



# EVERGREEN VALLEY COLLEGE

**TAKE THE LEAP.**



# CATALOG

2019 - 2020



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# INTRODUCTION

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## Evergreen Valley College 2019-2020 Catalog

3095 Yerba Buena Road  
San Jose, CA 95135-1598

<http://www.evc.edu>

Evergreen Valley College is part of the San José Evergreen Community College District. We are accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges, an institutional accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation and the U.S. Department of Education.

The San José Evergreen Community College District and Evergreen Valley College have made every reasonable effort to determine that all information in this catalog is accurate. Courses and programs offered, together with other matters contained herein, are subject to change without notice by the Administration of the San José Evergreen Community College District or Evergreen Valley College for reasons related to student enrollment, level of financial support, or for any other reason, at the discretion of the District and the College. The District and the College further reserve the right to add, amend, or repeal any of the Rules, Regulations, Policies and Procedures, consistent with applicable laws.

This publication can be made in alternate formats, such as large print, audiotape or computer disk. Requests can be made by calling 408-270-6447 or TTY 408-238-8722.

## About the College

Evergreen Valley College is located on a picturesque 135-acre site in the eastern foothills of San Jose. Planning for the college began on July 1, 1964, when the San José-Evergreen Community College District officially became an independent college district. The site was purchased in 1967, named Evergreen Valley College in 1970, and opened its doors in 1975 to 3,000 students. Evergreen Valley College currently hosts over 9,000 students from all walks of life. The rich variety of cultures, which enhances and enriches campus life, comprises one of the most diverse student bodies within the California Community College System.

Our comprehensive curriculum provides both occupational and academic pathways that align with our district's core values of opportunity, equity, and social justice. Over the past 20 years, bond measures have allowed Evergreen Valley College to build much needed facilities such as classrooms and labs for biological sciences and nursing education programs, a robust Library, a center to accommodate vibrant student life, the Montgomery Hill Observatory, a Center for the Arts, and a solar array facility.

In recent years, Evergreen Valley College celebrated the openings of the Automotive Technology Building, MS3 Building (Math, Science, and Social Sciences), Fitness Center, Veterans Freedom Center, and Central Green. With the community's continued support, G.O. Bond Measure X passed in November 2016, which will support new construction and enable Evergreen Valley College to further serve the needs of the students and community.

## Non-Discrimination Policy

### Board Policy 3410

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

The District, and each individual who represents the District, shall provide access to its services, classes, and programs without regard to national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or military and veteran status, or because he/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.

The District Chancellor shall establish administrative procedures that ensure all members of the college community can present complaints regarding alleged violations of this policy and have their complaints heard in accordance with the Title 5 regulations and those of other agencies that administer state and federal laws regarding nondiscrimination.

No District funds shall ever be used for membership, or for any participation involving financial payment or contribution on behalf of the District or any individual employed by or associated with it, to any private organization whose membership practices are discriminatory 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, pregnancy, or military and veteran status, or because he/she is perceived to have one or more of the foregoing characteristics, or because of his/her association with a person or group with one or more of these actual or perceived characteristics.

Also see AP 3410 titled Nondiscrimination, BP/AP 3430 titled Prohibition of Harassment, and AP 3435 titled Discrimination and Harassment Complaints and Investigations.



## District Board of Trustees

Mayra Cruz	Trustee Area 7
Maria Fuentes	Trustee Area 4
Wendy Ho	Trustee Area 5
Dr. Jeffrey Lease	Trustee Area 6
Craig Mann	Trustee Area 3
Karen Martinez	Trustee Area 2
Rudy Nasol	Trustee Area 1
Mimi Tran	Student Trustee, EVC
Michael Maker	Student Trustee, SJCC

## District Executive Staff

Byron D. Clift Breland, Ph.D.	Chancellor
Ben Seaberry, Ed.D.	Vice Chancellor, Information Technology & Institutional Effectiveness
Jorge L. Escobar	Interim Vice Chancellor, Administrative Services
Beatriz Chaidez	Associate Vice Chancellor, Human Resources
Keith Aytch	President, Evergreen Valley College
Roland Montemayor	Acting President, San José City College
Rosalie Ledesma	Executive Director, Government & External Affairs
Ann Machamer, Ph.D.	Interim Executive Director, Institutional Effectiveness, Research & Planning
William Watson, Ed.D.	Executive Director, Strategic Partnerships and Workforce Innovation
Linda Wilczewski	Interim Executive Director, Fiscal Services
Ryan Brown	Marketing and Public Information Officer
Sam Ho	Director, Communications, Community Relations & Diversity

## College Administrative Staff

Keith Aytch	President
Mark Gonzales	Vice President of Academic Affairs
Andrea Alexander	Vice President of Administrative Services
Adela Esquivel-Swinson	Vice President of Student Affairs
Lynette Apen	Dean of Nursing and Allied Health
Brad Carothers	Dean of Social Science, Humanities, Arts, and Physical Education
Octavio Cruz	Dean of Enrollment Services
Maniphone Dickerson, Ph.D.	Dean of Business and Workforce Development
Victor Garza, Ed.D.	Dean of Student Success/Counseling
Antoinette Herrera, Ed.D.	Dean of Math, Science and Engineering
Jacqueline Honda, Ed.D.	Dean, Research, Planning and Institutional Effectiveness
Merryl Kravitz, Ph.D.	Dean of Language Arts
Michael Osorio	Interim Associate Dean of Student Services

## President's Message



**Keith D. Aytch**  
President  
Evergreen Valley College

Welcome to Evergreen Valley College! Whether you are attending college for the very first time, or are returning to school after an extended absence, Evergreen Valley College is a great environment for you to achieve your educational or professional goals. EVC is a fully accredited college that offers nearly 100 associate degrees and short-term certificate programs. These achievements would not be possible were it not for the enduring commitment of our faculty, students, and staff, as set forth by our guiding principles of equity, opportunity, and social justice.

Evergreen Valley College is a spacious environment to build your academic pathway to your future. Whether it is transferring to a four-year university or preparing for employment in Silicon Valley, we are committed to providing the rigorous and relevant education you need to succeed. We are the number one community college in the Bay Area for salary potential and more of our students transfer to San Jose State University than any other college.

The campus sits on 135 acres near the foothills of San Jose, with plenty of open space and parking, a lake with fountains, and plenty of evergreen trees and shrubs and newly renovated Central Green. Our physical surroundings is just one component of our education environment. At EVC, we offer extensive services that benefit the whole student. We have excellent counseling and tutoring services to help you to be successful in your studies.

Every year, Evergreen Valley College awards numerous scholarships, which help students with their educational expenses. To assist you in obtaining a quality education and meaningful student life, Evergreen Valley College offers an active Associated Student Government (ASG) and more than 25 student clubs and organizations for our students to feel connected to the school and each other. You are encouraged to participate, and make full use of all services and opportunities because your success is the heart of our mission.

Thank you for making the decision to begin or continue your academic pathway at Evergreen Valley College. We are honored to help guide you on your pathway to success and one-step closer to your dream!

Best wishes for a successful academic year!

Sincerely,

Keith D. Aytch  
President



## Chancellor's Message



**Byron D. Clift Breland, Ph.D.**  
Chancellor  
San José • Evergreen Community College District

As Chancellor, I am honored to serve San José – Evergreen Community College District and the Silicon Valley community by building on the great work happening in our District. I am proud to serve in this role and have an unwavering commitment to our students' success. It is my honor and privilege to build on our legacy of offering a welcoming learning environment and a diverse, student-centered approach that prioritizes quality education and training. The San José – Evergreen Community College District consists of San José City College, Evergreen Valley College, Milpitas College Extension, and the Community College Center for Economic Mobility.

Our District's core values of Opportunity, Equity, and Social Justice are reflected in all that we do to advance our educational mission. As a comprehensive community college District, San José – Evergreen offers transfer and career education programs, as well as customized training to meet our mission of providing academic opportunities and workforce development for current jobs and jobs of the future. We are committed to facilitating our students' personal and professional success, and building our local and regional workforce.

The San José – Evergreen District partners with many local industries in business and technology to provide industry-driven curriculum and programs, as well as four-year colleges and universities to ensure seamless transfer of credit and program pathways as we strive to deliver and develop the latest cutting-edge technology, modern training facilities, and innovative learning options for students.

Each of our colleges has adopted some of the high-impact practices known to deepen students' engagement in the college experience. These practices include learning communities, first-year seminars and experiences for new college students, apprenticeships, and academic goal setting and planning tools that direct students on a path to degree completion and transfer.

We are excited to announce that the San José Promise Scholarship program, available at both San José City College and Evergreen Valley College, will continue for the 2019-2020 school year, covering the full cost of tuition and fees, textbooks, VTA pass, and summer bridge program costs for participating students.

Our students come to us with visions of their future. Whether a student's goal is to transfer to a university; build up their writing, reading, and math abilities; or master essential workforce skills; we stand ready to help our students achieve their dreams.

As you explore our catalog, you will learn much about San José – Evergreen Community College District. We also welcome you to visit our District and college websites to discover how our students become actively engaged and achieve success through our extensive and highly regarded programs and services. You will see that we have an impressive selection of instructional programs that are challenging and keep pace with the evolving needs of the workforce and the 'new economy.' Whether you are seeking to transfer to a four-year institution, take a single course, or utilize the many resources available at our colleges, you will find our District to be committed to serving its students and community.

Sincerely,

Byron

# COLLEGE PROFILE

At Evergreen Valley College, a community college located on a 160-acre site in the eastern foothills of San José, we take great pride in our approach to education. We place our students' learning needs first. For instance, will they need help with their language skills? Are they carrying other responsibilities like parenting or full-time jobs? Are they the first in their family to graduate from college? To all learners—those directly out of high school, in mid-career or mid-family transitions, and those who are enjoying their golden years—we offer a supportive environment that values their intrinsic experiences.

## Mission

With equity, opportunity, and social justice as our guiding principles, Evergreen Valley College's mission is to empower and prepare students from diverse backgrounds to succeed academically and to be civically responsible global citizens.

We meet our mission through a wide spectrum of educational experiences, flexible methodologies, and support services for our students. We offer associate degrees, associate degrees for transfer, certificates, career technical education, transfer coursework, and basic skills education.

## Strategic Initiatives

1. EVC will improve student success
  - a. Expand the development of educational and career pathways.
  - b. Increase the number of students earning a degree, certificate, or transferring to a four-year institution and reduce the average number of units accumulated by students earning an associate degree.
  - c. Assess and strategically enhance enrollment and completion through practices supporting the student's college experience.
2. EVC will support student success
  - a. Address student basic needs.
  - b. Enhance academic support through early intervention.
  - c. Increase health and mental wellness support.
3. EVC will enhance internal institutional effectiveness
  - a. Clarify the college governance structure.
  - b. Strengthen internal communications to facilitate a more cohesive college community.
  - c. Address program influence/impact on the college.
  - d. Establish structure and timeline for measuring internal institutional effectiveness.
4. EVC will enhance institutional effectiveness in the community at large
  - a. Increase mutually beneficial activities in the San Jose community and South Bay region.
  - b. Increase community use of college property.
  - c. Increase the portion of CTE program graduates who find work in their field of study.
  - d. Establish a structure and a timeline for measuring external college impact.

## Student Learning Outcomes

Student Learning Outcomes (SLOs) indicate the knowledge, skills and abilities that students will demonstrate upon completion of a course or

program. In addition to the curriculum course outline and program outline of record, course level SLOs are available to students through the course syllabi. The program SLOs are listed under degrees and certificates in the catalog.

Assessment of learning outcomes is ongoing and documented annually on the Evergreen Valley College assessment matrices located at [http://www.evc.edu/discover-evc/student-learning-outcomes-\(slos\)](http://www.evc.edu/discover-evc/student-learning-outcomes-(slos)).

## Institutional/General Education Learning Outcomes (ILOs)

Institutional Learning Outcomes (ILOs) are the knowledge, skills and abilities a student is expected to leave an institution with as a result of a student's total experience. The faculty and staff at Evergreen Valley College believe that General Education (GE) Outcomes represent a common core of outcomes for the majority of students transferring or receiving degrees; therefore, Evergreen created ILO's encompassing GE components, as well as student support service areas.

Upon completion of study from Evergreen Valley College...

### Communication

The student will demonstrate effective communication, appropriate to the audience and purpose.

### Inquiry and Reasoning

The student will critically evaluate information to interpret ideas and solve problems.

### Information Competency

The student will utilize information from a variety of sources to make an informed decision and take action.

### Social Responsibility

The student will demonstrate effective interpersonal skills with people of diverse backgrounds and effectively function in group decision making.

### Personal Development

The student will demonstrate growth and self-management to promote life-long learning and personal well-being.

## Schedule

We offer classes year-round; students can enroll throughout the year for the traditional Fall and Spring semesters, the Summer and Winter sessions, or other short-term and evening classes. We provide options for those who are working towards an associate degree or vocational certificate and for those who wish to transfer to a baccalaureate granting institution. We also offer options to continuing students who need an additional class or just want to pursue an interest.

## Accreditation

Evergreen Valley College operates by authority of the Board of Governors of the California Community Colleges and the Board of Trustees for the San José/Evergreen Community College District. We are fully accredited as a two-year degree-granting institution by the Western Association of Schools and Colleges.

Credit from EVC is transferable to other collegiate institutions, including community colleges, the University of California, California State University, and many private universities.

## OTHER ACCREDITATIONS, CERTIFICATIONS, AND APPROVALS

The following Evergreen Valley College programs have additional accreditation through their respective agencies:

### Certified Nursing Assistant Program

- Approved through California Department of Public Health Aide and Technician Certification Section (ATCS), CNA/HHA Certification Unit, P.O. Box 997416, MS-3301, Sacramento, CA 95899-7377. Email: [cna@cdph.ca.gov](mailto:cna@cdph.ca.gov). To file a complaint, call 916.492.8232.

### Registered Nursing (ADN) Program

- Approved by the California State Board of Registered Nursing, P.O. Box 944210, Sacramento, CA 94244-2100. To inquire about filing a complaint, call 916.322.3350.
- Approved by the Accreditation Commission for Education in Nursing <http://www.acenursing.org/>, 3343 Peachtree Road NE, Suite 850, Atlanta, Georgia 30326. Email: [info@acenursing.org](mailto:info@acenursing.org) To file a complaint, call 404.975.5000

### Honda

- Certified American Honda Training Program Certified through National Automotive Technicians Education Foundation (NATF) Contact: Brian Moore, Technical Training Operations American Honda Motor Co., Inc. Office: 310-783-3557 Mobile: 714-306-4461 Email: [Brian\\_Moore@ahm.honda.com](mailto:Brian_Moore@ahm.honda.com). To file a complaint, call 310-783-3557

## Code of Ethics

The Evergreen Valley College Code of Ethics was developed with input from representatives of each constituent group at Evergreen Valley College including faculty, staff and management. Inherent in this code is the belief that each employee and student has the right to dignity and respect.

We, the employees of Evergreen Valley College, agree to act in a responsible and ethical manner in the workplace, and by acting in a way that encourages our peers, students, and colleagues to do the same.

We support the following principles:

- To work in a professional manner with a mutual respect for individual differences.
- To maintain an open dialogue on issues while respecting differing opinions of colleagues and students alike.
- To be open and honest in dealing with students and colleagues and understand the value of having positive collegial relationships.
- That our collective responsibility is to create a positive environment that fosters respect for others and their cultural contributions, and to respect the academic curiosity of our students, colleagues and staff at Evergreen Valley College.

- This document nor the beliefs herein represented in no way limit the rights or duties of the employees of Evergreen Valley College as provided for by Code, Law, Board Policy, Procedure, or by contract.

## Civility Statement

We the students, employees, and trustees at SJECCD are committed to a conscious demonstration of mutual respect - for people, for their roles, for their knowledge and expertise.

While no civility statement can guarantee considerate and principled conduct, the values set forth below represent institutional ideals and should serve as guide posts.

Respect, civility, integrity and honesty are not just words; they are intentions that must be present in our interactions with one another.

Civility requires cooperation, tolerance, forgiveness, acceptance, inclusiveness, kindness, compassion, courtesy, perception, and patience. It is expressed not only in the words we choose, but also in our tone, demeanor, and actions.

We honor the right of expression as a hallmark of learning, and we treasure intellectual freedom, tempered with respect for the rights of others, even when individual or group points of view are controversial or out of favor with prevailing perspectives. Individuals should not feel intimidated or be subject to reprisal for voicing their concerns, or for participating in governance or policy making.

An individual's perception of what is or is not civil conduct can be influenced by their culture and life experiences. We call all use assistance from time to time in understanding or seeing behaviors through the eyes of another person. We need to acknowledge these differences and be open to receiving feedback from someone who may perceive something we have done, without intent, as being uncivil. We also need to evaluate our own expectations of civility to ensure that we are not setting an unrealistically high bar.

In the face of incivility, silence can indicate consent; we each have responsibility to speak out to counteract incivility.

## Guide Posts

- Civility begins with me.
- Each person is responsible for creating and maintaining a positive place to learn and to work, where everyone can flourish.
- Take responsibility for one's own choices. Accept your responsibility to engage courteously in all forms of communication (oral, written, and electronic).
- Listening, not just hearing, but listening with respect, is the proper response to others.
- Regardless of status, everyone has worth and dignity which should be valued.
- Recognize contributions of others and value their opinions.
- All members of the community are responsible for and expected to exemplify and promote civility, integrity, and concern for the common good.
- Demonstrate and promote fair and just treatment; practice forgiveness and compassion.

Adopted by Board of Trustees on 10/8/13

# ADMISSIONS/REGISTRATION/ FEES/FINANCIAL AID

## Academic Calendar

### Fall Semester 2019

Date	Event
September 2	Labor Day Holiday - campus closed
September 3	Fall Regular session Begins
September 15	LAST DAY TO DROP Fall REGULAR session classes without receiving a "W" on record or being assessed fees
	LAST DAY TO DROP Fall REGULAR session classes for refund of registration fees
	LAST DAY TO ADD via MyWeb using Add codes for Fall REGULAR session classes (10 pm)
September 16	CENSUS DAY
	FIRST DAY of Withdrawal "W" period for a Fall REGULAR semester class
September 27	LAST DAY TO APPLY for a refund of enrollment fees if classes were dropped on or before September 15, 2019
	LAST DAY TO SUBMIT Pass/No Pass forms to the Office of Admissions and Records
October 1	Graduation/Certificate Petitions for Fall 2019 due in the Office of Admissions and Records
November 11	Veteran's Day Holiday - campus closed
November 25	LAST DAY TO DROP a Fall REGULAR session class and receive a "W" on record
November 28-29	Thanksgiving Holiday - campus closed
December 13	English Final Exams - no regular day classes meet. Friday evening classes will meet as scheduled.
December 19	Fall REGULAR session Ends
January 10	Fall session 2019 grades available on MyWeb

## Eligibility for Admission

Any person who meets one of the following requirements and who is capable of benefiting from the instruction offered shall be admitted:

- Be 18 years of age or older
- Be a high school graduate
- Pass the California Proficiency Examination
- Hold a GED, OR
- Be officially approved by his or her high school district if under 18

## Application for Admission

All new, returning, high school, and transfer students must complete a formal application for admission prior to registering. Students are encouraged to submit their application for admission electronically by clicking the "Apply & Register" link at <http://www.evc.edu>.

The following programs have additional admission criteria and forms, which students must complete before being admitted to these programs:

- International Students
- Nursing
- Translation and Interpretation program

See the respective programs for forms and other information. Admission to these programs is not guaranteed; however students pending notification of acceptance may enroll in regular EVC courses.

## Application for Non-Credit Courses

Non-Credit Courses are free and open to all adults ages 18 and over. Non-credit courses are numbered 500-599 in the Schedule of Classes. To enroll in a non-credit course, students need to:

1. Download a separate PDF-writable **Non-Credit Application** from our website: <http://www.evc.edu/AcademicAffairs/Documents/SJECCD%20Non-Credit%20Application.pdf>.
2. Fill out the required information.
3. Print and submit form to Non-Credit Center (SC-110) located in the Student Services Center.

### Notice To All Applicants

State legislation has suspended the use of the Social Security Number as a student identifier. A unique college ID number is automatically assigned to EVC student records at the time an admissions application is submitted. Students will be required to use this ID number for all services with the college. This number is also printed on the Student ID card which is used to access the library and other student services.

## Special Part-Time Admission (Concurrent Enrollment of High School Students)

Concurrent Enrollment, Special Admission Part-time Students—High School Student (HS): This program is a partnership between Evergreen Valley College and local area high schools. Under this program students may attend Evergreen Valley College as a special part-time student. Students may take courses to supplement their high school education program. Basic skills courses are NOT available to concurrently enrolled students. Concurrent Enrollment is designed for students who can benefit from advanced academic and vocational courses. The high school principal, or designee, decides which student qualifies to participate by completing the Concurrent Enrollment Form (R40). This form identifies the specific college courses that may be taken. Students may enroll in up to 11 units although it is highly recommended that students take no more than 6 units in a semester.

1. Students must complete a Concurrent Enrollment Packet that includes an application and an "Attendance for Special Part-Time High School Students" (R-40) form. The R-40 should:
  - Be signed by your high school principal or another designated official.
  - Be signed by the parent/legal guardian.
  - Indicate the specific courses that they have been approved to register.
2. Students must provide HS transcript and clear prerequisites with an EVC Counselor if enrolling in Math, English, Science or COMSC courses.
3. Register for coursework in person at Admissions and Records.
 

Note: High school students must submit an admissions application and a new R-40 form each term they enroll. Students are encouraged to submit their admission application and R-40 one month prior to their scheduled registration date. For online registration information

visit <http://www.evc.edu/current-students/admissions-and-records/high-school-students>.

4. Concurrently enrolled students may not enroll in more than 11 units (Students are strongly recommended to NOT enroll for more than 6 units in a semester. High school students approved to take more than 11 units will be responsible for paying full fees as a regular student.

Other Important Facts for Concurrent Enrollment Students:

1. They are considered adults with regard to their records; all records are confidential unless released by the student and are protected by regulations of the Federal Educational Rights and Privacy Act (FERPA).
2. They must identify EVC as a college attended on all future college applications, and include a transcript of EVC work where required.
3. They are held to the same standards as regular students in terms of class conduct and course requirements.
4. They will need to request transcripts for their high schools if EVC units will be used to fulfill high school graduation requirements. Any courses taken at EVC will appear on your permanent academic record.
5. They may not enroll in Physical Education, Kinesiology, or basic skills (300 Level) courses. Courses are only eligible for enrichment, vocational purposes or as substitutes for courses not readily available through their high schools. (e.g. Math 311, English 330)
6. They may not register for courses not listed on an approved R-40 form. Additional R-40 forms may be required.
7. Courses completed at their high schools do not guarantee adequate preparation for college level courses; assessment and/or SAT/AP scores may be used to determine placement levels.

### Admission of Part-Time Middle School or Homeschooled Students Under the Age of 18

- A parent of a student under 18 who is not attending high school, is homeschooled, or has a student who has not completed the 8th grade, may petition the Dean of Enrollment Services for special admission of his/her child as a part-time student.
- In addition to following the same procedures as concurrent enrollment students, students must complete the additional R-42 form and will need to submit academic transcripts to be used in determining appropriate course placement.
- Middle school or homeschooled students in 6th, 7th and 8th grade under the age of 18 will be responsible for paying full fees as a regular student.

**Students may only register for up to 11 units (Spring and Fall Semesters)**

## Application Info

### Application for Non-Credit Courses

Non-Credit Courses are free and open to all adults ages 18 and over. Non-credit courses are numbered 500-599 in the Schedule of Classes. To enroll in a non-credit course, students need to:

1. Download a separate PDF-writable **Non-Credit Application** from our website: <http://www.evc.edu/AcademicAffairs/Documents/SJECCD%20Non-Credit%20Application.pdf>.
2. Fill out the required information.

3. Print and submit form to Non-Credit Center (SC-110) located in the Student Services Center.

## Residency Requirements

### Administrative Procedure 5015

#### Residence Classification

Residency classifications shall be determined for each student at the time of each registration and whenever a student has not been in attendance for more than one semester. Residence classifications are to be made in accordance with the following provisions:

- A residence determination date is that day immediately preceding the opening day of instruction for any session during which the student proposes to attend.
- Residence classification is the responsibility of the Dean of Enrollment Services or designee.

Students must be notified of residence determination within 14 calendar days of submission of application.

The District shall publish the residence determination date and summary of the rules and regulations governing residence determination and classification in the District catalog or addenda thereto.

#### Rules Determining Residence

- A student who has resided in the state for more than one year immediately preceding the residence determination date is a resident.
- A student who has not resided in the state for more than one year immediately preceding the residence determination date is a nonresident.

The residence of each student enrolled in or applying for enrollment in any class or classes maintained by this District shall be determined in accordance with the Education Code which states that every person has, in law, a residence. In determining the place of residence, the following rules are to be observed:

- Every person who is married or eighteen years of age, or older, and under no legal disability to do so, may establish residence.
- A person may have only one residence.
- A residence is the place where one remains when not called elsewhere for labor or other special or temporary purpose and to which one returns in seasons of repose.
- A residence cannot be lost until another is gained.
- The residence can be changed only by the union of act and intent.
- A man or a woman may establish his/her residence. A woman's residence shall not be derivative from that of her husband.
- The residence of the parent with whom an unmarried minor child maintains his/her place of abode is the residence of the unmarried minor child. When the minor lives with neither parent, the minor's residence is that of the parent with whom the last place of abode was maintained, provided the minor may establish his/her residence when both parents are deceased and a legal guardian has not been appointed.
- The residence of an unmarried minor who has a parent living cannot be changed by the minor's own act, by the appointment of a legal guardian, or by relinquishment of a parent's right of control.



### Determination of Resident Status

A resident is a student who has been a bona fide resident of the state for one year prior to the residence determination date. A bona fide resident is a person whose residence is in California as determined above except:

- A student who is a minor and remains in this state after the parent, who was previously domiciled in California and has established residence elsewhere, shall be entitled to retain resident classification until attaining the age of majority and has resided in the state the minimum time necessary to become a resident, so long as continuous attendance is maintained at an institution.
- A student who is a minor and who provides evidence of being entirely self-supporting and actually present in California for more than one year immediately preceding the residence determination date with the intention of acquiring a residence therein, shall be entitled resident classification until he/she has resided in the state the minimum time necessary to become a resident.
- A student who has not been an adult for one year immediately preceding the residence determination date for the semester for which the student proposes to attend an institution shall have the immediate pre-majority-derived California residence, if any, added to the post-majority residence to obtain the one year of California residence.
- A student holding a valid credential authorizing service in the public schools of this state, who is employed by a school district in a full-time position requiring certification qualifications for the college year in which the student enrolls in an institution, shall be entitled to resident classification if each student meets any of the following requirements:
  - He/she holds a provisional credential and is enrolled in courses necessary to obtain another type of credential authorizing service in the public schools.
  - He/she holds a credential issued pursuant to Education Code Section 44250 and is enrolled in courses necessary to fulfill credential requirements.
  - He/she is enrolled in courses necessary to fulfill the requirements for a fifth year of education prescribed by subdivision (b) of Education Code Section 44259.
  - A student holding a valid emergency permit authorizing service in the public schools of this state, who is employed by a school district in a full-time position requiring certification qualifications for the academic year in which the student enrolls at an institution in courses necessary to fulfill teacher credential requirements, is entitled to resident classification only for the purpose of determining the amount of tuition and fees for no more than one year. Thereafter, the student's residency status will be determined under the other provisions of this procedure.
- A student who is a full-time employee of the California State University, the University of California or a community college, or of any state agency or a student who is a child or spouse of a full-time employee of the California State University, the University of California or a community college, or of any state agency may be entitled to resident classification, until the student has resided in the state the minimum time necessary to become a resident.
- A student who is a natural or adopted child, stepchild, or spouse who is a dependent of a member of the armed forces of the United States stationed in this state on active duty shall be entitled to resident classification. If the member of the armed forces of the United States later transfers on military orders to a place outside this state, or retires as an active member of the armed forces of the United States, the student dependent shall not lose his/her resident classification, so long as he/she remains continuously enrolled in the District.
- A student who is a member of the armed forces of the United States stationed in this state on active duty, except a member of the Armed Forces assigned for educational purposes to a state-supported institution of higher education, is entitled to resident classification only for the purpose of determining the amount of tuition and fees. If the student later transfers on military orders to a place outside this state, the student shall not lose his/her resident classification, so long as he/she remains continuously enrolled in the District.
- A veteran who was discharged or released from at least 90 days of active service less than three years before the date of enrollment in a course commencing on or after July 1, 2015, and his/her dependents, regardless of the veteran's state of residence is entitled to resident classification.
- An individual who is the child or spouse of a person who, on or after September 11, 2001, died in the line of duty while serving on active duty as a member of the Armed Forces who resides in California and enrolls in the community college within three years of the Service Member's death in the line of duty following a period of active duty service of 90 days or more.
- A student who is a minor and resides with his/her parent in a district or territory not in a district shall be entitled to resident classification, provided that the parent has been domiciled in California for more than one year prior to the residence determination date for the semester, quarter or term for which the student proposes to attend.
- A student who is a Native American is entitled to resident classification for attendance at a community college if the student is also attending a school administered by the Bureau of Indian Affairs located within the community college district.
- A student who is a federal civil service employee and his/her natural or adopted dependent children are entitled to resident classification if the parent has moved to this state as a result of a military mission realignment action that involves the relocation of at least 100 employees. This classification shall continue until the student is entitled to be classified as a resident, so long as the student continuously attends an institution of public higher education.
- A student who resides in California and is 19 years of age or under at the time of enrollment, who is currently a dependent or ward of the state through California's child welfare system, or was served by California's child welfare system and is no longer being served either due to emancipation or aging out of the system, may be entitled to resident classification until he/she has resided in the state the minimum time necessary to become a resident.
- A student who lives with a parent who earns a livelihood primarily by performing agricultural labor for hire in California and other states, and the parent has performed such labor in this state for at least two months per year in each of the two preceding years, and the parent resides in this District and the parent of the student has claimed the student as a dependent on his state or federal personal income tax return if he/she has sufficient income to have personal income tax liability shall be entitled to resident classification.
- A student who demonstrates financial need, has a parent who has been deported or was permitted to depart voluntarily, moved abroad as a result of that deportation or voluntary departure, lived in California immediately before moving abroad, attended a public or private secondary school in the state for three or more years, and upon enrollment, will be in his/her first academic year as a matriculated student in California public higher education, will be living in California, and will file an affidavit with the District stating



that he/she intends to establish residency in California as soon as possible.

### **Right To Appeal**

Students who have been classified as non-residents have the right to a review of their classification (Title 5 Section 54010 (a)). Any student, following a final decision of residence classification by the Dean of Enrollment Services, may make written appeal to the Vice President of Student Affairs within 30 calendar days of notification of final decision by the college regarding classification.

### **Appeal Procedure**

The appeal is to be submitted to the Admissions Office which must forward it to the Vice President of Student Affairs within five working days of receipt. Copies of the original application for admission, the residency questionnaire, and evidence or documentation provided by the student, with a cover statement indicating upon what basis the residence classification decision was made, must be forwarded with the appeal.

The Vice President of Student Affairs shall review all the records and have the right to request additional information from either the student or the Admissions Office.

Within 30 calendar days of receipt, the Vice President of Student Affairs shall send a written determination to the student. The determination shall state specific facts on which the appeal decision was made.

### **Reclassification**

A student previously classified as a non-resident may be reclassified as of any residence determination date. A residence determination date is that day immediately preceding the opening day of instruction for any session during which the student proposes to attend.

Petitions are to be submitted to the Admissions Office.

Petitions must be submitted prior to the semester for which reclassification is to be effective. Extenuating circumstances may be considered in cases where a student failed to petition for reclassification prior to the residency determination date. In no case, however, may a student receive a non-resident tuition refund after the date of the first census.

Written documentation may be required of the student in support of the reclassification request.

A questionnaire to determine financial independence must be submitted with the petition for reclassification. Determination of financial independence is not required for students who were classified as non-residents by the University of California, the California State University, or another community college District (Education Code Section 68044).

A student shall be considered financially independent for purposes of residence reclassification if the applicant meets all of the following requirements:

- Has not and will not be claimed as an exemption for state and federal tax purposes by his/her parent in the calendar year prior to the year the reclassification application is made;
- Has not lived and will not live for more than six weeks in the home of his/her parent during the calendar year the reclassification application is made.

A student who has established financial independence may be reclassified as a resident if the student has met the requirements of Title 5 Sections 54020, 54022, and 54024.

Failure to satisfy all of the financial independence criteria listed above does not necessarily result in denial of residence status if the one year requirement is met and demonstration of intent is sufficiently strong.

Financial dependence in the current or preceding calendar year shall weigh more heavily against finding California residence than financial dependence in the preceding second and third calendar years. Financial dependence in the current or preceding calendar year shall be overcome only if (1) the parent on whom the student is dependent is a California resident, or (2) there is no evidence of the student's continuing residence in another state.

The Dean of Enrollment Services will make a determination, based on the evidence and notify the student not later than 14 days of receipt of the petition for reclassification.

Students have the right to appeal according to the procedures above.

### **Non-Citizens**

The District will admit any non-citizen who is 18 years of age or a high school graduate.

If non-citizens are present in the United States illegally or with any type of temporary visa, they will be classified as non-residents and charged non-resident tuition unless they meet the exceptions contained below. [Persons holding the following visas are precluded from establishing residency: b-1, b-2, c, d-1, d-2, f-1, f-2, h-2, h-3, j-1, j-2, m-1, m-2, o-2, p-1, p-2, p-3, p-4, q, td, and tn\* (\*An unmarried minor child of undocumented parents: who is a United States citizen, is eligible to establish residency).]

If, for at least one year and one day prior to the start of the semester in question, a non-citizen has possessed any immigration status that allows him/her to live permanently in the United States and he/she meets the California residency requirements, the student can be classified as a resident.

Any students who are U.S. citizens, permanent residents of the U.S., and aliens who are not nonimmigrants (including those who are undocumented), may be exempt from paying nonresident tuition if they meet the following requirements:

- high school attendance in California for three or more years;
- graduation from a California high school or attainment of the equivalent thereof;
- registration or enrollment in a course offered by any college in the District for any term commencing on or after January 1, 2002,
- completion of a questionnaire form prescribed by the California Community Colleges Chancellor and furnished by the District of enrollment, verifying eligibility for this nonresident tuition exemption; and
- in the case of a student without lawful immigration status, the filing of an affidavit that the student has filed an application to legalize his/her immigration status, or will file an application as soon as he/she is eligible to do so.

The initial residency classification will be made at the time the student applies for admission. Students may file residency questionnaire forms through the third week of the semester to request a review of their

residency status. Final residency determination is made by the Dean of Enrollment Services or designee. Students may appeal the decision.

## Assembly Bill 540 (AB540)

AB540 allows qualified undocumented students to be exempt from paying nonresident tuition at a public community college or university in California.

Students are eligible for AB540 exemption if they meet ALL of following criteria:

- Attended a California high school for three (3) years or more;
- Graduated from high school or received an equivalent thereof, such as a GED;
- Submit an affidavit (a written promise) to the college stating that you meet all of the above criteria and that you have filed an application to adjust your immigration status or will do so as soon as you are eligible to do so.

The California Dream Act comprising of legislation AB130 & AB131 authorizes eligible AB540, students to receive State Financial Aid as follows:

- AB130 allows eligible AB540 students to apply and qualify for state and institutional scholarships.
- AB131 allows eligible AB540 students to apply and qualify for the California College Promise Grant (formerly known as BOG waiver), Cal Grants B & C, Student Success Completion Grant, EOP&S/CARE and Chafee Grant (foster youth only). Most AB540 students are not permitted to receive Federal Financial Aid, such as Pell Grant, Workstudy and/or Loans.

## International Students

Evergreen Valley College actively welcomes international students on our campus and encourages all international students to become part of our community! As part of our program offerings, we link our international students with both on and off campus resources to ensure that they have a positive academic experience and transition to life in the United States. Our program has several staff members including International Counselor, Coordinator, Program Specialist, and Program Director to work with our students to make sure that they have access to the resources they need to be successful. International student applicants, and current international students wishing to transfer to EVC from other U.S. colleges, or others interested in international student information, should email [international@evc.edu](mailto:international@evc.edu) or go to the International Student Program Office (ISP) located in SC-214B..

A complete guide to the International Student Application materials is available online on the International Programs and Services webpage: <http://www.evc.edu/future-students/admissions-and-records/international-students>.

The spring semester application is due no later than **December 1**. Fall semester applications are due no later than **June 30**.

Applications must include:

1. International (F-1) Student Application Form.
2. Application for Admission to Evergreen Valley College.
3. TOEFL (Test of English as a Foreign Language). Minimum score based on test type: 500 paper based exam; 173 computer based exam; 61 internet based exam or an IELTS score of 6.0.

**Note:** If applicant has completed degree applicable courses in English with a grade of "C" or better (at an accredited U.S. college/university), the TOEFL may be waived.

4. Original bank verification (signed by certifying official) with a minimum balance of \$22,000 (U.S. currency) from parent/sponsor dated within 6 months of application date.
5. Letter of Financial support, or Affidavit of Support Form (notarized) from parents or sponsor.
6. Official transcripts from all prior colleges/universities.
7. Passport sized photograph.
8. TB Skin Test results. If results are positive, a chest x-ray report will be required. Exams must be dated within 6 months of application date.

International students who plan to transfer to Evergreen Valley College should contact the International Programs and Services Office regarding additional documentation that may be required. Please see the International Students Program web page for complete application guidelines or email [international@evc.edu](mailto:international@evc.edu).

California residents are charged \$46 per unit. In addition to the \$46 per unit registration fee paid by regular students, non-resident students and International Students are required to pay \$265 per unit in tuition and a Capital Outlay fee of \$12. Note: Fees shown are those in effect at the time of publishing and are subject to change without notice. Payment can be made by cash, credit card, money order or check. Students who fail to pay tuition within 14 days of the start of the semester will not be allowed to register and may be dropped from their courses, resulting in immediate notification to the USCIS/SEVIS.

Each international student is required to carry a health insurance policy provided by EVC. EVC provides health insurance through a third party provider, please see the International Program Office for more information.

An international student must complete 12 units each Fall and Spring semester, with an average grade of "C" or better. All 12 units must be taken at Evergreen Valley College, unless you have prior approval from the International Student Counselor or Dean of Enrollment Services.

International students must inform the International Student Office located in SC-214B, whenever he/she: moves, changes name, drops below 12 units, wishes to travel outside the continental U.S., or otherwise fails to uphold the regulations dictated by law. Failure to do so may jeopardize the student's visa status in the United States

**International students must be familiar with and adhere to immigration regulations, and EVC student contract and enrollment. The International Student Program Office is located in SC-214B. The office hours are Monday – Friday 8:30-5:00.**

## **Transcripts from Other Colleges**

Academic work from another regionally accredited college may be used to verify prerequisites, or to meet graduation requirements. Unofficial transcripts may be used when meeting with a counselor to verify or clear prerequisites; however, official transcripts are required when using this academic work for graduation.

Students may meet with a counselor and submit transcripts from other accredited colleges for prerequisite verification and/or to establish reading and writing levels prior to registration. Incoming transfer students should submit official transcripts to the Office of Admissions and Records where applicable. Unofficial copies of transcripts or grade reports may be used for counseling purposes.

Official transcripts from all colleges attended are required of students who have applied for graduation and are candidates for the A.A. or A.S. degree. Failure to provide the transcripts will result in degree denial.

Prior high school and college transcripts must be sent directly to the Office of Admissions and Records. Transcripts may be hand-delivered, but the seal must be unbroken. Official transcripts become the property of the college, and will not be returned to or copied for the student.

All students applying for Veterans Benefits and to the Nursing Program are required to file official transcripts from all previous colleges with the Office of Admissions and Records when applying to EVC.

## Advanced Placement Program

### College Credit for Advanced Placement (AP) Tests

Students with scores of 3, 4, or 5 on Advanced Placement (AP) examinations may earn credit toward Evergreen Valley College AA GE, CSU GE-Breadth, and IGETC requirements in accordance to the chart below. Students who have earned credit from an AP exam should not take a comparable college course because transfer credit will not be granted for both.

G.E. credits and units granted at EVC may differ from course credit and units granted by the transfer institution. To determine how AP scores will be used at the four-year school, please consult the transfer institution catalog.

Exam	EVC AA GE	CSU GE	CSU-Semester Units Earned Toward Transfer	IGETC	UC-Semester Units Earned Toward Transfer
AP Art History	C1 or C2, 3 sem. units	C1 or C2, 3 sem. units	6	3A or 3B	5.3
AP Biology	B2+B3, 4 sem. units	B2+B3, 4 sem. units	6	5B & 5C	5.3
AP Calculus AB <sup>1</sup>	B4, 3 sem. units	B4, 3 sem. units	3	2A	2.7
AP Calculus BC <sup>1</sup>	B4, 3 sem. units	B4, 3 sem. units	6	2A	5.3
AP Calculus BC/AB Subscore <sup>1</sup>	B4, 3 sem. units	B4, 3 sem. units	3	2A	2.7
AP Chemistry	B1+B3, 4 sem. units	B1+B3, 4 sem. units	6	5A & 5C	5.3
AP Chinese Language and Culture	C2, 3 sem. units	C2, 3 sem. units	6	6A & 3B	5.3
AP Comparative Government & Politics	D, 3 sem. units	D, 3 sem. units	3	4	2.7
AP Computer Science AB	n/a	n/a	3	n/a	1.3
AP Computer Science Principles	B4, 3 sem. units	B4, 3 sem. units	6		
AP English Language and Composition	A2, 3 sem. units	A2, 3 sem. units	6	1A	5.3
AP English Literature and Composition	A2 + C2, 6 sem. units	A2 + C2, 6 sem. units	6	1A or 3B	5.3
AP Environmental Science	B1+B3, 4 sem. units	B1+B3, 4 sem. units	4	5A & 5C	2.7
AP European History	C2 or D, 3 sem. units	C2 or D, 3 sem. units	6	3B or 4	2.7
AP French Language and Culture	C2, 3 sem. units	C2, 3 sem. units	6	6A & 3B	5.3
AP German Language and Culture	C2, 3 sem. units	C2, 3 sem. units	6	6A & 3B	5.3
AP Human Geography	D, 3 sem. units	D, 3 sem. units	3	4	2.7
AP Italian Language and Culture	C2, 3 sem. units	C2, 3 sem. units	6	6A & 3B	5.3
AP Japanese Language and Culture	C2, 3 sem. units	C2, 3 sem. units	6	6A & 3B	5.3
AP Latin	C2, 3 sem. units	C2, 3 sem. units	6	6A & 3B	5.3
AP Macroeconomics	D, 3 sem. units	D, 3 sem. units	3	4	2.7
AP Microeconomics	D, 3 sem. units	D, 3 sem. units	3	4	2.7
AP Physics 1 <sup>1</sup>	B1+B3, 4 sem. units	B1+B3, 4 sem. units	4	5A & 5C	5.3
AP Physics 2 <sup>1</sup>	B1+B3, 4 sem. units	B1+B3, 4 sem. units	4	5A & 5C	5.3
AP Physics C (electricity/magnetism) <sup>1</sup>	B1+B3, 4 sem. units	B1+B3, 4 sem. units	3	5A & 5C	2.7
AP Physics C (mechanics) <sup>1</sup>	B1+B3, 4 sem. units	B1+B3, 4 sem. units	3	5A & 5C	2.7
AP Psychology	D, 3 sem. units	D, 3 sem. units	3	4	2.7
AP Seminar	n/a	n/a	3	n/a	

AP Spanish Language and Culture	C2, 3 sem. units	C2, 3 sem. units	6	6A & 3B	5.3
AP Spanish Literature and Culture	C2 3, sem. units	C2 3, sem. units	6	6A & 3B	5.3
AP Statistics	B4, 3 sem. units	B4, 3 sem. units	3	2A	2.7
AP Studio Art - 2D Design	n/a	n/a	3	n/a	5.3
AP Studio Art - 3D Design	n/a	n/a	3	n/a	5.3
AP Studio Art - Drawing	n/a	n/a	3	n/a	5.3
AP U.S. Government & Politics	D+US-2 <sup>2</sup> , 3 sem. units	D+US-2 <sup>2</sup> , 3 sem. units	3	4	2.7
AP U.S. History	(C2 or D)+US-1 <sup>2</sup> , 3 sem. units	(C2 or D)+US-1 <sup>2</sup> , 3 sem. units	6	3B or 4	5.3
AP World History	C2 or D, 3 sem. units	C2 or D, 3 sem. units	6	3B or 4	5.3

<sup>1</sup> If a student passes more than one AP exam in Calculus or Physics, only one examination may be applied to the baccalaureate.

<sup>2</sup> Only clears the US government portion of the CSU graduation requirement in American History and Institutions. Student will still need to complete an additional class to meet US-3: California state and local government.

## International Baccalaureate (IB)

A score of 5, 6 or 7 on Higher Level exams is required to grant credit for IGETC certification. An acceptable IB score for IGETC equates to either 3 semester or 4 quarter units for certification purposes. Students who have earned credit from an IB exam should not take a comparable college course because transfer credit will not be granted for both.

International Baccalaureate (IB) Exam	CSU GE Passing Score	Minimum CSU Semester Units Earned	CSU GE Area	Semester Units Earned Toward Certification	IGETC Passing Score	Minimum UC Semester Units Earned	IGETC Area	Semester Units Earned Toward Certification;
IB Biology HL	5	6	B2	3	5 or 6 or 7		5B (no lab)	3
IB Chemistry	5	6	B1	3	5 or 6 or 7		5A (no lab)	3
IB Economics HL	5	6	D	3	5 or 6 or 7		4	3
IB Geography HL	5	6	D	3	5 or 6 or 7		4	3
IB History (any region) HL	5	6	C2 or D	3	5 or 6 or 7		3B or 4	3
IB Language A Literature HL	4	6	C2	3	5 or 6 or 7		3A or 6B	3
IB Language A Language and Literature HL	4	6	C2	3	5 or 6 or 7		3B or 6A	3
IB Language A1 (any language) HL	4	6	C2 (removed F13**)	3	5 or 6 or 7			3
IB Language A2 (any language) HL	4	6	C2 (removed F13**)	3	5 or 6 or 7			3
IB Language B (any language) HL*	4	6	n/a	0	5 or 6 or 7		6A	3
IB Mathematics HL	4	6	B4	3	5 or 6 or 7		2A	3
IB Physics HL	5	6	B1	3	5 or 6 or 7		5A (no lab)	3
IB Psychology HL	5	3	D	3	5 or 6 or 7		4	3
IB Theatre HL	4	6	C1	3	5 or 6 or 7		3A	3

\* The IB curriculum offers language at various levels for native and non-native speakers. Language B courses are offered at the intermediate level for non-natives. Language A1 and A2 are advanced courses in literature for native and non-native speakers, respectively.

\*\* Students seeking certification in GE Breadth prior to transfer must have passed the test before this date.

<sup>1</sup> Minimum CSU semester units earned count toward eligibility for admission. The units may not apply towards Associate Degrees for Transfer (AD-T) or the baccalaureate degree. The units may not all apply toward certification of the corresponding GE-Breadth area. See Executive Orders 1036 and 1100 for details.

<sup>2</sup> CSU GE Area: Areas of GE Breadth (A1 through E) are defined in EO 1100. Areas of American Institutions (US-1 through US-3) are set forth in Sections IA and IB of EO 1061, and at ASSIST.org.

For UC: Students should refer to individual campus catalogs/bulletins for more information on how subject credit may be granted.



## College Level Examination Program (CLEP)

CLEP cannot be used on IGETC

CLEP Exam	Passing Score	Minimum Semester Credit Earned	Semester Units Toward CSU GE Breadth Certification	CSU GE Breadth Area and/or American Institutions
CLEP American Government	50	3	3	D
CLEP American Literature	50	3	3	C2
CLEP Analyzing and Interpreting Literature	50	3	3	C2
CLEP Biology	50	3	3	B2
CLEP Calculus	50	3	3	B4
CLEP Chemistry	50	3	3	B1
CLEP College Algebra	50	3	3	B4
CLEP College Algebra - Trigonometry	50	3	3	B4
CLEP College Composition	50	0	0	n/a
CLEP College Composition – Modular	50	0	0	n/a
CLEP College Mathematics	50	0	0	n/a
CLEP English Composition (no essay)	50	0	0	n/a
CLEP English Composition with Essay	50	0	0	n/a
CLEP English Literature	50	3	3	C2 (removed F11**)
CLEP Financial Accounting	50	3	0	n/a
CLEP French Level I*	50	6	0	n/a
CLEP French Level II*	59	12	3	C2 (removed F15**)
CLEP French Level II	59	9	3	C2
CLEP Freshman College Composition	50	0	0	n/a
CLEP German Level I*	50	6	0	n/a
CLEP German Level II*	60	12	3	C2 (removed F15**)
CLEP German Level II*	60	9	3	C2
CLEP History, United States I	50	3	3	D6+US-1
CLEP History, United States II	50	3	3	D6+US-1
CLEP Human Growth and Development	50	3	3	E
CLEP Humanities	50	3	3	C2
CLEP Information Systems and Computer Applications	50	3	0	n/a
CLEP Introduction to Educational Psychology	50	3	0	n/a
CLEP Introductory Business Law	50	3	0	n/a
CLEP Introductory Psychology	50	3	3	D9
CLEP Introductory Sociology	50	3	3	D0
CLEP Natural Sciences	50	3	3	B1 or B2
CLEP Pre-Calculus	50	3	3	B4
CLEP Principles of Accounting	50	3	0	n/a
CLEP Principles of Macroeconomics	50	3	3	D2

CLEP Principles of Management	50	3	0	n/a
CLEP Principles of Marketing	50	3	0	n/a
CLEP Principles of Microeconomics	50	3	3	D2
CLEP Social Sciences and History	50	0	0	n/a
CLEP Spanish Level I*	50	6	0	n/a
CLEP Spanish Level II*	63	12	3	C2 (removed F15**)
CLEP Spanish Level II*	63	9	3	C2
CLEP Trigonometry	50	3	3	B4 (removed F06**)
CLEP Western Civilization I	50	3	3	C2 or D6
CLEP Western Civilization II	50	3	3	D6
		These units count toward eligibility for admission. The units may not apply towards Associate Degrees for Transfer (AD-T) or the baccalaureate degree. The units may not all apply toward certification of the corresponding GE-Breadth area. See Executive Orders 1036 and 1100 for details.	Areas of GE Breadth (A1 through E) are defined in EO 1100. Areas of American Institutions (US-1 through US-3) are set forth in Sections IA and IB of EO 1061, and at assist.org.	**Students seeking certification in GE Breadth prior to transfer must have passed the test before this date.

- \* If a student passes more than one CLEP test in the same language other than English, then only one examination may be applied to the baccalaureate. For each test in a language other than English, a passing score of 50 is considered "Level I" and earns six units of baccalaureate credit; the higher score listed for each test is considered "Level II" and earns additional units of credit and placement in Area C2 of GE Breadth, as noted.

## Transfer Credit

Students may request that units earned at other regionally accredited collegiate institutions be reflected on their EVC transcript. To receive such credit, the student must have official transcripts of the prior work sent directly to the Office of Admissions and Records. Transcripts may also be hand-delivered if the seal remains unbroken. **Upon evaluation, acceptable transfer units of credit will be posted separately in the upper section of the student's permanent academic record.** Evergreen Valley College follows the guidelines in the Transfer Credit Practices published by the American Association of Collegiate Registrars and Admissions Officers (ACCRAO) to determine which institutions have been granted regional accreditation.

Courses completed at other colleges, which have been granted regional accreditation by ACCRAO, may be evaluated as meeting requirements for graduation and/or general education with petition to the Office of Admissions and Records. Counselors are available to assist the student in this process.

Transcripts from former institutions that are on file in the Office of Admissions and Records are destroyed three years after the student's last semester of enrollment at Evergreen Valley College.

## Credit for Military Service

Students who have completed a minimum of 185 days of active duty in the United States Armed Forces may receive two units of credit for Physical Education, two units for Health Education, and two units for Military Service after submitting a copy of their Discharge (DD214). Additional units, for certain military technical schools, may be granted upon evaluation of the student's American Council on Education Registry Transcript.

Veterans receiving VA benefits must file the DD-214 with the Office of Veterans Affairs and complete an application for benefits prior to certification. Credit granted for military schools is based upon recommendation of the American Council on Education.

For more information please contact the Veterans Coordinator in the Office of Admissions and Records, or by calling (408) 270-6430, or visit the website at <http://www.evc.edu/current-students/support-programs/veterans-freedom-center>.

## Credit by Examination

### Board Policy 4235

Credit may be earned by students who satisfactorily pass authorized examinations. The District Chancellor shall establish administrative procedures to implement this policy.

### Departmental Credit by Exam

Students may earn college Credit by Examination under specified conditions, however, not all courses can be challenged using Credit by Examination. Students may not earn more than 12 units of Credit by Examination, and must have earned a total of 12 EVC units prior to applying for Credit by Exam. Students must be registered at Evergreen Valley College at the time they apply and take the examination. The appropriate instructional dean must approve an application for credit by examination. The \$46 per unit registration fee will be charged for credit

by exam. Credit by Exam is available only to registered students in good standing and only for courses listed in the EVC catalog.

## Non-Collegiate Courses

Upon presentation of certificates from non-collegiate agencies, credit may be granted. Credit will be granted according to the recommendation approved or listed in the Instructional Guide for Non-Credit Courses published by the American Council of Education.

## Open Enrollment & Registration Priorities

### SB-1456 - State Mandated Enrollment Priority Regulations

In September 2012, the Board of Governors unanimously approved title 5 regulations that established system-wide enrollment priorities designed to restructure the matriculation process and standardize student registration. Accordingly, the regulations are intended to ensure that students who wish to transfer, pursue a degree, complete a certificate program, or seek career advancement have access to the necessary courses and are provided support and encouragement to make progress toward achieving their educational goals. The regulations require that information about the new policies be disseminated to students beginning in Spring 2013 and mandates full implementation by Fall 2014.

### Title 5 – Enrollment Priorities

Under the new priority enrollment regulations, "priority registration dates" will be assigned to active duty military and recently discharged veterans, current and former foster youth, students in Disabled Student Programs Services, CalWORKS, and Extended Opportunity Programs & Services. These student groups are permitted to enroll during the first opportunity of registration. Accordingly, under the new mandates, students in the selected enrollment priorities outlined in Title 5 must maintain satisfactory academic progress in order to be assigned a priority registration date.

### Enrollment Matrix

Students will be assigned priority registration in accordance with Senate Bill SB 1456 – Student Success Act of 2012 & San José Evergreen Community College District Board Policy (BP 5050). These policies and legislative mandates require the implementation of an official district-wide enrollment matrix in order to assign priority registration for all students. As of May 20, 2014, the approved enrollment matrix for San Jose Evergreen Community College is as follows:

#### Enrollment Matrix

Title 5 Group Designation	Student Categories	Registration Day
1	Veterans, Foster Youth, CalWORKS, EOPS, OASISS, DSP & EVC Promise	1-3
2	Honors	3
3	Continuing & New Students	4+

## Enrollment Matrix

Title 5 Group Designation	Unit Category	Registration Level	Registration Day
3	71-99	1	4+
3	31-70	2	5+
3	1-30	3	6+
4	New students w/completed assessment, orientation, and educational plan	4	7+
5	100+ units completed, Dismissal students	5	8+

All courses (except those exempted by statute or regulation) shall be fully open to enrollment and participation by any person who has been admitted to the college(s) and who meets prerequisites established in accordance with state regulations.

## Classification of Students

### New Student

A student who has never enrolled at any college. Students that recently graduated from high school are always considered "new students."

### Continuing Student

A student who was enrolled at Evergreen Valley College the preceding semester.

### Former (Returning) Student

A student who has previously attended Evergreen Valley College but not during the preceding semester.

### New Transfer Student

A student who has attended a college other than Evergreen Valley College.

### International Student

A student from any country other than the United States who has applied to Evergreen Valley College and has been accepted into the International Student Program.

### Nonresident Student

A student who has not met California residency requirements and must pay nonresident tuition unless he/she meets the AB 540 eligibility requirements.

## Student Status (Full-Time/Half-Time)

### Fall and Spring Semesters

Full-time student: registered for 12 or more units

Half-time student: registered for 6-11 units

### Summer Session

Full-time student: registered for 4 or more units

Half-time student: registered for 2-3 units

## Minimum Unit Requirements

To maintain eligibility in the following programs, a student must carry minimum units as noted below. (There are no minimum unit requirements for EVC college enrollment; the list below relates to benefits or special eligibility):

1. International Students: 12 units per semester.
2. Social Security, California State Disability, and PL 674: Check with respective benefits offices for requirements.
3. Veteran's Dependents and PL 634: See Veterans Coordinator in Admissions and Records, call (408) 270-6430 for specific requirements.
4. Students in special programs such as EOP&S, etc.

## Maximum Unit Load

Regular students are restricted each semester to a maximum load of 18 units during a regular semester or 7 units during a summer or January intersession.

Students who wish to take more than the maximum load in any term must petition and obtain approval from a counselor. Students need to bring the completed and signed excess units petition to Admissions & Records in order to register for additional courses.

Concurrently enrolled high school students are restricted to 11 units, but are strongly recommended to enroll in no more than six units of coursework at any given time. If you are permitted to enroll in 12 or more units, you will be responsible for paying full fees as a regular student.

## Adding Classes

### Before Classes Begin

Students may change their class schedule via MyWeb, or in person at Admissions and Records, prior to the start of the semester if:

- The regular semester has not started.
- The class has seats available.
- And the class has no waiting list.

### After Classes Begin

Students may add a class during the first two weeks of the semester. To petition a class you must:

- Go to the class as soon as possible.
- Ask the instructor if you can add the class.
- Obtain add code sticker from instructor.
- Process add code by going online to <https://myweb.sjeccd.edu>.
- Verify your class was added by going online to <https://myweb.sjeccd.edu>.
- If you experience problems with your add code, bring it to Admission and Records Office immediately for processing.

\* No late adds for semester classes will be accepted after the second week of the semester. If extenuating circumstances exists, students are encouraged to obtain a LATE ADD PETITION from the Office of Admissions and Records or Academic Division Office

You have until the third Sunday of the month in September at 10:00 PM to add a regular 16 week course by web using the Add Code;

after that, the authorization code is no longer valid. Please refer to the official academic calendar located at <http://www.evc.edu/current-students/academic-calendar>.

Students cannot be added to a course if:

- They do not meet the prerequisite
- They have already completed the course, unless it is repeatable
- They have a time conflict. For more information see Class Conflicts under Attendance
- They do not have a current application on file
- They have a hold for academic standing or fees owed
- They do not have high school approval form (R-40)
- They are already enrolled in 18 units
- The third Sunday of the month in September and 10:00 PM has elapsed for regular 16 week courses only

What if I have trouble registering?

If you're having trouble registering for one of the reasons above, contact the Office of Admissions and Records at (408) 270-6441. If you are having problem accessing MyWeb, or are having problems with your password, contact MyWeb Technical Support Center at (408) 270-6411.

## Dropping Classes

Students are responsible for dropping their classes; classes are not dropped automatically for non-attendance. A student may drop a class by using MyWeb.sjeccd.edu, or in-person at the Office of Admissions and Records. The following rules apply to dropping a class:

1. No "W" (Withdrawal) symbol or record of the course will occur on the student's permanent record if the student drops by the deadline to drop without a W grade. Please refer to the Academic Calendar for specific deadlines.
2. A "W" (Withdrawal) symbol will be assigned if the student drops the course on or after the deadline to drop with a W grade.
3. Students must receive an evaluative grade (A-F; FW; P/NP) if they do not drop by the deadlines above.
4. Students may be granted a "W" (Withdrawal) symbol when withdrawal is granted due to extenuating circumstances. "Extenuating circumstances" are defined as verifiable cases of accidents, illness, or other circumstances beyond the students' control.
5. Students are responsible for all associated fees for classes they do not officially drop by the established deadline.

NOTE: Instructors may drop students for attendance related reasons. See information on attendance in Chapter 6.

## Student Success Policies

The San José Evergreen Community College District (SJECCD) regards student success as the forefront mission. On January 22, 2013, the SJECCD Board of Trustees adopted its own student success definition and policy (BP 5050). Policies that not only uphold the State's new mandates and the California Community College Board of Governors recently adopted title 5 regulations but embody a broader and more holistic definition of student success.

## SJECCD Student Success Definition

Student Success for community college students means more than just obtaining degrees, transfer, certificate, or career advancement. It also means the achievement of the individual student's self-established educational goals including completing a specific course, program, career and/or technical education to maximize the skills necessary for becoming a better person, worker, and/or citizen. Student success is not merely an outcome, but also a process. It's a journey that encompasses multiple levels of achievement and milestones such as abilities to: analyze, synthesize, and evaluate information; effectively communicate with others; achieve proficiency in subjects including science, mathematics, computer/technical skills, world languages, history, geography, and global awareness; collaboratively work in culturally diverse settings; be leaders who see projects through to completion; be responsible decision makers who are self-motivated; be active civic participants; and be ethical individuals who are committed to their families, communities, and others. Student Success is everyone's responsibility demonstrated through role modeling, support, opportunity, equity, and social justice.

## Leadership/Governance

Students succeed because of the work of the governing boards, chief executives, faculty, staff, administrators and students. Strong and supportive leadership is required to overcome cultural assumptions and systemic inertia that accepts the behavior that says "but we have always done it this way."

The Board's commitment to student success is to ensure the availability of resources for the colleges to:

- Ensure that Student Success is a shared responsibility.
- Mandate college orientation.
- Mandate assessment.
- Limit or eliminate late registration.
- Mandate advising and counseling and educational plans, targeted support and/or student success courses especially for high-risk students.
- Require or strongly encourage students to enroll in needed basic skills and prerequisite courses in their first term(s).
- Provide integrated basic skills programs and services that are evidence-based.
- Promote the use of disaggregated student progress data (qualitative and quantitative) and cohort tracking to foster inquiry and improve programs; engage in "courageous conversations."
- Foster common definitions of student progress and the ability to benchmark progress.
- Foster curricular and program design that addresses diversity in learning styles and cultural backgrounds.
- Engage employees in professional development focused on improving student success, including cultural competency and effective teaching/learning for students with a wide variety of backgrounds and skills.
- Revisit hiring practices for faculty to ensure effective teaching skills, including and particularly for faculty teaching basic skills courses.
- Adequately fund, staff and support programs on both campuses to create a culture of service and civic responsibility, and to provide students with opportunities to engage in social change work.

## State Mandated Enrollment Priority Regulations

In September 2012, the Board of Governors unanimously approved title 5 regulations that established system-wide enrollment priorities designed to restructure the matriculation process and standardize student registration. Accordingly, the regulations are intended to ensure that students who wish to transfer, pursue a degree, complete a certificate program, or seek career advancement have access to the necessary courses and are provided support and encouragement to make progress toward achieving their educational goals. The regulations require that information about the new policies be disseminated to students beginning in spring 2013 and mandates full implementation by Fall 2014.

### Title 5 – Enrollment Priorities

Under the new priority enrollment regulations, priority registration dates will be assigned to active duty military and recently discharged veterans, current and former foster youth, followed by students in Disabled Student Programs Services and Extended Opportunity Programs & Services. These student groups are permitted to enroll during the first week of continuing registration. Accordingly, under the new mandates, students in the “protective title 5 category” must maintain satisfactory academic progress in order to be assigned a priority registration date.

### Student Success Mandates

The main objective of the Student Success Act of 2012 is to assist students in planning and achieving their academic and career goals. In accordance with this act, students are required to complete mandatory orientation, assessment and counseling (educational plan) prior to registration.

### Maintain Satisfactory Academic Standing

Both new and continuing students who maintain satisfactory academic progress and are in good standing will be granted an earlier registration date and time over those who are not in good academic standing.

Students who are on academic or progress probation for two consecutive terms will lose ability to register early over those students who are in good academic standing. A one-time appeal will be allowed for students who can demonstrate that the unsatisfactory academic standing is based on extenuating circumstances.

### 100 Unit Cap

Students who have less than 100 units (not including units in basic skills English, Math or English as a Second Language) completed will be granted an earlier registration date and time over those who have exceeded the 100 unit threshold. Exemptions to the high unit cap will be granted for students enrolled in high unit majors.

### Student Success Support Program

The goal of the Student Success & Support Program (formally “Matriculation”) is to ensure all students are prepared with the essential tools to be successful in college and beyond. At Evergreen Valley College (EVC) the Student Success Center provides an array of support services to assist students in planning and achieving their academic and career goals, including orientation, Multiple Measures Assessment Project (MMAP), counseling, advising and educational planning as well as follow-up services.

An **Orientation** provides general information regarding EVC’s services and programs. Students are provided with an overview of transfer and degree requirements, vocational programs, and student services as well

as academic expectations, facilities and resources available. The College offers online orientations for all students. For more information please contact (408) 270-6475 or Orientation@evc.edu.

The **Assessment** process is designed to help students determine the best starting point in English as a Second Language (ESL) based on their past academic experience and abilities. The campus is committed to using multiple measures in all aspects of evaluation. Student (ESL) assessments are available throughout the academic year. Questions regarding assessment should be directed to the Assessment Center at (408) 274-7900 ext. 6636.

**Counseling, Advising and Educational Planning** are required to ensure students are receiving the appropriate guidance, tools, courses and support to achieve their academic and career goals. In addition, various early intervention and follow up services are in place to foster student success. To schedule an appointment online visit <http://evesars.evc.edu/sars/Counsel/eSARS.asp>. For more information or to make an appointment with a counselor contact (408) 270-6475.

### College Responsibilities

- Provide an enrollment service that will enable the college to collect required information on students.
- We utilize multiple measures in the course placement process to determine a student’s academic readiness in English, Reading, math, and ESL (English as a second language).
- Provide a new student orientation to familiarize students with college programs, services, facilities, academic expectations, and college policies and procedures.
- Provide counseling services to assist students in developing a student educational plan and provide information regarding campus support programs and services.
- Provide additional services to assist students who have not declared an educational goal, are enrolled in basic skills courses, are on academic probation/dismissal, or require academic follow-up.
- Establish a process to monitor a student’s progress and provide necessary assistance toward meeting educational goals.
- Inform students about district procedures for challenging state-mandated provisions.

### Student Responsibilities

- Submit official transcripts from previously attended high schools and colleges.
- Read the college catalog, schedule of classes, and other materials which provide details of college policies and procedures.
- Indicate an educational goal upon admission.
- Declare a major or course of study upon completion of 15 degree applicable units.
- Participate in MMAP, Orientation and Counseling/Advisement services in order to achieve stated educational goals.
- Take advantage of other follow-up support services deemed necessary by the college that will also help achieve educational and personal goals.
- Attend all classes and complete all course assignments.
- Complete courses and maintain progress toward stated educational goals.



## Student Success & Support Program Exemption Policy

The San José Evergreen Community College District requires all students to fully participate in each college's Student Success & Support Program services. A student may be exempt from the Orientation, and/or Counseling/Advisement component of the Student Success & Support Program if one or more of the following exemption criteria are met.

New students may be exempted from the Orientation and/or the Counseling components if they:

- Are enrolling in apprenticeship or short-term courses.
- Have previously earned a college degree.

All students are included in the follow-up services.

## Early Alert

The Early Alert program is a close partnership among instructors, counselors, support staff, and the District ITSS. The goal of the Early Alert program is to support students' success by providing intervention support and follow-up services. At any time in the first six weeks of each semester, EVC instructors have the opportunity to notify the Student Success Center of any students in their class(es) who may need extra help based on students' classroom performance. The early alert counselor along with Student Success staff contact these students in order to inform them of the array of student support services available to them, including free tutoring, student success workshops, and counseling. Designed to be supportive rather than punitive, Early Alert is not reflected on students' transcripts and does not affect their GPA or their financial aid.

