introduced. Attention is given to the refinement and polishing of technique through scales, arpeggios, sight-reading, interpretation and tone production.

**1.5 Units**

**18 Lecture hours**

**27 Lab hours**

**MUS 148****Intermediate Piano II****(Formerly MUSIC 148, 046B)**

*Advisory: READ 023 or appropriate assessment*

*Prerequisite: MUS 147 with a "C" or better*

*Transfers to: UC, CSU*

This course is designed for students seeking to broaden their knowledge and understanding of piano literature. More advanced solo literature of intermediate difficulty will be introduced. Emphasis is placed on the technical and interpretive demands required to perform a varied repertoire.

**1.5 Units**

**18 Lecture hours**

**27 Lab hours**

**MUS 150****Beginning Guitar****(Formerly MUSIC 150, 050)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for the student interested in beginning guitar skills and in the understanding of music through the study of simple

guitar pieces. The development of skills at the beginning level may be used in the playing of various styles including Classical, Pop, Jazz, Rock and Blues. No previous musical experience is necessary.

**1.5 Units**

**18 Lecture hours**

**27 Lab hours**

**MUS 151****Intermediate Guitar****(Formerly MUSIC 151, 051)**

*Prerequisite: MUS 150*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This intermediate level course is designed for students who seek to broaden their understanding of guitar literature by performing moderately difficult works. Attention is given to the refinement and polishing of technique through scales, arpeggios, sight-reading, interpretation and tone production.

**1.5 Units**

**18 Lecture hours**

**27 Lab hours**

**MUS 154****Guitar Ensemble****(Formerly MUSIC 154)**

*Prerequisite: Must have completed at least one semester of guitar*

*Transfers to: UC, CSU*

This course will offer the opportunity for guitarists, electric or acoustic, to perform together in an ensemble. The ensemble content will depend upon the makeup of the class and will include a diversity of approaches that might include Latin, Asian, Popular and Classical Music. Recommended for guitarist whether they be music majors or not.

**2 Units**

**27 Lecture hours**

**27 Lab hours**

**MUS 156****Intermediate Musicianship I**

*Prerequisite: MUS 107*

*Transfers to: UC, CSU*

This course is designed for the student who wants to further develop aural skills, sight-reading, sight-singing and rhythmic interpretation skills beyond the beginning level. It is recommended for all instrumentalists, singers and composers.

**3 Units**

**54 Lecture hours**

**MUS 157****Intermediate Musicianship II**

*Prerequisite: MUS 156*

*Transfers to: UC, CSU*

This course is designed for the student who wants to further develop aural skills, sight-reading, sight-singing and rhythmic interpretation skills beyond the introductory intermediate level. It is recommended for all instrumentalists, singers and composers.

**3 Units**

**54 Lecture hours**

**MUS 158****Masterworks Chorale II**

*Prerequisite: MUS 138 and Audition*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This advanced level course is designed for students who seek in-depth study of choral literature by performing complex choral works such as Beethoven's Mass in C, Orff's Carmina Burana, and Britten's War Requiem accompanied by orchestra or other instrumental ensemble, or sung a cappella. Attention is given to every detail of musical development through rehearsal and performance of choral music from various musical periods and styles. Public performance is required. Enrollment criteria requires successful completion of MUS 138 and an audition.

**2 Units**

**27 Lecture hours**

**27 Lab hours**

**MUS 165****Electronic Music I****(Formerly MUSIC 165)**

*Corequisite: MUS 180*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed for the student who wants to learn the basic elements involved in electronic music including: fundamental elements of music, keyboard electronics, signal processing, virtual synthesis which may include Sylenth, Crystal, and Gladiator, MIDI, simple computer software which may include Garage Band, and digital recording. Creating electronic compositions will also be covered. Students should take Music 180 concurrently. This course is recommended for all students who intend to pursue music professionally.

**3 Units**

**36 Lecture hours**

**54 Lab hours**

**MUS 167**

**Electronic Music II  
(Formerly MUSIC 167)**

*Prerequisite: MUS 165 with a "C" or better*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed for the student who wants to continue the study of concepts and techniques needed to compose electronic music and is recommended for students who intend to pursue music professionally.

Various types of synthesis including software analog synthesis and virtual analogue synthesis will be studied. Software that will be used in the course may include Reason and Logic Pro. Sequencing, recording via studio software, notating compositions and creating music for dance and theatre on the computer will be the primary focus of the course.

**3 Units**

**36 Lecture hours**

**54 Lab hours**

**MUS 168****Electronic Music III**

*Prerequisite: MUS 167*

*Transfers to: CSU*

This course is designed for the advanced electronic music student who wants to continue the study of concepts and techniques needed to compose electronic music and is recommended for students who intend to pursue music professionally. Assignments in the course will include scoring music to stop-time animation and motion picture scenes available on the internet. Advanced notation techniques including full score and individual parts will also be covered.

**3 Units**

**36 Lecture hours**

**54 Lab hours**

**MUS 178****Masterworks Chorale III**

*Prerequisite: MUS 158 and Audition*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment*

*Transfers to: CSU*

This advanced level course is designed for students who seek in-depth study of choral literature by performing complex choral works such as Bach sacred and secular cantatas, Mozart and Haydn masses, renaissance madrigals and sacred pieces, and contemporary choral works accompanied by orchestra or other instrumental ensemble, or sung accappella. Attention is given to every detail of musical development through rehearsal and performance of choral music. Public performance is required. Students are expected to take on leadership roles as section leaders, mentors to new singers, and committee work for the choral organization. Enrollment criteria requires

successful completion of MUS 158 and an audition.

**2 Units**

**27 Lecture hours**

**27 Lab hours**

**MUS 180****Music Laboratory**

**(Formerly MUSIC 180, 044)**

*Corequisite: MUS 165 or 167*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed to provide students enrolled in electronic music courses with supervised study or practice.

**1 Unit**

**54 Lab hours**

**MUS 181****Applied Music I**

*Prerequisite: Audition*

*Corequisite: Enrollment in a Rio Hondo College Large Ensemble (either MUS 116 or MUS 117 or MUS 120 or MUS 134 or MUS 138 or MUS 139)*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course offers individual instruction in voice, piano, guitar, band or orchestral instruments with an assigned instructor. Emphasis will be placed on study at the beginning level of technique and repertoire. Weekly, it includes one recital class, and one individual lesson. Performance for a faculty jury will be required at the end of the semester.

**2 Units**

**27 Lecture hours**

**27 Lab hours**

**MUS 216****Advanced Music Ensemble for Diverse Instruments I**

*Prerequisite: MUS 117*

*Transfers to: UC, CSU*

This course is designed for the advanced electric, acoustic instrumental, and vocal students to broaden their abilities to perform in an ensemble. The course content, which will depend upon the instrumental and vocal makeup of the class, will include a diversity of approaches that might include Latin, Asian, Popular and contemporary Classical Music.

**2.5 Units**

**27 Lecture hours**

**54 Lab hours**

**MUS 217****Advanced Music Ensemble for Diverse Instruments II**

*Prerequisite: MUS 216*

*Transfers to: UC, CSU*

This course is designed for the advanced electric, acoustic instrumental, and vocal students who want to interpret and perform ensemble repertoire at a professional level. The course

content, which will depend upon the instrumental and vocal makeup of the class, will include a diversity of approaches that might include Latin, Asian, Popular and contemporary Classical Music.

**2.5 Units**

**27 Lecture hours**

**54 Lab hours**

**MUS 220****Vocal Arts Ensemble II**

*Prerequisite: MUS 120*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for the intermediate vocal student who seeks an opportunity to perform in a vocal ensemble. Participation in public performance is required. The repertoire will include a diversity of sections including intermediate level classical choral literature, world music, popular and contemporary music. Successful completion of MUS 120 is required to enroll.

**2 Units**

**27 Lecture hours**

**27 Lab hours**

**MUS 234****Rio Hondo College Singers II**

*Prerequisite: MUS 134*

*Advisory: ENGL 030 or ENLA 034 and appropriate assessment*

*Transfers to: CSU*

This course is designed for students with advanced skills in rehearsing and performing choral music. A wide variety of music selected from different musical periods and styles will be selected for study and performance. Enrollment criteria includes an audition and successful completion of MUS 134.

**2 Units**

**18 Lecture hours**

**54 Lab hours**

**MUS 240****Advanced Voice**

**(Formerly MUSIC 240, 212)**

*Prerequisite: MUS 142 with a "C" or better*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for the student interested in further developing the interpretive and technical demands inherent in advanced vocal performance. Attention is given to a detailed study and analysis of vocal technique and interpretation. Public performance will be required.

**2 Units**

**27 Lecture hours**

**27 Lab hours**

**MUS 245**

**Advanced Piano****(Formerly MUSIC 245, 047A)***Prerequisite: MUS 148 with a "C" or better**Transfers to: UC, CSU*

This course is designed for the student interested in further developing the interpretive and technical demands inherent in advanced piano literature. Attention is given to a detailed study and analysis of various musical periods and styles.

**2 Units****27 Lecture hours****27 Lab hours****MUS 251****Advanced Guitar I****(Formerly MUSIC 251, 052)***Prerequisite: MUS 151 with a grade of "C" or better**Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment**Transfers to: UC, CSU*

This advanced level course is designed for students who seek to broaden their understanding of guitar literature by performing difficult works. Attention is given to the refinement and polishing of technique through scales, arpeggios, sight-reading, interpretation, and tonal production, as well as analysis of various musical periods and styles.

**2 Units****27 Lecture hours****27 Lab hours****MUS 252****Advanced Guitar II***Prerequisite: MUS 251**Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment**Transfers to: CSU*

This advanced level course is designed for students who wish to improve their technique and skills by performing more difficult works. It is essentially a continuation of MUS 251, Advanced Guitar I. The scales, chord progressions, pieces and etudes assigned will be selected to advance the student's technique, and repertoire from various periods and styles.

**2 Units****27 Lecture hours****27 Lab hours****MUS 290****Cooperative Work Experience/  
Internship for Music Related Fields****(Formerly MUSIC 290)***Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment**Transfers to: CSU*

This course supports and reinforces on-the-job training in busi-

ness, industrial, non-profit, studio, community and professional music organizations under supervision of a college instructor and is facilitated by the use of learning objectives. The student will be working in a skilled or professional level assignment in their area of vocational interest and will meet performance objectives related to instruction that are above and beyond the conditions of regular employment. This course is intended for students whose job is related to the field of music and have completed or enrolled in the appropriate coursework. Instructor approval is required to remain in the class. "Contact the CWE office regarding re-enrollment procedures".

**Student Unpaid Internship:***1 Unit/60 hours; 2 Units/120 hours;  
3 Units/180 hours; 4 Units/240 hours***Student Paid Internship:***1 Unit/75 hours; 2 Units/150 hours;  
3 Units/225 hours; 4 Units/300 hours***1 to 4 Units****3 Lecture hours****60 to 300 hours****MUS 299****Directed Study: Music****(Formerly MUSIC 100)***Transfers to: UC, CSU*

Independent Study/Directed Study is intended for students who have the ability to assume responsibility for independent work and to prepare written or oral reports and/or appropriate projects. To enroll in an independent study/directed study course, students must possess a 2.5 overall grade point average, a 3.0 grade point average in the discipline of study being requested, or receive an exception from the instructor.

Independent Studies/Directed Studies may be developed from any topic arising from or related to a course of study that will result in developing depth and breadth in that subject area. Students will be expected to meet on a regular basis with their faculty sponsor and submit a final report or project, and student progress shall be evaluated at regular intervals.

Academic standards for Independent Studies/Directed Studies shall be the same as those for other courses. Units are awarded in accordance to Title V regulations with one unit of credit awarded for 54 hours of Directed Studies, six (6) hours of which must be with an instructor. The instructor is responsible for monitoring student progress through the semester.

Students may take directed study courses for a maximum of four (4) units within a discipline, and may not accumulate more than a total of twelve (12) units college wide.

**1 to 4 Units****54 to 216 Lab hours**

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## OPERATING ENGINEERS

### Division of Career & Technical Education

**OENG 001****Introduction to Apprenticeship****(Formerly OPENGR 001)***Prerequisite: Registration as a State Indentured Apprentice*

This course is designed to meet the needs of State Indentured Apprentices employed full-time in the operating engineer field. Topics covered include: making yourself valuable, safety, first aid, the cost of accidents, industry terminology, setting up a string line, standard industry hand signals, labor unions and learning to operate heavy equipment.

**2 Units****36 Lecture hours****36 Lab hours****OENG 002****Grade Checking****(Formerly OPENGR 002)***Prerequisite: State Indentured Apprentice in the Operating Engineers Trust Apprenticeship Program**Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment; MATH 030 or appropriate assessment*

This course is designed to meet the needs of State Indentured Apprentices employed full-time in the operating engineer field. Topics covered include: safety consciousness, layout and staking methods for subdivisions, streets, buildings, underground structure excavation, right angle triangles, and curve radii.

**2 Units****36 Lecture hours****36 Lab hours****OENG 003****Equipment Operator****(Formerly OPENGR 003)***Prerequisite: State Indentured Apprentice in the Operating Engineers Trust Apprenticeship Program**Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment; MATH 030 or appropriate assessment*

This course is designed to meet the needs of State Indentured Apprentices employed full-time in the operating engineer field. Topics covered include: preventive maintenance of heavy equipment, operation of heavy equipment and political science.

**2 Units****36 Lecture hours****36 Lab hours****OENG 004**

**Plan Reading  
(Formerly OPENGR 004)**

*Prerequisite: State Indentured Apprentice in the Operating Engineers Trust Apprenticeship Program*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment; MATH 030 or appropriate assessment*

This course is designed to meet the needs of State Indentured Apprentices employed full-time in the operating engineer field. Topics covered include: reading and interpreting grading plans for highways, streets and subdivisions.

**2 Units**

**36 Lecture hours**

**36 Lab hours**

**OENG 005  
Skills Specialization  
(Formerly OPENGR 005)**

*Prerequisite: State Indentured Apprentice in the Operating Engineers Trust Apprenticeship Program*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment; MATH 030 or appropriate assessment*

This course is designed to meet the needs of State Indentured Apprentices employed full-time in the operating engineer field. Topics covered include: the labor movement in the United States, relationship of politics to construction work, preventive maintenance, and the operation of heavy equipment.

**2 Units**

**36 Lecture hours**

**36 Lab hours**

**OENG 012  
Heavy Duty Repairman  
(Formerly OPENGR 012)**

*Prerequisite: State Indentured Apprentice in the Operating Engineers Trust Apprenticeship Program*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment; MATH 030 or appropriate assessment*

This course is designed to meet the needs of State Indentured Apprentices employed full-time in the operating engineer field. Topics covered include: the safe use oxyacetylene cutting equipment, the technique of brazing, and electric arc welding.

**2 Units**

**36 Lecture hours**

**36 Lab hours**

**OENG 013  
Heavy Duty Repairman  
(Formerly OPENGR 013)**

*Prerequisite: State Indentured Apprentice in the Operating Engineers Trust Apprenticeship Program*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment; MATH 030 or appropriate assessment*

This course is designed to meet the needs of State Indentured Apprentices employed full-time in the operating engineer field. Topics covered include: the principles of hydraulics, how a hydraulic system works and the practical uses of hydraulics.

**2 Units**

**36 Lecture hours**

**36 Lab hours**

**OENG 014  
Heavy Duty Repairman  
(Formerly OPENGR 014)**

*Prerequisite: State Indentured Apprentice in the Operating Engineers Trust Apprenticeship Program*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment; MATH 030 or appropriate assessment*

This course is designed to meet the needs of State Indentured Apprentices employed full-time in the operating engineer field. Topics covered include: diagnosis, service and repair of hydraulic valves, motors, pumps and cylinders; diagnosis and repair of variable speed hydraulic drives; service and maintenance of pneumatic systems used on heavy equipment and heavy trucks.

**2 Units**

**36 Lecture hours**

**36 Lab hours**

This course is designed to meet the needs of State Indentured Apprentices employed full-time in the operating engineer field. Topics include: clutches, mechanical transmissions, differentials, final drives, crawler tractor undercarriage, and crawler tractor track assemblies.

**2 Units**

**36 Lecture hours**

**36 Lab hours**

**OENG 021  
Grades and Plans  
(Formerly OPENGR 021)**

*Prerequisite: State Indentured Apprentice in the Operating Engineers Trust Apprenticeship Program*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment; MATH 030 or appropriate assessment*

This course is designed to develop the ability to read grade plans, establish lines and elevations from previously established control points defined in the grade plans and learn how to check grade plans.

**2 Units**

**36 Lecture hours**

**36 Lab hours**

**OENG 022  
Structural Masonry Inspection  
(Formerly OPENGR 022)**

*Prerequisite: State Indentured Apprentice in the Operating Engineers Trust Apprenticeship Program*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment; MATH 020 or appropriate assessment*

This course is designed to meet the needs of State Indentured Apprentices with the State of California who are interested in the field of Operating Engineers Inspectors. Topics include industry safety, industry terminology, masonry inspection testing, blueprint reading, field interpretation, and successful completion of the industry standard certification examination.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

**OENG 023  
Reinforced Concrete Inspection  
(Formerly OPENGR 023)**

*Prerequisite: Must be an Indentured Apprentice in the Operating Engineers State Apprenticeship Program*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment; MATH 020 or appropriate assessment*

This course is designed to meet the needs of State Indentured Apprentices with the State of California who are interested in the field of Operating Engineers Inspectors. Topics include industry safety, applications of reinforced concrete structure, sample testing, industry terminology, reinforced concrete inspection testing, blueprint reading, field interpretation, and successful completion of the industry standard certification examination.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

#### OENG 024

#### Structural Steel/Welding Inspection (Formerly OPENGR 024)

*Prerequisite: Must be an Indentured Apprentice for the State of California in the Operating Engineers Training Trust Apprenticeship Program*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment; MATH 020 or appropriate assessment*

This course is designed to meet the needs of State Indentured Apprentices with the State of California who are interested in the field of Operating Engineers Inspectors. Topics include industry safety, industry terminology, structural steel/welding inspection testing, analytical blueprint reading, field interpretation, and successful completion of the industry standard certification examination.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

#### OENG 025

#### Prestressed Concrete Inspector (Formerly OPENGR 025)

*Prerequisite: Indentured Apprentice for the State of California in the Operating Engineers Training Program*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment; MATH 020 or appropriate assessment*

This course is designed to meet the needs of State Indentured Apprentices with the State of California who are interested in the field of Operating Engineers Inspectors. Topics include safety, industry terminology, prestressed concrete inspection, blueprint reading, field interpretation, and successful completion of the industry standard certification examination.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

#### Soil Testing and Inspection (Formerly OPENGR 026)

*Prerequisite: Must be an Indentured Apprentice in the Operating Engineers Training Trust Apprenticeship Program in the classification of Special Inspection*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment; MATH 020 or appropriate assessment*

This course is designed to meet the needs of State Indentured Apprentices with the State of California who are interested in the field of Operating Engineers Inspectors. Topics include industry safety, industry terminology, inspection testing procedures, blueprint reading, field interpretation, and successful completion of a certification class sponsored by the American Concrete Institute and Nuclear Safety Course.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

Expected topics will include the sources and limits of knowledge, and the nature of reality. Other topics that may be examined from a philosophical perspective include the nature of the self, truth, ethics, religion, science, language, beauty and art, political theory, or mind. This course is intended for those who meet Honors Program requirements.

**3 Units**

**54 Lecture hours**

#### PHIL 110

#### Critical Thinking (Formerly PHIL 005)

*Prerequisite: ENGL 101 or appropriate assessment*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is an introduction to the methods and techniques of informal reasoning. Topics include schematizing and articulating arguments, causal arguments, analogical arguments, testimony arguments, informal fallacies, and others. Emphasis on the application of critical thinking for effective writing will be reflected in the frequency, scope, and nature of course writing assignments, which will be evaluated with regard to both content and form. Students should expect to write approximately 8000 words in various writing assignments. This course is appropriate for students seeking to improve their writing and reasoning skills.

**3 Units**

**54 Lecture hours**

#### PHIL 112

#### Introduction to Logic (Formerly PHIL 010)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or MATH 030D or appropriate assessment*

*Transfers to: UC, CSU*

This course introduces the formal methods and principles of deductive logic. Topics include translation between natural and formal language, syllogistic logic, and propositional logic. This course is especially recommended for students of mathematics, business, computer science, science, engineering, law, and humanities.

**3 Units**

**54 Lecture hours**

#### PHIL 120

#### Introduction to Ethics (Formerly PHIL 014)

*Advisory: ENGL 101 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This introductory level course is for students interested in the humanities, law, medicine, politics, social science

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and related fields, and will expose them to some of the most profound moral and ethical questions in the Western philosophical tradition. We will examine the concept of morality and values, representative ethical theories, and may include their applications to moral problems.

**3 Units**

**54 Lecture hours**

#### **PHIL 124**

##### **History of Philosophy: Ancient**

*Advisory: ENGL 101 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This introductory level course is for those interested specifically in the earliest stages of Ancient Western philosophy. We address the development of Greek philosophy from the Pre-Socratics through Aristotle. We may also include Hellenistic, Roman, medieval or non-western thinkers. Beyond a study of the figures and key ideas, we will discuss the early view of philosophy as a "way of life," and consider how these movements were intended to transform the lives of those who followed them.

**3 Units**

**54 Lecture hours**

#### **PHIL 126**

##### **History of Philosophy: Modern**

*Advisory: ENGL 101 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This introductory level course is intended for all students interested in the Modern period of Western Philosophy (16th through 18th Century). We emphasize broad epistemological and metaphysical developments through close analysis of primary texts. Philosophers to be studied will include Descartes and other Rationalists, Hume and other Empiricists, and Kant.

**3 Units**

**54 Lecture hours**

#### **PHIL 128**

##### **Introduction to Political Philosophy**

*Advisory: ENGL 101 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is for students interested in the relationship between political systems and philosophy. It is especially relevant for students interested in political science, philosophy and law. This course introduces the history and development of political thought, and will consider the justification of the State, Libertarianism, Socialism, Communism, as well as conceptions of rights and distributions of goods.

**3 Units**

#### **54 Lecture hours**

#### **PHIL 135**

##### **Philosophy and Contemporary Issues (Formerly PHIL 003)**

*Advisory: ENGL 101 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This introductory course explores the philosophical aspects of a variety of issues of contemporary interest. This course is intended for all students interested in applying methods of philosophy to contemporary topics which may include, but are not limited to: war/terrorism, sex work, cloning, euthanasia, suicide, philosophical issues pertaining to race or gender, genetic engineering, illicit drug use, business ethics, or artificial intelligence.

**3 Units**

**54 Lecture hours**

be evaluated at regular intervals.

Academic standards for Independent Studies/Directed Studies shall be the same as those for other courses. Units are awarded in accordance to Title V regulations with one unit of credit awarded for 54 hours of Directed Studies, six (6) hours of which must be with an instructor. The instructor is responsible for monitoring student progress through the semester.

Students may take directed study courses for a maximum of four (4) units within a discipline, and may not accumulate more than a total of twelve (12) units college wide.

**1 to 4 Units**

**54 to 216 Lab hours**

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## **PHOTOGRAPHY**

### **Division of Arts & Cultural Programs**

#### **PHTO 185**

##### **Introduction to Digital Photography**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This introductory course covers basic technical and conceptual skills in digital photography, including digital camera use, principles of photographic composition, digital image editing, and digital printing. This course is designed for non-photography majors interested in gaining experience with digital photography. Students are required to supply their own digital camera.

**3 Units**

**36 Lecture hours**

**72 Lab hours**

#### **PHTO 190**

##### **Beginning Photography**

*(Formerly PHTO 190, 014A)*

*Advisory: READ 023 or appropriate assessment; ART 120*

*Transfers to: UC, CSU*

This course is designed for students who wish to study the basic technical and conceptual approaches to contemporary photography. Traditional black and white photography techniques are explored, with special emphasis on the basic use of the 35 mm camera and enlarger as well as the processing of black and white film and printing paper. Students are required to provide their own 35 mm camera with manual controls.

**3 Units**

**36 Lecture hours**

**72 Lab hours**

#### **PHTO 191**

##### **Intermediate Photography**

*(Formerly PHTO 191, 014B)*

*Prerequisite: PHTO 190*

*Advisory: READ 023 or appropriate*

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*assessment*

*Transfers to: UC, CSU*

This course is designed for students who have successfully completed beginning photography and wish to study more advanced technical and conceptual approaches to contemporary black and white photography in a, 35mm film based, wet lab environment. Techniques such as the use of studio lighting, light meters, toners, hand coloring, and solarization are explored, with special emphasis given to understanding the conceptual framework for the production and analysis of both personal and commercial photographic imagery. Students are required to provide their own 35mm camera with manual controls.