Visit online at [http://www.evc.edu/StudentAffairs/Documents/Early\\_Alert\\_FAQs\\_for\\_Students.pdf](http://www.evc.edu/StudentAffairs/Documents/Early_Alert_FAQs_for_Students.pdf)

## Student Fees

### Enrollment Fees

All regular students are required to pay enrollment fees at the time of in-person registration. Registration fees made online or by phone are due by published deadlines ([www.evc.edu](http://www.evc.edu) - quick links section) or students may be dropped from coursework. Courses added after the first day of classes must be paid in full or dropped before the Census Day. California residents are charged \$46 per unit. The California Legislature may revise enrollment fees at any time, and retroactively charge students already enrolled.

High school students attending classes part-time in the SJECCD will **not** be charged enrollment fees, but other fees may be required, such as parking, books, and materials. High school students attending full-time will be charged all fees per California state requirements.

### California College Promise Grant (formerly BOG waiver)

Students may be eligible for a California College Promise Grant – CCPG. Please see the information in the Financial Aid section of this catalog.

Applications for the CCP Grant are available in the Office of Financial Aid or online at <http://www.evc.edu/StudentAffairs/Documents/CA%20Promise%20Grant.pdf>.

### Parking Permits and Fees

Semester parking permits are \$45 automobile / \$15 motorcycle and are available for purchase online at <https://MyWeb.sjecccd.edu>. **There are no refunds for parking permit purchases.** If you are a Financial Aid

student receiving a California College Promise Grant (CCPG), your parking discount will be automatically applied online. Every online purchase of a permit will include a temporary permit that can be printed and used immediately. Daily permits are \$3 cash and are available from vending machines located in Student Parking Lots. Paid parking is enforced Monday through Saturday; parking without a permit or parking along Yerba Buena or San Felipe Roads may result in a parking ticket fine. Permits and daily parking tickets are good at both EVC and SJCC campuses. A parking permit does not guarantee a parking space, but merely gives the student the convenience of not buying daily permits.

Students who receive a CCPG will only be required to pay \$25 per term.

## Transit Fee - VTA Eco Pass

Valley Transportation Authority (VTA) Eco Pass Clipper Card is here!

Effective Fall semester 2016, a personalized VTA Eco Pass Clipper Card (Eco Pass) became available to all registered Evergreen Community College students. This gives EVC students the opportunity to utilize affordable public transportation on the VTA Bus and VTA Light Rail systems. The Eco Pass can only be used on the VTA Bus and VTA Light Rail systems within Santa Clara County.

EVC Student ID cards are separate from the Eco Pass. Both cards are available at the Admissions and Records Office.

Students can receive the Eco Pass for each enrolled semester. If a student is enrolled for the Fall semester, the Eco Pass is valid for the Fall semester through Intersession. Students enrolled in the Spring semester have Eco Pass use through the Spring semester and Summer session.

The Eco Pass fee will be charged automatically upon student enrollment.

Students enrolled half-time or more (6.0 units or more): \$11.00 per semester

Students enrolled less than half-time (less than 6.0 units): \$6.50 per semester

Concurrent enrolled students may opt to purchase the Eco Pass at the same rate as regular students. For more information please visit: <http://www.evc.edu/StudentAffairs/Documents/VTA-pass-faq.pdf>

## Student Health Services Fees

The District provides a Health Clinic to assist students (see Student Health Services for list of services provided and location).

The Health Services fee is \$21 per semester, payable at the time of registration. The fee is non-refundable unless the student withdraws from all classes prior to the end of the 10th class day of the term, or the District cancels all of the student's classes.

Mandatory Health Fee with the Following Exceptions:

- Concurrently enrolled high school students with an approved R-40 and R-42 form on file
- Indentured apprentices fulfilling related instruction requirements (with proper documentation required)
- Students who are dependent exclusively upon prayer for healing, in accordance with teachings of a bonafide religious sect, denomination, or organization (proper documentation required)
- Students enrolled only for classes meeting off-campus
- Students taking Friday evening, Saturday, or Sunday classes only

- Students taking only short-term classes which meet on campus seven times or less
- Waiver or refund of the AS Activity Fee or the Health Fee may be requested in the Office of Admissions & Records. These requests should be made during the beginning of each semester.

Note: Fees are subject to change by the Legislature.

## Associated Students (AS) Fee

Funds collected from this \$5 fee (optional/refundable) are used to support various educational, academic, cultural, athletic, social, recreational, and community activities including scholarships for students. Stickers are issued at the time of registration through Admissions and Records.

## Student Representation Fee

The Student Representation Fee is a \$1 nonrefundable fee collected at registration. This fee was approved by popular student vote. The fee ensures EVC students representation of every form of government. Concurrently enrolled high school students with an approved R-40 on file are exempt from paying this fee.

## Material Fees

Many classes require a material fee. The rates vary by class. Please check individual course offerings for the amount required. Nursing courses are assigned substantial material fees. These fees must be paid prior to the beginning of the term in which the material will be provided.

## Non-Resident/International Student Tuition

In addition to the \$46 per unit registration fee paid by regular students, non-resident students and International Students are required to pay \$265 per unit in tuition and a Capital Outlay fee of \$4 per unit. Students in this classification are required to pay by cash, check, credit card or money order at the time of registration.

## International Student Health Fee

For the 2019-2020 Academic School Year, international students shall pay the international health fee for the Fall in the amount of \$592.50 and for the Spring semester in the amount of \$829.50. Each academic year the fee will be adjusted based upon the negotiated rate.

## Miscellaneous Fees

- Verification of Enrollment  
Upon written request to the Office of Admissions and Records, a student will receive an official verification of enrollment for courses taken at Evergreen Valley College only. Each official Verification of Enrollment at the college will be assessed a \$4 fee.  
Third-party agencies must request verifications through the National Student Clearinghouse at: [www.studentsclearinghouse.org](http://www.studentsclearinghouse.org).
- General Education Certification  
Upon written request, the Office of Admissions and Records will conduct a General Education Certification for a fee of \$5.
- Transcripts  
Upon written request to the Office of Admissions and Records, students are provided with the first two copies of their official transcripts free of charge; thereafter, a fee of \$4 per copy applies. Emergency transcripts are available at \$10 per copy.  
The college does not re-issue or certify copies of transcripts from other institutions for distribution. Transcripts must be ordered directly from the institution where the work was completed.
- Student ID Card Replacement Fee

Student Identification Cards are issued free at the time of registration in the Admissions and Records Office. The ID cards are used to access the College Library, Health Center, and other services. The ASB sticker is also placed on the ID card for access to special AS Services and discounts. Replacement photo ID cards cost \$7 (non-refundable). If the student has registered online, and all fees have been paid, the Student ID may be picked up at Admissions and Records.

- Students may access their registration schedules online at [MyWeb.sjeccd.edu](http://MyWeb.sjeccd.edu) free of charge.

## Payment Methods and Deadlines

- Payment When Registering  
A person may pay in person or online. When registering in person fees will be due upon registration. Payments may be made by cash, check, traveler's check, money order, or Visa/Master Card. Credit card payments may be made online at [MyWeb.sjeccd.edu](http://MyWeb.sjeccd.edu) (A \$10 processing fee is charged for each returned check.)
- Payment Deadlines  
Students are responsible for paying all fees by the published deadlines, and may be dropped for non-payment prior to the first day of the term. Note: If students are dropped for non-payment, they will be notified by letter from the college. Simply not showing up or not continuing to attend may result in an "F," and Financial Aid Students may need to pay back some of the financial aid monies received.
- Payment When Adding Classes  
When adding courses after the term begins, students will be held responsible for fees, even if they do not attend the classes for which they enroll. (Please also refer to guidelines for dropping classes to avoid fee penalties.)
- Fines And Holds  
Library/Media: Students with overdue library materials will be charged a fine for the late return of materials. Until overdue materials are returned or their replacement cost paid, a hold will be placed on the student's record and no access to registration or records will be available.

## Failure To Clear Financial Obligations

A student is responsible for paying all financial obligations at the College. The College and the District will deny further services to a student who does not pay their fees by published deadlines.

Students with a "fee hold" cannot register for subsequent semesters, request a copy of transcripts or transfer I-20 records.

See also Board Policy 5030, Fees, Administrative Procedure 5030, Fees, and, Administrative Procedure 5031, Instructional Materials.

## Official Withdrawal from College

### Withdrawal from All Classes

A student leaving the college is responsible for paying all college related debts. Students with balances due will not be able to enroll, receive transcripts, or receive other services until all debts have been paid.

Students on Financial Aid who wish to withdraw from all classes must submit a Complete Withdrawal Form and complete an exit interview with the Financial Aid Director. See Return of Title IV Aid Policy section.

## Military Withdrawal

Military withdrawal occurs when a student who is a member of the U.S. Military, receives orders necessitating a withdrawal from classes. Upon verification of such orders, the withdrawal symbol of "MW" shall be assigned. Military withdrawals shall not be counted in "satisfactory academic progress probation and dismissal calculations." Further, the following courtesies are available to the student:

- In the case of a student who is an active or inactive member of the military services and who receives orders compelling a withdrawal from courses, the District will, upon petition of the affected student, refund the entire enrollment fee for courses in which academic credit is not awarded.

## Unofficial Withdrawal - "FW" Academic Grading Symbol

It is the sole responsibility of each student to register for and drop a course if necessary. Faculty can support students by notifying them of add and drop deadlines. If, however, a student stops coming to class after the last day to officially withdraw or fails to adhere to the instructor's attendance policy, faculty may assign the "FW" academic grading symbol. The formal "FW" definition is noted below:

The "FW" grade is an indication that a student has ceased participating in a course after the last day to officially withdraw from the course without having achieved a final passing grade, **and** that the student has not received authorization to withdraw from the course under extenuating circumstances (late withdrawal). The "FW" symbol may not be used if a student has qualified for and been granted military withdrawal "MW". If an "FW" is used, its grade point value equals zero (0), and it will be calculated into the GPA in the same manner as an "F" grade. If applicable, the Financial Aid Office will apply the Return to Title IV funds formula.

## Refunds

The college does not issue refunds automatically.

- Students must file a refund request with the Office of Admissions and Records generally by the Friday of the second week of the semester. (Refer to the Academic Calendar for specific dates, including short-term courses and Summer/Intersession deadlines).
- The District does not carry credit balances over semesters; students who do not apply for refunds forfeit any credit balances they may have.
- Students who have paid for their courses, and then apply for and receive a fee waiver, have until the last day of the current fiscal year (June 30th) to request a refund.
- Refunds for canceled classes will be honored only if requested during the term in which the classes were canceled.

No refunds of any type will be granted until all other financial obligations to the District have been satisfied. Refund requests normally take four to six weeks after the deadline to process, and are mailed directly to the student.

There is a \$10 processing fee for all registration-associated refund requests (California Title V 58508). Refunds will be made in full for the qualifying amount, minus the processing fee. Processing fees "related to refund requests are limited to enrollment fees only."

For information on textbook refunds, please refer to the CAMPUS STORE section of the College Schedule of Classes for refund policies on textbooks.

See also Board Policy 5030, Fees, Administrative Procedure 5030, Fees, and, Administrative Procedure 5031, Instructional Materials.

## Financial Aid Programs

### General Information

Student aid at Evergreen Valley College is available from various sources (federal, state, and institution). The Financial Aid Office, also, process aid from outside sources (private scholarships).

Student aid can be:

- Grants (financial aid funds that do not have to be repaid)
- Scholarships (financial aid funds that do not have to be repaid)
- Loans (borrowed funds that have to be repaid with interest)
- Job Opportunities (funds earned through work to help pay for college costs)

Each funding source and program has its own set of eligibility criteria and regulations. The following programs are available to qualified students.

### Federal Student Aid Programs

- **Federal Pell Grant:**  
Pell Grants provide financial assistance to eligible part-time and full-time students and are based on a student's enrollment and Expected Family Contribution (EFC). Effective July 1, 2012 – Pell Grant eligibility is limited to the equivalent of 6 full-time years (600% Lifetime Eligibility).
- **Federal Supplemental Education Opportunity Grant (FSEOG):**  
The Federal Supplemental Educational Opportunity Grant is a limited grant fund for Pell-eligible students with the lowest EFC who meet the priority filing deadlines and are enrolled at least half-time.
- **Iraq and Afghanistan Service Grant (IASG):**  
The Iraq and Afghanistan Service Grant provides funds to students who are under 24 years old and whose parent or guardian was a member of the U.S. armed forces and died as a result of military service performed in Iraq or Afghanistan after the events of 9/11.
- **Direct Loans:**  
The Direct Loan program is designed to assist students with educational expenses while attending at least half-time in an eligible program of study. Direct loans are processed and serviced by the federal government. New borrowers as of July 2013 have a maximum of 150% of their program length to complete their program in order to maintain the Federal Subsidy for their Direct Subsidized Loans.
- **Federal Work-Study:**  
Federal Work-Study is a program that provides jobs for students who demonstrate financial need and are enrolled at least half-time in an eligible program. Eligible students are placed into work-study jobs usually, on campus.
- **Other Programs:**  
**AmeriCorps Educational Awards** (processed by the Financial Aid Office)  
**Educational and Training Vouchers for Current and Former Foster Care Youth** (in California known as Chafee Grant, processed by the Financial Aid Office)  
**Veteran's Educational Benefits** (processed by Admissions & Records)

## State Of California Financial Assistance Programs

### • Cal Grant:

**Cal Grants are state funded, need-based, cash grants given to California college students to help pay for college.**

#### • Cal Grant B:

Cal Grant B is for students who are from disadvantaged or low-income families who otherwise would not be able to pursue higher education. This grant may be used at a community college or a university for up to four years.

#### • Cal Grant C:

Cal Grant C helps vocationally oriented students who do not plan to transfer to a university. Training must lead to a recognized occupational goal: diploma, associate degree or certificate. Cal Grant financial criteria must be met.

### • Student Success Completion Grant (SSCG)

**Additional grant funds for full-time (12+ units) Cal Grant B and Cal Grant C recipients.**

### • Extended Opportunity Programs and Services (EOP&S)

- Grants and CARE

- See the EOP&S section of this catalog.

### • Chafee Grant – Federal program that is administered by the state to provide to educational funding for current and former foster youth.

### • California College Promise Grant (CCPG) -See section for more information.

## Eligibility Requirements For Federal And State Financial Aid

Students seeking Aid should:

- Have a high school diploma, GED or equivalent. Students who enrolled before July 1, 2012 can meet this requirement if they passed the Ability to Benefit (ATB) test or have completed 6 degree applicable units,
- Be enrolled in an eligible program,
- Be a U.S. citizen or eligible non-citizen,
- Demonstrate financial need,
- Register with Selective Service (males only),
- Have a valid Social Security Number (for federal student aid),
- Not owe a repayment of a federal grant,
- Not be in default on a federal educational loan, and
- Maintain satisfactory academic progress. To meet this requirement students should:
  - Maintain a minimum 2.0 GPA.
  - Not exceed 150% of the program length (for example, completing more than 90 units for a degree that requires 60 units for completion).
  - Starting July 1, 2017 maintain an overall completion rate of 67% of the units attempted.
  - Submit all requested forms to Financial Aid Office.

## 2019-2020 Nine Month Student Expense Budget (Cost of Attendance)<sup>1</sup>

	Living with Parent	Off-Campus
Fees <sup>2</sup>	\$1,364	\$1,364
Books/Supplies <sup>3</sup>	\$2,771	\$2,771
Personal/ Miscellaneous	\$3,264	\$3,996
Transportation	\$1,512	\$1,512
Maintenance	\$6,786	\$15,084
<b>Total</b>	<b>\$15,697</b>	<b>\$24,727</b>

<sup>1</sup> Pro-rated for programs shorter or longer than the 9-month academic calendar.

<sup>2</sup> Fees include Enrollment fee @ \$46/unit, Health fee, Transportation fee, Associated Students fee and Representation fee.

<sup>3</sup> Books/Supplies has an allowance for computer (technology) related expenses.

Other factors that could affect an expense budget:

- Non-resident fees
- Dependent care
- Out-of-pocket disability-related expenses
- Maintenance and personal/miscellaneous expenses are excluded from the cost of attendance in the case of a Federal Pell Grant for a less than half-time student.

## The California Dream Act

The California Dream Act (comprised of legislation AB 130 & AB131) allows eligible AB540 students to receive state student aid.

- **AB 130**, effective January 1, 2012, allows eligible AB540 students to apply and qualify for state and institutional scholarships.
- **AB 131**, effective January 1, 2013, allows eligible AB540 students to apply and qualify for the California College Promise Grant (formerly known as BOG Fee Waiver), Cal Grants, EOP&S/CARE and Chafee Grant (foster youth only). Most AB540 students are not permitted to receive Federal Financial Aid, such as Federal Pell Grant, Federal Work-Study and/or Direct Loans. There are various private scholarships that you can qualify and be eligible to receive. For a listing of scholarships, please visit our Financial Aid webpage at: <http://www.evc.edu/current-students/enrollment-services/financial-aid-and-scholarships> or go to the MALDEF Scholarship Listing at: <https://www.maldef.org/resources/scholarship-resources/>

For more information go to: [http://www.csac.ca.gov/dream\\_act.asp](http://www.csac.ca.gov/dream_act.asp)

## California College Promise Grant (formerly known as BOGFW)

The CCP Grant was designed to assist students to pay their enrollment fees. This program is financial assistance that does not need to be repaid. You may be eligible for a CCP Grant even if you are not eligible for other financial aid. The application is simple to complete. Regardless of the number of units, the enrollment fee may be waived. Applicants need to apply only once to have fees waived for the academic year, beginning in summer session. Recipients only have to pay \$25 for parking per semester.



## Eligibility

If you are a California resident (as determined by Admissions & Records), there are three ways to qualify for financial aid:

- **Method A (Requires verification documents):**  
For families who are receiving TANF/Cal WORKs, SSI/SSP, or General Assistance, please complete the CCP Grant application.
- **Method B – Qualification subject to meeting the income criteria (see chart below):**  
Dependent students need to report only parents' income. Income includes adjusted gross income (as reported on a federal tax return), wages not reported on a tax return, all untaxed income, cash received, or any money paid on your behalf. Please complete the CCP Grant application.

### 2019-2020 Income Standards for CCP Grant Part B Eligibility

Family Size	2017 Income
1	\$18,210
2	\$24,690
3	\$31,170
4	\$37,650
5	\$44,130
6	\$50,610
7	\$57,090
8	\$63,570
Each additional family member	\$6,480

- **Method C – Complete the FAFSA or Cal Dream Application (for AB540 students):**  
The Financial Aid Office will determine your unmet need after a valid EFC has been established. A CCP Grant will be issued to anyone with at least \$1104 of unmet need. Please complete the FAFSA form to apply.
- **Maintain Satisfactory Academic Standing.** (See the Academic Policies Section of the Catalog)

### Special Classifications (You must file the CCP Grant application)

- You have certification from the California Department of Veterans Affairs or the California National Guard Adjutant General that you are eligible for a dependent's fee waiver.
- You are eligible as a recipient of the Congressional Medal of Honor or as a child of a recipient, or as a dependent of a victim of the September 11, 2001 terrorist attack.
- You are eligible as a dependent of a deceased law enforcement/fire suppression personnel killed in the line of duty.
- You are homeless as determined by the Financial Aid Office or the college homeless liaison.

## \*\*California College Promise Grant Eligibility Requirements\*\*

In order to maintain eligibility for a CCP Grant, you must meet academic and progress standards (Academic Standing).

- **Academic – Maintain a GPA of 2.0 or higher:**  
If your cumulative GPA falls below 2.0 for two consecutive primary terms (fall/spring semesters), you may lose your CCP Grant.
- **Progress – Complete more than 50% of your coursework:**

If the cumulative number of units you complete is not more than 50% in two consecutive primary terms (fall/spring semesters), you may lose your CCP Grant.

- **Combination of Academic and Progress Standards:**

Any combination of two consecutive terms of cumulative GPA below 2.0, and/or cumulative unit completion of not more than 50% may result in loss of CCP Grant.

### Notification Process

EVC will notify students of their Academic Standing within 30 days from the end of each primary semester. Fall and Spring semesters are considered primary semesters.

### Appealing the Loss of CCP Grant Eligibility

Students who have lost their CCP Grant eligibility may appeal their status. Appeals are available online or can be requested at the Financial Aid or Equity Plus offices. Deadlines apply. Students may be required to take a class or attend a workshop as a condition to their approval.

The Financial Aid Office at Evergreen Valley College welcomes all students who are interested in applying for financial aid. For applications and detailed information please visit the Financial Aid Office (SSC 123), or our website at <http://www.evc.edu/current-students/financial-aid-and-scholarships>. You may also contact the office by email: [evcfa@evc.edu](mailto:evcfa@evc.edu).

## Return to Title IV Aid Policy

Students who receive Federal Student Aid and who withdraw from all classes before the 61% point of the semester may be responsible for returning grant and/or loan funds received through Federal Student Aid Programs. These students are subject to the "Return to Title IV Aid Policy" as prescribed by the U.S. Congress. This policy mandates a calculation to determine whether the student earned the funds received and whether the institution earned the enrollment fees assessed to the student, based on the withdrawal date. Both the student and the institution are responsible for returning a portion of the federal funds disbursed. The student must repay all unearned Federal Funds including the institution's portion. Some students who withdraw from all classes may be eligible for a post withdrawal disbursement depending on the amount of funds received.

For more information, contact the Office of Financial Aid at (408) 270-6460 or by email at [evcfa@evc.edu](mailto:evcfa@evc.edu).

## Grades

### Board Policy 4230 and Administrative Procedure 4230

Grades are issued by instructors at the end of each semester for each class. All grades are final and will not be changed unless any of the following can be demonstrated: mistake, fraud, bad faith, or incompetence. Grades cannot be changed on a basis of student completing course work after the assignment of the final grade. If a student believes that an error has been made in recording a grade, the student must request a grade change with their instructor within two years of receiving the grade.

# GRADUATION/TRANSFER/GENERAL EDUCATION

Evergreen Valley College is authorized by the Board of Governors of the California Community Colleges to grant the Associate in Arts degree for Transfer, Associate in Science degree for Transfer, Associate in Arts degree, Associate in Science degree and Certificate of Achievement to those students who have completed the subject requirements for graduation and who have maintained a 2.0 average in subjects attempted. Students must also complete the general education residency and competency requirements set forth in Title 5 regulations.

## Associate Degrees and Certificates

### Associate Degrees for Transfer (AA-T, AS-T)

The Associate degrees for transfer were created for students who intend to complete a Bachelor degree in a similar major at a California State University campus. The associate degree for transfer will be granted to students who have the following:

- Completion of 60 CSU transferable semester units.
- A minimum of at least 2.0 GPA in CSU transferable courses (note that a higher GPA may be required in some institutions).
- Completion of at least 18 units in the major with a grade of "C" or better. A "P" (Pass) grade is also an acceptable grade for courses in the major if the course is taken on a Pass/No Pass basis.
- Certified completion of the CSU General Education-Breadth (CSU GE-Breadth) requirements, or completion of the Intersegmental General Education Transfer Curriculum (IGETC) for CSU requirements.

**Please Note:** No more than 60 units are required for this degree and no additional requirements will be imposed by Evergreen Valley College.

### Associate in Arts Degree (A.A.) / Associate in Science Degree (A.S.)

To be awarded the Associate in Arts degree at Evergreen Valley College, students must complete the following minimum requirements:

- A major consisting of 18 semester units in a specialized or related field of study. The major may be in a special field or general studies area. All required major coursework must be completed with a "C" grade or better.
- A minimum of 39 semester units from the A.A. and 24 semester units from the A.S. General Education patterns
- EVC graduation requirements which include:
  - U.S. History Constitution and American Ideals
  - Three (3) units of Cultural Pluralism/Ethnic Studies
  - One (1) unit Physical Education
  - Competency in Reading, Writing and Mathematics
- Residency requirement:
  - 12 units must have been earned at EVC

**Evergreen Valley College will waive AA/AS/ADT general education and graduation requirements if:**

- A student has an official transcript showing completion of a bachelor's degree or higher from a regionally accredited college/university –and–

- A student has completed the major requirements as set forth in the new major or concentration –and–
- Twelve (12) semester units have been completed in residence at the college granting the degree

## Certificates

Certificates will be awarded to qualified students in designated occupational programs. The College will specify the standards to be met and the courses required for each certificate. Students may submit requests for certificates during the first six weeks of the last semester in the prescribed sequence of courses. Requests should be presented to the Office of Admissions and Records.

Evergreen Valley College offers three types of certificates.

- Certificate of Achievement (12 units or more).
- Certificate of Specialization (0.5–11.5 units).
- Certificates of Course Completion may be issued to students upon completion of a course with a grade of "C" or above.

**Please note:** Certificates of Specialization are not state approved and will not appear on transcripts.

## Institutional/General Learning Outcomes

Institutional Learning Outcomes (ILOs) are the knowledge, skills and abilities a student is expected to leave an institution with as a result of a student's total experience. The faculty and staff at Evergreen Valley College believe that General Education (GE) Outcomes represent a common core of outcomes for the majority of students transferring or receiving degrees; therefore, Evergreen created ILO's encompassing GE components, as well as student support service areas.

Upon completion of study from Evergreen Valley College:

### Communication

The student will demonstrate effective communication, appropriate to the audience and purpose.

### Inquiry and Reasoning

The student will critically evaluate information to interpret ideas and solve problems.

### Information Competency

The student will utilize information from a variety of sources to make an informed decision and take action.

### Social Responsibility

The student will demonstrate effective interpersonal skills with people of diverse backgrounds and effectively function in group decision making.

### Personal Development

The student will demonstrate growth and self-management to promote life-long learning and personal well-being.

Assessment of Learning Outcomes is ongoing and documented on the Evergreen Valley College Assessment matrices located at [www.evc.edu](http://www.evc.edu).



## General Education Requirements for Associate in Science

Courses listed in more than one area can only be counted in one area.

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

Select two courses - 1 course from each area ("C" grade or better). Minimum 6 units.

Course	Title	Units
<b>A1: Oral Communication</b>		
COMS 010	Interpersonal Communication	3
COMS 020	Oral Communication	3
COMS 040	Introduction to Argumentation	3
COMS 045	Small Group Communication	3
<b>A2: Written Communication</b>		
ENGL 001A	English Composition	3

### AREA B: Scientific Inquiry and Quantitative Reasoning

Select one of the following. Minimum 3 units

Course	Title	Units
<b>Science with Lab</b>		
ANTH 062L	Physical Anthropology Laboratory <sup>2</sup>	1
ASTRO 010L	Introductory Astronomy Lab <sup>1</sup>	1
BIOL 004A	General Principles and Cell Biology	5
BIOL 004B	Organismal Biology and Biodiversity	5
BIOL 020	Human Biology	4
BIOL 021	General Biology	4
BIOL 064	Marine Biology	4
BIOL 071	Human Anatomy	5
BIOL 072	Human Physiology	5
BIOL 074	General Microbiology	5
CHEM 001A	General Chemistry	5
CHEM 001B	General Chemistry	5
CHEM 012A	Organic Chemistry	5
CHEM 012B	Organic Chemistry	5
CHEM 015	Fundamentals of Chemistry	4
CHEM 030A	Introduction to Chemistry	4
CHEM 030B	Introduction to Chemistry	4
ENVIR 010	Environmental Science	4
PHYS 001	Introductory Physics	3
PHYS 002A	Algebra/Trigonometry-Based Physics I	4
PHYS 002B	Algebra/Trigonometry-Based Physics II	4
PHYS 004A	General Physics	5
PHYS 004B	General Physics	5
PHYS 004C	General Physics	5
PHYS 007A	Calculus-Based General Physics for Scientists and Engineers - I	4
PHYS 007B	Calculus-Based General Physics for Scientists and Engineers - II	4

PHYS 007C	Calculus-Based General Physics for Scientists and Engineers - III	4
PHYS 012	Earth Science	4

<sup>1</sup> ASTRO 010L will be acceptable only if student has completed ASTRO 010, ASTRO 014 or ASTRO 016 previously or concurrently.

<sup>2</sup> ANTH 062L will be acceptable only if student has completed ANTH-062 previously or concurrently.

### AREA C: Arts and Humanities

Select one course from each area. Minimum 6 units.

Course	Title	Units
<b>C1: Arts - Arts, Cinema, Dance, Music, Theater</b>		
ART 090	Art Appreciation	3
ART 091	Survey of Art History: Prehistoric Through Gothic	3
ART 092	Survey of Art History: Renaissance to the Present	3
ART 093	History of Modern Art	3
ART 096	History of Asian Art	3
DANCE 002	Dance Appreciation	3
ETH 011	Ethnic Film: Reel Studies	3
MUSIC 008A	Music History and Literature I	3
MUSIC 008B	Music History and Literature II	3
MUSIC 091	Music Appreciation: Western Civilization	3
MUSIC 092	Music Appreciation: American Musical Theater	3
MUSIC 093	Introduction to Film Music	3
MUSIC 095	Music Appreciation: Jazz	3
MUSIC 099	Introductory Music	3
THEAT 020	Introduction to Theatre Arts	3
THEAT 025A	Theatres of Diversity: Chicano/Latino Theatre	3
THEAT 040	Introduction to Film	3
THEAT 045	Shakespeare on Film	3
<b>C2: Humanities - Literature, Philosophy and Languages Other Than English</b>		
ENGL 001B	English Composition	3
ENGL 021	Introduction to Poetry	3
ENGL 028	Introduction to World Mythology	3
ENGL 032	Gender in Literature	3
ENGL 052	Children's/Adolescent Literature	3
ENGL 062	Asian/Asian-American Literature	3
ENGL 073	Introduction to Shakespeare	3
ENGL 080	Mexican-American Literature	3
ENGL 082A	African-American Literature	3
ENGL 084A	Survey of American Literature I	3
ENGL 084B	Survey of American Literature II	3
ENGL 086A	Survey of English Literature I	3
ENGL 086B	Survey of English Literature II	3
ETH 010	Introduction to Ethnic Studies	3
ETH 020	African American Culture	3
ETH 030	Chicana/o Culture	3



KINS 039C	Mindfulness Fitness	1	KINS 104A	Kayaking Beginning	1
KINS 040A	Softball, Beginning	1	KINS 104B	Kayaking Intermediate	1
KINS 040B	Softball Intermediate	1	KINS 106A	Snowshoeing Beginning	1
KINS 040C	Softball Advanced	1	KINS 106B	Snowshoeing Intermediate	1
KINS 040D	Softball Tournament Play	1	PED 022A	Adapted Cross Training	1
KINS 047A	Tennis, Beginning	1	PED 024	Beginning Golf	1
KINS 047B	Tennis, Intermediate	1	PED 024A	Intermediate Golf	1
KINS 047C	Tennis, Advanced	1	PED 026	Basketball - Competitive	1
KINS 051A	Table Tennis Beginning	1	PED 039B	Hatha Yoga - Intermediate	1
KINS 051B	Table Tennis Intermediate	1	PED 039C	Mindfulness Fitness	1
KINS 051C	Table Tennis Advanced	1	PED 039D	Partner Yoga	1
KINS 052A	Beginning Volleyball	1	PED 043	Pilates Mat Workout	1
KINS 052B	Intermediate Volleyball	1	PED 053	Walk/Jog	1
KINS 052C	Advanced Volleyball	1	PED 056A	Adapted Strength Conditioning	1
KINS 052D	Volleyball Tournament Play	1			
KINS 053A	Walk/Jog Beginning	1			
KINS 053B	Jogging for Fitness	1			
KINS 053C	Jogging for Fitness Intermediate	1			
KINS 054	Indoor Cycling	1			
KINS 055	Aerobics With Music	1			
KINS 056A	Weight Training Beginning	1			
KINS 056B	Weight Training Intermediate	1			
KINS 056C	Weight Training Advanced	1			
KINS 057	Cardio and Strength Circuit Training	1			
KINS 060	Self-Defense	1			
KINS 060L	Fitness Center Laboratory	0.5			
KINS 067	Cardio Tai-Chi	2			
KINS 070A	Fitness Walking for Beginners	1			
KINS 080	Backpacking and Hiking	1			
KINS 081A	Canyoneering, Beginning	1			
KINS 081B	Canyoneering, Intermediate	1			
KINS 081C	Canyoneering, Advanced	1			
KINS 082L	Hiking Death Valley	1			
KINS 083A	Day Hiking High Sierra Beginning	1			
KINS 083B	Day Hiking High Sierra Intermediate	1			
KINS 083C	Day Hiking High Sierra Advanced	1			
KINS 087A	Hiking and Backpacking, Beginning	1			
KINS 087B	Hiking and Backpacking, Intermediate	1			
KINS 087C	Hiking and Backpacking, Advanced	1			
KINS 088A	Rock Climbing, Beginning	1			
KINS 088B	Rock Climbing, Intermediate	1			
KINS 088C	Rock Climbing 5.7	1			
KINS 089A	Paddle Sports, Beginning	1			
KINS 089B	Paddle Sports, Intermediate	1			
KINS 089C	Paddle Sports, Advanced	1			
KINS 095	Core Strength Conditioning	1			
KINS 096	Body Sculpting	1			
KINS 101A	Outdoor Cycling, Beginning	1			
KINS 101B	Outdoor Cycling Intermediate	1			
KINS 101C	Outdoor Cycling Advanced	1			
KINS 102A	Mountain Biking Beginning	1			
KINS 102B	Mountain Biking Intermediate	1			

## Graduation Requirements

Course	Title	Units
<b>Major Coursework</b>		
See major sheet or visit your counselor		
<b>US History, Constitution, &amp; American Ideals</b>		
Complete Option 1 or Option 2 (listed in area D above)		
<b>Cultural Pluralism/Ethnic Studies</b>		
Select 3 units from the following:		
ANTH 063	Introduction to Social and Cultural Anthropology	3
ANTH 090	Introduction to Pre-Cuauhtemoc Mexico	3
COMS 035	Intercultural Communication	3
ENGL 032	Gender in Literature	3
ENGL 062	Asian/Asian-American Literature	3
ENGL 080	Mexican-American Literature	3
ENGL 082A	African-American Literature	3
ETH 010	Introduction to Ethnic Studies	3
ETH 011	Ethnic Film: Reel Studies	3
ETH 020	African American Culture	3
ETH 030	Chicana/o Culture	3
ETH 035	Sociology of the Chicana/o Experience	3
ETH 040	Vietnamese American Culture and Experience	3
ETH 042	Asian Pacific American (APA) Culture and Experience	3
HIST 014	Women in American History	3
HIST 021	African American History	3
HIST 022	Mexican-American History	3
PSYCH 025	Psychology of Women: Global Perspective	3
THEAT 025A	Theatres of Diversity: Chicano/Latino Theatre	3
WOMS 010	Introduction to Women's and Gender Studies	3
<b>Physical Activity</b>		
Select 1 unit from area E list above		
<b>Math Competency</b>		
MATH 013	Intermediate Algebra	5

or MATH 014 Geometry

or equivalent math course (If an equivalent course is used to fulfill the competency requirement, a grade of "C" or better must be earned in that course)

**Reading/Written Expression Competency**

ENGL 001A English Composition 3

**GPA**

Minimum 2.0

**Residency requirement**

12 units at EVC

## General Education Requirements for Associate in Arts

Courses listed in more than one area can only be counted in one area.

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

Select one course from each area with a "C" grade or better in each. Minimum 9 units.

Course	Title	Units
<b>A1: Oral Communication</b>		
COMS 010	Interpersonal Communication	3
COMS 020	Oral Communication	3
COMS 040	Introduction to Argumentation	3
COMS 045	Small Group Communication	3
<b>A2: Written Communication</b>		
ENGL 001A	English Composition	3
<b>A3: Critical Thinking</b>		
COMS 040	Introduction to Argumentation	3
ENGL 001C	Critical Thinking/Composition	3
IDIS 060	Critical Thinking	3
PHIL 060	Logic and Critical Thinking	3

### AREA B: Scientific Inquiry and Quantitative Reasoning

Select one course from each area B1, B2 and B4 (*minimum one course with lab*). Minimum 9 units

Course	Title	Units
<b>B1: Physical Science</b>		
ASTRO 010	Introduction to Astronomy	3
ASTRO 014	Solar System Astronomy	3
ASTRO 016	Stars, Galaxies, and the Origin of the Universe	3
CHEM 001A	General Chemistry	5
CHEM 001B	General Chemistry	5
CHEM 012A	Organic Chemistry	5
CHEM 012B	Organic Chemistry	5
CHEM 015	Fundamentals of Chemistry	4
CHEM 030A	Introduction to Chemistry	4
CHEM 030B	Introduction to Chemistry	4
ENVIR 010	Environmental Science	4
GEOG 010	Introduction to Physical Geography	3
OCEAN 010	Descriptive Oceanography	3
PHYS 001	Introductory Physics	3
PHYS 002A	Algebra/Trigonometry-Based Physics I	4
PHYS 002B	Algebra/Trigonometry-Based Physics II	4
PHYS 004A	General Physics	5
PHYS 004B	General Physics	5
PHYS 004C	General Physics	5
PHYS 007A	Calculus-Based General Physics for Scientists and Engineers - I	4
PHYS 007B	Calculus-Based General Physics for Scientists and Engineers - II	4

PHYS 007C	Calculus-Based General Physics for Scientists and Engineers - III	4
PHYS 012	Earth Science	4
<b>B2: Life Science</b>		
ANTH 062	Introduction to Physical Anthropology	3
ANTH 064	Introduction to Archaeology	3
BIOL 004A	General Principles and Cell Biology	5
BIOL 004B	Organismal Biology and Biodiversity	5
BIOL 020	Human Biology	4
BIOL 021	General Biology	4
BIOL 061	Human Heredity	3
BIOL 062	Plants and Human Welfare	3
BIOL 063	Ecology	3
BIOL 064	Marine Biology	4
BIOL 065	Wildlife Biology	3
BIOL 071	Human Anatomy	5
BIOL 072	Human Physiology	5
BIOL 074	General Microbiology	5
ENVIR 010	Environmental Science	4
PSYCH 030	Introduction to Biological Psychology	3
<b>B3: Laboratory Activity</b>		
ANTH 062L	Physical Anthropology Laboratory <sup>2</sup>	1
ASTRO 010L	Introductory Astronomy Lab <sup>1</sup>	1
BIOL 004A	General Principles and Cell Biology	5
BIOL 004B	Organismal Biology and Biodiversity	5
BIOL 020	Human Biology	4
BIOL 021	General Biology	4
BIOL 064	Marine Biology	4
BIOL 071	Human Anatomy	5
BIOL 072	Human Physiology	5
BIOL 074	General Microbiology	5
CHEM 001A	General Chemistry	5
CHEM 001B	General Chemistry	5
CHEM 012A	Organic Chemistry	5
CHEM 012B	Organic Chemistry	5
CHEM 015	Fundamentals of Chemistry	4
CHEM 030A	Introduction to Chemistry	4
CHEM 030B	Introduction to Chemistry	4
ENVIR 010	Environmental Science	4
PHYS 001	Introductory Physics	3
PHYS 002A	Algebra/Trigonometry-Based Physics I	4
PHYS 002B	Algebra/Trigonometry-Based Physics II	4
PHYS 004A	General Physics	5
PHYS 004B	General Physics	5
PHYS 004C	General Physics	5
PHYS 012	Earth Science	4
PHYS 007A	Calculus-Based General Physics for Scientists and Engineers - I	4
PHYS 007B	Calculus-Based General Physics for Scientists and Engineers - II	4
PHYS 007C	Calculus-Based General Physics for Scientists and Engineers - III	4

### B4: Mathematics/Quantitative Reasoning

(with a "C" grade or better)		
BUS 060	Fundamentals of Business Statistics	3
COMSC 072	Discrete Mathematics	4
COMSC 080	Discrete Structures	3
MATH 021	Precalculus Algebra	4
MATH 022	Trigonometry	3
MATH 025	Precalculus Algebra and Trigonometry	6
MATH 052	Math for Elementary Education	3
MATH 061	Finite Mathematics	3
MATH 062	Calculus for Business and Social Science	3
MATH 063	Elementary Statistics	3
MATH 065	Integrated Statistics II	5
MATH 066	Calculus I Late Transcendentals for Stem	4
MATH 071	Calculus I With Analytic Geometry	5
MATH 072	Calculus II With Analytic Geometry	5
MATH 073	Multivariable Calculus	5
MATH 078	Differential Equations	4
MATH 079	Linear Algebra	3

<sup>1</sup> ASTRO 010L will be acceptable only if student has completed ASTRO 010, ASTRO 014 or ASTRO 016 previously or concurrently.

<sup>2</sup> ANTH 062L will be acceptable only if student has completed ANTH-062 previously or concurrently.

## AREA C: Arts and Humanities

Select one course from C1, one course from C2, and one additional course from either C1 or C2. Minimum of 9 units.

Course	Title	Units
<b>C1: Arts - Arts, Cinema, Dance, Music, Theater</b>		
ART 090	Art Appreciation	3
ART 091	Survey of Art History: Prehistoric Through Gothic	3
ART 092	Survey of Art History: Renaissance to the Present	3
ART 093	History of Modern Art	3
ART 096	History of Asian Art	3
DANCE 002	Dance Appreciation	3
ETH 011	Ethnic Film: Reel Studies	3
MUSIC 008A	Music History and Literature I	3
MUSIC 008B	Music History and Literature II	3
MUSIC 091	Music Appreciation: Western Civilization	3
MUSIC 092	Music Appreciation: American Musical Theater	3
MUSIC 093	Introduction to Film Music	3
MUSIC 095	Music Appreciation: Jazz	3
MUSIC 099	Introductory Music	3
THEAT 020	Introduction to Theatre Arts	3
THEAT 025A	Theatres of Diversity: Chicano/Latino Theatre	3
THEAT 040	Introduction to Film	3
THEAT 045	Shakespeare on Film	3
<b>C2: Humanities - Literature, Philosophy and Languages Other Than English</b>		

ENGL 001B	English Composition	3
ENGL 021	Introduction to Poetry	3
ENGL 028	Introduction to World Mythology	3
ENGL 032	Gender in Literature	3
ENGL 052	Children's/Adolescent Literature	3
ENGL 062	Asian/Asian-American Literature	3
ENGL 073	Introduction to Shakespeare	3
ENGL 080	Mexican-American Literature	3
ENGL 082A	African-American Literature	3
ENGL 084A	Survey of American Literature I	3
ENGL 084B	Survey of American Literature II	3
ENGL 086A	Survey of English Literature I	3
ENGL 086B	Survey of English Literature II	3
ETH 010	Introduction to Ethnic Studies	3
ETH 020	African American Culture	3
ETH 030	Chicana/o Culture	3
ETH 040	Vietnamese American Culture and Experience	3
ETH 042	Asian Pacific American (APA) Culture and Experience	3
FREN 001A	Elementary French	5
FREN 001B	Elementary French	5
HIST 010A	Development of Western Culture I	3
HIST 010B	Development of Western Culture II	3
HUMNT 002	Introduction to World Literature	3
PHIL 010	Introduction to Philosophy: Metaphysics And Epistemology	3
PHIL 065	Introduction to Ethics	3
PHIL 070	Comparative Religions	3
SL 001A	Introduction to American Sign Language	3
SL 001B	Intermediate American Sign Language	3
SPAN 001A	Elementary Spanish	5
SPAN 001B	Elementary Spanish	5
SPAN 002A	Intermediate Spanish	5
SPAN 002B	Intensive Intermediate Spanish	5
SPAN 020A	Spanish for Heritage Speakers I	5
SPAN 020B	Spanish for Heritage Speakers II	5
VIET 001A	Elementary Vietnamese	5
VIET 001B	Elementary Vietnamese	5

## AREA D: Social Sciences

Select three courses from at least two academic disciplines. Minimum 9 units

Course	Title	Units
<b>Administration of Justice</b>		
AJ 010	Introduction to Administration Of Justice	3
AJ 011	Criminal Law	3
AJ 013	Criminal Procedures	3
AJ 014	Contemporary Police Issues	3
AJ 019	Law Enforcement in Multicultural Communities	3
AJ 116	Introduction to Corrections	3
AJ 123	Women and Criminal Justice	3



<b>Anthropology</b>		
ANTH 062	Introduction to Physical Anthropology	3
ANTH 063	Introduction to Social and Cultural Anthropology	3
ANTH 064	Introduction to Archaeology	3
ANTH 090	Introduction to Pre-Cuauhtemoc Mexico	3
<b>Communication Studies</b>		
COMS 035	Intercultural Communication	3
<b>Economics</b>		
ECON 010A	Principles of Macroeconomic Theory	3
ECON 010B	Introduction to Microeconomic Theory	3
ECON 012	Introduction to Global Economics	3
<b>English</b>		
ENGL 080	Mexican-American Literature	3
ENGL 082A	African-American Literature	3
<b>Engineering</b>		
ENGR 001	Technology and Society	3
<b>Ethnic Studies</b>		
ETH 010	Introduction to Ethnic Studies	3
ETH 011	Ethnic Film: Reel Studies	3
ETH 020	African American Culture	3
ETH 030	Chicana/o Culture	3
ETH 035	Sociology of the Chicana/o Experience	3
ETH 040	Vietnamese American Culture and Experience	3
ETH 042	Asian Pacific American (APA) Culture and Experience	3
<b>Family Consumer Studies</b>		
FCS 070	Child Development	3
<b>Geography</b>		
GEOG 010	Introduction to Physical Geography	3
<b>History</b>		
HIST 001	Survey of American History	3
HIST 003A	World History to 1500	3
HIST 003B	World History From 1500	3
HIST 010A	Development of Western Culture I	3
HIST 010B	Development of Western Culture II	3
HIST 012	East Asian History	3
HIST 014	Women in American History	3
HIST 015	South Asian History Since 1947	3
HIST 017A	History of the United States	3
HIST 017B	History of the United States	3
HIST 021	African American History	3
HIST 022	Mexican-American History	3
HIST 040	United States Military History	3
HIST 045	Post-1945 America	3
<b>Journalism</b>		
JOURN 010	Mass Media and Communications	3
<b>Political Science</b>		
POLSC 001	Politics and Government In America	3
<b>Psychology</b>		
PSYCH 001	General Psychology	3
PSYCH 018	Introduction to Research Methods	3

PSYCH 025	Psychology of Women: Global Perspective	3
PSYCH 026	Violence Against Women: Cross-Cultural Perspective	3
PSYCH 030	Introduction to Biological Psychology	3
PSYCH 051	Introduction to Cross-Cultural Psychology	3
PSYCH 060	Personal Growth and Adjustment	3
PSYCH 092	Developmental Psychology	3
PSYCH 096	Marriage, Family, and Intimate Relationships	3
PSYCH 099	Abnormal Psychology	3
PSYCH 100	Human Sexuality	3
<b>Service Learning</b>		
SERV 001	Introduction to Community Service-Learning	1
<b>Sociology</b>		
SOC 010	Introduction to Sociology	3
SOC 011	Social Problems	3
<b>Women's Studies</b>		
WOMS 010	Introduction to Women's and Gender Studies	3

## US History, Constitution, & American Ideals

(Graduation Requirement – Can be satisfied through coursework in US-1, US-2 and US-3). These courses may also be used to satisfy 6 units in area D. **Complete Option 1 or Option 2**

Course	Title	Units
<b>Option 1:</b>		
HIST 017A	History of the United States (US-1,2)	3
HIST 017B	History of the United States (US-1,3)	3
<b>Option 2:</b>		
POLSC 001	Politics and Government In America (US-2,3)	3
<i>PLUS one of the following:</i>		
HIST 001	Survey of American History (US-1)	3
HIST 014	Women in American History (US-1)	3
HIST 017A	History of the United States (US-1,2)	3
HIST 017B	History of the United States (US-1,3)	3
HIST 021	African American History (US-1)	3
HIST 045	Post-1945 America (US-1)	3

## AREA E: Lifelong Learning and Self-Development

Minimum 3 units (only 1 unit of physical activity may be used in this area)

Course	Title	Units
COUNS 013	Career Planning	3
COUNS 014	College Success	3
COUNS 050A	First Year Experience - College Success	2
COUNS 050B	First Year Experience - Careers	2
FCS 019	Nutrition	3
FCS 050	Life Management	3
FCS 070	Child Development	3
HED 011	Dynamic Health Concepts	3



KINS 031	Lifetime Physical Fitness and Wellness	3	KINS 040A	Softball, Beginning	1
KINS 033	Introduction to Kinesiology and Physical Education	3	KINS 040B	Softball Intermediate	1
PED 033	Introduction to Kinesiology and Physical Education	3	KINS 040C	Softball Advanced	1
PSYCH 020	Psychology of Stress Reduction	3	KINS 040D	Softball Tournament Play	1
PSYCH 025	Psychology of Women: Global Perspective	3	KINS 047A	Tennis, Beginning	1
PSYCH 060	Personal Growth and Adjustment	3	KINS 047B	Tennis, Intermediate	1
PSYCH 092	Developmental Psychology	3	KINS 047C	Tennis, Advanced	1
PSYCH 096	Marriage, Family, and Intimate Relationships	3	KINS 051A	Table Tennis Beginning	1
PSYCH 100	Human Sexuality	3	KINS 051B	Table Tennis Intermediate	1
SERV 002	Service-Learning: Personal and Career Development	3	KINS 051C	Table Tennis Advanced	1
<b>Physical Activity</b>			KINS 052A	Beginning Volleyball	1
ATH 058	Sports Conditioning for Competitive Athletes	1	KINS 052B	Intermediate Volleyball	1
ATH 064	Competitive Soccer	2	KINS 052C	Advanced Volleyball	1
DANCE 010	Ballet, Beginning	1	KINS 052D	Volleyball Tournament Play	1
DANCE 020	Jazz Dance, Beginning	1	KINS 053A	Walk/Jog Beginning	1
DANCE 021	Jazz Dance, Intermediate	1	KINS 053B	Jogging for Fitness	1
DANCE 021B	Jazz Dance, High-Intermediate	1	KINS 053C	Jogging for Fitness Intermediate	1
DANCE 022	Social Dance	1	KINS 054	Indoor Cycling	1
DANCE 022B	Intermediate Social Dance	1	KINS 055	Aerobics With Music	1
DANCE 022C	High-Intermediate Social Dance	1	KINS 056A	Weight Training Beginning	1
DANCE 040	Tap Dance	0.5	KINS 056B	Weight Training Intermediate	1
DANCE 050	Modern Dance, Beginning	1	KINS 056C	Weight Training Advanced	1
DANCE 051	Modern Dance, Intermediate	1	KINS 057	Cardio and Strength Circuit Training	1
DANCE 051B	Modern Dance, High-Intermediate	1	KINS 060	Self-Defense	1
KINS 008A	Pickleball Beginning	1	KINS 060L	Fitness Center Laboratory	0.5
KINS 008B	Pickleball Intermediate	1	KINS 067	Cardio Tai-Chi	2
KINS 008C	Pickleball Advanced	1	KINS 070A	Fitness Walking for Beginners	1
KINS 009A	Badminton, Beginning	1	KINS 080	Backpacking and Hiking	1
KINS 009B	Badminton Intermediate	1	KINS 081A	Canyoneering, Beginning	1
KINS 009C	Badminton Advanced	1	KINS 081B	Canyoneering, Intermediate	1
KINS 009D	Badminton Tournament Play	1	KINS 081C	Canyoneering, Advanced	1
KINS 012A	Beginning Basketball	1	KINS 082L	Hiking Death Valley	1
KINS 012B	Intermediate Basketball	1	KINS 083A	Day Hiking High Sierra Beginning	1
KINS 012C	Advanced Basketball	1	KINS 083B	Day Hiking High Sierra Intermediate	1
KINS 012D	Basketball Tournament Play	1	KINS 083C	Day Hiking High Sierra Advanced	1
KINS 021	Step Aerobics	1	KINS 087A	Hiking and Backpacking, Beginning	1
KINS 022	Ultimate Fitness	1	KINS 087B	Hiking and Backpacking, Intermediate	1
KINS 023	Cardio Kickboxing	1	KINS 087C	Hiking and Backpacking, Advanced	1
KINS 027	Sports Officiating	3	KINS 088A	Rock Climbing, Beginning	1
KINS 029	Power Punch	1	KINS 088B	Rock Climbing, Intermediate	1
KINS 031	Lifetime Physical Fitness and Wellness	3	KINS 088C	Rock Climbing 5.7	1
KINS 034	Fit Camp	1	KINS 089A	Paddle Sports, Beginning	1
KINS 037	Futsal	1	KINS 089B	Paddle Sports, Intermediate	1
KINS 038A	Soccer, Beginning	1	KINS 089C	Paddle Sports, Advanced	1
KINS 038B	Soccer, Intermediate	1	KINS 095	Core Strength Conditioning	1
KINS 039A	Hatha Yoga	1	KINS 096	Body Sculpting	1
KINS 039C	Mindfulness Fitness	1	KINS 101A	Outdoor Cycling, Beginning	1
			KINS 101B	Outdoor Cycling Intermediate	1
			KINS 101C	Outdoor Cycling Advanced	1
			KINS 102A	Mountain Biking Beginning	1
			KINS 102B	Mountain Biking Intermediate	1
			KINS 104A	Kayaking Beginning	1

KINS 104B	Kayaking Intermediate	1
KINS 106A	Snowshoeing Beginning	1
KINS 106B	Snowshoeing Intermediate	1
PED 022A	Adapted Cross Training	1
PED 024	Beginning Golf	1
PED 024A	Intermediate Golf	1
PED 026	Basketball - Competitive	1
PED 039B	Hatha Yoga - Intermediate	1
PED 039C	Mindfulness Fitness	1
PED 039D	Partner Yoga	1
PED 043	Pilates Mat Workout	1
PED 053	Walk/Jog	1
PED 056A	Adapted Strength Conditioning	1

## Graduation Requirements

Course	Title	Units
<b>Major Coursework</b>		
See major sheet or visit your counselor		
<b>US History, Constitution, &amp; American Ideals</b>		
Complete Option 1 or Option 2 (listed in area D above)		
<b>Cultural Pluralism/Ethnic Studies</b>		3
Select one of the following:		
ANTH 063	Introduction to Social and Cultural Anthropology	3
ANTH 090	Introduction to Pre-Cuauhtemoc Mexico	3
COMS 035	Intercultural Communication	3
ENGL 032	Gender in Literature	3
ENGL 062	Asian/Asian-American Literature	3
ENGL 080	Mexican-American Literature	3
ENGL 082A	African-American Literature	3
ETH 010	Introduction to Ethnic Studies	3
ETH 011	Ethnic Film: Reel Studies	3
ETH 020	African American Culture	3
ETH 030	Chicana/o Culture	3
ETH 035	Sociology of the Chicana/o Experience	3
ETH 040	Vietnamese American Culture and Experience	3
ETH 042	Asian Pacific American (APA) Culture and Experience	3
HIST 014	Women in American History	3
HIST 021	African American History	3
HIST 022	Mexican-American History	3
PSYCH 025	Psychology of Women: Global Perspective	3
THEAT 025A	Theatres of Diversity: Chicano/Latino Theatre	3
WOMS 010	Introduction to Women's and Gender Studies	3
<b>Physical Activity</b>		1
See Area E list above		
<b>Math Competency</b>		
College level math with a prerequisite of intermediate algebra		
<b>Reading/Written Expression Competency</b>		
ENGL 001A	English Composition	3
<b>GPA</b>		
Minimum 2.0		
<b>Residency Requirement</b>		
12 units at EVC		

## CSU General Education Requirements

Courses listed in more than one area can only be used in one area.

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

Select one course from each area ("C" grade or better in each course).  
Minimum 9 units

Course	Title	Units
<b>A1: Oral Communication</b>		
COMS 010	Interpersonal Communication	3
COMS 020	Oral Communication	3
COMS 040	Introduction to Argumentation	3
COMS 045	Small Group Communication	3
<b>A2: Written Communication</b>		
ENGL 001A	English Composition	3
<b>A3: Critical Thinking</b>		
COMS 040	Introduction to Argumentation	3
ENGL 001C	Critical Thinking/Composition	3
IDIS 060	Critical Thinking	3
PHIL 060	Logic and Critical Thinking	3

### AREA B: Scientific Inquiry and Quantitative Reasoning

Select one course from each area B1, B2 and B4 (*minimum one course with lab*). Minimum 9 units

Course	Title	Units
<b>B1: Physical Science</b>		
ASTRO 010	Introduction to Astronomy	3
ASTRO 014	Solar System Astronomy	3
ASTRO 016	Stars, Galaxies, and the Origin of the Universe	3
CHEM 001A	General Chemistry	5
CHEM 001B	General Chemistry	5
CHEM 012A	Organic Chemistry	5
CHEM 012B	Organic Chemistry	5
CHEM 015	Fundamentals of Chemistry	4
CHEM 030A	Introduction to Chemistry	4
CHEM 030B	Introduction to Chemistry	4
ENVIR 010	Environmental Science	4
GEOG 010	Introduction to Physical Geography	3
OCEAN 010	Descriptive Oceanography	3
PHYS 001	Introductory Physics	3
PHYS 002A	Algebra/Trigonometry-Based Physics I	4
PHYS 002B	Algebra/Trigonometry-Based Physics II	4
PHYS 004A	General Physics	5
PHYS 004B	General Physics	5
PHYS 004C	General Physics	5
PHYS 007A	Calculus-Based General Physics for Scientists and Engineers - I	4
PHYS 007B	Calculus-Based General Physics for Scientists and Engineers - II	4
PHYS 007C	Calculus-Based General Physics for Scientists and Engineers - III	4

PHYS 012	Earth Science	4
<b>B2: Life Science</b>		
ANTH 062	Introduction to Physical Anthropology	3
ANTH 064	Introduction to Archaeology	3
BIOL 004A	General Principles and Cell Biology	5
BIOL 004B	Organismal Biology and Biodiversity	5
BIOL 020	Human Biology	4
BIOL 021	General Biology	4
BIOL 061	Human Heredity	3
BIOL 062	Plants and Human Welfare	3
BIOL 063	Ecology	3
BIOL 064	Marine Biology	4
BIOL 065	Wildlife Biology	3
BIOL 071	Human Anatomy	5
BIOL 072	Human Physiology	5
BIOL 074	General Microbiology	5
ENVIR 010	Environmental Science	4
PSYCH 030	Introduction to Biological Psychology	3
<b>B3: Laboratory Activity</b>		
ANTH 062L	Physical Anthropology Laboratory <sup>2</sup>	1
ASTRO 010L	Introductory Astronomy Lab <sup>1</sup>	1
BIOL 004A	General Principles and Cell Biology	5
BIOL 004B	Organismal Biology and Biodiversity	5
BIOL 020	Human Biology	4
BIOL 021	General Biology	4
BIOL 064	Marine Biology	4
BIOL 071	Human Anatomy	5
BIOL 072	Human Physiology	5
BIOL 074	General Microbiology	5
CHEM 001A	General Chemistry	5
CHEM 001B	General Chemistry	5
CHEM 012A	Organic Chemistry	5
CHEM 012B	Organic Chemistry	5
CHEM 015	Fundamentals of Chemistry	4
CHEM 030A	Introduction to Chemistry	4
CHEM 030B	Introduction to Chemistry	4
ENVIR 010	Environmental Science	4
PHYS 001	Introductory Physics	3
PHYS 002A	Algebra/Trigonometry-Based Physics I	4
PHYS 002B	Algebra/Trigonometry-Based Physics II	4
PHYS 004A	General Physics	5
PHYS 004B	General Physics	5
PHYS 004C	General Physics	5
PHYS 012	Earth Science	4
PHYS 007A	Calculus-Based General Physics for Scientists and Engineers - I	4
PHYS 007B	Calculus-Based General Physics for Scientists and Engineers - II	4
PHYS 007C	Calculus-Based General Physics for Scientists and Engineers - III	4
<b>B4: Mathematics/Quantitative Reasoning</b>		
(with a "C" grade or better)		
BUS 060	Fundamentals of Business Statistics	3

COMSC 072	Discrete Mathematics	4
COMSC 080	Discrete Structures	3
MATH 021	Precalculus Algebra	4
MATH 022	Trigonometry	3
MATH 025	Precalculus Algebra and Trigonometry	6
MATH 052	Math for Elementary Education	3
MATH 061	Finite Mathematics	3
MATH 062	Calculus for Business and Social Science	3
MATH 063	Elementary Statistics	3
MATH 065	Integrated Statistics II	5
MATH 066	Calculus I Late Transcendentals for Stem	4
MATH 071	Calculus I With Analytic Geometry	5
MATH 072	Calculus II With Analytic Geometry	5
MATH 073	Multivariable Calculus	5
MATH 078	Differential Equations	4
MATH 079	Linear Algebra	3

<sup>1</sup> ASTRO 010L will be acceptable only if student has completed ASTRO 010, ASTRO 014 or ASTRO 016 previously or concurrently.

<sup>2</sup> ANTH 062L will be acceptable only if student has completed ANTH 062 previously or concurrently.

## AREA C: Arts and Humanities

Select one course from C1, one course from C2, and one additional course from either C1 or C2. Minimum 9 units

Course	Title	Units
<b>C1: Arts - Arts, Cinema, Dance, Music, Theater</b>		
ART 090	Art Appreciation	3
ART 091	Survey of Art History: Prehistoric Through Gothic	3
ART 092	Survey of Art History: Renaissance to the Present	3
ART 093	History of Modern Art	3
ART 096	History of Asian Art	3
DANCE 002	Dance Appreciation	3
ETH 011	Ethnic Film: Reel Studies	3
MUSIC 008A	Music History and Literature I	3
MUSIC 008B	Music History and Literature II	3
MUSIC 091	Music Appreciation: Western Civilization	3
MUSIC 092	Music Appreciation: American Musical Theater	3
MUSIC 093	Introduction to Film Music	3
MUSIC 095	Music Appreciation: Jazz	3
MUSIC 099	Introductory Music	3
THEAT 020	Introduction to Theatre Arts	3
THEAT 025A	Theatres of Diversity: Chicano/Latino Theatre	3
THEAT 040	Introduction to Film	3
THEAT 045	Shakespeare on Film	3
<b>C2: Humanities - Literature, Philosophy and Languages Other Than English</b>		
ENGL 001B	English Composition	3
ENGL 021	Introduction to Poetry	3

ENGL 028	Introduction to World Mythology	3
ENGL 032	Gender in Literature	3
ENGL 052	Children's/Adolescent Literature	3
ENGL 062	Asian/Asian-American Literature	3
ENGL 073	Introduction to Shakespeare	3
ENGL 080	Mexican-American Literature	3
ENGL 082A	African-American Literature	3
ENGL 084A	Survey of American Literature I	3
ENGL 084B	Survey of American Literature II	3
ENGL 086A	Survey of English Literature I	3
ENGL 086B	Survey of English Literature II	3
ETH 010	Introduction to Ethnic Studies	3
ETH 020	African American Culture	3
ETH 030	Chicana/o Culture	3
ETH 040	Vietnamese American Culture and Experience	3
ETH 042	Asian Pacific American (APA) Culture and Experience	3
FREN 001A	Elementary French	5
FREN 001B	Elementary French	5
HIST 010A	Development of Western Culture I	3
HIST 010B	Development of Western Culture II	3
HUMNT 002	Introduction to World Literature	3
PHIL 010	Introduction to Philosophy: Metaphysics And Epistemology	3
PHIL 065	Introduction to Ethics	3
PHIL 070	Comparative Religions	3
SL 001A	Introduction to American Sign Language	3
SL 001B	Intermediate American Sign Language	3
SPAN 001A	Elementary Spanish	5
SPAN 001B	Elementary Spanish	5
SPAN 002A	Intermediate Spanish	5
SPAN 002B	Intensive Intermediate Spanish	5
SPAN 020A	Spanish for Heritage Speakers I	5
SPAN 020B	Spanish for Heritage Speakers II	5
VIET 001A	Elementary Vietnamese	5
VIET 001B	Elementary Vietnamese	5

## AREA D: Social Sciences

Select three courses from at least two academic disciplines. Minimum 9 units

Course	Title	Units
<b>Administration of Justice</b>		
AJ 010	Introduction to Administration Of Justice	3
AJ 011	Criminal Law	3
AJ 013	Criminal Procedures	3
AJ 014	Contemporary Police Issues	3
AJ 019	Law Enforcement in Multicultural Communities	3
AJ 116	Introduction to Corrections	3
AJ 123	Women and Criminal Justice	3
<b>Anthropology</b>		
ANTH 062	Introduction to Physical Anthropology	3

ANTH 063	Introduction to Social and Cultural Anthropology	3
ANTH 064	Introduction to Archaeology	3
ANTH 090	Introduction to Pre-Cuauhtemoc Mexico	3
<b>Communication Studies</b>		
COMS 035	Intercultural Communication	3
<b>Economics</b>		
ECON 010A	Principles of Macroeconomic Theory	3
ECON 010B	Introduction to Microeconomic Theory	3
ECON 012	Introduction to Global Economics	3
<b>English</b>		
ENGL 080	Mexican-American Literature	3
ENGL 082A	African-American Literature	3
<b>Engineering</b>		
ENGR 001	Technology and Society	3
<b>Ethnic Studies</b>		
ETH 010	Introduction to Ethnic Studies	3
ETH 011	Ethnic Film: Reel Studies	3
ETH 020	African American Culture	3
ETH 030	Chicana/o Culture	3
ETH 035	Sociology of the Chicana/o Experience	3
ETH 040	Vietnamese American Culture and Experience	3
ETH 042	Asian Pacific American (APA) Culture and Experience	3
<b>Family Consumer Studies</b>		
FCS 070	Child Development	3
<b>Geography</b>		
GEOG 010	Introduction to Physical Geography	3
<b>History</b>		
HIST 001	Survey of American History	3
HIST 003A	World History to 1500	3
HIST 003B	World History From 1500	3
HIST 010A	Development of Western Culture I	3
HIST 010B	Development of Western Culture II	3
HIST 012	East Asian History	3
HIST 014	Women in American History	3
HIST 015	South Asian History Since 1947	3
HIST 017A	History of the United States	3
HIST 017B	History of the United States	3
HIST 021	African American History	3
HIST 022	Mexican-American History	3
HIST 040	United States Military History	3
HIST 045	Post-1945 America	3
<b>Journalism</b>		
JOURN 010	Mass Media and Communications	3
<b>Political Science</b>		
POLSC 001	Politics and Government In America	3
<b>Psychology</b>		
PSYCH 001	General Psychology	3
PSYCH 018	Introduction to Research Methods	3
PSYCH 025	Psychology of Women: Global Perspective	3

PSYCH 026	Violence Against Women: Cross-Cultural Perspective	3
PSYCH 030	Introduction to Biological Psychology	3
PSYCH 051	Introduction to Cross-Cultural Psychology	3
PSYCH 060	Personal Growth and Adjustment	3
PSYCH 092	Developmental Psychology	3
PSYCH 096	Marriage, Family, and Intimate Relationships	3
PSYCH 099	Abnormal Psychology	3
PSYCH 100	Human Sexuality	3
<b>Service Learning</b>		
SERV 001	Introduction to Community Service-Learning	1
<b>Sociology</b>		
SOC 010	Introduction to Sociology	3
SOC 011	Social Problems	3
<b>Women's Studies</b>		
WOMS 010	Introduction to Women's and Gender Studies	3

## US History, Constitution, & American Ideals

(CSU Graduation Requirement – Can be satisfied through coursework in US-1, US-2 and US-3). These courses may also be used to satisfy 6 units in area D. **Complete Option 1 or Option 2.**

Course	Title	Units
<b>Option 1:</b>		
HIST 017A	History of the United States (US-1,2)	3
HIST 017B	History of the United States (US-1,3)	3
<b>Option 2:</b>		
POLSC 001	Politics and Government In America (US-2,3)	3
<i>PLUS one of the following:</i>		
HIST 001	Survey of American History (US-1)	3
HIST 014	Women in American History (US-1)	3
HIST 017A	History of the United States (US-1,2)	3
HIST 017B	History of the United States (US-1,3)	3
HIST 021	African American History (US-1)	3
HIST 045	Post-1945 America (US-1)	3

## AREA E: Lifelong Learning and Self-Development

Minimum 3 units (only 1 unit of physical activity may be used in this area)

Course	Title	Units
COUNS 013	Career Planning	3
COUNS 014	College Success	3
FCS 019	Nutrition	3
FCS 050	Life Management	3
FCS 070	Child Development	3
HED 011	Dynamic Health Concepts	3
KINS 031	Lifetime Physical Fitness and Wellness	3
KINS 033	Introduction to Kinesiology and Physical Education	3

PED 033	Introduction to Kinesiology and Physical Education	3	KINS 040D	Softball Tournament Play	1
PSYCH 020	Psychology of Stress Reduction	3	KINS 047A	Tennis, Beginning	1
PSYCH 025	Psychology of Women: Global Perspective	3	KINS 047B	Tennis, Intermediate	1
PSYCH 060	Personal Growth and Adjustment	3	KINS 047C	Tennis, Advanced	1
PSYCH 092	Developmental Psychology	3	KINS 051A	Table Tennis Beginning	1
PSYCH 096	Marriage, Family, and Intimate Relationships	3	KINS 051B	Table Tennis Intermediate	1
PSYCH 100	Human Sexuality	3	KINS 051C	Table Tennis Advanced	1
SERV 002	Service-Learning: Personal and Career Development	3	KINS 052A	Beginning Volleyball	1
<b>Physical Activity</b>			KINS 052B	Intermediate Volleyball	1
ATH 058	Sports Conditioning for Competitive Athletes	1	KINS 052C	Advanced Volleyball	1
ATH 064	Competitive Soccer	2	KINS 052D	Volleyball Tournament Play	1
DANCE 010	Ballet, Beginning	1	KINS 053A	Walk/Jog Beginning	1
DANCE 020	Jazz Dance, Beginning	1	KINS 053B	Jogging for Fitness	1
DANCE 021	Jazz Dance, Intermediate	1	KINS 053C	Jogging for Fitness Intermediate	1
DANCE 021B	Jazz Dance, High-Intermediate	1	KINS 054	Indoor Cycling	1
DANCE 022	Social Dance	1	KINS 055	Aerobics With Music	1
DANCE 022B	Intermediate Social Dance	1	KINS 056A	Weight Training Beginning	1
DANCE 022C	High-Intermediate Social Dance	1	KINS 056B	Weight Training Intermediate	1
DANCE 040	Tap Dance	0.5	KINS 056C	Weight Training Advanced	1
DANCE 050	Modern Dance, Beginning	1	KINS 057	Cardio and Strength Circuit Training	1
DANCE 051	Modern Dance, Intermediate	1	KINS 060	Self-Defense	1
DANCE 051B	Modern Dance, High-Intermediate	1	KINS 060L	Fitness Center Laboratory	0.5
KINS 008A	Pickleball Beginning	1	KINS 067	Cardio Tai-Chi	2
KINS 008B	Pickleball Intermediate	1	KINS 070A	Fitness Walking for Beginners	1
KINS 008C	Pickleball Advanced	1	KINS 080	Backpacking and Hiking	1
KINS 009A	Badminton, Beginning	1	KINS 081A	Canyoneering, Beginning	1
KINS 009B	Badminton Intermediate	1	KINS 081B	Canyoneering, Intermediate	1
KINS 009C	Badminton Advanced	1	KINS 081C	Canyoneering, Advanced	1
KINS 009D	Badminton Tournament Play	1	KINS 082L	Hiking Death Valley	1
KINS 012A	Beginning Basketball	1	KINS 083A	Day Hiking High Sierra Beginning	1
KINS 012B	Intermediate Basketball	1	KINS 083B	Day Hiking High Sierra Intermediate	1
KINS 012C	Advanced Basketball	1	KINS 083C	Day Hiking High Sierra Advanced	1
KINS 012D	Basketball Tournament Play	1	KINS 087A	Hiking and Backpacking, Beginning	1
KINS 021	Step Aerobics	1	KINS 087B	Hiking and Backpacking, Intermediate	1
KINS 022	Ultimate Fitness	1	KINS 087C	Hiking and Backpacking, Advanced	1
KINS 023	Cardio Kickboxing	1	KINS 088A	Rock Climbing, Beginning	1
KINS 027	Sports Officiating	3	KINS 088B	Rock Climbing, Intermediate	1
KINS 029	Power Punch	1	KINS 088C	Rock Climbing 5.7	1
KINS 031	Lifetime Physical Fitness and Wellness	3	KINS 089A	Paddle Sports, Beginning	1
KINS 034	Fit Camp	1	KINS 089B	Paddle Sports, Intermediate	1
KINS 037	Futsal	1	KINS 089C	Paddle Sports, Advanced	1
KINS 038A	Soccer, Beginning	1	KINS 095	Core Strength Conditioning	1
KINS 038B	Soccer, Intermediate	1	KINS 096	Body Sculpting	1
KINS 039A	Hatha Yoga	1	KINS 101A	Outdoor Cycling, Beginning	1
KINS 039C	Mindfulness Fitness	1	KINS 101B	Outdoor Cycling Intermediate	1
KINS 040A	Softball, Beginning	1	KINS 101C	Outdoor Cycling Advanced	1
KINS 040B	Softball Intermediate	1	KINS 102A	Mountain Biking Beginning	1
KINS 040C	Softball Advanced	1	KINS 102B	Mountain Biking Intermediate	1
			KINS 104A	Kayaking Beginning	1
			KINS 104B	Kayaking Intermediate	1
			KINS 106A	Snowshoeing Beginning	1
			KINS 106B	Snowshoeing Intermediate	1

PED 022A	Adapted Cross Training	1
PED 024	Beginning Golf	1
PED 024A	Intermediate Golf	1
PED 026	Basketball - Competitive	1
PED 039B	Hatha Yoga - Intermediate	1
PED 039C	Mindfulness Fitness	1
PED 039D	Partner Yoga	1
PED 043	Pilates Mat Workout	1
PED 053	Walk/Jog	1
PED 056A	Adapted Strength Conditioning	1



## Intersegmental General Education Transfer Curriculum (IGETC)

This pattern may be used for General Education Certification to University of California and/or California State University. All courses must be completed with a grade of "C" or better. *Courses listed in more than one area can only be used in one area.*

### AREA 1: English Communication

**CSU:** Select three courses, one course from each area. Minimum 9 units

**UC:** Select two course from areas 1A and 1B only. Minimum 6 units

Course	Title	Units
<b>1A: English Composition</b>		
ENGL 001A	English Composition	3
<b>1B: Critical Thinking/English Composition</b>		
ENGL 001C	Critical Thinking/Composition	3
<b>1C: Oral Communication (CSU requirement only)</b>		
COMS 010	Interpersonal Communication	3
COMS 020	Oral Communication	3
COMS 040	Introduction to Argumentation	3
COMS 045	Small Group Communication	3

### AREA 2: Mathematical Concepts and Quantitative Reasoning

Minimum 3 units.

Course	Title	Units
<b>2A: Math</b>		
BUS 060	Fundamentals of Business Statistics	3
COMSC 072	Discrete Mathematics	4
COMSC 080	Discrete Structures	3
MATH 021	Precalculus Algebra	4
MATH 025	Precalculus Algebra and Trigonometry	6
MATH 051		3
MATH 061	Finite Mathematics	3
MATH 062	Calculus for Business and Social Science	3
MATH 063	Elementary Statistics	3
MATH 065	Integrated Statistics II	5
MATH 066	Calculus I Late Transcendentals for Stem	4
MATH 071	Calculus I With Analytic Geometry	5
MATH 072	Calculus II With Analytic Geometry	5
MATH 073	Multivariable Calculus	5
MATH 078	Differential Equations	4
MATH 079	Linear Algebra	3

### AREA 3: Arts and Humanities

Select one course from area 3A, one course from 3B, and an additional course from either 3A or 3B. Minimum 9 units

Course	Title	Units
<b>3A: Arts</b>		
ART 090	Art Appreciation	3
ART 091	Survey of Art History: Prehistoric Through Gothic	3

ART 092	Survey of Art History: Renaissance to the Present	3
ART 093	History of Modern Art	3
ART 096	History of Asian Art	3
DANCE 002	Dance Appreciation	3
ETH 011	Ethnic Film: Reel Studies	3
MUSIC 008A	Music History and Literature I	3
MUSIC 008B	Music History and Literature II	3
MUSIC 091	Music Appreciation: Western Civilization	3
MUSIC 092	Music Appreciation: American Musical Theater	3
MUSIC 093	Introduction to Film Music	3
MUSIC 095	Music Appreciation: Jazz	3
THEAT 020	Introduction to Theatre Arts	3
THEAT 025A	Theatres of Diversity: Chicano/Latino Theatre	3
THEAT 040	Introduction to Film	3
THEAT 045	Shakespeare on Film	3
<b>3B: Humanities</b>		
ENGL 001B	English Composition	3
ENGL 021	Introduction to Poetry	3
ENGL 028	Introduction to World Mythology	3
ENGL 032	Gender in Literature	3
ENGL 052	Children's/Adolescent Literature	3
ENGL 062	Asian/Asian-American Literature	3
ENGL 073	Introduction to Shakespeare	3
ENGL 080	Mexican-American Literature	3
ENGL 082A	African-American Literature	3
ENGL 084A	Survey of American Literature I	3
ENGL 084B	Survey of American Literature II	3
ENGL 086A	Survey of English Literature I	3
ENGL 086B	Survey of English Literature II	3
ETH 010	Introduction to Ethnic Studies	3
ETH 020	African American Culture	3
ETH 030	Chicana/o Culture	3
ETH 040	Vietnamese American Culture and Experience	3
ETH 042	Asian Pacific American (APA) Culture and Experience	3
FREN 001B	Elementary French	5
HIST 010A	Development of Western Culture I	3
HIST 010B	Development of Western Culture II	3
HUMNT 002	Introduction to World Literature	3
PHIL 010	Introduction to Philosophy: Metaphysics And Epistemology	3
PHIL 065	Introduction to Ethics	3
PHIL 070	Comparative Religions	3
SPAN 002A	Intermediate Spanish	5
SPAN 002B	Intensive Intermediate Spanish	5
SPAN 020A	Spanish for Heritage Speakers I	5
SPAN 020B	Spanish for Heritage Speakers II	5
VIET 001B	Elementary Vietnamese	5

## AREA 4: Social and Behavioral Science

Select three courses, one course from at least two academic disciplines.  
Minimum 9 units

Course	Title	Units
<b>Administration of Justice</b>		
AJ 010	Introduction to Administration Of Justice	3
AJ 011	Criminal Law	3
AJ 013	Criminal Procedures	3
AJ 019	Law Enforcement in Multicultural Communities	3
AJ 116	Introduction to Corrections	3
AJ 123	Women and Criminal Justice	3
<b>Anthropology</b>		
ANTH 062	Introduction to Physical Anthropology	3
ANTH 063	Introduction to Social and Cultural Anthropology	3
ANTH 064	Introduction to Archaeology	3
ANTH 090	Introduction to Pre-Cuauhtemoc Mexico	3
<b>Communication Studies</b>		
COMS 035	Intercultural Communication	3
<b>Economics</b>		
ECON 010A	Principles of Macroeconomic Theory	3
ECON 010B	Introduction to Microeconomic Theory	3
ECON 012	Introduction to Global Economics	3
<b>Engineering</b>		
ENGR 001	Technology and Society	3
<b>Ethnic Studies</b>		
ETH 010	Introduction to Ethnic Studies	3
ETH 011	Ethnic Film: Reel Studies	3
ETH 020	African American Culture	3
ETH 030	Chicana/o Culture	3
ETH 035	Sociology of the Chicana/o Experience	3
ETH 040	Vietnamese American Culture and Experience	3
ETH 042	Asian Pacific American (APA) Culture and Experience	3
<b>Family and Consumer Studies</b>		
FCS 070	Child Development	3
<b>Geography</b>		
GEOG 010	Introduction to Physical Geography	3
<b>History</b>		
HIST 001	Survey of American History	3
HIST 003A	World History to 1500	3
HIST 003B	World History From 1500	3
HIST 010A	Development of Western Culture I	3
HIST 010B	Development of Western Culture II	3
HIST 012	East Asian History	3
HIST 014	Women in American History	3
HIST 015	South Asian History Since 1947	3
HIST 017A	History of the United States	3
HIST 017B	History of the United States	3
HIST 021	African American History	3

HIST 022	Mexican-American History	3
HIST 040	United States Military History	3
HIST 045	Post-1945 America	3
<b>Journalism</b>		
JOURN 010	Mass Media and Communications	3
<b>Political Science</b>		
POLSC 001	Politics and Government In America	3
<b>Psychology</b>		
PSYCH 001	General Psychology	3
PSYCH 018	Introduction to Research Methods	3
PSYCH 025	Psychology of Women: Global Perspective	3
PSYCH 051	Introduction to Cross-Cultural Psychology	3
PSYCH 060	Personal Growth and Adjustment	3
PSYCH 092	Developmental Psychology	3
PSYCH 096	Marriage, Family, and Intimate Relationships	3
PSYCH 099	Abnormal Psychology	3
PSYCH 100	Human Sexuality	3
<b>Sociology</b>		
SOC 010	Introduction to Sociology	3
SOC 011	Social Problems	3
<b>Women's Studies</b>		
WOMS 010	Introduction to Women's and Gender Studies	3

## U.S. History, Constitution & American Ideals

CSU Graduation Requirement – Can be satisfied through coursework in US-1, US-2 and US-3. These courses may also be used to satisfy 6 units in area 4. **Complete Option 1 or Option 2.**

Course	Title	Units
<b>Option 1:</b>		
HIST 017A	History of the United States (US-1,2)	3
HIST 017B	History of the United States (US-1,3)	3
<b>Option 2:</b>		
POLSC 001	Politics and Government In America (US-2,3)	3
<i>PLUS one of the following:</i>		
HIST 001	Survey of American History (US-1)	3
HIST 014	Women in American History (US-1)	3
HIST 017A	History of the United States (US-1,2)	3
HIST 017B	History of the United States (US-1,3)	3
HIST 021	African American History (US-1)	3
HIST 045	Post-1945 America (US-1)	3

## AREA 5: Physical and Biological Science

Select two courses - one Physical Science and one Biological Science; at least one course must include a lab. Minimum 7-9 units

Course	Title	Units
<b>5A: Physical Science</b>		
ASTRO 010	Introduction to Astronomy	3
ASTRO 014	Solar System Astronomy	3
ASTRO 016	Stars, Galaxies, and the Origin of the Universe	3
CHEM 001A	General Chemistry	5
CHEM 001B	General Chemistry	5
CHEM 012A	Organic Chemistry	5
CHEM 012B	Organic Chemistry	5
CHEM 015	Fundamentals of Chemistry	4
CHEM 030A	Introduction to Chemistry	4
CHEM 030B	Introduction to Chemistry	4
ENVIR 010	Environmental Science <sup>1</sup>	4
OCEAN 010	Descriptive Oceanography	3
PHYS 001	Introductory Physics	3
PHYS 002A	Algebra/Trigonometry-Based Physics I	4
PHYS 002B	Algebra/Trigonometry-Based Physics II	4
PHYS 004A	General Physics	5
PHYS 004B	General Physics	5
PHYS 004C	General Physics	5
PHYS 007A	Calculus-Based General Physics for Scientists and Engineers - I	4
PHYS 007B	Calculus-Based General Physics for Scientists and Engineers - II	4
PHYS 007C	Calculus-Based General Physics for Scientists and Engineers - III	4
PHYSC 012	Earth Science	4
<b>5B: Biological Science</b>		
ANTH 062	Introduction to Physical Anthropology	3
BIOL 004A	General Principles and Cell Biology	5
BIOL 004B	Organismal Biology and Biodiversity	5
BIOL 020	Human Biology	4
BIOL 021	General Biology	4
BIOL 061	Human Heredity	3
BIOL 062	Plants and Human Welfare	3
BIOL 063	Ecology	3
BIOL 064	Marine Biology	4
BIOL 065	Wildlife Biology	3
BIOL 071	Human Anatomy	5
BIOL 072	Human Physiology	5
BIOL 074	General Microbiology	5
ENVIR 010	Environmental Science	4
PSYCH 030	Introduction to Biological Psychology	3
<b>5C: Science Lab</b>		
ASTRO 010L	Introductory Astronomy Lab <sup>2</sup>	1
BIOL 004A	General Principles and Cell Biology	5
BIOL 004B	Organismal Biology and Biodiversity	5
BIOL 020	Human Biology	4

BIOL 021	General Biology	4
BIOL 064	Marine Biology	4
BIOL 071	Human Anatomy	5
BIOL 072	Human Physiology	5
BIOL 074	General Microbiology	5
CHEM 001A	General Chemistry	5
CHEM 001B	General Chemistry	5
CHEM 012A	Organic Chemistry	5
CHEM 012B	Organic Chemistry	5
CHEM 015	Fundamentals of Chemistry	4
CHEM 030A	Introduction to Chemistry	4
CHEM 030B	Introduction to Chemistry	4
ENVIR 010	Environmental Science	4
PHYS 001	Introductory Physics	3
PHYS 002A	Algebra/Trigonometry-Based Physics I	4
PHYS 002B	Algebra/Trigonometry-Based Physics II	4
PHYS 004A	General Physics	5
PHYS 004B	General Physics	5
PHYS 004C	General Physics	5
PHYS 007A	Calculus-Based General Physics for Scientists and Engineers - I	4
PHYS 007B	Calculus-Based General Physics for Scientists and Engineers - II	4
PHYS 007C	Calculus-Based General Physics for Scientists and Engineers - III	4
PHYSC 012	Earth Science	4

<sup>1</sup> ENVIR 010 may be certified in either Physical or Biological Science, but may only be certified once.

<sup>2</sup> ASTRO 010L fulfills the lab requirement for IGETC only if student has completed ASTRO 010, ASTRO 014 or ASTRO 016 previously or concurrently.

## AREA 6: Language Other Than English

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

Course	Title	Units
FREN 001A	Elementary French	5
FREN 001B	Elementary French	5
SL 001B	Intermediate American Sign Language	3
SPAN 001A	Elementary Spanish	5
SPAN 001B	Elementary Spanish	5
SPAN 002A	Intermediate Spanish	5
SPAN 002B	Intensive Intermediate Spanish	5
SPAN 020A	Spanish for Heritage Speakers I	5
SPAN 020B	Spanish for Heritage Speakers II	5
VIET 001A	Elementary Vietnamese	5
VIET 001B	Elementary Vietnamese	5

## General Education Reciprocity

The San José/Evergreen Community College District has entered into a mutual agreement with nine other Community Colleges to accept the General Education of these colleges "as completed." In addition to Evergreen Valley College, participating institutions include:

- Chabot
- De Anza
- Foothill
- Gavilan
- Las Positas
- Mission
- Ohlone
- San José City
- West Valley

The reciprocity agreement allows students who obtain a certification of completion of associate degree GE requirements at one of the participating colleges to transfer both the GE coursework and graduation proficiencies to any of the other participating colleges. Additional GE coursework will not be required if the official certification is presented. Students will still be required to complete all courses or prerequisites needed for a major. The agreement also means that the other participating colleges will accept the Evergreen Valley College GE pattern when presented with official certification.

The process for obtaining a Certification of Completion of EVC's General Education is the following:

1. Student works with a counselor and requests General Education Certifications from the Office of Admissions and Records for verification.
2. Official reciprocity certification will be completed by the counselor, verified by the evaluations specialist, and mailed to the community college of transfer. Student will be given a copy of the certification.
3. If transcripts are to be used from other colleges, official copies must be on file with the Office of Admissions and Records.
4. Evergreen Valley College will honor the certification presented from the participating college only if it is transmitted in the same manner as an official transcript. Student copies will not be honored.

Please note that only community colleges listed above participate in the agreement at this time, and these agreements are subject to change.

According to Title 5 requirements, beginning Fall 2009, English Composition (English 1A) and Intermediate Algebra (Math 13) are required for all Associates Degrees. Please note that Title 5 requirements supersede local reciprocity agreements. Check with a counselor by calling (408) 270-6475 or visiting the counseling office at SC-250 for a counseling appointment.

## Transferring to a Four Year College/University

Students planning to transfer to a four-year college or university may complete their lower-division general education and major preparatory requirements at Evergreen Valley College. Students are advised to meet early with a counselor to ensure a smooth transition to the transfer institution. Counselors work with students to develop Student

Educational Plans that map out the courses needed for successful transfer.

Main components of a typical transfer plan include:

1. General Education Requirements  
The California State University (CSU) and the University of California (UC) systems require a program of General Education to grant a Bachelor degree.
2. Lower Division Major Preparation  
Lower division requirements vary considerably from college to college; it is essential that, early in their planning, students consult the current catalog of the institution to which they intend to transfer.
3. Electives

## California State University (CSU)

Admission requirements to CSU:

- Complete 60 semester (90 quarter) CSU transferable units;
- Earn a 2.0 GPA or higher in all transferable units;
- Be in good standing at the last college/university attended;
- Complete a least 30 units of CSU GE-Breadth requirements with a grade of "C" or better. The 30 units must include completion of CSU GE Areas A1, A2, A3, and B4 with a "C" grade or better in each course.

## Priority application filing dates for CSU:

Fall	October 1 - Nov 30
Winter	June 1 - 30
Spring	August 1 - 31
Summer	February 1-28

Students can also find additional resources for CSU at the following websites:

[www.calstate.edu](http://www.calstate.edu)  
[www.ASSIST.org](http://www.ASSIST.org)

## Associate Degrees for Transfer

California Community Colleges are now offering associate degrees for transfer to the CSU. These may include Associate in Arts (AA-T) or Associate in Science (AS-T) degrees. These degrees are designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an AA-T or AS-T degree are guaranteed admission with junior standing somewhere in the CSU system and given priority admission consideration to their local CSU campus or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or campuses. For more information about similar majors, please visit the website at [www.SB1440.org](http://www.SB1440.org).

Students who have been awarded an AA-T or AS-T are able to complete their remaining requirements for the 120-unit baccalaureate degree within 60 semester or 90 quarter units. Current and prospective students are encouraged to meet with a counselor to review their options for transfer and to develop an educational plan that best meets their goals and needs.

The following is a list of associate degrees for transfer offered at EVC:

- **Administration of Justice**
- **Anthropology**
- **Biology**
- **Business Administration**
- **Child and Adolescent Development**
- **Communication Studies**
- **Economics**
- **English**
- **History**
- **Kinesiology**
- **Nutrition and Dietetics**
- **Mathematics**
- **Music**
- **Physics**
- **Psychology**
- **Studio Arts**

For more information please visit the website at [www.evc.edu](http://www.evc.edu)

## University of California (UC)

Admission Requirements to transfer to UC:

- Complete 60 semester (90 quarter) units of UC transferable courses
- Earn a minimum 2.4 GPA in all UC transferable courses
- Complete the following seven-course pattern, earning a grade of "C" or better in each course (all courses must be 3 semester or 4 quarter units):
  - English Composition – 2 courses
  - Mathematical Concepts and Quantitative Reasoning – 1 course
  - Arts and Humanities, Social Science, Physical and Biological Science – 4 courses from at least 2 of the three subject areas

Most campuses require completion of the course pattern no later than the end of the spring term prior to fall admission. Students may complete IGETC or General Education requirements of the receiving UC campus to satisfy the seven course pattern.

Note: IGETC is most helpful to students who want to keep their options open - those who know they want to transfer, but who have not yet decided upon a particular institution, campus, or major. Certain students, however, will not be well served by following the IGETC. Students who intend to transfer into a high unit major or one that requires extensive lower division preparation, such as engineering, should concentrate on completing the many prerequisites for the major. IGETC must be completed in its entirety before transfer; otherwise students will be required to satisfy the specific lower division general education requirements of the transferring UC or CSU. All IGETC courses must be completed with a grade of C or better.

## Priority Application filing Dates for UC

Fall	November 1 - 30
Winter	July 1 - 31
Spring	October 1 - 31

Students can also find additional resources for UC at the following websites:

[www.universityofcalifornia.edu](http://www.universityofcalifornia.edu)  
[www.ASSIST.org](http://www.ASSIST.org)

## CSU and UC

All campuses accept students for fall admission, many do not accept for spring, winter or summer. Consult a counselor or the campus website for details about a specific campus. Apply at [www.csumentor.edu](http://www.csumentor.edu) for CSU's and [www.universityofcalifornia.edu](http://www.universityofcalifornia.edu) for UC's.

### Certification of General Education for transfer to CSU and UC

Students should request certification of their CSU GE or IGETC prior to transfer. IGETC certification must be requested in the Admissions and Records Office. This is not an automatic process. All necessary documentation (secondary or other college transcripts) must be submitted to the Admissions and Records Office prior to this request. Valid IGETC and CSU courses must appear on EVC's IGETC and CSU patterns the year in which they are taken. Students who transfer without certification may have to meet the general education requirements of the receiving campus.

### Transferability of Courses

Baccalaureate level courses at Evergreen Valley College have been articulated with CSU and UC systems. Some courses are articulated for general education, major preparation and/or elective credit. Articulation agreements between Evergreen Valley College and the CSU and UC systems can be found at [www.ASSIST.org](http://www.ASSIST.org)

## 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.

The following is a list of Evergreen Valley College courses with C-ID designation approval as of June, 2019. For a regularly updated list, please go to the ASSIST database at [www.assist.org](http://www.assist.org). This list will be updated regularly as courses receive approval for C-ID designation.

C-ID Course	EVC Course
ACCT 110	ACCTG-001A
ACCT 120	ACCTG-001B
AJ 110	AJ-010
AJ 120	AJ-011
AJ 122	AJ-013
AJ 124	AJ-112
AJ 140	AJ-015
AJ 150	AJ-115
AJ 160	AJ-019
AJ 200	AJ-116
AJ 220	AJ-111
ANTH 110	ANTH-062
ANTH 120	ANTH-063
ARTH 100	ART-090
ARTH 110	ART-091
ARTH 120	ART-092
ARTH 130	ART-096
ARTH 150	ART-093
ARTS 100	ART-012
ARTS 101	ART-013
ARTS 110	ART-024
ARTS 200	ART-055A
ARTS 205	ART-025
ARTS 210	ART-060
ARTS 210	ART-060A

ARTS 250	ART-035
ARTS 270	ART-014
BIOL 110B	BIOL-071
BIOL 120B	BIOL-072
BIOL 140	BIOL-004B
BIOL 190	BIOL-004A
BIOL 135 S	BIOL 004A, BIOL 004B
BUS 110	BUS-082
BUS 120	BUS-071
BUS 140	CIT-010
CDEV 100	FCS-070
CHEM 101	CHEM-015
CHEM 101	CHEM-030A
CHEM 102	CHEM-030B
CHEM 110	CHEM-001A
CHEM 120S	CHEM-001A, CHEM-001B
CHEM 160S	CHEM-012A, CHEM-012B
COMM 110	COMS-020
COMM 120	COMS-040
COMM 130	COMS-010
COMM 140	COMS-045
COMM 150	COMS-035
COMM 180	COMS-018
COMP 112	COMSC-020
COMP 122	COMSC-075
COMP 132	COMSC-076
COMP 142	COMSC-077
COMP 152	COMSC-080
ECON 201	ECON-010B
ECON 202	ECON-010A
ENGL 100 (ENGL 110)	ENGL-001A
ENGL 105 (ENGL 115)	ENGL-001C
ENGL 120 (ENGL-LIT 100)	ENGL-001B
ENGL 130	ENGL-084A
ENGL 135	ENGL-084B
ENGL 145 (ENGL-LIT 185)	HUMNT-002
ENGL 160 (ENGL-LIT 160)	ENGL-086A
ENGL 165	ENGL-086B
ENGL 200 (ENGL-CW 100)	ENGL-072
GEOG 110	GEOG-010
HIST 130	HIST-017A
HIST 140	HIST-017B
HIST 150	HIST-003A
HIST 160	HIST-003B
HIST 170	HIST-010A
HIST 180	HIST-010B
JOUR 100	JOURN-010
KIN 101	KINS-025
MATH 110	BUS-060
MATH 110	MATH-063
MATH 120	MATH-052
MATH 130	MATH-061



MATH 140	MATH-062
MATH 210	MATH-071
MATH 211	MATH-066
MATH 220	MATH-072
MATH 230	MATH-073
MATH 240	MATH-078
MATH 250	MATH-079
MATH 851	MATH-022
MUS 100	MUSIC-091
MUS 110	MUSIC-099
MUS 120	MUSIC-010A
MUS 125	MUSIC-011A
MUS 130	MUSIC-010B
MUS 135	MUSIC-011B
MUS 140	MUSIC-010C
MUS 145	MUSIC-011C
MUS 150	MUSIC-010D
MUS 155	MUSIC-011D
MUS 160	MUSIC-190
MUS 170	MUSIC-050A and MUSIC-050B
MUS 171	MUSIC-020A and MUSIC-020B
MUS 180	MUSIC-180
NUTR 110	FCS-019
PHYS 100 S	PHYS 002A, PHYS 002B
PHYS 105	PHYS-002A
PHYS 110	PHYS-002B
PHYS 205	PHYS-004A
PHYS 205	PHYS-007A
PHYS 210	PHYS-004B
PHYS 210	PHYS 007B
PHYS 215	PHYS-004C
PHYS 215	PHYS 007C
PSY 110	PSYCH-001
PSY 115	PSYCH-060
PSY 120	PSYCH-099
PSY 130	PSYCH-100
PSY 150	PSYCH-030
PSY 180	PSYCH-092
PSY 200	PSYCH-018
SJS 120	WOMS-010
SOCI 110	SOC-010
SOCI 115	SOC-011
SOCI 130	PSYCH-096
SOCI 160	AJ-113
SPAN 100	SPAN-001A
SPAN 220	SPAN-020A
THTR 111	THEAT-020

## DEGREES AND CERTIFICATES

### Accounting

#### Accounting - Associate in Science

This curriculum provides training for entry-level accounting positions including general accounting clerks, bookkeepers, and similar workers in banks and business firms. Graduates from this program are qualified to meet the demands of offices requiring technical skills in general accounting and computerized bookkeeping. A grade of 'C' or better in each major course is required to graduate.

#### Program Learning Outcomes

- Prepare and record accounting entries in accordance with generally accepted accounting principles using both manual and computerized accounting systems.
- Apply knowledge of managerial, cost and tax accounting to identify and record economic events.
- Create and analyze financial statements, and communicate results to end users.

#### Major Requirements

Course	Title	Units
ACCTG 001A	Principles of Financial Accounting	4
ACCTG 001B	Managerial Accounting	4
ACCTG 030	QuickBooks	3
ACCTG 062	Cost Accounting	5
ACCTG 063	Intermediate Accounting	5
ACCTG 097	Accounting for Income Taxes	3
BIS 102	Microsoft Excel	3
BUS 071	Legal Environment of Business	3

#### Total Requirements

Course	Title	Units
Major Requirements		30
Electives (Any AA/AS applicable course)		6
General Education Requirements		24
Total Units		60

### Accounting - Certificate of Achievement

This curriculum provides training for entry-level accounting positions including general accounting clerks, bookkeepers, and similar workers in banks and business firms. Graduates from this program are qualified to meet the demands of offices requiring technical skills in general accounting and computerized bookkeeping. A grade of 'C' or better in each major course is required to graduate.

#### Program Learning Outcomes

- Prepare and record accounting entries in accordance with generally accepted accounting principles using both manual and computerized accounting systems.
- Apply knowledge of payroll and tax accounting to identify and record economic events.
- Create and analyze financial statements, and communicate results to end users.

Course	Title	Units
ACCTG 101	Bookkeeping for Small Business	3
ACCTG 022	Payroll Accounting	4
ACCTG 030	QuickBooks	3
ACCTG 095	Individual Income Tax CTEC Approved	5
BIS 102	Microsoft Excel	3
BIS 007	Business Writing Skills	3
Total Units		21

## Administration of Justice

### Administration of Justice - Associate in Arts

The Administration of Justice program offers an Associate in Arts degree intended to academically prepare students with the necessary skills to work in the criminal justice field, in both public and private sectors.

The program focuses on essential learning dimensions of effective communication, critical inquiry, information literacy, social and cultural awareness, and ethical intelligence. The Administration of Justice Associate in Arts degree will benefit students who desire to enter the workforce, continue with career technical education, or transfer to a four year institution to continue academic endeavors. The Administration of Justice program combines both academic and practitioner perspectives to the study of crime in a global society.

Students must complete each major course and major elective course with a grade of "C" or better to be awarded the degree.

#### Program Learning Outcomes

- Demonstrate effective written and oral communication necessary in the criminal justice field.
- Interpret and analyze information, concepts, and theories of the criminal justice system from multiple perspectives.
- Apply and integrate terminology, concepts, and practices of law enforcement, the courts, and corrections.
- Recognize the value of a multicultural society and the importance of social justice within the community both personally and within the criminal justice field.
- Analyze and consider personal decisions and ideas related to the criminal justice system that are based on civility, civic responsibility, and public perception.

#### Major Requirements

Course	Title	Units
AJ 010	Introduction to Administration Of Justice	3
AJ 011	Criminal Law	3
AJ 013	Criminal Procedures	3
AJ 014	Contemporary Police Issues	3
AJ 015	Introduction to Criminal Investigation	3

#### Major Electives

Course	Title	Units
<i>Select 5 units from the following:</i>		5
AJ 019	Law Enforcement in Multicultural Communities	
AJ 110	Narcotics and Drug Abuse	
AJ 111	Juvenile Law and Procedures	
AJ 112	Introduction to Evidence	
AJ 113	Crime and Violence in America	
AJ 114	Terrorism	
AJ 115	Introduction to Forensic Science	
AJ 116	Introduction to Corrections	
AJ 117	Introduction to Cybercrime	
AJ 123	Women and Criminal Justice	
PHIL 060	Logic and Critical Thinking	
PHIL 065	Introduction to Ethics	

PSYCH 020	Psychology of Stress Reduction
PSYCH 026	Violence Against Women: Cross-Cultural Perspective
SOC 010	Introduction to Sociology
SOC 011	Social Problems
BIOL 025	Forensic Biology
MATH 063	Elementary Statistics
BIS 039	Professional Image
Foreign Language (including sign language and conversational)	

#### Total Requirements

Course	Title	Units
Major Requirements		15
Major Electives		5
General Education Requirements		39
Physical Activity (graduation requirement)		1
Total Units		60

### Administration of Justice - Associate in Science

The Administration of Justice program offers an Associate in Science degree intended to academically prepare students with the necessary skills to work in the criminal justice field, in both public and private sectors. The program focuses on essential learning dimensions of effective communication, critical inquiry, information literacy, social and cultural awareness, and ethical intelligence. The Administration of Justice Associate in Science degree will benefit students who desire to enter the workforce, continue with career technical education, or transfer to a four year institution to continue academic endeavors. The Administration of Justice program combines both academic and practitioner perspectives to the study of crime in a global society.

Students must complete each major course and major elective course with a grade of "C" or better to be awarded the degree.

#### Program Learning Outcomes

- Demonstrate effective written and oral communication necessary in the criminal justice field.
- Interpret and analyze information, concepts, and theories of the criminal justice system from multiple perspectives.
- Apply and integrate terminology, concepts, and practices of law enforcement, the courts, and corrections.
- Recognize the value of a multicultural society and the importance of social justice within the community both personally and within the criminal justice field.
- Analyze and consider personal decisions and ideas related to the criminal justice system that are based on civility, civic responsibility, and public perception.

#### Major Requirements

Course	Title	Units
AJ 010	Introduction to Administration Of Justice	3
AJ 011	Criminal Law	3
AJ 013	Criminal Procedures	3
AJ 014	Contemporary Police Issues	3
AJ 015	Introduction to Criminal Investigation	3

## Major Electives

Course	Title	Units
<i>Select 20 units from the following:</i>		
AJ 019	Law Enforcement in Multicultural Communities	20
AJ 110	Narcotics and Drug Abuse	
AJ 111	Juvenile Law and Procedures	
AJ 112	Introduction to Evidence	
AJ 113	Crime and Violence in America	
AJ 114	Terrorism	
AJ 115	Introduction to Forensic Science	
AJ 116	Introduction to Corrections	
AJ 117	Introduction to Cybercrime	
AJ 123	Women and Criminal Justice	
PHIL 060	Logic and Critical Thinking	
PHIL 065	Introduction to Ethics	
PSYCH 020	Psychology of Stress Reduction	
PSYCH 026	Violence Against Women: Cross-Cultural Perspective	
SOC 010	Introduction to Sociology	
SOC 011	Social Problems	
BIOL 025	Forensic Biology	
MATH 063	Elementary Statistics	
BIS 039	Professional Image	
Foreign Language (including sign language and conversation) OR		
California Peace Officer Standards and Training College-Accredited Regular Basic Police Academy or Regular Basic Police Academy Modular Course		

## Total Requirements

Course	Title	Units
Major Requirements		15
Major Electives		20
G.E. Requirements		24
Physical Activity		1
Total Units		60

## Administration of Justice - Associate In Science for Transfer

The Administration of Justice program offers an Associate of Arts Degree to prepare students for the skills necessary to work in the criminal justice field, in both public and private sectors. The Administration of Justice degree is ideally suited for students who desire to transfer to a four year institution to continue academic endeavors or to enter the workforce. The Administration of Justice program combines both academic and practitioner perspectives to the study of crime in a global society. The Associate in Science in Administration of Justice for Transfer is designed to prepare students for fields related to law enforcement, corrections, courts, social service, and the private sector. Students who successfully complete the program will be eligible to transfer to the California State University system to continue study in Administration of Justice, Corrections including Probation and Parole, Social Services, or Legal-Pre Law Studies.

Students who complete the AS-T in Administration of Justice must have the following:

- Completion of 60 CSU transferable semester units
- A minimum of at least 2.0 GPA in CSU transferable courses (note that a higher GPA may be required in some institutions)
- Completion of at least 18 units in the major with a grade of "C" or better
- Certified completion of the CSU General Education-Breadth (CSU GE-Breadth) requirements, or completion of the Intersegmental General Education Transfer Curriculum (IGETC) requirements

**Please Note:** No more than 60 semester units are required for this degree and no additional requirements will be imposed by Evergreen Valley College.

## Program Learning Outcomes

- Demonstrate effective written and oral communication necessary in the criminal justice field.
- Interpret and analyze information, concepts, and theories of the criminal justice system from multiple perspectives.
- Apply and integrate terminology, concepts, and practices of law enforcement, the courts, and corrections.
- Recognize the value of a multicultural society and the importance of social justice within the community both personally and within the criminal justice field.
- Analyze and consider personal decisions and ideas related to the criminal justice system that are based on civility, civic responsibility, and public perception.

## Major Requirements

Course	Title	Units
<b>Core Requirements</b>		
AJ 010	Introduction to Administration Of Justice	3
AJ 011	Criminal Law	3
<b>List A: Select two of the following:</b>		6
AJ 013	Criminal Procedures	
AJ 015	Introduction to Criminal Investigation	
AJ 019	Law Enforcement in Multicultural Communities	
AJ 111	Juvenile Law and Procedures	
AJ 112	Introduction to Evidence	
AJ 115	Introduction to Forensic Science	
AJ 116	Introduction to Corrections	
<b>List B: Select two of the following:</b>		6
<i>Any List A course not already taken</i>		
AJ 014	Contemporary Police Issues	
SOC 010	Introduction to Sociology	
PSYCH 001	General Psychology	
MATH 063	Elementary Statistics	
or BUS 060	Fundamentals of Business Statistics	

## Total Requirements

Course	Title	Units
Major Requirements		18
Transferable Electives (as needed to reach 60 units)		3-9
CSU GE-B or IGETC for CSU <sup>1</sup>		37-39
<b>Total Units</b>		<b>60</b>

<sup>1</sup> Some GE courses may be double-counted within the major and will reduce the number of units. General electives may be needed to reach 60 units. Please consult with a counselor to determine which courses are applicable.

## Anthropology

### Anthropology - Associate in Arts for Transfer

The Associate in Arts in Anthropology for Transfer degree will enable students to develop a strong foundation in research methods, statistics and both cultural and biological aspects of behavior and will offer a wide variety of elective courses in anthropology and other related fields for students to develop a broad knowledge base. The Anthropology Program educates students to understand and value the cultural and social diversity on a global scale, both past and present. In addition, students will develop strong critical thinking, communication, and problem-solving skills that will prepare them for the requirements of upper division course work.

Students who complete the AA-T in Anthropology must have the following:

- Completion of 60 CSU transferable semester units
- A minimum of at least 2.0 GPA in CSU transferable courses (note that a higher GPA may be required in some institutions)
- Completion of at least 18 units in the major with a grade of "C" or better
- Certified completion of the CSU General Education-Breadth (CSU GE-Breadth) requirements, or completion of the Intersegmental General Education Transfer Curriculum (IGETC) requirements

**Please Note:** No more than 60 semester units are required for this degree and no additional requirements will be imposed by Evergreen Valley College.

### Program Learning Outcomes

- Appraise past and present cross-cultural experiences.
- Critically analyze and interpret anthropological data.
- Apply anthropological principles for solving human problems on the local, regional and global scales.

## Major Requirements

Course	Title	Units
<b>Required Core:</b>		
ANTH 062	Introduction to Physical Anthropology	3
ANTH 063	Introduction to Social and Cultural Anthropology	3
ANTH 064	Introduction to Archaeology	3
<b>LIST A: Select one course</b>		3
MATH 063	Elementary Statistics	
GEOG 010	Introduction to Physical Geography	
<b>LIST B: Select one to two courses</b>		3-5
<i>Any List A course not already taken</i>		
PSYCH 018	Introduction to Research Methods	
BIOL 071	Human Anatomy	
<b>LIST C: Select one course</b>		3
<i>Any List A or B course not already taken</i>		
ANTH 090	Introduction to Pre-Cuauhtemoc Mexico	
COMS 035	Intercultural Communication	
ENGL 080	Mexican-American Literature	
ENGL 082A	African-American Literature	

ETH 010	Introduction to Ethnic Studies
ETH 020	African American Culture
ETH 030	Chicana/o Culture
ETH 035	Sociology of the Chicana/o Experience
ETH 040	Vietnamese American Culture and Experience
ETH 042	Asian Pacific American (APA) Culture and Experience
HIST 015	South Asian History Since 1947
HIST 021	African American History
HIST 022	Mexican-American History
PSYCH 025	Psychology of Women: Global Perspective
PSYCH 026	Violence Against Women: Cross-Cultural Perspective
PSYCH 051	Introduction to Cross-Cultural Psychology
SOC 010	Introduction to Sociology

### Total Requirements

Course	Title	Units
Major Requirements		18-20
Transferable Electives (to reach 60 units)		15-16
CSU-GE or IGETC for CSU <sup>1</sup>		37-39
Total Units		60

<sup>1</sup> Some GE courses may be double-counted within the major and will reduce the number of units. General electives may be needed to reach 60 units. Please consult with a counselor to determine which courses are applicable.

## Art

### Art - Design Emphasis - Associate in Science

This degree reflects serious, sustained study and achievement in foundational concepts of two-dimensional arts and graphic design. Hands-on studio practice, digital media skills and art history courses are required to fully engage students in the language of the visual arts and to introduce students to various theoretical approaches of art and design.

Students must complete each major course and major elective course with a grade of 'C' or better to be awarded the degree.

### Program Learning Outcomes

- Describe and analyze works of art and design using vocabulary specific to the visual arts.
- Demonstrate technical proficiency in handling various art and design materials, such as cutting tools, pasting options, duplicating processes, various drawing and painting media, digital media software, presentation materials and the health and safety standards related to these materials.
- Demonstrate technical skills in drawing, including drawing naturalistically from the observed world, drawing from the imagination, and applying systems of linear perspective.
- Demonstrate a working knowledge of the elements and principles of art and design and the dynamics of composition.

- Formulate works of art and design culling from various visual resources.
- Compose works of art and design using computer software programs.
- Demonstrate proficiency in critical thinking, problems solving, group interaction, and self-discipline to create works of art and design.
- Analyze how form affects content in works of art and implement design changes to strengthen this relationship.
- Evaluate their work and the work of others in terms of how art and design are a reflection of what we value, personally, socially and culturally.

### Major Requirements

Course	Title	Units
ART 012	Two Dimensional Design	3
ART 013	Three Dimensional Design	3
ART 014		3
ART 024	Beginning Drawing	3
ART 035	Graphic Design I	3
ART 039	Introduction to Digital Video	3
ART 055A	Life Drawing I	3
ART 060		3
ART 076A	Art and Design Portfolio Preparation	3
ART 091	Survey of Art History: Prehistoric Through Gothic	3
ART 092	Survey of Art History: Renaissance to the Present	3

### Major Electives

Course	Title	Units
<b>Select 6 units from the following:</b>		<b>6</b>
ART 025	Expressive Drawing	
ART 026A	Representational Drawing	
ART 041	Digital Filmmaking: Camera Techniques, Lighting and Sound	
ART 055B	Life Drawing II	
ART 061		

### Total Requirements

Course	Title	Units
Major Requirements		33
Major Electives		6
General Education Requirements		21
Total Units		60



## Art - Studio Practice 2D - Associate in Science

The Art and Design program offers an Associate in Science Degree. If the student desires to transfer, he/she may seek a Bachelor's degree in Art, Art and Design, or Fine Arts. The Associate degree program at Evergreen Valley College offers lower division course work for students transferring into four-year programs in Design, General Studio Practice, History or Art Education. Students must complete each major course and major elective course with a grade of 'C' or better to be awarded the degree.

### Program Learning Outcomes

- Describe and analyze works of art and design using vocabulary specific to the visual arts.
- Demonstrate technical proficiency in handling various art and design materials, such as cutting tools, pasting options, duplicating processes, various drawing and painting media, presentation materials and the health and safety standards related to these materials.
- Demonstrate technical skills in drawing, including drawing naturalistically from the observed world, drawing from the imagination, and applying systems of linear perspective.
- Demonstrate a working knowledge of the elements and principles of art and design and the dynamics of composition.
- Formulate works of art and design culling from various visual resources.
- Demonstrate proficiency in critical thinking, problems solving, group interaction, and self-discipline to create works of art and design.
- Analyze how form affects content in works of art and implement design changes to their own work to strengthen this relationship.
- Evaluate their work and the work of others in terms of how art and design are a reflection of what we value, personally, socially and culturally.

### Major Requirements

Course	Title	Units
ART 012	Two Dimensional Design	3
ART 013	Three Dimensional Design	3
ART 014		3
ART 024	Beginning Drawing	3
ART 025	Expressive Drawing	3
ART 026A	Representational Drawing	3
ART 055A	Life Drawing I	3
ART 060		3
ART 061		3
ART 076A	Art and Design Portfolio Preparation	3
ART 091	Survey of Art History: Prehistoric Through Gothic	3
ART 092	Survey of Art History: Renaissance to the Present	3

### Major Electives

Course	Title	Units
<b>Select 6 units from the following:</b>		
ART 035	Graphic Design I	6
ART 039	Introduction to Digital Video	
ART 042	Beginning Sculpture I	
ART 055B	Life Drawing II	
PHOTO 022	Beginning Photography	

### Total Requirements

Course	Title	Units
Major Requirements		36
Major Electives		6
General Education Requirements		21
<b>Total Units</b>		<b>63</b>

### Small Metal Arts - Certificate of Specialization

The Certificate of Specialization in Small Metal Arts promotes technical and conceptual preparation for entry level work at a jewelry or small metals shop and/or for the development of a personal business in fabrication of small metals objects. Students learn a range of techniques working with non-ferrous metals, learn historical and contemporary trends in the field, develop a personal body of work, and practice analysis of functional and aesthetic considerations in small metal sculpture.

A grade of "C" or better is required in each course. Completed courses will appear on student transcripts. However, the Certificate of Specialization will only appear on documents obtained directly through the Art Department.

### Program Learning Outcomes

- Produce a body of small-metal sculptural works that embodies strong design principles, demonstrates skillful metalworking techniques, and conveys a personal aesthetic vision.
- Describe historical and contemporary approaches to small metal arts sculpture, functional objects and jewelry.
- Evaluate works of art in terms of technique, function, form and content using art terminology.
- Use and care for traditional and experimental media, materials, and tools, while observing health and safety standards in a studio setting.

Course	Title	Units
ART 067	Metalsmithing	3
ART 068	Casting for Small Metals	3
ART 075	Advanced Small Metals and Jewelry Techniques	3
<b>Total Units</b>		<b>9</b>

## Studio Arts - Associate in Arts

The Associate in Arts Degree in Studio Arts is designed to prepare students for transfer into the CSU, UC, and private art college baccalaureate degree programs in Studio Arts or similar fields of study. The AA in Studio Arts provides foundational course work covering a range of materials and techniques, and allows students to gain proficiency in an area of specialization. Skill development is enhanced by historical and critical analysis, personally driven projects, and professionalism in process and presentation, with the goal of developing a strong portfolio. This customizable degree allows students to align their course electives with lower division requirements of desired BA/BFA programs. Fields include Fine Arts, Graphic Design, Industrial Design, Interior Design, Digital Media, Animation, Illustration, Art Education, and others.

### Program Learning Outcomes

- Apply the elements and principles of art, and demonstrate skillful command in a variety of materials and techniques, both traditional and contemporary, to construct works of art and design that are impactful mediums of visual communication.
- Apply design problem-solving processes, including various research techniques, brainstorming, thumbnail sketches, maquettes, prototypes, comps, safe and ethical use of materials and shared studio space, self-evaluations, and resulting in a final portfolio of art and design solutions.
- Evaluate works of art and design through critical discussion and written assignments, using vocabulary specific to the visual arts.
- Analyze, discuss, and interpret historically important works of art, architecture and design in terms of historical context and cultural values.

### Major Requirements

Course	Title	Units
<b>Core Requirements</b>		
ART 012	Two Dimensional Design	3
ART 013	Three Dimensional Design	3
ART 024	Beginning Drawing	3
ART 035	Graphic Design I	3
ART 076A	Art and Design Portfolio Preparation	3
ART 092	Survey of Art History: Renaissance to the Present	3
<b>Area of Specialization</b>		<b>6</b>
Complete 6 units in one of the following areas of specialization		
<i>Drawing</i>		
ART 025	Expressive Drawing	
ART 026A	Representational Drawing	
ART 055A	Life Drawing I	
ART 055B	Life Drawing II	
<i>Painting</i>		
ART 060A	Painting I	
ART 060B	Painting II	
ART 062A	Watercolor Painting I	
<i>Digital Media</i>		
ART 032	Photoshop I	
ART 038	Graphic Design II	

ART 039	Introduction to Digital Video	
ART 041	Digital Filmmaking: Camera Techniques, Lighting and Sound	
CIT 040	Web Design I: Internet Publishing	
<i>Sculpture</i>		
ART 042	Beginning Sculpture I	
ART 043	Sculpture II	
ART 066	Introduction to Metalsmithing	
<i>Metalsmithing</i>		
ART 066	Introduction to Metalsmithing	
ART 067	Metalsmithing	
ART 068	Casting for Small Metals	
<b>Required Art History Elective</b>		<b>3</b>
ART 091	Survey of Art History: Prehistoric Through Gothic	
ART 093	History of Modern Art	
ART 096	History of Asian Art	
<b>Required Art Electives</b>		<b>2-3</b>
Choose one course from list below, or one course (not already taken) from any area of specialization above		
ART 055C	Life Drawing III	
ART 060C	Painting III	
ART 062B	Watercolor Painting II	
ART 075	Advanced Small Metals and Jewelry Techniques	
PHOTO 022	Beginning Photography	
PHOTO 062	Intermediate Photography	
CADD 130	Fundamentals of AutoCAD	

### Total Requirements

Course	Title	Units
Major Requirements		29-30
General Education <sup>1</sup>		33
<b>Total Units</b>		<b>62-63</b>

<sup>1</sup> Art History courses meet 6 units of general education requirements.

## Studio Arts - Associate in Arts for Transfer

The Associate in Arts in Studio Arts for Transfer degree is designed to prepare students to seamlessly transfer into the California State University (CSU) system and complete a baccalaureate degree in Studio Arts or similar field of study. Course offerings expose students to a broad range of materials and techniques designed to build diverse technical skills, to nurture innovative and personally driven ideas, and promote professionalism in art and design solutions. The Associate in Arts in Studio Arts for Transfer degree provides a sound foundation for students seeking careers in Fine Arts, Graphic Design, Industrial Design, Interior Design, Digital Media, Animation, Illustration, and Art Education, among others.

Students who complete the AA-T in Studio Arts must have the following:

- Completion of 60 CSU transferable semester units
- A minimum of at least 2.0 GPA in CSU transferable courses (note that a higher GPA may be required in some institutions)
- Completion of at least 18 units in the major with a grade of "C" or better
- Certified completion of the CSU General Education-Breadth (CSU GE-Breadth) requirements, or completion of the Intersegmental General Education Transfer Curriculum (IGETC) requirements

**Please Note:** No more than 60 semester units are required for this degree and no additional requirements will be imposed by Evergreen Valley College.

### Program Learning Outcomes

- Display competence in the use of tools, materials, techniques, and concepts by completing a portfolio of original art and design projects.
- Evaluate works of art and design through critical discussion and written assignments.
- Demonstrate, through the analysis of aesthetic and cultural values, an understanding of the contribution of art and design to human experience.

## Major Requirements

Course	Title	Units
<b>Core Requirements</b>		
ART 012	Two Dimensional Design	3
ART 013	Three Dimensional Design	3
ART 024	Beginning Drawing	3
ART 092	Survey of Art History: Renaissance to the Present	3
<b>List A: Select 3 units from the following:</b>		3
ART 091	Survey of Art History: Prehistoric Through Gothic	
ART 096	History of Asian Art	
<b>List B: Select 3 Curricular Areas (9 units)</b>		9
<i>Curricular Area: Drawing</i>		
ART 025	Expressive Drawing	
ART 055A	Life Drawing I	
<i>Curricular Area: Painting</i>		
ART 060		
<i>Curricular Area: Sculpture</i>		
ART 042	Beginning Sculpture I	
<i>Curricular Area: Digital Art</i>		
ART 035	Graphic Design I	
<i>Curricular Area: Photography</i>		
PHOTO 022	Beginning Photography	
<i>Curricular Area: Color Theory</i>		
ART 014		
<i>Curricular Area: Applied Design</i>		
ART 066	Introduction to Metalsmithing	
<i>Curricular Area: Second Semester</i>		
ART 026A	Representational Drawing	
ART 055B	Life Drawing II	
ART 061		

## Total Requirements

Course	Title	Units
Major Requirements		24
Transferable Electives (as needed to reach 60 units)		3-5
CSU or IGETC for CSU G.E. <sup>1</sup>		37-39
Total Units		60

<sup>1</sup> Some GE courses may be double-counted within the major and will reduce the number of units. General electives may be needed to reach 60 units. Please consult with a counselor to determine which courses are applicable.

## Automotive Technology

### Advanced Automotive Training - Certificate of Achievement

This certificate certifies successful completion of all Basic Skills, Chassis and Drivetrain, and Electrical/Engine Performance coursework. Meets and/or exceeds CA State Automotive Apprenticeship training requirements. Students must complete each course with a grade of 'C' or better to be awarded the Certificate in Automotive Technology.

#### Program Learning Outcomes

- Demonstrate knowledge of theory, operation, fault validation, appropriate choice and execution of diagnostic methods, safe and environmentally sensitive practices, and efficient work habits of the following systems in production environment.
- Validate service and/or repair success, ensure customer satisfaction, document service/repair information: Electrical Systems, Engine Performance, Vehicle Maintenance, Engine Service, Brake and Steering/Suspension Systems, Powertrain Systems, Climate Control, and Emission Control Systems.

Course	Title	Units
AUTO 102	Automotive Systems	3.5
AUTO 103	Light Line Technician	2
AUTO 105	Suspension, Steering, and Alignment	3
AUTO 106	Automotive Brake Systems	2
AUTO 107	Valve Train	2
AUTO 118	Fuel Systems/Emission Controls	3
AUTO 119	Introduction to Engine Performance	2.5
AUTO 120	Automatic Transmission Systems	2.5
AUTO 121	Manual Transmission and Drivetrain Systems	2
AUTO 122	Advanced Electrical Systems	3
AUTO 125	Automotive Electronics	2
AUTO 127	Ignition Systems	3
AUTO 129	DSO, GDMM, Scan Tool Diagnosis	1.5
AUTO 133	Computerized Engine Management	2.5
AUTO 135	Air Conditioning Systems	2
AUTO 138	Occupational Work Experience	1
AUTO 141	Clean Air Car Course <sup>1</sup>	5
AUTO 170	Electrical Systems	3
AUTO 171	Engine Systems	2.5
AUTO 172	Chassis and Drivetrain Systems	2.5
AUTO 173	Automotive Service Operations	2
AUTO 174	Body & Chassis Electronics	2
AUTO 181A	Introduction to Alternative Fuel and Hybrid/Electric Vehicles	2
AUTO 181B	Hybrid Electric Vehicle Maintenance and Repair	3
AUTO 202	Bugged Vehicle Diagnosis	1.5
<b>Total Units</b>		<b>61</b>

<sup>1</sup> California Apprenticeship requires a grade of "B" or better (for this course)

### American Honda - Certificate of Achievement

Successful completion of the courses for the American Honda Certificate of Achievement provides the necessary skills for employment at American Honda as a service technician. Students must complete each course with a grade of "C" or better to be awarded the Certificate of Achievement.

#### Program Learning Outcomes

- Demonstrate knowledge of theory and operation of all major automotive systems used on American Honda and Acura vehicles.
- Demonstrate the ability to perform fault validation and determine appropriate next actions.
- Demonstrate the ability to use proper repair procedures.
- Demonstrate competence in performing all laboratory activities as required by American Honda Corporation.

Course	Title	Units
AUTO 102	Automotive Systems	3.5
AUTO 103	Light Line Technician	2
AUTO 105	Suspension, Steering, and Alignment	3
AUTO 106	Automotive Brake Systems	2
AUTO 107	Valve Train	2
AUTO 119	Introduction to Engine Performance	2.5
AUTO 120	Automatic Transmission Systems	2.5
AUTO 121	Manual Transmission and Drivetrain Systems	2
AUTO 135	Air Conditioning Systems	2
AUTO 170	Electrical Systems	3
AUTO 171	Engine Systems	2.5
AUTO 172	Chassis and Drivetrain Systems	2.5
AUTO 173	Automotive Service Operations	2
AUTO 174	Body & Chassis Electronics	2
AUTO 132A	Honda Individualized Skills Training Session A	1.5
AUTO 132B	Honda Individualized Skills Training (IST) Session B	1.5
or AUTO 132C	Honda Individualized Skills Training (IST) Session C	
<b>Total Units</b>		<b>36.5</b>

## Auto - Drivetrain and Chassis - Associate in Science

This course of study provides significant training and applicable skills development for future employment as automotive service technicians. Topics include: brakes, transmission, drivetrain, air conditioning, suspension, steering, and body chassis electrical systems. Students will acquire and demonstrate skills using classroom, lab, and on-line vehicle diagnostic/repair simulations using specialized test equipment and service literature that is consistent with industry practices. Students will also execute safe, proper, and ethical work practices. Students must complete each major requirement course and major elective course with a grade of "C" or better.

### Program Learning Outcomes

- Demonstrate a global understanding of various automotive systems and the ability to discern complaint, cause, and correction of complex and interrelated symptoms.
- Demonstrate the ability to diagnose, inspect, measure, and repair transmission, drivetrain, AC, brake and suspension systems in a competent and professional manner.
- Apply basic electrical principles to the repair of Chassis and Drivetrain systems.
- Execute safe, proper, and ethical work practices.

### Major Requirements

Course	Title	Units
AUTO 102	Automotive Systems	3.5
AUTO 103	Light Line Technician	2
AUTO 105	Suspension, Steering, and Alignment	3
AUTO 106	Automotive Brake Systems	2
AUTO 119	Introduction to Engine Performance	2.5
AUTO 120	Automatic Transmission Systems	2.5
AUTO 121	Manual Transmission and Drivetrain Systems	2
AUTO 135	Air Conditioning Systems	2
AUTO 170	Electrical Systems	3
AUTO 171	Engine Systems	2.5
AUTO 172	Chassis and Drivetrain Systems	2.5
AUTO 173	Automotive Service Operations	2
AUTO 174	Body & Chassis Electronics	2

### Total Requirements

Course	Title	Units
Major Requirements		31.5
Major Electives (any auto course not listed above)		5
General Education Requirements		24
Total Units		60.5

## Auto - Drivetrain and Chassis - Certificate of Achievement

This course of study provides significant training and applicable skills development for future employment as automotive service technicians. Topics include: brakes, transmission, drivetrain, air conditioning, suspension, steering, and body chassis electrical systems. Students will acquire and demonstrate skills using classroom, lab, and on-line vehicle diagnostic/repair simulations using specialized test equipment and service literature that is consistent with industry practices. Students will also execute safe, proper, and ethical work practices. Students must complete each course with a grade of "C" or better.

### Program Learning Outcomes

- Demonstrate a global understanding of various automotive systems and the ability to discern complaint, cause, and correction of complex and interrelated symptoms.
- Demonstrate the ability to diagnose, inspect, measure, and repair transmission, drivetrain, AC, brake and suspension systems in a competent and professional manner.
- Apply basic electrical principles to the repair of Chassis and Drivetrain systems.
- Execute safe, proper, and ethical work practices.

Course	Title	Units
AUTO 102	Automotive Systems	3.5
AUTO 103	Light Line Technician	2
AUTO 105	Suspension, Steering, and Alignment	3
AUTO 106	Automotive Brake Systems	2
AUTO 119	Introduction to Engine Performance	2.5
AUTO 120	Automatic Transmission Systems	2.5
AUTO 121	Manual Transmission and Drivetrain Systems	2
AUTO 135	Air Conditioning Systems	2
AUTO 170	Electrical Systems	3
AUTO 171	Engine Systems	2.5
AUTO 172	Chassis and Drivetrain Systems	2.5
AUTO 173	Automotive Service Operations	2
AUTO 174	Body & Chassis Electronics	2
Total Units		31.5

## Auto - Electrical-Engine Performance - Associate in Science

This program provides state of the art training and applicable employment skills in the following ASE certification topics: Electrical, Engine Performance, and Advanced Engine Performance. Also provides training and preparation for CA state emissions inspection license. Students must complete each course with a grade of 'C' or better to be awarded the degree.

### Program Learning Outcomes

- Recognize, diagnose, and repair faults in the following systems: Starting, charging, lighting, instrumentation, climate control, safety, navigation, communication, fuel, ignition, valvetrain, throttle, emissions, powertrain, and stability.
- Demonstrate skills using online vehicle diagnostic/repair information and specialized test equipment that is consistent with industry standards.
- Execute safe, proper, and ethical work practices.

### Major Requirements

Course	Title	Units
AUTO 102	Automotive Systems	3.5
AUTO 103	Light Line Technician	2
AUTO 118	Fuel Systems/Emission Controls	3
AUTO 119	Introduction to Engine Performance	2.5
AUTO 122	Advanced Electrical Systems	3
AUTO 125	Automotive Electronics	2
AUTO 127	Ignition Systems	3
AUTO 129	DSO, GDMM, Scan Tool Diagnosis	1.5
AUTO 133	Computerized Engine Management	2.5
AUTO 138	Occupational Work Experience	1
AUTO 141	Clean Air Car Course <sup>1</sup>	5
AUTO 145	Enhanced Emission Diagnostics Level 2	2
AUTO 170	Electrical Systems	3
AUTO 171	Engine Systems	2.5
AUTO 172	Chassis and Drivetrain Systems	2.5
AUTO 173	Automotive Service Operations	2
AUTO 202	Bugged Vehicle Diagnosis	1.5

### Total Requirements

Course	Title	Units
Major Requirements		42.5
General Education Requirements		24
Total Units		66.5

<sup>1</sup> California Apprenticeship requires a grade of "B" or better (for this course)

## Auto - Electrical-Engine Performance - Certificate of Achievement

This program provides significant state of the art training and applicable employment skills in the following ASE certification topics: Electrical, Engine Performance, Advanced Engine Performance. Also provides training and preparation for CA state emissions inspection license. Students must complete each major requirement course with a grade of 'C' or better to be awarded the Certificate in Automotive Technology.

### Program Learning Outcomes

- Recognize, diagnose, and repair faults in the following systems: Starting, charging, lighting, instrumentation, climate control, safety, navigation, communication, fuel, ignition, valvetrain, throttle, emissions, powertrain, and stability.
- Demonstrate skills using online vehicle diagnostic/repair information and specialized test equipment that is consistent with industry standards.
- Execute safe, proper, and ethical work practices.

Course	Title	Units
AUTO 102	Automotive Systems	3.5
AUTO 103	Light Line Technician	2
AUTO 118	Fuel Systems/Emission Controls	3
AUTO 119	Introduction to Engine Performance	2.5
AUTO 122	Advanced Electrical Systems	3
AUTO 125	Automotive Electronics	2
AUTO 127	Ignition Systems	3
AUTO 129	DSO, GDMM, Scan Tool Diagnosis	1.5
AUTO 133	Computerized Engine Management	2.5
AUTO 138	Occupational Work Experience	1
AUTO 141	Clean Air Car Course <sup>1</sup>	5
AUTO 145	Enhanced Emission Diagnostics Level 2	2
AUTO 170	Electrical Systems	3
AUTO 171	Engine Systems	2.5
AUTO 173	Automotive Service Operations	2
AUTO 202	Bugged Vehicle Diagnosis	1.5
Total Units		40

<sup>1</sup> California Apprenticeship requires a grade of "B" or better (for this course)



## Automotive Technology Basic Skills Entry Level Employment - Certificate of Achievement

The Automotive Certificate of Achievement is designed to prepare students for entry level employment in the automotive field as a light line technician. The courses in this certificate program will introduce students to the tools and equipment used for repair and diagnostic work, as well as to demonstrate how procedures for troubleshooting electrical and mechanical problems should be carried out. Students will also study the relationships of the Auto industry and the opportunities it presents. Students must complete each course with a "C" grade or better to be awarded the certificate.

### Program Learning Outcomes

- Enhance student career opportunities by providing current, marketable skills.
- Provide students with a program that will help them stay current with ever evolving changes in the industry.
- Challenge students to maintain current training in a changing skill area.
- To gain entry level employment as a light line technician.
- Introduce students to the tools and equipment used for repair and diagnostic work.

Course	Title	Units
AUTO 102	Automotive Systems	3.5
AUTO 103	Light Line Technician	2
AUTO 119	Introduction to Engine Performance	2.5
AUTO 171	Engine Systems	2.5
AUTO 173	Automotive Service Operations	2
Total Units		12.5

## Automotive Technology Smog Specialist - Certificate of Achievement

The Smog Specialist certificate is one of several degrees and certificate options offered through the Automotive Technology Department at Evergreen. This certificate will prepare students (without a smog license or one expired more than 2 years) for the position of a BAR certified California Smog Technician. Students will learn the laws, regulations, procedures, consumer rights and obligations, licenses, tools, and diagnostic skills that are needed to be successful in the workplace. Students must individually obtain ASE certifications by passing ASE A6, A8, and L1 certifications, or BAR Equivalent and necessary educational technical training as required by the Bureau of Auto Repair to meet minimum requirements. Students must complete course requirements and maintain a grade of 'C' or better in each course to be awarded the certificate.

### Program Learning Outcomes

- Demonstrate knowledge of theory, operation, fault validation, appropriate choice and execution of diagnostic methods, safe and environmentally sensitive practices, and efficient work habits of the following systems in a production environment.
- Operate/calibrate emissions testing equipment.

- Validate service and/or repair success, insure customer satisfaction, document service/repair information: Electrical Systems, Engine Performance, and Emission Control Systems.

Course	Title	Units
AUTO 133	Computerized Engine Management	2.5
AUTO 138	Occupational Work Experience	.5
AUTO 141	Clean Air Car Course <sup>1</sup>	5
AUTO 145	Enhanced Emission Diagnostics Level 2	2
AUTO 147D	(offered biannually) <sup>2</sup>	1
AUTO 202	Bugged Vehicle Diagnosis	1.5
Total Units		12.5

**NOTE:** Students with current EB or EA license are not required to take all courses listed above. For course substitutions, see Automotive Department.