**3 Units**

**36 Lecture hours**

**72 Lab hours**

**PHTO 290**

**Medium and Large Format Photography  
(Formerly PHOTO 290, 015)**

*Prerequisite: PHTO 190*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed for students who have successfully completed beginning photography and wish to study more advanced technical and conceptual approaches to contemporary black and white photography using medium and large format films and cameras in a traditional wet lab environment. Special emphasis is given to the understanding and analysis of photographic imagery.

**2 Units**

**18 Lecture hours**

**54 Lab hours**

**PHTO 292**

**Digital Photography**

*Prerequisite: PHTO 185 or PHTO 190*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed for students who have successfully completed PHTO 190 and have a working knowledge of basic camera controls and photographic composition. It will cover use of digital cameras, image editing and manipulation, digital printing, and the expression of ideas through digital photographs. Students are required to supply their own digital camera.

**3 Units**

**36 Lecture hours**

**72 Lab hours**

**PHTO 299**

**Directed Study: Photography  
(Formerly PHOTO 100)**

*Transfers to: UC, CSU*

Independent Study/Directed Study is intended for students who have the ability to assume responsibility for independent work and to prepare written or oral reports and/ or appropriate projects. To enroll in an independent study/directed study course, students must possess a 2.5 overall grade point average, a 3.0 grade point average in the discipline of study being requested, or receive an exception from the instructor.

Independent Studies/Directed Studies may be developed from any topic arising from or related to a course of study that will result in developing depth and breadth in that subject area. Students will be expected to meet on a regular basis with their faculty sponsor and submit a final report or project, and student progress shall be evaluated at regular intervals.

Academic standards for Independent Studies/Directed Studies shall be the same as those for other courses. Units are awarded in accordance to Title V regulations with one unit of credit awarded for 54 hours of Directed Studies, six (6) hours of which must be with an instructor. The instructor is responsible for monitoring student progress through the semester. Students may take directed study courses for a maximum of four (4) units within a discipline, and may not accumulate more than a total of twelve (12) units college wide.

**1 to 4 Units**

**54 to 216 Lab hours**

*appropriate assessment; READ 023 or appropriate assessment; MATH 050 or appropriate assessment*

*Transfers to: CSU*

Designed for the future elementary school teacher, this laboratory science course introduces students to the fundamentals of physics and chemistry including properties of the states of matter, physical and chemical changes, solutions and mixtures, motion, forces, energy and light.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

**PHYS 102**

**Earth and Space Sciences for Teachers**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 050 or appropriate assessment*

*Transfers to: CSU*

Designed for the future elementary school teacher, this laboratory science course introduces students to the fundamentals of earth and space sciences including the universe, the solar system, the structure and composition of the Earth, the Earth's atmosphere, and the Earth's water.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

## **PHYSICS**

**Division of Mathematics & Sciences**

**PHY 120**

**Physics for Everyday Use**

**(Formerly PHY 021)**

*Prerequisite: MATH 050 with a grade of "C" or better or appropriate assessment*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU*

(\*Students will receive no credit from UC for PHY 120 if taken after PHY 150 or PHY 211)

This course investigates the basic characteristics of matter and the interactions that govern its behavior and emphasizes how remarkable everyday phenomena are. Examples from popular culture (movies, TV, and sports) are emphasized. Topics include how to describe an object's motion, how to explain changes in an object's motion, the roles of work and energy, and other topics. The course is oriented to the non-science major, stresses conceptual understanding, and is intended to present students with an opportunity to see how our world works.

**4 Units**

**54 Lecture hours**

**54 Lab hours****PHY 150****General Physics - I  
(Formerly PHY 001)**

*Prerequisite: MATH 175 with a grade of "C" or better or appropriate assessment*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit \*), CSU (\*Students will receive credit from UC for one physics series: PHY 150 and PHY 160 or PHY 211, PHY 212, and PHY 213)*

This course is the first of a two-semester sequence and is designed for students transferring to a four-year institution and planning careers in health professional fields such as medicine, dentistry, veterinary science, pharmacy, and optometry as well as those students in engineering technology and architecture. Students majoring in the biological sciences should consult a counselor as to whether this course satisfies the general preparation requirements for the major at the university. Topics include kinematics, dynamics, energy, work, momentum, and conservation principles.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

**PHY 160****General Physics - II  
(Formerly PHY 002)**

*Prerequisite: PHY 150 with a grade of "C" or better*

*Transfers to: UC (credit limit \*), CSU (\*Students will receive credit from UC for one physics series: PHY 150 and PHY 160 or PHY 211, PHY 212, and PHY 213)*

This course is the second of a two-semester sequence and is designed for students transferring to a four-year institution with majors in health professional fields such as medicine, dentistry, veterinary science, pharmacy, and optometry as well as those students in engineering technology and architecture. Students majoring in the biological sciences should consult a counselor as to whether this course satisfies the general preparation requirements for the major at the university. Topics include thermodynamics, electricity and magnetism, oscillations, waves, optics and quantum physics.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

**PHY 211****Physics for Scientists and Engineers - I  
(Formerly PHY 201)**

*Prerequisite/Corequisite: MATH 190 or MATH 190H*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit \*), CSU (\*Students will receive credit from UC for one physics series: PHY 150 and PHY 160 or PHY 211, PHY 212, and PHY 213)*

This course is the first of a three-semester sequence and is designed for students transferring to a four-year institution with majors in the sciences and engineering. Topics covered are kinematics, dynamics, energy, work, momentum, and conservation principles.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

**PHY 212****Physics for Scientists and Engineers - II  
(Formerly PHY 203)**

*Prerequisite: PHY 211 with a grade of "C" or better*

*Corequisite/Prerequisite: MATH 191  
Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit \*), CSU (\*Students will receive credit from UC for one physics series: PHY 150 and 160 or PHY 211, PHY 212, and PHY 213)*

This course is the second of a three-semester sequence and is designed for students transferring to a four-year institution with majors in the sciences and engineering. Topics covered include quantum physics, physical optics, and thermodynamics.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

**PHY 213****Physics for Scientists and Engineers - III  
(Formerly PHY 202)**

*Prerequisite: PHY 212 with a grade of "C" or better*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit \*), CSU (\*Students will receive credit from UC for one physics series: PHY 150 and PHY 160 or PHY 211, PHY 212, and PHY 213)*

This course is the third of a three-semester sequence and is designed for students transferring to a four-year institution with majors in the sciences and engineering. Topics covered are electric fields, electric potential, current, circuits, magnetic

fields, Gauss' law, Ampere's law, Maxwell's equations, induction, and electromagnetic waves.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

**PHY 299****Directed Study: Physics  
(Formerly PHY 100)**

*Transfers to: UC, CSU*

*Independent Study/Directed Study is intended for students who have the ability to assume responsibility for independent work and to prepare written or oral reports and/or appropriate projects. To enroll in an independent study/directed study course, students must possess a 2.5 overall grade point average, a 3.0 grade point average in the discipline of study being requested, or receive an exception from the instructor.*

*Independent Studies/Directed Studies may be developed from any topic arising from or related to a course of study that will result in developing depth and breadth in that subject area. Students will be expected to meet on a regular basis with their faculty sponsor and submit a final report or project, and student progress shall be evaluated at regular intervals.*

*Academic standards for Independent Studies/Directed Studies shall be the same as those for other courses. Units are awarded in accordance to Title V regulations with one unit of credit awarded for 54 hours of Directed Studies, six (6) hours of which must be with an instructor. The instructor is responsible for monitoring student progress through the semester.*

*Students may take directed study courses for a maximum of four (4) units within a discipline, and may not accumulate more than a total of twelve (12) units college wide.*

**1 to 4 Units**

**54 to 216 Lab hours**

**POLICE ACADEMY****Division of Public Safety****PAC 040****Basic Police Recruit Class**

*Prerequisite: Medical clearance, California Department of Justice clearance for firearms training, passing scores on*

*POST written and physical tests (agency sponsored cadets are exempt)*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 4348L*

This is a fundamental course which covers criminal law, evidence, procedure and investigation, firearms, first aid, defense tactics, use of chemical agents and other related police subjects. This course meets the educational requirement for basic certification by the Commission on Peace Officer Standards and Training (P.O.S.T.).

**24 Units**

**772 Lecture hours**

**163 Lab hours**

#### **PAC 042**

##### **Police Supervision**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; PAC 040 or PAC 075B, 075C, 075D*

This course is designed to explain and apply the elements of supervision oriented to law enforcement personnel. Methods of effective leadership, motivation, communication and techniques of training are presented. This course is certified by the Commission on Peace Officer Standards and Training (POST) for 80 hours/8 hours per day for 10 days.

**1 Unit**

**80 Lecture hours**

#### **PAC 043**

##### **Advanced Officers Course**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; PAC 040 or PAC 075B, 075C*

This course is designed for upgrading currently employed law enforcement personnel. The curriculum follows that recommended by the Commission of Peace Officer Standards and Training. The course is designed to keep peace officers informed of new laws, recent court decisions, current enforcement procedures, new concepts in law enforcement, technology, community relations and other refresher training as may be necessary. This description applies to all PAC 043 series courses.

**0.07 to 1.48 Units**

**2 to 40 Lecture hours**

**2 to 40 Lab hours**

#### **PAC 071**

##### **Public Safety Dispatcher Basic Course**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040*

This course meets the POST (California Commission on Peace Officer Standards Training) requirements for the position of public safety dispatcher. The content of this course is

a combination of the following topics: Professional Orientation, Criminal Justice System, Law, Communication Technology, Telephone Procedures, Radio Procedures, Missing Persons, Domestic Violence, Referral Services, Cultural Diversity, Sexual Harassment, Hate Crimes, Gang Awareness, Stress Management, Critical Incidents, Telecommunications and Practical Application Activities.

**1.5 Units**

**120 Lecture hours**

#### **PAC 072**

##### **Records Supervisor**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040*

This course is designed to expose records supervisors and managers to the various aspects of their assignment. They will learn procedures for minimizing civil liability, new laws and case decisions affecting records maintenance, management strategies for dealing with personnel issues and techniques for improving supervisory skills.

**0.5 Units**

**40 Lecture hours**

#### **PAC 073**

##### **Basic Police Records Course**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040*

This course provides police records personnel with the basic skills and knowledge necessary to effectively meet the demands of their specific assignment. The course is certified by the California Commission on Peace Officer Standards and Training.

**0.5 Units**

**40 Lecture hours**

#### **PAC 075B**

##### **Basic Course-Module III (Ext)**

*Prerequisite: Medical clearance, California Department of Justice clearance for firearms training, passing scores on POST written and physical tests (agency sponsored cadets are exempt).*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course is designed for those interested in becoming a Level III Reserve officer. This course covers criminal law, evidence, investigations, firearms, arrest and control, vehicle operations, report writing, first aid/CPR, cultural diversity, and other related police topics. It is the level of training which satisfies the legal requirements for a Level III Reserve officer.

**6 Units**

**72 Lecture hours**

**112 Lab hours**

#### **PAC 075C**

##### **Basic Course - Module II (Ext)**

*Prerequisite: Successful completion of PAC 075B or POST Module III, current (within last 3 years) in PC 832 Arrest and Firearms training requirements, passage of the POST-constructed Comprehensive Module III End-of-Course Proficiency Test within the preceding 12 months, medical clearance, Department of Justice clearance for firearms training*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course is designed for those interested in becoming a Level II Reserve officer. This course covers criminal law, evidence, investigations, firearms, arrest and control, community relations, report writing, cultural diversity, and other related police topics. It is training which satisfies the legal requirements for a Level II Reserve officer.

**8 Units**

**90 Lecture hours**

**162 Lab hours**

#### **PAC 075D**

##### **Basic Police Recruit Class - Level I Module**

*Prerequisite: Successful completion of PAC 075B and PAC 075C or POST Modules III and II, current (within last 3 years) in PC 832 Arrest and Firearms training requirements, passage of the POST-constructed Comprehensive Module II End-of-Course Proficiency Test within the preceding 12 months, medical clearance, Department of Justice clearance for firearms training*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course is designed for those interested in becoming a Level I Reserve officer or a regular peace officer. This course covers criminal law, evidence, investigations, firearms, arrest and control, emergency vehicle operation, and other related police topics. It is the final level of training which constitutes satisfaction of the Regular Basic Course training requirement and the legal requirements for a Level I Reserve officer.

**8 Units**

**162 Lecture hours**

**232 Lab hours**

#### **PAC 076**

##### **Driver Awareness Instructor**

*Prerequisite: Successful completion of a*

*basic police academy*

**Advisory:** ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment

This course is designed to develop instructors for Driver Training

Awareness courses for the training of police officers in defensive driving techniques. The student will develop a training program including the physical design for a training site. In addition the student will plan and present a lesson on an assigned topic, as well as utilize rating forms to evaluate performance on driving exercises.

**0.074 to 1.48 Units**

**2 to 40 Lecture hours**

**2 to 40 Lab hours**

**PAC 077**

**Driver Training Instructor**

**Prerequisite:** Successful completion of a basic police academy

**Advisory:** ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment

This course is designed for those who will serve as instructors for the training of police officers in emergency vehicle operation techniques including collision avoidance, skid control, use of lights and sirens, and high speed pursuit driving. Students will learn how to develop a training program.

**0.74 to 1.48 Units**

**2 to 40 Lecture hours**

**2 to 40 Lab hours**

**PAC 078**

**Requalification - Basic Course**

**Prerequisite:** Successful completion of a basic police academy and a California Department of Justice clearance for firearms training

**Advisory:** ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment

This course is designed for individuals who have completed a basic police recruit academy, but have not been active in the law enforcement field for at least three years. It provides a review of the skills and knowledge needed to return to active law enforcement duty. The topics covered include human relations, legal changes and a review of current legal issues, conducting a preliminary investigation, field tactics, the use of force and weaponry, and racial profiling.

**3 Units**

**96 Lecture hours**

**40 Lab hours**

**PAC 079**

**Code Enforcement Officer, Basic Course**

**Advisory:** ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment

The course is designed to enhance the student's communication and field investigation skills when working as a Code Enforcement Officer. The students will be introduced to the following specific code enforcement elements that will enable them to perform their duties: Ethics, Basic Inspection Protocols, Vehicle Abatement, Zoning Code, Substandard

Housing, Drug Recognition and Gang Awareness, Abatement of Dangerous Buildings and Substandard Housing, Report Writing, Right of Entry and Inspection Warrants, Case Preparation for Administrative, Civil and Criminal Cases.

**0.074 to 1.48 Units**

**2 to 40 Lecture hours**

**2 to 40 Lab hours**

**PAC 080**

**Code Enforcement Officer, Advanced Course**

**Prerequisite:** PAC 079

**Advisory:** ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment

This course is designed to enhance the communication and field investigation skills of Code Enforcement Officers that are currently working in that capacity. The students will be introduced to the following specific code enforcement elements that will enable them to perform their duties: Legal Aspects, Introduction to Electrical, Mechanical, Plumbing, and Fire Codes, Vector Guidelines, Microbial Contamination for Substandard Housing and Resolving Neighborhood Problems via Problem Oriented Policing Techniques.

**0.074 to 1.48 Units**

**2 to 40 Lecture hours**

**2 to 40 Lab hours**

**PAC 081**

**Code Enforcement, Introduction to Supervision**

**Advisory:** ENGL 035 or ENLA 100 or appropriate assessment; READ 022 or appropriate assessment; PAC 079; PAC 080

This course is designed as a variable format (2-40 Hours Lecture; 2-40 Hours Lab) course for current Code

Enforcement Officers or supervisors, new supervisors, or individuals who may desire to seek employment as a supervisor of Code Enforcement Officers. Major topics include; Budgeting, Community Relations and Media, Personnel Issues and Counseling, Leadership, Communication, Cost Recovery, and Report Writing.

**0.074 to 1.48 Units**

**2 to 40 Lecture hours**

**2 to 40 Lab hours**

**PAC 082**

**Code Enforcement Officer, Intermediate Course**

**Advisory:** ENGL 035 or ENLA 100 or appropriate assessment; READ 022 or appropriate assessment; PAC 079

This course is designed to enhance the communication and field investigation skills of Code Enforcement Officers that are currently working in that capacity. The students will be introduced to the following code enforcement elements that will enable them to perform their duties: Tactical Communications, Use of Pepper Spray, Basic Courtroom and Administrative Hearing Procedures, Problem Oriented Policing, Communication and Coordination Techniques, and Animal Awareness, including Animal Abuse and Animal Cruelty.

**0.074 to 1.48 Units**

**2 to 40 Lecture hours**

**2 to 40 Lab hours**

**PAC 083**

**Pre-Academy Physical Fitness**

**Advisory:** ENGL 035 or ENLA 100 or appropriate assessment; READ 022 or appropriate assessment

This course is designed to help prospective police cadets improve their physical performance and keep informed of physical fitness techniques prior to entering the Rio Hondo Police Academy. The curriculum is geared toward and followed by the California Commission on Peace Officer Standards and Training.

**0.296 to 1.48 Units**

**8 to 40 Lecture hours**

**8 to 40 Lab hours**

**PAC 43001**

**Advanced Officer Development**

**(Formerly PAC 43.001, AJ 43.001)**

**Prerequisite:** Completion of basic peace officer training or equivalent

**Advisory:** ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment

This course is designed to keep

senior peace officers informed as to the latest innovations in enforcement techniques and concepts which include but are not limited to information sharing; problem oriented policing models, and discretionary decision making. The curriculum follows that recommended as refresher training by the California Commission on Peace Officer Standards and Training.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### PAC 43003

#### Community Relations

**(Formerly PAC 43.003, AJ 43.003)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040*

This course is designed to keep peace officers informed of new community relations issues as well as federal and state changes and recent requirements which effect current law enforcement procedures. Community relations for officer development presents new concepts in law enforcement procedures. The curriculum follows that recommended as refresher training by the California Commission on Peace Officer Standards and Training.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### PAC 43007

#### Professional Standards

**(Formerly PAC 43.007, AJ 43.007)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040*

This course is designed to keep peace officers informed of new Ethical and Professional Standards issues along with Federal and State Law changes and recent requirements which effect current law enforcement procedures, and new concepts in law enforcement procedures. The curriculum follows that recommended as refresher training by the California Commission on Peace Officer Standards and Training.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### PAC 43011

#### Juvenile Law and Procedures

**(Formerly PAC 43.011, AJ 43.011)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040*

Juvenile Law and Procedures for Officer Development presents new concepts in the law enforcement

procedures.

This course is designed to keep peace officers informed of current Federal and State Juvenile Law changes and recent requirements which affect current law enforcement procedures. The curriculum follows that recommended as refresher training by the California Commission on Peace Officer Standards and Training.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### PAC 43015

#### Laws of Arrest

**(Formerly PAC 43.015, AJ 43.015)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040*

This course is designed to keep peace officers informed of new Federal and State Arrest Law changes and recent requirements which affect current law enforcement procedures. Laws of Arrest for Officer Development present new concepts in law enforcement procedures. The curriculum follows that recommended as refresher training by the California Commission on Peace Officer Standards and Training.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

rules of evidence as they pertain to relevancy, types of evidence, authentication and chain of custody. This course will provide the student with the necessary information and skills needed to function as a police officer.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### PAC 43018

#### Investigative Report Writing

**(Formerly PAC 43.018, AJ 43.018)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040*

This course is designed to keep peace officers informed of current Federal and State Investigative Report Writing laws and recent requirements which affect current law enforcement procedures. Investigative Report Writing for officer development presents new concepts in law enforcement procedures. The curriculum follows that recommended as refresher training by the California Commission on Peace Officer Standards and Training.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### PAC 43019

#### Vehicle Operations

**(Formerly PAC 43.019, AJ 43.019)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040*

This course is designed to keep peace officers informed of new vehicle operations procedures affected by Federal and State changes and recent requirements which effect current law enforcement procedures. Vehicle Operations for Officer Development presents new concepts in law enforcement procedures. The curriculum follows that recommended as refresher training by the California Commission on Peace Officer Standards and Training.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### PAC 43020

#### Use of Force

**(Formerly PAC 43.020, AJ 43.020)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040*

This course is designed to keep peace officers informed of current Use of Force, Federal and State laws and

recent requirements which affect current law enforcement procedures of the Use of Force for Officer Development and new concepts in law enforcement procedures. The curriculum follows that recommended as refresher training by the California Commission on Peace Officer Standards and Training.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### **PAC 43024**

##### **Handling Disputes**

**(Formerly PAC 43.024, AJ 43.024)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040*

This course is designed to keep peace officers informed of new techniques for handling disputes, Federal and State changes and recent requirements which affect current law enforcement procedures. Handling disputes for Officer Development presents new concepts in law enforcement procedures. The curriculum follows that recommended as refresher training by the California Commission on Peace Officer Standards and Training.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### **PAC 43026**

##### **Unusual Occurrences**

**(Formerly PAC 43.026, AJ 43.026)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040*

This course is designed to keep peace officers informed of new Unusual Occurrences Procedures, new Federal and State changes and recent requirements which effect current law enforcement procedures. Unusual Occurrences for Officer Development presents new concepts in law enforcement procedures. The curriculum follows that recommended as refresher training by the California Commission on Peace Officer Standards and Training.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### **PAC 43030**

##### **Preliminary Investigation**

**(Formerly PAC 43.030, AJ 43.030)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040*

Preliminary Investigation for Officer Development presents new concepts in law enforcement procedures.

This course is designed to keep peace officers informed of new Investigative Techniques, current Federal and State laws and recent requirements which affect current law enforcement procedures. The curriculum follows that recommended as refresher training by the California Commission on Peace Officer Standards and Training.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### **PAC 43032**

##### **Physical Fitness**

**(Formerly PAC 43.032, AJ 43.032)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040*

This course is designed to keep peace officers informed of physical fitness techniques, current Federal and State laws and recent requirements which affect current law enforcement procedures. Physical Fitness for officer development presents new concepts in law enforcement procedures. The curriculum follows that recommended as refresher training by the California Commission on Peace Officer Standards and Training.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

Federal and State laws and recent requirements which affect current law enforcement procedures. Information Systems for Officer Development presents new concepts in law enforcement procedures. The curriculum follows that recommended as refresher training by the California Commission on Peace Officer Standards and Training.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### **PAC 43038**

##### **Gang Awareness**

**(Formerly PAC 43.038, AJ 43.038)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040*

This course is designed to keep peace officers informed of new Gang Awareness information, current Federal and State laws and recent requirements which affect law enforcement procedures. Gang Awareness for Peace Officer Development presents new concepts in law enforcement procedures. The curriculum follows that recommended as refresher training by the California Commission on Peace Officer Standards and Training.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### **PAC 4304**

##### **Advanced Officer Training, District Attorney**

**(Formerly PAC 43.04)**

This course is designed to meet P.O.S.T. requirements for advanced officer training for District Attorney's investigators. The content shall be devoted to a combination of the following subjects: new laws; recent court decisions and/or search and seizure refresher; officer survival techniques; new concepts; procedures; technology; and discretionary decision making.