- <sup>1</sup> California Apprenticeship requires a grade of "B" or better (for this course)
- <sup>2</sup> Letter designation for Auto 147 corresponds to the BAR updated training course with the most recent smog regulations.

## Automotive Foundational Skills - Certificate of Specialization

The Automotive Certificate of Specialization is designed to prepare students for entry-level employment in the automotive field as a maintenance technician. The courses in this certificate program will introduce students to the tools and equipment used for routine inspection, light repair, and scheduled maintenance work, as well as demonstrate proficiency for the non-technical work skills for entry-level employment. Students will also study the relationships of the Auto industry and the opportunities it presents. Students must complete each course with a "C" grade or better to be awarded the certificate. Completed course will appear on the student's transcripts. However, the Certification of Specialization will only appear on documents obtained directly through the Automotive department.

### Program Learning Outcomes

- Demonstrate knowledge of theory and operation of various automotive systems found in gasoline combustion vehicles.
- Demonstrate the ability to identify the basic components used in various automotive systems found in gasoline combustion vehicles.
- Demonstrate the ability to perform inspections on the basic automotive systems found in gasoline combustion vehicles.
- Demonstrate the ability to perform maintenance tasks in accordance with proper procedure.
- Demonstrate the ability to properly document service/repair information documents, to insure customer satisfaction.

Course	Title	Units
AUTO 102	Automotive Systems	3.5
AUTO 103	Light Line Technician	2
AUTO 119	Introduction to Engine Performance	2.5
AUTO 173	Automotive Service Operations	2
Total Units		10

## Hybrid Electric Vehicle Maintenance and Repair - Certificate of Specialization

Successful completion of the courses for the Hybrid Electric Vehicle Maintenance and Repair certificate of specialization trains students to maintain and repair the most common hybrid electric vehicles. Students will learn the required knowledge and skills to diagnose hybrid/electric automobiles, SUVs, and light-duty trucks. Students must complete each course with a grade of "C" or better to be awarded this certificate of specialization.

Completed courses will appear on student's transcripts. However, the Certificate of Specialization will only appear on documents obtained directly through the department.

### Program Learning Outcomes

- Demonstrate knowledge of theory, operation, fault validation, appropriate choice and execution of diagnostic methods, safe and environmentally sensitive practices, and efficient work habits of the following systems: High Voltage Battery Systems, High Voltage Electrical Systems, and Hybrid Support Systems.
- Validate service and/or repair success and document service/repair information.
- Demonstrate safety procedures when working on hybrid electric vehicles.

Course	Title	Units
AUTO 102	Automotive Systems	3.5
AUTO 170	Electrical Systems	3
AUTO 181A	Introduction to Alternative Fuel and Hybrid/Electric Vehicles	2
AUTO 181B	Hybrid Electric Vehicle Maintenance and Repair	3
Total Units		11.5

## Biology

### Biology - Associate in Arts

The purpose of the associate degree in Biology is to provide a lower division science foundation for those interested in pursuing biology as a major field of study. This major prepares students to transfer to any California State University or University of California campus. Students considering careers in research, teaching, medical fields, biotechnology, or other related fields require a foundation in biological sciences. The Biology major is an ideal academic preparation for entry into these professions. Students must complete each major course and major elective course with a grade of 'C' or better to be awarded the degree.

### Program Learning Outcomes

- Employ the scientific method to pose testable hypotheses and make predictions.
- Design and implement controlled experiments or observational studies to test predictions.
- Collect, quantify, summarize, interpret, and present biological data.
- Critically assess biological arguments.
- Use computers to access multimedia lessons and conduct Internet searches for information on biological phenomena.

- Write scientific papers and laboratory reports.
- Use scientific terms appropriately.
- Describe the importance of evolution as a guiding principle in biology.
- Explain and apply general biological principles to include biochemistry, cell and molecular biology, organismal biology, genetics, evolutionary biology, and ecology.
- Integrate the concepts and systems of homeostasis.
- Compare and contrast the cells, tissues, organs, and organ systems of plant and animal organisms.
- Apply general chemistry principles to biological processes and systems.

### Major Requirements

Course	Title	Units
BIOL 004A	General Principles and Cell Biology	5
BIOL 004B	Organismal Biology and Biodiversity	5
CHEM 001A	General Chemistry	5
CHEM 001B	General Chemistry	5

### Major Electives

Course	Title	Units
<b>Select 8 units from the following:</b>		<b>8</b>
BIOL 020	Human Biology	
BIOL 025	Forensic Biology	
BIOL 033		
BIOL 061	Human Heredity	
BIOL 062	Plants and Human Welfare	
BIOL 063	Ecology	
BIOL 064	Marine Biology	
BIOL 065	Wildlife Biology	
BIOL 071	Human Anatomy	
BIOL 072	Human Physiology	
BIOL 074	General Microbiology	
BIOL 080	Biology Field Program	
ENVIR 010	Environmental Science	

### Recommended Chemistry/Math Preparation

Course	Title	Units
CHEM 012A	Organic Chemistry	5
CHEM 012B	Organic Chemistry	5
MATH 063	Elementary Statistics	3
MATH 071	Calculus I With Analytic Geometry	5
MATH 072	Calculus II With Analytic Geometry	5

### Total Requirements

Course	Title	Units
Major Requirements		20
Major Electives		8
General Education Requirements <sup>1</sup>		33
Physical Activity		1
Total Units		62

<sup>1</sup> 6 units of G.E. (Area B) can be met in Physical and Biological Science from required major/elective courses

## Biology - Associate in Science for Transfer

The Associate in Science in Biology for Transfer Degree will provide students interested in pursuing biology as a major field of study with a solid foundation in the life sciences. Students completing this degree will satisfy lower division requirements for transfer to a California State University campus. Successfully completing the Associate in Science in Biology for Transfer Degree is excellent academic preparation for students considering careers in the life sciences, including research, teaching, medicine and pharmacology, biotechnology, and other related disciplines.

Students who complete the AS-T in Biology must have the following:

- Completion of 60 CSU transferable units
- A minimum of at least 2.0 GPA in CSU transferable courses. Note that a higher GPA may be required in some institutions
- Completion of at least 18 units in the major with a grade of "C" or better
- Certified completion of the CSU General Education-Breadth (CSU GE-Breadth) requirements, or completion of the Intersegmental General Education Transfer Curriculum (IGETC) requirements

Please Note: No more than 60 units are required for this degree and no additional requirements will be imposed by Evergreen Valley College.

### Program Learning Outcomes:

- Formulate and test hypotheses employing the scientific method, design or implement controlled experiments or observational studies, and collect, interpret and present biological data.
- Properly employ scientific terms and concepts, and critically assess biological arguments.
- Describe the Theory of Evolution by Natural Selection and explain why it is a central tenet of modern biology.
- Compare and contrast living functions and organization of prokaryotes, protists, fungi, plants, and animals at the level of the cell, tissue, organ, organ system, and organism, and characterize the major organ systems of plants and animals and their functions.
- Explain the significance of fundamental biological processes and phenomena including biological chemistry and enzymes, cell morphology, DNA replication, cell division, gene expression and regulation, photosynthesis, aerobic respiration, metabolic pathways and coupled reactions, and homeostasis, and as appropriate describe where and when the processes or phenomena occur.
- Apply ecological principles to explain the natural histories of organisms and their interconnectedness with the environment.

## Major Requirements

Course	Title	Units
BIOL 004A	General Principles and Cell Biology	5
BIOL 004B	Organismal Biology and Biodiversity	5
CHEM 001A	General Chemistry	5
CHEM 001B	General Chemistry	5
MATH 071	Calculus I With Analytic Geometry	5
PHYS 002A	Algebra/Trigonometry-Based Physics I	4
PHYS 002B	Algebra/Trigonometry-Based Physics II	4

## Total Requirements

Course	Title	Units
Major Requirements	<sup>1</sup>	33
CSU GE-Breadth for STEM or IGETC (CSU) for STEM	<sup>2</sup>	31-33
Total Units		60

<sup>1</sup> Some GE courses may be double-counted within the major and will reduce the number of units. General electives may be needed to reach 60 units. Please consult with a counselor to determine which courses are applicable.

<sup>2</sup> CSU-GE and IGETC for STEM only requires students to complete 6 units in the Arts and Humanities and 6 units in the Social Science areas (CSU-GE areas C and D; IGETC areas 3 and 4) prior to transfer

## General Studies with Emphasis in Health Science - Associate in Arts

The Associate in Arts Degree program in General Studies with Emphasis in Health Science outlines a course of study for students interested in allied health careers. Students will learn to apply scientific methods to explore human structure and function, and health aspects of microbiology. The program satisfies CSU GE requirements and includes courses for students planning careers in health science fields. Students must complete each required area of emphasis course with a grade of 'C' or better.

### Program Learning Outcomes

- Use library databases and the Internet to efficiently find information relevant to health science.
- Use appropriate terminology to express physical measurements, describe biological processes, identify body structures, and name chemical entities.
- Apply scientific principles to solve practical problems in microbiology, physiology, and chemistry.
- Analyze and interpret experimental or clinical data.
- Demonstrate use of the light microscope to view cells and tissues.
- Describe hemostatic controls and specific functions of the human body.
- Describe relationships between microbes and hosts, as well as between different taxonomic groups of microbes.
- Assess physical, chemical, and antibiotic measures to control or prevent microbial growth.
- Identify and describe common microbes, diseases caused, their modes of transmission, and means to reduce their transmission.
- Describe components of innate and adaptive immune systems and how protection against infections is provided.
- Describe the biology of DNA and microbial genetics.
- Explain how gases, liquids, solids, and solutions behave.
- Predict chemical reactivity, bond types, and molecular polarity from the periodic table and elements.

### Area of Emphasis Requirements

Course	Title	Units
CHEM 030A	Introduction to Chemistry	4
BIOL 071	Human Anatomy	5
BIOL 072	Human Physiology	5
BIOL 074	General Microbiology	5

### Total Requirements

Course	Title	Units
	Area of Emphasis Requirements	19
	Electives (AA applicable courses)	2
	General Education Requirements	39
	Physical Activity	1
	<b>Total Units</b>	<b>61</b>

## General Studies with Emphasis in Natural Science - Associate in Arts

The Associate in Arts Degree program in General Studies with Emphasis in Natural Science outlines a course of study that emphasizes breadth in the physical and life sciences. Students will learn to apply scientific methods to investigate both physical and biological aspects of the environment. Students completing this program will satisfy lower division science and general education requirements for CSU. Students must complete each required area of emphasis course with a grade of 'C' or better to be awarded the degree.

### Program Learning Outcomes

- Apply scientific method to solve practical problems in the sciences.
- Collect, analyze, and interpret scientific data.
- Properly and safely use common scientific laboratory and field equipment.
- Relate fundamental concepts and properties of matter and energy to biological and physical processes.

### Area of Emphasis Requirements

Course	Title	Units
<b>Select a minimum 10 units of Life Science courses:</b>		<b>10</b>
BIOL 021	General Biology	
BIOL 025	Forensic Biology	
BIOL 062	Plants and Human Welfare	
BIOL 063	Ecology	
BIOL 064	Marine Biology	
BIOL 065	Wildlife Biology	
BIOL 080	Biology Field Program	
BIOL 080A	Field Biology - Zion National Park	
ENVIR 010	Environmental Science <sup>1</sup>	
<b>Select a minimum of 8 units of Physical Science courses:</b>		<b>8</b>
ASTRO 010	Introduction to Astronomy	
ASTRO 010L	Introductory Astronomy Lab	
CHEM 015	Fundamentals of Chemistry	
ENVIR 010	Environmental Science <sup>1</sup>	
OCEAN 010	Descriptive Oceanography	
PHYS 002A	Algebra/Trigonometry-Based Physics I	

<sup>1</sup> ENVIR 010 can satisfy either Life Science or Physical Science requirement, but can only be used once.

### Total Requirements

Course	Title	Units
	Area of Emphasis Requirements	18
	Electives (AA applicable courses)	2
	General Education Requirements	39
	Physical Activity	1
	<b>Total Units</b>	<b>60</b>

## Building Information Modeling

### Building Information Modeling (BIM) - Certificate of Achievement

The BIM Program will offer students the opportunity to develop the skills necessary to be BIM Specialists and consultants in the construction industry in both the public and private sectors. This program will acquaint students with the various BIM software and technologies that are being used throughout the construction industry. Certificates will be awarded to those who complete all of the units with a 'C' or better.

#### Program Learning Outcomes

- Demonstrate their ability to use various types of BIM software (i.e. Revit, Navisworks).
- Execute project delivery and coordination of construction projects.
- Utilize communication and workflow to complete projects efficiently.
- Identify conflict detection in building designs through 3-D visualization techniques.
- Demonstrate the ability to reduce construction costs and eliminate fabrication waste.
- Work collaboratively with construction teams and subcontractors.
- Identify the crucial factors impacting the construction/ building industry in the 21st century.
- Compare and contrast the workflow changes of the 20th and 21st century construction industry.

Course	Title	Units
BIM 120	Construction, Means, Methods, and Materials	3
BIM 121	Virtual Design and Construction Workflow	3
CIT 010	Computer and Information Technology	3
BIM 122	Managing Construction Coordination Meetings	3
BIM 123	Fundamentals of Revit	3
BIM 124	Advanced Revit	3
BIM 125	Planning and Managing Construction Projects With 4D CAD	3
BIM 138	BIM Work Experience	3
<b>Total Units</b>		<b>24</b>

## Business

### Business Administration - Associate in Arts

This degree program academically prepares students for careers and positions in manufacturing, banking, finance, human resources, information technology management, small business operations, retail operations, marketing, and product development in both public and private sectors. This major qualifies for transfer to a California State University. The lower division courses are required for most Business majors including Accounting, Finance, Marketing or Management. A grade of "C" or better in each major course is required for this degree.

#### Program Learning Outcomes

- Solve business problems through statistical analysis.
- Utilize current business theories to manage staff in a successful manner.
- Use various motivational theories to improve productivity.
- Demonstrate knowledge of organizational structure and behavior, management, marketing, finance and accounting, operations and information systems, and ethical responsibilities of corporations.

#### Major Requirements

Course	Title	Units
ACCTG 001A	Principles of Financial Accounting	4
ACCTG 001B	Managerial Accounting	4
BUS 071	Legal Environment of Business	3
BUS 082	Introduction to Business	3
CIT 010	Computer and Information Technology	3
ECON 010A	Principles of Macroeconomic Theory	3
ECON 010B	Introduction to Microeconomic Theory	3
ENGL 001B	English Composition	3
BUS 060 or MATH 063	Fundamentals of Business Statistics Elementary Statistics	3
MATH 061 or MATH 062	Finite Mathematics Calculus for Business and Social Science	3

#### Total Requirements

Course	Title	Units
	Major Requirements	32
	General Education Requirements <sup>1</sup>	39
<b>Total Units</b>		<b>62</b>

<sup>1</sup> Some GE courses may be double-counted within the major and will reduce the number of units. Please consult with a counselor to determine which courses are applicable.

## Business Administration - Associate in Science for Transfer

This program provides students with the knowledge, both in practice and theory, to complete the lower division requirements and prepare them to transfer to a four-year institution and to earn a Bachelor's Degree. The degree is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing this degree are guaranteed admission to the CSU system, but not to a particular campus or major. Included in the curriculum are core courses in accounting, economics, business law, and mathematics. The student will learn to analyze data and problems related to businesses and use the basic analytic business tools to find solutions.

Students who complete the AS-T in Business Administration must have the following:

- Completion of 60 CSU transferable semester units
- A minimum of at least 2.0 GPA in CSU transferable courses (note that a higher GPA may be required in some institutions)
- Completion of at least 18 units in the major with a grade of "C" or better
- Certified completion of the CSU General Education-Breadth (CSU GE-Breadth) requirements, or completion of the Intersegmental General Education Transfer Curriculum (IGETC) requirements

**Please Note:** No more than 60 semester units are required for this degree and no additional requirements will be imposed by Evergreen Valley College.

### Program Learning Outcomes

- Solve business problems through statistical analysis.
- Utilize current business theories to manage staff in a successful manner.
- Use various motivational theories to improve productivity.
- Demonstrate knowledge of organizational structure and behavior, and ethical responsibilities of corporations.
- Demonstrate knowledge of management, marketing, finance and accounting, operations and information systems.

### Major Requirements

Course	Title	Units
<b>Core Requirements</b>		
ACCTG 001A	Principles of Financial Accounting	4
ACCTG 001B	Managerial Accounting	4
ECON 010A	Principles of Macroeconomic Theory	3
ECON 010B	Introduction to Microeconomic Theory	3
BUS 071	Legal Environment of Business	3
<b>List A: Select one of the following:</b>		3
BUS 060	Fundamentals of Business Statistics	
MATH 061	Finite Mathematics	
MATH 062	Calculus for Business and Social Science	
<b>List B: Select two of the following:</b>		6
<i>Any course from List A not already taken</i>		
CIT 010	Computer and Information Technology	
BUS 082	Introduction to Business	

### Total Requirements

Course	Title	Units
Major Requirements		26
Transferable Electives (as needed to reach 60 units)		4-6
CSU GE Breadth or IGETC for CSU <sup>1</sup>		37-39
<b>Total Units</b>		<b>60</b>

<sup>1</sup> Some GE courses may be double-counted within the major and will reduce the number of units. General electives may be needed to reach 60 units. Please consult with a counselor to determine which courses are applicable.

## Entrepreneurship - Certificate of Achievement

The Entrepreneurship Program will offer students the opportunity to develop the skills necessary to start and operate a business in an urban environment. This program will acquaint students with an array of business models that can be used for new start-ups, as well as acquaint them with how to acquire the resources they will need to succeed in the form of a sole proprietorship, partnership, or corporate entity. Certificates will be awarded to those who complete all of the units with a 'C' or better.

### Program Learning Outcomes

- Define the roles of entrepreneurs and small business in today's economy.
- Analyze and address the problems in buying or starting a new business.
- Develop a business plan.
- Demonstrate the ability to start a new business.
- Execute business feasibility study.
- Make critical business decisions in a timely manner.
- Work collaboratively with potential business partners.
- Identify the crucial factors impacting a business environment.
- Analyze a balance statement, income statement, and bank statements.
- Identify the various sources of funding to start a new business.

Course	Title	Units
ACCTG 101	Bookkeeping for Small Business	3
BIS 101	Global Communication in the Workplace	3
BUS 004	Business Plan Development	3
BUS 006	Introduction to Small Business Management	3
BUS 009	Introduction to Entrepreneurship	3
BUS 082	Introduction to Business	3
BUS 084	Introduction to Marketing Principles	3
LA 042	Corporate and Partnership Law	3
<i>3 units from the following:</i>		
ACCTG 030	QuickBooks	3
BIS 104	Microsoft Access	3
BIS 109	Microsoft Office	3
BIS 135	Human Relations in the Workplace	3
BIS 138	Work Experience	1-8
<b>Total Units</b>		<b>27</b>



## Business Information Systems

### BIS - Information Processing Specialist - Associate in Science

This degree program is designed for students who wish to increase their knowledge and skills to meet the technological changes in the business environment. Students learn to work with the flow of information—entering and processing data and ensuring its accuracy. Opportunities in this field are vast, as all aspects of business are impacted with the efficient use of technology. Students must complete each major course and major elective course with a grade of 'C' or better to be awarded the degree.

#### Program Learning Outcomes

- Provide students with valuable software skills and soft skills so that they can stay current with the evolving employment needs of industry.
- Provide our students with a practical working knowledge of industry standard software.

#### Major Requirements

Course	Title	Units
BIS 007	Business Writing Skills	3
BIS 012	Business Document Production	2
BIS 039	Professional Image	1
BIS 095	Microsoft Windows	1
BIS 101	Global Communication in the Workplace	3
BIS 102	Microsoft Excel	3
BIS 106	Microsoft Word	3
BIS 109	Microsoft Office	3
BIS 121	Web Techniques for Business	1
BIS 135	Human Relations in the Workplace	3
CIT 010	Computer and Information Technology	3
CIT 040	Web Design I: Internet Publishing	3

#### Major Electives

Course	Title	Units
<b>Select 7 units from the following:</b>		<b>7</b>
ACCTG 030	QuickBooks	
ACCTG 101	Bookkeeping for Small Business	
BIS 016	Medical Front Office Skills	
BIS 017	Medical Terminology	
BIS 105		
BIS 160	Computerized Medical Billing	
BIS 161	Computerized Medical Office Procedures	
BIS 162	Medical Coding	
BUS 001		
BUS 060	Fundamentals of Business Statistics	
BUS 060L	Statistics Laboratory	
BUS 071	Legal Environment of Business	
BUS 082	Introduction to Business	
BUS 084	Introduction to Marketing Principles	

#### Total Requirements

Course	Title	Units
Major Requirements		29
Major Electives		7
General Education Requirements		24
<b>Total Units</b>		<b>60</b>

### BIS - Information Processing Specialist - Certificate of Achievement

This program is designed for students who wish to enhance their computer knowledge and skills, communications, and professionalism. Practical application of skills is emphasized. Students must complete each course with a grade of 'C' or better to be awarded the certificate.

#### Program Learning Outcomes

- Provide students with valuable software skills and soft skills so that they can stay current with the evolving employment needs of industry.
- Provide our students with a practical working knowledge of industry standard software.

Course	Title	Units
BIS 007	Business Writing Skills	3
BIS 011	Computer Keyboarding	1
BIS 012	Business Document Production	2
BIS 039	Professional Image	1
BIS 095	Microsoft Windows	1
BIS 101	Global Communication in the Workplace	3
BIS 102	Microsoft Excel	3
BIS 106	Microsoft Word	3
BIS 109	Microsoft Office	3
BIS 121	Web Techniques for Business	1
BIS 135	Human Relations in the Workplace	3
CIT 010	Computer and Information Technology	3
CIT 040	Web Design I: Internet Publishing	3
<b>Total Units</b>		<b>30</b>

## BIS - General Business - Associate in Science

This program is designed for students who want a broad and generalized background in business. This degree allows the student the flexibility to choose a specific area of concentration. Students will learn skills for many different business settings. Job opportunities are in various fields such as sales, retail, marketing, and small business ownership. Students must complete each major course and major elective course with a grade of 'C' or better to be awarded the degree.

### Program Learning Outcomes

- Provide students with valuable software skills and soft skills so that they can stay current with the evolving employment needs of industry.
- Provide our students with a practical working knowledge of industry standard software.

### Major Requirements

Course	Title	Units
ACCTG 030	QuickBooks	3
ACCTG 101	Bookkeeping for Small Business	3
BIS 012	Business Document Production	2
BIS 039	Professional Image	1
BIS 095	Microsoft Windows	1
BIS 101	Global Communication in the Workplace	3
BIS 102	Microsoft Excel	3
BIS 109	Microsoft Office	3
BIS 121	Web Techniques for Business	1
BIS 135	Human Relations in the Workplace	3
BUS 082	Introduction to Business	3
BUS 084	Introduction to Marketing Principles	3
CIT 010	Computer and Information Technology	3
ECON 010B	Introduction to Microeconomic Theory	3

### Major Electives

Course	Title	Units
<b>Select 1 unit from the following:</b>		<b>1</b>
BIS 007	Business Writing Skills	
BIS 016	Medical Front Office Skills	
BIS 017	Medical Terminology	
BIS 104	Microsoft Access	
BIS 105		
BIS 107	Microsoft Powerpoint	
BIS 160	Computerized Medical Billing	
BIS 161	Computerized Medical Office Procedures	
BIS 162	Medical Coding	
BUS 060	Fundamentals of Business Statistics	
BUS 060L	Statistics Laboratory	
BUS 071	Legal Environment of Business	

### Total Requirements

Course	Title	Units
Major Requirements		35
Major Electives		1

General Education Requirements	24
Total Units	60

## BIS - General Business - Certificate of Achievement

This program is designed for students who wish to broaden their background in business. Students are introduced to various business areas. The program provides choices for students who wish to further pursue a specific area in business. Students must complete each course with a grade of 'C' or better to be awarded the certificate.

### Program Learning Outcomes

- Provide students with valuable software skills and soft skills so that they can stay current with the evolving employment needs of industry.
- Provide our students with a practical working knowledge of industry standard software.

Course	Title	Units
ACCTG 030	QuickBooks	3
ACCTG 101	Bookkeeping for Small Business	3
BIS 012	Business Document Production	2
BIS 039	Professional Image	1
BIS 095	Microsoft Windows	1
BIS 101	Global Communication in the Workplace	3
BIS 102	Microsoft Excel	3
BIS 109	Microsoft Office	3
BIS 121	Web Techniques for Business	1
BIS 135	Human Relations in the Workplace	3
BUS 082	Introduction to Business	3
CIT 010	Computer and Information Technology	3
ECON 010B	Introduction to Microeconomic Theory	3
Total Units		32

## Medical Assistant - Front Office - Certificate of Achievement

The Medical Assistant-Front Office certificate program requires a total of 22 units. Students will learn medical terminology, coding, and billing. Courses in communications, technology, and business are also part of the program. An internship is included to provide practical experience in the healthcare environment. After completion of the program, students can apply for positions such as, medical biller, patient specialist, or office assistant.

### Program Learning Outcomes

- Apply for employment as a Medical Office Assistant or an Office Assistant.
- Secure an entry-level position in an office environment.
- Manage the front office in the healthcare environment.
- Handle scheduling appointments.
- Read, interpret, and produce medical documents.
- Process insurance forms and claims.
- Handle patient concerns.
- Handle patients' accounts using a medical billing application.

Course	Title	Units
ACCTG 101	Bookkeeping for Small Business	3
BIS 007	Business Writing Skills	3
BIS 012	Business Document Production	2
BIS 016	Medical Front Office Skills	2
BIS 017	Medical Terminology	1
BIS 102	Microsoft Excel	3
BIS 135	Human Relations in the Workplace	3
BIS 138	Work Experience	2
BIS 160 or BIS 162	Computerized Medical Billing Medical Coding	2
BIS 161	Computerized Medical Office Procedures	1
Total Units		22

## Patient Community Navigator - Certificate of Specialization

The Certificate in Patient Community Navigator is designed to train individuals to deal with patients in a healthcare environment or clinical setting. The objective of the patient navigator is to communicate effectively in a variety of situations, so they can help patients and their families obtain the health care services they need in an efficient manner. Patient Navigators help patients overcome the barriers that keep them from getting timely care. Students will learn to handle healthcare issues that patients encounter. The Patient Navigator will use professionalism and motivational interviewing skills to clarify and communicate the needs of the patients.

### Program Learning Outcomes

- Demonstrate effective written and oral communication necessary for patient navigation.
- Interpret and explain medical forms to assist patients with understanding the forms.

- Interpret and clarify healthcare issues in order to help patients make informed decisions.
- Assist patients with challenging healthcare processes.
- Apply the practices of a patient community navigator in a healthcare environment.

Course	Title	Units
BIS 007	Business Writing Skills	3
BIS 017	Medical Terminology	1
BIS 135	Human Relations in the Workplace	3
BIS 160	Computerized Medical Billing	2
FCS 138	Work Experience	2

### Recommended Courses

BIS 109	Microsoft Office
BIS 162	Medical Coding
COUNS 015	Blueprint for Success
ETH 010	Introduction to Ethnic Studies
FCS 050	Life Management
PSYCH 060	Personal Growth and Adjustment

**Total Units** 11

## Chemistry

### Chemistry - Associate in Arts

The purpose of the A.A. Degree in Chemistry is to provide a lower-division science foundation for those interested in pursuing chemistry or biochemistry as a major field of study. This major prepares students to transfer to any California State University or University of California campus. Students considering careers in research, teaching, scientific consulting, or medicine, and the chemical, pharmaceutical, or biotechnology industries, find the Chemistry major an ideal academic preparation for entry into these professions. The Chemistry Major consists of the following courses - All four (4) of the following courses are mandatory for the degree; for the transfer of these courses to a four-year school, a letter grade 'C' or better is needed in each.

### Program Learning Outcomes

- Provide lower division science course foundation needed for our graduating students to be adequately prepared to take upper division courses at the university.
- Provide the opportunity to earn an Associates level degree in chemistry for those students transferring to universities.
- Provide technical training in chemistry/biochemistry for students interested in careers as diverse as health sciences, engineering, industrial chemistry, pharmacy, materials science, and teaching.
- Meet the needs of business and industry for employees who can apply scientific methodologies and math skills, communicate effectively, and think critically.
- Enhance college retention and success efforts, outlined in the College Educational Master Plan and Enrollment Management Plan, by providing greater flexibility in meeting individual student educational and employment objectives.

## Major Requirements

Course	Title	Units
CHEM 001A	General Chemistry	5
CHEM 001B	General Chemistry	5
CHEM 012A	Organic Chemistry	5
CHEM 012B	Organic Chemistry	5

## Major Electives

Course	Title	Units
MATH 071	Calculus I With Analytic Geometry	5
MATH 072	Calculus II With Analytic Geometry	5

## Total Requirements

Course	Title	Units
Major Requirements		20
Major Electives		10
General Education Requirements <sup>1</sup>		33
Physical Activity (graduation requirement)		1
<b>Total Units</b>		<b>64</b>

<sup>1</sup> Math and Chemistry courses may be used to meet G.E. requirements (area B)

## Communication Studies

### Communication Studies - Associate in Arts for Transfer

Communication Studies is the study of human communication. It includes public speaking, argumentation and persuasion, and interpersonal, intercultural, and small group communication. The importance of communication awareness, training, and skills are essential for successful and fulfilling personal, professional, and academic relationships and activities. Communication skills, theory, and practice are useful in any career including: education, business management, communication management, journalism, law enforcement, mass media and media arts, political science, public policy and administration, social work, public relations, advertising, broadcasting, technology, and finance.

Students who complete the AA-T in Communication Studies must have the following:

- Completion of 60 CSU transferable semester units
- A minimum of at least 2.0 GPA in CSU transferable courses (note that a higher GPA may be required in some institutions)
- Completion of at least 18 units in the major with a grade of "C" or better
- Certified completion of the CSU General Education-Breadth (CSU GE-Breadth) requirements, or completion of the Intersegmental General Education Transfer Curriculum (IGETC) requirements

**Please Note:** No more than 60 semester units are required for this degree and no additional requirements will be imposed by Evergreen Valley College.

## Program Learning Outcomes

- Express and convey message clearly for effective oral communication.
- Demonstrate effective listening skills to comprehend spoken messages, analyze information critically, and consider multiple perspectives.
- Participate in the civic life of their communities through public address and civic engagement, and advocate for positive change.
- Articulate the importance of diversity, differing belief and value systems, as well as individual opinions.
- Apply interpersonal skills to create and maintain successful and beneficial social and civic relationships.
- Describe communication technology and its impact on human communication practices.

## Major Requirements

Course	Title	Units
<b>Required Core</b>		
COMS 020	Oral Communication (Required Core)	3
<b>List A: Select two of the following:</b>		
COMS 010	Interpersonal Communication	6
COMS 040	Introduction to Argumentation	
COMS 045	Small Group Communication	
<b>List B: Select two of the following:</b>		
<i>Any course from List A not already taken</i>		
COMS 018	Introduction to Communication Studies	
COMS 035	Intercultural Communication	
JOURN 010	Mass Media and Communications	
<b>List C: Select one of the following:</b>		
<i>Any course from List A or B not already taken</i>		
ANTH 063	Introduction to Social and Cultural Anthropology	3
ENGL 001B	English Composition	
ENGL 001C	Critical Thinking/Composition	
JOURN 014		
PSYCH 001	General Psychology	
SOC 010	Introduction to Sociology	

## Total Requirements

Course	Title	Units
Major Requirements		18
General Electives (as needed to reach 60 units)		6-18
CSU GE-B or IGETC for CSU <sup>1</sup>		37-39
<b>Total Units</b>		<b>60</b>

<sup>1</sup> Some GE courses may be double-counted within the major and will reduce the number of units. General electives may be needed to reach 60 units. Please consult with a counselor to determine which courses are applicable.

## Computer Aided Design and Drafting

### CADD - Architectural CADD - Certificate of Specialization

Students will learn substantive job skills in three major architectural, and civil engineering technology CAD software: AutoCAD Architecture, AutoCAD Civil 3D and Revit systems. A 'C' grade or better is required in each course to be awarded the certificate.

#### Program Learning Outcomes

- Demonstrate substantive job skills in three major architectural, and civil engineering technology CAD software: AutoCAD Architecture, AutoCAD Civil 3D and Revit systems.

Course	Title	Units
CADD 144A	Architectural Design and Drafting Using Revit Architecture	2
CADD 144B	Architectural Design and Drafting Using Revit Structure and MEP	2
CADD 135 or CADD 145	Design Using AutoCAD Civil-3D Landscaping Design Using CAD Tools	2
Total Units		6

### CADD - AutoDesk - Certificate of Specialization

A "C" grade or better is required in each course to be awarded the certificate.

#### Program Learning Outcomes

- To prepare individuals who seek employment as an engineering technician/CAD drafter, in architectural engineering or in civil engineering and design by providing them with an overview of the latest version AutoDesk software while building transferable skills in computer aided drafting, architectural and construction design, and problem solving.
- Serves the needs of those currently employed or wishing to re-enter the mechanical engineering, civil engineering or architectural and design fields and needing to update technology and software skills.
- Completion of the program will enable students to be employable in industrial, mechanical, architectural, and civil engineering and design at an entry level.

Course	Title	Units
CADD 130	Fundamentals of AutoCAD	3
CADD 131	3-D Modeling and Design - Using AutoCAD	2
<b>Select one of the following:</b>		2
CADD 132	Using AutoCAD Mechanical	
CADD 133	Fundamentals of Autodesk Inventor	
CADD 135	Design Using AutoCAD Civil-3D	
CADD 144A	Architectural Design and Drafting Using Revit Architecture	
Total Units		7

### CADD - Computer Aided Drafting and Design (CADD) - Associate in Science

Drafters and designers prepare technical drawings, designs, diagrams and specifications for a wide variety of commercial, industrial, and government projects. Computer hardware design, aerospace drafting and design, architectural design and drafting, electronics design, technical illustration and the design and drafting of such items as: disk drive mechanisms, cellular telephones, and medical equipment; are just a few of the areas of employment available for drafters and designers in our local area. Specializing in state-of-the-art CADD instruction, featuring AutoCAD, Revit, Civil 3-D, ACAD Mechanical, SolidWorks and Creo CAD tools, the CADD department at Evergreen Valley College offers a wide variety of course work designed for individuals wanting to upgrade and expand their existing technical skills and for new students wanting to prepare for employment in numerous CADD related fields. The CADD Technology department also offers certificate options and an Associate in Science Degree option. A 'C' grade or better is required in each CADD course and all major prerequisite courses for graduation and/or certificate options.

#### Program Learning Outcomes

- Demonstrate knowledge in AutoDesk products (Inventor, AutoCAD/ Mechanical / Civil 3D, and Revit), Creo, and SolidWorks CAD systems.
- Prepare for employment as an engineering technician/CAD drafter, in architectural engineering or in civil engineering and design at an entry level.

#### Major Requirements

Course	Title	Units
CADD 130	Fundamentals of AutoCAD	3
CADD 131	3-D Modeling and Design - Using AutoCAD	2
CADD 133 or CADD 139	Fundamentals of Autodesk Inventor Using Solidworks	2
CADD 140A	Technical Graphics - Using CAD Tools	2
CADD 140B	Advanced Technical Graphics - Using CAD Tools	2
CADD 141	Design and Analysis Using Creo Or Solidworks	2
CADD 144A	Architectural Design and Drafting Using Revit Architecture	2
BIS 109 or CIT 040	Microsoft Office Web Design I: Internet Publishing	3
<b>Select 12 units from the following:</b>		12
CADD 132	Using AutoCAD Mechanical	
CADD 134	Advanced Autodesk Inventor	
CADD 135	Design Using AutoCAD Civil-3D	
CADD 142	Geometrical Dimensioning and Tolerancing	
CADD 144B	Architectural Design and Drafting Using Revit Structure and MEP	
CADD 145	Landscaping Design Using CAD Tools	
CADD 146A	AutoCAD Software Updates	
CADD 150		

## Total Requirements

Course	Title	Units
Major Requirements		30
Electives (A.S. applicable courses)		6
General Education Requirements		24
<b>Total Units</b>		<b>60</b>

## CADD - Digital Prototyping - Certificate of Specialization

Students will learn the fundamentals of digital prototyping using AutoCAD Mechanical, Creo and SolidWorks. A 'C' grade or better is required in each course to be awarded the certificate.

### Program Learning Outcomes

- Demonstrate the fundamentals of digital prototyping using AutoCAD Mechanical, Creo and SolidWorks.
- Demonstrate substantive job skills to be employable in industrial and mechanical engineering and design at an entry level.

Course	Title	Units
CADD 140A	Technical Graphics - Using CAD Tools	2
CADD 140B	Advanced Technical Graphics - Using CAD Tools	2
CADD 141	Design and Analysis Using Creo Or Solidworks	2
CADD 142	Geometrical Dimensioning and Tolerancing	2
<b>Select one of the following:</b>		<b>2</b>
CADD 132	Using AutoCAD Mechanical	
CADD 133	Fundamentals of Autodesk Inventor	
CADD 139	Using Solidworks	
<b>Total Units</b>		<b>10</b>

## CADD - Mechanical Modeling - Certificate of Specialization

Completion of the program will enable students to be employable in industrial, mechanical, architectural, and civil engineering and design at an entry level. A 'C' grade or better is required in each course to be awarded the certificate.

### Program Learning Outcomes

- Demonstrate substantive entry and mid-level skills using AutoCAD, AutoCAD Mechanical, Inventor, SolidWorks and Creo.

Course	Title	Units
CADD 130	Fundamentals of AutoCAD	3
CADD 131	3-D Modeling and Design - Using AutoCAD	2
<b>Select three of the following:</b>		<b>6</b>
CADD 132	Using AutoCAD Mechanical	
CADD 133	Fundamentals of Autodesk Inventor	
CADD 134	Advanced Autodesk Inventor	
CADD 139	Using Solidworks	
<b>Total Units</b>		<b>11</b>

## CADD 3-D - Certificate of Specialization

The program teaches students substantive entry and mid-levels skills using AutoCAD, Inventor, SolidWorks and Creo for 3-D modeling and digital prototyping. A 'C' grade or better is required in each course to be awarded the certificate.

### Program Learning Outcomes

- Demonstrate substantive entry and mid-levels skills using AutoCAD, Inventor, SolidWorks and Creo for 3-D modeling and digital prototyping.

Course	Title	Units
CADD 133	Fundamentals of Autodesk Inventor	2
CADD 139	Using Solidworks	2
<b>Select one of the following:</b>		<b>2</b>
CADD 131	3-D Modeling and Design - Using AutoCAD	
CADD 134	Advanced Autodesk Inventor	
CADD 135	Design Using AutoCAD Civil-3D	
<b>Total Units</b>		<b>6</b>



## Computer and Information Technology Enterprise Cybersecurity - Certificate of Specialization

This Certificate of Specialization prepares students to become Enterprise Security Technicians in a networking environment. In this program, students learn network security basics, emergency response planning, Internet protocols, and more advanced-level security policies and procedures, Network Monitoring, and Risk Analysis and Assessment based on Network Security.

A grade of "C" or better is required in each course. Completed courses will appear on student's transcripts. However, the Certificate of Specialization will only appear on documents obtained directly through the CIT Department.

### Program Learning Outcomes

- Detect and stop security breaches in network and application layers.
- Implement security policies and procedures.

Course	Title	Units
CIT 073	Fundamentals of Data Communications and Networking	3
CIT 102	Computer and Network Security	4
CIT 164	Introduction to Cybersecurity: Ethical Hacking	3
Total Units		10

## Programming in C++ - Certificate of Specialization

The C++ Certificate of Specialization prepares students for entry-level employment in computer programming, software testing and integration, and software analysis. The curriculum offers students an introduction to programming in C++, intermediate problem solving in C++, and advanced C++ programming and design.

A grade of "C" or better is required in each course. Completed courses will appear on student's transcripts. However, the Certificate of Specialization will only appear on documents obtained directly through the CIT Department.

### Program Learning Outcomes

- Read, analyze and explain C++ programs.
- Create algorithms and code, document, debug and test C++ programs using multiple source and header.
- Design solutions for applied problems using appropriate design methodology incorporating programming constructs.

Course	Title	Units
CIT 130A	Introduction to Programming Concepts and Methodologies in C++	4
CIT 130B	Advanced C++ Programming	4
Total Units		8

## Programming in JAVA - Certificate of Specialization

This certificate of Specialization gives students the knowledge and skills necessary to develop client/server, web and mobile applications. Organizations running networks on private and public clouds pass information among desktop, servers, and mobile device, and count on JAVA as a general-purpose object-oriented solution to fulfill these tasks.

A grade of "C" or better is required in each course. Completed courses will appear on student transcripts. However, the Certificate of Specialization will only appear on documents obtained directly through the CIT Department.

### Program Learning Outcomes

- Read, analyze and debug code using Core Java.
- Design solutions using object-oriented programming constructs and advanced concepts in the Java Development Kit.

Course	Title	Units
CIT 044	Java Programming	3
CIT 132	Advanced Java Programming	4
Total Units		7

## Counseling

### CSU GE-Breadth - Certificate of Achievement

The Certificate of Achievement in CSU GE-Breadth is a program that provides students with the option of fulfilling all lower division general education requirements before transferring to the California State University (CSU) system.

Students who intend to transfer must meet all current lower division CSU GE-Breadth requirements including minimum GPA. Students may also request certification of their general education upon completion of this Certificate of Achievement. The Certificate of Achievement will appear on student's transcripts, but the certification is a separate request. It is the student's responsibility to submit it to their transfer institution. Students are firmly advised to meet with a counselor to discuss transfer requirements and lower division major preparation that is needed for their intended transfer university.

Although the certificate recognizes the completion of lower division CSU GE-Breadth requirements, it does not guarantee admission to a specific campus within the CSU system nor does it guarantee admission to a specific major. Some majors and colleges may require a different lower division preparation and/or a higher GPA than is necessary for this certificate. A grade of "C" or better is required in all courses.

## Program Learning Outcomes

- Demonstrate effective communication, appropriate to the audience and purpose.
- Critically evaluate information to interpret ideas and solve problems.
- Utilize information from a variety of sources to make an informed decision and take action.
- Demonstrate effective interpersonal skills with people of diverse backgrounds and effectively function in group decision making.
- Demonstrate growth and self-management to promote life-long learning and personal well-being.

## Requirements

Course	Title	Units
<b>Area A: English Language Communication and Critical Thinking - Minimum 9 units, one course from each area with a grade of "C" or better</b>		9
Select one course from each area (A1, A2, A3)		
<b>Area B: Scientific Inquiry and Quantitative Reasoning - Minimum 9 units</b>		9
Select one course from each are (B1, B2, B4). Minimum one course with lab (B3)		
<b>Area C: Arts and Humanities - Minimum 9 units</b>		9
Select one course from each area (C1,C2), plus an additional course from either area		
<b>Area D: Social Sciences - Minimum 9 units</b>		9
Select three courses from at least 2 academic disciplines (CSU American Institutions may be completed in this area)		
<b>Area E: Lifelong Learning and Self-Development</b>		3
Minimum 3 units (only 1 unit of physical activity may be used in this area)		
Total Units		39

Please refer to the current CSU General Education pattern for specific courses in each area.

## IGETC - Certificate of Achievement

The Certificate of Achievement in Intersegmental General Education Transfer Curriculum (IGETC) is a program that provides students with the option of fulfilling all lower division general education requirements for transferring to the California State University (CSU) and University of California (UC) systems.

Students who intend to transfer must meet all current IGETC lower division general education transfer requirements including minimum GPA to achieve the Certificate of Achievement. Students may also request certification of the general education upon completion of this Certificate of Achievement. The Certificate of Achievement will appear on student's transcripts, but the certification is a separate request that must be filled out by a counselor and is the student's responsibility to submit to their transfer institution. Students are firmly advised to meet with a counselor to discuss transfer requirements and lower division major preparation that is needed for their intended transfer university.

Although the certificate recognizes the completion of IGETC lower division general education requirements, it does not guarantee admission to a specific campus within the CSU or UC system nor does it guarantee admission to a specific major. Some majors and colleges may require a

different lower division preparation and/or a higher GPA than is necessary for this certificate. A grade of "C" or better is required in all courses.

## Program Learning Outcomes

- Demonstrate effective communication, appropriate to the audience and purpose.
- Critically evaluate information to interpret ideas and solve problems.
- Utilize information from a variety of sources to make an informed decision and take action.
- Demonstrate effective interpersonal skills with people of diverse backgrounds and effectively function in group decision making.

## Requirements

Course	Title	Units
<b>AREA 1: English Communication</b>		6-9
UC: Select 2 courses - one course from each area (1A, 1B)		
CSU: Select 3 courses - one course from each area (1A, 1B, 1C)		
<b>AREA 2: Mathematical Concepts and Quantitative Reasoning</b>		3
Select one course		
<b>AREA 3: Arts and Humanities</b>		9
Select one course from each area (3A, 3B), plus an additional course from either area		
<b>AREA 4: Social and Behavioral Science</b>		9
Select three courses from a least two academic disciplines (CSU American Institutions may be completed in this area)		
<b>AREA 5: Physical and Biological Science</b>		7-9
Select one course from each area (5A, 5B). Minimum one course with lab (5C)		
<b>AREA 6: Language Other Than English (UC requirement only)</b>		
Proficiency equivalent to two years of high school study in the same language		
Total Units		34-37

Please refer to the current IGETC pattern for specific courses in each area.

## Liberal Studies with Emphasis in Elementary Teacher Preparation - Associate in Arts

This AA Degree is designed primarily for students interested in teaching in elementary or middle school and transferring to SJSU. Alternatively, the AA Degree can be used for students wishing to transfer with a broad background in liberal education. Preparation for this degree includes 39 units of general education requirements. Students who choose Liberal Studies will meet *minimum* CSU transfer admission requirements, fulfill all lower division CSU GE, prepare for the baccalaureate major, and meet Evergreen Valley College's Associate in Arts Degree requirements. Students planning to transfer should meet with an Evergreen counselor to develop an educational plan. **Note:** Many CSUs have unique admissions and preparation-for-the-Core Requirements beyond minimum requirements. Students should consult the specific university catalog and website, [www.assist.org](http://www.assist.org).

Students wishing to earn an Associate in Arts Degree in Liberal Studies with Emphasis in Elementary Teaching Preparation must complete each required area of emphasis course with a grade of 'C' or better.

## Program Learning Outcomes

- Provide the core requirements for transfer to SJSU as Liberal Studies major.
- Offer students a degree option who desire a major in liberal education.

## Area of Emphasis Requirements

Course	Title	Units
EDIT 010	Computers and Digital Media in Education	3
MATH 052	Math for Elementary Education	3
ENGL 001B	English Composition	3
MUSIC 099	Introductory Music	3
BIOL 020	Human Biology	4
<b>Select one of the following:</b>		3-4
CHEM 030A	Introduction to Chemistry	
CHEM 015	Fundamentals of Chemistry	
PHYS 001	Introductory Physics	
<b>Select one of the following:</b>		
FCS 070	Child Development	
PSYCH 092	Developmental Psychology	

## Total Requirements

Course	Title	Units
Area of Emphasis Requirements		22-23
General Education Requirements		39
Physical Activity		1
Total Units		62-63

## Dance

### Dance - Certificate of Specialization

The Certificate of Specialization in Dance is an opportunity for students to grow and develop in the area of Dance. The certificate includes a lecture class as well as various genres and levels of dance technique. Students will learn both Beginning and Intermediate skills in Modern, Jazz and Social (Ballroom) dance techniques. Focus will be on foundation, form, alignment, flexibility, technique, body awareness, phrasing, musicality, loco-motor patterns of movement, choreography and performance in each of the styles. Students will also learn about the background and history of Dance by taking Dance Appreciation. The Certificate will enhance the students' knowledge in history while simultaneously giving practical experience and guidance to the dancer. Students will gain a strong foundation in an array of dance genres. This certificate is recommended for students who want to enhance their skills in dance, teach dance at a studio or possibly major or minor in dance.

## Program Learning Outcomes

- Critically compare various dance genres on the basis of movement, historic context, and as an expression of self and culture.
- Apply proper posture, alignment, foundation, vocabulary, and performance quality to a variety of dance techniques.
- Demonstrate effective communication, behavior and teamwork necessary for artistic collaboration and group work within a population of varied backgrounds.

- Create and perform original dance choreography using the principles of composition in class or for a live public performance.
- Demonstrate proper dance vocabulary and theatre etiquette as a student, performer or audience member.

Course	Title	Units
DANCE 002	Dance Appreciation	3
DANCE 050	Modern Dance, Beginning	1
DANCE 051	Modern Dance, Intermediate	1
DANCE 020	Jazz Dance, Beginning	1
DANCE 021	Jazz Dance, Intermediate	1
DANCE 022	Social Dance	1
DANCE 022B	Intermediate Social Dance	1
Total Units		9

## Economics

### Economics - Associate in Arts for Transfer

The Associate in Arts in Economics for Transfer (AA-T) degree will prepare students with the strong foundation necessary for pursuing studies at the university level in various careers in the fields of banking, inventory management, academia and government service. Career options include economist in the private or public sector, financial analyst, controller, treasurer, marketing manager, production control specialist, inventory control manager and business analyst. The AA-T in Economics is intended for students who plan to complete a baccalaureate degree in Economics or a related field of study at a California State University (CSU). Students who complete this degree are guaranteed admission to the CSU system, but not to a particular campus or major. Students transferring to a CSU campus that accepts the AA-T in Economics will be required to complete no more than 60 semester units after transfer to earn a baccalaureate degree.

Students who complete the AA-T in Economics must have the following:

- Completion of 60 CSU transferable units
- A minimum of at least 2.0 GPA in CSU transferable courses (*note that a higher GPA may be required in some institutions*)
- Completion of at least 18 units in the major with a grade of "C" or better
- Certified completion of the CSU General Education-Breadth (CSU GE-Breadth) requirements, or completion of the Intersegmental General Education Transfer Curriculum (IGETC) requirements

**Please Note:** No more than 60 units are required for this degree and no additional requirements will be imposed by Evergreen Valley College. *Some GE courses may be double-counted within the major and will reduce the number of units. General electives may be needed to reach 60 units. Please consult with a counselor to determine which courses are applicable.*

## Program Learning Outcomes:

- Describe and explain how markets function and what happens in the presence of market failures.
- Analyze production and costs of a firm.
- Apply macroeconomic models to describe the economy.
- Analyze the economic impacts of monetary and fiscal policy.
- Explain the function of the central bank and the banking system.
- Demonstrate oral and written competence in the major field.

## Major Requirements

Course	Title	Units
<b>Required Core</b>		
ECON 010A	Principles of Macroeconomic Theory	3
ECON 010B	Introduction to Microeconomic Theory	3
BUS 060 or MATH 063	Fundamentals of Business Statistics Elementary Statistics	3
MATH 062 or MATH 071	Calculus for Business and Social Science Calculus I With Analytic Geometry	3-5
<b>List A: Select one of the following:</b>		3-5
ACCTG 001A	Principles of Financial Accounting	
ACCTG 001B	Managerial Accounting	
CIT 010	Computer and Information Technology	
MATH 061 or MATH 072	Finite Mathematics Calculus II With Analytic Geometry	
<b>List B: Select one of the following:</b>		3-5
<i>Any course from list A not already taken</i>		
MATH 073	Multivariable Calculus	
MATH 079	Linear Algebra	

## Total Requirements

Course	Title	Units
<b>Major Requirements</b>		18-24
<b>CSU GE-Breadth or IGETC for CSU <sup>1</sup></b>		37-39
Total Units		60

<sup>1</sup> Some GE courses may be double-counted within the major and will reduce the number of units. General electives may be needed to reach 60 units. Please consult with a counselor to determine which courses are applicable.

## Engineering

### Engineering - Associate in Arts

Evergreen Valley College offers a two-year lower division Engineering Program which allows students to transfer to any four-year California College or University offering degree in Engineering. The lower division Engineering Core Courses recommended by the Engineering Liaison Committee of the State of California have been coordinated between community colleges and the four-year colleges and universities throughout California.

The Associate in Arts and the Associate in Science Degrees are available for engineering students. The Engineering Degree Programs consist of the Engineering Core courses plus General Education courses which satisfy graduation requirements. Students wishing to transfer to a four-

year institution in a branch of engineering, but do not wish to obtain an Associate Degree must complete the Engineering Core courses and obtain a Verification of Completion Form from the office of Admissions & Records before transferring.

It is recommended that students complete as much of their General Education requirements as possible. To facilitate the application process to four-year institutions, students should request a Verification of Completion Form from the Office of Admissions and Records for verification of completion of the lower division Engineering Core courses. Students must complete each major course and major elective course with a grade of 'C' or better.

## Program Learning Outcomes

- Design and conduct experiments as well as analyze and interpret data.
- Design a system, component, or process as per customer specifications.
- Identify potential changes in behavior and properties of materials as they are altered and influenced by manufacturing processes and loading conditions.
- Assess the safety and environmental consequences of proposed design.
- Demonstrate an awareness of the human and social ramifications of technological solutions in a global and societal context.
- Work and communicate effectively, either independently or in a team, to solve technical problems using engineering principles.
- Demonstrate an ability to use the techniques, skills, and modern engineering tools necessary for engineering practice.

**Major Requirements**

Course	Title	Units
ENGR 010	Engineering Processes and Tools	3
ENGR 018	Engineering Design and Graphics	3
ENGR 050	Introduction to Computing	4
ENGR 066	Properties of Materials	3
ENGR 069	Statics	3
ENGR 071	Introduction to Circuit Analysis	4
CHEM 001A	General Chemistry	5
ENGL 001A	English Composition	3
MATH 071	Calculus I With Analytic Geometry	5
MATH 072	Calculus II With Analytic Geometry	5
MATH 073	Multivariable Calculus	5
MATH 078	Differential Equations	4
PHYS 004A	General Physics	5
PHYS 004B	General Physics	5
PHYS 004C	General Physics	5

**Total Requirements**

Course	Title	Units
Major Requirements		62
General Education Requirements		24
Total Units		86

**Engineering - Associate in Science**

Evergreen Valley College offers a two-year lower division Engineering Program which allows students to transfer to any four-year California College or University offering degree in Engineering. The lower division Engineering Core Courses recommended by the Engineering Liaison Committee of the State of California have been coordinated between community colleges and the four-year colleges and universities throughout California.

The Associate in Arts and the Associate in Science Degrees are available for engineering students. The Engineering Degree Programs consist of the Engineering Core courses plus General Education courses which satisfy graduation requirements. Students wishing to transfer to a four-year institution in a branch of engineering, but do not wish to obtain an Associate Degree must complete the Engineering Core courses and obtain a Verification of Completion Form from the office of Admissions & Records before transferring.

It is recommended that students complete as much of their General Education requirements as possible. To facilitate the application process to four-year institutions, students should request a Verification of Completion Form from the Office of Admissions and Records for verification of completion of the lower division Engineering Core courses. Students must complete each major course and major elective course with a grade of 'C' or better.

**Program Learning Outcomes**

- Design and conduct experiments as well as analyze and interpret data.
- Design a system, component, or process as per customer specifications.
- Identify potential changes in behavior and properties of materials as they are altered and influenced by manufacturing processes and loading conditions.
- Assess the safety and environmental consequences of proposed design.
- Demonstrate an awareness of the human and social ramifications of technological solutions in a global and societal context.
- Work and communicate effectively, either independently or in a team, to solve technical problems using engineering principles.
- Demonstrate an ability to use the techniques, skills, and modern engineering tools necessary for engineering practice.

**Major Requirements**

Course	Title	Units
ENGR 010	Engineering Processes and Tools	3
ENGR 018	Engineering Design and Graphics	3
ENGR 050	Introduction to Computing	4
ENGR 066	Properties of Materials	3
ENGR 069	Statics	3
ENGR 071	Introduction to Circuit Analysis	4
CHEM 001A	General Chemistry	5
ENGL 001A	English Composition	3
MATH 071	Calculus I With Analytic Geometry	5
MATH 072	Calculus II With Analytic Geometry	5
MATH 073	Multivariable Calculus	5
PHYS 004A	General Physics	5
PHYS 004B	General Physics	5

**Total Requirements**

Course	Title	Units
Major Requirements		53
General Education Requirements		21
Total Units		74

## Robotics - Certificate of Specialization

This certificate introduces the students to the field of robotics and its applications. It consists of three courses in a sequence that are designed to provide an understanding of the fundamentals of sensors, actuators, motors, applications using microcontrollers, and advanced training. This certificate is entirely hands-on and students construct various types of robots.

A grade of "C" or better is required in each course. Completed courses will appear on student's transcripts. However, the Certificate of Specialization will only appear on documents obtained directly through the Department.

### Program Learning Outcomes

- Implement various sensors, such as motion, light, temperature, proximity, in robotic designs.
- Construct a command activated and driven robot.
- Operate "pick and place" robots and create a system that is capable of voice command recognition.

Course	Title	Units
ENGRT 150	Fundamentals of Robotics	2.5
ENGRT 151	Intermediate Robotics	2.5
ENGRT 152	Advanced Robotics	3
Total Units		8

## English

### English - Associate in Arts

Students considering careers in advertising, communication, film writing, electronic and printing journalism, library science, public relations, publishing and editing, or teaching find the English major and ideal academic preparation for entry into these professions. In addition, the English major readies students for graduate programs, including communication, history, law, and medicine. Students must complete each major course and major elective course with a grade of 'C' or better to be awarded the degree.

### Program Learning Outcomes

- Demonstrate knowledge of and familiarity with the methods of interpreting literature across genres.
- Assess, evaluate, and analyze ideas expressed in text or in spoken language.
- Express orally and in writing coherent arguments that evidence clear prose and synthesize diverse bodies of knowledge.

### Major Requirements

Course	Title	Units
ENGL 001B	English Composition	3
ENGL 084A	Survey of American Literature I	3
ENGL 084B	Survey of American Literature II	3
ENGL 086A	Survey of English Literature I	3
ENGL 086B	Survey of English Literature II	3

### Major Electives

Course	Title	Units
Select three of the following:		9
ENGL 021	Introduction to Poetry	
ENGL 028	Introduction to World Mythology	
ENGL 033		
ENGL 072	Fundamentals of Creative Writing	
ENGL 073	Introduction to Shakespeare	
HUMNT 002	Introduction to World Literature	

### Total Requirements

Course	Title	Units
Major Requirements		15
Major Electives		9
General Education Requirements		39
Total Units		63



## English - Associate in Arts for Transfer

The Associate in Arts in English for Transfer degree is designed to prepare students to seamlessly transfer into the California State University (CSU) system and complete a baccalaureate degree in English or similar field of study. A baccalaureate degree in English cultivates strong reading, writing, analytical, and creative skills. It provides a sound foundation for students seeking careers in advertising, communication, film writing, electronic and print journalism, library science, public relations, publishing and editing, law, or teaching.

Students who complete the AA-T in English must have the following:

- Completion of 60 CSU transferable semester units
- A minimum of at least 2.0 GPA in CSU transferable courses (note that a higher GPA may be required in some institutions)
- Completion of at least 18 units in the major with a grade of "C" or better
- Certified completion of the CSU General Education-Breadth (CSU GE-Breadth) requirements, or completion of the Intersegmental General Education Transfer Curriculum (IGETC) requirements

**Please Note:** No more than 60 semester units are required for this degree and no additional requirements will be imposed by Evergreen Valley College.

### Program Learning Outcomes

- Demonstrate knowledge of and familiarity with the methods of interpreting literature across genres.
- Assess, evaluate, and analyze ideas expressed in text or in spoken language.
- Express orally and in writing coherent arguments that evidence clear prose and synthesize and respond to diverse bodies of knowledge.

### Major Requirements

Course	Title	Units
ENGL 001B	English Composition	3
ENGL 001C	Critical Thinking/Composition	3
<b>List A: Select two courses from the following:</b>		6
ENGL 084A	Survey of American Literature I	
ENGL 084B	Survey of American Literature II	
ENGL 086A	Survey of English Literature I	
ENGL 086B	Survey of English Literature II	
HUMNT 002	Introduction to World Literature	
<b>List B: Select one course from the following:</b>		3
<i>Any List A course not already taken</i>		
ENGL 021	Introduction to Poetry	
ENGL 028	Introduction to World Mythology	
ENGL 072	Fundamentals of Creative Writing	
ENGL 073	Introduction to Shakespeare	
<b>List C: Select one course from the following:</b>		3-5
<i>Any course from list A or list B not already taken</i>		
ENGL 032	Gender in Literature	
ENGL 052	Children's/Adolescent Literature	
ENGL 062	Asian/Asian-American Literature	
ENGL 080	Mexican-American Literature	
ENGL 082A	African-American Literature	

FREN 001B	Elementary French
SPAN 001B	Elementary Spanish
SPAN 002A	Intermediate Spanish
VIET 001B	Elementary Vietnamese

### Total Requirements

Course	Title	Units
Major Requirements		18-20
Transferable Electives (as needed to reach 60 units)		10-18
CSU-GE or IGETC for CSU <sup>1</sup>		37-39
Total Units		60

<sup>1</sup> Some GE courses may be double-counted within the major and will reduce the number of units. General electives may be needed to reach 60 units. Please consult with a counselor to determine which courses are applicable.

## Family Consumer Studies

### Child and Adolescent Development - Associate in Arts for Transfer

The Associate in Arts in Child and Adolescent Development for Transfer (AA-T) degree will prepare students with the strong foundation necessary for pursuing studies at the university level in various careers in teaching, child care settings, or other fields related to children and their families from infancy through adolescence.

The AA-T in Child and Adolescent Development is intended for students who plan to complete a baccalaureate degree in Child and Adolescent Development or a related field of study at a California State University (CSU). Students who complete this degree are guaranteed admission to the CSU system, but not to a particular campus or major. Students transferring to a CSU campus that accepts the AA-T in Child and Adolescent Development will be required to complete no more than 60 semester units after transfer to earn a baccalaureate degree.

Students who complete the AA-T in Child and Adolescent Development must have the following:

- Completion of 60 CSU transferable units
- A minimum of at least 2.0 GPA in CSU transferable courses (*note that a higher GPA may be required in some institutions*)
- Completion of at least 18 units in the major with a grade of "C" or better
- Certified completion of the CSU General Education-Breadth (CSU GE-Breadth) requirements, or completion of the Intersegmental General Education Transfer Curriculum (IGETC) requirements

**Please Note:** No more than 60 units are required for this degree and no additional requirements will be imposed by Evergreen Valley College.

## Program Learning Outcomes

- Analyze the psychological, physical and cognitive influences on child development.
- Evaluate different perspectives that affect the growth and socialization experiences of children and adolescents.
- Identify developmental activities for children from infancy through adolescence.
- Assess how socialization and culture impact the lives of children and families.
- Apply observation and assessments to create appropriate environments.

## Major Requirements

Course	Title	Units
<b>Core Requirements</b>		
FCS 070	Child Development	3
PSYCH 001	General Psychology	3
MATH 063	Elementary Statistics	3
or BUS 060	Fundamentals of Business Statistics	
<b>List A: Select three courses form the following:</b>		9-10
ANTH 063	Introduction to Social and Cultural Anthropology	
or		
SOC 010	Introduction to Sociology	
or		
PSYCH 096	Marriage, Family, and Intimate Relationships	
BIOL 020	Human Biology	
or BIOL 021	General Biology	
FCS 019	Nutrition	
HED 011	Dynamic Health Concepts	
PSYCH 092	Developmental Psychology	

## Total Requirements

Course	Title	Units
Major Requirements		18-19
Transferable Electives ( as needed to reach 60 units)		12-15
CSU GE-Breadth or IGETC for CSU <sup>1</sup>		37-39
Total Units		60

<sup>1</sup> Some GE courses may be double-counted within the major and will reduce the number of units. General electives may be needed to reach 60 units. Please consult with a counselor to determine which courses are applicable.

## Nutrition and Dietetics-Associate in Science for Transfer

The Associate in Science in Nutrition and Dietetics for Transfer (AS-T) degree offers students basic knowledge in human anatomy or physiology, psychology, chemistry, and nutrition. Students with a degree in Nutrition and Dietetics find employment within a wide range of organizations, such as medical facilities, research labs, government agencies, universities, pharmaceutical companies, and the food industry. This degree is also an excellent preparation for students planning to continue their education in medicine, public health and/or allied health sciences.

The AS-T in Nutrition and Dietetics is intended for students who plan to complete a baccalaureate degree in Nutrition and Dietetics or a related field of study at a California State University (CSU). Students who complete this degree are guaranteed admission to the CSU system, but not to a particular campus or major. Students transferring to a CSU campus that accepts the AS-T in Nutrition and Dietetics will be required to complete no more than 60 semester units after transfer to earn a baccalaureate degree.

Students who complete the AS-T in Nutrition and Dietetics must have the following:

- Completion of 60 CSU transferable semester units
- A minimum of at least 2.0 GPA in CSU transferable courses (note that a higher GPA may be required in some institutions)
- Completion of at least 18 units in the major with a grade of "C" or better
- Certified completion of the CSU General Education-Breadth (CSU GE-Breadth) requirements

**Please Note:** No more than 60 semester units are required for this degree and no additional requirements will be imposed by Evergreen Valley College.

## Program Learning Outcomes

- Identify the role of nutrients and healthy food preparations for optimal health and well-being.
- Identify nutrition related chronic diseases by applying knowledge of nutrient functions, food sources and physiologic systems.
- Explain how genetics and lifestyle factors affect nutritional and health status.
- Assess a diet for nutrient adequacy using a current computerized USDA database.

## Major Requirements

Course	Title	Units
<b>Core Requirements</b>		
FCS 019	Nutrition	3
PSYCH 001	General Psychology	3
BIOL 074	General Microbiology	5
CHEM 001A	General Chemistry	5
<b>LIST A - Select two courses</b>		
CHEM 001B	General Chemistry	5
CHEM 012A	Organic Chemistry	5
BIOL 071	Human Anatomy	5
or BIOL 072	Human Physiology	
MATH 063	Elementary Statistics	3
or BUS 060	Fundamentals of Business Statistics	
<b>LIST B - Select one course</b>		
BIOL 021	General Biology	4
CHEM 012B	Organic Chemistry	5
CHEM 030A	Introduction to Chemistry	4
CHEM 030B	Introduction to Chemistry	4
ECON 010A	Principles of Macroeconomic Theory	3
ECON 010B	Introduction to Microeconomic Theory	3
SOC 010	Introduction to Sociology	3

## Total Requirements

Course	Title	Units
Major Requirements		27-31
Transferable electives (as needed to reach 60 units)		5-7
CSU-GE Breadth <sup>1</sup>		39
Total Units		60

<sup>1</sup> Some GE courses may be double-counted within the major and will reduce the number of units. General electives may be needed to reach 60 units. Please consult with a counselor to determine which courses are applicable.

## Foreign Language

### Translation and Interpretation - Certificate of Achievement

This certificate program is designed to prepare students for a career in legal/court interpretation. The courses in this program are designed to prepare students to pass the State of California Court Interpreter Certification Exam. All program participants must be fluent in Spanish and English. Students must complete each course with a grade of 'C' or better.

### Program Learning Outcomes

- Apply the terminology used in translating and interpreting.
- Differentiate between translating and interpreting.
- Apply grammar and composition rules correctly.
- Translate sentences and texts from English to Spanish.
- Demonstrate appropriate grammar terminology through a verbal discussion.

- Identify the syntactic differences and similarities between Spanish and English.
- Identify text type and audience in order to execute translation decisions.
- Apply the appropriate use of sight translation in various settings.
- Interpret complex proceedings up to 145+ wpm.
- Use consecutive interpretation in the appropriate situations in court and hospital settings.

Course	Title	Units
SPAN 031	Introduction to Translation and Interpreting	4
SPAN 032	Spanish Grammar and Composition	3
SPAN 033	Spanish/English Linguistics Analysis	3
SPAN 035	Sight Translation	3
SPAN 036A	Consecutive Interpretation I	3
SPAN 036B	Consecutive Interpretation II	3
SPAN 037A	Simultaneous Interpretation I	3
SPAN 037B	Simultaneous Interpretation II	3
Total Units		25

**Please Note:** There is a separate application process for this program. Interested students should submit an application so they can be notified when the next group of students will begin the Translation & Interpreting program sequence. This date will depend on the number of interested students and the availability of instructors.

### Minimum Requirements

1. All applicants must be fluent in Spanish and English, and have a speaking proficiency equivalent to that of an educated native speaker. Applicants will have to take a bilingual proficiency assessment.
2. It is recommended that all applicants should have completed at least one term of college English.
3. All applicants must submit a Translation and Interpreting application to the Language Arts Division, located in the Acacia building, room AE131.
4. All applicants must attend an orientation.

## History

### History - Associate in Arts for Transfer

The study of history as an academic discipline is serious and systematic. Historians analyze the events and processes of the past, both to gain more understanding of human nature, in any place and at any time, and to explain the distinctive dynamics of particular societies, usually in regional and chronological contexts. Moreover, we see historical study as a fundamental contribution to liberal, humanistic education and the development of critical intelligence. Hence our history courses are intended to strengthen critical skills students will use in any field of study and/or profession. In addition, studying the past will prepare students to better discharge the responsibilities of citizenship. Most careers in history require education beyond the associate degree and some require a graduate degree. The most common career options for students with history preparation include: archivist, business person, diplomatic corps, government analyst, historian, journalist, lawyer, librarian, museum curator, park historian, professor, teacher and writer.

Students who complete the AA-T in History must have the following:

- Completion of 60 CSU transferrable semester units
- A minimum of at least 2.0 GPA in CSU transferrable courses (note that a higher GPA may be required in some institutions)
- Completion of at least 18 units in the major with a grade of "C" or better
- Certified completion of the CSU General Education-Breadth (CSU GE-Breadth) requirements, or completion of the Intersegmental General Education Transfer Curriculum (IGETC) requirements

**Please Note:** No more than 60 semester units are required for this degree and no additional requirements will be imposed by Evergreen Valley College.

## Program Learning Outcomes

- Read critically about topics in history thereby identifying problems, theses, arguments, evidence and conclusions.
- Write critically about topics in history thereby addressing problems, formulating theses, making arguments, analyzing and weighing evidence, and deriving conclusions.
- Think critically in speaking about topics in history, thereby articulating problems, stating theses, posing arguments, explaining evidence, and communicating conclusions.

## Major Requirements

Course	Title	Units
HIST 017A	History of the United States	3
HIST 017B	History of the United States	3
<b>List A: Select 6 units from the following:</b>		6
HIST 003A	World History to 1500	
HIST 003B	World History From 1500	
or		
HIST 010A	Development of Western Culture I	
HIST 010B	Development of Western Culture II	
<b>List B: Select one course from each group:</b>		
<b>Group 1:</b>		3
<i>Any course (if not already taken in List A)</i>		
HIST 003A	World History to 1500	
HIST 003B	World History From 1500	
HIST 014	Women in American History	
HIST 021	African American History	
HIST 022	Mexican-American History	
<b>Group 2:</b>		3
<i>Any course (if not already taken in List A)</i>		
ANTH 063	Introduction to Social and Cultural Anthropology	
ECON 010A	Principles of Macroeconomic Theory	
ECON 010B	Introduction to Microeconomic Theory	
ETH 010	Introduction to Ethnic Studies	
GEOG 011		
HIST 012	East Asian History	
HIST 014	Women in American History	
HIST 015	South Asian History Since 1947	
HIST 021	African American History	
HIST 022	Mexican-American History	

HIST 040	United States Military History
HIST 045	Post-1945 America
POLSC 001	Politics and Government In America
PSYCH 001	General Psychology
SOC 010	Introduction to Sociology
WOMS 010	Introduction to Women's and Gender Studies

## Total Requirements

Course	Title	Units
Major Requirements		18
Transferable Electives (as needed to reach 60 units)		3-5
CSU GE-B or IGETC for CSU <sup>1</sup>		37-39
Total Units		60

<sup>1</sup> Some GE courses may be double-counted within the major and will reduce the number of units. General electives may be needed to reach 60 units. Please consult with a counselor to determine which courses are applicable.

## Kinesiology

### Kinesiology - Associate in Arts for Transfer

The Associate in Arts in Kinesiology for Transfer (AA-T) degree will prepare students with the strong foundation necessary for pursuing studies at the university level in various careers in the health, fitness, and sports industries. Career options include: sport coach, strength and conditioning specialist, athletic director, physical therapist, personal trainer, health club owner, exercise physiologist, sport psychologist, sports management and athletic trainer. The AA-T in Kinesiology is intended for students who plan to complete a baccalaureate degree in Kinesiology or a related field of study at a California State University (CSU). Students who complete this degree are guaranteed admission to the CSU system, but not to a particular campus or major. Students transferring to a CSU campus that accepts the AA-T in Kinesiology will be required to complete no more than 60 semester units after transfer to earn a baccalaureate degree.

Students who complete the AA-T in Kinesiology must have the following:

- Completion of 60 CSU transferable semester units
- A minimum of at least 2.0 GPA in CSU transferable courses (note that a higher GPA may be required in some institutions)
- Completion of at least 18 units in the major with a grade of "C" or better
- Certified completion of the CSU General Education-Breadth (CSU GE Breadth) requirements, or completion of the Intersegmental General Education Transfer Curriculum (IGETC) requirements

**Please Note:** No more than 60 semester units are required for this degree and no additional requirements will be imposed by Evergreen Valley College.

## Program Learning Outcomes

- Demonstrate an understanding of the basic structure of the human body and how its various systems respond.
- Explain the importance of lifetime fitness in today's society.
- Identify the values or code of ethics related to the major that reflects one's respect for different ideas, peoples, and cultures.
- Demonstrate oral and written competence in the major field.

## Major Requirements

Course	Title	Units
<b>Core Requirements</b>		
KINS 033	Introduction to Kinesiology and Physical Education	3
BIOL 071	Human Anatomy	5
BIOL 072	Human Physiology	5
<i>Movement-based Courses: Select one course from three of the following areas:</i>		
<i>Fitness</i>		
KINS 021	Step Aerobics	
KINS 022	Ultimate Fitness	
KINS 029	Power Punch	
KINS 034	Fit Camp	
KINS 039A	Hatha Yoga	
KINS 053A	Walk/Jog Beginning	
KINS 053B	Jogging for Fitness	
KINS 054	Indoor Cycling	
KINS 055	Aerobics With Music	
KINS 056A	Weight Training Beginning	
KINS 057	Cardio and Strength Circuit Training	
KINS 070A	Fitness Walking for Beginners	
KINS 082L	Hiking Death Valley	
KINS 087A	Hiking and Backpacking, Beginning	
KINS 087B	Hiking and Backpacking, Intermediate	
KINS 088A	Rock Climbing, Beginning	
KINS 088C	Rock Climbing 5.7	
KINS 095	Core Strength Conditioning	
KINS 096	Body Sculpting	
PED 043	Pilates Mat Workout	
<i>Individual Sports</i>		
KINS 047A	Tennis, Beginning	
KINS 047B	Tennis, Intermediate	
KINS 051A	Table Tennis Beginning	
KINS 051B	Table Tennis Intermediate	
KINS 060	Self-Defense	
KINS 089A	Paddle Sports, Beginning	
KINS 104A	Kayaking Beginning	
<i>Team Sports</i>		
KINS 008A	Pickleball Beginning	
KINS 008B	Pickleball Intermediate	
KINS 009A	Badminton, Beginning	
KINS 009B	Badminton Intermediate	
KINS 012A	Beginning Basketball	
KINS 038A	Soccer, Beginning	

KINS 040A	Softball, Beginning	
KINS 040B	Softball Intermediate	
KINS 052A	Beginning Volleyball	
KINS 052B	Intermediate Volleyball	
KINS 052C	Advanced Volleyball	
<b>List A: Select two courses</b>		<b>6</b>
MATH 063	Elementary Statistics	
or BUS 060	Fundamentals of Business Statistics	
CHEM 030A	Introduction to Chemistry	
or CHEM 001A	General Chemistry	
PHYS 002A	Algebra/Trigonometry-Based Physics I	
or PHYS 004A	General Physics	
KINS 025	First Aid, CPR & AED	

## Total Requirements

Course	Title	Units
Major Requirements		22-26
Transferable electives (as needed to reach 60 units)		1
CSU GE-B or IGETC for CSU <sup>1</sup>		37-39
<b>Total Units</b>		<b>60</b>

<sup>1</sup> Some GE courses may be double-counted within the major and will reduce the number of units. General electives may be needed to reach 60 units. Please consult with a counselor to determine which courses are applicable.

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## Legal Assistant

### Paralegal Studies - Associate in Arts

The paralegal profession is one of the fastest growing job fields in the nation. Paralegals hold increasingly important and high paying positions at large and small law firms, corporate legal departments, government agencies, banks, real estate and insurance companies, nonprofit organizations, and Silicon Valley startups. Evergreen Valley College's Paralegal Studies Program prepares graduates to work as a "paralegal" or "legal assistant" under California law (Business and Professions Code Section 6450). A student will qualify for an Associate degree by completing all core requirements with a grade of "C" or better in addition to the college's general education requirements. The Paralegal Studies Certificate requires students to complete 24 units of classes, preparing graduates for employment as paralegals or legal assistants.

#### Program Learning Outcomes

- Demonstrate a proficient knowledge of the various areas of law and their importance.
- Describe the legal profession's basic ethical guidelines and apply them in hypothetical situations.
- Demonstrate effective legal research skills by selecting and utilizing appropriate sources of law.
- Prepare legal research memoranda and other documents commonly used by attorneys.
- Use legal terminology capably in an appropriate context.

#### Major Requirements

Course	Title	Units
<b>Core Requirements</b>		
LA 010	Introduction to Law, Legal Research, the Constitution, and Ethics	3
LA 071	Legal Research	3
LA 072	Advanced Legal Analysis & Writing	3
<b>Select 15 units of Legal Specialty Courses</b>		15
LA 011	Overview of Contracts, Property, and Tort Law	
LA 014	Civil Litigation	
LA 016	California Courts and Litigation Practice	
LA 033	Tort and Personal Injury Law	
LA 036	Real Estate and Property Law	
LA 038	Family Law	
LA 040	Criminal Law	
LA 042	Corporate and Partnership Law	
LA 044	Intellectual Property Law	
LA 046	Immigration Law	
LA 050	Constitutional Law	

#### Total Requirements

Course	Title	Units
Major Requirements		24
G.E. Requirements		39
<b>Total Units</b>		<b>63</b>

## Paralegal Studies - Associate in Science

The paralegal profession is one of the fastest growing job fields in the nation. Paralegals hold increasingly important and high paying positions at large and small law firms, corporate legal departments, government agencies, banks, real estate and insurance companies, nonprofit organizations, and Silicon Valley startups. Evergreen Valley College's Paralegal Studies Program prepares graduates to work as a "paralegal" or "legal assistant" under California law (Business and Professions Code Section 6450). A student will qualify for an Associate in Science degree by completing all core requirements with a grade of "C" or better in addition to the college's general education requirements.

#### Program Learning Outcomes

- Demonstrate a proficient knowledge of the various areas of law and their importance.
- Describe the legal profession's basic ethical guidelines and apply them in hypothetical situations.
- Demonstrate effective legal research skills by selecting and utilizing appropriate sources of law.
- Prepare legal research memoranda and other documents commonly used by attorneys.
- Use legal terminology capably in an appropriate context.

#### Major Requirements

Course	Title	Units
<b>Core Requirements</b>		
LA 010	Introduction to Law, Legal Research, the Constitution, and Ethics	3
LA 071	Legal Research	3
LA 072	Advanced Legal Analysis & Writing	3
<b>Select 15 units of Legal Specialty Courses</b>		15
LA 011	Overview of Contracts, Property, and Tort Law	
LA 014	Civil Litigation	
LA 016	California Courts and Litigation Practice	
LA 033	Tort and Personal Injury Law	
LA 036	Real Estate and Property Law	
LA 038	Family Law	
LA 040	Criminal Law	
LA 042	Corporate and Partnership Law	
LA 044	Intellectual Property Law	
LA 046	Immigration Law	
LA 050	Constitutional Law	

#### Total Requirements

Course	Title	Units
Major Requirements		24
Electives (A.S. Applicable courses)		12
G.E. Requirements		24
<b>Total Units</b>		<b>60</b>



## Paralegal Studies - Certificate of Achievement

The paralegal profession is one of the fastest growing job fields in the nation. Paralegals hold increasingly important and high paying positions at large and small law firms, corporate legal departments, government agencies, banks, real estate and insurance companies, nonprofit organizations, and Silicon Valley startups. Evergreen Valley College's Paralegal Studies Program prepares graduates to work as a "paralegal" or "legal assistant" under California law (Business and Professions Code Section 6450). The Paralegal Studies Certificate requires students to complete 24 units of classes, preparing graduates for employment as paralegals or legal assistants.

### Program Learning Outcomes

- Demonstrate a proficient knowledge of the various areas of law and their importance.
- Describe the legal profession's basic ethical guidelines and apply them in hypothetical situations.
- Demonstrate effective legal research skills by selecting and utilizing appropriate sources of law.
- Prepare legal research memoranda and other documents commonly used by attorneys.
- Use legal terminology capably in an appropriate context.

Course	Title	Units
LA 010	Introduction to Law, Legal Research, the Constitution, and Ethics	3
LA 071	Legal Research	3
LA 072	Advanced Legal Analysis & Writing	3
<b>Select 15 units of Legal Specialty Courses</b>		<b>15</b>
LA 011	Overview of Contracts, Property, and Tort Law	
LA 014	Civil Litigation	
LA 016	California Courts and Litigation Practice	
LA 033	Tort and Personal Injury Law	
LA 036	Real Estate and Property Law	
LA 038	Family Law	
LA 040	Criminal Law	
LA 042	Corporate and Partnership Law	
LA 044	Intellectual Property Law	
LA 046	Immigration Law	
LA 050	Constitutional Law	
<b>Total Units</b>		<b>24</b>

## Mathematics

### Mathematics - Associate in Science for Transfer

Mathematics has been an important academic discipline in its own right for over 2500 years. In addition, mathematics provides the foundation for the study of physical, biological, health and computer sciences, engineering, statistics, economics, and many other disciplines.

Graduates who complete a baccalaureate degree in Mathematics are prepared for employment as computer programmers, actuaries, data analysts, financial analysts, operations researchers, and educators. Others continue their studies and pursue advanced degrees in business, medicine, and law.

The Associate in Science in Mathematics for Transfer (AS-T) degree is intended for students who plan to complete a baccalaureate degree in Mathematics or a related field of study at a California State University. Students who complete this degree are guaranteed admission to the CSU system, *but not to a particular campus or major*. Students transferring to a CSU campus that accepts the Associate in Science in Mathematics for Transfer will be required to complete no more than 60 semester units after transfer to earn a baccalaureate degree.

Students who complete the AS-T in Mathematics must have the following:

- Completion of 60 CSU transferable semester units
- A minimum of at least 2.0 GPA in CSU transferable courses (note that a higher GPA may be required in some institutions)
- Completion of at least 18 units in the major with a grade of "C" or better
- Certified completion of the CSU General Education-Breadth (CSU GE-Breadth) requirements, or completion of the Intersegmental General Education Transfer Curriculum (IGETC) requirements

**Please Note:** No more than 60 semester units are required for this degree and no additional requirements will be imposed by Evergreen Valley College.

### Program Learning Outcomes

- Develop creative and logical solutions to various abstract and practical problems.
- Use mathematics to model and solve applied problems in engineering and science.
- Demonstrate didactic reasoning to construct elementary proofs to theorems.

### Major Requirements

Course	Title	Units
<b>Core Requirements</b>		
MATH 071	Calculus I With Analytic Geometry	5
MATH 072	Calculus II With Analytic Geometry	5
MATH 073	Multivariable Calculus	5
Select 6 units from the lists below with at least 3 units from List A. If all 6 units are taken from list A, then 0 units are required from List B		6
<b>List A: Select 1-2 courses</b>		
MATH 078	Differential Equations	
MATH 079	Linear Algebra	

**List B: Select 0-1 course**

COMSC 072	Discrete Mathematics
COMSC 075	Computer Science I: Introduction to Program Structures
MATH 063	Elementary Statistics
PHYS 004A	General Physics

**Total Requirements**

Course	Title	Units
Major Requirements		21
Transferable Electives (as needed to reach 60 units)		2-10
CSU GE or IGETTC for CSU <sup>1</sup>		37-39
<b>Total Units</b>		<b>60</b>

<sup>1</sup> Some GE courses may be double-counted within the major and will reduce the number of units. General electives may be needed to reach 60 units. Please consult with a counselor to determine which courses are applicable.

**Music****Music - Associate in Arts for Transfer**

The Associate in Arts in Music for Transfer degree is designed to prepare students to seamlessly transfer into the California State University (CSU) system and complete a baccalaureate degree in Music. A baccalaureate degree in Music cultivates strong performing, writing, analytical, and creative skills. It provides a sound foundation for students seeking careers in performance, arranging, church music, electronic, and film music composition/performing, and teaching. This degree is designed for students interested in a career in music and looking to transferring to obtain a Bachelors of Arts in Music.

Students who complete the AA-T in Music must have the following:

- Completion of 60 CSU transferable units
- A minimum of at least 2.0 GPA in CSU transferable courses. Note that a higher GPA may be required in some institutions
- Completion of at least 18 units in the major with a grade of "C" or better
- Certified completion of the **Intersegmental General Education Transfer Curriculum (IGETC) requirements**

Please Note: No more than 60 units are required for this degree and no additional requirements will be imposed by Evergreen Valley College.

**Program Learning Outcomes**

- Analyze and compose harmonic and melodic examples in various styles including 20th century.
- Evaluate and critique musicality, technique, and style in musicians in rehearsal and performance.
- Perform on a designated instrument/voice integrating musical and technical, abilities, creative interpretation and performance practice.

**Major Requirements**

Course	Title	Units
Required Core		3-4
MUSIC 099	Introductory Music	3
OR		
MUSIC 010A	Music Theory I	
and		
MUSIC 011A	Musicianship I	
MUSIC 010C	Music Theory III	3
MUSIC 010B	Music Theory II	3
MUSIC 010D	Music Theory IV	3
MUSIC 011B	Musicianship II	1
MUSIC 011C	Musicianship III	1
MUSIC 011D	Musicianship IV	1
Applied Music: Select four 0.5 unit courses for a total of 2 units		
MUSIC 190	Applied Music: Strings, Winds, Brass, Percussion, Piano, Voice	2
Large Ensemble: Select four 1.0 unit courses for a total of 4 units		
MUSIC 180	Ensemble	4

**Total Requirements**

Course	Title	Units
Major Requirements		21-22
Transferable Electives (as needed to reach 60 units)		1-2
IGETC for CSU		37
<b>Total Units</b>		<b>60</b>

## Nursing

The San José/Evergreen Community College District Governing Board approves the Nursing Program. The California State Board of Registered Nursing approves the Nursing Program and the Accreditation Commission for Education in Nursing (ACEN) formerly known as the National League for Nursing Accrediting Commission accredits the Nursing Program. Graduates of the program are eligible to apply to take the National Council's Licensing Examination for Registered Nurses (NCLEX-RN). Nursing students have the same responsibilities and privileges as other college students. The Nursing Program encourages male and female students from culturally diverse backgrounds to become eligible and apply for admission. Students are admitted annually with 50.0% enrolled fall semester and 50.0% enrolled spring semester.

California State Board of Registered Nursing  
P.O. Box 944210  
Sacramento, California 94244-2100  
Telephone: (916) 322-3350  
Web site: [www.rn.ca.gov](http://www.rn.ca.gov)

Accreditation Commission for Education in Nursing (ACEN)  
3343 Peachtree Road NE, Suite 850  
Atlanta, Georgia 30326  
Telephone: (404) 975-5000  
Web site: [www.acenursing.org](http://www.acenursing.org)

Once admitted, the program is a full-time course of study that can be completed in two academic years. In the clinical education component, principles derived from academic study are applied to clinical nursing practice. Students are placed in local acute care hospital settings and community health care agency settings.

Nursing Program Information Workshops, conducted throughout the year, provide additional information about the Nursing Program and selection process. For more information regarding the nursing program, contact the Nursing Program Office at (408) 270-6448 (Sequoia S207) or access the Evergreen Valley College web site: <http://www.evc.edu/academics/divisions-departments/nursing-allied-health/associate-degree-in-nursing-program>.

The San José/Evergreen Community College District reserves the right to add, amend or repeal any of the rules, regulations, policies and procedures consistent with applicable laws.

### Program Purpose

The Evergreen Valley College Nursing Program provides an optimal learning environment that will enable the culturally diverse learner to begin the process of life-long learning as a registered nurse. By earning an Associate of Science Degree in Nursing (ADN), program graduates are eligible to apply to take the NCLEX-RN, and are prepared for entry-level practice into the profession of nursing.

### Program Philosophy

Nursing faculty concurs with the mission, vision and values of Evergreen Valley College and share in the responsibility of the total educational program. Within this framework, nursing faculty has defined a unique program philosophy.

- Faculty value each person as distinct individuals with rich cultural experiences and a unique potential for growth.

- Faculty believe that the environment is a dynamic state where multi-faceted life experiences occur.
- Faculty believe that health is an individual's perception of his/her well-being and their ability to engage in life experiences. They believe that health is an evolving state that occurs on a health-illness continuum.
- Faculty define nursing according to Nursing's **Social Policy Statement** as: "The protection, promotion, and optimization of health and abilities, prevention of illness and injury, alleviation of suffering through the diagnosis and treatment of human response, and advocacy in the care of individuals, families, communities and populations" (American Nurses Association, 2010). In addition, faculty believe that nursing is a dynamic, collaborative process based on principles from the biological, physical and behavioral sciences which focuses on the diagnosis and treatment of actual or potential health problems.
- Faculty believe that nursing supports human responses to health and illness by providing caring interventions that facilitate the client's ability to achieve optimal quality of life or to die in comfort with dignity. Nurses engage in lifelong learning that utilizes critical thinking to support and advocate for culturally sensitive care within a community.
- Faculty define learning as an interactive, meaningful process that integrates visual, auditory and kinesthetic learning styles. The goal of learning is to become a faster, independent, creative, critical thinker. This is best achieved when the reflective learner develops reasoning abilities through self-assessment and self-awareness. Faculty believe in the capacity of the individual to learn, grow and change in a culturally diverse environment.
- Support for student success in learning starts at the college level with a strong foundation in liberal arts and sciences. Faculty enhance student success by building on general education principles and empowering students in an environment where faculty function as teachers, mentors and supervisors.

### References

American Nurses Association. (2010). Nursing's social policy statement: The essence of the profession. Silver Spring, MD: Nursesbooks.org.

### Conceptual Framework

The unifying curriculum theme is an adaptation of the "Client Needs Model," a comprehensive framework for identifying nursing actions and competencies necessary for client care in a variety of settings and throughout the life span. This model relies on meta-paradigm beliefs about the person, environment, health and nursing as outlined in the program's philosophy.

The client, defined as an individual, family, group or community, is the primary focus of care. Client needs for care are organized around five (5) key concepts:

1. Safe and Effective Care Environment;
2. Health Promotion and Maintenance;
3. Physiological Integrity;
4. Psychosocial Integrity and,
5. Professional Role of the Nurse.

These five (5) concepts form the foundation for the program's student learning outcomes that culminate in the achievement of program outcomes. Critical thinking, nursing process, cultural sensitivity and

caring are the processes that integrate the key concepts throughout the curriculum.

## Program Outcomes

At the completion of the Nursing Program, the graduate competently performs in the following areas.

### 1. Safe and Effective Care Environment

The graduate will:

- Implement nursing care based on the nursing process to meet client needs throughout the life span in a variety of settings.
- Facilitate achievement of optimal client outcomes, through advocacy and delegation, by directing client care throughout the life span in a variety of settings.

### 2. Health Promotion and Maintenance

The graduate will:

- Act as a client advocate to promote access and enhance quality of care throughout the life span in a variety of settings.
- Utilize teaching/learning principles to promote optimal health throughout the life span in a variety of settings.

### 3. Psychosocial Integrity

The graduate will:

- Utilize therapeutic communication when providing client care throughout the life span in a variety of settings.
- Incorporate cultural sensitivity when providing client care throughout the life span in a variety of settings.
- Implement caring behaviors that support mental, emotional and social well-being of the client throughout the life span in a variety of settings.

### 4. Physiological Integrity

The graduate will:

- Prioritize nursing care utilizing critical thinking skills based upon knowledge of biological sciences, pathophysiology, nutrition, pharmacology and growth and development to achieve maximum physiological integrity and reduce the risk potential for the client.

### 5. Professional Role of the Nurse

The graduate will:

- Utilize leadership and management principles, as a member of the health care team, in providing and delegating the delivery of client care.
- Demonstrate accountability for providing and evaluating nursing care that adheres to professional standards and incorporates legal and ethical responsibilities of the nurse.
- Demonstrate autonomy in recognizing one's own need for life-long learning, personal transformation and professional growth.

## Summary Statement

Graduates of the Evergreen Valley College Associate of Science Degree Nursing Program function in the common domain of nursing practice after licensure. Completing program outcomes will enable graduates, following registered nurse licensure, to give direct patient care in collaboration with other health care professionals, and to perform independent, dependent and interdependent nursing interventions. Graduates are prepared and empowered to practice successfully within the rapidly changing health care systems of a multicultural society. Faculty recognize the role of the nurse is changing due to influences internal and external to the nursing profession. Therefore, graduates

will continue learning through the process of experience and ongoing continuing education.

## Application Procedure

For detailed and most current information, see Nursing Enrollment available at <http://www.evc.edu/academics/divisions-departments/nursing-allied-health/associate-degree-in-nursing-program/requirements-to-enter-and-complete-the-nursing-program>.

- If you are not currently a student at either San José City College or Evergreen Valley College, you must submit a completed application for Evergreen Valley College to the Office of Admissions and Records. College applications are obtained from the Office of Admissions and Records or the college's web site: <http://www.evc.edu/future-students/admissions-and-records>.
- Nursing Program online applications and instructions will be available during the October application cycle at <http://www.evc.edu/academics/divisions-departments/nursing-allied-health/associate-degree-in-nursing-program/generic-nursing-program-application>.
- The application period is during the month of October, for enrollment in the following academic year. Once selection is determined, the student will be assigned to begin nursing coursework in either the Fall or Spring semester. **In order to apply to the nursing program, the student must have completed the prerequisite courses.**

## Eligibility Criteria for the Nursing Program

- High School Graduation or Equivalent
- Human Anatomy with Lab<sup>1</sup> (Minimum 4.0 semester units)
- Physiology with Lab<sup>1</sup> (Minimum 4.0 semester units)
- Microbiology with Lab<sup>1</sup> (Minimum 4.0 semester units)
- ENGL 001A<sup>1</sup>
- Cumulative prerequisite science GPA of 2.5 or Higher
- TEAS qualifying cut score [http://www.evc.edu/academics/divisions-departments/nursing-allied-health/associate-degree-in-nursing-program/test-for-essential-academic-skills-\(teas\)](http://www.evc.edu/academics/divisions-departments/nursing-allied-health/associate-degree-in-nursing-program/test-for-essential-academic-skills-(teas)).

<sup>1</sup> With grade of 'C' or higher

**If there are more qualified applicants than spaces available, selection will be as follows**

- Applicants applying during the 2018 application cycle and beyond:

A Multicriteria Selection process will replace the random selection process

Students qualified for application will be ranked according to their total points achieved on all of the admission criteria. Those with the highest scores will be admitted. The admission criteria includes: previous academic degrees, work experience/certificates, GPA in the science prerequisites, completion of relevant course work towards the ADN degree, life experience, proficiency/course work in a second language, ATI-TEAS testing scores. For detailed information on the admission process, visit: <http://www.evc.edu/academics/divisions-departments/nursing-allied-health/associate-degree-in-nursing-program/generic-nursing-program-application>.

Note: The Nursing Program uses the ATI Test for Essential Academic Skills (TEAS) to determine overall scholastic readiness for enrollment in the nursing program.

For information on the TEAS, please visit: <https://www.atitesting.com/Solutions.aspx>

## Entrance Requirements for Generic Selected Students

Students must submit a record of:

1. Basic Cardiac Life Support (BLS) for health care providers through the American Heart Association (CPR: cardiopulmonary-resuscitation).
2. Physical Examination with clearance of essential capabilities (including the ability to lift and carry 50 lbs., push/pull 100 lbs., bend/stoop/squat/crawl).
3. Immunization Record including TB clearance (initial 2-step TB followed by an annual 1-step TB test).
4. Annual Criminal Background Check and urine drug screening (see policy for student background checks and urine drug screening).
5. All records must be submitted by the stated due date.

## Tuition Fees

Resident students pay California Community College enrollment fees each semester (approximately \$1,776 dollars both years). Non-resident students pay enrollment fees as established by the District.

## Approximate Costs Related to the Program

Expense	Approximate Cost (Both Years)
Uniforms, laboratory coat, shoes, books, and supplies	\$1,200.00
Tuition for 4 semesters	\$1,780.00
ATI testing and online resources	\$785.00
CPR training, mask fitting and background and drug screening	\$525.00
Physical exam and immunizations	Variable costs
Student supply kits	\$115.00
Immunization tracker	\$35.00
<b>Total</b>	<b>\$4,440.00</b>

Students are responsible for their own meals, housing and transportation to campus and assigned clinical agencies. For students who qualify for financial aid, financial aid and loan applications are available at the Financial Aid Office.

## Program Enrollment and Progression

Enrollment in nursing courses is limited to students who have been admitted to the Nursing Program. Once enrolled, students must complete each course in the nursing program with a grade of 'C' or higher to progress through the program.

## Definition of a College Unit

The Nursing Program abides by the college definition of a "unit." This definition is: "A unit is defined as the course credit equal to approximately one attendance hour per week of lecture-recitation, seminar, or other approved course activity throughout a semester. A unit of credit may also be granted for approximately three (3) hours per week of laboratory (clinical). The following terms are synonymous: unit, semester unit, semester hour, credit, and credit hour."

## Nursing Major Coursework

### Pre-Nursing Course Prerequisites

All completed with a grade 'C' or better (must be completed prior to applying to the nursing program)

Course	Title	Units
BIOL 071	Human Anatomy <sup>1</sup>	5
BIOL 072	Human Physiology <sup>1</sup>	5
BIOL 074	General Microbiology <sup>1</sup>	5
ENGL 001A	English Composition	3
<b>Total Units</b>		<b>18</b>

<sup>1</sup> Will accept a minimum of 4.0 semester units if taken at another college

Note: Nursing will not accept international coursework for the prerequisite classes

### Course Requirements

Course	Title	Units
<b>Course Supportive of the Major (required for graduation and licensure)</b>		
PSYCH 001	General Psychology (recommended prior to enrollment in the nursing program)	3
<b>Core Requirements: All completed with a grade 'C' or better</b>		
NURS 001	Fundamentals of Nursing	9.5
NURS 002A	Basic Medical-Surgical Nursing	5
NURS 002B	Maternity Nursing	4
NURS 003	Advanced Pediatrics and Medical-Surgical Nursing	8.5
NURS 004	Advanced Medical-Surgical/Geriatric/Mental Health/Leadership and Management Nursing	10

### General Education Courses

*Area A: Communication Studies* 3

Select one of the following:

COMS 020	Oral Communication (recommended)	
ENGL 001A	English Composition (met by Pre-nursing prerequisite course)	

*Area B: Science with lab*

(met by prerequisite course)

*Area C: Arts and Humanities*

ETH 011	Ethnic Film: Reel Studies (recommended for Fine Arts)	3
ENGL 001B	English Composition (recommended for Humanities)	3

*Area D: Social Sciences* 6

Select one of the following options:

*Option 1:*

HIST 017A & HIST 017B	History of the United States and History of the United States	
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*Option 2:*

POLSC 001	Politics and Government In America	3
PLUS one of the following:		
HIST 001	Survey of American History	3



HIST 014	Women in American History	3
HIST 017A	History of the United States	3
HIST 017B	History of the United States	3
HIST 021	African American History	3
HIST 045	Post-1945 America	3
<i>Area E: Lifelong Learning and Self Development</i> (met by Nursing curriculum)		
Total Units		76

## Graduation Requirements

Course	Title	Units
Physical Activity: PE or DANCE		1
Cultural Pluralism/Ethnic Studies (can be completed in Area C or D)		
Math competency or Equivalent or Intermediate Algebra Competency Exam		
MATH 013	Intermediate Algebra (Or Intermediate Algebra Competency Exam)	
or MATH 014	Geometry	
Nursing Major courses		37
Prerequisite Courses		15-18
Course Supportive of the Major		3
General Education Courses		15
Total Units		71-74

Note: For licensure, the board of Registered Nursing requires one of the following courses to meet Societal/Cultural Pattern:

Course	Title	Units
ETH 010	Introduction to Ethnic Studies	3
ETH 011	Ethnic Film: Reel Studies	3
ETH 020	African American Culture	3
ETH 030	Chicana/o Culture	3
ETH 035	Sociology of the Chicana/o Experience	3
ETH 040	Vietnamese American Culture and Experience	3
ETH 042	Asian Pacific American (APA) Culture and Experience	3
SOC 010	Introduction to Sociology	3
SOC 011	Social Problems	3
ANTH 063	Introduction to Social and Cultural Anthropology (or Equivalent )	3

Note for students with Bachelor's degree: SB 1393: students who have earned a Baccalaureate or higher degree from an accredited college<sup>1</sup> are only required to complete the coursework required for the registered nursing program, including prerequisites and nursing coursework. These students are not required to complete any other courses to meet graduation requirements for the associate degree. However, to apply for licensure through the CA Board of Registered Nursing (BRN), additional coursework may be required.

EVC nursing program graduates are required to complete 3.0 units of each of the following courses or equivalent courses:

Course	Title	Units
PSYCH 001	General Psychology	3
<b>Oral (Verbal) Communications</b>		
COMS 010	Interpersonal Communication	3
COMS 020	Oral Communication	3
COMS 035	Intercultural Communication	3
COMS 040	Introduction to Argumentation	3
COMS 045	Small Group Communication	3
<b>Societal/Cultural Pattern</b>		
ETH 010	Introduction to Ethnic Studies	3
ETH 011	Ethnic Film: Reel Studies	3
ETH 020	African American Culture	3
ETH 030	Chicana/o Culture	3
ETH 035	Sociology of the Chicana/o Experience	3
ETH 040	Vietnamese American Culture and Experience	3
ETH 042	Asian Pacific American (APA) Culture and Experience	3
SOC 010	Introduction to Sociology	3
SOC 011	Social Problems	3
ANTH 063	Introduction to Social and Cultural Anthropology (Or Equivalent)	3

<sup>1</sup> Accredited College: Bachelor's degree obtained from a college or university accredited by one of the following regional accrediting bodies:

1. Western Association of Schools and Colleges (WASC);
2. Middle States Association of Colleges and Schools (MSA);
3. New England Association of Schools and Colleges (NEASC);
4. North Central Association of Colleges and Schools (NCA);
5. Northwest Commission on Colleges and Universities (NWCCU) or
6. Southern Association of Colleges and Schools (SACS).

## Nursing Courses Not Part of Nursing Major

Course	Title	Units
NURS 131A	Nursing Resource Center, Lab 1	1
NURS 131B	Nursing Resource Center, Lab 2	1
NURS 132A	Nursing Resource Center, Lab 3	1
NURS 119	Pathophysiology for Allied Health	3
NURS 120	Pharmacology in Nursing	3

## Advanced Placement

Students with previous nursing education may apply for advanced placement. This includes military/veterans with experience as a medical technician or medical specialist, California Licensed Vocational Nurses (LVNs), and transfer students from other state approved pre-licensure Nursing Programs. LVNs are eligible for advanced placement into the Nursing Program either as generic students or 30-Unit Option students. **All advanced placement students are admitted on a space available basis,** and are selected in the following order: students returning from military service; students returning to the nursing program (after one program separation); LVN advanced placement students; students transferring from another nursing program in good academic standing; foreign trained nurses needing CA BRN remediation; and students transferring from another nursing program with a failing grade.



Eligible students applying for advanced placement, must meet all eligibility criteria for the nursing program, including achieving a qualifying score on the Test for Essential Academic Skills (TEAS). Advanced placement students must meet all Nursing Core requirements and general education requirements in order to receive the Associate of Science Degree in Nursing.

The annual (October) application process for advanced placement for eligible Military/ Veterans and transfer students is outlined on the nursing webpage at <http://www.evc.edu/academics/divisions-departments/nursing-allied-health/associate-degree-in-nursing-program/military-veteran-advanced-placement> and <http://www.evc.edu/academics/divisions-departments/nursing-allied-health/associate-degree-in-nursing-program/transfer-student>.

## Advanced Placement - LVN to RN Bridge Program

LVNs who request advanced placement as generic students must meet the same eligibility criteria for the Nursing Program generic students (see below). You cannot apply for the LVN to RN Bridge Program unless you currently have your California LVN license at the time of your application. In addition you must complete the following:

1. Complete an EVC application.
2. Complete the Nursing application: available at <http://www.evc.edu/academics/divisions-departments/nursing-allied-health/associate-degree-in-nursing-program/lvn-to-rn> during the month of October.
3. Completion of the N001 Fundamentals of Nursing Challenge Exam with a 'C' or better (offered in December).
4. Achieve qualifying cut score on the ATI Test for Essential Academic Skills (offered in January-March).
5. Completion of a Role Transition Course or its equivalent.
6. LVNs will be randomly selected for open spaces.

## LVN to RN Bridge Coursework

### Prerequisites: All Completed With a Grade 'C' or Better

Course	Title	Units
BIOL 071	Human Anatomy <sup>1</sup>	5
BIOL 072	Human Physiology <sup>1</sup>	5
BIOL 074	General Microbiology <sup>1</sup>	5
ENGL 001A	English Composition	3
Total Units		18

<sup>1</sup> will accept a minimum of 4.0 semester units

### Course Requirements

Course	Title	Units
<b>Course Supportive of the Major (required for graduation and licensure)</b>		
PSYCH 001	General Psychology (Recommended prior to enrollment in the nursing program)	3
<b>Nursing Major Courses</b>		27.5
<i>First Semester</i>		
NURS 002A	Basic Medical-Surgical Nursing	
Or		
<i>Second Semester</i>		
NURS 003	Advanced Pediatrics and Medical-Surgical Nursing	

(Depending on which Role Transition Course is available)

<i>Third Semester</i>		
NURS 004	Advanced Medical-Surgical/Geriatric/ Mental Health/Leadership and Management Nursing	
<b>General Education Courses</b>		
<i>Area A: Communications Studies</i>		
Select one of the following:		3
COMS 020	Oral Communication (Recommended)	
ENGL 001A	English Composition (met by Pre-nursing prerequisite course)	
<i>Area B: Science with lab</i> (met by prerequisite course)		
<i>Area C: Fine Arts and Humanities</i>		
ETH 011	Ethnic Film: Reel Studies (Recommended for Fine Arts)	3
ENGL 001B	English Composition (Recommended for Humanities)	3
<i>Area D: Social Sciences</i>		
Select one of the following options:		6
<i>Option 1:</i>		
HIST 017A & HIST 017B	History of the United States and History of the United States	
<i>Option 2:</i>		
POLSC 001	Politics and Government In America	3
PLUS one of the following:		
HIST 001	Survey of American History	3
HIST 014	Women in American History	3
HIST 017A	History of the United States	3
HIST 017B	History of the United States	3
HIST 021	African American History	3
HIST 045	Post-1945 America	3
<i>Area E: Lifelong Learning and Self Development</i> (met by Nursing curriculum)		
Total Units		66.5

## Graduation Requirements

Course	Title	Units
Physical Activity: PE or DANCE		1
Cultural Pluralism/Ethnic Studies (can be completed in Area C or D)		
Math competency or Equivalent or Intermediate Algebra Competency Exam		
MATH 013	Intermediate Algebra or MATH 014 Geometry	
Nursing Major Courses		27.5
Prerequisite Courses		19.5
Course Supportive of the Major		3
General Education Courses		15
Total Units		66

Note: For licensure, the board of Registered Nursing requires one of the following courses to meet Societal/Cultural Pattern:

Course	Title	Units
ETH 010	Introduction to Ethnic Studies	3
ETH 011	Ethnic Film: Reel Studies	3
ETH 020	African American Culture	3
ETH 030	Chicana/o Culture	3
ETH 035	Sociology of the Chicana/o Experience	3
ETH 040	Vietnamese American Culture and Experience	3
ETH 042	Asian Pacific American (APA) Culture and Experience	3
SOC 010	Introduction to Sociology	3
SOC 011	Social Problems	3
ANTH 063	Introduction to Social and Cultural Anthropology (or Equivalent)	3

## LVN 30-Unit Option

A 30-Unit Option is available for California LVNs that fulfills the California State Board of Registered Nursing requirements. (See Section 1429 of Title 16 – California Code of Regulations Nurse Practice Act.) Courses in the 30-Unit Option are completed in addition to the courses required for Vocational Nurse Licensure. Section 1429 provides that no more than thirty (30) semester units in nursing and related science subjects can be required. LVNs choosing the 30-Unit Option are not required to meet course recency requirements or to complete college placement testing. Following completion of the designated ten (10) units of Human Physiology and General Microbiology, with a 'C' or better, LVNs apply to complete the remaining twenty (20) units in the Nursing Program. LVNs choosing the 30-Unit Option must complete a form stating this intention prior to commencing coursework. 30-Unit LVNs are admitted on a space available basis only. LVNs choosing the 30-unit option must complete the following:

1. Complete an EVC application.
2. Complete the Nursing application: available at <http://www.evc.edu/academics/divisions-departments/nursing-allied-health/associate-degree-in-nursing-program/lvn-to-rn> during the month of October.
3. Completion of the N001 Fundamentals of Nursing Challenge Exam with a 'C' or better (offered in December).
4. Achieve qualifying cut score on the ATI Test for Essential Academic Skills (offered in January-March).
5. Completion of a Role Transition Course or its equivalent.
6. LVNs will be randomly selected for open spaces.

## LVN 30-Unit Option Coursework

### Prerequisites: No Recency Required

Course	Title	Units
BIOL 072	Human Physiology	5
BIOL 074	General Microbiology	5
Role Transition or equivalent		1.5
Total Units		11.5

### Nursing Major Courses

Course	Title	Units
<b>First Semester</b>		
NURS 003	Advanced Pediatrics and Medical-Surgical Nursing	8.5
Units		8.5

Second Semester		
NURS 004	Advanced Medical-Surgical/Geriatric/ Mental Health/Leadership and Management Nursing	10
Units		10
Total Units		18.5

## Unit Breakdown

Course	Title	Units
Prerequisite Courses		11.5
Major Nursing Courses		18.5
Total Units		30

Following completion of the 30-Unit Option, LVNs are eligible to apply to take the NCLEX-RN. Completing the 30-Unit Option does not constitute graduation from the Nursing Program. In addition, completing the 30-Unit Option may limit the ability to gain licensure endorsement in other states or impact employment mobility in some health care institutions.

## Nursing Program Policies: Impaired Nursing Students (Mental Illness or Substance Abuse)

**Purpose:** Recognize inappropriate behaviors and performance, which may be attributed to Substance Abuse and/or Mental Illness.

### Policy Statement:

A. Client safety is an overriding principle in the delivery of health care. For the health care professional to provide safe care, the health care professional must be able to make sound judgments. Thought processes and decision-making can be adversely affected by mental illness and substance abuse. Impaired by the aforementioned factors, the health care professional can easily make unsafe decisions, and therefore, jeopardize client safety.

B. As health care professionals, we recognize that mental illness and substance abuse are conditions that can be treated by early recognition and rehabilitation. Rehabilitated students will be encouraged to re-enter the education process for successful completion of a health care program.

C. The student whose thought processes and decision making ability are impaired by mental illness and/or the abuse of substances, may be deemed to constitute a threat to the safety of others and may be removed from the clinical setting. The student will be subject to Faculty review and possible dismissal from the program. In addition, the student will be counseled about the importance of seeking voluntary aid for such conditions that could, if left unattended, lead to disciplinary action and may prevent him or her from being licensed to practice nursing in the State of California.

D. Program Philosophy Regarding Impaired Nursing Students: (substance abuse or mental illness)

1. The philosophical position of the Evergreen Valley College Nursing Program concurs with the Board of Registered Nursing Examiners in relation to nursing students who are impaired by substance abuse or mental illness. See <http://www.rn.ca.gov/intervention/impairedrn.shtml>.

a. We recognize that substance abuse and mental illness are treatable.

- b. We believe that personal and health problems arising from substance abuse or mental illness can affect academic and clinical performance, making the student a potential threat to the safety to others.
- c. We believe that human beings can learn and change behaviors and that nursing students with substance abuse problems should be encouraged to seek help in order to recover.
- d. We believe that the nursing student has the primary responsibility to seek treatment.
- e. We are committed to confidential handling of recognition and treatment of substance abuse problems or mental illness.

E. Signs and Symptoms of the Impaired Student Nurse (This is not an all-inclusive list, and is intended to provide examples.)

**1. Nurses abusing alcohol or drugs, or experiencing mental illness:**

- a. Show lack of enthusiasm, increasing absenteeism, arriving late and wanting to leave early, frequently requesting time off, taking extended meal and coffee breaks and refusing difficult or additional assignments
- b. Odor of alcohol or marijuana on breath
- c. Slurred or incoherent speech
- d. Chronic drowsiness and /or sleepiness
- e. Tremors of hands
- f. Disorientation
- g. Unusually aggressive behavior
- h. Unexplained acute work errors
- i. Lack of coordination
- j. Unreasonable resentment, suspiciousness, overreaction to criticism
- k. Controlling behavior and inflexibility
- l. Isolation and withdrawal
- m. Irritability and mood swings
- n. Blaming others, defensiveness and frequent conflicts
- o. Difficulties with interpersonal relationships
- p. Forgetfulness
- q. Frequent trips to the bathroom
- r. Repeated use of breath mints or mouth wash
- s. Deteriorating appearance
- t. Blackouts
- u. Unexplained nausea and vomiting or diarrhea
- v. Tremors, anxiety and "spaciness"
- w. Arriving to school or clinical with a hangover
- x. Unexplained diaphoresis
- y. Unexplained sniffing, sneezing, watery eyes, weight loss or gain, frequent illness/injury, excessive bruising on arms, ankles and hands

F. Rehabilitation:

It is the responsibility of the student to provide the EVC Dean of Nursing and Allied Health with sufficient evidence of rehabilitation in conjunction with a student's request to return to the program. The program may require the following types of evidence when considering a request to return to the program:

- a. Evidence of completion of an accepted/ recognized inpatient or outpatient diversion program.
- b. Letters from recognized recovery programs attesting to current sobriety and the length of time of sobriety if there has been a history of drug and/or alcohol abuse.
- c. A current mental status examination by clinical psychologist or psychiatrist. The evaluation should address the likelihood of similar acts in the future, and should speak to the suitability of the student nurse for the profession.

G. Reinstated Students:

Students, who are considered for readmission to the Evergreen Valley College Nursing Program, must supply sufficient evidence from the recognized program or individual supporting continued compliance with the treatment plan. This evidence must be attached to a Request to Return form and provided to the EVC Dean of Nursing and Allied Health before the student will be considered eligible to return to the program. Re-entry into the program is based on space availability.

## Section 504 and Americans With Disabilities Act (ADA) Compliance Statement

**Purpose:** To comply with the Sections 504 and 508 of the Rehabilitation Act of 1973 and the 1990 Americans with Disabilities Act (ADA), as amended by the ADA Amendments Act of 2008

### Policy Statement:

#### The Nursing Program does not discriminate against qualified individuals with disabilities.

A. Disability is defined in the ADA as: 1) physical or mental impairment that substantially limits one or more of the major life activities of such individuals; 2) a record of such impairment; 3) being regarded as having such impairment.

B. For the purposes of the Evergreen Valley College Division of Nursing and Allied Health compliance, a qualified individual with a disability is one who, with or without reasonable accommodation, meets the essential requirements of the Nursing Program of the Evergreen Valley College Division of Nursing and Allied Health. These requirements are described in the following: Essential Capabilities and Functional Requirements.

The Program may decline to provide an accommodation when an individual poses a direct threat to the health or safety of others; if granting an accommodation would result in a fundamental alteration

in the nature of a service, program, or activity; or if the accommodation poses undue financial and administrative burdens on the College.

Applicants and students are responsible for formally seeking accommodations through DSP and notifying the Program of any restrictions due to a disability.

## Essential Capabilities

A. An Evergreen Valley College Division of Nursing and Allied Health student must have the abilities and skills of five (5) varieties: Cognitive-Conceptual, Behavioral and Social Attributes, Communication, Sensory, and Motor. A student should be able to perform in a reasonably independent manner without the use of a surrogate. To function effectively and safely the student must be able to do the following:

1. **COGNITIVE-CONCEPTUAL:** Critical thinking and clinical judgment are essential abilities of the professional nurse. These abilities include measurement, calculation, reasoning, analysis and synthesis.
2. **BEHAVIORAL AND SOCIAL ATTRIBUTES:** A student must possess the emotional stability required for full utilization of his or her intellectual abilities. The prompt completion of all responsibilities, inherent to the diagnosis and care of patients' responses and the development of mature, sensitive and effective relationships with patients are essential. The student must be able to tolerate physically taxing workloads and to multitask effectively and efficiently under stress. They must be able to adapt to changing environments; to display flexibility and learn to function effectively, despite the uncertainties inherent in the clinical situations; to interact and establish rapport with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds. Compassion, integrity, honesty, concern for others, interpersonal skills, interest and motivation are all personal qualities that should be demonstrated throughout the education process.
3. **COMMUNICATION:** A student must be able to speak, hear and observe clients in order to elicit information, describe changes in mood, activity and posture, and perceive nonverbal communications. A student must be able to communicate effectively and sensitively with clients, colleagues, and other personnel. Communication includes not only speech but also reading and writing. The student must be able to communicate in English effectively and efficiently in oral and written form with all members of the health care team, clients, and families. (See specific Functional Requirements.)
4. **SENSORY:** A student must be able to observe a client accurately. Observation necessitates the functional use of the senses of vision, smell, touch, hearing and somatic sensation. (See specific Functional Requirements.)
5. **MOTOR:** Student should have sufficient motor function to elicit information from clients by palpation, auscultation, percussion and other assessment techniques. A student should be able to execute gross and fine motor movements required to provide general care and emergency treatment of patients. Many actions require coordination of both gross and fine muscular movements, equilibrium and functional use of the senses of touch and vision. (See specific Functional Requirements, which are based on community standards of health care agencies.)

B. These capabilities must be demonstrated in the clinical, laboratory, and theory (classroom) interactions and evaluations.

## Functional Requirements

A. The Functional Requirements described below are representative, but not limited, to those that must be met by an individual to successfully perform the essential functions of a professional nurse.

1. Communication Ability
  - a. Communicate effectively and efficiently in English with clients, families, and other health care providers, both verbally and in writing. (Example: explain treatment procedures, teach clients and families, and document in charts.)
  - b. Effectively adapt communication for intended audience.
  - c. Interact; establish rapport with individuals, families, and groups from a variety of social emotional, cultural and intellectual backgrounds.
  - d. Assume the role of a health care team member.
  - e. Function effectively under supervision.
2. Sensory Capability
  - a. Coordinate verbal and manual instruction.
  - b. Assess a patient from 10 feet away to observe posture and response to treatment.
  - c. Respond to a timer, alarm or cries for help.
  - d. Auditory, visual, and tactile ability sufficient to assess a patient status and perform treatments. (Example: color changes in skin, hear heart and lung sounds.)
3. Motor Capability:
  - a. Move from room to room and maneuver in small spaces.
  - b. Transfer clients who may require physical assistance.
  - c. Guard and assist clients with ambulation.
  - d. Perform exercise techniques, including applying resistance during exercise.
  - e. Lift and carry up to 50 pounds, and exert up to 100 pounds force or push/pull.
  - f. Squat, crawl, bend/stoop, reach above shoulder level, use standing balance, and climb stairs
  - g. Use hands repetitively; use manual dexterity.
  - h. Perform CPR.
  - i. Travel to and from academic and clinical sites.
  - j. Spend 75%-90% of clinical time standing/walking.

## Student Criminal Background Check and Urine Drug Screening

**Policy:** The 2004 Manual for Hospitals published by the Joint Commission on Accreditation of hospitals and Healthcare Organizations (JCAHO), the major accreditation body for hospitals, requires that all staff members, students, faculty and volunteers meet standards relating to criminal background checks and freedom from drugs. In conformance with these requirements, and in order to maintain clinical relationships with hospitals and other health organizations, students in the nursing program are required to undergo and pass criminal background checks and drug screening. Effective the 2018-2019 academic year, incoming students and those returning from a leave of absence will be subject to annual background checks and urine drug screening.

## Procedures:

A. **Costs:** Students are responsible for the costs associated with the annual criminal background check and drug screen. As described below, any further drug screening required by the Program based on a reasonable suspicion of drug use, will be paid by the College.

B. **Authorization and Release:** When submitting to the background check and the drug screen, students must sign an authorization, agreeing that all results will be disclosed to the nursing program and the clinical sites where the student is being assigned.

C. **Criminal Background Check:** Upon acceptance in the nursing program, students must undergo a criminal background check, and thereafter on an annual basis. Failure to submit and complete the criminal background check will result in dismissal from the program. The nursing program will assess the results of the background check, and, consistent with the law, may dismiss the student from the program.

D. **Urine Drug Screen:**

1. The nursing program maintains a no tolerance policy regarding substance abuse. Upon acceptance, all students must pass and clear a urine drug test.
2. At any time while a student is in the nursing program, the program may direct a student to undergo and pass a drug screen where the program has a reasonable suspicion that the student is under the influence of drugs or alcohol. The nursing program will pay for this drug screen
3. If the results of a drug screen come back with a result other than “clear” or “negative,” the student will be allowed one (1) retest within a period of time specified by the nursing program. If the results of the retest are neither clear nor negative, the student will be dismissed from the program.
4. Failure to undergo the drug screening at any time will result in dismissal from the program.

**Outside Agencies:** Students must also comply with the criminal background check and drug policies of the clinical agency where they will be placed. Should a clinical agency refuse to place a student based on the outcome of the background check or drug screen, this may result in dismissal of the student from the EVC nursing program. The EVC nursing program is not required to, and may refuse to, arrange an alternative clinical placement.

## Academic Honesty and Ethical Behavior

**Purpose:** EVC Nursing Program faculty believes that honesty and ethical behavior are vital to the integrity of the college, its courses and the nursing program. The policy will serve to inform students of the consequences of violating the standards of academic honesty and ethical behavior, as well as advising them of their rights.

### Policy Statement:

A. EVC Nursing program follows the District and EVC College Procedure on Academic Honesty. Violations of the District’s Standards for Student Conduct, as found in the District’s Board of Trustees’ Administrative Procedure 5500, may result in various sanctions, including withdrawal from courses, up to and including, suspension from the EVC or expulsion from the District. In addition, the student may be removed from the Nursing Program, and may be required to successfully complete a remediation plan—as tailored by the Nursing Program faculty and administration, before being eligible to request to return to the Nursing Program. In some cases, the student may need to re-apply to the

program and be subject to the District’s and Nursing Program’s admissions policies.

B. The profession of nursing requires integrity. As a professional, nurses are expected to conduct themselves with ethical behavior. Both the American Nurses Association (ANA) and the National Students Nurses Association (NSNA) have adopted a code of ethics which EVC nursing students are expected to uphold.

C. A determination that a student has cheated on an examination shall result in the student receiving a zero for that examination. Such misconduct may also result in academic failure of the course, withdrawal from the course, and other sanctions or disciplinary action, including but not limited to, removal from the Nursing Program, suspension from the EVC, and expulsion from the District.

D. Listed below are some (but not all) examples of unethical and/or dishonest behaviors that may lead to academic or clinical failure from a course, withdrawal from the course, and removal from the Nursing Program.

1. Classroom:
  - a. Getting a copy of the exam from someone else
  - b. Copying someone’s exam answer(s)
  - c. Allowing someone else to copy your exam answer(s)
  - d. Using notes, cheatsheets, or other outside materials, including materials on your smart phone or other electronic device, during an exam
  - e. Taking an exam for another or allowing someone to take an exam for you
  - f. Talking about an examination with a student who has not yet taken the examination
  - g. Listening to or talking to others who have already taken the exam, about the exam, prior to your taking the exam
  - h. Copying sentences without footnoting
  - i. Adding false information to bibliography
  - j. Plagiarizing, copying sentences, phrases, or passages from another source without citing to the source
  - k. Turning in previous work from another course or semester in the EVC Nursing Program
  - l. Turning in a paper from commercial research
  - m. Turning in assignments done by someone else
  - n. Doing homework for another student
  - o. Working with another student when not allowed
  - p. Copying exam questions and/or answers during exam review
  - q. Talking during an exam
  - r. Borrowing or removing video tapes, computers disks, books, or computer lab equipment without proper authorization
  - s. Inappropriate behavior with peers or instructor
2. Clinical:
  - a. Breaking of a patient’s belongings
  - b. Not reporting incidents
  - c. Taking hospital equipment
  - d. Eating patient food
  - e. Taking medications from hospital
  - f. False reporting or recording of patient care
  - g. Discussing patients in public



- h. Failing to provide appropriate information to a patient
  - i. Calling in sick when not sick
  - j. Dishonest or unprofessional behavior with clients, staff, peers, or instructor
- k. Photocopying any hospital or patient documents that have patient name or patient information on them

- c. Students granted a leave if the reasons for their leave have been resolved
- d. Students who request to return to the nursing program following program separation with evidence that the student fulfilled the recommended plan for academic remediation (if applicable).
- e. LVNs entering the LVN to RN Bridge Program
- f. Students requesting to transfer from another nursing program who have a "C" or higher grade in every nursing major course and meet all eligibility requirements of the EVC Nursing Program (Transfer students who have been previously enrolled in the EVC Nursing Program and have two (2) course failures in the EVC Nursing Program are not eligible to apply for transfer back to the program.)
- g. Foreign educated nurses needing CA Board of Registered Nursing remediation
- h. Students requesting to transfer from another nursing program who leave that program with a failing grade in a nursing major course and meet all eligibility requirements of the EVC Nursing Program (Transfer students who have been previously enrolled in the EVC Nursing Program and have two (2) course failures in the EVC Nursing Program are not eligible to apply for transfer back to the program.)

## Students Requesting to Return to the Program

**Purpose:** To establish guidelines for students requesting to return to the EVC Nursing Program

### Policy Statement:

The policy is intended to clarify when a student may request to return and return to the EVC Nursing program. Students may request to return to the nursing program only one (1) time following program separation due to a course failure or course withdrawal from any nursing major course.

In addition, this policy clarifies the maximum length of time allowed to complete the nursing courses. All nursing courses must be completed within three years of the original program entry date. Students who separate from the nursing program must complete and timely submit a request to return to the program within two semesters of their separation semester.

In limited circumstances, the Nursing Program will consider exceptions in compliance with the Sections 504 and 508 of the Rehabilitation Act and the Americans with Disabilities Act.

#### A. Definition of Returning Student

A "returning student" is defined as a student who has at any time been enrolled in one(1) or more courses in the Evergreen Valley College Nursing Program. All students who have enrolled in an EVC nursing major course and attended class at least one (1) day will be considered an "enrolled" student.

#### B. Exceptions

Students who leave the program because of being called to active military duty are able to return to the program without the leave being identified as a separation.

#### C. Procedure

1. Students eligible to return to the program must complete the "Request to Return to the Nursing Program" form (see Appendix 3).
2. Requests must be submitted, and received, by the posted due dates.
3. Students eligible to return must submit written documentation evidencing their compliance with faculty recommendations for remediation. The faculty and the dean will evaluate each student's request to return on an individual basis.
4. Students eligible to return will be **selected on a space available basis** according to the following priority:
  - a. Students continuing in the program (e.g., those who have not taken any time off, and do not submit a Request to Return form)
  - b. Students returning from active military duty

For full list of nursing policies, refer to the EVC website:<http://www.evc.edu/academics/divisions-departments/nursing-allied-health/associate-degree-in-nursing-program/nursing-policies>

## Further Information

For further information about the Nursing Program contact the Nursing Program Office at (408) 270-6448 (Sequoia 207) or access the Evergreen Valley College web site: <http://www.evc.edu> for specific questions on financial aid and counseling/testing.

## Nursing - Associate in Science

The Evergreen Valley College Nursing Program provides an optimal learning environment that will enable the culturally diverse learner to begin the process of life-long learning as a registered nurse. By earning an Associate of Science Degree in Nursing (ADN), program graduates are eligible to apply to take the NCLEX-RN, and are prepared for entry-level practice into the profession of nursing.

Please note: There is a separate application process for this program. Nursing Program Information Workshops, conducted throughout the year, provide additional information about the Nursing Program and selection process. For more information regarding the nursing program, contact the Nursing Program Office at (408) 270-6448 (Sequoia S207) or access the Evergreen Valley College web site: <http://www.evc.edu/academics/divisions-departments/nursing-allied-health/associate-degree-in-nursing-program>



## Program Learning Outcomes

At the completion of the Nursing Program, the graduate competently performs in the following areas.

### A. Safe and Effective Care Environment

The graduate will:

1. Implement nursing care based on the nursing process to meet client needs throughout the life span in a variety of settings.
2. Facilitate achievement of optimal client outcomes, through advocacy and delegation, by directing client care throughout the life span in a variety of settings.

### B. Health Promotion and Maintenance

The graduate will:

1. Act as a client advocate to promote access and enhance quality of care throughout the life span in a variety of settings.
2. Utilize teaching/learning principles to promote optimal health throughout the life span in a variety of settings.

### C. Psychosocial Integrity

The graduate will:

1. Utilize therapeutic communication when providing client care throughout the life span in a variety of settings.
2. Incorporate cultural sensitivity when providing client care throughout the life span in a variety of settings.
3. Implement caring behaviors that support mental, emotional and social well-being of the client throughout the life span in a variety of settings.

### D. Physiological Integrity

The graduate will:

1. Prioritize nursing care utilizing critical thinking skills based upon knowledge of biological sciences, pathophysiology, nutrition, pharmacology and growth and development to achieve maximum physiological integrity and reduce the risk potential for the client.

### E. Professional Role of the Nurse

The graduate will:

1. Utilize leadership and management principles, as a member of the health care team, in providing and delegating the delivery of client care.
2. Demonstrate accountability for providing and evaluating nursing care that adheres to professional standards and incorporates legal and ethical responsibilities of the nurse.
3. Demonstrate autonomy in recognizing one's own need for life-long learning, personal transformation and professional growth.

## Pre-Nursing Course Prerequisites:

All completed with a grade of "C" or better (must be completed prior to applying to the nursing program).

Note: *Nursing will not accept international coursework for the prerequisite classes.*

Course	Title	Units
BIOL 071	Human Anatomy <sup>1</sup>	5
BIOL 072	Human Physiology <sup>1</sup>	5
BIOL 074	General Microbiology <sup>1</sup>	5
ENGL 001A	English Composition	3
Course supportive of the Major (required for graduation and licensure)		
PSYCH 001	General Psychology	3

<sup>1</sup> Will accept a minimum of 4.0 semester units, if taken at another college

## Major Requirements:

All completed with a grade of "C" or better

Course	Title	Units
NURS 001	Fundamentals of Nursing	9.5
NURS 002A	Basic Medical-Surgical Nursing	5
NURS 002B	Maternity Nursing	4
NURS 003	Advanced Pediatrics and Medical-Surgical Nursing	8.5
NURS 004	Advanced Medical-Surgical/Geriatric/Mental Health/Leadership and Management Nursing	10

For licensure, the Board of Registered Nursing requires one of the following courses to meet the Societal/Cultural Pattern:

Course	Title	Units
ETH 010	Introduction to Ethnic Studies	3
ETH 011	Ethnic Film: Reel Studies	3
ETH 020	African American Culture	3
ETH 030	Chicana/o Culture	3
ETH 035	Sociology of the Chicana/o Experience	3
ETH 040	Vietnamese American Culture and Experience	3
ANTH 063	Introduction to Social and Cultural Anthropology	3

OR equivalent

## Total Units

Course	Title	Units
Nursing Major Courses		37
Pre-requisite Courses		15-18
Course Supportive of the Major		3
General Education		15
Physical Activity		1
<b>Total Units</b>		<b>71-74</b>

## Physical Science

### General Studies with Emphasis in Astronomy - Associate in Arts

The Associate in Arts Degree in General Studies with Emphasis in Astronomy provides a lower division science foundation for those interested in the field of astronomy. Astronomy amateurs, planetarium operators, science teachers, and future astronomy baccalaureate majors are potential students in this program. It incorporates courses in physics, requiring familiarity with the laws of physics to describe and predict astronomical events. The program outlines a course of study that emphasizes breadth in the physical sciences. This program also provides a good focus for students interested in obtaining a credential in elementary science education. Students must complete each required area of emphasis course with a grade of 'C' or better.

#### Program Learning Outcomes

- Demonstrate effective use of the language when communicating scientific information, using methodological skepticism to scrutinize knowledge and to formulate opinions about world situations.
- Analyze data collected in laboratory experimentation and formulate predictions using computer technology, mathematics, and consistent significant figures.
- Solve problems representing real world situations using classical and/or modern physics.
- Demonstrate understanding of the scientific method, by clearly identifying its use in current scientific developments, and in historical scientific revolutions.
- Show personal responsibility and social awareness by exercising ethical leadership and balanced critique of new scientific developments and public affairs.

#### Area of Emphasis Requirements

Course	Title	Units
ASTRO 010	Introduction to Astronomy	3
ASTRO 010L	Introductory Astronomy Lab	1
ASTRO 014	Solar System Astronomy	3
ASTRO 016	Stars, Galaxies, and the Origin of the Universe	3
PHYS 004B	General Physics	5
PHYS 004C	General Physics	5

#### Total Requirements

Course	Title	Units
	Area of Emphasis Requirements	20
	General Education Requirements	39
	Physical Activity	1
Total Units		60

## Physics

### Physics - Associate in Science for Transfer

The study of Physics includes all of the energy interactions in the physical world. This study includes the smallest particles in the atom to the electrical energy flowing through our household appliances to the movements of the planets in our solar system, and even to the heat and light generated from the stars. Much of the course of study at Evergreen Valley College is devoted to the energy relationships of everyday life, such as heat, light, electricity, mechanical energy, sound, and magnetism. The Theory of Relativity and Quantum Mechanics are also discussed.

A graduate with this degree usually will transfer to a four-year college to eventually earn a Bachelor's Degree. Graduates with this degree may work in technical fields in business and industry. Further work toward a Masters or PhD in Physics or Astronomy is preferable if a student plans to teach or work in research. Earning an Associate of Science in Physics for Transfer will guarantee a student admission to a CSU campus, but not necessary to a particular campus. Please see the Associate Degree for Transfer in the Evergreen Valley College catalog.

**Note: High School Preparation:** Courses in physics, chemistry, four years of high school mathematics are required. If this preparation is not complete, Evergreen Valley College offers courses to meet this preparation. If the preparation is not complete, it may take more than two years to complete the AS-T degree.

Students who complete the AS-T in Physics must have the following:

- Completion of 60 CSU transferable semester units
- A minimum of at least 2.0 GPA in CSU transferable courses (note that a higher GPA may be required in some institutions)
- Completion of at least 18 units in the major with a grade of "C" or better
- Certified completion of the CSU General Education-Breadth (CSU GE-Breadth) requirements, or completion of the Intersegmental General Education Transfer Curriculum (IGETC) requirements

**Please Note:** No more than 60 semester units are required for this degree and no additional requirements will be imposed by Evergreen Valley College.