**0.148 to 0.741 Units**  
**8 to 40 Lecture hours**

#### **PAC 43040**

##### **Weapons Violations**

**(Formerly PAC 43.040, AJ 43.040)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040*

This course is designed to keep peace officers informed of new Weapons Violations laws, current Federal and

#### **PAC 43036**

##### **Information Systems**

**(Formerly PAC 43.036, AJ 43.036)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040*

This course is designed to keep peace officers informed of new Criminal Justice Information Systems, current

State laws and recent requirements which affect current law enforcement procedures. Weapons Violations for Officer Development presents new concepts in law enforcement procedures. The curriculum follows that recommended as refresher training by the California Commission on Peace Officer Standards and Training.  
**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### **PAC 43041**

##### **Hazardous Materials**

**(Formerly PAC 43.041, AJ 43.041)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040*  
This course is designed to keep peace officers informed of new Hazardous Materials techniques, new Federal and State changes and recent requirements which affect current law enforcement procedures. Hazardous Materials for Officer Development presents new concepts in law enforcement procedures. The curriculum follows that recommended as refresher training by the California Commission on Peace Officer Standards and Training.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### **PAC 43043**

##### **Impact Weapons**

**(Formerly PAC 43.043, AJ 43.043)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040*  
This course is designed to keep peace officers informed of new Impact Weapons instruction, current Federal and State laws and recent requirements which affect current law enforcement procedures. Impact Weapons for Officer Development presents new concepts in law enforcement procedures. The curriculum follows that recommended as refresher training by the California Commission on Peace Officer Standards and Training.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### **PAC 43049**

##### **First Aid/CPR**

**(Formerly PAC 43.049, AJ 43.049)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040*  
This course is designed to keep peace officers informed of new first aid and CPR techniques, current Federal and

State laws and recent requirements which affect current law enforcement procedures. First Aid/CPR for officer development presents new concepts in law enforcement procedures. The curriculum follows that recommended as refresher training by the California Commission on Peace Officer Standards and Training.  
**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### **PAC 43055**

##### **Emergency Planning**

**(Formerly PAC 43.055, AJ 43.055)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040*  
This course is designed to keep peace officers informed of new areas of emergency planning training, current Federal and State laws and recent requirements which affect current law enforcement procedures. Emergency Planning for officer development presents new concepts in law enforcement procedures. The curriculum follows that recommended as refresher training by California Commission on Peace Officer Standards and Training.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### **PAC 43060**

##### **Security Basic Course**

**(Formerly PAC 43.060, AJ 43.060)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*  
This course is designed to keep any officer and/or interested students informed of new security basic instruction, current Federal and State laws and recent requirements which affect current law enforcement procedures. Security Basic Course presents new concepts in security procedures. The curriculum follows that recommended for training by the California Commission on Peace Officer Standards and Training and Consumer Affairs.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### **PAC 43061**

##### **Supervisory Course for Security**

**(Formerly PAC 43.061, AJ 43.061)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 43060*  
This course is designed to keep officers and/or interested students

informed of new supervisory instruction for security personnel, current Federal and State laws and recent requirements which affect current law enforcement procedures. Supervisory Course for Security presents new concepts in security procedures. The curriculum follows that recommended by the California Commission on Peace Officer Standards and Training and Consumer Affairs.  
**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### **PAC 43062**

##### **Advanced Security Officer**

##### **Development**

**(Formerly PAC 43.062, AJ 43.062)**

*Prerequisite: PAC 43060*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course is designed to keep senior security officers informed as to the latest innovations in enforcement techniques and concepts which includes information sharing, problem oriented policing models and discretionary decision making. The curriculum follows that recommended as refresher training by the California Commission on Peace Officer Standards and Training and the California Department of Consumer Affairs.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### **PAC 4308**

##### **Techniques of Teaching Spanish**

**(Formerly PAC 43.08)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040*

This course is designed to acquaint the non-Spanish speaking public service employee with development of course, lessons, dialogue and vocabulary materials. Lesson preparation, aids, video tapes and narrative recordings will be used to assist the student in developing a practical knowledge of Spanish.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### **PAC 4311**

##### **Supervisory and Management Seminar**

**(Formerly PAC 43.11)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; PAC 040 or PAC 075B, 075C, 075D*

This course is designed to inform and update supervisors and managers

in the public safety field. Classroom time will consist of lecture presentations, participation in simulation games, and the sharing of limited outside assignments. Students will have an opportunity to explore their own leadership styles, as well as the unique personality of the police officer. Students will also develop a better understanding of specific skills which will assist them in their roles. The course, while specifically designed for supervisors and managers, would also be of benefit to individuals who are preparing for supervisory positions in the public safety field.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

**PAC 4313**  
**Law Enforcement Instructors**  
**Development Course**  
**(Formerly PAC 43.13)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040*  
This lecture-workshop is designed for law enforcement training officers and instructors. The student will gain a knowledge of and the ability to organize the law enforcement training functions within the agency as demonstrated by a model which they will develop during the course. The student will develop the ability to prepare a training program including course outlines, lesson plans and audio-visual aids. This ability will be demonstrated by actual presentation of each of the above items. Students will gain the ability to make instructional presentations which they will demonstrate to the class during workshops.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

**PAC 4314**  
**Field Training Officer Course**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040*  
This course is designed to teach a Police Officer how to train new recruits. This course includes training principles, civil liability, ethics and integrity, performance goals, principles of instruction, and role model.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

**PAC 4317**  
**Crime Scene Investigation**

**(Formerly PAC 43.17)**

*Prerequisite: AJ 275  
Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AJ 041; AJ 104; AJ 208*

This course is designed to present a detailed study of the various investigative and scientific aspects of crime scene investigation. Emphasis will be placed on the collection, preservation, identification and packaging of evidence. Several field problems will be conducted to give the student practical experience in the proper methods of crime scene investigation.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

**PAC 4327**  
**Advanced Latent Fingerprints**  
**(Formerly PAC 43.27)**

*Prerequisite: PAC 4380*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AJ 041; AJ 104; AJ 208; AJ 275*

This course is designed for students interested in the field of fingerprint comparison, forensics and law enforcement. The course stresses advanced fingerprint identification techniques including the latest print development techniques using various powders, chemicals, and forensic light sources.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

**PAC 4328**  
**Advanced Crime Scene Techniques**  
**(Formerly PAC 43.28)**

*Prerequisite: AJ 208*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AJ 041; AJ 104; AJ 275; PAC 4317*

This course is designed for students interested in a career in the field of criminal justice and for crime scene investigation personnel. It presupposes a basic knowledge of the crime scene investigation process. Selected types of physical evidence will be examined in depth to include the recognition, collection, and forensic value of selected evidence types. An introduction to the criminalistics laboratory organization and function will be presented.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

**PAC 4330**

**Trial Preparation and Courtroom Demeanor**

**(Formerly PAC 43.30)**

*Prerequisite: AJ 104*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AJ 041; AJ 208; AJ 275; PAC 4317; PAC 4328; PAC 4382*

This course is designed for students interested in a career in the field of criminal justice, forensics and for crime scene personnel. The course will prepare students to give effective testimony in a court of law as related to recognizing, obtaining, developing and preserving physical evidence. The course will include courtroom demeanor, how to qualify as an expert witness, the study of direct and cross examination questions and participation in moot court training.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

**PAC 4337**  
**Rangemaster Instructor School**  
**(Formerly PAC 43.37)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040*

This is a variable format (2-40 Hours of Instruction; 2-40 Hours of Lab) course designed to instruct the experienced officer with the operation and maintenance of a firing range. Teaching techniques and the use of revolvers, semiautomatic handguns, rifles, shotguns and fully automatic weapons will be emphasized.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

**PAC 4339**  
**Tactics for Field Officers**  
**(Formerly PAC 43.39)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040*

This course is designed for field officers to combat complacency or apathy that may have intruded into their behavior. It will reinforce their mental attitude, physical awareness and training that is needed in handling the situational complexities that officers are continually confronted with in the field. It is also designed to stimulate or renew their commitment to good personal practices encouraging safety and the professional delivery of service to the public.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**

<b>2 to 40 Lab hours</b>	<b>Industrial Security Powers to Arrest and Baton Training</b> <b>(Formerly PAC 43.51)</b> This course is designed for students who are involved in private security. The contents presented will give an overview of the role of security guards, First Aid basics, Powers to Arrest and P.O.S.T. Certified Baton Training. <b>0.148 to 0.741 Units</b> <b>8 to 40 Lecture hours</b>	<b>Prerequisite:</b> Valid California Driver's License <b>Advisory:</b> ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040
<b>PAC 4342</b> <b>Weapons, Semi-Automatic Handguns</b> <b>(Formerly PAC 43.42)</b> <i>Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040</i> This course is designed for personnel who are concerned with semiautomatic pistols as a police service side arm. Overall course will encompass Colt .45 semiautomatic, Smith and Wesson models 39 and 59, Browning Hi-Power 9 millimeters, plus other uniform and off-duty semiautomatic pistols. <b>0.074 to 1.48 Units</b> <b>2 to 40 Lecture hours</b> <b>2 to 40 Lab hours</b>	<b>PAC 4352</b> <b>Industrial Security Baton Powers to Arrest, Firearms</b> <b>(Formerly PAC 43.52)</b> This course is designed for students who are involved in private security. The contents presented will qualify students for certification with the Department of Consumer Affairs in the areas of Powers to Arrest, Firearms, and Baton. <b>0.167 to 0.75 Units</b> <b>8 to 40 Lecture hours</b>	<b>This course is designed to provide officers with an understanding and awareness of the problems inherent in the skills required for defensively driving a police vehicle in everyday use. It is not a red light and siren, high speed pursuit, emergency vehicle operation course. Rather, it is a course with the idea in mind that accidents can be prevented by giving students a series of demonstrations, lectures and practical exercises in basic police vehicle defensive driving techniques which also includes the use of the on-tract skid pan for actual driver training. The curriculum follows that recommended as refresher training by the California Commission on Peace Officer Standards and Training.</b> <b>0.074 to 1.48 Units</b> <b>2 to 40 Lecture hours</b> <b>2 to 40 Lab hours</b>
<b>PAC 4343</b> <b>Special Weapons Training</b> <i>Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment</i> This course is designed to familiarize both law enforcement and private security personnel with the latest types of firearms. Emphasis will be placed on the legal aspects of the use of firearms and the safe handling of various types of firearms. <b>0.074 to 1.48 Units</b> <b>2 to 40 Lecture hours</b> <b>2 to 40 Lab hours</b>	<b>PAC 4353</b> <b>Industrial Security; Baton, Powers to Arrest, Chemical Agents</b> <b>(Formerly PAC 43.53)</b> This course is designed for students who are involved in private security. The contents presented will qualify students for certification with the Department of Consumer Affairs in the areas of Powers to Arrest, Chemical Agents and Baton. <b>0.148 to 0.741 Units</b> <b>8 to 40 Lecture hours</b>	<b>PAC 4360</b> <b>Radar Traffic Enforcement</b> <b>(Formerly PAC 43.60)</b> <i>Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040</i> Radar Traffic Enforcement course covers the legal issues involved, the nomenclature, concepts and practical operation of police speed control radar. This course is designed to provide the student with the necessary information and skills needed to function as a radar enforcement officer. The curriculum follows that recommended as refresher training by the California Commission on Peace Officer Standards and Training. <b>0.074 to 1.48 Units</b> <b>2 to 40 Lecture hours</b> <b>2 to 40 Lab hours</b>
<b>PAC 4350</b> <b>Crime Prevention Theory and Practice</b> <b>(Formerly PAC 43.50)</b> <i>Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040</i> This course is designed to acquaint law enforcement personnel with the latest theories and techniques of crime prevention through opportunity reduction. Emphasis will be placed on physical security devices and systems, community involvement in prevention programs, evaluation of crime trends and prevention techniques, development of prevention strategies and program materials, crime prevention and the community planning process, ordinances, zoning and environmental design. The curriculum follows that recommended as refresher training by the California Commission on Peace Officer Standards and Training. <b>0.074 to 1.48 Units</b> <b>2 to 40 Lecture hours</b> <b>2 to 40 Lab hours</b>	<b>PAC 4355</b> <b>Advanced Police Video/Photography</b> <b>(Formerly PAC 43.55)</b> <i>Prerequisite: PHTO 190</i> <i>Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AJ 041; AJ 104; AJ 208; AJ 275</i> This course is designed for students interested in preparing for a career in the field of crime scene video, photography, forensics and law enforcement. The course introduces students to the advanced use of various video and photography techniques employed during a police investigation with special emphasis on documenting a crime scene and preparing evidence for use in a court of law. <b>0.074 to 1.48 Units</b> <b>2 to 40 Lecture hours</b> <b>2 to 40 Lab hours</b>	<b>PAC 4362</b> <b>Child Abuse Investigation</b> <b>(Formerly PAC 43.62)</b> <i>Advisory: PAC 040</i> This course is designed to provide the student with the necessary information and skills needed to function as a Child Abuse Investigator. Specifically, this course covers child abuse laws, recognition of abuse, victim treatment, interviewing and investigating techniques, inter-agency coordination and court involvement. <b>0.148 to 0.741 Units</b> <b>8 to 40 Lecture hours</b>
<b>PAC 4351</b>	<b>PAC 4358</b> <b>Police Defensive Driving Course</b> <b>(Formerly PAC 43.58)</b>	

**PAC 4365**  
**Vice Investigation**  
**(Formerly PAC 43.65)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040*

This course is designed to provide the student with the necessary information and skills needed to function as vice investigator. Specifically, this course covers the legal issues, types of offenses and investigative techniques used in vice investigation. The curriculum follows that recommended as refresher training by the California Commission on Peace Officer Standards and Training.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

**PAC 4366**  
**Basic Traffic Accident Investigation**  
**(Formerly PAC 43.66)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040*

This course is designed to provide the student with the necessary information and skills to conduct basic traffic accident investigations. Specifically, this course covers the reporting investigation, cause determination and prosecution aspects of traffic accident investigation. The curriculum follows that recommended as refresher training by the California Commission on Peace Officer Standards and Training.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

**PAC 4367**  
**Intermediate Traffic Accident Investigation**  
**(Formerly PAC 43.67)**

*Prerequisite: PAC 4366*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040*

This course is designed to expand on the student's basic understanding of traffic accident investigation and develop a working knowledge of the following subject areas: traffic engineering, point of impact determination, skid mark analysis, crime lab procedures and insurance fraud. The curriculum follows that recommended as refresher training by the California Commission on Peace Officer Standards and Training.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

**PAC 4376**

**PC 832 Arrest**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 040*

This course is designed to provide the student, employed or seeking employment in public agencies, with the skills and information necessary to satisfy the state requirements for the PC 832 Arrest course which covers the California justice system, professional behavior, law, evidence and discretionary decision making. This course can be taken alone or in combination with PAC 4377, PC 832 Firearms and/or PAC 4378, PC 832 Communications and Arrest Methods to satisfy varying agency requirements.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

**PAC 4377**  
**PC 832 Firearms**  
**(Formerly PAC 43.77)**

*Prerequisite: PAC 4376; Pursuant to Section 13511.5 of the California Penal Code, each student who is not sponsored by a local or other law enforcement agency, must submit written certification from the California Department of Justice certifying no criminal history background which would disqualify the student pursuant to Section 12021.1 P.C.*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course is designed to provide the student employed or seeking employment in public agencies with the skills and information necessary to satisfy state requirements for the PC 832 Firearms course which covers firearms safety, care, cleaning, shooting and qualification. This course can be taken alone or in combination with PAC 4376, PC 832 Arrest and/or PAC 4378, PC 832 Communications/Arrest to satisfy varying agency requirements.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

**PAC 4378**  
**PC 832 Communications and Arrest Methods**  
**(Formerly PAC 43.78)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; PAC 4376*

This course is designed to provide

the student employed or seeking employment in public agencies and currently have a working knowledge of the law enforcement functions with the skills and information necessary to satisfy state requirements for the PC 832 Communications and Arrest Techniques course which covers community relations, communications, report writing, arrest control and personal searches. This course can be taken alone or in combination with PAC 4376, PC 832 Arrest and/or PAC 4377, PC 832 Firearms to satisfy varying agency requirements. The curriculum follows that recommended as refresher training by the California Commission on Peace Officer Standards and Training.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

**PAC 4380**  
**Fingerprint Classification**  
**(Formerly PAC 43.80)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AJ 041; AJ 104; AJ 208; AJ 275*

This course is designed for students interested in the field of fingerprint comparison, forensics and law enforcement. The course provides training in the study of the science of fingerprints. Topics include the ethics and professional conduct of fingerprint examiners, the historical development of fingerprint science, fingerprint pattern interpretation, the Henry System of fingerprint classification, the N.C.I.C. classification system, recording inked finger and palm prints, and the automated fingerprint identification system.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

**PAC 4381**  
**Friction Skin Comparison**  
**(Formerly PAC 43.81)**

*Prerequisite: PAC 4380*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AJ 041; AJ 104; AJ 208; AJ 275*

This course is designed for students interested in preparing for a career in the field of fingerprint comparisons, forensics and law enforcement. The course provides training in the area of friction skin comparison. Topics include the uniqueness of fingerprints, principles of comparison and individualization, type of ridge characteristics, identification proto-

cols, and the conclusions a fingerprint examiner can reach.

**0.074 to 1.48 Units**  
**2 to 40 Lecture hours**  
**2 to 40 Lab hours**

#### PAC 4382

#### Death Investigation

(Formerly PAC 43.82)

*Prerequisite: PAC 4328*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; AJ 041; AJ 208; AJ 275; PAC 4317*

This course is designed for students interested in a career in law enforcement and/or forensics. The course will present an advanced overview of techniques that are used and issues that surface during the initial investigation of the death of a human being. The course will also address the role of the Coroner's office and their ability to scientifically investigate the cause and manner of any sudden, suspicious, or violent death.

**0.5 Units**

**24 Lecture hours**

*Transfers to: UC (credit limit\*), CSU (\*Students will receive credit from UC for only one of the following courses: POLS 110 or POLS 110H)*

This course surveys and analyzes the origins, principles, institutions, policies, and politics of U.S. National and California State Governments, including their constitutions. Emphasis is placed on the rights and responsibilities of citizens, and an understanding of the political processes and issues involved in the workings of government. This course fulfills the American Institutions requirement for the Associate Degree. It also is suitable for students wishing to expand their knowledge of local, state and national governments. This course is intended for students eligible for the Honors Program.

**3 Units**

**54 Lecture hours**

cal systems of selected industrial democracies, dictatorships, and governments of the developing world. Emphasis is placed on the institutional development and political processes and cultures within these countries. This course features an examination of current political problems and a comparison of such differing ideologies as Marxism, democracy, theocracy, and totalitarianism. This course is intended for the student interested in the study of foreign governments and for those who wish to major in political science.

**3 Units**

**54 Lecture hours**

#### POLS 135

#### International Political Economy

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This is an introductory course designed for students interested in economics and political science, as well as anyone interested in the global interconnectedness of the world economy. The course focuses on the relations between the political and economic systems within the global economy. The course covers the impact of political decisions on world economies and international organizations. Further emphasis is placed on a comparison-contrast of various national economies. Geographic areas of concern include Africa, Europe, the Pacific Rim, the Middle East, Latin America, Russia, China, and the United States. The course is cross-listed as Economics 135 and Political Science 135. Credit is given in either area, not both.

**3 Units**

**54 Lecture hours**

#### POLS 120

#### California State and Local Governments

(Formerly POLYS 120, 020)

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment*

*Transfers to: CSU*

This course is an introduction to the structure, functions, and politics of California governments including state, county, municipal and special districts.

**3 Units**

**54 Lecture hours**

#### POLS 128

#### Introduction to Political Philosophy

(Formerly POLYS 128)

*Advisory: ENGL 101 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is for students interested in the relationship between political systems and philosophy. It is especially relevant for students interested in political science, philosophy and law. This course introduces the history and development of political thought, and will consider the justification of the State, Libertarianism, Socialism, Communism, as well as conceptions of rights and distributions of goods.

**3 Units**

**54 Lecture hours**

#### POLS 130

#### Comparative Government

(Formerly POLYS 130, 003)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course examines the politi-

#### POLS 140

#### International Relations

(Formerly POLYS 140, 014)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course examines the structure and operation of the international system. Emphasis is placed on the nature and sources of conflict and cooperation, issues of war and peace among states in the international system, and international economic development. The impact of nation-states, international organizations, and non-governmental actors are all examined. This course is suitable for students who wish to expand their knowledge of international politics

## POLITICAL SCIENCE

### Division of Behavioral & Social Sciences

#### POLS 110

#### Government of the United States

(Formerly POLYS 110, 002)

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*Students will receive credit from UC for only one of the following courses: POLS 110 or POLS 110H)*

This course surveys and analyzes the origins, principles, institutions, policies, and politics of U.S. National and California State Governments, including their constitutions. Emphasis is placed on the rights and responsibilities of citizens, and an understanding of the political processes and issues involved in the workings of government. This course fulfills the American Institutions requirement for the Associate Degree. It also is suitable for students wishing to expand their knowledge of local, state and national governments.

**3 Units**

**54 Lecture hours**

#### POLS 110H

#### Government of the United States Honors

(Formerly POLYS 110H)

*Prerequisite: ENGL 101 with a "C" or better*

*Advisory: READ 023 or appropriate assessment*

and for those who wish to major in political science or international relations.

**3 Units**  
**54 Lecture hours**

**POLS 150**  
**Chicano Politics (Same as CHST 150)**  
**(Formerly POLYS 150)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course examines U.S. history and political issues relevant to the Chicano/Latino community, provides an overview of Chicano/Latino demographics in the U.S., examines Chicano/Latino political activism and the rise of Chicano/Latino political leadership. This is an entry level course serving as an elective for both the Political Science and Chicano Studies majors.

**3 Units**  
**54 Lecture hours**

**POLS 290**  
**Cooperative Work Experience/Internship for Political Science Related Fields**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course supports and reinforces on-the-job training in governmental positions under supervision of a college instructor and is facilitated by the use of learning objectives. The student will be working in a skilled or professional level assignment in an area of local, county, state, or federal government and will meet performance objectives related to instruction that are above and beyond the conditions of regular employment. This course is intended for students whose intended job is related to the field of government and have completed or enrolled in the appropriate coursework. "Contact the CWE office regarding re-enrollment procedures".

**Student Unpaid Internship:**

*1 Unit/60 hours; 2 Units/120 hours;  
3 Units/180 hours; 4 Units/240 hours*

**Student Paid Internship:**

*1 Unit/75 hours; 2 Units/150 hours;  
3 Units/225 hours; 4 Units/300 hours.*

**1 to 4 Units**

**3 Lecture hours**

**60 to 300 hours**

**POLS 299**  
**Directed Study: Political Science**

*Transfers to: UC, CSU*

Independent Study/Directed Study is intended for students who have the ability to assume responsibility for independent work and to prepare written or oral reports and/

or appropriate projects. To enroll in an independent study/directed study course, students must possess a 2.5 overall grade point average, a 3.1 grade point average in the discipline of study being requested, or receive an exception from the instructor.

Independent Studies/Directed Studies may be developed from any topic arising from or related to a course of study that will result in developing depth and breadth in that subject area. Students will be expected to meet on a regular basis with their faculty sponsor and submit a final report or project, and student progress shall be evaluated at regular intervals. Academic standards for Independent Studies/Directed Studies shall be the same as those for other courses. Units are awarded in accordance to Title V regulations with one unit of credit awarded for 54 hours of Directed Studies, six (6) hours of which must be with an instructor. The instructor is responsible for monitoring student progress through the semester. Students may take directed study courses for a maximum of four (4) units within a discipline, and may not accumulate more than a total of twelve (12) units college wide.

**1 to 4 Units**  
**54 to 216 Lab hours**

social psychology.

**3 Units**  
**54 Lecture hours**

**PSY 101H**

**Introductory Psychology Honors**

*Prerequisite: ENGL 101 with a grade of "C" or better*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*Students will receive credit from UC for only one of the following courses: PSY 101 or PSY 101H)*

This course is designed as a general introduction to psychology for psychology majors, those with an interest in psychology, or anyone with a desire to further their understanding of human behavior. It provides an overview of the field of psychology, introducing students to the research methods used to advance the science of psychology and the various areas that comprise this diverse discipline. Research and theories are presented, discussed, and evaluated. Topics covered include biological psychology, sensation and perception, lifespan development, learning, memory, motivation and emotion, cognition, personality, psychopathology and social psychology. This course is intended for those who meet Honors Program requirements.

**3 Units**  
**54 Lecture hours**

**PSY 112**

**Lifespan Development**

**(Formerly PSY 012)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*Students will receive credit from UC for only one of the following courses: PSY 112 or CD 106)*

This course provides an overview of human psychological development across the lifespan. It addresses the physical, cognitive, social, and emotional changes that occur from the prenatal period through death. It explores the development issues of stability vs. change, continuity vs. discontinuity, and nature vs. nurture, and examines the perspectives of major developmental theorists, including Freud, Erickson, and Piaget. It explores current research findings and their applicability to ongoing developmental problems. This course is appropriate for the student seeking to develop a better understanding of the development gains and losses that occur throughout our lives.

**3 Units**  
**54 Lecture hours**

**PSY 114****Introduction to Abnormal Psychology**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course provides an introduction to the study of abnormal behavior for psychology majors, those with an interest in abnormal psychology, or anyone with a desire to further their understanding of abnormality. The classification, assessment and treatment of psychological disorders will be explored. Students will not only develop an understanding of the etiology and diagnosis of such disorders, as based upon DSM-IV-TR criteria, but develop an appreciation of the cultural, historical and theoretical influences that affect the definitions and treatment of abnormal behavior.

**3 Units**

**54 Lecture hours**

**PSY 116****Introduction to Cross-Cultural Psychology**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: CSU*

This course provides an introduction to the literature of Cross-Cultural Psychology. This course is organized around understanding the historical events leading to research in cross-cultural psychology, and the efforts to understand human behavior within an international and multicultural context. From this context, a variety of psychological phenomena will be studied including consciousness, learning and memory, life-span development, perception, cognition, emotion, social psychology, and stress and coping.

**3 Units**

**54 Lecture hours**

**PSY 121****Drugs, Society, and Behavior**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is for the student who seeks a basic understanding of the effects of drugs of abuse and an in-depth consideration of the societal aspects of psychoactive drugs. It is designed for those students interested in furthering their understanding of psychoactive drugs and those interested in working with populations recovering from or at risk for drug problems. Current and historical uses of and attitudes towards drugs will be addressed, as well as drug use disorders, drug legislation, and treatment options. Societal and cultural differences will also be noted.

**3 Units**

**54 Lecture hours**

**PSY 123****Drug Education and Prevention**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed for students interested in furthering their understanding of substance dependence and those interested in working with populations recovering from or at risk for such problems. It addresses the history, theories, models, and approaches to substance abuse education and prevention. In addition to an academic look at drug abuse, students will also explore and examine their own values and beliefs about substance use and misuse. The impact of public policy, the media, and drug education programs on drug use will all be considered.

**3 Units**

**54 Lecture hours**

**PSY 127****Introduction to the Physiological Effects of Drugs of Abuse**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed for students interested in furthering their understanding of psychoactive drugs and those interested in working with populations recovering from or at risk for drug problems. It provides an examination of the pharmacological actions of drugs of abuse and how this relates to the physiological, as well as the behavioral, effects of such drugs. The properties of drugs that increase the likelihood of the development of dependence will be emphasized.

**3 Units**

**54 Lecture hours**

**PSY 170****Introduction to Learning and Memory**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course details the background and research that led to the identification of the different types of learning and memory. Students will explore topics in the field of learning and memory including but not limited to classical conditioning, operant conditioning, instrumental conditioning, short-term and long-term memory, forgetting, and models of learning and memory. This course is beneficial for students that are Psychology majors, students looking to transfer as a Psychology major and students that are interested in learning about the field of learning and memory.

**3 Units**

**54 Lecture hours**

**PSY 180****Positive Psychology**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course focuses on the research, theories, and ideas surrounding, promoting, and maintaining well-being, good health, and happiness. Students will explore topics in the field of positive psychology including but not limited to wellness, optimism, flow, happiness, and positive thinking. This course is beneficial for students that are Psychology majors, students looking to transfer as a Psychology majors and students that are interested in learning about positive psychology.

**3 Units**

**54 Lecture hours**

**PSY 190****Statistics for the Behavioral Sciences**

*Prerequisite: MATH 070 or MATH 070D with a grade of "C" or better or appropriate assessment*

*Advisory: ENGL 101 and READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course provides an overview of the types of statistics that are important in the behavioral sciences. The main focus of this course is on hypothesis testing and the statistics that are used to analyze it. Students will learn to present and interpret experimental data from the behavioral sciences. Topics covered include basic probability, measures of central tendency, measures of variance, sampling, and inferential statistics. This course is designed for students majoring in psychology, sociology, political science, and anthropology.

**4 Units**

**72 Lecture hours**

**PSY 200****Research Methods in Psychology**

**(Formerly PSY 002)**

*Prerequisite: PSY 101*

*Prerequisite/Corequisite: MATH 130 or PSY 190*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course provides an introduction to the philosophy of science and the examination of the hypothetical deductive methods and their relationship to theory. Topics include: the nature of experimental research and design, experimental and non-experimental research-including group and single-subject designs, literature review, research ethics, collection and analysis of data, and writing APA-style reports. Collection, handling, and analysis of original empirical data, during class and outside of

class, in both experimental and non-experimental designs, are an integral component of the course. The course is designed for students intending to pursue a degree in psychology.

**3 Units**

**36 Lecture hours**

**54 Lab hours**

#### **PSY 210**

#### **Biological Psychology**

**(Formerly PSY 001B)**

*Prerequisite: PSY 101*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU  
(\*Students will receive credit from UC for only one of the following courses: PSY 210 or PSY 210H)*

This course is designed for the student who has an interest in understanding the biological processes that underlie human behavior. The biological basis of normal and abnormal behavior, including sensory systems, brain and behavior relationships, and underlying neurochemical processes will be addressed. The extent to which biological processes interact with environmental influences to determine behavior will be explored.

**3 Units**

**54 Lecture hours**

#### **PSY 210H**

#### **Biological Psychology Honors**

*Prerequisite: PSY 101 and ENGL 101 with a "C" or better. Enrollment is restricted to those who meet Honors Program requirements (minimum GPA of 3.0)*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU  
(\*Students will receive credit from UC for only one of the following courses: PSY 210 or PSY 210H)*

This course is designed for the student who has an interest in understanding the biological processes that underlie human behavior. The biological basis of normal and abnormal behavior, including sensory systems, brain and behavior relationships, and underlying neurochemical processes will be addressed. The extent to which biological processes interact with environmental influences to determine behavior will be explored. This course is intended for students eligible for the Honors Program.

**3 Units**

**54 Lecture hours**

#### **PSY 299**

#### **Directed Study: Psychology**

**(Formerly PSY 100)**

*Transfers to: UC, CSU*

Independent Study/Directed Study is intended for students who have the ability to assume responsibility for independent work and to prepare written or oral reports and/

or appropriate projects. To enroll in an independent study/directed study course, students must possess a 2.5 overall grade point average, a 3.0 grade point average in the discipline of study being requested, or receive an exception from the instructor.

Independent Studies/Directed Studies may be developed from any topic arising from or related to a course of study that will result in developing depth and breadth in that subject area. Students will be expected to meet on a regular basis with their faculty sponsor and submit a final report or project, and student progress shall be evaluated at regular intervals. Academic standards for Independent Studies/Directed Studies shall be the same as those for other courses. Units are awarded in accordance to Title V regulations with one unit of credit awarded for 54 hours of Directed Studies, six (6) hours of which must be with an instructor. The instructor is responsible for monitoring student progress through the semester. Students may take directed study courses for a maximum of four (4) units within a discipline, and may not accumulate more than a total of twelve (12) units college wide.

**1 to 4 Units**

**54 to 216 Lab hours**

duction for students wanting to learn the production and management techniques in radio broadcasting. Students will be shown basic techniques for writing and producing the commercial and public service type announcements. Students will be shown through lecture, demonstration, and taped examples the proper announcing and on-air presentation techniques. Students will make demonstration tapes and air checks of examples of their work for submission to the instructor and the class for evaluation. Selected students will have an opportunity to air their programs over the campus radio station KRHC.

**4 Units**

**54 Lecture hours**

**72 Lab hours**

#### **RDIO 236**

#### **Advanced Radio Production**

**(Formerly RADIO 236, 036B)**

*Prerequisite: RDIO 136 with a grade of "C" or better*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is intended as an advanced study for students wanting to learn production and management techniques utilized in radio broadcasting. Students will be shown proper announcing and on-air presentation techniques through lecture, demonstration, and taped examples. Students will have an opportunity to air their programs over the campus Internet radio station KRHC.

**4 Units**

**54 Lecture hours**

**54 Lab hours**

## **RADIO**

### **Division of Communications & Languages**

#### **RDIO 104**

#### **Introduction to Broadcasting**

**(Formerly RADIO 104, 004)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is an introduction into the field of broadcasting in a survey form covering the vast areas of broadcasting throughout the world. It is a broad survey of the history, theory, and operation of radio and television broadcasting in the United States, including legal and social aspects, networks, programming, production, sales and advertising, and station personnel. At least one field trip to a radio or television studio will be scheduled each semester.

**3 Units**

**54 Lecture hours**

#### **RDIO 136**

#### **Radio Production**

**(Formerly RADIO 136, 036A)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is intended as an intro-

#### **RDIO 290**

#### **Cooperative Work Experience/ Internship for Radio Related Fields**

*Prerequisite: JOUR 147*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course supports and reinforces on-the-job training in radio related fields under supervision of a college instructor and is facilitated by the use of learning objectives. The student will be working in a skilled or professional level assignment in an area of radio related fields and will meet performance objectives related to instruction that are above and beyond the conditions of regular employment. This course is intended for students whose intended job is related to the field of radio and have

completed or enrolled in the appropriate coursework. "Contact the CWE office regarding re-enrollment procedures".

**Student Unpaid Internship:**

1 Unit/60 hours; 2 Units/120 hours;  
3 Units/180 hours; 4 Units/240 hours

**Student Paid Internship:**

1 Unit/75 hours; 2 Units/150 hours;  
3 Units/225 hours; 4 Units/300 hours.

**1 to 4 Units**

**3 Lecture hours**

**60 to 300 hours**

**RDIO 299**

**Directed Study: Radio**

**(Formerly RADIO 100)**

*Transfers to: UC, CSU*

Independent Study/Directed Study is intended for students who have the ability to assume responsibility for independent work and to prepare written or oral reports and/or appropriate projects. To enroll in an independent study/directed study course, students must possess a 2.5 overall grade point average, a 3.0 grade point average in the discipline of study being requested, or receive an exception from the instructor. Independent Studies/Directed Studies may be developed from any topic arising from or related to a course of study that will result in developing depth and breadth in that subject area. Students will be expected to meet on a regular basis with their faculty sponsor and submit a final report or project, and student progress shall be evaluated at regular intervals.

Academic standards for Independent Studies/Directed Studies shall be the same as those for other courses. Units are awarded in accordance to Title V regulations with one unit of credit awarded for 54 hours of Directed Studies, six (6) hours of which must be with an instructor. The instructor is responsible for monitoring student progress through the semester.

Students may take directed study courses for a maximum of four (4) units within a discipline, and may not accumulate more than a total of twelve (12) units college wide.

**1 to 4 Units**

**54 to 216 Lab hours**

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## READING

**Division of Communications  
& Languages**

**READ 012**

**Learning Strategies**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 021 or appropriate assessment*

This course is designed for students entering college who need to develop their skills as learners. Students will build and acquire study techniques in the areas of note taking, test taking, text reading, memorizing, time planning and communicating. The emphasis of this class will be on learning new techniques and then applying them to classes and work situations. This is a non-degree credit course and is offered on a pass/no pass basis.

**1.5 Units**

**27 Lecture hours**

**READ 020**

**Introductory Reading**

**(Formerly READ 054)**

This is an introductory course for students with beginning reading skills. Students will learn meanings and the pronunciation of new words. In addition, students will practice basic comprehension skills through readings dealing with the workplace, college, and everyday life. This course is appropriate for native and second language learners. This is a non-degree applicable course offered on a pass/no pass basis.

**3 Units**

**54 Lecture hours**

**READ 021**

**Basic Reading**

**(Formerly READ 055)**

*Prerequisite: Appropriate placement through the Rio Hondo Assessment process*

*Corequisite: READ 021L*

This course is designed for students who want to improve their reading skills in order to succeed in other college classes. Students will learn how to read and understand short works of fiction and nonfiction as well as key vocabulary words associated with college and everyday life through context clues, word parts, and dictionary usage. Students will also learn to recognize transitions, main ideas and supporting details. This is a non-degree applicable course and is offered on a pass/no pass basis. All students are required to concurrently enroll in the Reading Lab, READ 021L.

**3 Units**

**54 Lecture hours**

**READ 021L**

**Reading Lab**

*Prerequisite: Appropriate placement*

*through the Rio Hondo Assessment process*

*Corequisite: READ 021*

This course is a skills class designed to assist students in improving reading comprehension and vocabulary through individually prescribed lab work. Students will complete reading tasks intended to complement the activities of their reading course. All READ 021 students must enroll. This is a non-degree applicable course offered on a pass/no pass basis.

**0.5 Units**

**27 Lab hours**

**READ 022**

**Intermediate Reading Skills**

**(Formerly READ 053A)**

*Prerequisite: READ 021 or appropriate assessment*

*Corequisite: READ 022L*

This course is designed for students who want to improve their reading skills in order to succeed in other college classes. Students will develop comprehension and vocabulary through the reading of material drawn from popular works, textbooks, magazines, and newspapers. Areas addressed include determining main ideas, recognizing supporting details, identifying author's organization, and making inferences. This is a non-degree applicable course and is offered on a pass/no pass basis. All students are required to concurrently enroll in Reading Lab, Reading 022L.

**3 Units**

**54 Lecture hours**

**READ 022L**

**Reading Lab**

*Prerequisite: READ 021 or appropriate assessment*

*Corequisite: READ 022*

This course is a skills class designed to assist students in improving reading comprehension and vocabulary through individually prescribed lab work. Students will complete reading tasks intended to complement the activities of their reading course. All READ 022 students must enroll. This is a non-degree applicable course offered on a pass/no pass basis.

**0.5 Units**

**27 Lab hours**

**READ 023**

**Reading College Textbooks**

**(Formerly READ 053B)**

*Prerequisite: READ 022 or appropriate assessment*

This is a course designed for students who need to improve their reading competencies in order to succeed in other college classes. Areas of emphasis

sis will include reading strategies essential in such academic areas as social sciences, science, technology, business and humanities. The course also introduces academic vocabulary. This is a non-degree credit course and is offered on a pass / no-pass basis.

**3 Units**

**54 Lecture hours**

#### **READ 101**

##### **Critical Reading**

*Prerequisite: READ 023 or appropriate assessment*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment*

*Transfers to: CSU*

This course is designed to aid students in acquiring critical reading and thinking skills across the disciplines. Emphasis is placed on the ability to analyze and evaluate material by establishing thesis and support as well as by analyzing elements of argumentation. The course also focuses on vocabulary and the effects of language on the reader.

**3 Units**

**54 Lecture hours**

#### **READ 134**

##### **Effective Study Methods**

##### **(Formerly READ 034)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed for students who want to acquire study strategies for college success and lifelong learning. The class topics include student motivation techniques, time management methods, book marking approaches, memory processes, lecture note-taking styles, test preparation procedures, and test-taking strategies. In addition, students will explore more effective class-related communications and creative thinking styles while using college, internet, and community resources. By learning, practicing, and implementing the course theories and strategies, students will succeed in their education, careers, and communities.

**3 Units**

**54 Lecture hours**

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## **REGISTERED DENTAL ASSISTING**

**Division of Health Sciences  
& Nursing**

#### **RDA 051**

##### **Registered Dental Assisting I**

**Prerequisite: Acceptance into  
Registered Dental Program**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment*

This is part one of a two-semester Registered Dental Assisting competency based course. This course includes patient care experience in a fully equipped facility. Students who successfully complete the curriculum are qualified to take the California Dental Board examination leading to licensure as a Registered Dental Assistant. At completion of the program, the student will be certified by the state of California to take dental x-rays. Students who are interested in the dental field are encouraged to take this course.

**12 Units**

**151 Lecture hours**

**200 Lab hours**

#### **RDA 052**

##### **Registered Dental Assisting II**

*Prerequisite: Enrollment in the RDA Program and successful completion of RDA 051 with a grade of "C" or better*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; MATH 030 or appropriate assessment*

This is part two of a two-semester Registered Dental Assisting competency based program. This course includes patient care experiences in a fully equipped facility and a 160 hour preceptor experience. Students who successfully complete the curriculum are qualified to take the California Dental Board examination leading to licensure as a registered Dental Assistant. At the completion of the program, the student will be certified by the state of California to perform coronal polishing and place pit and fissure sealants. Student who are interested in the dental field are encouraged to take this course.

**12 Units**

**100 Lecture hours**

**356 Lab hours**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*Students will receive credit from UC for only one of the following courses: SOC 101 or SOC 101H)*

This course is designed for those with an interest in Sociology, or anyone with a desire to further their understanding of human group behavior and the organization of society. The student, using several theoretical points of view, will study and analyze: (1) the organization of social life; (2) problems of inequality - of age, sex, race and ethnicity, social class and life style; (3) the basic social institutions: family, religion, and economics; and (4) global issues of technology, social movements and social change.

**3 Units**

**54 Lecture hours**

#### **SOC 101H**

##### **Introduction to Sociology Honors**

*Prerequisite: Enrollment is restricted to those who meet Honors Program requirements (minimum GPA of 3.0) and completion of ENGL 101 with a "C" or better*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU (\*Students will receive credit from UC for only one of the following courses: SOC 101 or SOC 101H)*

This course is designed for those with an interest in Sociology, or anyone with a desire to further their understanding of human group behavior and the organization of society. The student, using several theoretical points of view, will study and analyze: (1) the organization of social life; (2) problems of inequality - of age, sex, race and ethnicity, social class and life style; (3) the basic social institutions: family, education, politics, economics, and religion; and (4) global issues of population, technology, social movements and social change. This course is intended for students eligible for the Honors Program.

**3 Units**

**54 Lecture hours**

#### **SOC 102**

##### **Major Social Problems**

##### **(Formerly SOC 001B)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed to provide students with an understanding of the definition, development, reduction and elimination of major social

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## **SOCIOLOGY**

**Division of Behavioral  
& Social Sciences**

#### **SOC 101**

##### **Introduction to Sociology**

**(Formerly SOC 001A)**

problems in contemporary society. Topics addressed include problems of mental and physical health including addictions, crime and violence, social inequality, terrorism and war, as well as technology and the environment. Various social theories and relevant empirical research are critically examined throughout the course.

3 Units

54 Lecture hours

**SOC 105  
Introduction to Human Sexuality**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for students interested in the social scientific study of human sexuality. The course provides students with knowledge about the processes and variation in sexual functions, reproduction, intimate relationships, sexual and gender role development and sexual activities. Numerous factors involved in human sexuality are explored, emphasizing sexuality as a form of human interaction. The social, cultural, and historical contexts of human sexuality will be critically analyzed.

3 Units

54 Lecture hours

**SOC 110  
Human Sexuality from a Cross-Cultural Perspective (Same as ANTH 110)**

**(Formerly SOC 010)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed to provide the student who has an interest in human sexuality with an introduction to this subject as a form of culturally-influenced social interaction. Topics addressed include historical views of sexuality, gender identity, and the impact of cultural change on sexual interest and activity. A social scientific analysis of various aspects of human sexual behavior will be used to examine sexuality as a form of social interaction in a cultural context. Various social theories and relevant empirical research are critically analyzed from both a Western and non-Western perspective.

3 Units

54 Lecture hours

**SOC 114  
Marriage, Family and Intimate Relationships**

**(Formerly SOC 014)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for the student interested in examining, from a sociological perspective, issues such

as marriage, family, and emerging alternative life styles which constitute the reality of life today. The course explores love, sexuality, mate selection, and engagement preceding traditional marriage and family patterns, extra-marital and non-marital unions, singles, and future trends in intimate relationship styles.

3 Units

54 Lecture hours

**SOC 116  
Introduction to Race and Ethnic Relations**

**(Formerly SOC 016)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for students interested in understanding the complexities of multi-ethnic, multi-racial societies. This course presents an overview of the structure and character of racial and ethnic relations in the United States and abroad. Students will gain knowledge of the treatment and experiences of a variety of racial and ethnic cohorts and gain insight into the complex social features of inter-group contact.

3 Units

54 Lecture hours

**SOC 120  
Perspectives of Sex & Gender**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

In this course we will explore how gender shapes our lives and the world around us. Using a sociological perspective, we will examine gender as a social construction rather than a simple biological difference. Topics to be covered will include, but not encompass, cultural ideas of gender, gender and the economy, politics, the media, families, and education. This course is designed for men and women who want to learn more about the social connections of gender and how the importance of gender differences are strengthened in our society today.

3 Units

54 Lecture hours

**SOC 127  
Introduction to Criminology**

**(Formerly SOC 027)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for students interested in the subject of criminology. The scientific analysis of the nature, extent, and causes of viola-

tions of societal rules of behavior that are formally defined as crime and delinquency will be emphasized. The course includes an analysis of the development of criminal law and the administration of criminal justice, the patterns of criminality and delinquency, the impact of crime on social change, and the labeling, identification, characteristics, and treatment of criminals and delinquents.

3 Units

54 Lecture hours

**SOC 148**

**La Chicana: The Contemporary Mexican-American Female (Same as CHST 148)**

**(Formerly SOCSCI 148, MACI 148, 048)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This introductory course explores the racial/ethnic identity formation of Chicanas/Mexican origin women in the United States. Course themes include an examination into the genesis of the term "Chicana", the emergence of Chicana feminism, and the intersection of race, gender, class, and sexuality in relation to the formation and study of Chicana identities. This course is an interdisciplinary one, drawing on methodologies from racial/ethnic studies, women/gender studies, queer studies, history, literature, sociology, and popular culture. This course is appropriate for students interested in furthering their understanding of the social construction of the Mexican American woman.

3 Units

54 Lecture hours

**SOC 299**

**Directed Study: Sociology**

**(Formerly SOC 100)**

*Transfers to: UC, CSU*

Independent Study/Directed Study is intended for students who have the ability to assume responsibility for independent work and to prepare written or oral reports and/or appropriate projects. To enroll in an independent study/directed study course, students must possess a 2.5 overall grade point average, a 3.0 grade point average in the discipline of study being requested, or receive an exception from the instructor. Independent Studies/Directed Studies may be developed from any topic arising from or related to a course of study that will result in developing depth and breadth in that subject area. Students will be expected to meet on a regular basis with their faculty sponsor and submit a final report or project, and student progress shall be evaluated at regular intervals.

Academic standards for Independent Studies/Directed Studies shall be the same as those for other courses. Units are awarded in accordance to Title V regulations with one unit of credit awarded for 54 hours of Directed Studies, six (6) hours of which must be with an instructor. The instructor

is responsible for monitoring student progress through the semester. Students may take directed study courses for a maximum of four (4) units within a discipline, and may not accumulate more than a total of twelve (12) units college wide.

**1 to 4 Units**  
**54 to 216 Lab hours**

## SPANISH

### Division of Communications & Languages

#### SPAN 101

##### Spanish I

(Formerly SPAN 001)

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU  
(\*Students will receive credit from UC for only one of the following sequences of courses: SPAN 101 and SPAN 102 or SPAN 130 and SPAN 131)*

This course is an introduction to the essentials of Spanish language: reading, listening, speaking, and writing skills. Various facets of Spanish-speaking cultures will be analyzed via cross-cultural comparisons. In addition to classroom discussion, students receive intensive individualized oral-aural practice in the language laboratory via interactive websites, audio CDs, video programs, and CD ROMs. This class is designed for those students who do not have a Spanish language background who wish to learn to speak Spanish or who seek a degree in the Spanish language.

**4 Units**  
**72 Lecture hours**  
**8 Lab hours**

#### SPAN 102

##### Spanish II

(Formerly SPAN 002)

*Prerequisite: Successful completion of SPAN 101 or two years of high school Spanish*

*Transfers to: UC (credit limit\*), CSU  
(\*Students will receive credit from UC for only one of the following sequences*

*of courses: SPAN 101 and SPAN 102 or SPAN 130 and SPAN 131)*

This course is a continuation of the study of the essentials of Spanish language: reading, listening, speaking, and writing skills. The skills learned in Spanish 101 will be reviewed. The class will increase vocabulary, grammar, and cultural knowledge to improve on the reading, listening, speaking and writing skills presented in Span 101. In this course the study of verb tenses and constructions is completed. Various facets of Spanish-speaking cultures will be analyzed via cross-cultural comparisons. In addition to classroom discussion, students receive intensive individualized oral-aural practice in the language laboratory via interactive websites, audio CDs, video programs, and CD ROMs. This class is designed for those students who do not have a Spanish language background who wish to learn to speak Spanish or who seek a degree in the Spanish language.

**4 Units**  
**72 Lecture hours**  
**18 Lab hours**

#### SPAN 130

##### Spanish for Heritage Speakers I

(Formerly SPAN 015A)

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU  
(\*Students will receive credit from UC for only one of the following sequences of courses: SPAN 101 and SPAN 102 or SPAN 130 and SPAN 131)*

This course is designed to improve the language skills of students with a Spanish language background. Emphasis will be placed on the improvement of reading and writing skills. Aspects of culture, civilization, and literature from the Spanish-speaking countries will be included.

**3 Units**  
**54 Lecture hours**

#### SPAN 131

##### Spanish for Heritage Speakers II

(Formerly SPAN 015B)

*Prerequisite: SPAN 130 with a grade of "C" or better*

*Transfers to: UC (credit limit\*), CSU  
(\*Students will receive credit from UC for only one of the following sequences of courses: SPAN 101 and SPAN 102 or*

*SPAN 130 and SPAN 131)*

This course is a continuation of SPAN 130. It is designed to further improve the language skills of students with a Spanish language background. Emphasis will continue to be placed on the improvement of reading and writing skills, focusing especially on accents and spelling. Aspects of the culture and civilization of Spanish-speakers will be included in the readings of the literature of Spanish-speaking countries. This course is intended for students who are native speakers of Spanish.

**3 Units**  
**54 Lecture hours**

#### SPAN 201

##### Spanish III

(Formerly SPAN 003)

*Prerequisite: SPAN 102 or SPAN 131 with a "C" or better, or three years of high school Spanish*

*Transfers to: UC (credit limit\*), CSU  
(\*Students will receive credit from UC for only one of the following courses: SPAN 201 or SPAN 201H)*

This is an intermediate level course in which Spanish grammar is reviewed. It also includes intensive classroom practice in conversation and composition. In addition to classroom instruction, students receive intensive, individualized oral-aural practice in the language laboratory in which websites, video programs, audio CDs, and CD ROMs are used. Many aspects of Spanish culture are introduced in short stories by Latin American and Spanish authors. Students strengthen their communication and writing skills by analyzing these stories in Spanish. This course is designed/intended for students who wish to broaden their knowledge in Spanish as well as for those interested in pursuing a degree in the Spanish language.