#### Program Learning Outcomes

- Identify all of the physical quantities in a problem, and define the steps to model and solve real world problems.
- Use inductive and deductive reasoning to analyze evidence to arrive at logical conclusions.
- Demonstrate proficiency in assembly of experimental apparatuses to conduct and analyze measurements of physical phenomena.
- Assess experimental uncertainty to aid in making meaningful comparisons between experiment and theory.

## Major Requirements

Course	Title	Units
PHYS 004A	General Physics	5
PHYS 004B	General Physics	5
PHYS 004C	General Physics	5
MATH 071	Calculus I With Analytic Geometry	5
MATH 072	Calculus II With Analytic Geometry	5
MATH 073	Multivariable Calculus	5

## Total Requirements

Course	Title	Units
Major Requirements		30
IGETC for CSU <sup>1</sup>		37
Total Units		60

<sup>1</sup> Some GE courses may be double-counted within the major and will reduce the number of units. General electives may be needed to reach 60 units. Please consult with a counselor to determine which courses are applicable.

## Psychology

### Psychology - Associate in Arts

This major prepares students to transfer to California State Universities and University of California campuses for those interested in a Bachelor's Degree in Psychology. In addition, the psychology major will provide a background for further study and careers in psychology, education, business, law, law enforcement, other social sciences, medicine and the allied health field. A grade of 'C' or better is required in each major course and major elective.

### Program Learning Outcomes

- Read critically about topics in psychology thereby identifying problems, theses, arguments, evidence, and conclusions.
- Write critically about topics in psychology thereby addressing problems, formulating theses, making arguments, analyzing and weighing evidence, and deriving conclusions.
- Think critically in speaking about topics in psychology thereby articulating problems, stating theses, posing arguments, explaining evidence and communicating conclusions.

## Major Requirements

Course	Title	Units
MATH 063	Elementary Statistics	3
PSYCH 001	General Psychology	3
PSYCH 018	Introduction to Research Methods	3
PSYCH 030	Introduction to Biological Psychology	3

## Major Electives

Course	Title	Units
<i>Select 6 units from the following:</i>		6
PSYCH 020	Psychology of Stress Reduction	
PSYCH 025	Psychology of Women: Global Perspective	

PSYCH 026	Violence Against Women: Cross-Cultural Perspective
PSYCH 060	Personal Growth and Adjustment
PSYCH 092	Developmental Psychology
PSYCH 096	Marriage, Family, and Intimate Relationships
PSYCH 099	Abnormal Psychology
PSYCH 100	Human Sexuality

## Recommended Electives from Related Disciplines

Course	Title	Units
<i>Select 3 units from the following:</i>		3
ANTH 063	Introduction to Social and Cultural Anthropology	
BIOL 020	Human Biology	
BIOL 021	General Biology	
BIOL 071	Human Anatomy	
SOC 010	Introduction to Sociology	
SOC 011	Social Problems	

## Total Requirements

Course	Title	Units
Major Requirements		12
Major Electives		6
Recommended Electives		3
General Education Requirements		39
Total Units		60

### Psychology - Associate in Arts for Transfer

Psychology is the scientific study of human and animal behavior and mental processes, including cognition, emotion, sensation, perception and interaction. In pursuing the Associate in Arts in Psychology for Transfer degree, students acquire skills in research, information gathering, and analytic thinking. Students majoring in psychology develop critical thinking, problem solving and written and verbal communication skills. As psychology majors, students have learning opportunities that are relevant to many types of careers, including business, education, government, nonprofit organizations and within health and human services. The Associate in Arts in Psychology for Transfer degree will be awarded upon completion of coursework totaling 60 California State University (CSU) transferable units including the Core Requirements and the Intersegmental General Education Transfer Curriculum (IGETC) or California State University General Education (CSUGE) requirements with a minimum grade point average of 2.0. All courses in the major must be completed with a grade of 'C' or better.

Students who complete the AA-T in Psychology must have the following:

- Completion of 60 CSU transferable semester units
- A minimum of at least 2.0 GPA in CSU transferable courses (note that a higher GPA may be required in some institutions)
- Completion of at least 18 units in the major with a grade of "C" or better
- Certified completion of the CSU General Education-Breadth (CSU GE-Breadth) requirements, or completion of the Intersegmental General Education Transfer Curriculum (IGETC) requirements

**Please Note:** No more than 60 semester units are required for this degree and no additional requirements will be imposed by Evergreen Valley College.

## Program Learning Outcomes

- Read critically about topics in psychology thereby identifying problems, theses, arguments, evidence, and conclusions.
- Write critically about topics in psychology thereby addressing problems, formulating theses, making arguments, analyzing and weighing evidence, and deriving conclusions.
- Think critically in speaking about topics in psychology thereby articulating problems, stating theses, posing arguments, explaining evidence and communicating conclusions.

## Major Requirements

Course	Title	Units
<b>Core Requirements</b>		
MATH 063	Elementary Statistics	3
PSYCH 001	General Psychology	3
PSYCH 018	Introduction to Research Methods	3
<b>List A: Select one of the following:</b>		3-4
PSYCH 030	Introduction to Biological Psychology	
BIOL 020	Human Biology	
BIOL 021	General Biology	
<b>List B: Select one of the following:</b>		3-4
<i>Any course from List A not already taken</i>		
PSYCH 030	Introduction to Biological Psychology	
BIOL 020	Human Biology	
BIOL 021	General Biology	
ENGL 001B	English Composition	
ENGL 001C	Critical Thinking/Composition	
<b>List C: Select one of the following:</b>		3
<i>Any course from List A or B not already taken</i>		
PSYCH 025	Psychology of Women: Global Perspective	
PSYCH 026	Violence Against Women: Cross-Cultural Perspective	
PSYCH 060	Personal Growth and Adjustment	
PSYCH 092	Developmental Psychology	
PSYCH 099	Abnormal Psychology	
PSYCH 100	Human Sexuality	

## Total Requirements

Course	Title	Units
Major Requirements		18-20
Transferable Electives (as needed to reach 60 units)		.5-1
CSU GE Breadth or IGETC for CSU <sup>1</sup>		37-39
Total Units		60

<sup>1</sup> Some GE courses may be double-counted within the major and will reduce the number of units. General electives may be needed to reach 60 units. Please consult with a counselor to determine which courses are applicable.

## Sociology

### General Studies with Emphasis in Sociology - Associate in Arts

The Associate in Arts Degree in General Studies with Emphasis in Sociology is designed to provide students with an opportunity to study a broad range of topics within Sociology and related courses. Issues of Diversity, Equality, and Social Justice are core to this area of emphasis. While the courses that comprise this degree are all transferable, students who intend to transfer should consult a counselor for information as to the requirements for their intended baccalaureate major. **Note:** Many CSUs have unique admissions and preparation-for-the-Core Requirements beyond minimum requirements. Students should consult the specific university catalog and website, [www.assist.org](http://www.assist.org), and an Evergreen Counselor for further information and assistance. Students wishing to earn an Associate of Arts Degree in General Studies with Emphasis in Sociology must complete each required area of emphasis course with a grade of 'C' or better.

## Program Learning Outcomes

- Provide core courses that meet transfer requirements to UC, CSU, and Private University for a Sociology Major.
- Provide varied multicultural traditions that honor and respect ethnic diversity.
- Provide students flexibility to accommodate diverse career goals and plans.

## Area of Emphasis Requirements

Course	Title	Units
ETH 010	Introduction to Ethnic Studies	3
MATH 063	Elementary Statistics	3
SOC 010	Introduction to Sociology	3
SOC 011	Social Problems	3
<i>Select two of the following:</i>		6
ETH 020	African American Culture	
ETH 030	Chicana/o Culture	
ETH 040	Vietnamese American Culture and Experience	

## Total Requirements

Course	Title	Units
Area of Emphasis Requirements		18
Electives		2
General Education Requirements		39
Physical Activity		1
Total Units		60

## Surveying and Geomatics

### Surveying and Geomatics - Associate in Arts

Evergreen Valley College offers the only Surveying and Geomatics program in the South Bay area. The program trains students with the necessary skills to become a land surveyor. It provides students with the formal theoretical and laboratory course work necessary to prepare for the Land Surveyors-In-Training Examination and the Professional Land Surveyors Examination. It also provides coursework for those planning to transfer to a four-year Surveying or Geomatics Engineering program. The program provides students with three options: an Associate in Science degree, an Associate in Arts degree and a Certificate of Achievement. A grade of "C" or better in each major course and major elective course is required for this degree.

#### Program Learning Outcomes

- Create engineering graphics and surveying maps.
- Design and conduct surveys using various tools including GPS and GIS.
- Incorporate maps, the subdivision map act, and the land surveying act to produce standard and legal surveys.
- Use the California coordinate system and boundary control and legal principles in surveys.

#### Major Requirements

Course	Title	Units
CADD 130	Fundamentals of AutoCAD	3
or ENGR 018	Engineering Design and Graphics	
ENGR 060	Surveying	3
ENGR 061	Plane Surveying	3
ENGR 063	GIS for Civil Engineering and Surveying	3
SG 100	Applied Math for Land Surveying <sup>1</sup>	1
SG 141	Boundary Control and Legal Principles	3
SG 142	California Coordinate System	1
SG 143	Introduction to Photogrammetry	1
SG 145	Astronomy for Surveyors	1
SG 146	CADD for Civil Engineering, Surveying and Land Development	3
SG 147	Global Positioning System for Land Surveying	3
SG 148	Maps, Subdivision Map Act and Land Surveyors Act	3
SG 149	3D Laser Scanning for Land Surveying	3

<sup>1</sup> MATH 022 also satisfies this requirement.

#### Total Requirements

Course	Title	Units
Major Requirements		31
General Education Requirements		39
Total Units		70

### Surveying and Geomatics - Associate in Science

Evergreen Valley College offers the only Surveying and Geomatics program in the South Bay area. The program trains students with the

necessary skills to become a land surveyor. It provides students with the formal theoretical and laboratory course work necessary to prepare for the Land Surveyors-In-Training Examination and the Professional Land Surveyors Examination. It also provides coursework for those planning to transfer to a four-year Surveying or Geomatics Engineering program. The program provides students with three options: an Associate in Science degree, an Associate in Arts degree and a Certificate of Achievement. A grade of "C" or better in each major course and major elective course is required for this degree.

#### Program Learning Outcomes

- Create engineering graphics and surveying maps.
- Design and conduct surveys using various tools including GPS and GIS.
- Incorporate maps, the subdivision map act, and the land surveying act to produce standard and legal surveys.
- Use the California coordinate system and boundary control and legal principles in surveys.

#### Major Requirements

Course	Title	Units
CADD 130	Fundamentals of AutoCAD	3
or ENGR 018	Engineering Design and Graphics	
ENGR 060	Surveying	3
ENGR 061	Plane Surveying	3
ENGR 063	GIS for Civil Engineering and Surveying	3
SG 100	Applied Math for Land Surveying <sup>1</sup>	1
SG 141	Boundary Control and Legal Principles	3
SG 142	California Coordinate System	1
SG 143	Introduction to Photogrammetry	1
SG 145	Astronomy for Surveyors	1
SG 146	CADD for Civil Engineering, Surveying and Land Development	3
SG 147	Global Positioning System for Land Surveying	3
SG 148	Maps, Subdivision Map Act and Land Surveyors Act	3
SG 149	3D Laser Scanning for Land Surveying	3

<sup>1</sup> MATH 022 also satisfies this requirement.

#### Major Electives

Course	Title	Units
Select 5 units from the following:		5
ENGR 010	Engineering Processes and Tools	
LA 071	Legal Research	
BUS 065	Concepts of Management	
BUS 082	Introduction to Business	

#### Total Requirements

Course	Title	Units
Major Requirements		31
Major Electives		5
General Education Requirements		24
Total Units		60



## Surveying and Geomatics - Certificate of Achievement

Evergreen Valley College offers the only Surveying and Geomatics program in the South Bay area. The program trains students with the necessary skills to become a land surveyor. It provides students with the formal theoretical and laboratory coursework necessary to prepare a person to take the Professional Land Surveyors Examination and the Land Surveyors-In Training Examination. The Certificate will be awarded to those who satisfactorily complete each course with a grade of "C" or above.

### Program Learning Outcomes

- Create engineering graphics and surveying maps.
- Design and conduct surveys using various tools including GPS and GIS.
- Incorporate maps, the subdivision map act, and the land surveying act to produce standard and legal surveys.
- Use the California coordinate system and boundary control and legal principles in surveys.

Course	Title	Units
CADD 130 or ENGR 018	Fundamentals of AutoCAD Engineering Design and Graphics	3
ENGR 060	Surveying	3
ENGR 061	Plane Surveying	3
ENGR 063	GIS for Civil Engineering and Surveying	3
SG 100	Applied Math for Land Surveying <sup>1</sup>	1
SG 141	Boundary Control and Legal Principles	3
SG 142	California Coordinate System	1
SG 143	Introduction to Photogrammetry	1
SG 145	Astronomy for Surveyors	1
SG 146	CADD for Civil Engineering, Surveying and Land Development	3
SG 147	Global Positioning System for Land Surveying	3
SG 148	Maps, Subdivision Map Act and Land Surveyors Act	3
SG 149	3D Laser Scanning for Land Surveying	3
Total Units		31

<sup>1</sup> MATH 022 also satisfies this requirement.

## Women's Studies

### General Studies with Emphasis in Women and Gender Studies - Associate in Arts

The General Studies with Emphasis in Women and Gender Studies Associate in Arts Degree is an interdisciplinary field of study that examines the experiences, concerns, and needs of women from a psychological, historical, social, cultural, political, and economic perspective. The courses in the degree critically examine sex, gender, class, and feminist theory as they relate to women's complex roles in the family, work place, society, and the world. Each course emphasizes community engagement and social activism. Students completing this program will satisfy lower division requirements necessary to pursue a Baccalaureate Degree in Women's Studies, Social Science, Psychology, or other related fields. Students will be required to complete 18 units of Core Courses and 3-4 units of Electives with a grade of "C" or better in each course. Additionally, students are required to complete a total of 40 hours of Community Service-Learning or Community Service.

### Program Learning Outcomes

- Demonstrate critical thinking and problem solving skills.
- Define, compare and contrast gender, ethnic and age-based stereotypes in society, literature and the media.
- Demonstrate cultural competence, civic and social responsibility.
- Demonstrate critical understanding of the contemporary structure of opportunities for women in STEM.

### Area of Emphasis Requirements

Course	Title	Units
AJ 123	Women and Criminal Justice	3
EDIT 026	Women in STEM	3
ENGL 032	Gender in Literature	3
HIST 014	Women in American History	3
PSYCH 025	Psychology of Women: Global Perspective	3
WOMS 010	Introduction to Women's and Gender Studies	3

### Approved Electives

Course	Title	Units
<i>Select 3-4 units from the following:</i>		
LIB 015	Electronic Research and the Internet	3-4
PSYCH 026	Violence Against Women: Cross-Cultural Perspective	
PSYCH 096	Marriage, Family, and Intimate Relationships	
PSYCH 100	Human Sexuality	
SERV 001	Introduction to Community Service-Learning	
SOC 011	Social Problems	



**Service-Learning/Community Service**

Course	Title	Units
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Select one of the following options:

Option 1: 40 hours of Service-Learning in core and elective courses.

Option 2: 40 hours of Community Service. Service must directly address the real needs of young girls and or women in the community. Site must be approved and documented by EVC Center for Service-Learning and Public Service Coordinator.

**Total Requirements**

Course	Title	Units
Area of Emphasis Requirements		18
Approved Electives		3-4
General Education Requirements		39
Physical Activity		1
<b>Total Units</b>		<b>61-62</b>

# ACADEMIC POLICIES

## Awards of Distinction

### Honors At Graduation

Students graduating with cumulative Grade Point Averages (GPA) between 3.5 and 4.0 are eligible to receive a gold chord to be worn at Commencement. The following awards of distinction are designated in the Commencement Program:

*Cum Laude	3.5 - 3.74
**Magna Cum Laude	3.75 - 3.99
***Summa Cum Laude	4.0

## Grades

Grades are issued by instructors at the end of each semester for each class. All grades are final and will not be changed unless any of the following can be demonstrated:

### Grade Changes/Challenges

- Once awarded, grades are final and cannot be changed except in extenuating circumstances (per Education Code 76224a). Grades will not be changed except in cases involving
  - mistake,
  - fraud,
  - bad faith, or
  - incompetency.
- Requests for grade changes must be made within two years of receiving the grade, and will not be permitted after that time period.

### Grade Changes Board Policy 4231

The District Chancellor shall implement procedures to assure the accuracy and integrity of all grades awarded by faculty. The procedures shall include, but not necessarily be limited to, the following:

- Assurance that in the absence of mistake, bad faith, fraud or incompetence, the grades awarded by faculty shall be final.
- Procedures for students to challenge the correctness of a grade.
- The installation of security measures to protect grade records and grade storage systems from unauthorized access.
- Limitations on access to grade records and grade storage systems.
- Discipline for students or staff who are found to have gained access to grade records without proper authorization or to have changed grades without proper authorization.
- Notice to students, faculty, transfer institutions, accreditation agencies, and law enforcement agencies if unauthorized access to grade records and grade storage systems is discovered to have occurred.

Also see BP 3310 titled Records Retention and Destruction, AP 4231 titled Grade Changes, and BP/AP 5040 titled Student Records.

## Definition of Letter Grades and Symbols

Letter grades and symbols shall be assigned to students to indicate proficiency or grasp of course material according to the following criteria:

### Grade "A" – Distinguished

- The student has mastered the content of the course, is able to apply information learned to new situations, and is able to relate it to other knowledge.
- The student consistently distinguishes self in examinations, reports, projects, and class participation.
- The student shows independent thinking in assignments and class discussion.
- Work is consistently in proper form, shows evidence of careful research, and is submitted punctually.
- Where achievement in the course involves development of hand or body skills, the student consistently demonstrates superior skills, ability, and performance.
- The student complies with class attendance regulations.

### Grade "B" – Above Average

- The student consistently shows mastery of the course content, and usually is able to apply it to new situations or to relate it to other knowledge.
- The student is consistently above average in examinations, reports, projects, and class participation.
- Work is in proper form, shows evidence of research, and is submitted punctually.
- Where achievement in the course involves development of hand or body skills, the student consistently demonstrates above-average skills, ability, and performance.
- The student complies with class attendance regulations.

### Grade "C" – Average

- The student shows evidence of a reasonable comprehension of the subject matter of the course and has an average mastery of the content. The student's competence in the content is sufficient to indicate progression to the next course in the same field.
- Assignments are completed in good form and on time.
- If the subject carries transfer credit, the student has indicated sufficient competence in the content to continue in the subject field upon transfer.
- The student consistently makes average scores on examinations, projects, and reports.
- Where achievement in the course involves development of hand or body skills, the student consistently demonstrates average skills, ability, and performance.
- The student complies with class attendance regulations.

### Grade "D" – Below Average / Minimum Passing

- The student falls below the average in examinations, projects, and reports, and shows substandard competence in the assigned subject matters of the course, indicating probable difficulty in completing the next course in the same field.
- Assignments are completed in imperfect form, are late, or are of inconsistent quality.
- Where achievement in the course involves development of hand or body skills, the student consistently demonstrates usable but below-average skills, ability, and performance.
- The student complies with class attendance regulations.

- Grade "D" may permit passing to the next course, depending upon course discipline prerequisites.
- In Optional Pass/No Pass courses the grade of "D" converts to "NP".

### Grade "F" – Failing Grade/No Credit Earned

- The student makes unsatisfactory grades in examinations, projects, and reports.
- The student does not show evidence of competence in the subject matter.
- Assignments may be omitted or are incomplete.
- Where achievement in the course involves development of hand or body skills, the student consistently demonstrates unsatisfactory skills, ability, and performance.
- The student does not comply with class attendance regulations.
- The student is suspended from a course or the College.
- The "F" grade is used in computing the standards of probation and dismissal.

### Grade "P" – Passing Credit Earned

A "P" grade is equivalent to a "C" or better grade. "P" is offered for two purposes:

- to provide an opportunity for students to pursue areas outside their fields of major interest and to encourage general education, and/or
- to indicate a successful completion of course requirements.

### Pass/No Pass Option Form

Some courses are designated as optional Pass/No Pass for grading purposes. These courses are readily identifiable in the course section of the catalog and have an "O" in the grade designation area. Students must declare their grading preference of P/NP by submitting the Pass/ No Pass Option form thirty days after the start of the fall or spring semester, or two weeks after the start of summer session. Once a decision to take a course as Pass/No Pass has been declared, the grading option is irrevocable. Student that do not declare the Pass/No Pass option prior to thirty days after the start of the fall or spring semester, or two weeks after the start of summer session will be assigned a letter grade by default.

(Mandatory) Grade "P" may be used to progress to the next higher level only in designated development courses.

The "P" grade is not used to calculate academic probation or dismissal.

### Grade "NP" – Less Than Satisfactory/No Credit Earned

- Grade "NP" is used in Pass/No pass classes only.
- The student makes unsatisfactory grades in examinations, projects, and reports.
- The student does not show evidence of competence in the subject matter.
- Assignments may be omitted or are incomplete.
- Where achievement in the course involves development of hand or body skills, the student consistently demonstrates unsatisfactory skills, ability and performance.
- The student does not comply with class attendance regulations.
- In optional (Category 1) Pass/No Pass classes a "D" or "F" grade will convert to and "NP" grade.
- The "NP" grade is used in computing the standards of probation and dismissal.

### Symbol "SP" – Satisfactory Progress

The "SP" symbol shall be used to denote Satisfactory Progress towards completion of the course (Used for noncredit courses only and is not replaced by any other symbol.)

### Symbol "W" – Withdrawal

- No notation ("W" or other) shall be made on the permanent record of the student who withdraws from a course or the College during the first four weeks, or 30% of a term, whichever is less.
- Withdrawal between the end of the 4th week and the 14th week or 75% of the term of instruction shall be recorded as a "W" on the student's permanent record.
- The permanent record of a student who remains in class beyond the above time limit will show a letter grade other than a "W" grade, unless there are extenuating circumstances. Extenuating circumstances are defined as verifiable cases of accident, illness, or other circumstances beyond the control of the student.
- "W" shall not be used in calculating grade point average, but excessive "W"s shall be used in calculation of "Progress Probation and Dismissal."

### Symbol "MW" – Military Withdrawal

- Military withdrawal occurs when a student who is a member of the US military service receives orders necessitating a withdrawal from classes. Upon verification of such orders, the withdrawal symbol of MW shall be assigned.
- In the case of a student who is an active or inactive member of the military services and who receives orders compelling a withdrawal from courses, the District shall upon petition of the affected student refund the entire enrollment fee for courses in which academic credit is not awarded.
- Military Withdrawals shall not be counted in "satisfactory academic progress probation and dismissal calculations.

### Symbol "FW" – Unofficial Withdrawal

It is the responsibility of each student to register and drop courses as necessary. Faculty can support students by notifying them of add and drop deadlines. If, however, a student stops coming to class after the last day to officially withdraw, Faculty may assign the "FW" academic grading symbol. The formal "FW" definition is noted below:

The "FW" grade is an indication that a student has ceased participating in a course after the last day to officially withdraw from the course without having achieved a final passing grade, AND that the student has not received authorization to withdraw from the course under extenuating circumstances (late withdrawal). The "FW" symbol may not be used if a student has qualified for and been granted military withdrawal "MW". If an "FW" is used, its grade point value equals zero (0), and it will be calculated into the GPA in the same manner as an "F" grade. If applicable, the Financial Aid Office will apply the Return to Title IV funds formula.

### Symbol "EW" – Excused Withdrawal

A community college student who withdraws from an academic course after the specified drop period consistent with district policy receives a notation of "W" on their academic record/transcript. In some instances, students must withdraw from a course under circumstances beyond their control, yet their transcripts would show a "W" for each withdrawal. The "W" notation is then used to calculate progress probation and dismissal; however, it is not included in the grade point average calculation. The Chancellor's Office was asked to develop regulations allowing a non-evaluative symbol to reflect the fact that some students withdraw from a course compelled by circumstances beyond his or her control. The

non-evaluative symbol permits the district/college to avoid penalizing students by excluding them from progress probation and dismissal calculations. The intent of the law is to allow students the ability to drop courses without penalty due to extenuating circumstances. For this reason, the Excused Withdrawal symbol "EW" has been adopted.

### Symbol "I" – Incomplete

The "I" grade may be given only upon written agreement between the student and the instructor. Incomplete academic work for unforeseeable, emergency, and justifiable reasons at the end of the term may result in an "I" symbol being entered in the student's record. In a written record on an "Incomplete" form, the instructor shall state the conditions for removal of the "I" and the grade to be assigned in lieu of its removal. 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. Students requesting an Incomplete must have completed at least 75% of the term and be in good academic standing.

1. The "I" may be made up no later than one year following the end of the term in which it was assigned.
2. The student may not clear the Incomplete by re-enrolling in the course.
3. The symbol "I" is assigned no grade points in computing the grade point average.
4. The "I" is used in calculating "Progress Probation and Dismissal."

### Symbol "IP" – In Progress

The "IP" symbol shall be used to denote that the class extends beyond the normal end of the academic term. It indicates that work is "in progress." The "IP" shall not be used in calculating grade point average. Only the Office of Admissions and Records can assign "IP".

### Symbol "RD" – Report Delayed

The "RD" symbol can be assigned only by the Office of Records and Admissions. It is used when there is a delay in reporting the grade. This symbol is not used in the calculation of Probation or Dismissal.

### Grade Points and Grade Point Average (GPA)

Letter grades and symbols are assigned grade points according to the following system:

A	4.0
B	3.0
C	2.0
D	1.0
F	0.0
EW	0.0
FW	0.0
MW	0.0
P	0.0
NP	0.0
SP	0.0
W	0.0
RD	0.0
IP	0.0

Grade point average is computed by the following formula:

$$\text{Grade Point Average} = \frac{\text{Total Grade Points Earned}}{\text{Total Semester Units Attempted}}$$

Grade criteria for individual courses are found in the Grades section of the Course Syllabus provided by the instructor on the first day of class.

## Auditing

### Administrative Procedure 4070

Per Board Policy 4070 titled Course Auditing and Auditing Fees, auditing of classes is not permitted. No person is allowed to attend a class unless registered and enrolled in that class. The auditing policy shall be published in college catalogs and class schedules.

## Units

A unit is defined as the course credit equal to approximately one attendance hour per week of lecture-recitation, seminar, or other approved course activity throughout a semester. A unit of credit may also be granted for approximately three hours per week of laboratory.

The following terms are synonymous: unit, semester unit, semester hour, credit, and credit hour.

## Pass/No Pass Grading

Students may take some courses on an optional pass/no pass. These are found in the course section of the catalog and have an "O" in the grade designation. A P/NP Option form must be submitted to Admissions and Records by published deadlines in the Schedule of Classes. The P grade shall be defined as completion of the course requirements.

### Credits earned on a Pass (P) or No Pass (NP) basis

- May be counted toward satisfactory completion of the Associate degree.
- Are not used in computing the grade point average.
- Will be used in calculating Progress, Probation, or Dismissal.
- May not convert to a letter grade by examination.
- May not be converted to a letter grade once 5 weeks, or 30% of the semester has elapsed.

**Note:** Once this request is made, the student may not request that the P/ NP be converted to letter grade at a later date. Choosing P/NP may affect transfer or Honors at graduation eligibility in the future. Students should see a Counselor or the Transfer Center Coordinator for more information.

### Basic Skills Courses

All pre-college level courses are graded only on a "P" and "NP" basis. A grade of "P" is entered on the official record for successfully completed courses. If the course work is unsatisfactory, a grade of "NP" is entered. Neither the grade of "P" nor "NP" is considered in computing grade point average.

"P/NP" grades may not be converted to letter grades. Units earned for pre-college level courses are not to be used to satisfy General Education, Associate Degree, or Major requirements, and they are not transferable to a four-year institution.

For specific information about the meaning of the "P" and "NP" grades see the Grades section of this catalog.

## Limits on Basic Skills Units

Students may not enroll in more than 30 semester units of basic skills courses as restricted by Title 5, section 55756(b).

The following students are exempted from the limitation on remedial coursework:

1. Students enrolled in one or more courses of English as a Second Language (ESL).
2. Students identified by the district as having a learning disability.
3. Students who show significant, measurable progress toward the development of skills appropriate to their enrollment in college-level courses. Such students need to petition for a waiver of the limitation on remedial coursework with the Counseling Administrator on the campus.

## Basic Skills Courses

Course	Title	Units
ENGL 321L	Reading Laboratory	0.5-1
ENGL 322	Introduction to College Reading	3
ENGL 322L	Introduction to College Reading Lab	0.5
ENGL 330	Improvement of Writing	4
II 394	Individualized Basic Skills Laboratory	0.5-6
MATH 111	Elementary Algebra	5
MATH 310	Basic Mathematics	3
MATH 311	Pre-Algebra	3

## Attendance

### Administrative Procedure 5020

Regular attendance is an obligation assumed by every student at the time of registration. Extenuating circumstances are verified cases of accidents, illnesses, other circumstances beyond the student's control, and other conditions defined by the Governing Board and in published regulations. Leaves of absence of one week or longer for health or personal reasons must be requested from the Chief Student Services Officer (CSSO) or designee. Students who withdraw from classes are responsible for initiating the drop process by appropriate deadlines.

Students are expected to attend the first class meeting. Students who are not in attendance at the first class meeting are considered "no-shows" and the faculty may drop such persons in order to give their seats to non-registered students seeking to enroll. Also, a faculty member may withdraw a student from semester-length courses at any time for excessive absence through the 9th week of the Fall/Spring Semesters, and 60% point of the class for Summer and courses less than a semester in length. As a guideline, absence is considered excessive if a student misses three class meetings or the equivalent of one week of class attendance, or according to absence guidelines as published in the course syllabus.

Absence due to a verified illness may be accepted as an excused absence for a limited period of time.

Students are expected to notify faculty by e-mail and/or phone message if they are absent for a medical reason. Students are expected to make appointments for medical and dental treatments at times other than when classes are scheduled. Students anticipating or encountering extended absences due to medical, personal, or family emergencies should contact the Dean, Student Support Services.

It is the student's responsibility to officially withdraw by stated deadlines either online or in person in Admissions & Records. Students failing to officially withdraw by the deadline may receive an "F" or "FW" grade.

### Religious Accommodations

The District shall permit any student who is eligible to undergo the test or examination to do so, without penalty, at a time when that activity would not violate the student's religious creed. The student shall notify the instructor before the religious holiday. This requirement shall not apply in the event that administering the test or examination at an alternate time would impose an undue hardship which could not reasonably have been avoided.

## Class Conflicts

### Administrative Procedure 4226

A student may not enroll in two or more sections of the same credit course during the same term unless the length of the course provides that the student is not enrolled in more than one section at any given time.

A student may not enroll in two or more courses where the meeting times for the courses overlap, unless:

- The student provides a valid justification, other than scheduling convenience, of the need for an overlapping schedule.
- The Dean of Enrollment Services approves the schedule.
- The student makes up the overlapping hours at some other time during the same week under the supervision of the instructor of the course.

## Academic Renewal

### Board Policy 4240

Previously recorded substandard academic performance may be disregarded if it is not reflective of a student's demonstrated ability. The District Chancellor shall ensure that the Academic Senates of each college establish procedures that provide for academic renewal.

### Administrative Procedure 4240

**Reference:** Education Code Section 55046

Based on Section 55046 of Title 5, Academic Renewal Without Course Repetition is an option available to a student whose previously recorded substandard academic work is not reflective of the student's demonstrated ability. A student may petition to have previously recorded, substandard course work at San Jose City College/Evergreen Valley College (with marks of "D," "F," "FW," and "WF") disregarded in the computation of the grade point average (GPA).

Students who wish to petition for Academic Renewal must meet the following requirements:

1. The maximum number of units to be disregarded from GPA calculations shall be no more than 24 semester units at San Jose City College and no more than 24 semester units at Evergreen Valley College. Students do not have to select all of the courses taken in one semester for renewal; students may choose specific courses from more than one semester or term for this purpose.
2. A minimum of one year (at least two full semesters, Fall and Spring) must have elapsed since completion of the most recent term for which academic renewal is being sought.



3. To qualify, students must have completed a minimum of 12 semester units of letter grade coursework with a 3.0 GPA or higher—or a minimum of 24 semester units of letter grade coursework with a 2.0 GPA or higher—in all lower and upper division course work completed after the most recent semester to be renewed. These units may be completed in SJECCD and/or at any college or university accredited by one of the six U.S. regional accreditation agencies. The student's cumulative GPA after the most recent semester to be renewed will be used to determine eligibility for Academic Renewal. GPAs will not be rounded up.
4. Courses previously applied toward a degree in SJECCD are not eligible for academic renewal.
5. A graded course successfully repeated (with a grade of "C" or higher) to alleviate substandard academic work (per Section 55042 of Title 5) is not eligible for academic renewal. If the last attempt was unsuccessful, that substandard grade is eligible for academic renewal without course repetition (by petition) if the student meets the requirements.
6. Students may only petition one time for academic renewal per college. Students do not have to be currently enrolled in SJECCD to petition for academic renewal.

When previously recorded, substandard course work is disregarded in the computation of grade point average, the permanent academic record (transcript) shall be annotated in such a manner that all work remains legible, insuring a true and complete academic history. Academic renewal actions are permanent and irreversible.

Academic Renewal granted by SJECCD does not guarantee that special programs or other institutions will honor such actions. The determination will be made by the respective program or transfer institution and is the responsibility of the student to research. Specifically, if Academic Renewal is used to earn an Associate Degree for Transfer (especially to establish a CSU-transferable GPA of at least 2.0), the college awarding the AD-T (SJCC or EVC) cannot guarantee that a CSU will accept this degree for transfer purposes. Students should check with the CSU campus (es) to which they are applying.

Financial Aid in SJECCD does not honor/allow Academic Renewal in the evaluation of Satisfactory Academic Progress (SAP). Grade point average computation for graduation with honors or other awards uses all work, including course work approved for academic renewal.

Academic Renewal is handled separately by each college for courses taken at that specific college. Students will request a one-hour appointment with a counselor to complete and submit the petition for Academic Renewal for that college. If a student wants to request Academic Renewal at both colleges, the student needs to meet separately with a counselor from each college and submit a separate petition to each college. Students must bring official transcripts to the appointment(s) if using coursework from another college or university to establish eligibility for the renewal. The completed petition is submitted to the college Admissions and Records Office by the counselor from that college. The student must receive a response to the request for Academic Renewal within ten (10) business days.

## Academic Leave (Leave of Absence)

Academic Leave provides students with an opportunity to pursue activities related to their academic program otherwise unavailable at EVC. It is also intended for students who, for personal or medical reasons beyond their control, must have a break in attendance.

The application for an Academic Leave of Absence is available in the Office of Admissions and Records. It requires the Dean of Enrollment Services approval, and must clearly state the basis for and duration of the requested leave. Documentation is required to substantiate a leave for personal or medical reasons. There must be a reasonable expectation that the student will return from the Academic Leave.

Leave may be granted for two consecutive semesters, not to exceed a total of three consecutive semesters. In cases of extreme hardship, the Dean of Enrollment Services may grant extensions.

Students who receive Financial Aid should meet with a Financial Aid Specialist for further information on how the leave may impact them.

Upon approval of the application for Academic Leave of Absence, the student's transcript at the college will be appropriately annotated to reflect the leave for the granted period (AL). Students who fail to return after their approved leave will have their last day of attendance recorded as the Withdrawal Date. (See the Office of Financial Aid for more information.) Once withdrawn, students must reapply to the college if they wish to return.

## Student Records

Official academic records are kept and maintained in the Office of Admissions and Records. These records consist of a complete listing of all course work attempted at the College: the student's academic transcript record, assessment scores, and transcripts from other schools and colleges. Financial aid transcripts and records of students receiving financial aid are kept and maintained by the Financial Aid Office.

Private Records related to students with physical and learning disabilities are kept and maintained by the Disabled Students Program.

Private records related to students receiving health services are kept and maintained by the Health Services Center.

Private Records related to student behavior leading to disciplinary action are kept and maintained by the Office of the Vice President, Student Affairs.

All student records are confidential and protected by the Family Educational Rights and Privacy Act (FERPA).

## Student Access to Records

Students have the right to access their records and may challenge any records they find to be inaccurate. For more information on accessing records and the process for changing record inaccuracies, please see the Federal Education Rights and Privacy Act section of this catalog.



## Authorization for Release of Student Records

In accordance with the Family Educational Rights and Privacy Act (FERPA), Evergreen Valley College may only release student records directly to the student, unless prior written authorization is given by the student. All students have the option to give permission for others to view and access their official student records by submitting a completed Authorization for Release of Student Records form. By default, official records will not be released to anyone else until this form is submitted to the Admissions and Records Office. Students have the option to do a full or partial release of records. Below are the three primary areas that comprise a student's official record at Evergreen Valley College:

- All Academic Records (records include: transcripts, admissions and registration information, class schedules, grades, assessment test scores, academic progress status, residency information, and any other documentation contained in the academic records)
- All Student Account Records (records include: amounts due for tuition and fees, sources of payment for tuition and fees, refund information, records hold information as it relates to parking tickets, library fines, financial aid repayments and any other information contained in student account records)
- All Financial Aid Records (records include: status of file, award and disbursement of funds information, satisfactory academic progress status, income information, and any other information contained in the financial aid application or file)

## Family Education Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's education records. **These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level.** Students to whom the rights have transferred are "eligible students."

- Eligible students or parents with **prior authorization** from the student have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for the eligible student or parent with **prior authorization** to review the records. Schools may charge a fee for copies. Eligible students or parents with prior authorization from the student have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the eligible student or parent with prior authorization from the student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the eligible student has the right to place a statement with the record setting forth his or her view about the contested information.
- Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, **without consent**, to the following parties or under the following conditions:
  - School officials with legitimate educational interest.
  - Other schools to which a student is transferring.

- Specified officials for audit or evaluation purposes.
- Appropriate parties in connection with financial aid awarded to a student.
- Organizations conducting certain studies for or on behalf of the school.
- Accrediting organizations.
- To comply with a judicial order or lawfully issued subpoena.
- Appropriate officials in cases of health and safety emergencies.
- State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. When applying to EVC, students may request, in writing, that their directory information be withheld.

## Student Success Policies

The San José/Evergreen Community College District (SJECCD) regards student success as its forefront mission. On January 22, 2013, the SJECCD Board of Trustees adopted its own student success definition and policy (BP 5050). The Policies not only uphold the State's new mandates and the California Community College Board of Governors recently adopted title 5 regulations but also embody a broader and more holistic definition of student success.

### SJECCD Student Success Definition

Student Success means more than just obtaining a degree, transfer, certificate, or career advancement. It also means the achievement of the student's self-established educational goals. This involves completing a specific course, program, and/or Career Technical Education to maximize the skills necessary for becoming a better person, worker, and/or citizen. Student success is not merely an outcome, but also a process that encompasses multiple levels of achievement and milestones.

Student markers of success include the ability to analyze, synthesize, and evaluate information; effectively communicate with others; achieve proficiency in subjects including science, mathematics, computer/technical skills, world languages, history, geography, and global awareness; collaboratively work in culturally diverse settings; be leaders who see projects through to completion; be responsible decision makers who are self-motivated; be active civic participants; and be ethical individuals who are committed to their families, communities, and others. Student Success is everyone's responsibility demonstrated through role modeling, support, opportunity, equity, and social justice.

## Leadership/Governance

Students succeed because of the work of the governing boards, chief executives, faculty, staff, administrators and students. Strong and supportive leadership is required to overcome cultural assumptions and systemic inertia that accepts the behavior that says “but we have always done it this way.”

The Board’s commitment to student success is to ensure the availability of resources for the colleges to:

- Ensure that Student Success is a shared responsibility.
- Mandate college orientation.
- Limit or eliminate late registration.
- Mandate advising and counseling and educational plans, targeted support, follow-up services and/or student success courses (especially for high-risk students).
- Provide integrated basic skills programs and services that are evidence-based.
- Promote the use of disaggregated student progress data (qualitative and quantitative) and cohort tracking to foster inquiry and improve programs;
- Foster common definitions of student progress and the ability to benchmark progress.
- Foster curricular and program design that addresses diversity in learning styles and cultural backgrounds.
- Engage employees in professional development focused on improving student success, including cultural competency and effective teaching/learning for students with a wide variety of backgrounds and skills.
- Revisit hiring practices for faculty to ensure effective teaching skills, particularly for faculty teaching basic skills courses.
- Adequately fund, staff and support Service-Learning programs on both campuses to create a culture of service and civic responsibility, and to provide students with opportunities to engage in social change work.

## State Mandated Enrollment Priority Regulations

In September 2012, the Board of Governors unanimously approved title 5 regulations that established system-wide enrollment priorities designed to restructure the matriculation process and standardize student registration. Accordingly, the regulations are intended to ensure that students who wish to transfer, pursue a degree, complete a certificate program, or seek career advancement have access to the necessary courses and are provided support and encouragement to make progress toward achieving their educational goals. The regulations require that information about the new policies be disseminated to students beginning in Spring 2013 and mandates full implementation by Fall 2014.

## Title 5 – “Protective Student” Categories

Under the new priority enrollment regulations, “priority registration dates” will be assigned to active duty military and recently discharged veterans, current and former foster youth, followed by students in Disabled Student Programs Services and Extended Opportunity Programs & Services. These student groups are permitted to enroll during the first week of continuing registration. Accordingly, under the new mandates, students in the “protective title 5 category” must maintain satisfactory academic progress in order to be assigned a priority registration date.

## Mandated Student Success Process

The regulations mandate all new students to participate in the College’s Student Success process. Students are required to complete the college orientation and meet with a counselor to obtain an abbreviated educational plan prior to registration.

## Maintain Satisfactory Academic Standing

Both new and continuing students who maintain satisfactory academic progress and are in good standing will be granted an earlier registration date and time over those who are not in good standing.

Students who are on academic or progress probation for two consecutive terms will lose ability to register early over those students who are in good standing. A one-time appeal will be allowed for students who can demonstrate that the unsatisfactory academic standing is based on extenuating circumstances.

## 100 Unit Cap

Students who have less than 100 units (not including the 30 maximum units in basic skills English, Math or English as a second language) completed will be granted an earlier registration date and time over those who have exceeded the 100 unit threshold. Exemptions to the high unit cap will be granted for students enrolled in high unit majors.

## Academic Probation, Dismissal and Reinstatement

The probation procedure notifies students that their academic performance is below minimum college standards. It is intended to encourage students to take the necessary action to be successful. The process may include a reassessment of educational, vocational, and personal goals. It is essential that students meet with a counselor and may be required to take a student success course or workshop.

## Probation & Dismissal Definitions

### Academic Probation & Academic Dismissal

- After attempting 12 units of letter-grade courses, a student with a cumulative grade point average (GPA) below 2.0 is placed on Academic Probation 1.
- If the student’s cumulative GPA stays below 2.0 after a second semester, the student is placed on Academic Probation 2 (Continuing Academic Probation).
- If the student’s cumulative GPA stays below 2.0 after a third semester but above a 1.75, the student is placed on Academic Probation 3 (Continuing Academic Probation/Warning Dismissal).
- If the student’s cumulative GPA stays below 1.75 after a third semester, the student will be given a dismissal plan of action prior to being dismissed from the college.

## Progress Probation & Progress Dismissal

- After attempting 12 units, a student who earns marks of “NP,” “W,” & “I” for 50% or more of all attempted units is placed on Progress Probation 1.
- If this cumulative, non-completion percentage of attempted units remains at 50% or more after a second semester, the student is placed on Progress Probation 2 (Continuing Progress Probation).
- If this cumulative, non-completion percentage remains at 50% or more after a third semester, the student will be given a dismissal plan of action prior to being dismissed from the college (placed on Progress Dismissal).

## Early Registration for Each Semester

- Students on Probation 1 will have no impact on their early registration date for the next semester.
- Students on Probation 2 will lose their early registration date for the next semester and will be able to register after new and returning students. (It is important to note that students on Probation 2 will now also lose their California Promise Grant eligibility) An appeal process is available (see below).

## Appeal Process for Probation 2 Students Who Otherwise Lose Their Early Registration Date for the Next Semester

- Students may appeal their loss of early registration based only on proper documentation of one of the following extenuating circumstances which prevented them from successfully completing their courses:
  - Accident/Injury/Serious Illness to self or immediate family member
  - Death of immediate family member
  - Military Assignment
  - Incarceration
- Students will be notified early in the current semester of their opportunity to appeal; decisions will be emailed prior to the beginning of registration for the next semester.

## Students on Dismissal

- To stay in/take EVC classes for the current (or next) semester, students on Dismissal must have met Minimum Standards during their last semester of attendance—by achieving a 2.0 GPA during that last semester and by successfully completing over half of their attempted units during that last semester (without marks of D, F, FW, NP, W, or I).
- Students on Dismissal who did not meet Minimum Standards during their last semester of attendance (including students on Probation 2 who moved to Dismissal status after the posting of their grades/marks for their last semester of attendance) will be allowed to remain in EVC courses for which they have already enrolled, but will be prevented from registering for the following term unless they have petitioned and been approved for reinstatement. These students must complete an intervention activity (class/workshop) as prescribed in their notification as part of that appeals process for readmission.
- Students on dismissal must complete an intervention activity (class/workshop) as prescribed in their notification as part of that appeals process for readmission. Students that achieve Minimum Standards during the subsequent semester will be reinstated. Students who do not do this will be dismissed from the college for a minimum of two semesters.

## Reinstatement After Dismissal

Students who have been dismissed from the college may later petition for reinstatement after the minimum two-semester stay-out period.

## Student Learning Outcomes (SLOs)

Learning can take place in many different ways, not just by taking a class and being tested. Student Learning Outcomes (SLOs) are measurable and produce data used to assess what is learned by students within a given class, program or service. All courses, services, and programs are using SLOs to help evaluate, and if needed modify, how learning and services are delivered to best meet student needs.

## Lost and Found

Items should be turned into the Campus Police Department. To claim a lost item call (408) 270-6468. Hours are:

M-SAT	7:00 AM - 11:00 PM
SUN	7:00 AM - 3:00 PM
Holidays	8:00 AM - 4:00 PM

# STUDENT LIFE, STUDENT SUCCESS, STUDENT SERVICES AND SPECIAL ACADEMIC PROGRAMS

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## Office of Student Life

### Philosophy

Involvement is the key to your success at Evergreen Valley College! The Office of Student Life seeks to create a nurturing campus environment by enhancing your co-curricular experiences, which will increase your likelihood to succeed. This office plays an integral role in student retention by offering students a place to meet new people, gain leadership skills, and have fun. By serving as the hub of campus events and activities and collaborating with other campus departments, programs, and organizations, we meet the various needs of our diverse student population. Students should visit the Office of Student Life, to gain leadership skills, learn how to join the Associated Student Government, existing student organizations, or create a student organization of their own.

We encourage you to drop by the Office of Student Life which is located on the 2nd floor of the Gullo Student Center. Ask any Student Life staff member how to get involved, join student government, a student club, or just get campus information. Whether you wish to be a spectator, a participant, or a leader, we can assist you in your journey at EVC.

### Student Activities

Student Activities are guided by the belief that college learning extends beyond the classroom. Leadership and co-curricular events and activities provide a "laboratory" for learning within a collaborative environment. Student activities augment classroom instruction by fostering unique and expanded educational and cultural experiences. These experiences prepare students for future civic and social responsibilities through community service, learning, and leadership development experiences. They also foster personal growth and facilitate interaction between students, faculty, and administrators from varied backgrounds in diverse settings through the organization of social and recreational activities.

Understanding that the definition of student activities includes co-curricular as well as social and cultural activities, a wide range of diverse activities is encouraged and sponsored by the students, faculty, and administration. Many student activities are supported by the Associated Students in cooperation with various campus organizations. Programs are funded through the \$5 per semester AS Activities/Membership fee.

### How Can Students Get Involved in Student Life at EVC?

- Attend campus events and activities during the year such as:
  - Welcome Week
  - Spooktacular and Picnic on the Green Student Information Days
  - AS Club Rush (student club information/recruitment)
  - Support events during the year such as Latino Heritage Month, Black History, Womyen's Herstory, Asian Pacific Islander Heritage Month, Tet celebrations, and Cinco de Mayo festivities
- Join the Associated Students; participate in campus shared government

- Join a student organization or start your own
- Plan campus events and activities for students
- Attend a leadership development session
- Participate in an Intramural Sports Team

Students interested in the many activities, organizations, and clubs available at EVC should contact the Office of Student Life located in G-203 or by phone at (408) 274-7900 ext. 6768.

## Associated Students Government of Evergreen Valley College

The Associated Students Government of Evergreen Valley College (ASG), with offices located on the second floor of Gullo I (G-201), holds open meetings weekly to address issues that affect the entire student body, develops policies that impact and promote student life, and funds student-focused events and activities. Elections are held annually every spring semester, and officers serve for the following academic year. Appointments for various ASEVC positions occur throughout the academic year.

Students interested in Student Government opportunities and activities should contact the ASG Office in G-201, or phone (408) 274-7900 ext. 6768.

### Basic Needs Initiatives

The Office of Student Life seeks to provide immediate assistance to students in need. This function is met through the following services:

#### EVC FRESH (Food, Resources, and Education to Stop Hunger) Pantry

The EVC FRESH Food Pantry addresses immediate food insecurity at EVC to reduce hunger as a roadblock to educational and personal achievement. Students can access both grab-and-go options food options and other food options that may require preparation. Students can also apply for CalFRESH at the Food Pantry by meeting with staffed CalFRESH representatives.

#### EVC Career Clothing and Hygiene Closet

The Pantry was established to provide immediate basic need items to EVC students. The pantry is maintained by the Associated Student Government as part of its annual budget. Items available include: clothing, blankets, backpacks, toilet paper, shampoo, deodorant, feminine hygiene products, toothbrushes and toothpaste, and much more!

#### Associated Student Government Emergency Grant

The Associated Student Government offers a one-time Emergency Grant for Evergreen Valley College Students. Grant Amounts range from \$50-\$500 based on student circumstances. Grants can only be used for unexpected emergencies. Students must currently be registered in at least 6 credit units and have paid their Student Representation Fee to be eligible. Applications can be picked up and submitted to the Director of Student Development & Activities inside of Gullo I-203.

### Additional Office of Student Life Services

- Coordinating campus-wide (cultural, educational, recreational and social) events & activities for students.
- Off-campus vendors and information tables.
- Approval for posting of flyers on campus.
- Meditation & Prayer Area (inside of Gullo I).

## Maxient Reporting Forms/Community Concern Reporting Forms

SJECCD is committed to fostering a safe, positive learning and working environment where all students can pursue their career or educational goals and participate in college-sponsored activities. To this end, all students are provided protection and due process of their individual rights against unfair and improper action. Because the well being of all students within our district community is a significant priority, the Office of Student Life serves as an advocate for student resources and rights.

The following forms can be used to report issues within our community to ensure the above commitment is met:

Title IX and Discrimination – This form should be used to report all complaints of discrimination including:

National Origin, Religion, Sexual Orientation, Ethnic Group Identification, Language/Accent Ancestry, Color, Marital Status, Disability (physical or mental), Race, Immigration Status, Gender Identity, Retaliation, Age, Veteran Status, or Medical condition.

Or incidents involving: Stalking, sexual misconduct, sexual exploitation, or sexual harassment/discrimination.

General Complaints and Student Grievance – This form should be used to report general complaints as well as student grievances regarding financial aid, course grades, or the exercise of rights of free expression/speech.

Student Support Referral Form – This form should be used to alert campus personnel to individuals who exhibit behaviors and/or warning signs that may indicate a person is experiencing difficulty and may need additional support and assistance.

## The Gullo Student Center

### Located in Gullo I

- Fresh and Natural Food Court (grill, pizza, deli sandwiches, hot entrees, espresso bar, salad bar, fresh fruit & pastries).
- The Campus Store is proud to serve students, faculty, staff, and community. We carry all your course material needs, school supplies, logo products, backpacks, candy, and gifts. We are located upstairs in the Gullo Student Center. We are committed to keeping the cost of your course materials low by providing several purchase options including New, Used, Rental, and Digital.

Rent your books with our simple rental program and save up to 65% off the cost of purchasing new textbook. All you have to do is provide a credit card, accept the terms and conditions, and voila! Books: rented.

Go digital with BryteWave and use your textbooks on any device, anytime with online and offline access. Take notes, highlight all within your BryteWave textbook. Get better organized and save up to 60% off the cost of new books.

You also have the option to sell back your textbooks with our buyback program. We buy back textbooks every day. However, we pay the highest dollar value during finals week – up to 50% of the price you paid. Even if we are overstocked or the book has not been requested for next term, we may still purchase it at the national market price.

Call:(408) 223-6765

E-mail: [evc@bkstr.com](mailto:evc@bkstr.com)

Website: <https://www.bkstr.com/evcstore/home/en>

- ATM Machine (Santa Clara County Federal Credit Union) is located on the lower level in the southeast corner of the cafeteria. ATM is for withdrawals only.
- Student Lounge (second floor) with Big Screen TV for viewing broadcast television.
- Associated Student Government Office (G -201).
- Office of Student Life (G-203).
- EVC FRESH Food Pantry (G-106)
- EVC Career Clothing and Hygiene Closet (Near ATM Machines)

### Located in Gullo II

- Multi-purpose room
- Conference room
- Veteran's Center

## CalWORKs Program

The California Work Opportunity and Responsibility to Kids (CalWORKs) Program at Evergreen Valley College encourages personal development through education. CalWORKs is the welfare program in the state of California, which assists parents by providing cash aid and resources to assist them with being successful in college and beyond. CalWORKs is committed to helping individuals receive an education that will provide employment opportunities through short-term certificates, as well as Associate of Arts and Sciences Degrees. The goal of the CalWORKs Program at EVC is to promote economic self-sufficiency for the entire family through education. The CalWORKs Program partners with the County of Santa Clara to provide services and support.

Through the CalWORKs Work/Study Program, we have a limited number of jobs on and off campus to assist students in gaining hands-on experience during their education at the college. Each student can request to meet with the Community Engagement Specialist to assess their career goals and determine what kind of workplace experience would be most beneficial to them. As part of our program, we offer cover letter preparation, interview techniques, workplace behavior, and managing work and home responsibilities.

To support CalWORKs students in their studies, the program provides a dedicated EVC CalWORKs Program Director, Educational Counselor, Community Engagement Specialist, and Program Assistant.

The Community Engagement Specialist and Program Assistant who work together to make each student's school to work transition a rewarding experience. Through funding from the County of Santa Clara, students receive: childcare support services, transportation, books, supplies, and other school-related expenses. This program also links with EOP&S/CARE, DSP, Equity Plus, Financial Aid, Admissions and Records, Tutoring, and many other campus related services. Additionally, we provide links to many county and community resources to assist students with different kinds of needs such as: housing, counseling, childcare, and Second Harvest monthly food distribution.

The CalWORKs Office is located in room SC-204. For more information call (408) 274-7900 ext. 6509, or visit our website at <http://www.evc.edu/current-students/support-programs/calworks>. Office hours are Monday through Thursday 8:30am - 12pm and 1pm – 5:00pm and Friday 8:30am -12pm and 1pm-3pm.



## Campus Tutoring Program

Tutorial services are provided to students by qualified student tutors in various academic areas. Tutors support the students' regular instructional programs through individual and small-group drop-in tutoring. Tutoring is provided on a drop-in basis. Weekly Conversation practice is also available for students to practice their English listening and speaking. Online tutoring is an additional resource for EVC students to supplement face to face tutoring, <http://www.evc.edu/AcademicAffairs/Documents/NetTutor-Online-Tutoring.pdf>. In class tutoring is also available to assist students in select classrooms. Tutoring resources have been established to provide support, motivation, and encouragement for students. To receive tutoring services, a student must register for an II 210 Supervised Tutoring section on MyWeb. This is a noncredit course, free to students registered at Evergreen Valley College.

Students who are interested in becoming tutors should be enrolled at the college in at least six units, have a grade of "B" or higher in the course that they want to tutor as well as a cumulative GPA of 3.0, successfully complete the Individualized Tutor Training Course (II 90) during their first semester of hire, have strong communication skills, and be recommended by an EVC instructor.

### Locations

1. **The Campus Tutoring Center** is located in the Library Technology Building in Room LE-237. Spring and Fall semester hours are Mondays-Thursdays from 9am-6pm and Fridays from 9am-1pm. For more information please call (408)274-7900 ext. 6802, or visit our website at <http://www.evc.edu/current-students/tutoring-center>.
2. **The Math and Science Resource Center** is located in the Math MS3 Building in Room SA-112. Spring and Fall semester hours are Mondays-Thursdays from 9am-6pm and Fridays from 9am-1pm. For more information please phone (408) 274-7900, ext. 6883, or visit online at <http://www.evc.edu/academics/divisions-departments/math-science-resource-center>.
3. **The Biology Lab** is located in S-219 in the Sequoia building. Spring and Fall semester hours vary depending on tutor availability. For more information, please email the Academic Skills and Tutoring Instructor at [William.Nguyen@evc.edu](mailto:William.Nguyen@evc.edu)

## Counseling

The Counseling Department at Evergreen Valley College (EVC) provides students with the opportunity to obtain guidance in developing their academic and personal goals. Students receive essential information and support regarding transfer requirements, developing their Educational Plan, career options, adjusting to college life and time management. EVC Counselors are professional, credentialed faculty who work to support students' individual needs. The Counseling Department offers many resources and services to assist students in declaring an academic major or career goal and in developing an Educational Plan for college completion. In accordance with the Student Success Act of 2012, it is mandatory for students to complete a Comprehensive (2 year) Ed Plan after completing 15-degree applicable units.

The counseling faculty also teach a variety of college courses, the focus of which ranges from orienting students to college, skills to be successful in college and life, education and transfer planning, and career exploration and planning.

Day and evening counseling services are available on both an appointment and a walk-in basis. For office hours, more information and/or to schedule a counseling appointment, contact the EVC Counseling Department, located in the Student Services Center, Room SC-250, at (408) 270-6475, <http://evesars.evc.edu/sars/Counsel/eSARS.asp> or visit online at: <http://www.evc.edu/current-students/counseling>.

## Disabilities Support Program (DSP)

The Disabilities Support Program (DSP) provides academic adjustments, auxiliary aids, support services, and instructional programs for students with disabilities who are attending Evergreen Valley College.

A variety of services are available to eligible students including academic and vocational counseling, American Sign Language interpreting, captioning, provision of print materials in alternate formats, tutorial assistance, and test-taking accommodations.

Services offered through the Disabilities Support Program comply with Section 504 and 508 of the Federal Rehabilitation Act of 1973, as amended; the Americans with Disabilities Act of 1990, as amended, and Title V of the California Code of Regulations, as amended.

For office hours or for more information, visit the Disabilities Support Program office in the Student Services Center, Room SC-120, or call (408) 270-6447 (voice). Information is also available online at <http://www.evc.edu/current-students/support-programs/dsp-s>.

## Extended Opportunity Program and Services (EOPS)

The Extended Opportunity Program and Services (EOPS), offers financial assistance and academic support for obtaining a college education. EOPS is a California funded student support program designed specifically for students facing financial and educational challenges. The mission of EOPS is to provide financial and academic services to eligible students seeking a vocational certificate, associate degree or transfer opportunity to a traditional college or university.

The EOPS program has counselors, administrative support, a program director dedicated to the overall success of students coming from diverse cultural, social, educational and economic backgrounds. EOPS welcomes students from all stages of life and perspectives. The program is here to assist in the success of EOPS students.

The EOPS Office is located in the Student Services Center, (Room SC118). For more information please call (408) 270-6455. Office hours and application information are also available online at <http://www.evc.edu/current-students/support-programs/eop-s-care>.

### To be eligible you must:

- Be a California resident or AB540 as determined by the Evergreen Valley College Admissions and Records Office
- Qualify for the CA Promise Grant, formerly known as Board of Governors Fee Waiver (BOGFW) Part A or B
- Have completed less than 70 units of college-degree applicable credits (including all prior college coursework)
- Enroll in a minimum of 12 course units per semester<sup>1</sup>.
- Be educationally disadvantaged as defined by EOPS State Guidelines, by any one of the following:



1. You do not qualify for minimum college level Math or English required for associate's degree
2. You do not possess a high school diploma or GED certificate
3. You graduated from high school with a GPA of less than 2.5
4. You are the first in your family to attend college (of any kind)
5. You were enrolled in remedial-level education
6. In judgment of EOPS Director/designee, have the ability to benefit from EOPS services

<sup>1</sup> Exceptions as approved by the Disabilities Support Program

## Cooperative Agencies Resources for Education (CARE) Program

### Assistance for Single Parents

CARE is a California-funded program designed to help EOPS students who are single parents. In conjunction with the Santa Clara County Department of Social Services and other community agencies, the CARE program offers over and above services to single parents pursuing higher education.

The CARE Program provides students with grants, school supplies, child care information, transportation assistance, and food vouchers. These services are in addition to the services provided to EOPS students.

To be eligible for CARE services you must:

- Meet all EOPS requirements
- Be a parent and at least 18 years of age
- Be a single head of household
- Have at least one dependent child under the age of 14
- Be receiving Temporary Assistance for Needy Families (TANF), benefits

Both an EOPS and CARE application are required. CARE applications are available in the EOPS Main Office, located in the Student Service Center, Room SC118. For more information please call (408) 270-6429, or online at <http://www.evc.edu/current-students/support-programs/eop-s-care>.

## Health Services

The Student Health Center is committed to promoting optimal health as well as providing urgent medical care for our diverse student population. We serve our students in a culturally appropriate and timely manner. Our focus, during clinic visits and campus wide initiatives, is on student-centered learning, to prevent disease and maintain health through the achievement of balance in body, mind and spirit. Our goal is to promote health as a means for students to achieve their personal, academic and professional goals.

### ***All services are confidential.***

Accidents incurred on campus should be reported immediately to the Campus Police Department at (408) 270-6468. They will contact the Student Health Center, if appropriate, or will arrange for emergency services as needed.

The Student Health Center offers medical and mental health services during the Fall and Spring sessions. The Student Health Center is open during most weeks of the Summer and Winter sessions; however, the services are limited since there are no medical providers or mental health

counselors on duty. The Health Fee is not charged during Summer and Winter sessions.

## Services Available

- Physical examinations and preventive health screenings, including PAP Smears and STD testing
- Health education and counseling on nutrition, exercise and healthy lifestyles
- Urgent care for acute illnesses or injuries
- Diagnosis and management of acute conditions
- Initial diagnosis and management of chronic conditions, with appropriate referrals for ongoing care
- Physician consultation for medical questions or concerns
- Immunizations and TB skin testing, as available
- Pregnancy tests and Birth Control
- Selected low-cost medications, as available
- Low cost laboratory tests as ordered by the provider
- Referrals to community health agencies, continuity practices, and specialists as needed

## Services Not Covered (This list is not exhaustive)

- Ambulance, family coverage, fees involving off-campus care, hospitalizations, laboratory costs, ongoing medical care, pharmacy costs, or X-ray costs.

The current health fee is \$21.00 per semester and is mandatory for all students, with the following exceptions:

- Concurrently enrolled high school students with an approved R-40 and/or R-42 form on file
- Indentured apprentices fulfilling related instruction requirements (proper documentation required)
- Students who are dependent exclusively upon prayer for healing, in accordance with teachings of a bona fide religious sect, denomination, or organization (proper documentation required)
- Students enrolled only for classes meeting off-campus
- Students taking Friday evening, Saturday or Sunday classes only
- Students taking short-term classes, which meet on campus seven times or less

Requests for waivers or refunds of the Health Fee are made at the Office of Admissions & Records. These requests may be made at the beginning of each semester by filling out the online form under the Admissions and Records tab. [http://www.evc.edu/StudentAffairs/Documents/EVC%20Health-Fee-Exemption\\_3-8-17\\_fillable.pdf](http://www.evc.edu/StudentAffairs/Documents/EVC%20Health-Fee-Exemption_3-8-17_fillable.pdf)

## Financial and Legal Limitations

Although the College provides health services for enrolled students, it is in no way financially responsible for the total medical care of the student, nor is it legally liable for accidents occurring on campus.

## Location

The Student Health Center is located in SC-124, on the lower floor of the Student Services Center. For more information or to make an appointment, please call (408) 270-6480.

Please check the Health Services webpage and/or the outside of the clinic for the most current office hours.

<http://www.evc.edu/current-students/support-programs/health-center>

## Mental Health and Wellness

Mental Health and Wellness services are available to all currently registered students at EVC. Psychological services and Case Management services are available on campus Mondays through Thursdays, usually between the hours of 9:00 a.m. to 5:00 p.m. Our services are offered throughout the 16-week Fall and Spring semesters, but we are not available during the Winter and Summer sessions. Hours of operation are subject to change. Please visit our website or call (408) 270-6480 for more information.

## Psychological Services

Psychological services on campus aim to help students cope with emotional and/or behavioral issues that may pose an obstacle to optimum academic success. We offer weekly, therapeutic support in different modalities: individual, couples, and group to students with culturally and ethnically diverse backgrounds, who may be experiencing some of the following concerns:

- Work and College Stress
- Anxiety and Depression
- Drug/Alcohol Problems
- Loss and Grief
- Life Changes
- Family Problems
- Relationship Issues
- Adjustment Issues

Registered Marriage and Family Therapist Associates and Professional Clinical Counselor Associates provide confidential counseling in a safe environment under the supervision of a licensed clinician. Services may be requested through Student Health Services (SC-124) or by calling (408) 270-6480.

## Crisis Support

Crisis support and resources are available to students who are experiencing severe distress and require immediate support and intervention. Crisis support services are available on a walk-in basis at the Student Health Center Monday-Thursday from 9:00 a.m. to 5:00 p.m.

Students who are not in need of immediate support and can wait 2-3 days to be seen are encouraged to make an appointment through Health Services.

## Student Support and Case Management

Student Support and Case Management serves students by coordinating prevention, intervention, and support services across campus and community to assist students facing crises, life problems, and other barriers that may impede their personal and academic stability and success.

The case manager may work with students in any, or all, of the following ways:

- Support students in managing crisis, emotional distress or other urgent mental health concerns
- Arrange for appropriate medical or mental health care
- Support students in complying with treatment plans and/or college behavioral expectations
- Provide crisis support and intervention
- Foster self-advocacy in students to manage their academic and personal responsibilities

- Advocate for students individually and systemically
- Assist students who may need concurrent support from on campus services as well as community resources

## International Programs and Services

Evergreen Valley College actively welcomes international students on our campus and encourages all international students to become part of our community! As part of our program offerings, we link our international students with both on and off campus resources to ensure that they have a positive academic experience and transition to life in the United States. Our program has several staff members including International Counselor, Coordinator, Program Specialist, and Program Director to work with our students to make sure that they have access to the resources they need to be successful. International student applicants, and current international students wishing to transfer to EVC from other U.S. colleges, or others interested in international student information, should email [international@evc.edu](mailto:international@evc.edu) or go to the International Student Program Office (ISP) located in SC-214B.

A complete guide to the International Student Application materials is available online on the International Programs and Services webpage: <http://www.evc.edu/future-students/admissions-and-records/international-students>.

The spring semester application is due no later than **December 1**. Fall semester applications are due no later than **June 30**.