**4 Units**  
**72 Lecture hours**  
**18 Lab hours**

#### SPAN 201H

##### Spanish III Honors

*Prerequisite: ENGL 101 with a grade of "C" or better and SPAN 102 or SPAN 131 with a grade of "C" or better, or three years of high school Spanish*

*Transfers to: UC (credit limit\*), CSU  
(\*Students will receive credit from UC for only one of the following courses:*

**SPAN 201 or SPAN 201H**

This is an intermediate level course in which Spanish grammar is reviewed. It also includes intensive classroom practice in conversation and composition. In addition to classroom instruction, students receive intensive individualized oral-aural practice in the language laboratory in which websites, video programs, audio CDs, and CD ROMs are used. Many aspects of Spanish culture are introduced in short stories by Latin American and Spanish authors. Students strengthen their communication and writing skills by analyzing these stories in Spanish. This course is designed / intended for students who wish to broaden their knowledge in Spanish as well as for those interested in pursuing a degree in the Spanish language. This course is intended for students eligible for the Honors Program.

**4 Units****72 Lecture hours****18 Lab hours****SPAN 202****Spanish IV****(Formerly SPAN 004)**

*Prerequisite: SPAN 201 or 201H with a grade of "C" or better or four years of high school Spanish*

*Transfers to: UC, CSU*

Spanish 202 is an intermediate level course designed to further improve the use of Spanish grammar, conversation, reading comprehension and composition. Various aspects of Spanish culture and literature are introduced through readings in the textbook and in supplementary readings. Students strengthen their communication and writing skills by analyzing literary selections that vary in style from simple journalist writing to highly original and complex literary works in Spanish. Students also receive intensive, oral- aural practice in the language laboratory in which websites, video programs, audio CDs, and CD ROMs are used. This course is designed /intended for students who wish to broaden their knowledge of Spanish as well as for those interested in pursuing a degree in the Spanish language.

**4 Units****72 Lecture hours****18 Lab hours****SPAN 299****Directed Study: Spanish**

*Transfers to: UC, CSU*

Independent Study/Directed Study is intended for students who have the ability to assume responsibility for independent work and to prepare written or oral reports and/or appropriate projects. To enroll in

an independent study/directed study course, students must possess a 2.5 overall grade point average, a 3.1 grade point average in the discipline of study being requested, or receive an exception from the instructor.

Independent Studies/Directed Studies may be developed from any topic arising from or related to a course of study that will result in developing depth and breadth in that subject area. Students will be expected to meet on a regular basis with their faculty sponsor and submit a final report or project, and student progress shall be evaluated at regular intervals.

Academic standards for Independent Studies/Directed Studies shall be the same as those for other courses. Units are awarded in accordance to Title V regulations with one unit of credit awarded for 54 hours of Directed Studies, six (6) hours of which must be with an instructor. The instructor is responsible for monitoring student progress through the semester.

Students may take directed study courses for a maximum of four (4) units within a discipline, and may not accumulate more than a total of twelve (12) units college wide.

**1 to 4 Units****54 to 216 Lab hours****(Formerly SPCH 003)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC, CSU*

Interpersonal Communication is an introductory course focusing on interactions between two people. Designed to provide students with greater understanding of communication in every day activities, the course focuses on self-discovery and strengthening the self-image; discovering and understanding the factors that influence communication behavior; and the establishment and maintenance of meaningful relationships in professional and social settings. This course is designed for speech communication majors or anyone with an interest in human communication.

**3 Units****54 Lecture hours****SPCH 101****Public Speaking****(Formerly SPCH 001A)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU*

(\*Students will receive credit from UC for only one of the following courses: SPCH 101 or SPCH 102)

This introductory course is designed to prepare students to be effective oral communicators in all aspects of public presentations including design and delivery of the public speech. The course is appropriate for all students interested in developing their public speaking knowledge and skills such as speech communication majors, future teachers, and future business leaders.

**3 Units****54 Lecture hours****SPCH 101H****Public Speaking Honors**

*Prerequisite: ENGL 101 with a grade of "C" or better*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: CSU*

This introductory course is designed to prepare students to be effective oral communicators in all aspects

of public presentations including design and delivery of the public speech. The course is appropriate for all students interested in developing their public speaking knowledge and skills such as speech communication majors, future teachers, and future business leaders. This course is designed for students eligible for the Honors Program.

**3 Units**

**54 Lecture hours**

#### **SPCH 102**

##### **Fundamentals of Oral Communication**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU  
(\*Students will receive credit from UC for only one of the following courses: SPCH 101 or SPCH 102)*

This is a course designed for students who want a broad overview of communication. The principles of interpersonal communication, group communications, and public speaking will be addressed. The roles of interpersonal and group communication as they are used in everyday activities and in the workplace will be covered. Students will develop, organize, and deliver speeches for a variety of public audiences and occasions.

**3 Units**

**54 Lecture hours**

#### **SPCH 110**

##### **Forensics: Speech and Debate Team**

##### **(Formerly SPCH 011)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: CSU*

This course trains students to participate in Rio Hondo's Forensic Speech Team and/or to participate in community speech activities. This course emphasizes speech writing and/or presentation in debates, limited preparation speeches, drama, poetry, prose, humorous, informative, and persuasive speaking genres. This course is appropriate for students specializing in areas involving public speaking such as law, political science, drama, and instruction. This course may be taken once for credit and repeated three times for credit.

**2 Units**

**18 Lecture hours**

**54 Lab hours**

#### **SPCH 111**

##### **Forensics: Debate Research and Practice**

#### **(Formerly SPCH 011B)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: CSU*

This course involves participation in Rio Hondo's Forensic Debate Team. Students research, structure, and present debate cases. Students in this course will improve their ability to debate at intercollegiate debate tournaments. Emphasis is placed on successful participation in National Parliamentary Debate Association (NPDA) sanctioned tournaments. This course is recommended for students preparing for careers in law, political science, or community advocacy. This course may be taken once and repeated three times for credit.

**2 Units**

**108 Lab hours**

#### **SPCH 112**

##### **Forensics: Oral Interpretation**

##### **Laboratory**

##### **(Formerly SPCH 012)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: CSU*

This course is designed to train students in the analysis and performance of literature at speech events attended by the Forensic Speech Team.

Students develop skills to interpret and perform literature ranging from the play, screenplay, short story, novel, and poetry. Students gain an understanding of character and scene analysis as it applies to an oral interpretation performance. This course is recommended for students specializing in communication, performance studies, and creative literature.

This course may be taken once and repeated three times for credit.

**2 Units**

**108 Lab hours**

#### **SPCH 130**

##### **Oral Interpretation**

##### **(Formerly SPCH 030)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This communication course focuses on the oral performance of various forms of literature, such as poetry,

prose, and drama. The skills needed for making such public performances will be addressed and student knowledge of the various forms of literature will be enhanced. Emphasis is placed on creating the essence of characters in a text through facial, vocal, and kinetic methods. This course is appropriate for speech majors or anyone interested in public performance and literature.

**3 Units**

**54 Lecture hours**

#### **SPCH 132**

##### **Readers Theatre**

##### **(Formerly SPCH 132A, 132B)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This is a creative communication course focusing on group presentations of literature. Students will perform pose, drama, and/or poetry in groups so that a communicative message emerges and fosters imaginative responses in the minds of an audience. Emphasis is placed on the fusion between rhetoric, interpretation and acting. Readers Theatre is designed for Speech Communication majors and those interested in literature and performance.

**3 Units**

**54 Lecture hours**

#### **SPCH 140**

##### **Argumentation and Debate**

##### **(Formerly SPCH 040A)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU  
(\*Students will receive credit from UC for only one of the following courses: SPCH 140 or SPCH 240)*

This course is an introduction to the principles and techniques of argumentation and debate. Effective methods of research, critical analysis, reasoning, refutation, and listening are stressed. Through debate participation and analysis, students will gain the knowledge and skills to advocate and refute argumentative positions. This course is particularly appropriate for students anticipating entering occupations where argumentation, negotiation, and issue-analysis are likely to occur.

**3 Units**

**54 Lecture hours**

#### **SPCH 201**

##### **Advanced Public Speaking**

##### **(Formerly SPCH 040B)**

**Prerequisite:** SPCH 101 with a grade of "C" or better

**Advisory:** ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment

**Transfers to:** UC, CSU

Advanced public speaking provides an introduction to the skill necessary for publicly influencing others. A major goal of the course is to develop the skills needed to engage in ethical persuasion and public speaking in general. Emphasis is placed on the historical origins of rhetorical communication and how it relates to current day situations. Students will explore the five canons of rhetoric and apply them to creating and delivering informative and persuasive presentations. This course is designed for students who are interested in refining the skills used by successful public speakers.

**3 Units**

**54 Lecture hours**

#### **SPCH 240**

#### **Argumentation and Discussion**

**(Formerly SPCH 040B)**

**Prerequisite:** SPCH 140 with a grade of "C" or better

**Transfers to:** UC (credit limit\*), CSU  
(\*Students will receive credit from UC for only one of the following courses: SPCH 140 or SPCH 240)

This course gives the student expanded practice and theory in argumentation. Students further develop their argumentation knowledge and skills through debate participation, observation, and discussion. This course is particularly appropriate for students anticipating entering occupations involving extensive argumentation and deliberation such as law, communication, negotiation, and any area where argumentation and debate occur frequently.

**3 Units**

**54 Lecture hours**

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## **TECHNICAL EDUCATION**

### **Division of Career & Technical Education**

#### **TCED 044**

#### **OSHA Workplace Safety**

**(Formerly TECED 044)**

**Advisory:** READ 023 or appropriate assessment

This course is intended for the individual who needs an overview and/or certification of both the California and Federal OSHA Safety Regulations for the General Industry Workplace. This course will cover a detailed overview of the rules and regulations, and discuss fire protection and prevention, material handling/storage/use and disposal, hand and power tools, welding and cutting, electrical safety, and fall protection. Upon completion of this course, (as well as passing the final exam), the student will receive a 10-hour OSHA Training Certificate of completion, which is good for life.

**1 Unit**

**18 Lecture hours**

#### **TCED 045**

#### **Survey of Technology**

**(Formerly TECED 045, 039)**

**Advisory:** READ 023 or appropriate assessment

This course is an exploration of the various applied technologies pertinent to society today. Students will receive an introduction to auto technology, auto collision, drafting/architecture, geographical information systems, and fabrication. Lectures/demonstrations will focus on practical applications and career paths/job opportunities represented by the disciplines discussed. Students will be given hands-on opportunities to explore skills associated with the discipline. This course will provide the student an introduction to five different technology disciplines to help him/her determine a potential career path and/or make them a more informed consumer of these technologies.

**3 Units**

**45 Lecture hours**

**27 Lab hours**

#### **TCED 046**

#### **Industrial Design & Visual Communications**

**Advisory:** ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment

Intended for students interested in a career in Transportation Design or Product Design, this course introduces the student to the fundamen-

tals of industrial design drawing and communication. Course begins with a lecture about possible career opportunities which exists within this profession. Students will learn to improve hand/eye coordination through repetition of given drawing task. Instruction emphasizes perfecting line, arc, circle and ellipse.

Perspective drawing and shading are introduced. Culmination of the course will require the student to produce and present a solution to a given design problem and produce visual aids to describe product proposal and solution.

**2 Units**

**18 Lecture hours**

**54 Lab hours**

#### **TCED 054**

#### **OSHA Workplace Safety II**

**Advisory:** READ 023 or appropriate assessment

This course is intended for the individual who needs an intermediate-level overview and/or the number of hours required for certification of both the California and Federal OSHA Safety Regulations for the General Industry and Construction Workplace. The course will cover a detailed overview of the rules and regulations, fire protection and prevention, material handling/storage and disposal, hand and power tools, welding and cutting, electrical safety, fall protection, scaffolds, excavations, concrete and masonry construction, steel erection, demolition, cranes/hoists/elevators and conveyors, lockout/tagout procedures, industrial hygiene and emergency action plans. Powered Industrial Trucks will also be covered during the course, meeting the requirement for OSHA Standard 1910.178. Upon completion of this course, (as well as passing the final exam and the powered industrial trucks operator safety training), the student will receive a 30-hour OSHA Training Certificate of Completion, which is good for life, and a powered industrial truck Certified Operator Card, which is good for 3 years.

**4 Units**

**72 Lecture hours**

#### **TCED 060**

#### **Elementary Metallurgy**

**(Formerly TECED 060)**

**Advisory:** READ 022 or appropriate assessment

This is an elementary course in the basic principles of metallurgy. It is designed for Welding and Machine Shop majors, but is suitable for all technology students. Emphasis is placed on terminol

systems, methods of altering the properties of metals, and the effect on fabrication.

**2 Units**  
**36 Lecture hours**

**TCED 070**  
**Foundation Skills for Technical Trades I**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course is part one of a two-part series of courses designed to assist the student to become more effective and efficient in fundamental skills used in Technical Trades. The student will also gain an understanding of attitudes and behaviors that are beneficial to succeed in vocational settings and everyday life. Course content includes units of measure and measurement tools; converting fractions, decimals, and percentages; graphs and charts; perimeter, area, and volume; and personal finance. Emphasis will be placed on the practical application of these topics, and the use of a variety of hands-on classroom activities is included.

**3 Units**  
**54 Lecture hours**

**TCED 080**  
**Foundation Skills for Technical Trades II**

*Prerequisite: TCED 070*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course is part two of a two-part series of courses designed to assist the student to become more effective and efficient in fundamental skills used in Technical Trades. The student will also gain an understanding of attitudes and behaviors that are beneficial to succeed in vocational settings and everyday life. Course content includes solving technical problems using value analysis, graphs and charts, and personal growth. Emphasis will be placed on the practical application of these topics, and the use of a variety of hands-on classroom activities is included.

**3 Units**  
**54 Lecture hours**

**TCED 090**  
**Blueprint Reading for Manufacturing Drawings**  
**(Formerly TECED 090, 013)**

*Advisory: READ 022 or appropriate assessment*

This course presents an introduction to the use of blueprints as used in industrial applications. Principles of reading drawings, specifications,

projection principles, working drawings, details, assemblies and pictorial representation are discussed. The course is helpful for apprentices and employees in all areas of technology including planning, purchasing, manufacturing, machine trades, welding, future engineers, and inspection.

**2 Units**  
**36 Lecture hours**  
**18 Lab hours**

**TCED 299**  
**Directed Study: Technical Education**  
**(Formerly TECH 100)**

*Transfers to: UC, CSU*

Independent Study/Directed Study is intended for students who have the ability to assume responsibility for independent work and to prepare written or oral reports and/or appropriate projects. To enroll in an independent study/directed study course, students must possess a 2.5 overall grade point average, a 3.0 grade point average in the discipline of study being requested, or receive an exception from the instructor.

Independent Studies/Directed Studies may be developed from any topic arising from or related to a course of study that will result in developing depth and breadth in that subject area. Students will be expected to meet on a regular basis with their faculty sponsor and submit a final report or project, and student progress shall be evaluated at regular intervals.

Academic standards for Independent Studies/Directed Studies shall be the same as those for other courses. Units are awarded in accordance to Title V regulations with one unit of credit awarded for 54 hours of Directed Studies, six (6) hours of which must be with an instructor. The instructor is responsible for monitoring student progress through the semester.

Students may take directed study courses for a maximum of four (4) units within a discipline, and may not accumulate more than a total of twelve (12) units college wide.

**1 to 4 Units**  
**54 to 216 Lab hours**

*appropriate assessment  
Transfers to: UC, CSU*  
This is a basic course in film-style production techniques for drama and music videos. Topics will include creating a story treatment, script writing, story boarding, camera handling, lighting, audio, and simple editing. Students will work in teams and crew all positions, including writer, producer, director, 1st assistant director, 2nd assistant director, lighting director, gaffer, camera operator, boom operator, and editor. Emphasis will be placed on defining the content, structure, and style of the production. This course may be of interest to students interested in both film and television production.

**3 Units**  
**36 Lecture hours**  
**54 Lab hours**

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## THEATRE

### Division of Arts & Cultural Programs

**THTR 101**

**Theatre Arts Appreciation**  
**(Formerly THEAT 101, 005)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for the student interested in an overview of the entire field of theatre. The practice and theory of the following will be explored: costume, set and lighting design, acting, directing, playwriting, criticism, play structure, theatre architecture and producing. Included will be a brief historical overview. At least one field trip to a professional theatre production will be organized.

**3 Units**  
**54 Lecture hours**

**THTR 105**

**The History and Development of the Theatre**  
**(Formerly THEAT 105, 001)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: UC (credit limit\*), CSU*

(\*Students will receive credit from UC for only one of the following courses:  
THTR 105 or THTR 105H)

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## TELEVISION

### Division of Arts & Cultural Programs

**TV 135**

**Creative Digital Video**  
**(Formerly MASSC 135)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or*

This course is designed for the student with an interest in history or theatre. It will cover humanity's relationship with theatre from primitive tribal cultures through today's large musicals and blockbuster hits. The class explores the way societies' religious, political and social structures were presented and shared through their theatre. The class will investigate major plays, playwrights and historic theatrical techniques through lectures, discussion, field trips and films.

**3 Units**  
**54 Lecture hours**

**THEAT 105H  
The History and Development of the Theatre Honors  
(Formerly THEAT 105H)**

*Prerequisite: ENGL 101 with a grade of "C" or better*  
*Advisory: READ 023 or appropriate assessment*  
Transfers to: UC (credit limit\*), CSU  
(\*Students will receive credit from UC for only one of the following courses: THEAT 105 or THEAT 105H)

This course is designed for the student with an interest in history of the theatre. It will cover humanity's relationship with theatre from primitive tribal cultures through today's large musicals and blockbuster hits. The class explores the way societies' religious, political and social structures were presented and shared through their theatre. The class will investigate major plays, playwrights and historic theatrical techniques through lectures, discussion, field trips and films. This course is designed for students eligible for the Honors program.

**3 Units**  
**54 Lecture hours**

**THEAT 110  
Principles of Acting  
(Formerly THEAT 110, 010A)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*  
Transfers to: UC, CSU

This course is designed for the student who is interested in acting and other areas of theatre, film and Television, whether as a profession

or as a hobby. The class explores the theory, practice and techniques of acting. Emphasis is placed on theatre games and exercises culminating in the presentation of scenes from contemporary dramatic literature.

**3 Units**  
**36 Lecture hours**  
**54 Lab hours**

**THEAT 111  
Principles of Acting  
(Formerly THEAT 111, 010B)**

*Prerequisite: THEAT 110*

*Transfers to: UC, CSU*

This course is for the student who wants to continue the exploration of theories and techniques used in preparation for the interpretation of drama through acting. The emphasis will be placed on deepening the understanding of the acting process through exercises, character analysis, monologues, and scenes.

**3 Units**  
**36 Lecture hours**  
**54 Lab hours**

**THEAT 150  
Theatre Crafts I  
(Formerly THEAT 150, 020A)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC, CSU*

The course is designed for the student who wishes to gain a basic understanding of the technical phases of scene production including construction, painting, rigging, placement and manipulation of stage scenery, lighting equipment, sound equipment, properties and wardrobe as well as the organization and management of stage activity and stagecraft terminology. The student will study the aesthetics and practical application principles of stage scenic, sound and lighting design. Students are assigned a specific crew responsibility that directly relates to a college theatre production.

**3 Units**  
**18 Lecture hours**  
**108 Lab hours**

**THEAT 151  
Theatre Crafts II  
(Formerly THEAT 151, 020B)**

*Prerequisite: THEAT 150*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for the student who wishes to expand the skills and concepts acquired in Theatre

Crafts I (THEAT 150). Topics such as the technical phases of scene production including construction, painting, rigging, placement and manipulation of stage scenery, lighting equipment, sound equipment, properties and wardrobe as well as the organization and management of stage activity and stagecraft terminology are revisited and expanded upon. The student will additionally do extensive study of the aesthetics and practical application principles of set design, sound design, and lighting design. Students are assigned a specific crew duty such as light board operator, sound operator or stage crew lead with added responsibility that directly relates to a college theatre production.

**3 Units**  
**18 Lecture hours**  
**108 Lab hours**

**THEAT 152  
Theatre Crafts III  
(Formerly THEAT 152, 021)**

*Prerequisite: THEAT 151*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for the student who wishes to further expand the skills and concepts acquired in Theatre Crafts I and II. Technical phases of scene production including construction, painting, rigging, placement and manipulation of stage scenery, lighting equipment, sound equipment, properties and wardrobe as well as the organization and management of stage activity and stagecraft are examined in greater depth. The student will complete an in depth study of the theatrical design process by designing sets, props, lights and or sound for Rio Hondo theatrical productions. Students are assigned a specific crew lead with supervisory responsibility that directly relates to a college theatre production.

**3 Units**  
**18 Lecture hours**  
**108 Lab hours**

**THEAT 153  
Stage Lighting  
(Formerly THEAT 153, 021)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Prerequisite: THEAT 101 or THEAT 110 or THEAT 150 or THEAT 170 or THEAT 171 or THEAT 180 Transfers to: UC, CSU*

The course is designed for the student who wants to gain an understanding and appreciation of the roles

light and lighting design play in the theatrical production. Students will gain understanding in lighting design theory, function and esthetics. Students will be able to hang, focus, color, cable and strike conventional and automated lighting fixtures as well as identify and select appropriate types of lighting fixtures, cables, control and power distribution equipment for a given purpose. Electrical and operational safety will receive special emphasis. Students will be able to operate lighting consoles at a proficient level.

**3 Units**

**18 Lecture hours**

**108 Lab hours**

#### **THTR 154**

##### **Stage Audio**

*Prerequisite: THTR 150*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for the student who wants to gain an understanding and appreciation of the roles audio and audio design play in the theatrical production. Students will gain an understanding in audio design, function and esthetics. Students will be able to rig, cable, troubleshoot, strike and maintain analogue and digital audio equipment as well as identify and select appropriate types of microphones, cables, speakers and sound amplification equipment for a given purpose. Electrical and operational safety will receive special emphasis. Students will be able to operate audio mixing consoles at a proficient level.

**3 Units**

**18 Lecture hours**

**108 Lab hours**

#### **THTR 159**

##### **Stage Crew Activity**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC, CSU*

The course is designed for the student to gain practical hands on technical experience working backstage on Arts and Cultural Programs approved public performances of

theatrical, musical or dance productions and is taken in conjunction with Technical Theatre courses. The course may be taken once and repeated three times for credit.

**0.5 to 3 Units**

**27 to 162 Lab hours**

#### **THTR 160**

##### **Introductory Playwriting Screenwriting**

**(Formerly THEAT 160, 006)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is designed for the student interested in the art of writing for theatre or film. It will include writing exercises, theatre field trips and a final staged reading of finished scripts. Students will complete a one-act or 10-minute play which will be considered for production the following semester.

**3 Units**

**36 Lecture hours**

**54 Lab hours**

#### **THTR 161**

##### **Playwriting Screenwriting for Production**

**(Formerly THEAT 161, 007)**

*Prerequisite: THTR 160*

*Transfers to: CSU*

This course explores the crafts of playwriting and screenwriting for the professional market. Students will write, rewrite and polish works written with the intention of production. Students will read plays, screenplays, and teleplays that have been produced recently. Theatre-going and seeing newly released movies will be encouraged. Students will realistically appraise the marketability of their scripts through staged readings by student actors for an audience.

**3 Units**

**54 Lecture hours**

**18 Lab hours**

#### **THTR 170**

##### **Theatre Rehearsal and Performance**

**(Formerly THEAT 170, 030)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; THTR 110 or THTR 150*

*Transfers to: UC, CSU*

This course provides study and laboratory exploration of all aspects of theatre production. Students are given an opportunity to be part of a

theatre company in the organization of full-length and/or one-act plays. Students participate in theatre activity that may include acting, direction, production and management under the supervision and guidance of a faculty director. Before taking part in the class, acting students must audition and tech students must interview. Productions will be presented for public performance and will be part of the Kennedy Center/American College Theatre Festival Competition. This course may be taken once and repeated three times for credit.

**3 Units**

**18 Lecture hours**

**108 Lab hours**

#### **THTR 171**

##### **Musical Theatre Rehearsal and Performance**

**(Formerly THEAT 171, 029A)**

*Transfers to: UC, CSU*

This course provides study and laboratory exploration of all aspects of musical production. Students are given an opportunity to perform in one or more of the following areas: Music: instrumental or vocal; Theatre: acting or technical; Dance; Art: scenic design and/or scenic painting. Singers and instrumental musicians, dancers, actors and technicians explore the audition, preparation and presentational phases of the musical theatre production under the supervision and guidance of a faculty director. Productions will be presented for public performance. Enrollment is for the duration of the preparation and presentation phases of production.

**3 Units**

**36 Lecture hours**

**54 Lab hours**

**59.4 Other hours**

#### **THTR 172**

##### **Performing and Preparing the Comedy**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; THTR 110 or THTR 150*

*Transfers to: CSU*

This course is designed for the student who wants to study aspects of theatre production as they are created and expressed through comedic

drama. The class will explore comedy genres, acting techniques, physical communication and comic objectives. Students will be part of a full-length or one-act production or a combination of both. Students may participate in a variety of activities including acting, directing, production, management, etc. Auditions will determine the specific assignment.

**3 Units**

**18 Lecture hours**

**108 Lab hours**

#### **THTR 174**

##### **Introduction to Stage Costume**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for the student who seeks to gain an understanding and appreciation of costume techniques used for the theatre and other entertainment industries. The student will gain the practical knowledge and experience necessary to work in a costume shop; an understanding of costume history; basic costume design including sketching; basic costume construction including alteration and sewing; costume design tools, materials and crafts; costume sourcing practices; and, backstage costume preparation and practices for productions. Students will be able to identify period costumes (garments and accessories), analyze the effectiveness of costumes in a production, draft a pattern in order to sew/construct a garment, and source costumes needed for a production through vendors.

**3 Units**

**36 Lecture hours**

**54 Lab hours**

#### **THTR 175**

##### **The Original Play in Production**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; THTR 110 or THTR 150 or THTR 160*

*Transfers to: CSU*

This course is designed for the student who wants to be part of the process involved in the creation of a new play. The class will explore how

plays are structured and how characters fleshed out by living actors affect the development of new theatre. Playwrights, actors, directors and designers will learn how to collaborate with each other. Students will be involved in a new full-length, one-act, or devised play. Students may participate in a variety of activities including acting, directing, production, management, playwriting, dramaturgy, etc. Auditions will determine most of the specific assignments.

**3 Units**

**18 Lecture hours**

**108 Lab hours**

#### **THTR 180**

##### **Touring Theatre Local I** **(Formerly THEAT 180, 280)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for the student who wishes to gain a basic understanding of the rigorous requirements of touring a theatre production, including acting, lighting, and maintaining props, costumes and sets. Students are assigned a specific responsibility that directly relates to a production that tours locally.

**2 to 4 Units**

**18 to 36 Lecture hours**

**54 to 108 Lab hours**

#### **THTR 181**

##### **Touring Theatre Local II**

*Prerequisite: THTR 180*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for the student who wishes to expand the skills and concepts acquired in THTR 180 regarding the rigorous require-

ments of touring a theatre production, including acting, directing, scenic design, management, lighting, construction and maintenance of props, costumes and sets. Students are assigned a specific responsibility that directly relates to a production that tours locally.

**2 to 4 Units**

**18 to 36 Lecture hours**

**54 to 108 Lab hours**

#### **THTR 210**

##### **Acting Workshop: Devising**

**(Formerly THEAT 210, 011)**

*Prerequisite: THTR 110 or THTR 150 or THTR 153 or THTR 170 or THTR 171 or THTR 174*

*Transfers to: UC, CSU*

This class is for the student who wants to create their own work, whether they are actors or non-actors. The class will study the history of devising (also known as collective creation), learn techniques of devising, and create, research, develop, rehearse and present a devised project. Some knowledge of traditional theatre is helpful for this class. Some semesters a public performance will be presented.

**3 Units**

**36 Lecture hours**

**54 Lab hours**

#### **THTR 215**

##### **Acting: A Course in Auditioning and Cold Reading**

**(Formerly THEAT 215, 015)**

*Prerequisite: THTR 110*

*Transfers to: CSU*

This course is designed to help performers, at all levels of experience, prepare for audition. Areas covered will be: selection of material, analyzing the text, presentation of material, presentation of self for maximum effect, personal appearance, cold readings, relaxing for an audition; preparation of resumes and pictures. A repertoire of audition pieces will be developed throughout the semester. Whenever possible, guest lecturers will appear in the class and a simulated audition will aid the work.

**1 Unit**

**18 Lecture hours**

**36 Lab hours**

#### **THTR 230**

##### **Principles of Directing**

**(Formerly THEAT 230, 012A)**

*Prerequisite: THTR 110*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for the student who wants to develop their ability to work with actors, interpret drama and to stage plays. It will

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cover the history and the techniques of the stage director. Emphasis is placed on class activities such as exercises and scenes. Career opportunities, stage management and assistant directing are also covered. It is a requirement for the Theatre Arts major.

**3 Units**

**36 Lecture hours**

**54 Lab hours**

#### **THTR 231**

#### **Principles of Directing**

**(Formerly THEAT 231, 012B)**

*Prerequisite: THTR 230*

*Advisory: READ 023 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed for the student majoring in Theatre Arts. The class is a continuation of Theatre Arts 230. Techniques in casting, rehearsing, picturization, characterization, tempo and climax in play direction are covered. Students will direct a 10-minute play with other students.

**3 Units**

**36 Lecture hours**

**54 Lab hours**

#### **THTR 286**

#### **Ballet Folklorico**

**(Formerly THEAT 286, 031A)**

*Prerequisite: See request for exception*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: UC, CSU*

This course is designed to give a general knowledge of the regional dance styles of Mexico and its cultural aspects. Instruction will focus on the development of technique in Ballet Folklorico movements. Participation in public performance is required.

**2 Units**

**18 Lecture hours**

**54 Lab hours**

**18 Other hours**

#### **THTR 290**

#### **Cooperative Work Experience/ Internship for Theatre Arts Related Fields**

**(Formerly THEAT 290)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course supports and reinforces on-the-job training in business,

industrial, non-profit, studio, community and professional theatre organizations under supervision of a college instructor and is facilitated by the use of learning objectives. The student will be working in a skilled or professional level assignment in their area of vocational interest and will meet performance objectives related to instruction that are above and beyond the conditions of regular employment. This course is intended for students whose job is related to the field of theatre arts and have completed or enrolled in the appropriate coursework. Instructor approval is required to remain in the class. "Contact the CWE office regarding re-enrollment procedures".

#### **Student Unpaid Internship:**

**1 Unit/60 hours; 2 Units/120 hours;**

**3 Units/180 hours; 4 Units/240 hours**

#### **Student Paid Internship:**

**1 Unit/75 hours; 2 Units/150 hours;**

**3 Units/225 hours; 4 Units/300 hours**

#### **1 to 4 Units**

**3 Lecture hours**

**60 to 300 hours**

not accumulate more than a total of twelve (12) units college wide.

#### **1 to 4 Units**

**54 to 216 Lab hours**

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## **VOCABULARY**

### **Division of Communications & Languages**

#### **VOCB 025**

#### **Intermediate Vocabulary**

**(Formerly VOCAB 025, READ 025)**

*Advisory: READ 021 or appropriate assessment*

This course is intended for students who want to develop precollege-level reading, writing, and speaking vocabulary. Students will learn the meaning of new words commonly used in college textbooks and lectures, and they will use them in written and spoken sentences. Students will also gain knowledge of word roots to reinforce their understanding of words. This is a non-degree course and is offered on a pass/no pass basis.

**3 Units**

**54 Lecture hours**

#### **VOCB 101**

#### **Vocabulary & Etymology**

**(Formerly VOCAB 101, ENGL 010)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 022 or appropriate assessment*

*Transfers to: CSU*

This course offers the student an opportunity to develop a college level vocabulary. The course emphasizes an understanding of the etymology, definition, and usage of words so that students gain a comprehensive understanding of the meanings of words and how they are used. Additionally, students will study general and specialized terms used in courses across the curriculum. In order to internalize word meanings successfully, students will work in individual, small group, and whole class settings.

**3 Units**

**54 Lecture hours**

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## **VOCATIONAL NURSING**

### **Division of Health Sciences & Nursing**

#### **VN 061**

#### **Basic Fundamentals of Nursing**

**(Formerly VN 101)**

*Prerequisite: HS 060; PSY 101*

**Corequisite: VN 061L**

This course is designed for the entry level vocational nursing student with a focus on the nursing process and its application in medical/surgical settings. The role of the Licensed Vocational Nurse in providing care for patients in a variety of situations is discussed. This course is open to students enrolled in the Vocational Nursing program and is required for Vocational Nursing licensure.

**3.5 Units****63 Lecture hours****VN 061L****Basic Fundamentals of Nursing****Laboratory****(Formerly VN 101L)**

*Prerequisite: HS 060; PSY 101*

*Corequisite: VN 061*

*Advisory: READ 023 or appropriate assessment*

This course is designed to provide the entry level vocational nursing student with the opportunity to learn basic nursing skills in the Health Science Skills laboratory and the clinical setting within the context of the nursing process. The student will apply the role of the Licensed Vocational Nurse in the clinical medical surgical setting. This course is open to students enrolled in the Vocational Nursing Program and is required for Vocational Nursing licensure. Offered on a pass/no pass basis.

**5 Units****270 Lab hours****VN 071L****Introduction to Medical-Surgical****Nursing Lab**

*Prerequisite: VN 061 with a grade of "C" or better and VN 061L with a grade of "Pass"*

This course will provide the student with the opportunity to use the nursing process at a beginning level to care for patients in the clinical setting. The student will develop competency in data collection and basic nursing skills. Special emphasis will be placed on the care of the patient with problems of the endocrine, musculoskeletal and integumentary systems, as well as the older adult. This course is open to students enrolled in the Vocational Nursing Program and is required for Vocational Nursing licensure. Offered on a pass/no pass basis.

**3.5 Units****189 Lab hours****VN 072L****Intermediate Medical-Surgical****Nursing Lab**

*Prerequisite: VN 071L with a grade of "Pass"; VN 074 and VN 075 with a grade of "C" or better*

*Corequisite: VN 073*

This course will provide the student with the opportunity to use the nursing process with increasing independence in providing care for patients in the clinical setting. The student will increase competency in data collection and nursing skills. Special emphasis will be placed on the care

of the patient with problems of the cardiovascular respiratory, gastrointestinal and renal systems. This course is open to students enrolled in the Vocational Nursing program and is required for Vocational Nursing licensure. Offered on a pass/no pass basis.

**3.5 Units****189 Lab hours****VN 073****Basic Pharmacology****(Formerly VN 103)**

*Prerequisite: VN 061 with a grade of "C" or better and VN 061L with a grade of "Pass"*

*Advisory: HS 045 and READ 023 or appropriate assessment*

This is an introductory course of basic techniques and computations used in the administration of medications. Completion of the course prepares the student to safely administer medications to patients under the supervision of the nursing instructor. This course is open to students enrolled in the Vocational Nursing Program and is required for the Vocational Nursing Licensure.

**2 Units****36 Lecture hours****VN 074****Nursing Care of Patients with Integumentary/Orthopedic Problems and Concepts of Gerontologic Nursing**

*Prerequisite: VN 061 with a grade of "C" or better and VN 061L with a grade of "Pass"*

Using the Systems Developmental Stress Model, The Nursing Process, and Erickson's Psycho-Social Theory of Human Development, this course is designed to prepare the vocational nursing student with the foundational knowledge necessary to care for the aging patient, and patients with disorders of the musculoskeletal and Integumentary systems. This course is open to students enrolled in the Vocational Nursing Program.

**2.5 Units****45 Lecture hours****VN 075****Nursing Care of Patients with Endocrine Problems****(Formerly VN 114)**

*Prerequisite: VN 061 with a grade of "C" or better and VN 061L with a grade of "Pass"*

This course focuses on the use of the nursing process in caring for individuals with disturbances of the pancreas, thyroid, parathyroid, adrenal and pituitary glands. The pathophysiology, assessment data, nursing problems, medical and nursing interventions for patients with endocrine problems are discussed. This course is open to students enrolled in the Vocational Nursing Program and is required for Vocational Nursing licensure.

**1 Unit****18 Lecture hours****VN 076****Nursing Care of Patients with Renal, Urinary and Gastrointestinal Problems**

*Prerequisite: VN 071L with a grade of "Pass"; VN 074 and VN 075 with a grade of "C" or better*

*Corequisite: VN 073*

This course focuses on the application of the nursing process in medical surgical situations for the patient with gastrointestinal and renal problems. Emphasis is placed on the application of principles of nutrition in caring for patients with gastrointestinal and renal dysfunction. This course is open to students enrolled in the Vocational Nursing Program and is required for Vocational Nurse licensure.

**3.5 Units****63 Lecture hours****VN 077****Nursing Care of Patients with Cardiovascular and Respiratory Nursing Problems**

*Prerequisite: VN 071L with a grade of "Pass"; VN 074 and VN 075 with a grade of "C" or better*

*Corequisite: VN 073*

Using the Systems Developmental Stress Model, The Nursing Process, and Erickson's Psycho-Social Theory of Human Development, this course is designed to prepare the vocational nursing student with the foundational knowledge necessary to care for patients with cardiovascular and Respiratory disorders. This course is open to students enrolled in the Vocational Nursing Program.

**3 Units****54 Lecture hours****VN 081L****Maternal and Pediatric Nursing Lab**

*Prerequisite: VN 072L with a grade of "Pass"; VN 073, VN 074, VN 075, VN 076 and VN 077 with a grade of "C" or better*

*Corequisite: VN 084*

This course will provide the student with the opportunity to use the nursing process with increasing independence in proving care for patients in the clinical setting. The student will increase competency in data collection and nursing skills. Special emphasis will be placed on

the care of the pediatric, antepartum, intrapartum, postpartum and newborn patient. This course is open to students enrolled in the Vocational Nursing Program and is required for Vocational Nurse licensure. Offered on a pass/no pass basis.

**2.5 Units**

**135 Lab hours**

**VN 082L  
Advanced Medical/Surgical Nursing Laboratory  
(Formerly VN 019L)**

*Prerequisite: VN 081L with a grade of "Pass" and VN 084 with a grade of "C" or better*

This course will provide the student with the opportunity to apply learned leadership skills within the Vocational Nurse scope of practice. The student will utilize the nursing process with increasing independence and accountability in providing care for patients in the clinical setting. Special emphasis will be placed on the care of medical/surgical patients with complex problems, neurological system disorders and oncological problems. The student will have the opportunity to further develop the necessary communication skills needed to provide care for patients with mental health problems. This course is open to students enrolled in the Vocational Nursing Program and is required for Vocational Nurse licensure.

**3.5 Units**

**189 Lab hours**

**VN 083  
Applied Pharmacology  
(Formerly VN 014)**

*Prerequisite: VN 073 with a grade of "C" or better*

Using the Systems Developmental Stress Model, The Nursing Process, and Erickson's Psycho-Social Theory of Human Development, this course is designed to prepare the vocational nursing student with the advanced knowledge necessary to safely administer medications to patients and accurately assess the patient response to medication therapy under the supervision of the nursing instructor. This course is open to students enrolled in the Vocational Nursing Program.

**2 Units**

**36 Lecture hours**

**VN 084  
Maternal and Pediatric Nursing**

*Prerequisite: VN 072L with a grade of "Pass"; VN 073, VN 074, VN 075, VN 076 and VN 077 with a grade of "C" or better*

*Corequisite: VN 081L*

This course focuses on growth and development with concomitant problems traced from newborn through infancy, toddler, preschool, school-age and the adolescent. Nursing care appropriate to the developmental stage of the child and the focus of the pediatric problems including bio-

logical and psychological problem's affecting the well and hospitalized child and family. This course is open to students enrolled in the Vocational Nursing Program and is required for the Vocational Nursing Licensure.

**4 Units**

**72 Lecture hours**

**VN 085  
Leadership & Supervision for the Vocational Nurse  
(Formerly VN 119)**

*Prerequisite: VN 072L with a grade of "Pass"; VN 073, VN 074, VN 075, VN 076, and VN 077 with a grade of "C" or better*

This course will introduce principles of leadership, group dynamics, delegation, and effective communication in working relationships for the vocational nurse. Emphasis is placed on delegation and supervision of nursing assistants, other vocational nurses, and unlicensed assistive personnel. The course is open to students enrolled in the Vocational Nursing Program and is required for the Vocational Nurse licensure.

**0.5 Units**

**9 Lecture hours**

**VN 086  
Mental Health and Neurological Nursing Problems**

*Prerequisite: VN 081L with a grade of "Pass" and VN 084 with a grade of "C" or better*

This course presents mental health concepts that relate to emotional issues influencing a patient's well-being and problems related to the neurological system. Emphasis will be placed on the nursing process, as it relates to problems of neurological function and mental health. This course is open to those students enrolled in the Vocational Nursing Program and is required for Vocational Nursing licensure.

**3 Units**

**54 Lecture hours**

**VN 087  
Nursing Care of Patients with Cancer  
(Formerly VN 118)**

*Prerequisite: VN 072L and VN 081L with a grade of "Pass"; VN 073, VN 074, VN 075, VN 076, VN 077 and VN 084 with a grade of "C" or better*

This course focuses on the application of the nursing process in medical-surgical situations for the patient with cancer diagnoses of various body systems and immune deficiency disorders. Emphasis is placed on the physical, psychological, and psychosocial effects of diagnosis, medical

therapy, and nursing intervention with the application of principles of nutrition, pharmacokinetics, and palliative care in caring for patients with cancer. The course is open to students enrolled in the Vocational Nursing Program and is required for the Vocational Nurse licensure.

**1 Unit**

**18 Lecture hours**

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## WELDING

### Division of Career & Technical Education

**WELD 040**

**Introduction to Welding Processes**

**(Formerly WELD 030)**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This is an introductory class designed to familiarize the student with several welding processes that are currently used in the welding and metal fabrication industry. This course offers an overview and basic introduction to the theory and practice of a variety of welding and metal cutting methods. This course will emphasize safety, theory, procedure, and practical skill development.

**2 Units**

**18 Lecture hours**

**54 Lab hours**

**WELD 045**

**Introduction to Electric Arc Welding  
(Formerly WELD 030B)**

*Advisory: READ 022 or appropriate assessment*

This course utilizes the basic principles and techniques of hot metal deposition and control with practice in electric arc welding. Emphasis is placed on safety, theory, procedure and development of fundamental skills.

**2 Units**

**18 Lecture hours**

**54 Lab hours**

**WELD 050**

**Semi-Automatic Welding Processes  
(Formerly WELD 034)**

*Advisory: READ 023 or appropriate assessment; WELD 045 or equivalent work experience*

This is an intermediate level course designed to introduce students to wire-fed, semi-automatic welding processes for mass-production welding applications, i.e. Gas Metal Arc Welding (GMAW), Flux Cored Arc Welding (FCAW), and Submerged

Arc Welding (SAW). This course emphasizes safety, theory, characteristics and settings for power supplies and wire feeding units, electric current settings, electrode identification and selection, welding positions, and welding of ferrous and non-ferrous metals. Special emphasis will be placed on developing proficiency and speed for high volume production applications.

**2 Units**  
**18 Lecture hours**  
**54 Lab hours**

**WELD 055**  
**Manual Electric Arc Welding Processes**  
**(Formerly WELD 036A)**

*Prerequisite: WELD 040*  
*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*  
This course is intended for the student who wants to progress to an intermediate level of welding processes and further their skills in manual electric arc welding methods and techniques. This course emphasizes skills in Shielded Metal Arc Welding (SMAW) and Gas Tungsten Arc Welding (GTAW). The course also focuses on safety, theory, characteristics and settings for power supplies and welding units, electric current settings, electrode identification and selection, welding positions, and welding of ferrous and non-ferrous metals. Special emphasis will be placed on developing proficiency and speed for high volume production applications.

**4 Units**  
**36 Lecture hours**  
**108 Lab hours**

**WELD 060**  
**Production Welding Techniques**

*Advisory: READ 023 or appropriate assessment; WELD 045*  
This is an intermediate level course designed to introduce the student to welding techniques used in high volume production manufacturing applications. This class will focus on GMAW and GTAW for mild steel, stainless steel aluminum, and will include pulsed-arc applications for both processes. In addition, the

student will be introduced to welding fixtures, welding positioners and other auxiliary welding equipment. Emphasis will be placed on shop safety and on developing proper working procedures.

**4 Units**  
**36 Lecture hours**  
**108 Lab hours**

**WELD 065**  
**Inert Gas Welding**  
**(Formerly WELD 038A)**

*Prerequisite: WELD 040*  
*Advisory: READ 022 or appropriate assessment*

This course offers specialized training and introduction in theory and manipulative skills of the inert-gas welding process. Discussed are the use and adjustments of welding equipment. Welding is practiced on ferrous metals, including stainless steel, and on non-ferrous metals such as aluminum. Necessary instruction is provided to perform TIG welding on copper, magnesium, titanium, and cast iron.

**4 Units**  
**36 Lecture hours**  
**108 Lab hours**

**WELD 070**  
**Advanced Inert Gas Welding**  
**(Formerly WELD 038B)**

*Prerequisite: WELD 065*  
*Advisory: READ 022 or appropriate assessment*

This is an advanced course in Gas Tungsten Arc Welding (Heli-Arc). Emphasis will be on specialty and precision welding, including semi-automated methods. Necessary instruction will be given on the requirements for passing the Mil Std 1595 A certification test.

**4 Units**  
**36 Lecture hours**  
**108 Lab hours**

**WELD 075**  
**Certification Welding**  
**(Formerly WELD 039B)**

*Prerequisite: WELD 050; WELD 055; WELD 060*

*Advisory: READ 022 or appropriate assessment*

This course offers specialized training and instruction in structural steel welding. Exercises will include vertical and overhead position welding on 1 inch test plates for L.A. City Certification. Emphasis is placed on

safety, structural steel welding codes, procedures and proper training to pass the written and performance tests for the following certification: semi-automatic and shielded metal arc welding.

**2 Units**  
**18 Lecture hours**  
**54 Lab hours**

**WELD 080**  
**Certification Welding**  
**(Formerly WELD 039B)**

*Prerequisite: WELD 060; WELD 065*  
*Advisory: READ 023 or appropriate assessment; WELD 045*

This course offers specialized training and instruction which are necessary to pass the written and performance tests for the following certification types and processes: light gage steel and structural aluminum for the Los Angeles City Building Department. Emphasis is placed on safety, test preparation, procedures, and destructive testing.

**2 Units**  
**18 Lecture hours**  
**54 Lab hours**

**WELD 085**  
**Metal Fabrication**

*Prerequisite: WELD 040; WELD 050; WELD 055; WELD 065*  
*Advisory: READ 022 or appropriate assessment*

This course offers specialized training in metal fabrication. Instruction will include manipulative skills, layout methods, safety, and how to operate a wide variety of machines to perform either a singular or sequential operation.

**3 Units**  
**27 Lecture hours**  
**81 Lab hours**

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## **WILDLAND FIRE TECHNOLOGY**

**Division of Public Safety**

**WFT 040**

**Firefighter Type 2 (S130)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

This is the first course in the wildland

firefighter training series. This course provides students with entry level firefighter skills for wildland fire incidents. This course also provides instruction in wildland fire behavior, hazard recognition, human factors in high risk environments, basic incident command system, radio operations, and documentation. Classroom and field exercises will prepare the student for a position as a Firefighter Type 2 (FF2). This course meets the National Wildfire Coordinating Group's (NWCG) requirements for S-130/S-190/L-180/I-100 and J-158.

**2 Units**  
**32 Lecture hours**  
**12 Lab hours**

#### **WFT 041**

##### **Firefighter Type 1 (S131)**

*Prerequisite: WFT 040*  
*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

This is the second course in the wildland firefighter training series. This course prepares students with additional leadership and skills sets needed to make leadership and tactical decisions on wildland fire incidents. This course also provides instruction in the Risk Management Process, fireline reference materials, portable fire pump operations, and staging area standard operating procedures and practices. Classroom and field exercises will prepare the student for a position as a Firefighter Type 1 (FF1) and will provide the skills necessary to become an Incident Commander Type 5 (ICT5) and Staging Area Manager. This course meets the National Wildfire Coordinating Group's (NWCG) requirements for S-131/S-133/S-211/J236/RT-130.

**2 Units**  
**32 Lecture hours**  
**12 Lab hours**

#### **WFT 042**

##### **Portable Pumps and Water Use (S211)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

This course provides students with practical knowledge and skills in the use of portable fire pumps and related equipment during wildland fire incidents. The course consists of three skill areas: supply, delivery, and application of water. Students will be required to demonstrate their knowledge of correct water use, basic

hydraulics, and equipment care. Field exercises, demonstrations, and evaluations will cover set up, operation, and maintenance of pump equipment. This course meets the National Wildfire Coordinating Group's (NWCG) requirements.

**1 Unit**  
**16 Lecture hours**  
**12 Lab hours**

#### **WFT 043**

##### **Wildland Fire Chain Saws (S212)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

This course provides the basic knowledge, understanding, function, maintenance, and use of internal combustion engine powered chain saws. The student will also learn the tactical use of wildland fire chain-saws. Field exercises support entry level training for fighters with little or no previous experience in operating a chain saw. The field exercises will provide students with hands-on cutting experience in surroundings similar to fire line situations. This is an entry level course for students interested in wildland fire suppression and is highly recommended prior to enrolling in intermediate level wildland fire related course. Students who have already completed this course may retake it in order to advance their skill classification. This course meets the National Wildfire Coordinating Group's (NWCG) requirements.