Applications must include:

1. International (F-1) Student Application Form.
2. Application for Admission to Evergreen Valley College.
3. TOEFL (Test of English as a Foreign Language). Minimum score based on test type: 500 paper based exam; 173 computer based exam; 61 internet based exam or an IELTS score of 6.0.  
**Note:** If applicant has completed degree applicable courses in English with a grade of "C" or better (at an accredited U.S. college/university), the TOEFL may be waived.
4. Original bank verification (signed by certifying official) with a minimum balance of \$22,000 (U.S. currency) from parent/sponsor dated within 6 months of application date.
5. Letter of Financial support, or Affidavit of Support Form (notarized) from parents or sponsor.
6. Official transcripts from all prior colleges/universities.
7. Passport sized photograph.
8. TB Skin Test results. If results are positive, a chest x-ray report will be required. Exams must be dated within 6 months of application date.

International students who plan to transfer to Evergreen Valley College should contact the International Programs and Services Office regarding additional documentation that may be required. Please see the International Students Program web page for complete application guidelines or email [international@evc.edu](mailto:international@evc.edu).

California residents are charged \$46 per unit. In addition to the \$46 per unit registration fee paid by regular students, non-resident students and International Students are required to pay \$265 per unit in tuition and a Capital Outlay fee of \$12. Note: Fees shown are those in effect at the time of publishing and are subject to change without notice. Payment can be made by cash, credit card, money order or check. Students who fail to pay tuition within 14 days of the start of the semester will not be allowed to

register and may be dropped from their courses, resulting in immediate notification to the USCIS/SEVIS.

Each international student is required to carry a health insurance policy provided by EVC. EVC provides health insurance through a third party provider, please see the International Program Office for more information.

An international student must complete 12 units each Fall and Spring semester, with an average grade of "C" or better. All 12 units must be taken at Evergreen Valley College, unless you have prior approval from the International Student Counselor or Dean of Enrollment Services.

International students must inform the International Student Office located in SC-214B, whenever he/she: moves, changes name, drops below 12 units, wishes to travel outside the continental U.S., or otherwise fails to uphold the regulations dictated by law. Failure to do so may jeopardize the student's visa status in the United States.

**International students must be familiar with and adhere to immigration regulations, and EVC student contract and enrollment. The International Student Program Office is located in SC-214B. The office hours are Monday – Friday 8:30-5:00.**

## Learning Resource Center

The centralized Learning Resource Center (LRC) provides a variety of learning resources for students. These include Library Services, Open Computer Lab Services, and Campus Tutoring Services.

The mission of the Learning Resource Center (LRC) is to enable students to improve their academic performance and enhance their educational experience by engaging in student-centered learning activities. These include topical workshops, study groups, discipline-based seminars, tutorial sessions, and interactive subject area computer programs.

In an atmosphere carefully structured to be conducive to learning and meeting the individual student's academic goals, the student can take advantage of a myriad of instructional activities and learning tools.

The Learning Resource Center is located on the second floor of the Library Technology Building LE-200. Spring and Fall semester hours are Mondays-Thursdays from 8 am-8 pm and Fridays from 8 am-2 pm. For more information, please call (408) 274-7900, ext. 6333 or visit our website at <http://www.evc.edu/current-students/open-computer-lab>.

## Library Services

The EVC Library, located on the third floor of the Library/Educational Technology Building, is a place for study and research. It houses a collection of approximately 60,000 items, including books, periodicals, and media (DVDs, music CDs, and other media) and provides online access to full-text databases and eBooks. The library also houses the Electronic Research Area, a computer lab providing access to Microsoft Office products, the Internet, and networked printers.

Course textbooks are available on reserve for students for in-library use or for checkout. Search for materials from on or off campus by searching the Library Catalog via the library's homepage at <http://www.evc.edu/library>. The catalog includes items owned by both the Evergreen Valley College and San José City College Libraries. Loan periods for library items vary by type of material so please check with staff for details. Students must obtain an EVC Student ID card from Admissions and Records to

check out Library materials. Photocopiers and printing services, which are available for a small fee, also require a valid Student ID card.

Librarians teach information competency skills to help students learn the basics of research or to master more advanced skills. Classes may be tailored to the needs or outcomes of a specific assignment. If you are an instructor who is interested in setting up a session for your class, please contact the Reference Desk to make an appointment. Also contact the desk if you wish to locate and identify library materials to support instruction and coursework or if you wish to make a purchase recommendation. Library faculty offer a three-unit online course, Electronic Research and the Internet (LIB 015), to teach students information competency skills. This course is offered in the fall and spring semesters.

Additional services and resources include adaptive computer technologies, laptop computers, free unsecured wireless Internet, ongoing cultural/art displays, research guides, and study rooms for groups.

Reference librarians and library technicians are available to help during all library hours.

For hours of operation and more information please call (408) 270-6433, or visit our website at <http://www.evc.edu/library/>.

## OASISS

**Outreach & Advocacy Services for Immigrant Student Success (OASISS)** is a center designed to serve immigrant students in a safe space and with personnel that is sensitive, knowledgeable and experienced working with DREAMers.

Our mission is to provide DREAMer and immigrant students with the necessary tools and information to succeed in pursuing a higher education and professional career.

### Programs and Services Include

- Strengthen a college-going and success culture among students
- Assist students with applying for AB540 and Dream Act benefits
- Educational/career counseling and workshops in Spanish & English
- Assistance in filling out Financial Aid applications (for qualifying students)
- Supervision of student's academic progress
- An "Inclusive Community" program where students can interact, network and support each other
- Provide resources to increase parental support and guidance

Call: (408) 274-7900 x6079

Email: [evc.oasiss@evc.edu](mailto:evc.oasiss@evc.edu)

Location: Student Service Center Room SC-214

Website: <http://www.evc.edu/current-students/support-programs/oasiss>

## Student Success Center

The mission of the Student Success Programs and Services is to empower and support all EVC students to accomplish their educational, career and personal goals by offering orientation, counseling, transfer, work experience, early alert and student follow-up services based on our college guiding principles of equity, opportunity and social justice.

The Student Success Programs include all core services that enhance students' opportunities to succeed in their academic plans. The Student Success team has set up an accessible and comprehensive process to help students succeed.

The Student Success Team also processes academic, probation and dismissal progress, as well as reinstatement after dismissal. We offer Student Success workshops, counseling courses and referral services to ensure students take the necessary action to achieve their academic and personal goals. In addition, services include college courses provided to high school students.

The Student Success team invites students to navigate the website, visit the center, or connect with us via email or phone to learn about our comprehensive and accessible support programs and services.

### Student Success Programs and Services

- Academic Progress
- Articulation
- Transfer & Career Center
- Counseling-Educational Planning
- Early Alert
- Evaluation of student progress
- EVC Promise
- Follow-up services for at-risk students
- Orientation (in-person and online)
- Probation/Dismissal
- Referrals to specialized support services
- Special Academic Programs
- Support Programs
- Student Success Ambassadors Program
- Student Success Committee
- Student Success Workshops
- Transfer Events & Services
- Work Experience

For more information, help and to make an appointment with a counselor visit the Student Success Center.

Call: (408) 270-6475

Email [StudentSuccess@evc.edu](mailto:StudentSuccess@evc.edu)

Location: SC 250

Website: [www.evc.edu/current-students/student-success](http://www.evc.edu/current-students/student-success)

### Early Alert

The success of each and every EVC student matters. The goal of the Early Alert program is to support students' success by providing intervention support and follow-up services.

Early Alert is a team approach involving a close partnership among instructors, counselors, support staff, and the District ITSS. Designed to

be supportive rather than punitive, Early Alert is not reflected on students' transcripts and does not affect their GPA or their financial aid.

### Location

Second Floor – Dr. Mauro Chavez Student Services Center Building, Student Success Center. For information call (408) 270-6475 or email [studentsuccess@evc.edu](mailto:studentsuccess@evc.edu)

Visit online at [http://www.evc.edu/StudentAffairs/Documents/Early\\_Alert\\_FAQs\\_for\\_Students.pdf](http://www.evc.edu/StudentAffairs/Documents/Early_Alert_FAQs_for_Students.pdf)

## Student Success Ambassador Program

The Student Success Ambassador Program (SSAP) at Evergreen Valley College (EVC) seeks to support student success and promote EVC. Student Success Ambassadors (SSA) serve as representatives of the Student Success Center and the college at large, working with faculty, staff, other students and members of the community to promote EVC academic programs, support services and Student Success Center activities. They assist with orientations, recruitment, high-school visits, campus tours, special events, community service, speaking engagements and participate in campus wide hiring committees. They also oversee the Student Success Ambassadors Hub which functions as an informational station located at the entrance of the Student Success Center.

### Student Success Ambassadors

- Gain leadership experience
- Meet new peers and professionals
- Challenge themselves and work beside experts
- Serve as peer mentors to other EVC students

This experience is great for college applications and resumes.

If you are interested in becoming a SSA, email [studentsuccess@evc.edu](mailto:studentsuccess@evc.edu)

## Transfer & Career Center

The Transfer & Career Center's mission is to help students achieve their transfer and career goals by providing students with the tools and guidance to be successful. The center staff, resources, and support services enable students to identify a major or field of interest. The center also provides access to online tools and one-on-one assistance to help prepare students for the transfer process or explore the career trajectory of their choice. The center strives to provide educational equity by addressing the diverse needs of the EVC student population. The center staff can help students understand the eligibility criteria and the admissions process for CSU, UC, and private institutions through the use of web-based tools and resources. The center is also a place to explore careers, choose a major, and connect with employers.

### Transfer & Career Center Services

- Information on TAP/TAG, and ADT's (AA-T, AS-T)
- Transfer Day – Fall Semester (September)
- CSU and UC Information and Application Workshops
- Classroom visits
- University Representative table visits
- CSU, UC, and Private University Representative group advising and one-on-one sessions through either in-person/online/phone appointments

- Career Coaching referrals
- University tours

## Resources Available in the Center

- College/University catalogs & brochures
- Transfer & Career Reference materials and websites
- ASSIST.org (web-based student transfer information system)
- Eureka.org (The California Career Information System)

## Location

Across from the Admissions and Records office. For office hours and more information call (408) 270-6470 or Visit our Transfer Website at <http://www.evc.edu/current-students/student-success/transfer-career-center>

## Cooperative Education Work Experience

The Cooperative Education Work Experience program is a collaborative effort by the college and the community to provide opportunities for students to discover their interests and aptitudes. The program enables students to develop professional attitudes, work habits, and understandings about the world of work. The curriculum taught will assist students in becoming successful employees. Study and work are integrated, making both more relevant and rewarding.

Co-op Ed Work Experience is designed to assist students expand their career options and develop new job skills. General Work Experience allows students to work and earn college credit for their job provided their position qualifies for the program. Students can earn 3 units of credit for a maximum of 6 units of credit. Occupational Work Experience allows students to earn college credit in their field of study by providing evidence that they are enrolled in a vocational program. Students can earn up to 8 units per semester for a maximum total of 16 units. In order to participate in the program students must have an internship or be employed at the time of enrollment. All internships or employment must be approved by program coordinator to be able to earn units.

## Co-op Ed Work Experience/Job Placement Includes:

- Assistance and support for students participating in the work experience program
- Internships and employment opportunities (Placement is not guaranteed)
- Career Guidance on Resume Writing, Interviewing Skills, How to Get a Job, Changing Careers
- Employment advisement and referrals to employment resources
- Job Fair
- Career workshops– How to Find a Summer Internship, Job Fair Success, Writing a Resume, and many more
- Employability Workshops and Seminars

## Location

Second Floor - Dr. Mauro Chavez Student Services Center Building, Student Success Center SC-201. For office hours and more information call (408) 274-7900 x6857.

Visit online at: <http://www.evc.edu/current-students/student-success/transfer-career-center/work-experience>.

## TRiO Talent Search

TRiO Talent Search (TS) is a federally funded program designed to encourage high school students to complete their high school education and pursue higher education.

TS provides low-income, first-generation students with opportunities and assistance to explore their potential for academic, social, and personal growth. Its purpose is to provide equal access to post-secondary education for high school students by providing them with adequate preparation to enter college. Talent Search assists students with college selection and application process, assistance in career planning, scholarships, and financial aid to attend college.

## Program Requirements

In order to participate in the program, applicants must meet the following criteria:

- Students must be between the ages of 11 and 27 and have completed the fifth grade
- Attend one of the target schools:
  - Latino College Prep
  - San Jose High School
  - Lincoln High School
  - Overfelt High School
- Be a US Citizen or permanent resident
- Be a potential first-generation college student (this means neither parent has a bachelor's degree from a four-year post-secondary institution)
- Meet income guidelines established by the US Department of Education (this income is taxable income, not gross based on family size)
- Have a High School cumulative GPA of 2.0 or higher
- Show potential to attend post-secondary institution and need for the program services offered

## Our Services

### Advising

- Career, Academic: Secondary & Postsecondary, College, Financial Aid, Financial Literacy and Workshops for the families of participants

### Postsecondary Placement

- College admission advising, Financial Aid application assistance, College Campus Visits & Assistance in preparing for college entrance exams

### Academic Preparation

- Study Skills development, Test-taking strategies and Tutoring

### Course and Grade Monitoring

- 4 year Academic Plans, Career Exploration, Career inventories, Job site tours, Career/Professional Mentoring

## Location:

Second Floor- Dr. Mauro Chavez Student Service Center Building, Student Success Center #204. For office hours and more information call (408)531-6146 or email [trio@evc.edu](mailto:trio@evc.edu) or visit <http://www.evc.edu/future-students/pre-college-programs/trio-talent-search>



## TRiO Upward Bound Program

Evergreen Valley College TRiO Upward Bound Program provides high school students with fundamental support in preparation for college entrance. The program provides opportunities for participants to succeed in pre-college performance and ultimately in higher education pursuits. Upward Bound serves high school students from low-income families and students from families in which neither parent holds a bachelor's degree. The goal of Upward Bound is to increase the rate in which participants complete secondary education, enroll in and ultimately graduate from post-secondary institutions.

### Program services include

- Mentoring
- Academic Tutoring
- Academic/Cultural Field Trips
- 6 Week Summer Residential Program at a college or university
- Workshops/Seminars

The TRiO program works with High Schools in the San José area.

### Location

Second Floor – Dr. Mauro Chavez Student Services Center Building, Student Success Center #204. For office hours and more information call (408) 223-6764 or email [UpwardBound@evc.edu](mailto:UpwardBound@evc.edu).

Visit online at <http://www.evc.edu/future-students/pre-college-programs/trio-upward-bound>

## Veterans Freedom Center (VFC)

Transitioning from military life to campus life can be difficult for many veterans. Veterans can find it challenging to readjust while balancing other responsibilities, coping with military related challenges, or finding peers on campus. The Veterans Freedom Center provides a one-stop location with trained staff prepared to provide a combination of services stressing academics, camaraderie, and wellness. We empathize with veterans many struggles; and strive to help veterans help themselves achieve success. The VFC is located in the Gullo II building, phone: (408)223-6789, or email [evcvet@evc.edu](mailto:evcvet@evc.edu)

### Amenities

The VFC is a dedicated space for Veterans that includes a lounge/study area, computer lab with free printing services, and kitchenette. It is a great place to socialize and link with like-minded students.

### Staff

A dedicated Veteran Counselor provides opportunities to clarify students' personal, academic, and career values and goals. These services are available to both Veterans and their dependent family members. Prior to your appointment, *transcripts from all previously attended Colleges* must be submitted to EVC Veterans Center (walk them in or email [evcvet@evc.edu](mailto:evcvet@evc.edu)). Official transcripts are submitted directly to the transcripts office in Admissions and Records. <http://www.evc.edu/current-students/admissions-and-records/transcripts> Students planning to use their veterans' education benefits **must schedule an appointment with a veterans' counselor** to complete your education plan. Per Veterans Administration Policy, all Veteran students and dependents applying for benefits are required to have an approved Education Plan. You may call (408)223-6789 for an appointment or email [evcvet@evc.edu](mailto:evcvet@evc.edu)

Our Community Engagement Specialist brings the veterans community resources to you. Whenever possible we connect you with the resource that can best serve your needs. A few of the many resources are; the VA Medical Team visits our veterans at the campus monthly, VA employment specialists, and University application counseling. We also have a number of veteran related events during the school year that promote the value of a veteran.

### Veterans Priority Registration:

Per California SB 272 & SB 361, priority registration will be granted to any current member or former member of the Armed Forces of the United States who has received an honorable discharge, a general discharge, or an other than honorable discharge within the last 2 years. Priority registration is not an automatic process. You must request for priority registration prior to the start of the registration period by submitting a copy of your DD-214 or military ID (CAC card) to the Veterans Freedom Center [EVCVet@evc.edu](mailto:EVCVet@evc.edu)

### Veterans Educational Benefits

We are dedicated to helping veterans and their families' access the many educational benefit programs offered under the Veterans Administration Educational Benefits Program. These benefits include a monthly educational allowance. Most, *but not all*, of the courses at the College are approved for payment of VA benefits. Interested veterans and/or eligible dependents must complete a Class Certification Form for each enrollment period (Semester) in which they wish to receive educational benefits, which *must match* your Education Plan. To receive Veterans Benefits, all Veteran Students are required to have an Educational Plan (Ed Plan) created and approved by a Veterans Counselor. Visit the Veterans Freedom Center or our website to initiate your benefits processing. <http://www.evc.edu/current-students/support-programs/veterans-freedom-center>

Veterans collecting **educational benefits are subject to the following academic standards** of the Veterans Administration for continuing eligibility: 1. Must maintain a minimum of at least a 2.0 (C) cumulative grade point average in course work attempted. 2. Veterans falling below a 2.0 (C) cumulative grade point average are given a maximum of two (2) semesters to correct the academic deficiency and bring their cumulative grade point average to at least the 2.0 (C) minimum requirements. 3. Veterans may be reinstated when the student's progress is satisfactory i.e. cumulative grade point of 2.0 (C) or higher.

To assist our Certifying Official with expediting your military education payments, we have provided the following benefit **submission deadlines**. Please reference the College Catalog for future dates.

Veterans Certification of Benefits Deadline to ensure VA housing allowance for summer and fall 2019 is May 1, 2020.

Veterans Certification of Benefits Deadline to ensure VA housing allowance for winter and spring 2019 is August 1, 2020.

To receive the minimum basic allowance for housing (BAH) for Post 9/11 GI Bill and Other Military Education Benefits your units must total minimally 51%. For example, for a student looking to take the minimum of units to get their BAH during a regular semester. A regular semester is 12 units full time, so you would need to be enrolled in 7 units to receive BAH. VA requirements may change, so please refer to the VA website to confirm current policies. <https://www.benefits.va.gov/gibill/>.



## Youth Empowerment Strategies for Success (YESS)

The YESS Program at Evergreen Valley College supports the academic and personal goals of current and former foster youth. Our goal is to equip and empower students with post-secondary education and self-efficacy through student support services and the navigation of barriers that affect success. The YESS program is located in the Student Services Center, SC110. For more information, call (408) 274-7900 ext. 6547 or <http://www.evc.edu/current-students/support-programs/yess>

## Special Academic Programs

### ASPIRE Program

The ASPIRE (Asian/Pacific Islander Resources for Excellence) Program is designed to enhance the academic and personal success of Asian/Pacific Islander students, utilizing the commitment and skills of faculty, staff, and mentors. **The program welcomes all students**, regardless of their age, gender, or ethnic background, who may benefit from the nurturing services this program offers.

The ASPIRE Program offers courses in Communication Studies, English, Ethnic Studies, History, Math, and Political Science. Success in these courses will provide the foundation for student achievement of academic and career goals. These courses employ culture-specific course materials and learning strategies.

The key support components of the ASPIRE Program are culturally sensitive tutoring, counseling, mentoring, book loan and scholarship opportunities. ASPIRE tutoring helps students succeed in their courses.

For office hours and additional information, please contact the ASPIRE Office at (408) 274-7900, ext. 6227 or visit our website at <http://www.evc.edu/academics/special-academic-programs/aspire>.

### Enlace Program

The Enlace Program is designed to help Chicana/Latina students succeed. The goals of Enlace are:

- Enroll and retain Chicana/Latina students.
- Enable Chicana/Latina students to successful completion of the academic core (English, math, and science).
- Guide Chicana/Latina students effectively through the mainstream of transfer and occupational courses in a timely manner.
- Provide a positive academic experience that helps students to achieve their maximum potential.

Latina community professionals contribute to the program as mentors; serving as role models; sharing their personal academic, and career experiences; and providing guidance and motivation for the students.

Enlace student organizations assist to retain students by contributing to the campus and community. They develop leadership and networking skills vital for success. The Enlace Student Association (ESA), the Enlace Honors Society (EHS), and SACNAS (Society for the Advancement of Chicanos and Native Americans in the Sciences) are the three student organizations.

The Enlace office is located in Acacia (AE-142). For office hours and more information, contact the Enlace Program Coordinator at (408) 274-7900,

ext. 6598, or visit our website at <http://www.evc.edu/academics/special-academic-programs/enlace>.

### Honors Program

The Evergreen Valley College Honors Program serves high achieving students in all majors and interests on our campus by:

- Allowing Honors Credit by way of individual class contracts with the instructor, which must be approved by the coordinator.
- Awarding of yearly scholarships to active Honors students.
- Providing specialized counseling.
- Providing priority registration privileges which allow active, qualified Honors students to register early.
- Acknowledging Honors work both on student's transcripts and at Graduation.
- Inviting all Honors students to participate in campus events, and to use the Honors office for homework, meetings, and other gatherings.
- Encouraging Honors students to provide 5 hours of volunteer service to the campus each semester.

New and incoming students must accrue 12 units of college credit at Evergreen Valley College and achieve a GPA of at least 3.25 before they qualify for the Honors Program. Applications are processed by checking the student's GPA, then informing the student by mail or email of acceptance. Within one semester following admittance, each Honors student must submit to the Honors Program Office at least one signed contract from an Evergreen Valley College instructor. The contract must contain a minimum of two of the Honors course criteria, be approved as meeting program standards, be academic in nature and from a transfer level class, and be completed with a grade submitted by the end of the semester. The contract submitted to the Honors Program Office must stipulate the course, the number of units, the instructor, and the Honors project the student will complete in order to remain an Honors student in good standing and an active member of the Honors program, which allows the students to be eligible for priority registration. Students also need to complete 5 hours of community service each semester in order to retain priority registration.

Please consider this opportunity if you are a serious student who wants to stand out as exceptional; this continuous academic support during your undergraduate education can make a difference now and when you transfer.

Handouts and information are always available in the office, and the hours of staffing are posted. For more information, contact the Program Coordinator at (408) 274-7900, ext. 6566 or ext. 6293, visit the office in C-107, or see our website at <http://www.evc.edu/academics/special-academic-programs/honors>

### Honors at Graduation

Graduation with "President's Honors" is granted to graduating students who earn a 4.00 grade point average in all units attempted, both transfer and District. "Graduation with Honors" is granted to graduating students who earn an overall grade point average of 3.5 to 3.99 for all transfer and District units attempted. Students with P/NP grades earned after the 04-05 academic year should be aware that they may not be able to convert P/NP to letter grades to determine honors eligibility at graduation (pending board policy revision and Title 5 regulations).

## Service Learning and Public Service Program

EVC Service-Learning and Public Service program prepares students for lifelong civic and social responsibilities in an increasingly diverse global society. Our Service-Learning program works closely with faculty members across disciplines, to create service opportunities that enhance greater understanding of the curriculum and integrates students' services with classroom instruction and their lives. Additional benefits for students includes:

- An interactive, high-quality educational learning experience
- Development of critical thinking and problem solving skills
- Opportunities for personal reflection and growth
- Knowledge of community issues and non-profit organizations
- Experience working with people of diverse cultures
- Enhance transfer applications, scholarships and resumes
- Opportunities to explore careers
- Increase confidence and self-esteem
- Opportunity to qualify for President's Volunteer Service Award
- Certificate of Completion from EVC College President
- Notation of Service on official transcript
- Opportunities to make a difference in the world
- Meet community service requirements in certain majors

To find out more about this exciting program, visit our website at <http://www.evc.edu/academics/special-academic-programs/service-learning-public-service> or the Center for Service-Learning and Public Service, in Acacia A4-224, or call us at 408-223-6770.

## Umoja-AFFIRM Program

Umoja-AFFIRM's philosophy is that the classroom experience must be rewarding to students and that they should be exposed to and/or involved in a variety of specialized learning strategies in supportive learning environments. Umoja is a Kiswahili word meaning *unity* and the acronym AFFIRM means Academic Force For Inspiration Retention and Matriculation.

The major focus of Umoja-AFFIRM is to assist students in developing positive self-images as successful college students while providing them with the opportunity to acquire a solid foundation of skills in a supportive environment. The overall goal of Umoja-AFFIRM is to provide academic and professional assistance that will significantly increase graduation and transfer rates. Although specifically designed for African American students, Umoja-AFFIRM serves all students who desire the nurturing services of the program, regardless of race.

As an academic support program, Umoja-AFFIRM offers both courses and services meant to enhance and challenge students to excel across multiple disciplines. Available Umoja-AFFIRM courses includes ENGL 104, ENGL 001A, MATH 013, COUNS 015 (transferable to CSUs only), CHEM 015, and POLSC 001. All courses offered will enhance success and progress towards the desired goal.

### Support Services

1. Academic Counseling  
A counselor is assigned to work specifically with all Umoja-AFFIRM students. Academic counseling makes it possible for each student to discuss and explore options about their future goals and to develop an educational plan that maps the route by listing courses in sequence that will assist them to attain their goals.
2. Tutoring  
Students receive one-on-one assistance with their course work with experienced tutors. This service provides students with the encouragement and support needed to succeed.
3. Scholarship and book loans  
These are made available to assist as many students as possible. The Umoja-AFFIRM scholarship is awarded in the spring semester only. Book loans are offered for both the fall and spring semesters.

For more information, visit Umoja-AFFIRM in the Acacia building (AC-130), call us at (408) 274-7900 ext. 6853, or visit us online at <http://www.evc.edu/academics/special-academic-programs/UMOJA-AFFIRM>

# COLLEGE AND DISTRICT POLICIES

## Academic Freedom Policy

### Board Policy 4030

Institutions of higher learning exist for the common good and not to further the interest of either the individual instructor or the institution as a whole. The common good depends on the free search for truth and its free expression; to this end, faculty and students hold the right of full freedom of inquiry and expression.

Academic freedom is essential to these purposes and applies to both teaching and research. Freedom is fundamental to the protection of the rights of the teacher in teaching and of the student in learning.

Academic freedom cannot be separated from academic and professional responsibility.

### Instructors

The instructor has the right to study and investigate, interpret his/her findings and express resulting conclusions to students. The instructor has the responsibility to be thorough in his/her investigations and to draw conclusions supported by the findings. Because human knowledge is limited and changeable, the instructor may present views which are controversial and evaluate opinions held by others while simultaneously respecting and valuing their right of their free expression.

### Students

The students shall have the freedom to express and defend their views, to question or differ without suffering repression or scholastic penalty. The students have the same responsibilities as instructors to seek and weigh evidence, express supportable conclusions, identify bias, and evaluate opinions held by others while respecting the right of their own free expression.

The academic freedom policy shall be published in the college catalogs, class schedules, web sites, student handbooks, and other appropriate media.

## Academic Senate

The Academic Senate at Evergreen Valley College represents the faculty on academic and professional matters. It plays a key role in the college's quadripartite governance structure. The Academic Senate is represented at all Board of Trustees meetings, and its members serve on numerous campus committees, which it either initiates or to which it provides faculty representation.

As the faculty's official representative, and in accordance with Assembly Bill 1725, the Academic Senate is involved in all academic matters affecting instruction. In this regard, the Senate is an important part of the governance structure of the college and an equally important source of information to the campus and outside community.

By representing the widest possible cross section of the faculty, the Academic Senate is an important source for information and opinion gathering. The Academic Senate wants to be informed of all academic problems, concerns, projects, proposals, and activities throughout the campus. Academic Senate meetings are scheduled twice a month (normally, the first and third Tuesdays of the month, 3-5 p.m.).

Academic Senate office is located in A3-205; hours are Monday through Thursday, 9 a.m. to 5 p.m., and Fridays, 9 a.m. to 4 p.m. Telephone (408) 274-7900, ext. 6533.

## Alcohol and Drug Abuse Prevention and Treatment Information

A resource list of available community resources and health education materials are located in Health Services, along with psychological services for intervention and support. Students who need information regarding substance abuse are encouraged to visit Student Health Services located at SC124, or call us at (408) 270-6480.

## Drug-Free Workplace Policy

In accordance with the Drug-Free Workplace and the Drug-Free Schools and Communities Acts, it is the policy of the San José/Evergreen Community College District to provide a drug-free campus community and workplace (Board Policy 3550). The unlawful manufacture, possession, distribution, or use of a controlled substance is prohibited on the campuses and District facilities. Violation of this standard may result in dismissal under the applicable regulations of Title V of the California Code of Regulations and will be subject to civil and criminal penalties.

For more explicit information on this policy and its sanctions, contact:

District Human Resources Director  
San José/ Evergreen Community College District Offices  
(408) 270-6406

EVC Director of Student Life  
(408) 274-7900, ext. 6867

## Non-Smoking Policy

### Board Policy 3570

To enforce smoking and tobacco control regulations and procedures, the District Chancellor is authorized to:

- Set enforcement standards for all District sites and campuses;
- Impose a fine for a first, second, and third offense and for each subsequent offense. The amount of fines is to be determined by the Board of Trustees, cannot exceed one hundred dollars (\$100). Funds shall be allocated to include, but not be limited to, the designated enforcement agency, education and promotion of the policy, and tobacco cessation treatment options.
- Direct that the District post signs stating its tobacco use policy on campus, as follows:
  - the locations at which smoking or tobacco use is prohibited on campus
  - the locations at which smoking or tobacco use is permitted on campus
- Inform employees and students of the tobacco use policy and enforcement measures

## Administrative Procedure 3570

Evergreen Valley College prohibits smoking on campus except in designated areas.

Tobacco products, including cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco, snuff, and an electronic device that delivers nicotine or other vaporized liquids to a person inhaling from the device (e.g., e-cigarettes and vaporizers) may not be used within 250 feet of a youth sports event. A youth sports event is any practice, game, or related activity organized by any entity at which athletes up to 18 years of age are present.

## Parking Information

**Student Semester Parking permits are \$45 automobile/\$15 motorcycle and are available for purchase online at <https://MyWeb.sjeccd.edu>.** They are static-clip and transferable so that students who carpool drive different cars to campus, may transfer the permit from car to car.

**All automobiles** must have the valid permit placed on the lower left-hand corner of the front windshield and be parked "nose in".

**All motorcycles** must have a current permit affixed to the right front fork and must be parked in designated motorcycle stalls. Motorcycles may not park in regular vehicle stalls.

## Restrictions

- Daily and semester permits are NOT valid in metered or other time-limit zones.
- Students must park in lots designated for students.
- Staff must park in one of the lots designated for staff parking,
- If there is a verifiable parking problem, the staff member must call District Police immediately.

## Disabled Person Parking Spaces

Use of disabled person parking spaces requires the display of a valid blue or red placard issued by the State Department of Motor Vehicles. District staff, student, or daily permits are no longer required in addition to the DMV handicapped placard in order to park in handicapped spaces. Possession and display of handicapped placards on vehicles does not permit parking on red, green, and fire hydrant zones and areas designated as "No Parking".

**Note:** Students should lock their vehicles at all times. The District is not responsible for damage or loss to student vehicles.

## Citation payment

Payment for parking citations must be done within 21 calendar days of issuance. To pay or make inquiries regarding your citation, please utilize one of the following methods noted below:

- By Internet: [www.pticket.com/sjeccd](http://www.pticket.com/sjeccd)
- By Telephone: 1-800-818-1832 – Enter 7532 when prompted to enter the first four letters of the city.
- By Mail:  
SJECCD  
PO Box 11113  
San José, CA 95103-1113

Online payment requires a valid credit card, and the citation number. Payments will NOT be accepted at the Campus Police Station. Individuals wishing to contest parking citations may obtain forms at the Campus

Police Station. These forms must be completed and mailed to the address within 21 days from the citations' issue date otherwise the violation fee may be subject to an increase. Individuals contesting citations need not pay the initial violation fee until they receive a result of their contest.

For information on Parking Fees, see the Student Fees section of Admissions/Registration/Fees/Financial Aid chapter of the Catalog.

## Policy on Consensual Relationships

### Board Policy 3436

The District prohibits its employees from engaging in sexual relationships with individuals employed by the District over whom they have a direct line of supervisorial relationship. Examples include, but are not limited to, managers, supervisors, and their subordinates. Because of the differential in the level of authority, such relationships could lead to charges of coerced submission or sexual harassment, even if there was apparent consent.

In addition, the District prohibits instructors from engaging in consensual, sexual relationships with students who are enrolled in a class that they are currently teaching, and counselors are prohibited from engaging in consensual sexual relationships with students whom they are currently counseling.

A manager's, faculty member's, or supervisor's liability protection under California statute will not protect the individual in subsequent litigation arising from the relationship's effect on the student or employee.

See Administrative Procedure 3430 titled Prohibition of Harassment.

Also see the AFT 6157 Collective Bargaining Agreement.

Persons who believe that they have been victims of harassment/discrimination may file a complaint under the District's Procedure for Resolution of Discrimination/Harassment Complaints with the College Title IX Officer or the District Office of Human Resources or online at <http://www.evc.edu/home/complaint-reporting-forms>.

## SJECCD Public Safety

The San José/Evergreen Community College District maintains a District Police Department staffed with highly trained officers to help protect the safety and ensure security of students, staff, their property, and the property of the District. District police officers, committed to standards of professional excellence, are required to meet the selection and training requirements of the California Peace Officer Standards and Training Commission. Officers receive the same training and carry the same authority in or near the college campuses as city police officers and county deputy sheriffs.

The District Police Department operates under the direction of a vice chancellor and a chief of police, and offers a wide range of services to the campus community. Services include providing and presenting current crime prevention information, patrolling the college campuses and parking lots, proactive crime suppression, investigating all offenses that occur on the campuses, and informing campus users of the occurrence of crimes specified by federal statute. Officers are authorized to arrest or cite law violators.

## Campus Safety

### Administrative Procedure 3500

A campus safety plan shall be developed and provided to students in the form of a Annual Security Report which is published consistent with the Jeanne Clery Act.

The Chief of Police prepares and annually updates a report of all occurrences reported to campus police and the San Jose Police Department of, and arrests for, crimes that are committed on campus and that involve violence, hate violence, theft or destruction of property, illegal drugs, or alcohol intoxication, and of all occurrences of noncriminal acts of hate violence reported to campus authorities. A written report shall be available to be distributed to all students and District employees consistent with the Clery Act requirements and will also be posted on the Campus Police webpage.

Written records of noncriminal acts of hate violence shall include at least a description of the act of hate violence, the victim characteristics, and offender characteristics, if known.

## Crime Reporting Procedures

### Administrative Procedure 3515

Members of the District who are witnesses or victims of a crime should immediately report the crime to District Police.

In the event an employee is assaulted, attacked or menaced by a student, the employee shall notify his/her supervisor as soon as practical after the incident. The supervisor of any employee who is attacked, assaulted, or menaced shall assist the employee to promptly report the attack or assault to the District Police. The supervisor himself/herself shall make the report if the employee is unable or unwilling to do so. Reporting a complaint to local law enforcement will not relieve the District of its obligation to investigate all complaints of harassment.

The District will instruct members of the District Police Department to notify students and employees complaining of sexual violence of their right to file a sex discrimination complaint with the District in addition to filing a criminal complaint, and to report incidents of sexual violence to District Police if the complainant consents.

The District shall issue Timely Warnings to the campus community about the following crimes in an effort to alert the campus community about crimes that pose a serious or continuing threat to safety:

- Criminal homicide – murder and non-negligent manslaughter;
- Criminal homicide – negligent manslaughter;
- Sex offenses – forcible and non-forcible sex offenses;
- Domestic violence, dating violence and stalking;
- Robbery;
- Aggravated assault;
- Burglary;
- Motor vehicle theft;
- Arson;
- Arrests for liquor law violations, drug law violations, and illegal weapons possession;
- Persons who were not arrested for liquor law violations, drug law violations, and illegal weapons possession, but who were referred for campus disciplinary action for same;
- Crimes that manifest evidence that the victim was intentionally selected because of the victim's actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability and involve larceny-

theft, simple assault, intimidation, destruction/damage/vandalism of property, or any other crime involving bodily injury;

- Those reported to District Police; and
- Those that are considered to represent a continuing threat to other students and employees.

In the event that a situation arises, either on or off campus, that, in the judgment of the Chief of Police or his/her designee, constitutes an ongoing or continuing threat, a campus wide "timely warning" will be issued. The warning will be issued through the District emergency notification system to students, faculty, and staff. The information shall be disseminated by District Police in a manner that aids the prevention of similar crimes.

Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, the the Chief of Police or his/her designee may also post a notice on the campus-wide electronic bulletin board on the District website at [www.sjeccd.edu](http://www.sjeccd.edu) providing the community with more immediate notification. The electronic bulletin board is immediately accessible via computer by all faculty, staff and students. Anyone with information warranting a timely warning should report the circumstances to the District Police, by phone 408-270-6468 or in person at Evergreen Valley College, 3095 Yerba Buena Road, San Jose, CA 95135 or San José City College, 2100 Moorpark Avenue, Student Center 108, San Jose, CA 95128 during normal business hours.

The District shall not be required to provide a timely warning with respect to crimes reported to a pastoral or professional counselor.

If there is an immediate threat to the health or safety of students or employees occurring on campus, the District shall follow its emergency notification procedures.

The District shall annually collect and distribute statistics concerns crimes on campus. All college staff with significant responsibility for student and campus activities shall report crimes about which they receive information.

The District shall publish an Annual Security Report every year by October 1 that contains statistics regarding crimes committed on campus and at affiliated locations for the previous three years. The Annual Security Report shall also include policies pertaining to campus security, alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, victims' assistance program, student discipline, campus resources and other matters. The District shall make the report available to all current students and employees. The District will also provide prospective students and employees with a copy of the Annual Security Report upon request. A copy of the Annual Security Report can be obtained by contacting District Police at Evergreen Valley College, 3095 Yerba Buena Road, San Jose, CA 95135 or San José City College, 2100 Moorpark Avenue, Student Center 108, San Jose, CA 95128 during normal business hours or at the Website address published in <http://www.sjeccd.edu/district-services/district-police>.

### To Report a Crime:

Contact District Police at 408-270-6468 or dial 9-1-1 (emergencies only). Any suspicious activity or person seen in the parking lots or loitering around vehicles or inside buildings should be reported to the police department. In addition you may report a crime to the following areas:

- **Vice President, Student Affairs SJCC**  
(408) 288-3146



- **Vice President, Student Affairs EVC**  
(408) 223-6738
- **Vice Chancellor, Administrative Services**  
(408) 270-6428

If you are the victim of a crime and do not want to pursue action within the District's System or the criminal justice system, you may still want to consider making a confidential report. With your permission, the Vice President of Student Affairs can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the District can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the institution.

The District Police encourage anyone who is the victim or witness to any crime to promptly report the incident to the police. Because police reports are public records under state law, the District Police cannot hold reports of crime in confidence. Confidential reports for purposes of inclusion in the annual disclosure of crime statistics can generally be made to other campus security authorities as identified below. Confidential reports of crime may also be made to Vice President of Student Affairs at SJCC at (408) 288-3146 or the Vice President of Student Affairs at EVC at (408) 223-6738.

#### Required Reports to Local Law Enforcement Agency

Any report of willful homicide, forcible rape, robbery, aggravated assault, sexual assault, or hate crime, committed on or off campus, that is received by a campus security authority and made by the victim for the purposes of notifying the institution or law enforcement must be immediately, or as soon as practicably possible, disclosed to the local law enforcement agency. The report shall not identify the victim, unless the victim consents to being identified after the victim has been informed of his/her right to have his/her personally identifying information withheld.

If the victim does not consent to being identified, the alleged assailant shall not be identified in the information disclosed to the local law enforcement agency.

Offenses, accidents, and all emergencies that occur on campus should be reported immediately to the District Police at the number listed below:

District Police Station  
(408) 270-6468

Wall-mounted emergency call-boxes are available at various locations for anyone who needs to contact the District Police.

### Office Hours Evergreen Valley College

Monday through Saturday	7 a.m. - 11 p.m.
Sunday	7 a.m. - 3 p.m.
Holidays	8 a.m. - 4 p.m.

**After hours**, all campus emergencies should be reported by dialing **911** on a public telephone. Coins are not required when placing 911 calls. Office phones normally used as FAX lines may also be used for placing emergency 911 calls. Other telephones in District and College offices and facilities require that one dial **"9" then 911** for emergency service.

If for some reason **9-911** should fail to work, dial the City of San José Emergency Services number **(408) 277-5454**.

#### Facility Security

When classes are in session, most campus facilities are unlocked from 6:30 a.m. to 10:30 p.m. on weekdays. However, during the hours of 10:30 p.m. to 6:30 a.m., buildings are locked for service by the custodial staff. Facilities are normally locked at 10:30 p.m. on Friday until 6:30 a.m. on Monday, unless special arrangements are made for weekend use. Arrangements must be communicated to the District Police.

#### Campus Crime and Security Report

The Student Right-to-Know and Campus Security Act of 1990 requires all colleges to publish an annual Campus Crime and Security Report and to make this report available by September 1 of each year to all current students, employees, and prospective employees. The reports will report/disclose information on campus-based crimes and campus safety policies and procedures.

A complete copy of the Campus Crime Report can be obtained from the EVC Campus Police website at <http://www.sjeccd.edu/district-services/district-police>. The report contains additional crime statistics on major offenses reported over the past two years. The college will provide a complete paper copy upon request.

### Maxient Reporting Forms/Community Concern Reporting Forms

SJECCD is committed to fostering a safe, positive learning and working environment where all can pursue their career or educational goals and participate in college-sponsored activities. To this end, all members of the district community are provided protection and due process of their individual rights against unfair and improper action. In addition, the holistic wellbeing of all individuals within our district community is a significant priority.

The following forms can be used to report issues within our community to ensure the above commitment is met:

Student Misconduct Reporting Form – This form should be used to report any alleged violations of the SJECCD Standards of Student Conduct (<http://www.sjeccd.edu/Board/Procedure/ap5500.pdf>)

Title IX and Discrimination – This form should be used to report all complaints of discrimination including:

National Origin, Religion, Sexual Orientation, Ethnic Group Identification, Language/Accent Ancestry, Color, Marital Status, Disability (physical or mental), Race, Immigration Status, Gender Identity, Retaliation, Age, Veteran Status, or Medical condition.

Or incidents involving: Stalking, sexual misconduct, sexual exploitation, or sexual harassment/discrimination.

General Complaints and Student Grievance – This form should be used to report general complaints as well as student grievances regarding financial aid, course grades, or the exercise of rights of free expression/speech.

Person of Concern – This form should be used to alert campus personnel to individuals who exhibit behaviors and/or warning signs that may indicate a person is experiencing difficulty and may need additional support and assistance.



## Standards of Student Conduct

Students and visitors to San José City College and Evergreen Valley College are expected to adhere to academic and behavioral Standards of Student Conduct and Academic standards which include honesty, satisfactory academic performance, and regular attendance.

By following these standards, students will conduct themselves in a manner that fosters a positive learning and working environment for students and staff, maintains order on the campus, and protects the rights of the individual and the interests of the District. Violation of these standards on District-owned or controlled property, or at a District-sponsored activity, could result in the consequences outlined in this section. Decisions will be made based on factual information in accordance with due process procedures as outlined by the college and the California Education Code.

### Academic Standards and Consequences

#### Academic Integrity

Evergreen Valley College values academic integrity. Students are expected to complete and submit their own work. These values ensure that every student is graded fairly. Academic dishonesty is unethical and does not support student learning.

Violations of standards include the following:

- Altering grades
- Altering or forging college documents, records, or identification
- Copying from someone's test or allowing someone to copy your test
- Copying from an author's work without giving credit (plagiarism)
- Doing an assignment (e.g., a term paper or essay) for another student or asking, paying, bribing, or blackmailing someone to do an assignment for you
- Sitting in for someone in class, or on a test, or having someone sit in class for you, if not authorized by the instructor
- Submitting work previously presented in another class if not authorized by the instructor
- During an exam, using or consulting other test or course material not authorized by the instructor
- Possession of an examination or materials not authorized by the instructor

Consequences may include one or more of the following actions by appropriate college officials:

- Receiving a failing grade on the test, paper, or exam
- Course grade lowered, possibly resulting in course failure
- Verbal or written reprimand/warning
- Suspension for a longer specified time
- Expulsion from college

### Behavioral Standards and Consequences

Evergreen Valley College is committed to fostering a safe, positive, learning environment where students can pursue their educational goals and participate in college-sponsored activities that promote intellectual growth and personal development. To this end, students are provided protection and due process of their individual rights against unfair or improper actions by any member of the district community.

Students are expected to adhere to State and Federal laws, and to the rules and regulations of the District, and of the College. Violations may

result in disciplinary action against the student and in certain cases criminal arrests can be made and charges filed by the District Attorney's Office.

#### Definitions

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

- Causing, attempting to cause, or threatening to cause physical injury to another person.
- Possession, sale or otherwise furnishing any firearm, knife, explosive or other dangerous object, including but not limited to any facsimile firearm, knife or explosive, unless, in the case of possession of any object of this type, the student has obtained written permission to possess the item from a District employee, which is concurred in by the Police Chief.
- Unlawful possession, use, sale, offer to sell, or 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.
- Committing or attempting to commit robbery or extortion.
- Causing or attempting to cause damage to District property or to private property on campus.
- Stealing or attempting to steal District property or private property on campus, or knowingly receiving stolen District property or private property on campus.
- Willful or persistent smoking in any area where smoking has been prohibited by law or by regulation of the College or the District.
- Committing sexual harassment as defined by law or by District policies and procedures.
- Engaging in harassing or discriminatory behavior based on race, sex, religion, age, national origin, disability, or any other status protected by law.
- 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.
- Disruptive behavior, willful disobedience, habitual profanity or vulgarity, or the open and persistent defiance of the authority of, or persistent abuse of, College personnel.
- Cheating, plagiarism (including plagiarism in a student publication), or engaging in other academic dishonesty as defined by the college and the consequences that will be applied.
- Dishonesty; forgery; alteration or misuse of District documents, records or identification; or knowingly furnishing false information to the District.
- Unauthorized entry upon or use of District facilities.
- Lewd, indecent or obscene conduct or expression on District-owned or controlled property, or at District sponsored or supervised functions.
- Engaging in expression which includes but is not limited to obscene, libelous or slanderous remarks, 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.
- Persistent, serious misconduct where other means of correction have failed to bring about proper conduct.

- Unauthorized preparation, giving, selling, transfer, distribution, or publication, for any commercial purpose, of any contemporaneous recording of an academic presentation in a classroom or equivalent site of instruction, including but not limited to handwritten or typewritten class notes, except as permitted by any district policy or administrative procedure.
- Sexual assault or stalking.

## Due Process Procedures

For detailed information on Due process Procedures, please see the Student Discipline Procedures in the Administrative Procedures section at <http://www.sjeccd.edu/discover-sjeccd/board-of-trustees/board-policies>.

## Nondiscrimination and Harassment

### Board Policy 3410

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

The District, and each individual who represents the District, shall provide access to its services, classes, and programs without regard to national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or military and veteran status, or because he/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.

The District Chancellor shall establish administrative procedures that ensure all members of the college community can present complaints regarding alleged violations of this policy and have their complaints heard in accordance with the Title 5 regulations and those of other agencies that administer state and federal laws regarding nondiscrimination.

No District funds shall ever be used for membership, or for any participation involving financial payment or contribution on behalf of the District or any individual employed by or associated with it, to any private organization whose membership practices are discriminatory 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, pregnancy, or military and veteran status, or because he/she is perceived to have one or more of the foregoing characteristics, or because of his/her association with a person or group with one or more of these actual or perceived characteristics.

Also see AP 3410 titled Nondiscrimination, BP/AP 3430 titled Prohibition of Harassment, and AP 3435 titled Discrimination and Harassment Complaints and Investigations.

### Zero Tolerance

It is the highest priority of the San José/Evergreen Community College District to maintain a working and learning environment for every student, District employee and campus visitor that is free from discrimination and harassment. Every District employee and student should be treated with dignity and respect. To achieve this goal the District will have zero tolerance against behavior that amounts to discrimination or harassment. Zero tolerance means that in all instances where discrimination or harassment is found, corrective action will be taken in accordance with state law, the District's collective bargaining agreements

and policies. All supervisory personnel will be responsible for maintaining an environment that is free of prohibited discrimination and harassment.

### Discrimination

Discrimination is defined as unfavorable or unfair treatment, or preferential treatment of a person or class of persons, or treatment that has an adverse impact on persons or class of persons, on the basis of any of the above referenced legally protected categories. This policy pertains to all board actions, to all employment practices, to all student related matters, and to the community's ability to access the District's programs, services and use of campus facilities.

### Harassment

Harassment is a form of discrimination and is therefore also prohibited. Harassment means verbal, written, graphic or physical conduct relating to an individual's membership in any of the above referenced legally protected categories that has the purpose or effect of:

1. Creating an intimidating, hostile or offensive working or learning environment; or,
2. Substantially or unreasonably interfering with an individual's work or academic performance; or,
3. Otherwise adversely affecting an individual's employment or academic opportunities.

Harassment can include any unwelcome verbal, written or physical conduct, which offends, denigrates, or belittles any individual because of any of the characteristics described above. Such conduct includes, but is not limited to unsolicited derogatory remarks, jokes, demeaning comments or behavior, slurs, mimicking, name calling, graffiti, gestures, physical contact, stalking, threatening, bullying, extorting or the display or circulation of offensive written materials or pictures.

### Sexual Harassment

"Sexual harassment" is defined in College policy as follows: "unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

1. submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or status in a course, program or activity;
2. submission to or rejection of such conduct by an individual is used as a basis for employment or academic (grades, academic progress, internships, etc.) decisions affecting the individual; or
3. such conduct has the purpose or effect of substantially interfering with an individual's work performance, academic performance, or creating an intimidating, hostile, or offensive work environment."

For details on new sexual assault legal action & procedures, please see the Administrative Procedures section at <http://www.sjeccd.edu/discover-sjeccd/board-of-trustees/board-policies>.

### Discipline

Any individual who is found to have engaged in discriminatory or harassing behavior will be subject to appropriate corrective and/or disciplinary action.

### Complaint Process

The District shall maintain a discrimination complaint procedure for employees, students and campus visitors who believe they have been discriminated against or have suffered some form of harassment.

**Confidentiality**

The District recognizes that confidentiality is important to all parties involved in a discrimination or harassment investigation. Confidentiality will be maintained to the extent possible.

**Retaliation Prohibited**

The District will not tolerate retaliation against any individual for initiation, pursuit or assistance with a lawful complaint of discrimination or harassment.

**Where To File An Informal Harassment Or Discrimination Complaint**

Informal complaints may be filed by contacting the designated District and/or Campus Officers, who may accept informal complaints from any location within the San José/Evergreen Community College District.

**Designated Campus Officers**

**Sexual harassment, gender discrimination, and disability discrimination**

Vice President of Student Affairs SC 205 (408) 223-6749

**Disability discrimination and harassment complaints involving students**

Associate Dean of Student Services, SC 118A (408) 531-6117

**All discrimination and harassment complaints**

Director of Diversity, SJECCD Office, Bldg. 2, (408) 274-7900 ext. 6798

**Designated District Officer**

Vice Chancellor of Human Resources: Sexual Harassment and discrimination complaints.

**State Compliant Process**

For detailed information go to:

<http://californiacommunitycolleges.cccco.edu/ComplaintsForm.aspx>.

**How To File A Formal Harassment Or Discrimination Complaint**

Complaints of sexual harassment or discrimination on the basis of race, color, national origin, ethnic group identification, age, gender, transgender, immigration status, language, accent, religion, sexual orientation, marital status, veteran status, medical condition, physical or mental disability filed against an employee of the District should be directed to the Vice Chancellor of Human Resources or the Diversity Office or to the Vice President of Student Affairs who serves as Title IX Coordinator. Complaints may also be submitted online using a complaint form <http://www.evc.edu/home/complaint-reporting-forms>.

A copy of these procedures, and the District’s Unlawful Discrimination Complaint Forms, are available in the District Human Resources Office, the District Chancellor’s Office and in Office of the Vice President of Student Affairs located in the Mauro Chavez Student Center building, room 205. Forms and procedures can also be obtained at the President’s Office at each campus, the Office of the President of the Associated Student Body, and the Disabled Student’s program at either campus.

An individual may also file a complaint of unlawful discrimination with the any of the following:

Equal Employment Opportunity Commission  
96 N. Third St. Suite 200  
San José, CA 95112

Department of Fair Employment and Housing  
2570 North First Street, Suite 480  
San José, CA 95131

Office of Civil Rights of the U.S. Department of Education  
50 Beale Street, Suite 7200  
San Francisco, CA 94105

at the time of filing a complaint or during, or after use of the District harassment or discrimination complaint process.

Completed complaint forms are to be given to appropriate department supervisor and one copy mailed or taken to:

**Adela Esquivel-Swinson, Vice President of Student Affairs**

Title IX Coordinator  
Office of the Vice President, Student Affairs  
Evergreen Valley College  
Student Center, Room 205  
(408) 223-6749

**Diversity Office**

San José/Evergreen Community College District  
40 S. Market St.  
San Jose, CA 95113

**Student Grievance**

**Student Rights and Grievances**

**Administrative Procedure 5530**

The purpose of this procedure is to provide a prompt and equitable means of resolving student grievances. These procedures shall be available to any student who reasonably believes a college decision or action has adversely affected his/her status, rights or privileges as a student. The procedures shall include, but not be limited to, grievances regarding:

- Sex discrimination as prohibited by Title IX of the Higher Education Amendments of 1972
- Financial aid
- Illegal discrimination
- Course grades, to the extent permitted by Education Code Section 76224(a), which provides: "When grades are given for any course of instruction taught in a community college District, the grade given to each student shall be the grade determined by the instructor of the course and the determination of the student’s grade by the instructor, in the absence of mistake, fraud, bad faith, or incompetency, shall be final." "Mistake" may include, but is not limited to errors made by an instructor in calculating a student’s grade and clerical errors.
- The exercise of rights of free expression protected by state and federal constitutions and Education Code Section 76120.

This procedure does **not** apply to:

- Student disciplinary actions, which are covered under separate Board Policies and Administrative Procedures.
- Police citations (i.e. "tickets"); complaints about citations must be directed to the County Courthouse in the same way as any traffic violation.

**Definitions**

**Party** – The student or any persons claimed to have been responsible for the student’s alleged grievance, together with their representatives. "Party" shall not include the Grievance Hearing Committee or the College Grievance Officer.

**College President** – The College President or a designated representative of the College President.

**Student** – A currently enrolled student, a person who has filed an application for admission to the college, or a former student. A grievance by an applicant shall be limited to a complaint regarding denial of admission. Former students shall be limited to grievances relating to course grades to the extent permitted by Education Code Section 76224(a).

**Respondent** – Any person claimed by a grievant to be responsible for the alleged grievance.

**Day** – Unless otherwise provided, day shall mean a day during which the college is in session and regular classes are held, excluding Saturdays and Sundays.

**Informal Resolution** – Each student who has a grievance shall make a reasonable effort to resolve the matter on an informal basis prior to requesting a grievance hearing, and shall attempt to solve the problem with the person with whom the student has the grievance, that person's immediate supervisor, or the local college administration.

The Vice President of Student Affairs shall appoint an employee who shall assist students in seeking resolution by informal means. This person shall be called the Grievance Officer. The Grievance Officer and the student may also seek the assistance of the Associated Student Organization in attempting to resolve a grievance informally.

Informal meetings and discussion between persons directly involved in a grievance are essential at the outset of a dispute and should be encouraged at all stages. An equitable solution should be sought before persons directly involved in the case have stated official or public positions that might tend to polarize the dispute and render a solution more difficult. At no time shall any of the persons directly or indirectly involved in the case use the fact of such informal discussion, the fact that a grievance has been filed, or the character of the informal discussion for the purpose of strengthening the case for or against persons directly involved in the dispute or for any purpose other than the settlement of the grievance.

Any student who believes he/she has a grievance shall file a Statement of Grievance with the Grievance Officer within five days of the incident on which the grievance is based, or five days after the student learns of the basis for the grievance, whichever is later. The Statement of Grievance must be filed whether or not the student has already initiated efforts at informal resolution, if the student wishes the grievance to become official. Within two days following receipt of the Statement of Grievance Form, the Grievance Officer shall advise the student of his or her rights and responsibilities under these procedures, and assist the student, if necessary, in the final preparation of the Statement of Grievance Form.

If at the end of 15 days following the student's first meeting with the Grievance Officer, there is no informal resolution of the complaint which is satisfactory to the student, the student shall have the right to request a grievance hearing.

### **Grievance Hearing Committee**

The College President or designee shall at the beginning of each semester, including any summer session, establish a standing panel of four members of the college community, including one student, one faculty member, one classified staff member, and one administrator, from which one or more Grievance Hearing Committees may be appointed.

The panel will be established with the advice and assistance of the

Associated Students Organization and the Academic Senate, who shall each submit five names to the College President or designee for inclusion on the panel. A Grievance Hearing Committee shall be constituted in accordance with the following:

- It shall include one student, one faculty member, one classified staff member, and one administrator selected from the panel described above.
- No person shall serve as a member of a Grievance Hearing Committee if that person has been personally involved in any matter giving rise to the grievance, has made any statement on the matters at issue, or could otherwise not act in a neutral manner. Any party to the grievance may challenge for cause any member of the hearing committee prior to the beginning of the hearing by addressing a challenge to the College President or designee who shall determine whether cause for disqualification has been shown. If the College President or designee feels that sufficient ground for removal of a member of the committee has been presented, the College President or designee shall remove the challenged member or members and substitute a member or members from the panel described above. This determination is subject to appeal as defined below.
- The Grievance Officer shall sit with the Grievance Hearing Committee but shall not serve as a member nor vote. The Grievance Officer shall coordinate all scheduling of hearings, shall serve to assist all parties and the Hearing Committee to facilitate a full, fair and efficient resolution of the grievance, and shall avoid an adversary role.

### **Request for Grievance Hearing**

Any request for a grievance hearing shall be filed on a Request for a Grievance Hearing within ten days after filing the Statement of Grievance as described above.

Within ten days following receipt of the request for grievance hearing, the College President or designee shall appoint a Grievance Hearing Committee as described above, and the Grievance Hearing Committee shall meet in private and without the parties present to select a chair and to determine on the basis of the Statement of Grievance whether it presents sufficient grounds for a hearing.

The determination of whether the Statement of Grievance presents sufficient grounds for a hearing shall be based on the following:

- The statement contains facts which, if true, would constitute a grievance under these procedures;
- The grievant is a student as defined in these procedures, which include applicants and former students;
- The grievant is personally and directly affected by the alleged grievance;
- The grievance was filed in a timely manner;
- The grievance is not clearly frivolous, clearly without foundation, or clearly filed for purposes of harassment.

If the grievance does not meet each of the requirements, the Hearing Committee chair shall notify the student in writing of the rejection of the Request for a Grievance Hearing, together with the specific reasons for the rejection and the procedures for appeal. This notice will be provided within ten days of the date the decision is made by the Grievance Hearing Committee.

If the Request for Grievance Hearing satisfies each of the requirements, the College Grievance Officer shall schedule a grievance hearing. The hearing will begin within ten days following the decision to grant a



Grievance Hearing. All parties to the grievance shall be given not less than ten days notice of the date, time, and place of the hearing.

### **Hearing Procedure**

The decision of the Grievance Hearing Committee chair shall be final on all matters relating to the conduct of the hearing unless there is a vote of a majority of the other members of the panel to the contrary.

The members of the Grievance Hearing Committee shall be provided with a copy of the grievance and any written response provided by the respondent before the hearing begins.

Each party to the grievance may call witnesses and introduce oral and written testimony relevant to the issues of the matter.

Formal rules of evidence shall not apply. Any relevant evidence shall be admitted.

Unless the Grievance Hearing Committee determines to proceed otherwise, each party to the grievance shall be permitted to make an opening statement. Thereafter, the grievant or grievants shall make the first presentation, followed by the respondent or respondents. The grievant(s) may present rebuttal evidence after the respondent(s)' evidence. The burden shall be on the grievant or grievants to prove by substantial evidence that the facts alleged are true and that a grievance has been established as specified above.

Each party to the grievance may represent himself/herself, and may also have the right to be represented by a person of his/her choice; except that a party shall not be represented by an attorney unless, in the judgment of the Grievance Hearing Committee, complex legal issues are involved. If a party wishes to be represented by an attorney, a request must be presented not less than five days prior to the date of the hearing. If one party is permitted to be represented by an attorney, any other party shall have the right to be represented by an attorney. The hearing committee may also request legal assistance through the College President or designee any legal advisor provided to the hearing committee may sit with it in an advisory capacity to provide legal counsel but shall not be a member of the panel nor vote with it.

Hearings shall be closed and confidential unless all parties request that it be open to the public. Any such request must be made no less than seven days prior to the date of the hearing.

In a closed hearing, witnesses shall not be present at the hearing when not testifying, unless all parties and the committee agree to the contrary.

The hearing shall be recorded by the Grievance Officer either by tape recording or stenographic recording, and shall be the only recording made. No witness who refuses to be recorded may be permitted to give testimony. In the event the recording is by tape recording, the Grievance Hearing Committee Chair shall, at the beginning of the hearing, ask each person present to identify themselves by name, and thereafter shall ask witnesses to identify themselves by name. The tape recording shall remain in the custody of the District, either at the college or the District office, at all times, unless released to a professional transcribing service. Any party may request a copy of the tape recording.

All testimony shall be taken under oath; the oath shall be administered by the Grievance Hearing Committee Chair. Written statements of witnesses under penalty of perjury shall not be used unless the witness is unavailable to testify. A witness who refuses to be tape recorded shall be considered to be unavailable.

Within ten days following the close of the hearing, the Grievance Hearing Committee shall prepare and send to the College President or designee a written decision. The decision shall include specific factual findings regarding the grievance, and shall include specific conclusions regarding whether a grievance has been established as defined above. The decision shall also include a specific recommendation regarding the relief to be afforded the grievant, if any. The decision shall be based only on the record of the hearing, and not on matter outside of that record. The record consists of the original grievance, any written response, and the oral and written evidence produced at the hearing.

### **College President's or designee's Decision**

Within ten days following receipt of the Grievance Hearing Committee's decision and recommendation(s), the College President or designee shall send to all parties his/her written decision, together with the Hearing Committee's decision and recommendations. The College President or designee may accept or reject the findings, decisions and recommendations of the Hearing Committee. The factual findings of the Hearing Committee shall be accorded great weight; and if the College President or designee does not accept the decision or a finding or recommendation of the Hearing Committee, the College President or designee shall review the record of the hearing, and shall prepare a new written decision which contains specific factual findings and conclusions. The decision of the College President or designee shall be final, subject only to appeal as provided below.

### **Appeal**

Any appeal relating to a Grievance Hearing Committee decision that the Statement of Grievance does not present a grievance as defined in these procedures shall be made in writing to the College President or designee within ten days of that decision. The College President or designee shall review the Statement of Grievance and Request for Grievance Hearing in accordance with the requirements for a grievance provided in these procedures, but shall not consider any other matters. The College President or designee's decision whether or not to grant a grievance hearing shall be final and not subject to further appeal.

Any party to the grievance may appeal the decision of the College President or designee after a hearing before a Grievance Hearing Committee by filing an appeal with the District Chancellor. The District Chancellor may designate a District administrator to review the appeal and make a recommendation.

Any such appeal shall be submitted in writing within five days following receipt of the College President or designee's decision and shall state specifically the grounds for appeal.

The written appeal shall be sent to all concerned parties. All parties may submit written statements on the appeal.

The District Chancellor shall review the record of the hearing and the documents submitted in connection with the appeal, but shall not consider any matters outside of the record. Following the review of the record and appeal statements, the District Chancellor, if any, shall make a written recommendation to the College President or designee regarding the outcome of the appeal.

The District Chancellor may decide to sustain, reverse, or modify the decision of the College President or designee. The District Chancellor's decision shall be in writing and shall include a statement of reasons for the decision. The District Chancellor's decision shall be final.



The decision on appeal shall be reached within five days after receipt of the appeal documents. Copies of the District Chancellor's appeal decision shall be sent to all parties.

### Time Limits

Any times specified in these procedures may be shortened or lengthened if there is mutual concurrence by all parties.

Also see BP/AP 3410 titled Nondiscrimination, BP/AP 3430 titled Prohibition of Harassment, AP 3435 titled Discrimination and Harassment Investigations, BP/AP 5500 titled Standards of Student Conduct, and AP 5520 titled Student Discipline Procedures.

## Student-Right-To-Know Act

In accordance with the Crime Awareness and Campus Security Act of 1990 (Title II of Public Law 101-542), the Student Right to Know and Campus Security Act, Evergreen Valley College will collect as of August 1, 1991, and distribute an annual crime report as required by this legislation. Student-Right-to-Know requires all colleges to publish annual transfer and completion rates along with Campus Crime Rates & Security Report. The report is made available to the community by September 1st of each year.

### Federal Regulations

In compliance with the federal Student-Right-to-Know Act of 1990, Evergreen Valley College collects and reports statistics regarding criminal activity on campus. The incident report is available at <http://www.sjeccd.edu/district-services/district-police/the-jeanne-clery-act>. This information contains daily incidents police personnel are involved in and are called to. The Student-Right-to-Know information is available at each of the police stations on campus for viewing.

### Transfer & Completion Rates

In compliance with the Student Right-to-Know and Campus Security Act of 1990 (Public Law 101-542), it is the policy of our college district to make available its completion and transfer rates to all current and prospective students. Beginning in Fall 2014, a cohort of all certificate-, degree-, and transfer-seeking first-time, full-time students were tracked over a three year period. The EVC completion rate is 32.37% and transfer rate 6.65% compared to the California Community Colleges statewide of completion rate 30.36% and transfer rate of 9.48%. However, these rates do not represent the success rates of the entire student population at the College nor do they account for student outcomes occurring after this three year tracking period.

Based upon the cohort defined above, a Completer is a student who attained a certificate or degree or became 'transfer prepared' during a three year period, from Fall 2014 to Spring 2017. Students who have completed 60 transferable units with a GPA of 2.0 or better are considered 'transfer prepared'. Students who transferred to another post-secondary institution, prior to attaining a degree, certificate, or becoming 'transfer prepared' during a five semester period, from Spring 2015 to Spring 2017, are transfer students.

## Distance Education

Distance Education at Evergreen Valley College offers a variety of college credit courses. They are designed for those who are unable to attend campus classes on a regular basis, prefer independent learning, or would like to take a course at their convenience. Distance Education courses are ideal for students working towards a college degree, continuing education students, single parents, and business professionals who want to brush up on their professional skills. This delivery mode for courses includes hybrid and online courses. Hybrid and online courses must be approved by the Curriculum Committee and noted as such in any published schedule of classes.

An Online course is offered 100% online. Online courses require the same amount of course work and hours outside of the classroom as traditional courses from the students and the instructors. They are offered in a more flexible and independent environment. Instructors must not require students to meet face-to-face in a physical classroom at any time, including, but not limited to office hours, homework, tests, and distribution of resource materials. Instructors must provide an orientation of their course(s) where students are given the option to attend either virtually or in person (face-to-face). For the convenience of students to refer to the orientation later, the instructor will also post a video version of the orientation. Students must choose one of the options to attend the required orientation of their online course(s). The orientation dates and times are published in the syllabus and the schedule of classes prior to the beginning of the semester.

The fully online courses are also required to have at least 30% of coursework to be proctored either virtually or on campus and the dates and times of the proctored exams are listed in the syllabus and schedule of classes prior to the beginning of the semester.

An online course shall utilize features of the Learning Management System, such as course documents, announcements, emails, discussion boards, real-time communication, virtual classrooms, groups, assignments, external links, digital drop boxes and grade books, etc. All course instructions, materials, assignments, and discussions are posted and submitted online.