**1 Unit**  
**16 Lecture hours**  
**16 Lab hours**

#### **WFT 044**

##### **Introduction to ICS (I100)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

This course provides an introduction to the Incident Command System (ICS-100), the National Incident Management System (ICS-700), the National Response Framework (ICS-800), and Emergency Support Function #4 – Firefighting (ICS-804). This course also provides a basic introduction to wildland fire

management (S-110) and a basic working knowledge of the human performance concepts in dynamic and high risk environments (L-180). This course meets the National Incident Management System (NIMS) and National Wildfire Coordinating Group (NWCG) National Standard Curriculum.

**1 Unit**  
**18 Lecture hours**

#### **WFT 045**

##### **ICS for Single Resources (I200)**

*Prerequisite: WFT 044*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

This course is designed to enable personnel to operate efficiently during an incident or event within the Incident Command System (ICS). The course focuses on the implementation of ICS and single resources. Topics include ICS fundamentals review, leadership and management, delegation of authority, management by objectives, ICS functional areas and positions, briefings, organizational flexibility, and transfer of command. This course provides training and resources for personnel who are likely to assume a supervisory position within the ICS. This course meets the National Incident Management System (NIMS) National Standard Curriculum.

**0.7 Units**  
**13 Lecture hours**

#### **WFT 046**

##### **Intermediate ICS (I300)**

*Prerequisite: WFT 045*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

This course provides description and detail of the Incident Command System (ICS) organization and operations in supervisory roles on expanding or Type 3 incidents. Topics include ICS fundamentals review, incident/event assessment and agency guidance in establishing incident objectives, Unified Command, incident resource management, planning process, demobilization, transfer of command, and close out. Students will be organized into teams for classroom exercises that replicate an incident operation. This course meets the National Incident Management Systems (NIMS) National Standard Curriculum.

**1 Unit**  
**24 Lecture hours**

#### **WFT 047**

**Advanced ICS (I400)**

*Prerequisite: WFT 046*

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

This course provides skills and resources required for advanced application of the Incident Command System (ICS) organization and operations. This course expands on ICS-100, ICS-200, and ICS-300 courses and is intended for command and general staff positions. Topics include ICS fundamentals review, major and/or complex incident/event management, area command, and multiagency coordination. Group exercises will emphasize advanced ICS concepts. This course meets the National Incident Management Systems (NIMS) National Standard Curriculum.

**1 Unit**

**18 Lecture hours**

**WFT 077****Wildland Fire Academy**

**(Formerly FAC 4360 FAC 43.60)**

*Prerequisite: Carry a 45 lb. pack three miles within a 45 minute time period; Must complete and pass a US Forest Service Physical*

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

This course is designed for those students who desire to gain certification through the NWCG (National Wildland Coordinating Group) as a Wildland Firefighter. This course provides

training in hand crew formation, fire line construction and the use of wildland equipment. Students will learn about wild land firefighter safety, fire behavior, protective clothing and wild land fire tools. This course includes arduous physical conditioning as day and night time hikes and other outdoor activity is included. This academy provides the required training for the US Forest Service and CAL Fire agencies as a wild land firefighter for certification purposes.

**13 Units**

**162 Lecture hours**

**216 Lab hours**

**WFT 101****Wildland Fire Behavior**

**(Formerly FTECH 115)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment; MATH 020 or appropriate assessment*

*Transfers to: CSU*

This course is one in a series of core courses required for the Wildland Fire Technology Certificate of Achievement and Associate of Science Degree program. This course provides students with information necessary to understand basic wildland fire behavior, wildland fire predictions, and wildland fire operation safety. Wildland fire environmental factors and the tools required to monitor weather and fire behavior will be discussed as it relates to wildland fire predictions. This course meets or exceeds the National Wildfire Coordinating Group's (NWCG) requirements.

**3 Units**

**54 Lecture hours**

**WFT 102****Wildland Fire Fighter Safety and Survival**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is one in a series of core courses required for the Wildland Fire Technology Certificate of Achievement and Associate of Science Degree program. This course provides students with information necessary to understand occupational safety and hazards associated with

wildland firefighting operations.

Emphasis will be placed on situational awareness, protective measures, accident avoidance procedures, and the risk management process. Students will also review fire ground near misses, entrapments, and fatalities. This course meets or exceeds the National Wildfire Coordinating Group's (NWCG) requirements.

**3 Units**

**54 Lecture hours**

**WFT 103****Wildland Fire Operation**

**(Ground Air)**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is one in a series of core courses required by the Wildland Fire Technology Certificate of Achievement and Associate of Science Degree program. This course provides students with information necessary to understand ground and air operations associated with wildland firefighting operations. Emphasis will be placed on incident command system use, strategy, tactics, hazards, resource typing, management, and safety procedures during wildland fire incidents. This course meets or exceeds the National Wildfire Coordinating Group's (NWCG) requirements.

**3 Units**

**54 Lecture hours**

**WFT 104****Wildland Fire Investigation, Prevention and Public Information**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is one in a series of core courses required by the Wildland Fire Technology Certificate of Achievement and Associate of Science Degree program. This course provides students with information and skills necessary to understand the roles and functions of the Public Information

Officer (PIO, S-203), Fire Prevention Education Team Member (PETM, P-101), and the Wildland Fire Investigator (INVF, FI-110). Various wildland fire associated class projects will challenge the student's public speaking, report writing, and presentation skills. This course meets or exceeds the National Wildfire Coordinating Group's (NWCG) requirements.

**3 Units**

**54 Lecture hours**

#### **WFT 105**

#### **Wildland Fire Logistics, Finance and Planning**

*Advisory: ENGL 030 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course is one in a series of core courses required by the Wildland Fire Technology Certificate of Achievement and Associate of Science Degree program. This course provides students with information necessary to understand the responsibilities and functions of the logistics, finance,

and planning sections. Emphasis will be placed on how the different incident command system sections are organized and utilized during wildland fire incidents. This course meets or exceeds the National Wildfire Coordinating Group's (NWCG) requirements.

**3 Units**

**54 Lecture hours**

#### **WFT 290**

#### **Cooperative Work Experience/Internship for Wildland Fire Technology**

##### **Related Fields**

*Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment*

*Transfers to: CSU*

This course supports and reinforces on-the-job training in the Wildland Fire Technology field under supervision of a college instructor and is facilitated by the use of learning objectives. The student will be working in a skilled or professional level

assignment in the area of Wildland Fire Technology and will meet performance objectives related to instruction that are above and beyond the conditions of regular employment. This course is intended for students whose job is related to the field of fire technology and have completed or enrolled in the appropriate coursework. "Contact the CWE office regarding re-enrollment procedures".

##### **Student Unpaid Internship:**

*1 Unit/60 hours; 2 Units/120 hours;  
3 Units/180 hours; 4 Units/240 hours*

##### **Student Paid Internship:**

*1 Unit/75 hours; 2 Units/150 hours;  
3 Units/225 hours; 4 Units/300 hours.*

**1 to 4 Units**

**3 Lecture hours**

**60 to 300 hours**

# Non-credit Courses

## NBAS 004

### General Academic Advisement

#### (Formerly NCBAS 004)

Courses designed to assist awareness of college programs and services and exercising good judgment in the selection of classes and an academic path. Topics can include basic skills assessment, campus life, academic and career choices, and other related subjects.

**0 Unit**

**18 Lecture hours**

## NBAS 005

### Personal and Career Exploration

#### (Formerly NCBAS 005)

Courses to increase awareness of processes for personal and career growth. Intellectual, social, emotional, and physical development; personal values clarification; decision making; identification of needs and methods of satisfying; human sexuality and family life; and accepting and assuming responsibility for own behavior; and investigation into career and life planning alternatives can be explored. Included can be diagnostic testing, survey of interests, and capabilities, and development of positive self-image through group interaction.

**0 Unit**

**18 Lecture hours**

## NBAS 008

### Personal Learning Skills/Basic Skills

#### (Formerly NCBAS 008)

This course assists the student to become more effective and efficient in developing skills and knowledge necessary to function in a work setting. Skills may include psychomotor skills, communication skills and computer software skills. Opportunities to develop critical thinking skills in simulated situations are provided. The student may use computer assisted instructional programs, word processing, equipment related to the work setting, audiovisual materials and computer software to meet program objectives. Faculty and peers will provide tutoring services and assist students in completing assignments.

**0 Unit**

**120 Lecture hours**

## NBAS 009

### College Refresher Basic Skills/

#### Individual Study

#### (Formerly NCBAS 009)

Courses for individual study in basic reading, writing and mathematics. Areas covered can include any basic skill that needs to be improved for college learning and/or career and personal growth.

**0 Unit**

**20 Lecture hours**

**20 Lab hours**

## NBAS 010

### College Refresher Math/Individual

#### Study

#### (Formerly NCBAS 010)

Courses for individual study in basic mathematics. Areas to be covered can include whole numbers, fractions, decimals, percent, measurement, applications in consumer math, and other topics determined by individual student need.

**0 Unit**

**40 Lab hours**

## NCHS 001

### Health and Fitness

This is an open-entry, open-exit course to develop and enhance a student's knowledge of the importance of healthy lifestyles and to further develop skills which will facilitate a personal fitness program. Student's will also participate in specific activities that develop an individual's level of physical fitness.

**0 Unit**

**1 to 54 Lab hours**

## NCHS 002

### Beginning Jujitsu: Self Defense for

#### Adults

This course is designed to teach the basic skills of self-defense. Students will be taught skills related to coordination, quick reflex response, how to build stamina, speed, and strength. They will learn all phases of punches, blocks, kicks, hand releases and breaks, two-step fighting, judo and jujitsu falls. Students will practice strategies of protecting themselves from attackers.

**0 Unit**

**48 Lecture hours**

## NCIT 002

### Citizenship Preparation

This course will guide persons seeking United States Citizenship in the steps required to become a citizen. Students will prepare to take the citizenship examination and will receive assistance in completing the appropriate forms.

**0 Unit**

**45 Lecture hours**

## NCOA 001

### Painting for Older Adults

This course offers the older adult an individual approach to painting and creative arts. Topics can include art appreciation and art history; awareness of line, color, shape and form; techniques in drawing and progression through color mixing and canvas painting. Creativity and general art knowledge will be taught in a friendly and relaxed environment allowing each artist to work at their own pace.

**0 Unit**

**1 to 48 Lecture hours**

## NCOA 002

### Music Workshop for the Third Age

Courses for instrumental and vocal musical experiences. Included can be rehearsals and performances in cooperation with the Rio Hondo Chapter of Sweet Adelines; other local choral and/or singing groups; and instruction in learning to play a musical instrument.

**0 Unit**

**1 Lecture hours**

**1 Lab hours**

## NCOA 007

### Chorus Singing for the Older Adult

This course introduces older adult students to a variety of choral music and explores its cultural and historical aspects. Students will gain knowledge of posture, vowel modification, elements of phrasing and harmony. Students will perform vocal exercises and practice breathing techniques appropriate for the older adult.

**0 Unit**

**1 to 48 Lecture hours**

**NCOA 008****Computers Unlimited for Older Adults**

This course is designed for the older adult who thinks he or she will never learn to use a computer. Students will build basic skills that will prepare them to write documents, send e-mail, use online banking or simply enjoy surfing the Internet. Mastery of the basic skills will let you grow from simple accomplishments to things you never dreamed possible. Our gentle, easy approach will show you the many ways that computers can be fun and interesting.

**0 Unit**

**1 to 24 Lecture hours**

**1 to 8 Lab hours**

**NCOA 010****Hatha Yoga for Older Adults**

This class uses active and passive movements which are adapted for older adults. Movements include stretching, relaxation, and breathing exercises. Students will learn repetitive skill building, weight bearing poses and become familiar with working together in rhythm.

**0 Unit**

**1 to 48 Lecture hours**

**NCOA 012****Physical Fitness for the Older Adult**

This physical fitness class is designed for the older adult and offers instruction in movement to maintain and increase range of motion, build muscle strength, maintain coordination, flexibility and balance. Class topics include discussions on nutrition, the effects of aging, safety factors and memory skills.

**0 Unit**

**1 to 48 Lecture hours**

**NCOA 013****Current Topics for Older Adults**

This course presents older adults with various topics for discussion and class activities based on the student's individual interests and backgrounds. Older adults will explore international, national and local events and issues from a current and historical viewpoint.

**0 Unit**

**1 to 24 Lecture hours**

**NCOA 014****Tai Chi Chuan for Older Adults**

This course introduces older adults to a Chinese health exercise which is neither vigorous nor strenuous. It is suitable for older adults who want to exercise to gain or maintain good health. It will strengthen the muscles and organs, relax the mind and body, improve blood circulation, and increase memory and concentration.

**0 Unit**

**1 to 24 Lecture hours**

**NCOA 015****Creative Writing for Older Adults**

This course is for older adults and teaches both beginning and experienced writers how to create and shape autobiographies, fiction, non-fiction and poetry into readable and publishable forms. Participants will put their experiences on paper and analyze quality, selection and structure of written materials through group discussion and projects.

**0 Unit**

**1 to 24 Lecture hours**

**NESL 001****English as a Second Language****(Formerly NCESL 001)**

Entry level courses designed to provide instruction in basic skills in English and related subjects. Speaking, listening, reading, writing and comprehension skills included.

**0 Unit**

**1 to 72 Lecture hours**

**NESL 015****ESL Beginning**

This is a competency-based course that focuses on basic verbal communication within routine situations common in everyday life within an English-speaking setting. Emphasis is on communication within school, work, and community domains. Successful completion of this course will prepare students to enter NESL 016. This course is designed for language learners at levels below Rio Hondo College's Credit ESL Program.

**0 Unit**

**58.7 Lecture hours**

**NESL 016****ESL Intermediate Low**

*Prerequisite: ESL 015 or equivalent placement.*

This is a competency-based course that focuses on expanded verbal communication within routine situations common in English-speaking environments. Emphasis is on communication within school, work, and community domains combined with the introduction of academic English. Successful completion of this course will prepare students to enter NESL 017. This course is designed for language learners at levels below Rio Hondo College's Credit ESL Program.

**0 Unit**

**58.7 Lecture hours**

**NESL 017****ESL Intermediate High**

*Prerequisite: ESL 016 or equivalent placement*

This is a competency-based course that builds upon the skills learned in NESL 016 and prepares English learners to comprehend and communicate in written and spoken English for a variety of audiences and purposes. Successful completion of this course will prepare students to enter NESL 018. This course is designed for language learners at levels below Rio Hondo College's Credit ESL Program.

**0 Unit**

**58.7 Lecture hours**

**NESL 018****ESL Advanced**

*Prerequisite: ESL 017 or equivalent placement*

This is the highest level Non-credit ESL course. It focuses on advanced spoken and written communication within English-speaking school, work, and community domains in a variety of formal and informal contexts. This course is designed for language learners at levels below Rio Hondo College's Credit ESL Program; however, upon its successful completion, it will prepare them for direct entry.

**0 Unit**

**58.7 Lecture hours**

**NESL 035**  
**ESL Multi-Level**  
**(Formerly NCESL 035)**

This course focuses on preparing students to use English to achieve tasks within a variety of real-life situations such as a doctor's office or a department store. Students are instructed to be able to listen, speak, read, and write in English in context-specific environments.

**0 Unit**

**1 to 144 Lecture hours**

**NESL 036**  
**Family Literacy**  
**(Formerly NCESL 036)**

This course focuses on engendering reading and literacy as a fundamental component of a healthy, well-functioning family. The family-oriented assignments promote the seamless integration of reading across school and home boundaries.

**0 Unit**

**1 to 72 Lecture hours**

**NHAN 001**  
Art Workshop for the Handicapped  
Courses for cultural enrichment and awareness of many different forms of art. Emphasis is on therapeutic value.  
**0 Unit**  
**1 to 18 Lecture hours**  
**1 to 18 Lab hours**

**NHEC 002**  
**Soap Making as an Art and a Business**  
**(Formerly NCHECO 002)**

This course is designed for anyone wanting to expand their creative skills for personal satisfaction or as a business. Students will create different kinds of soaps such as glycerin or coconut soap. The use of molds, layering of colors, and adding herbs and fragrances will be discussed.

**0 Unit**

**1 to 54 Lecture hours**

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**NVOC 001**  
**Asbestos Abatement Workers Training Program**  
**(Formerly NCVOC 001)**

This course is designed to train students in recognizing procedures dealing with removal and/or encapsulation of asbestos. Other topics include products and materials that may become a hazard, options for dealing with asbestos, and potential health effects on exposure.

**0 Unit**

**18 Lab hours**

**NVOC 0011**  
**Acoustical**  
**(Formerly NCVOC 0011)**

This course is designed to introduce the learner to the standard methods of assemblies and codes required for acoustical ceiling construction. Upon completion of this course the learner will have a working knowledge of assembling standard grid for ceilings and soffits. Hand tools are mandatory.

**0 Unit**

**18 Lecture hours**

**NVOC 0012**  
**Drywall/Lath**  
**(Formerly NCVOC 0012)**

This course is designed to meet the needs of Indentured Apprentices with the State of California who are interested in the drywall/lath field within the carpentry industry. Course topics include: proper techniques, procedures and tools used in the drywall finishing trade, basic framing/material identification, basic lathing, framing of ceilings and soffits, blueprints, suspended ceilings, curves and arches, and light gage welding. Classroom instruction and practical hands-on finishing will be applied. Drywall hand tools are mandatory.

**0 Unit**

**140 Lecture hours**

**140 Lab hours**

**NVOC 0013**  
**Class A Concrete**  
**(Formerly NCVOC 0013)**

This course is designed to meet the needs of Indentured Apprentices with the State of California who are interested in the concrete field within the carpentry industry. Modules cover the following topics: forming methods for flatwork, tilt-ups, wall forms, column forms, beams and decking forms, stairs and ramps, foundations, walls, windows, welding, and bridge construction.

**0 Unit**

**20 Lecture hours**

**20 Lab hours**

**NVOC 0014**  
**Finish Carpentry**  
**(Formerly NCVOC 0014)**

This course is designed to meet the needs of Indentured Apprentices with the State of California who are interested in the finishing field within the carpentry industry. Modules cover the following topics: cabinet construction, cabinet installation, cabinet fasteners, show cases, commercial fixtures, cabinet finishing, partitions, fitting room structures, residential and commercial moldings, laminates, stair trims, doors, door frames, swinging door installation, security hardware, electronic doors and closers, and welding.

**0 Unit**

**20 Lecture hours**

**20 Lab hours**

**NVOC 0015**  
**Floor Installation**  
**(Formerly NCVOC 0015)**

This course is designed to meet the needs of Indentured Apprentices with the State of California who are interested in the floor field within the carpentry industry. Modules cover the following topics: hand and power tools, jobsite preparation, and hardwood installation. Students will learn how to install, strip, and plank hardwood flooring in the most basic applications.

**0 Unit**

**18 Lecture hours**

<b>NVOC 0016</b> <b>Framing</b> <b>(Formerly NCVOC 0016)</b> This course is designed to meet the needs of Indentured Apprentices with the State of California who are interested in the framing field within the carpentry industry. Modules cover the following topics: wall framing, plates, wall layouts, structural connectors, bracing, aligning, floor layouts, floor systems, stair building and layouts, winders, curved stairs, building exteriors, balconies, bay windows, columns, pop-outs, trims, siding, roof systems, hips, gable roofing, dormers, rafter construction, metal framing, fasteners, metal trusses, and panelized roof systems. <b>0 Unit</b> <b>20 Lecture hours</b> <b>20 Lab hours</b>	<b>NVOC 0020</b> <b>Scaffolding</b> <b>(Formerly NCVOC 0020)</b> This course is designed to meet the needs of Indentured Apprentices with the State of California who are interested in the scaffolding field within the carpentry industry. Modules cover the following topics: safety procedures, regulations, industry rules, scaffold planning, worksite applications, welded frame/mobile tower scaffolds, welded frame/tower scaffold applications, tube and clamp assemblies and worksite applications, scaffolding systems, shoring, re-shoring, rigging, rigging safety, and estimating. <b>0 Unit</b> <b>20 Lecture hours</b> <b>20 Lab hours</b>	<b>Acoustical</b> <b>(Formerly NCVOC 0024)</b> This course is designed to expand on the usage of acoustical materials and products used in the acoustical industry. Upon the completion of this class the learner will have a working knowledge of glue up, concealed ceilings/walls and the usage of compaso for ceilings and soffits. Hand tools are necessary. <b>0 Unit</b> <b>18 Lecture hours</b>
<b>NVOC 0017</b> <b>Lath/Drywall</b> <b>(Formerly NCVOC 0017)</b> This course is designed to teach the techniques and skills needed for freeform lathing. Skills such as proper layout, use of grids, proper tools, methods to bend rebar and pencil rod, welding, cutting, halding and tying of lath. Hand tools are mandatory. <b>0 Unit</b> <b>18 Lecture hours</b>	<b>NVOC 0021</b> <b>Cabinet/Millwork</b> <b>(Formerly NCVOC 0021)</b> This course is designed to meet the needs of Indentured Apprentices with the State of California who are interested in the cabinetmaking field within the carpentry industry. Course topics include: applications of wood products, hand and power tool usage, material usage, layout/millwork, jigs/fixtures, architectural details, shop drawings, estimating, CAD/CAM and construction of a cabinet, along with current glues and abrasives. <b>0 Unit</b> <b>140 Lecture hours</b> <b>420 Lab hours</b>	<b>NVOC 0025</b> <b>Blueprints</b> <b>(Formerly NCVOC 0025)</b> This course is designed to meet the needs of Indentured Apprentices with the State of California who are interested in the blueprint reading field within the carpentry industry. Course topics will include: basics of reading, understanding and visualizing the blueprint, terms, symbols and definitions from several trades will be incorporated into prints showing residential/commercial buildings, slopes, grades, and computer designs. Layout tools will be necessary. <b>0 Unit</b> <b>20 Lecture hours</b> <b>20 Lab hours</b>
<b>NVOC 0019</b> <b>Tilt-Up</b> <b>(Formerly NCVOC 0019)</b> Students will be instructed in layout techniques for a typical tilt-up panel and the importance of 3-4-5 methods of squaring a panel. They also will learn how to identify certain openings and the location of finish floor lines and roof lines through blueprints. <b>0 Unit</b> <b>18 Lecture hours</b>	<b>NVOC 0023</b> <b>Health &amp; Safety</b> <b>(Formerly NCVOC 0023)</b> This course provides basic First Aid/CPR Training in the performance of emergencies for conscious and unconscious victims, recognizing signs of a heart attack and the proper techniques for administering CPR. These skills are presented for use on adults, children and infants. First Aid training deals with controlling bleeding, burns, sprains, strains, poisoning, broken bones and caring for victims of sudden illness. These classes meet or exceed California or Federal OSHA training requirements. American Red Cross I.D. cards will be issued upon successful completion of the course. <b>0 Units</b> <b>18 Lecture hours</b>	<b>NVOC 0026</b> <b>Computers</b> <b>(Formerly NCVOC 0026)</b> This course is designed to meet the needs of Indentured Apprentices with the State of California who are interested in the computer application field within the carpentry industry. Course topics will include: basic principles of computers, general computer usage, processing, spreadsheets, databases, and the world wide web. Lab sessions include individual computer use. <b>0 Unit</b> <b>20 Lecture hours</b> <b>20 Lab hours</b>
		<b>NVOC 0027</b> <b>Welding</b> <b>(Formerly NCVOC 0027)</b> This course provides an introduction to basic welding. Students will learn about the various welding machines as well as electrodes and their specific application. They also will be instructed in the proper and safe use of oxygen and acetylene torch. Demonstration and testing will be required. <b>0 Unit</b> <b>18 Lecture hours</b>

**Effective Supervision Certificate****Program****(Formerly NCVOC 0029)**

This course is designed for individuals promoted into supervisory positions. The class will assist employers who have promoted line employees with little or no formal supervision training, as well as those anticipating a career that includes supervising other individuals. Topics will focus on six areas comprised of basic supervisory skills and concepts. Students are provided with an overview of what is expected of an effective supervisor and what skills are required to successfully perform in that capacity. Real-life business situations are discussed and evaluated. Students take knowledge gained back to their respective work venues and conversely bring examples to the class for discussion.

**0 Unit****18 Lecture hours****NVOC 005****Theatre Production Workshop**

This course will introduce students to all aspects of preparing for and presenting a full theater production. Topics covered will include technical set-up of the stage, the dress rehearsal, pre-show preparation, techniques for striking the set and the special needs of a traveling show.

**0 Unit****18 Lecture hours****18 Lab hours****NVOC 008****Fundamentals of Law Enforcement/  
Individual Study****(Formerly NCVOC 008)**

This course is designed to provide law enforcement students or those involved in a related public service subject to expand on their knowledge in the major points of law enforcement. Topics include history and general development of law enforcement, ethical and moral standards, California law, and other related issues. Students will receive individualized instruction tailored to their plan of study.

**0 Unit****1 to 500 Lab hours****NVOC 014****College Community Orchestra**

This is an ongoing program designed for preparation for employment as musicians. Participants may perform with a symphony orchestra such as Rio Hondo Community College.

**0 Unit****1 to 8 Lecture hours****NVOC 015****Practical Experience in Fire Suppression****(Formerly NCVOC 015)**

This course is designed to provide fire technology students or those involved in a related fire science subject to expand on their knowledge in the major points of fire service. Topics include the traditions of the fire service, general development of a firefighter, ethical and moral standards, and other related issues pertaining to the fire service. Students will receive individualized instruction tailored to their personal plan of study.

**0 Units****1 to 500 Lab hours****NVOC 018****ACEDD-GIS Skills Development**

This course complements the CIV, ARCH, ENGT, LAND and GIS lab and lecture courses and is designed to provide an additional opportunity for students to practice concepts covered in the corequisite courses and enhance their board drafting and CADD skills for work place productivity. These instructional activities are not available in the regular lecture / lab course and are not required for the grade in the corequisite course.

**0 Unit****1 to 200 Lab hours****NVOC 038****Real Estate Practice****(Formerly NCVOC 038)**

This class is an introduction to professional aspects of the real estate business. Topics include agency responsibilities for the salesperson and the broker, office management, how to list and prospect property, selling and marketing techniques, advertising, financing, escrow and closing procedures. Students will acquire a general understanding of fields related to real estate such as finance, appraisal, escrow, and investing. The class will detail the areas necessary to conduct a modern real estate brokerage business. This

course is approved by the California Department of Real Estate as one of the required courses for the State Sanctioned Conditional Real Estate Sales Persons License.

**0 Unit****1 to 48 Lecture hours****NVOC 039****Real Estate Finance****(Formerly NCVOC 039)**

This course is designed to help the new licensee, the experienced real estate agent, the investor, and the lender gain a better understanding of the complex world of real estate finance. It covers all aspects of real estate financing from filling out the loan application to closing the loan. The course details qualifying standards, disclosure requirements, and loan documents. This course is approved by the California Department of Real Estate as one of the electives for the State Sanctioned Conditional Real Estate Sales Persons License.

**0 Unit****1 to 48 Lecture hours****NVOC 040****Real Estate Principles****(Formerly NCVOC 040)**

This is a prerequisite course for the real estate licensing examination. In this course students will learn information required for the acquisition of a California real estate license. Topics include the nature of real estate, the foundation of our property laws, land descriptions and measurements, how titles are held, acquisition and transfer, deeds, liens and encumbrances, elements of a contract, landlord and tenant law, real estate mathematics and financing. In addition, you will be introduced to the terminology and forms commonly used in everyday real estate transactions. This course is approved by the California Department of Real Estate as a State Sanctioned Pre-Licensing course.

**0 Unit****1 to 48 Lecture hours****NVOC 041**

**Real Estate Appraisal  
(Formerly NCVOC 041)**

In this course students will learn the purpose and importance of appraisals, land values and their characteristics, the process of appraising, site analysis, and considerations. They will also obtain knowledge of construction methods, materials used in cost approaches, accrued depreciation analysis, income and expense analysis, capitalization theory, and techniques in the income approach method of appraising. This course is approved by the California Department of Real Estate as one of the electives for the State Sanctioned Conditional Real Estate Sales Persons License.

**0 Unit**

**1 to 48 Lecture hours**

**NVOC 043****Conversational Spanish**

This introductory class is designed for beginning Spanish speakers who are looking to learn Spanish for use in a workplace setting. This class will be of particular interest to supervisors and managers that oversee a workforce of predominantly Spanish speaking individuals. The focus is on learning how to speak rather than on grammar. The class will cover simple tenses – present, past, imperfect and future. Students will be asked to listen to Spanish radio, watch Spanish television, read Spanish newsprint and participate in Spanish conversations.

**0 Unit**

**14 Lecture hours**

**NVOC 059****Introduction to Welding Processes****(Formerly NCVOC 059)**

This is an introductory class designed to familiarize the student with several welding processes that are currently used in the welding and metal fabrication industry. This course offers an overview and basic introduction to the theory and practice of a variety of welding and metal cutting methods. This course will emphasize safety, theory, procedure, and practical skill development.

**0 Unit**

**1 to 18 Lecture hours**

**1 to 54 Lab hours**

**NVOC 060****Semi-Automatic Welding Processes  
(Formerly NCVOC 060)**

This is an intermediate level course designed to introduce students to wire-fed, semi-automatic welding processes for mass-production welding applications, i.e. Gas Metal Arc Welding (GMAW), Flux Cored Arc Welding (FCAW), and Submerged Arc Welding (SAW). This course emphasizes safety, theory, characteristics and settings for power supplies and wire feeding units, electric current settings, electrode identification and selection, welding positions, and welding of ferrous and non-ferrous metals. Special emphasis will be placed on developing proficiency and speed for high volume production applications.

**0 Unit**

**1 to 18 Lecture hours**

**1 to 54 Lab hours**

**NVOC 061****Production Welding Techniques****(Formerly NCVOC 061)**

This is an intermediate level course designed to introduce the student to welding techniques used in high volume production manufacturing applications. This class will focus on GMAW and GTAW for mild steel, stainless steel aluminum, and will include pulsed-arc applications for both processes. In addition, the student will be introduced to welding fixtures, welding positioners and other auxiliary welding equipment. Emphasis will be placed on shop safety and on developing proper working procedures.

**0 Unit**

**1 to 36 Lecture hours**

**1 to 108 Lab hours**

**NVOC 062****Introduction to Fabrication Processes  
(Formerly NCVOC 062)**

This is a beginning level course designed to introduce students to various techniques, processes and technologies used in the Fabrication industry. This course will develop skills necessary for translating dimensional information from a shop drawing or blueprint to metallic materials used for production of finished parts and assemblies. Topics covered in this class will include basic blueprint reading, measurement and measuring tools, layout, metal cutting, drilling and tapping, and metal forming. Emphasis will be placed on shop safety and safe and proper use of equipment, tools and materials.

**0 Unit**

**1 to 18 Lecture hours**

**1 to 54 Lab hours**

**NVOC 063****Intermediate Fabrication Processes****(Formerly NCVOC 063)**

This course is designed to broaden the students' skills and knowledge of metal fabrication techniques. This course will introduce students to basic hand tools and power tools commonly used in the metal fabrication industry. Topics covered in this class will include structural fabrication, tube bending, stair layout and construction, and fabrication of components from sheet metal. Emphasis will be placed on shop safety and on developing proper working procedures.

**0 Unit**

**1 to 18 Lecture hours**

**1 to 54 Lab hours**

**NVOC 100****Basic Computer Skills Workshop for Healthcare Professionals**

This course offers basic skills needed to perform tasks on computers and online. As the mandate for electronic medical records is implemented, incumbent medical workers will need to learn these basic computer skills to maintain their employment. Topics include computer hardware, operating systems, cloud computing, office software applications, security and ethical use of electronic data.

**0 Unit**

**8 to Lecture hours**

**8 Lab hours**

**NVOC 1011**

**Orientation/Safety****(Formerly NCVOC 1011)**

This course is designed to meet the needs of Indentured Apprentices with the State of California who are interested in the general trade safety within the carpentry industry. Course topics will include: introduction to the carpenter's apprentice program, hand tool safety, power tool safety, math, beginning blueprint reading and layouts, trade history and job-site safety.

**0 Unit****20 Lecture hours****20 Lab hours****NVOC 1012****Health/Safety****(Formerly NCVOC 1012)**

This course is designed to meet the needs of Indentured Apprentices with the State of California who are interested in the general trade safety field within the carpentry industry. Course topics will include: Health and Safety Certifications, job safety, fall protection, powder actuated tools, confined space entry, scaffold training, rigging training, aerial lift training, and OSHA training. Certification can be earned in forklift, scaffold, American Red Cross/CPR and Ramset/ Redhead low velocity powder actuated tools.

**0 Unit****112 Lecture hours****112 Lab hours****NVOC 138****Engineering Careers & Applications**

This course is for all students interested in the career field of Engineering Design Drafting. Engineering Careers and Applications will explore the career opportunities and training requirements in the field of engineering and engineering technology. Topics will include the history of engineering, careers in engineering, ethics and responsibilities of the engineer, communicating and problem solving.

**0 Unit****27 Lecture hours****36 Lab hours****NVOC 140****Civil Drafting Fundamentals**

This course is for all students interested in the career field of Civil Design Drafting and Civil Engineering. The course is study of civil design drafting practices and the preparation of drawings used in the civil engineering field. Students will use Computer Aided Drafting

(CADD) software to complete projects relating to interpretation of survey data, profiles and cross sections, land subdivision, site and grading plans, underground utilities and structures, concrete and structural detailing.

**0 Unit****36 Lecture hours****72 Lab hours****NVOC 150****AutoCAD for Basic CADD Applications**

This course is for students preparing for high technology careers who need the skills necessary to function as an entry level CADD operator or to apply CADD to specific disciplines of mechanical and architectural design, manufacturing, illustration and engineering related documents. An overview of computer graphics and CADD (Computer Assisted Design and Drawing) utilizing the latest release of AutoCAD software will be provided. Students will produce 2D orthographic, isometric, and basic 3D models solutions of mechanical and architectural applications.

**0 Unit****54 Lecture hours****54 Lab hours****NVOC 170****MicroStation for Basic CADD Applications**

This course is for students preparing for high technology careers who need the skills necessary to function as an entry level CADD operator or to apply CADD to specific disciplines of mechanical and architectural design, manufacturing, illustration and engineering related documents. An overview of computer graphics and CADD (Computer Assisted Design and Drawing) utilizing the latest release of MicroStation software will be provided. Students will produce 2D orthographic, isometric, and basic 3D models solutions of mechanical and architectural applications.

**0 Unit****54 Lecture hours****54 Lab hours****NVOC 200****Intermediate AutoCAD for Design and Production**

This course is for students pursuing degrees or certificates in the Architecture and Engineering Design Drafting Program and for those who wish to enhance their AutoCAD skills for workplace productivity. The course is an intermediate application

study in computer aided design, drafting, and graphics using the latest revisions of AutoCAD. Combined with previously learned technical drafting conventions and basic AutoCAD operational skills, students will use AutoCAD to produce detailed drawings that involve model-space and paper-space, 2D and 3D objects, block attributes and viewport scales. Emphasis will be placed on working with multiple drawing files using external files to create mechanical, architectural and civil projects.

**0 Unit****45 Lecture hours****54 Lab hours****NVOC 241****Civil Engineering Drafting & Design**

This course is for all students interested in the career field of Civil Design Drafting and Civil Engineering. Civil Drafting and Design is an intermediate level class in which the practices and the preparation of drawings, pertaining to the civil engineering field, will be expanded to include the development of maps and drawings used for transportation, site development, grading and drainage and road alignment. The student will use Computer Aided Drafting (CADD) to complete the above mentioned projects. Other topics to be covered will include specifications, site details for utilities and underground piping, structural plans and integration of Geographic Information Systems (GIS).

**0 Unit****36 Lecture hours****72 Lab hours****NVOC 245****Civil Engineering Design & Modeling**

This course is for all students interested in the career field of Civil Design Drafting and Civil Engineering. Civil Design & Modeling is an advanced level class which includes design analysis and the preparation of drawings used in the civil engineering field. The student will use civil engineering software, such as In-Roads and Land Desktop to design, analyze and develop projects relating to transportation, site development, grading, drainage and road alignment and alternatives. Other topics to be covered are terrain modeling, surface editing, alignment editing, plan, profile, cross-sections, earthwork computations and site planning design.

**0 Unit****36 Lecture hours****72 Lab hours****NVOC 250**

**Parametric Modeling 3D Applications for Mechanical Design**

This course presents advanced applications of 2D and 3D Computer Aided Design Drafting (CADD) and an introduction to parametric modeling and rapid prototyping utilizing the latest releases of Autodesk Inventor series, SolidWorks, and other parametric modeling software to produce solutions for mechanical applications. Topics covered will benefit all students in areas of study related to Engineering, Drafting, Design and Computer Graphics. Course emphasis is given to CADD generated three dimensional graphics using wire frame, surface modeling, and parametric solids. This course may be taken once for credit towards the major and repeated 2 times to enhance student skills and proficiency levels.

**0 Unit****54 Lecture hours****54 Lab hours****NVOC 260****Advanced Architecture Using Revit and 3D Software**

This course is for students pursuing an advanced study of BIM (Building Information Modeling) applications as they relate to architecture and the AEC industry (Architecture, Engineering, Construction). Utilizing the latest releases of 3D design software such as Revit and AutoCAD Architecture and previously learned technical and architectural drafting conventions, students will produce two and three dimensional BIM generated architectural drawings and 3D virtual models. This course benefits all students studying Architecture, Civil, Engineering of all types, Drafting, Design and Computer Graphics. High technology skills which are necessary to function as a designer or CADD Drafter are emphasized.

**0 Unit****54 Lecture hours****54 Lab hours****NVOC 261****Revit for Advanced BIM Architectural, Structural and MEP Applications**

Advanced BIM (Building Information Modeling) applications extends the fundamentals of the Arch 260 class to include Structural, Mechanical, Electrical and Plumbing extensions of the Autodesk Revit Building software. Students will work on both group and individual projects to create and present three-dimensional representation of architectural solutions. Students will also learn the basic process and workflow in creation of Revit Families for use in building models.

**0 Unit****54 Lecture hours****54 Lab hours****NVOC 265****Pressure Piping Design**

This course is for those students with CAD experience who are interested in the career field of pressure piping design engineering. This course presents the preparation of engineering detail drawings of piping systems for commercial, utilities and industrial plants. Included is information and work dealing with the location, installation, operation, and maintenance of pumps, steam turbines, compressors, tanks, heaters, coolers, cooling towers, condenser, reactors, boilers, chillers, heat exchangers and special equipment.

**0 Unit****54 Lecture hours****54 Lab hours****NVOC 266****Pressure Piping Applications**

This course is for all students with a basic piping design understanding interested in the career field of pressure piping design engineering. This course presents the advanced preparation of engineering detail drawings of piping systems for commercial, utilities and industrial plants. Included is advanced information and layout work dealing with the location, installation, operation of pumps, steam turbines, compressors, vertical vessels, horizontal vessels, tanks, heaters, coolers, cooling towers, condenser, reactors, boilers, chillers, heat exchangers and special equipment.

**0 Unit****36 Lecture hours****72 Lab hours****NVOC 270****SolidWorks for 3D Modeling and Prototype Applications**

This course presents an intensive study in 3D computer graphics and CADD (Computer Assisted Design and Drafting) utilizing the latest release of SolidWorks Software. This course benefits all students in areas of study related to Engineering, Drafting, Design and Computer Graphics. Students will produce three dimensional parametric computer generated virtual models incorporating mechanical design refinements. The course emphasizes high technology skills which are necessary to function as a design professional to apply 3D design graphics technology to specific disciplines of mechanical engineering, machine drafting and design, manufacturing, animation, modeling and illustration. Students will be introduced to a variety of means to directly produce prototype models from CADD generated solid geometry.

**0 Unit****54 Lecture hours****54 Lab hours****NVOC 280****Advanced MicroStation for CADD & BIM Applications**

This course is for students pursuing an advanced study in MicroStation 3D parametric CADD (Computer Assisted Design and Drafting) and the BIM (Building Information Modeling) approach to building design using Bentley Architecture. Students will apply previously learned drafting conventions to produce two and three dimensional CADD and BIM generated mechanical and architectural drawings and virtual design models. This course benefits all students studying Architecture, Civil, Engineering of all types, Drafting, Design and Computer Graphics. High technology skills which are necessary to function as a designer or CADD Drafter are emphasized.

**0 Unit****54 Lecture hours****54 Lab hours**

# 12 Administrators

## ADMINISTRATION

**Dreyfuss, Teresa**  
**Superintendent/President**,  
B.A., University of Chinese Culture,  
Taiwan; M.B.A., University of La Verne.

**Gee, Henry**  
**Vice President of Student Services**  
A.A. Sacramento City College  
B.A., M.A., Azusa Pacific University.

**Pierson, Kenn**  
**Vice President of Academic Affairs**  
B.A., Dakota Wesleyan University;  
M.A., State University of New York,  
Buffalo; Ph.D., University of Minnesota.

## DEANS

**Austin, Connie**  
**Dean of Health Science and Nursing**  
A.A., Mt. San Antonio College; B.S.N.,  
Point Loma College; M.A., M.S.N.,  
California State University, Los  
Angeles.

**Guptill, Christopher**  
**Dean of Arts and Cultural Programs/**  
**Interim Dean of Continuing Education**  
B.A., University of California, Berkeley  
M.F.A., University of Wisconsin

**Flores, Ygnacio**  
**Dean of Public Safety/**  
**Interim Dean of Business**  
B.S., National University; M.A.,  
University of San Diego; MBA,  
Pepperdine University; Ed.D.,  
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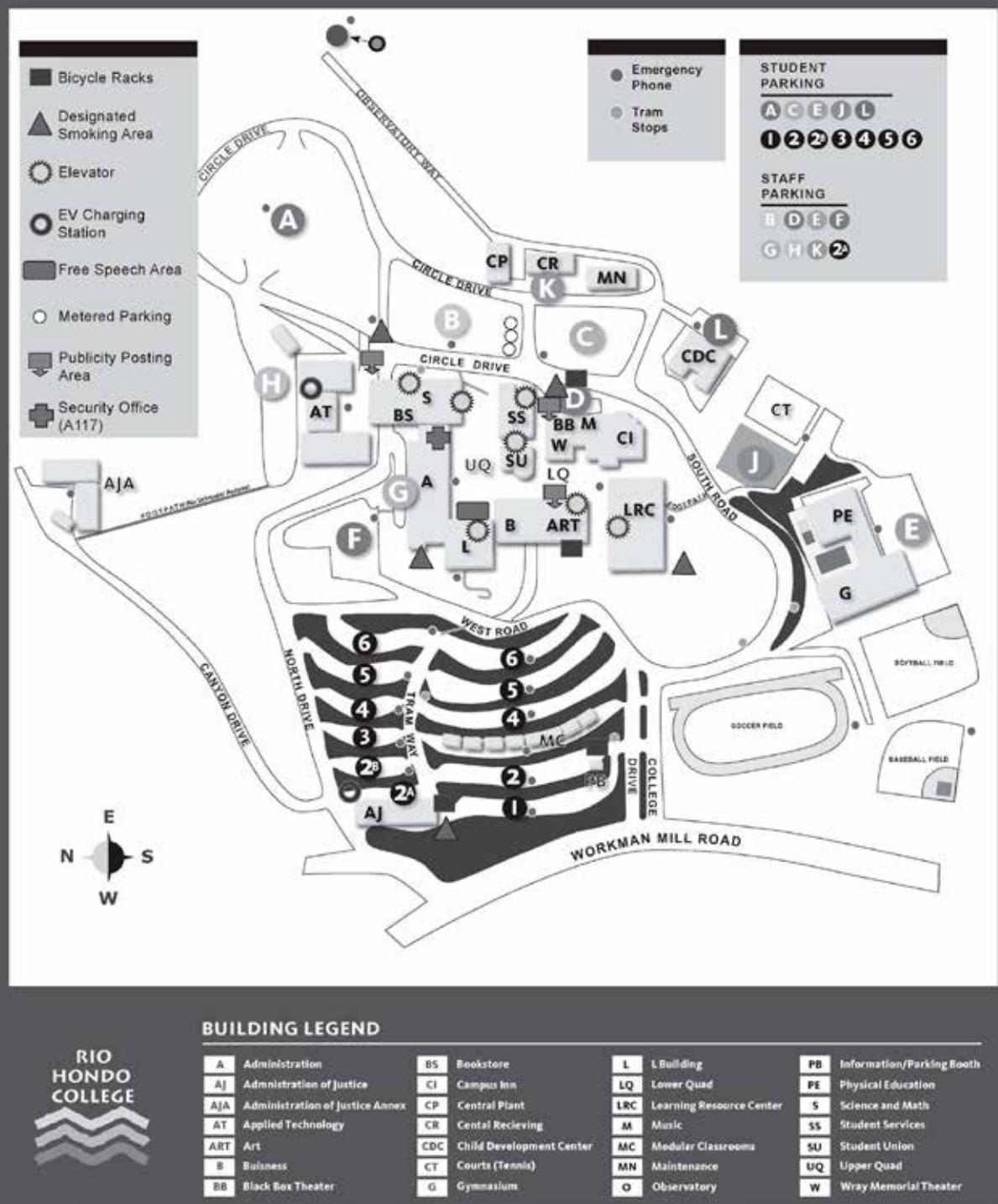
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# 15 Maps

## CAMPUS DIRECTORY



## El Monte Education Center

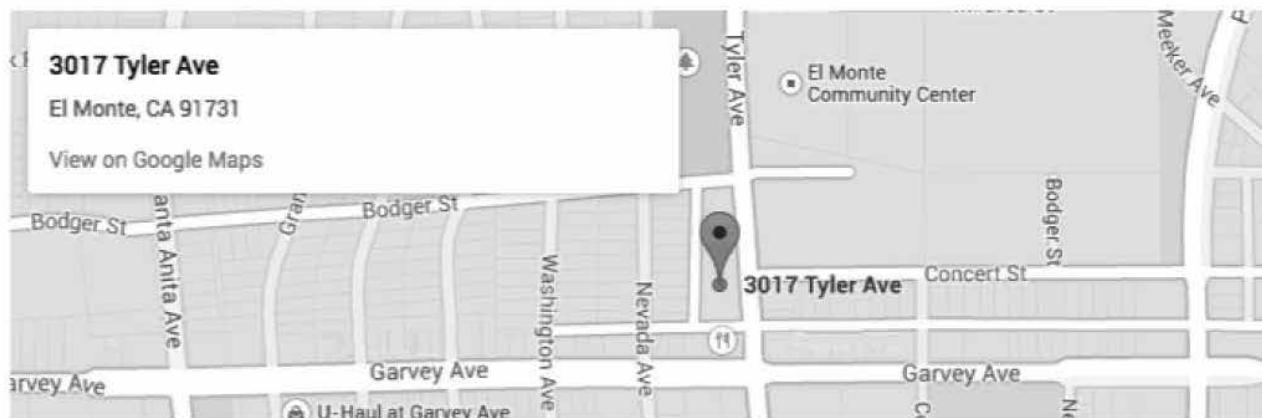
3017 Tyler Avenue

El Monte, CA 91731

(626) 443-8932

Foothill Transit, Metro Bus Lines

Please visit the EMEC site for more information.



## South Whittier Education Center

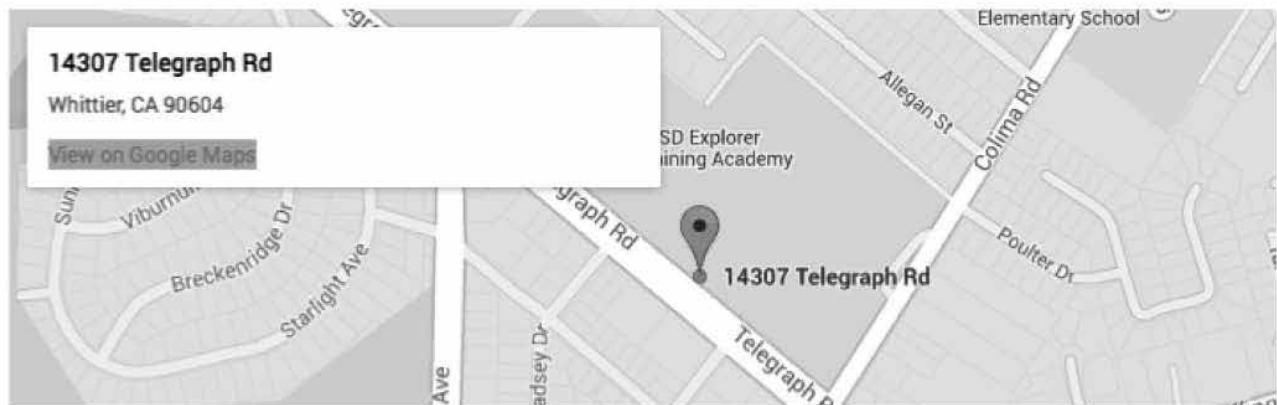
14307 E. Telegraph Road

Whittier, CA 90604

(562) 941-2356

Metro Bus Lines, Sunshine Shuttle

Please visit the SWEC site for more information.



## Santa Fe Springs Regional Training Center

11400 Greenstone Avenue  
Santa Fe Springs, CA 90670  
(562) 941-4082

Please visit the Fire Academy site for more information.