Hybrid courses are a version of distance learning courses with some distance component and some required on-campus / face-to-face meeting(s). A Hybrid course utilizes features of the Learning Management System, such as course documents, discussion boards, real-time communication, virtual classrooms, groups, assignments, external links, digital drop boxes and grade books, etc. The course can be offered during regularly scheduled class times or with online components that replace some of the regularly scheduled class meetings. Face-to-face class sessions information will be given by instructors in their syllabus and schedule of classes.

Distance Education courses are equivalent to on-campus courses, and a majority of the courses meet General Education and transfer requirements. Please see the section on "Distance Education" in the Schedule of Classes for a listing of available courses and enrollment procedures.

The Distance Education Program Office is located in the Library Educational Technology Building, room LE- 227. For office hours and more information, call (408) 270-7900 x6246 or visit our Web page at <http://www.evc.edu/academics/academic-affairs/distance-education>.

# COURSE DESCRIPTIONS AND INFORMATION

## Course Information Keys

### Course Scheduling

Information regarding the days, hours, instructors, and rooms in which classes will be held in each semester and summer session is contained in the Class Schedule prior to the start of each term. The information is available online at [www.evc.edu](http://www.evc.edu) and on MyWeb.

### Registration

To receive credit, students must register in a course within the officially designated time. Auditing (attending classes without being officially registered) is not permitted. All students must be registered and all fees paid prior to attending any classes.

### Semester Units

All courses in this Catalog are described in semester units.

### Course Description Annotations

The courses in this Catalog have been annotated with codes to identify the grading options, transfer status to baccalaureate-degree institutions, and degree applicability. The following information explains how to interpret these codes.

### Grading

The grading option for a course is indicated as follows:

L	Letter Grade Only
K	Mandatory Pass/No Pass
O	Optional Pass/No Pass
N	Non-Graded
P/SP/NP	Pass/Satisfactory Progress/No Pass

### Degree Applicable

Degree applicability is indicated as follows:

A.A.	Applies to an Associate of Arts Degree
A.S.	Applies to an Associate of Science Degree
NAA	Offered in credit mode but does not apply to an A.A. or A.S. Degree
AA-T and AS-T	Associate Degrees for Transfer
NC	Non-credit course
District G.E.	Meets criteria for District General Education
CSU G.E.	Meets criteria for California State University General Education
IGETC	Meets criteria for IGETC (applicable to both CSU and UC system)

### Transfer Status

Transfer credit is indicated as follows:

CSU	Course has been accepted by the CSU and will be on Baccalaureate list
UC	Course has been accepted by the University of California System

**Course Sequence:** Capital letters following the course number indicate that two (A, B) or more semesters form a sequence. The A semester must be completed before the B, etc., unless specifically noted in the course description.

**Course Number and Titles:** Course is identified by a course number and brief title.

**Course Description:** A brief statement identifies the scope and purpose of the course, and in many instances, the students who should take it.

A course may not be repeated for credit unless it is stated at the end of the course description. A counselor may require the student to obtain the instructor's written consent before instructing the student to enroll in a course if it is to be repeated for credit.

**Units:** Identifies the number of units that are earned upon successful completion of the course, or courses in a sequence.

**Grading:** Indicates the type of grading available for that course. For example, Grading: L means the course may be taken for letter grade only. All courses may be offered during the day, evening, and/or weekend sessions. The offering of any course described is contingent upon adequate enrollment.

### Prerequisites and Corequisites

#### Definitions

"Prerequisite" means a condition of enrollment that a student is required to meet in order to demonstrate current readiness for enrollment in a course or educational program.

"Corequisite" means a condition of enrollment consisting of a course that a student is required to simultaneously take in order to enroll in another course.

**Note:** Prerequisites and Corequisites are listed under each course in the schedule of classes and catalog.

### Prerequisite and Corequisite Challenge

A prerequisite or corequisite may be challenged for any of the following reasons:

1. The student has the knowledge or ability to succeed despite not meeting the prerequisite or corequisite
2. The prerequisite has not been made reasonably available to the student
3. The prerequisite has not been established in accordance with the District's process for establishing prerequisites or corequisites
4. The prerequisite or corequisite is discriminatory or applied in a discriminatory manner
5. The prerequisite was established in violation of Title 5

## Verification of Equivalency

If the student believes that he/she has completed the prerequisite(s) or corequisite(s) for this course as listed in the schedule of classes or catalog based on previous coursework at another institution, he/she should have transcripts or other evidence of meeting the course prerequisite.

## Challenge Process

If the student believes that he/she has completed the prerequisite(s) or corequisite(s) for this course as listed in the schedule of classes or catalog based on previous coursework or personal experience, he/she may do the following:

1. Pick up a Prerequisite Challenge Form at the Office of Admissions and Records, and complete the required information. Attach transcripts or other evidence of meeting the course prerequisite.
2. Turn in completed form to Admissions and Records and register for the class. This registration is temporary pending approval of the prerequisite challenge process.
3. See a Counselor or Instructor if additional information is needed.
4. If still unresolved, student can meet with the Instructional Dean in the discipline to present his/her case.

The College will provide a final response to the prerequisite challenge within 5 working days.

## Advisories on Recommended Preparation (Advisory Levels)

### Definition

"Advisory on recommended preparation" means a condition of enrollment that a student is advised, but not required to meet before, or in conjunction with, enrollment in a course or educational program.

Advisory Levels are typically met through completion of reading, writing, or math courses listed in the schedule of classes and catalog. Although these levels are advisory rather than mandatory, students are strongly encouraged to adhere to them and to follow the advice of their counselors related to the advisory levels.

### Location

Advisory Levels are listed under each course in the schedule of classes and catalog.

## Advisory Math Levels

Math levels are advisory only for courses outside of the math discipline.

**Advisory Math Level 1:** Arithmetic skills including fractions, decimals, and percentages

Course	Title	Units
List of courses that will provide students this skill level:		
MATH 310	Basic Mathematics	3
ACCTG 101	Bookkeeping for Small Business	3
A "C" or "P" grade is required in these courses or placement by multiple measures.		

**Advisory Math Level 2:** Beginning algebraic skills

Course	Title	Units
List of courses that will provide students this skill level:		
MATH 111	Elementary Algebra	5

A "P" grade is required in these courses or placement by multiple measures.

**Advisory Math Level 3:** Intermediate algebraic skills

Course	Title	Units
List of courses that will provide students this skill level:		
MATH 013	Intermediate Algebra	5
MATH 014	Geometry	3

A "C" grade or higher is required in these courses.

**Advisory Math Level 4:** Advanced algebraic and trigonometric skills (sometimes called pre-calculus)

Course	Title	Units
List of courses that will provide students this skill level:		
MATH 025	Precalculus Algebra and Trigonometry	6
MATH 021 & MATH 022	Precalculus Algebra and Trigonometry	7

A "C" grade or higher is required in these courses.

**Advisory Math Level 5:** First semester calculus

Course	Title	Units
List of courses that will provide students this skill level:		
MATH 071	Calculus I With Analytic Geometry	5

A "C" grade or higher is required in these courses.

**Advisory Math Level 6:** Second semester calculus

Course	Title	Units
List of courses that will provide students this skill level:		
MATH 072	Calculus II With Analytic Geometry	5

A "C" grade or higher is required in these courses.

**Advisory Math Level 7:** Multivariate calculus or differential equations or linear algebra.

Course	Title	Units
List of courses that will provide students this skill level:		
MATH 073	Multivariable Calculus	5
MATH 078	Differential Equations	4
MATH 079	Linear Algebra	3

A "C" grade or higher is required in these courses.

## Advisory Writing Levels

**Advisory Write Level 2:** Having the ability to write simple, compound, and complex sentences; develop a written paragraph; and to use correct grammar and spelling.

Course	Title	Units
List of courses that will provide students this skill level:		
ENGL 330	Improvement of Writing	4
ESL 302	Introduction to College Reading and Writing	6

A "P" grade is required in these courses or placement by multiple measures.

**Advisory Write Level 3:** Having the ability to write a well organized five-paragraph essay, use rhetorical modes and methods of organization, write paragraphs with unity and coherence, and use the basic mechanical skills and syntactical arrangements in writing paragraphs.

Course	Title	Units
List of courses that will provide students this skill level:		
ENGL 104	Fundamentals of Composition	4
ESL 091	College Reading and Writing 2	6

A "C" or "P" grade is required in these courses or placement by multiple measures.

**Advisory Write Level 4:** Having the ability to write a well-organized paragraph essay in support of a clearly stated thesis; apply an analytical understanding of college-level text; apply basic research skills and critical thinking skills; and recognize audience, purpose, and tone.

Course	Title	Units
List of courses that will provide students this skill level:		
ENGL 001A	English Composition	3

A "C" grade or higher is required in these courses.

## Advisory Reading Levels

**Advisory Read Level 1:** Having the ability to find stated and implied main ideas in simple passages; identify important details; understand the use of new vocabulary in textbook reading passages, utilize textbook reading strategies, and understand what it means to read critically.

Course	Title	Units
List of courses that will provide students this skill level:		
ESL 313	Introduction to College Reading	3

A "P" grade is required in these courses or placement by multiple measures.

**Advisory Read Level 2:** Having the ability to find the state and main idea in simple and complex passages; summarize information; sequence information in complicated texts, engage in inferential analysis of college reading materials; use study techniques for college textbooks; and use note taking systems.

Course	Title	Units
List of courses that will provide students this skill level:		
ENGL 322	Introduction to College Reading	3
ESL 302	Introduction to College Reading and Writing	6

A "P" grade is required in all of these courses or placement by multiple measures.

**Advisory Read Level 3:** Having the ability to identify the thesis statement in college materials, understand and identify main ideas and supporting details, recognize and identify organizational patterns, make complex inferences, summarize and paraphrase information, separate fact from opinion, recognize connotation and denotation, detect bias, recognize errors in reasoning, use a college level vocabulary, use rate flexibility in reading a wide range of college materials, and use range of other college level reading skills.

Course	Title	Units
List of courses that will provide students this skill level:		
ENGL 102	College Reading	3
ESL 091	College Reading and Writing 2	6

A "P" grade is required in these courses or placement by multiple measures.

### Advisory Read Level 4:

Course	Title	Units
List of courses that will provide students this skill level:		
ENGL 001A	English Composition	3

A "C" grade or higher is required in these courses.

## Open Curriculum

An Open Curriculum class is a class that has no prerequisites of any kind. However, some courses, may require that placement test results be on file prior to the first day of class. Classes such as this with an additional requirement are marked with an \* after the words "open curriculum."

## Course Numbering

### 001-099

Courses numbered 1-99 generally qualify for the Associate in Arts and Associate in Science degrees and usually include courses that are transferable to meet requirements at four-year institutions.

### 098

This number is assigned to Independent Directed Study courses in any of the disciplines listed in the catalog. Directed Study courses are approved by the curriculum committee for one of 2 purposes:

1. To allow a student to take an alternative class to fulfill a course requirement for a certificate, major, or associate degree.
2. To allow a student to be able to complete a certificate, major, or associate degree when the course is not being offered during the current semester or is being offered at a time that the student cannot attend. Directed Study courses should be limited to 5 or fewer students. This course requires an individual contract between the student, instructor, and the discipline dean. Units are transferable as elective credit.

### 100-199

Courses numbered 100-199 also may qualify for the Associate in Arts and Associate in Science degrees, are acceptable for elective credit, and may have transfer value for major field requirements in particular baccalaureate programs.

### 300-399

These are qualifying courses designed to prepare one for entry to basic college courses in the subject field. These courses carry no credit toward the Associate Degree requirement and may not be used to satisfy General Education, Associate Degree, or major requirements. They are not transferable to four-year institutions.

### 394

Individualized Skills Laboratory in any discipline. This nontransferable course provides a framework for any of the disciplines listed in the catalog to offer remedial-level individualized instructional modules that

are designed to develop or support the students' experiences below what is available through the regular curriculum.

## 500-599

These are no-credit courses in which no letter grade is received. They may not be used to satisfy degree requirements of any type.

## Repeating Courses

### Administrative Procedure 4225

Students may petition for approval to repeat a course up to a total of three times in which substandard grades (less than "C," and including "FW") were awarded in the following courses:

- Courses for which repetition is necessary to meet the major requirements of CSU or UC for completion of a bachelor's degree;
- Intercollegiate athletics courses; and
- Intercollegiate academic or vocational competition courses. Such courses may be repeated no more than four times for semester courses or six times for quarter courses.

Students may enroll in activity courses in physical education, visual arts, or performing arts. Such courses may not be repeated for more than [four semesters or six quarters]. This limit applies even if the student receives a substandard grade or "W" during one or more enrollment or if a student petitions for repetition for repetition due to extenuating circumstances.

The petition for requesting permission to repeat the course is available in each college's Office of Admissions and Records.

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.

When a student with a disability repeats a class, the previous grade and credit shall be disregarded in the computation of grade point averages.

Courses that are repeated shall be recorded on the student's permanent academic record using an appropriate symbol.

Annotating the permanent academic record shall be done in a manner that all work remains legible, insuring a true and complete academic history. (Title 5 Section 55046(a))

Nothing can conflict with Education Code Section 76224 pertaining to the finality of grades assigned by instructors, or with Title 5 or District procedures relating to retention and destruction of records.

## Repeatable Courses

### Administrative Procedure 4227

Only the following types of courses may be designated as repeatable:

- Courses for which repetition is necessary to meet the major requirements of CSU or UC for completion of a bachelor's degree;
- Intercollegiate athletics courses; and
- Intercollegiate academic or vocational competition courses. Such courses may be repeated no more than four times for semester courses or six times for quarter courses.

The District must identify and designate such repeatable courses in its catalog.

Under special circumstances, students may repeat courses in which a C or better grade was earned.

Students are allowed to repeat a course without petition when repetition is necessary to enable that student to meet a legally mandated training requirement as a condition of volunteer or continued paid employment.

Students can repeat such courses any number of times, even if they received a grade of C or better; however, the grade received by the student each time will be included in calculations of the student's grade point average. Students must provide the necessary documentation.

Students may enroll in activity courses in physical education, visual arts, or performing arts. Such courses may not be repeated for more than four semesters. This limit applies even if the student receives a substandard grade or "W" during one or more enrollment or if a student petitions for repetition for repetition due to extenuating circumstances.

Students with disabilities can repeat a special class for students with disabilities any number of times when an individualized determination verifies that such repetition is required as a disability-related accommodation for the student for one of the reasons specified in Title 5 Section 56029.

Students are allowed to repeat an occupational work experience course if a college only offers one course in occupational work experience in a given field and that course is not offered as a variable unit open-entry/open-exit course. Where only one occupational work experience course is offered subject to the above conditions, students may be permitted to repeat this course any number of times as long as they do not exceed the limit on the number of units of cooperative work experience set forth in Title 5 Section 55253(a).

The District shall develop and implement a mechanism to allow it to properly monitor course repetition.

## Course Repetition - Significant Lapse of Time

### Administrative Procedure 4228

Students may be permitted or required to repeat courses in which a "C" or better grade was earned where there was a significant lapse of time since the grade was obtained and:

- The District has defined "significant lapse of time" or has established a recency prerequisite for a course or program; or
- An institution of higher education to which a student wishes to transfer has established a recency requirement that the student cannot satisfy without repeating the course.

When a student needs to repeat an activity course due to a significant lapse of time, each repetition attempt will be counted toward the established repetition limits. However, if a student has already exhausted the number of permitted repetitions, then an additional repetition due to significant lapse of time may be permitted or required by the District.

When a course is repeated due to a significant lapse of time, the District may disregard the previous grade and credit when computing a student's grade point average.

A "significant lapse of time" is a period of three years or longer.



## **Course Repetition - Variable Units**

### **Administrative Procedure 4229**

Students may be permitted to enroll in variable unit open-entry/open-exit courses as many times as necessary to enable them to complete the entire curriculum of the course once.

Students may not repeat variable unit open-entry/open-exit courses unless:

- The course is required for legally mandated training; or
- The course is a special class for students with disabilities which needs to be repeated; or
- Repetition of the course is justified by extenuating circumstances; or
- The student wishes to repeat the course to alleviate substandard work.

Whenever a student enrolls in a physical education activity course offered for open-entry/open exit, the enrollment will count as a repetition of the course.

## **Student Learning Outcomes**

Student Learning Outcomes (SLOs) indicate the knowledge, skills and abilities that students will demonstrate upon completion of a course or program. In addition to the curriculum course outline and program outline of record, course level SLOs are available to students through the course syllabi. The program SLOs are listed under degrees and certificates in the catalog.

Assessment of learning outcomes is ongoing and documented annually on the Evergreen Valley College assessment matrices located at [http://www.evc.edu/discover-evc/student-learning-outcomes-\(slos\)](http://www.evc.edu/discover-evc/student-learning-outcomes-(slos)).

## Course Descriptions

### Accounting (ACCTG)

#### ACCTG 001A Principles of Financial Accounting 4 Units

This introductory course is designed for transfer students in business, information systems, and/or accounting. Topics include the accounting cycle, preparation and analysis of financial statements, internal control, depreciation, inventories, receivables, liabilities, stockholders' equity, ethical issues, and accounting as a decision-making tool. (C-ID ACCT 110)

Lecture Hours: 4 Lab Hours: None Repeatable: No Grading: L

Prerequisite: ACCTG 101 or MATH 111 with a C or better

Advisory Level: Read: 4 Write: 4 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

#### ACCTG 001B Managerial Accounting 4 Units

This transfer course introduces students to managerial decision-making using accounting information. Topics include the master budget, static and flexible budgets, capital budgeting techniques, cost-volume-profit relationships, contribution margin approach to decision-making, cost behavior analysis, job order and process costing, activity-based costing and just-in-time manufacturing. Other topics include standard costing, responsibility accounting, cost performance reporting, special business decisions, incremental analysis, break-even analysis, and pricing under absorption and variable costing. (C-ID ACCT 120)

Lecture Hours: 4 Lab Hours: None Repeatable: No Grading: L

Prerequisite: ACCTG 020 or ACCTG 001A with a C or better or equivalent

Advisory Level: Read: 4 Write: 4 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

#### ACCTG 022 Payroll Accounting 4 Units

This course is an introduction to payroll accounting laws and procedures that affect payroll calculations, benefits, and deductions for federal and state tax filing and forms. The material is presented through lecture, discussion and a comprehensive payroll project.

Lecture Hours: 4 Lab Hours: None Repeatable: No Grading: L

Prerequisite: ACCTG 020 or ACCTG 101 with a C or better

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

#### ACCTG 030 QuickBooks 3 Units

Students are provided hands-on computer based accounting using QuickBooks, which includes behind-the-scenes accounting. Proper use of QuickBooks business forms for recording sales and receivables, payables and purchases, and payroll will be presented. Students will explore various methods of business problem solving.

Lecture Hours: 2.5 Lab Hours: 1.5 Repeatable: No Grading: L

Prerequisite: ACCTG 101 or ACCTG 020 or ACCTG 001A, all with a C or better

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

#### ACCTG 062 Cost Accounting 5 Units

This course provides students with cost accounting principles, including essentials of job order, process cost, and standard cost accounting systems. The central focus of the course is how cost accounting helps managers make better decisions for planning, controlling, and analyzing profitability in a business environment as well as costing concepts for products, services, and customers. Topics covered in this course are of significant value in personal financial management as well.

Lecture Hours: 5 Lab Hours: None Repeatable: No Grading: L

Prerequisite: ACCTG 001B with C or better

Advisory Level: Read: 3 Write: 3 Math: 2

Transfer Status: CSU Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

#### ACCTG 063 Intermediate Accounting 5 Units

This course will cover comprehensive and up-to-date accounting topics. Topics will include the conceptual framework of accounting, income statement, balance sheet and statement of cash flows, inventory, plant assets, depreciation, intangible assets and investments. Emphasis will be placed on the study of Generally Accepted Accounting Principles and their impact on the financial statement presentation required by the Financial Accounting Standards Board.

Lecture Hours: 5 Lab Hours: None Repeatable: No Grading: L

Prerequisite: ACCTG 001B with C or better

Advisory Level: Read: 3 Write: 3 Math: 2

Transfer Status: CSU Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

#### ACCTG 095 Individual Income Tax CTEC Approved 5 Units

This is a comprehensive Income Tax Course (Part I–Basic; and Part II–Intermediate) with materials prepared by "The Income Tax School." "The Income Tax School" has received approval by the California Tax Education Council (CTEC) to provide a comprehensive Federal and California State Income Tax Course to fulfill the 60-hour qualifying education requirement mandated by California State Law. The material is presented through lecture, discussion, and review problems.

Lecture Hours: 5 Lab Hours: None Repeatable: No Grading: L

Recommended: ACCTG 020, C or better

Advisory Level: Read: 3 Write: 3 Math: 2

Transfer Status: CSU Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

#### ACCTG 096A Federal Income Taxation of Businesses 5 Units

This income tax course focuses on the federal taxation of C and S corporations, partnerships, farms, and estates and trusts. Also covered are the filing requirements for exempt organizations and retirement plans, and the basic accounting structure of a corporation.

Lecture Hours: 5 Lab Hours: None Repeatable: No Grading: L

Prerequisite: ACCTG 095 or ACCTG 097 with C or better

Advisory Level: Read: 4 Write: 4 Math: 3

Transfer Status: CSU Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**ACCTG 097 Accounting for Income Taxes 3 Units**

This course provides students with an introduction to Federal Individual Income Taxation with emphasis on statutory materials, principles, procedures and terminology. Special attention is given to tax problems encountered by individual taxpayers and the basic concepts of gross income, exclusions, adjusted gross income, deductions, exemptions, and tax credits. Tax planning techniques will be explored. Other tax entities, such as corporations, partnerships and fiduciaries will be discussed. Issues of gift and estate taxation will be reviewed. A comparative analysis of California tax law will be provided.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**ACCTG 101 Bookkeeping for Small Business 3 Units**

This course is an introduction to accounting principles and procedures that apply to the operations of a small business. The material is presented through lecture and simulation activities including online computer activities. Transactions are analyzed and processed, financial statements are developed, and records are adjusted and closed for a complete accounting cycle for service and merchandising businesses. This course helps to prepare students for positions as accounting assistants or entry level bookkeepers. Course management software will be used to enhance learning.

Lecture Hours: 2.5 Lab Hours: 1.5 Repeatable: No Grading: O  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**ACCTG 105 Financial Statement Auditing 1 Unit**

This course provides students with an overview of the process of auditing a company's financial statements. Successful completion of this course fulfills the requirement for the one semester unit of financial statement auditing for the California CPA certificate.

Lecture Hours: 1 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: ACCTG 020 with C or better  
Advisory Level: Read: 4 Write: 4 Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**ACCTG 107 Ethics in Accounting 3 Units**

This course provides students with a general introduction to professional ethics in the accounting and business environments. The course includes a review of the fundamental ethical issues of business and society, the roles and responsibilities of the accounting and auditing profession, ethical behavior by management, and legal and professional guidelines that address the ethical concerns of society.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: ACCTG 001A with C or better  
Advisory Level: Read: 3 Write: 3 Math: 3  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**ACCTG 138 Work Experience 1-8 Units**

Occupational Work Experience is designed for students who work or volunteer in a field related to their career major. Students are required to provide evidence that they are enrolled in a career program (e.g., education plan or coursework in a career/occupational subject area). Students can earn one unit of credit for each 60 hours of unpaid volunteer time or 75 hours of paid work during the semester. Students can repeat Career/Occupational Work Experience, combined with General Work Experience, or alone, up to a maximum of 16 units. Internship/job placement is not guaranteed.

Lecture Hours: None Lab Hours: 2.07 Repeatable: Yes Grading: O  
Corequisite: Be employed or a volunteer at an approved work-site for the minimum number of hours per unit as stipulated for paid and unpaid status.

Advisory Level: Read: 3 Write: 3 Math: 2  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**Administration of Justice (AJ)****AJ 010 Introduction to Administration Of Justice 3 Units**

Students examine the characteristics of the criminal justice system in the United States. Components of law enforcement, the courts, and corrections in terms of history, crime measurements, responses to crime, and the role of the justice system in a pluralistic society are explored. Students study the role and responsibility of criminal justice agents, the structure and function of U.S. police, courts, and corrections, and current institutional challenges. Students are also introduced to the origins and development of criminal law, legal process and framework, crime causation, and sentencing and incarceration policies. (C-ID AJ 110)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: D IGETC: 4 District GE: D

**AJ 011 Criminal Law 3 Units**

Students analyze the doctrines of criminal law in the United States and the classification of crimes against persons, property, and public morals and welfare. Emphasis is placed on the history and structure of law, classification of crimes, general elements of crime, and constitutional law as it relates to criminal law today. Students examine landmark case law rulings and how these rulings have impacted the U.S. justice system, the offender, and society. The legal system, framework of the courts, defenses to crime, and criminal culpability are also explored. (C-ID AJ 120)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: D IGETC: 4 District GE: D

**AJ 013 Criminal Procedures 3 Units**

Students analyze legal process in criminal proceedings from pre-arrest through appeal. Constitutional guidelines, interpretation of statutory and case law precedents, legal aspects of evidence, due process standards, and rules governing arrest and search and seizure are examined. Students also consider institutional responsibilities, process, and procedures of the U.S. justice system within a multicultural society. (C-ID AJ 122)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: D IGETC: 4 District GE: D

**AJ 014 Contemporary Police Issues 3 Units**

Students examine the evolution of law enforcement in American society including federal, state, and local levels of policing. Emphasis is placed on hiring and training procedures, demands of the job, institutional ethics, contemporary policing strategies, diversity in law enforcement, and the role of discretion. Students also examine police-community relations, institutional accountability, and the challenges and trends of administering justice in a pluralistic society.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Level: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: D IGETC: None District GE: D

**AJ 015 Introduction to Criminal Investigation 3 Units**

Students analyze principles, procedures, and ethical considerations in the investigation of crime, including organization of the investigative process, crime scene searches, interview and interrogation strategies, and rules of evidence. Students also examine sources of information, crime scene management techniques, modus operandi, documentation methods, and investigative techniques and challenges related to person and property crimes. (C-ID AJ 140)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**AJ 019 Law Enforcement in Multicultural Communities 3 Units**

Students examine the complex and fluid relationship between communities and the U.S. justice system in addressing crime and conflict. An emphasis is placed on the challenges and prospects of administering justice within a diverse multicultural population. Police-community relations, consensus and conflicting values in cultural, religion, and law, and strategies of conflict resolution are examined. (C-ID AJ 160)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: D IGETC: 4 District GE: D

**AJ 110 Narcotics and Drug Abuse 3 Units**

Students examine the history, evolution, classification, and physical effects of legal and illegal psychoactive drugs. Federal and state drug regulations, U.S. responses to the drug dilemma, and trends related to prevention and reduction efforts of drugs are also explored. Students also examine the relationship between drugs and different social conditions in the U.S., such as violence, education, poverty, and health.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**AJ 111 Juvenile Law and Procedures 3 Units**

Students examine the origin, development, and organization of the Juvenile Justice System as it has evolved in the American Justice System. Students explore theories of juvenile delinquency, the function and jurisdiction of juvenile justice agencies, common juvenile statutes, and juvenile court procedures. Particular focus is placed on the role of law enforcement, probation, schools, resources, and parents/guardians to address juvenile delinquency. The rights of juveniles, constitutional cases, and juvenile victimization are also analyzed. (C-ID AJ 220)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**AJ 112 Introduction to Evidence 3 Units**

Students examine the categories of evidence and legal and ethical rules governing its admission and exclusion in the criminal justice process. Emphasis is placed on legal standards, rules of evidence including burden of proof, admissibility, hearsay, relevance, and types of evidence. Students will also explore judicial considerations, documentary evidence, and issues relating to witness examination, competency, and special privileges. (C-ID AJ 124)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**AJ 113 Crime and Violence in America 3 Units**

Students examine theories and predictors of violence and the role of victims in the U.S. justice system. Crimes including homicide, sexual violence, domestic violence, gang and hate crimes, and elder abuse are explored. Students also consider the legal and social impact of violence on quality-of-life as well as crime prevention, intervention, and treatment strategies for victims of crime. (C-ID SOCI 160)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**AJ 114 Terrorism 3 Units**

Students examine history, ideology, and methodology of domestic and international terrorism in a global society. Emphasis is placed on typologies of terrorism, financial structure, terrorist groups, and extremism. The role of government to legally, morally, and socially combat terrorism is also explored.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**AJ 115 Introduction to Forensic Science 3 Units**

Students are introduced to the role of forensics in criminal investigations including principles, concepts, and practices of forensic science. Emphasis is placed on forensic analysis, pattern evidence, instruments, firearms, documents, and real evidence. Students also examine standard techniques used to identify and analyze evidence such as biological evidence, ballistics, impression marks, fingerprints, hair, fibers, controlled substances, and explosives. (C-ID AJ 150)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**AJ 116 Introduction to Corrections 3 Units**

Students examine the history, theory, and practice of the correctional system in America with critical analysis of adult and juvenile correctional institutions, punishment, and community-based corrections. Emphasis is placed on the correctional process, human rights, constitutional protections, effects of institutionalization, cost, and overcrowding. Ethnicity, gender, and aging populations are also explored. (C-ID AJ 200)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: D IGETC: 4 District GE: D

**AJ 117 Introduction to Cybercrime 3 Units**

Students examine origins and trends of computer-related crimes and common investigative procedures used in collection, documentation, and presentation of cyber-evidence on a domestic and global scale. Federal and state legislative measures and common computer crimes including identify theft, child exploitation, human trafficking, financial fraud, cyber-stalking and other crimes within the computer-cyber-technology environment are explored.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**AJ 123 Women and Criminal Justice 3 Units**

Students examine the history, influence, and barriers women experience in the criminal justice system as offenders, victims, and professionals. Theories of crime and violence, employment, victimology, and justice and punishment as well as contributions and challenges women experience in the criminal justice system are examined.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: D IGETC: 4 District GE: D

**AJ 138 Work Experience 1-8 Units**

Occupational Work Experience is designed for students who work or volunteer in a field related to their career major. Students are required to provide evidence that they are enrolled in a career program (e.g., education plan or coursework in a career/occupational subject area). Students can earn one unit of credit for each 60 hours of unpaid volunteer time or 75 hours of paid work during the semester. Students can repeat Career/Occupational Work Experience, combined with General Work Experience, or alone, up to a maximum of 16 units. Internship/job placement is not guaranteed.

Lecture Hours: None Lab Hours: 2.07 Repeatable: Yes Grading: O  
Corequisite: Be employed or a volunteer at an approved work-site for the minimum number of hours per unit as stipulated for paid and unpaid status.  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

## Anthropology (ANTH)

**ANTH 062 Introduction to Physical Anthropology 3 Units**

The course introduces the concepts, methods of inquiry, and scientific explanation for biological evolution and their application to humans. It examines the evolution of human biology and behavior, theories of human origins, principle of evolution, genetics, human variation, bio-cultural adaptations, prehistoric humans, and primate behavior. The scientific method serves as the foundation for this course. (C-ID ANTH 110)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: D, B2 IGETC: 4, 5B District GE: D, B2

**ANTH 062L Physical Anthropology Laboratory 1 Unit**

This laboratory course is designed for students to become familiar with the methods of biological anthropology while investigating topics in laboratory and field situations. Topics covered in the course include the scientific method, biological variation and forces of evolution, genetics, human osteology and variation, comparative osteology and behavior of primates, and fossil evidence for human evolution. Field trips may be required.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: B3 IGETC: None District GE: B3



**ANTH 063 Introduction to Social and Cultural Anthropology 3 Units**

This course introduces the student to an overview of the field of social and cultural anthropology. Topics include the development of the field of anthropology, the concept of culture, language and communication, subsistence patterns and economic systems. Other topics covered are sex and marriage, family, kinship and descent, political systems, belief systems, the expressive culture and the challenge of globalization. (C-ID ANTH 120)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: D IGETC: 4 District GE: D, ES

**ANTH 064 Introduction to Archaeology 3 Units**

This course is an introduction to the historical development, theory and techniques of archaeological research and fieldwork. A comparative approach to study the development of ancient cultures will be utilized. The course will also focus on cultural resource management, survey and selection of field sites, dating, excavation, artifact classification, interpretation of data and written analysis. Some field work will be required.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: B2, D IGETC: 4 District GE: B2, D

**ANTH 090 Introduction to Pre-Cauhtemoc Mexico 3 Units**

This course will examine the origins, evolution, and experiences of the major indigenous civilizations from Pre-Columbian Mexico. Students will be exposed to the dominant groups from this particular time period which include the Olmecas, Maya, Teotihuacanes, Zapotecas, Mixtecas, Toltecas and the Mexicas. Particular attention will be paid to their geographical location, subsistence patterns, religion, political structure, economy, education, family and marriage patterns, warfare, music, art and the decline of these groups. The course will also examine how this rich heritage has impacted the modern Chicana/o (Mexican American).

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: D IGETC: 4 District GE: D, ES

**Art (ART)****ART 012 Two Dimensional Design 3 Units**

This course is an introduction to the theories and applications of two-dimensional form in visual art and design. The students will use a variety of media, tools and techniques in studying the elements and principles of design, which includes the study of line, shape, volume, value, color, texture, pattern, illusion of spatial depth, balance, unity and variety, and scale. The course emphasizes the development of visual vocabulary for creative expression through lecture presentation, studio projects, problem solving and written assignment. (C-ID ARTS 100)

Lecture Hours: 2 Lab Hours: 4 Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: 1  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**ART 013 Three Dimensional Design 3 Units**

This course is an introduction to the theories and applications of design in three-dimensional form in space. Students study the elements and principles of design using a variety of tools, techniques, and mediums which may include wire, cardboard, clay (non-firing), wood, plaster, and other materials at the instructor's discretion, in a studio lab setting. Concepts are introduced and clarified through instructor lectures and demonstrations. Three-dimensional design is a core foundational course required in many art majors. Field trips may be included. (C-ID ARTS 101)

Lecture Hours: 2 Lab Hours: 4 Repeatable: No Grading: O  
 Advisory Level: Read: 3 Write: 3 Math: 1  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**ART 024 Beginning Drawing 3 Units**

Students are introduced to the fundamental elements and compositional principles of drawing. Lecture and studio practice will emphasize a variety of media, tools and techniques in studying the elements and principles of drawing, including line, shape, value, perspective, proportion, balance and unity. (C-ID ARTS 110)

Lecture Hours: 2 Lab Hours: 4 Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**ART 025 Expressive Drawing 3 Units**

Students will explore artistic concepts, styles, and creative expression related to intermediate-level drawing, focusing on complex subject matter and concepts using a variety of drawing mediums, techniques, and methodologies. Students in this course will build on fundamental drawing skills to develop personalized approaches to content and materials in exercises covering multiple historical and contemporary approaches to drawing. (C-ID ARTS 205)

Lecture Hours: 2 Lab Hours: 4 Repeatable: No Grading: O  
 Prerequisite: ART 024 with C or better  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**ART 026A Representational Drawing 3 Units**

This course provides a rigorous study of drawing based on observation and linear perspective. Emphasis is on building skills to render in a naturalistic and representational manner, which includes a study of line, value, texture, volume, mass, and the illusion of spatial depth.

Lecture Hours: 2 Lab Hours: 4 Repeatable: No Grading: L  
 Prerequisite: ART 024 with C or better  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**ART 032 Photoshop I 3 Units**

In this introductory course, students will learn the basics of Adobe Photoshop to create digital images for print and for the screen. Topics include color correction, image manipulation, digital painting, photo retouching and restoration, and photo montage and compositing techniques. Use of digital cameras, scanners, and other digital imaging equipment may be required.

Lecture Hours: 2 Lab Hours: 4 Repeatable: No Grading: O  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**ART 035 Graphic Design I 3 Units**

This course is an introduction to the fundamental concepts, practices, and theories of graphic design. Students will be exposed to visual thinking and the design process. Students will practice professional graphic design techniques and principles from initial conception to final execution. Topics include integration of the principles of design, color, and composition utilizing computers. (C-ID ARTS 250)

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: O  
Advisory level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**ART 038 Graphic Design II 3 Units**

This course builds on the visual language achieved in Graphic Design I and further develops communication skills, concepts and theories that create successful visual design. Topics include combining and utilizing design principles and exploration of visual organization theory and informational theory. Emphasis is placed upon developing an aesthetic which recognizes the visual impact of typographic choices. Students who complete this course will gain a further understanding of the principles of design and learn specific uses of design in advertising, corporate identity design, Web design, and interactive media.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: ART 035 with C or better or equivalent knowledge of Graphic Design  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**ART 039 Introduction to Digital Video 3 Units**

This class focuses on the techniques of conceptualizing and making short films using industry standard digital video software. Students will use some of their own imagery as well as Internet resources to create professional pieces of video work. The class will help students to develop their individual creativity while working around the typical financial and technical constraints of a beginning artist. Students will be introduced to the history of film and video art, copyright policies and web publishing.

Lecture Hours: 2.5 Lab Hours: 1.5 Repeatable: No Grading: L  
Recommended: Basic Computer Skills  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**ART 041 Digital Filmmaking: Camera Techniques, Lighting and Sound 3 Units**

This is a hands-on course covering the basic techniques of digital filmmaking, camera techniques, lighting and sound. Topics will include the theory and practice of concept and design, camera techniques, lighting, sound recording and other fundamentals of producing a short film in the digital video medium. Students will shoot and produce their own footage and record their own sound. Students will engage in various filming exercises, as well as in group and individual projects. In addition, students will be required to complete homework assignments outside of class time.

Lecture Hours: 2.5 Lab Hours: 1.5 Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**ART 042 Beginning Sculpture I 3 Units**

This course is an introduction to sculptural processes. Various sculptural materials will be explored, such as clay (non-firing), plaster, wood, stone, silicone, beeswax, and metal. A survey of sculptural form, both historic and contemporary, parallels individual student work. Emphasis is on craftsmanship and technique, visual investigation, and idea development.

Lecture Hours: 2 Lab Hours: 4 Repeatable: No Grading: O  
Advisory Level: Read: 3 Write: 3 Math: 2  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**ART 043 Sculpture II 3 Units**

This is a studio/lecture course in sculptural processes that furthers the techniques and concepts learned in ART 042. Increased skill in various sculptural materials is emphasized with the goal for students to employ sculpture as a means of personal expression, developing an individual visual vocabulary. The types and meanings of sculpture in contemporary society will be examined.

Lecture Hours: 2 Lab Hours: 4 Repeatable: No Grading: O  
Prerequisite: ART 042 with C or better  
Advisory Level: Read: 3 Write: 3 Math: 3  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**ART 055A Life Drawing I 3 Units**

In this course, students will draw from the live human figure. Fundamentals of life drawing will be covered, including drawing shape, volume, mass, proportion, sub-structure, foreshortening and the basics of human anatomy. Techniques include contour, gesture, surface modeling, hatching, cross-hatching and tonal shading using a variety of drawing media. (C-ID ARTS 200)

Lecture Hours: 2 Lab Hours: 4 Repeatable: No Grading: L  
Prerequisite: ART 024 with C or better  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**ART 055B Life Drawing II 3 Units**

This course is a continuation of drawing the human figure, with emphasis on the development of skills to achieve naturalism in the human form. Students will work in a variety of media and techniques in order to develop a varied system of mark-making that will convey expression in the human figure in addition to accurate anatomy and proportion.

Lecture Hours: 2 Lab Hours: 4 Repeatable: No Grading: 0

Prerequisite: ART 055A with C or better

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**ART 055C Life Drawing III 3 Units**

This course is a continuation of drawing the human figure, with emphasis on continued practice of technique while developing a personal artistic direction. Topics covered will include development of full-page composition, use of multiple figures, integration of color, theme development, and refinement of personal style. Traditional and non-traditional approaches will be explored.

Lecture Hours: 2 Lab Hours: 4 Repeatable: No Grading: 0

Prerequisite: ART 055B with C or better

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**ART 055D Life Drawing IV 3 Units**

This course emphasizes the development of a personal direction in life drawing resulting in a self-directed body of work. Students will develop their life drawing studies into resolved portfolio pieces.

Lecture Hours: 2 Lab Hours: 4 Repeatable: No Grading: 0

Prerequisite: ART 055C with C or better

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**ART 060A Painting I 3 Units**

Painting I is an introductory studio course in acrylic and/or oil painting media. Students will explore a variety of methods of approach, learn various techniques, test the effects of different color schemes, become familiar with tools and materials of the craft, and develop skills related to the elements and principles of painting through illustrated lectures, demonstrations, and studio practice. (C-ID ARTS 210)

Lecture Hours: 2 Lab Hours: 4 Repeatable: No Grading: 0

Prerequisite: ART 014 and ART 024 both with C or better

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**ART 060B Painting II 3 Units**

Painting II continues the skill development of acrylic and/or oil painting with emphasis on representational imagery. Students will work from still lifes, landscapes, portraits, and other subjects to study how light and shadow, color, texture, atmospheric conditions, spatial depth, and other compositional elements can be applied to render what they see in a naturalistic manner. Historical and contemporary methods of paint application will be explored.

Lecture Hours: 2 Lab Hours: 4 Repeatable: No Grading: 0

Prerequisite: ART 060A with C or better

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**ART 060C Painting III 3 Units**

ART 060C expands the knowledge and techniques gained in ART 060A and ART 060B, emphasizing development of themes and approaches in painting. Conceptual issues will be introduced. Students will experiment with media, content and technique to further explore and develop their aesthetic style.

Lecture Hours: 2 Lab Hours: 4 Repeatable: No Grading: 0

Prerequisite: ART 060B with C or better

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**ART 060D Painting IV 3 Units**

ART 060D emphasizes the development of artistic expression in acrylic and/or oil painting resulting in a self-directed body of work.

Lecture Hours: 2 Lab Hours: 4 Repeatable: No Grading: 0

Prerequisite: ART 060C with C or better

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**ART 062A Watercolor Painting I 3 Units**

This course is an introduction to painting with watercolor. Students will work with various techniques, including wet into wet, wet on dry, glazing and masking. Topics include materials and best practices, color theory, and historical and contemporary approaches to watercolor painting.

Lecture Hours: 2 Lab Hours: 4 Repeatable: No Grading: 0

Recommended: Color theory course and an introductory drawing course

Advisory Level: Read 3 Write 3 Math None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**ART 062B Watercolor Painting II 3 Units**

This course expands the knowledge and techniques gained in ART 062A, emphasizing the development of themes and approaches in watercolor painting. Students will continue their study of representational painting, and will be introduced to conceptual topics exploring personal aesthetic choices.

Lecture Hours: 2 Lab Hours: 4 Repeatable: No Grading: 0

Prerequisite: ART 062A with C or better

Recommended: Color theory course and an introductory drawing course

Advisory Level: Read 3 Write 3 Math None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**ART 066 Introduction to Metalsmithing 3 Units**

This course is an introduction to techniques and processes for the production of small metal sculpture and jewelry metal arts in non-ferrous and precious metals. This course includes an examination of the history and contemporary practices of small metal arts and jewelry with a global cultural perspective.

Lecture Hours: 2 Lab Hours: 4 Repeatable: No Grading: O  
 Recommended: ART 013  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**ART 067 Metalsmithing 3 Units**

This course is an intermediate course in metalsmithing with emphasis on the techniques of raising and forging. This course also includes an examination of the history and contemporary practices of raising and forging.

Lecture Hours: 2 Lab Hours: 4 Repeatable: No Grading: O  
 Prerequisite: ART 066 with C or better  
 Recommended: ART 013  
 Advisory Level: Read: 3 Write: 3 Math: 3  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**ART 068 Casting for Small Metals 3 Units**

This is an intermediate course in small metals processes with emphasis on the techniques of casting. This course also includes an examination of the history and contemporary practices of casting.

Lecture Hours: 2 Lab Hours: 4 Repeatable: No Grading: O  
 Prerequisite: ART 066 with C or better  
 Recommended: ART 013  
 Advisory Level: Read: 3 Write: 3 Math: 3  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**ART 075 Advanced Small Metals and Jewelry Techniques 3 Units**

In this course, students will build on technical skills learned in previous metalsmithing and small metal arts courses and will be introduced to more advanced techniques. Students will develop an individual body of work reflective of their aesthetic interests and personal goals. Students will also research educational and careers options in small metal arts and jewelry professions. Class critiques, and research on historical and contemporary trends are explored. Field trips may be required.

Lecture Hours: 2 Lab Hours: 4 Repeatable: No Grading: O  
 Prerequisite: ART 066, ART 067 and ART 068 all with C or better  
 Recommended: ART 013 and ART 035  
 Advisory Level: Read: 3 Write: 3 Math: 3  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**ART 076A Art and Design Portfolio Preparation 3 Units**

This course focuses on the development of an effective portfolio in the student's area of concentration. The emphasis will be on researching the student's chosen field of art or design, creating a portfolio that showcases the student's unique styles and strengths, and identifying areas that need further development.

Lecture Hours: 2 Lab Hours: 4 Repeatable: No Grading: L  
 Prerequisite: ART 012, ART 013 and ART 035, all with C or better  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**ART 090 Art Appreciation 3 Units**

This is an introductory course to the appreciation of the visual arts drawn from a wide variety of media, cultures and time periods. Students will learn to analyze art forms in regards to the elements and principles of art, and will be introduced to various technical procedures and materials, allowing students to make connections regarding these formal attributes and the work's content or meaning. The function and communication of visual arts within societal contexts will also be examined. (C-ID ARTH 100)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 4 Write: 4 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: C1 IGETC: 3A District GE: C1

**ART 091 Survey of Art History: Prehistoric Through Gothic 3 Units**

This course is an illustrated survey of Western Art History from the Prehistoric through the Gothic periods. Course content emphasizes painting, sculpture, and architecture from important centers of Western culture, and how art reflects historical, social, political, and religious attitudes of the time. Presentation of the material is through lecture with projected images. Comparative analysis of styles and artists with critical evaluation of aesthetics will be included. Topics include Prehistoric, Egyptian, Greek, Roman, Early Christian, Romanesque, Byzantine, Medieval, and Gothic Art. (C-ID ARTH 110)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 4 Write: 4 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: C1 IGETC: 3A District GE: C1

**ART 092 Survey of Art History: Renaissance to the Present 3 Units**

This course is an illustrated survey of Western Art History from the Renaissance through the present. Course content emphasizes painting, sculpture, and architecture from the most important centers of culture, and how art reflects historical, social, political, and religious attitudes of the time. Presentation of the material is through lecture with projected images. Comparative analysis of styles and artists with critical evaluation of aesthetics will be included. Topics include Early to High Renaissance, Mannerism, Baroque, Rococo, Romanticism, Realism, Impressionism, Post Impressionism, Fauvism, Cubism, Abstract Expressionism and Post-Modernism. (C-ID ARTH 120)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 4 Write: 4 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: C1 IGETC: 3A District GE: C1

**ART 093 History of Modern Art 3 Units**

This illustrated history of Modern Art will explore a wide range of artworks, including painting, sculpture, design, architecture, and photography, from the 19th and 20th centuries. Major schools of Western artistic expression to be explored include: Romanticism, Realism, Impressionism, Nabis, Symbolism, Expressionism, Cubism, Dada, Modernism, Social Realism, Abstract Expressionism, Op, Pop, New Realism, Surrealism, Futurism, Constructivism, and Feminism. Students will learn to evaluate art critically and will gain an understanding of how works of art serve to reflect the social, political, and philosophical ideas of the time. Field trips may be required. (C-ID ARTH 150)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Recommended: Completion of or concurrent enrollment in English 1A Composition

Advisory Level: Read: 4 Write: 4 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C1 IGETC: 3A District GE: C1

**ART 096 History of Asian Art 3 Units**

This course provides a select overview of art and architecture from India, Southeast Asia, China, Korea, and Japan from pre-history to modern times. Students will apply critical evaluation and comparative analysis of secular and religious trends to assess and appreciate how historical trends have influenced and shaped the arts in Asia today. Local field trips to see original works of art and artifacts may be required. (C-ID ARTH 130)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C1 IGETC: 3A District GE: C1

**Astronomy (ASTRO)****ASTRO 010 Introduction to Astronomy 3 Units**

Astronomy 010 is an introductory science course for non-science majors covering all major topics of modern Astronomy. Described are the origins of the Solar System, the apparent motion of sky objects, seasons, the causes of periodic sky events such as the phases of the moon, solar and lunar eclipses, and meteor showers. The course highlights the recent discovery of thousands of exoplanets, and the current search for biosignatures on those exoplanets. Additional topics include the origins of stars, the various physical processes involved in stellar evolution, a full description of the Universe in large scale, and the main tenets of the Big Bang Theory. The scientific method and the fundamental laws of physics are stressed.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L

Recommended: 3 units of MATH 111 with P or placement based on math assessment

Advisory Level: Read: 3 Write: 3 Math: 2

Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B1 IGETC: 5A District GE: B1

**ASTRO 010L Introductory Astronomy Lab 1 Unit**

ASTRO 010L is an introductory laboratory course in Astronomy designed for non-science majors, that includes substantial work at the Montgomery Hill Observatory with state of the art telescopes and cameras. Students will identify constellations and asterisms, measure the apparent motion of planets and stars, investigate the geology of terrestrial objects throughout the solar system, and discuss the dramatic chemical differences in solar system planets and their moons. This course will cover the different stages of stellar evolution, making use of computer simulations to illustrate changes in size and energy output of stars as they age. Course work will conclude with explorations of large scale structures such as galaxies, clusters of galaxies, and the expanding Universe. Acceptable as a CSU lab science requirement only if student has completed ASTRO 010, or ASTRO 014, or ASTRO 016 previously or concurrently.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L

Prerequisite: ASTRO 010 or ASTRO 014 or ASTRO 016; with C or better or concurrent enrollment

Advisory Level: Read: 3 Write: 3 Math: 1

Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B3 IGETC: 5C District GE: B3

**ASTRO 014 Solar System Astronomy 3 Units**

Solar System Astronomy is an introductory course focusing on the main physical processes governing the solar system formation and its evolution. It introduces the scientific methodology adopted by astronomers to establish self consistent models of celestial processes. It highlights the latest achievements in space exploration on planets and their moons, and other minor bodies such as asteroids, comets, and dwarf planets. Special consideration is given to current research focusing on origins of life and the search for evidence of extraterrestrial life, past or present.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L

Advisory Level: Read: 3 Write: 3 Math: 2

Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B1 IGETC: 5A District GE: B1

**ASTRO 016 Stars, Galaxies, and the Origin of the Universe 3 Units**

Stars and Galaxies is an introductory course for non-science majors highlighting the following subjects: stellar properties, stellar evolution, shapes of galaxies, and structure of the universe in large scale. It presents the main phases of stellar evolution, the stellar population in different sections of Milky Way Galaxy, the distribution of galaxies within clusters, and Hubble flow. Additional topics include a brief history of the Big Bang Theory, the presence of dark matter in the galactic halo, and dark energy. This course satisfies the requirement of a general education course in Physical Science without a laboratory component.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L

Advisory Level: Read: 3 Write: 3 Math: 2

Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B1 IGETC: 5A District GE: B1



## Athletics (ATH)

### ATH 058 Sports Conditioning for Competitive Athletes 1 Unit

This sports conditioning course is designed for the competitive athletes. The class involves Components of Fitness, Sports Conditioning, Training Protocols and Nutritional information for pre and post season.

Lecture Hours: None Lab Hours: 3 Repeatable: Yes Grading: L  
Recommended: Enrollment in an intercollegiate athlete course  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

### ATH 064 Competitive Soccer 2 Units

This is an athletic soccer course that provides advanced instruction in the techniques, tactics, and strategies associated with soccer.

Lecture Hours: None Lab Hours: 6 Repeatable: Yes Grading: L  
Recommended: Instructor's evaluation - minimum of four years playing experience at the varsity high school, club division or above  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

## Athletics Intercollegiate Men (ATHM)

### ATHM 060 Intercollegiate Men's Soccer 3 Units

This is a physical education soccer activities course with an emphasis on intercollegiate competition in team sports for men. The course involves physical conditioning, skill development, team work development, development of competition strategies, and intercollegiate league play.

Lecture Hours: None Lab Hours: 10 Repeatable: Yes Grading: O  
Recommended: Competitive selection process  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

## Athletics Intercollegiate Women (ATHW)

### ATHW 060 Intercollegiate Women's Soccer 3 Units

This is a physical education soccer activities course with an emphasis on intercollegiate competition in team sports for women. The course involves physical conditioning, skill development, team work development, development of competition strategies, and intercollegiate league play.

Lecture Hours: None Lab Hours: 10 Repeatable: Yes Grading: O  
Recommended: Competitive selection process  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

### ATHW 061 Intercollegiate Volleyball 3 Units

This is a physical education volleyball activity course with an emphasis on intercollegiate competition in team sports. The course involves physical conditioning, skill development, team work development, development of competition strategies, and intercollegiate league play.

Lecture Hours: None Lab Hours: 9 Repeatable: Yes Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

## Automotive Technology (AUTO)

### AUTO 102 Automotive Systems 3.5 Units

This course will introduce students to the automotive industry and provide a basic overview of the eight areas of certification as specified by the National Institute for Automotive Service Excellence (ASE) and the National Automotive Technicians Education Foundation (NATEF). The course will examine the purpose, function, and operation of the major systems common to most automobiles. In addition, students will learn methodologies for inspecting and providing basic maintenance common to most vehicles. Students will work with the tools and equipment used for inspection, maintenance, repair, and diagnostic work.

Lecture Hours: 2 Lab Hours: 4.5 Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: 1  
Transfer Status: None Degree Applicable: AS  
CSU GE: None IGETC: None District GE: None  
Credit by Exam: Yes

### AUTO 103 Light Line Technician 2 Units

This course will prepare students for entry level employment in the automotive field as a first-level maintenance technician. The course will also introduce students to the Express Service training that the American Honda Program provides. Each student is assigned various vehicles and performs routine maintenance, inspection, and basic performance testing tasks that are commonly performed at automobile dealerships. In addition to gaining hands-on experience, successful students will build teamwork and cooperative skills, improve their time management practices, and develop sound workmanship values.

Lecture Hours: 1 Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: AUTO 102 with C or better or equivalent  
Advisory Level: Read: 2 Write: 2 Math: 1  
Transfer Status: None Degree Applicable: AS  
CSU GE: None IGETC: None District GE: None

### AUTO 105 Suspension, Steering, and Alignment 3 Units

This course will cover, in both theory and practice, the proper diagnosis and repair of manual and power steering systems, steering columns, air bags, and other steering components. Also discussed are McPherson Strut and SLA suspension systems including ball joints, knuckle assemblies, bushings, shocks, coils, torsion bars, pneumatic springs, and active suspension systems, computerized four wheel and thrust alignment procedures including caster, camber, toe, included angle, setback, scrub radius, TOT, drift or pull correction, and cradle adjustment.

Lecture Hours: 2 Lab Hours: 4 Repeatable: No Grading: L  
Prerequisite: AUTO 102 with C or better.  
Recommended: AUTO 103 and AUTO 172  
Advisory Level: Read: 3 Write: 3 Math: 2  
Transfer Status: None Degree Applicable: AS  
CSU GE: None IGETC: None District GE: None

**AUTO 106 Automotive Brake Systems 2 Units**

This course is a study of mechanical and hydraulic brake components and systems. Emphasis will be on system operation, adjustment, testing, replacement, and repair procedures. Drum, disc, power assist, and ABS brake systems will also be studied.

Lecture Hours: 1 Lab Hours: 3 Repeatable: No Grading: L

Prerequisite: AUTO 102 with C or better

Recommended: AUTO 172

Advisory Level: Read: 2 Write: 2 Math: 2

Transfer Status: None Degree Applicable: AS

CSU GE: None IGETC: None District GE: None

**AUTO 107 Valve Train 2 Units**

This is an advanced course that studies the latest valve train and cylinder head designs. Precision instruments and test equipment are utilized to diagnose and adjust modern valve train components. Several types of valve train designs from various manufacturers are discussed and presented for identification. This course prepares students to become proficient at valve train description, fault diagnosis and service recommendations. This course complies with NATEF (National Automotive Technicians Education Foundation) master requirements.

Lecture Hours: 1 Lab Hours: 3 Repeatable: No Grading: L

Prerequisite: AUTO 102 with C or better or applicable industry experience

Advisory Level: Read: 2 Write: 2 Math: 2

Transfer Status: None Degree Applicable: AS

CSU GE: None IGETC: None District GE: None

**AUTO 118 Fuel Systems/Emission Controls 3 Units**

This course covers automotive fuel systems, including: tanks, pumps, lines, filters, idle and vacuum control devices, electronic fuel injection, and emission control devices. Emphasis will be placed on combustion chemistry and emission testing procedures, and the diagnosis and repair of fuel and emission control system components. Students will diagnose and repair hard start, no-start, poor performance, and emission failures on a range of vehicles using the latest test equipment and methods. This course provides significant preparation and experience for those pursuing licensing as CA emission technicians.

Lecture Hours: 2 Lab Hours: 4 Repeatable: No Grading: L

Prerequisite: AUTO 102 with C or better

Recommended: AUTO 170

Advisory Level: Read: 3 Write: 3 Math: 2

Transfer Status: None Degree Applicable: AS

CSU GE: None IGETC: None District GE: None

**AUTO 119 Introduction to Engine Performance 2.5 Units**

This course is part of the Automotive Basic Skills track emphasizing engine systems relevant to performance and driveability. Classroom theory, engine analyzers and test equipment will be utilized to diagnose modern automobile engine systems. Engine diagnostic strategies will be performed in the lab as they would be in the workplace. In addition to gaining hands-on experience, successful students will build teamwork and cooperative skills, improve their time management practices, and develop sound workmanship values.

Lecture Hours: 2 Lab Hours: 2 Repeatable: No Grading: L

Prerequisite: AUTO 102 with C or better or equivalent

Advisory Level: Read: 3 Write: 3 Math: 1

Transfer Status: None Degree Applicable: AS

CSU GE: None IGETC: None District GE: None

**AUTO 120 Automatic Transmission Systems 2.5 Units**

This course will prepare students to diagnose and repair front and rear wheel drive automatic transmission systems. Topics include: stall and pressure testing, torque converters, planetary, CVT, and helical gear systems, overhaul practices, valve body repair, and on-car service techniques in both theory and practical application. Computerized powertrain diagnosis and repair will also be explored. Additional electronic transmission diagnosis and repair techniques are studied in AUTO 174, Body Chassis Electronics. Both courses are recommended preparation for the ASE Automatic Transmission Exam.

Lecture Hours: 1.5 Lab Hours: 3 Repeatable: No Grading: L

Prerequisite: AUTO 102 with C or better

Recommended: AUTO 103 and AUTO 172

Advisory Level: Read: 3 Write: 3 Math: 2

Transfer Status: None Degree Applicable: AS

CSU GE: None IGETC: None District GE: None

**AUTO 121 Manual Transmission and Drivetrain Systems 2 Units**

This course will prepare students to diagnose and repair front and rear wheel drive manual transmission systems, clutches, drive lines, differentials, and CV axles. Planetary, helical, hypoid, bevel, and straight cut gear systems will be studied including ratio calculation and torque multiplication. Overhaul practices, including teardown, measurement, inspection, repair, and reassembly will be covered. Four wheel drive systems such as automatic locking hubs, transfer cases, and electronic drivetrain systems are also studied to prepare students for the ASE Manual Transmission Exam.

Lecture Hours: 1 Lab Hours: 3 Repeatable: No Grading: L

Prerequisite: AUTO 102 with C or better

Recommended: AUTO 103 and AUTO 172

Advisory Level: Read: 3 Write: 3 Math: 2

Transfer Status: None Degree Applicable: AS

CSU GE: None IGETC: None District GE: None

**AUTO 122 Advanced Electrical Systems 3 Units**

This is an advanced automotive electrical course stressing diagram-based diagnostic methods. Students will design and build functioning circuits and systems, as well as compute and measure all aspects of performance. Students will learn to diagnose and repair a wide variety of circuit, system, and component faults in general electrical, starting, charging, lighting, instrumentation, accessory, climate control, audio, navigation, and SRS systems. Analytical skills and use of specialized test equipment will be stressed to provide students with excellent and highly marketable diagnostic abilities.

Lecture Hours: 2 Lab Hours: 4 Repeatable: No Grading: L

Prerequisite: AUTO 170 with C or better.

Advisory Level: Read: 3 Write: 3 Math: 2

Transfer Status: None Degree Applicable: AS

CSU GE: None IGETC: None District GE: None

**AUTO 125 Automotive Electronics 2 Units**

This course explores the application of electronic components and systems within a modern vehicle. Students will learn basic semiconductor theory, and operation and testing of a wide variety of input and output devices. Multiplex (vehicle intranet) systems, serial communications, and diagnostic practices will also be covered.

Lecture Hours: 1.5 Lab Hours: 1.5 Repeatable: No Grading: L  
 Prerequisite: AUTO 170 with C or better  
 Recommended: AUTO 118, AUTO 122, AUTO 127 and AUTO 129  
 Advisory Level: Read: 3 Write: 3 Math: 2  
 Transfer Status: None Degree Applicable: AS  
 CSU GE: None IGETC: None District GE: None

**AUTO 127 Ignition Systems 2 Units**

This course covers the theory, diagnosis and repair of modern automotive DI and EI ignition systems. Topics include ignition system function, combustion requirements, primary system triggering, switching components and operation. Topics included are secondary ignition components and operation, ignition timing devices, electronic spark timing function and strategy, as well as distributorless ignition systems i.e. Waste Spark and Coil-on-plug. System testing methods, fault isolation techniques, DSO, GDMM, Oscilloscope testing, waveform interpretation, as well as maintenance/driveability fault corrections are also included.

Lecture Hours: 1 Lab Hours: 3 Repeatable: No Grading: L  
 Prerequisite: AUTO 102 with C or better  
 Recommended: AUTO 170  
 Advisory Level: Read: 3 Write: 3 Math: 2  
 Transfer Status: None Degree Applicable: AS  
 CSU GE: None IGETC: None District GE: None

**AUTO 129 DSO, GDMM, Scan Tool Diagnosis 1.5 Units**

This laboratory oriented course explores the many aspects of advanced engine performance testing. Students will develop proficiency using digital storage oscilloscopes, current clamps, graphing multimeters, generic and manufacturer specified scan tools, and other diagnostic equipment. Emphasis will be placed on waveform and PID interpretation, and the effects erroneous signals/information can have on vehicle performance.

Lecture Hours: 0.5 Lab Hours: 3 Repeatable: No Grading: L  
 Prerequisite: AUTO 170 with a grade of C or better  
 Advisory Level: Read: 3 Write: 3 Math: 2  
 Transfer Status: None Degree Applicable: AS  
 CSU GE: None IGETC: None District GE: None

**AUTO 132 Individualized Skills Training Lab 1.5 Units**

This course allows Automotive Students to complete Honda Individualized Skills Training Modules not covered in regular classes. Topics include brakes, engine repair, suspension, steering, electrical, driveability, transmission, drivetrain, fuel systems, and air conditioning.

Lecture Hours: None Lab Hours: 4.5 Repeatable: No Grading: L  
 Prerequisite: AUTO 102 with C or better  
 Recommended: AUTO 103, AUTO 119 and AUTO 171  
 Advisory Level: Read: 2 Write: 2 Math: 2  
 Transfer Status: None Degree Applicable: AS  
 CSU GE: None IGETC: None District GE: None

**AUTO 132A Honda Individualized Skills Training Session A 1.5 Units**

This course allows automotive students to complete Honda Individualized Skills Training Modules not covered in regular classes. Topics include engine repair and scanner usage.

Lecture Hours: None Lab Hours: 4.5 Repeatable: No Grading: L  
 Prerequisite: AUTO 102 with C or better  
 Recommended: AUTO 103, AUTO 119, AUTO 171  
 Advisory Level: Read: 2 Write: 2 Math: 2  
 Transfer Status: None Degree Applicable: NAA  
 CSU GE: None IGETC: None District GE: None

**AUTO 132B Honda Individualized Skills Training (IST) Session B 1.5 Units**

This course allows automotive students to complete Honda Individualized Skills Session B training modules not covered in regular classes. Topics include advanced electrical and fuel systems.

Lecture Hours: None Lab Hours: 4.5 Repeatable: No Grading: L  
 Prerequisite: AUTO 102 with C or better  
 Recommended: AUTO 103, AUTO 119, AUTO 170  
 Advisory Level: Read: 2 Write: 2 Math: 2  
 Transfer Status: None Degree Applicable: NAA  
 CSU GE: None IGETC: None District GE: None

**AUTO 132C Honda Individualized Skills Training (IST) Session C 1.5 Units**

This course allows automotive students to complete Honda Individualized Skills Session C training modules not covered in regular classes. Topics include drivability, multiplexing, and advanced scanner diagnostics.

Lecture Hours: None Lab Hours: 4.5 Repeatable: No Grading: L  
 Prerequisite: AUTO 102 with C or better  
 Recommended: AUTO 103, AUTO 119, AUTO 170  
 Advisory Level: Read: 2 Write: 2 Math: 2  
 Transfer Status: None Degree Applicable: NAA  
 CSU GE: None IGETC: None District GE: None

**AUTO 133 Computerized Engine Management 2.5 Units**

This is an advanced automotive course covering electronic powertrain and vehicle management. The systems covered include fuel, ignition, emissions, idle, cruise control, transmission, throttle control, variable valve timing, collision mitigation, variable valve timing, vehicle stability assist, lane departure warning, and interrelated vehicle systems. Analytical skills and use of specialized test equipment will be stressed to provide students with excellent and highly marketable diagnostic abilities.

Lecture Hours: 2 Lab Hours: 2 Repeatable: No Grading: L  
 Prerequisite: AUTO 125 with C or better  
 Advisory Level: Read: 3 Write: 3 Math: 2  
 Transfer Status: None Degree Applicable: AS  
 CSU GE: None IGETC: None District GE: None

**AUTO 135 Air Conditioning Systems 2 Units**

This course will prepare students to diagnose and repair modern heating ventilation and air conditioning systems. Topics studied include systems inspection, diagnosis, and repair, leak testing, performance testing, mode control, refrigerant identification, recovery, flushing, evacuation, recharging, and safe handling procedures. Students will also learn to diagnose component malfunctions and using various refrigerant types. AUTO 135 and 174 prepare students for the ASE Air Conditioning exam.

Lecture Hours: 1.5 Lab Hours: 1.5 Repeatable: No Grading: L

Prerequisite: AUTO 102 with C or better

Recommended: AUTO 103

Advisory Level: Read: 3 Write: 3 Math: 2

Transfer Status: None Degree Applicable: AS

CSU GE: None IGETC: None District GE: None

**AUTO 138 Occupational Work Experience 1-8 Units**

Occupational Work Experience is designed for students who work or volunteer in a field related to their career major. Students are required to provide evidence that they are enrolled in automotive technology course(s). Students can earn one unit of credit for each 60 hours of unpaid volunteer time or 75 hours of paid work during the semester. Students can repeat Career/Occupational Work Experience, combined with General Work Experience, or alone, up to a maximum of 16 units. Internship/job placement is not guaranteed.

Lecture Hours: None Lab Hours: 2.07 Repeatable: Yes Grading: O

Corequisite: Be employed or a volunteer at an approved work-site for the minimum number of hours per unit as stipulated for paid and unpaid status.

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**AUTO 141 Clean Air Car Course 5 Units**

This course adheres to the California Smog Inspection Program standards. Successful completion is required for technicians wishing any level of California smog license. It covers rules, regulations, licenses, consumer rights, inspection procedures, equipment usage, safety, diagnostic techniques, and updates of new technology. This course incorporates portions of previous Bureau of Automotive Repair (BAR) update training and BAR online training.

Lecture Hours: 4.5 Lab Hours: 1.5 Repeatable: No Grading: L

Prerequisite: AUTO 102 with C or better

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: None Degree Applicable: AS

CSU GE: None IGETC: None District GE: None

**AUTO 145 Enhanced Emission Diagnostics Level 2 2 Units**

This course covers California Smog inspections and testing. The course meets State of California BAR licensing requirements for Inspector licensing. Students will become familiar with inspection procedures and system analyzers, including the Test Analyzer Systems as required by current regulations. Instruction will include oxygen sensor graphing, five gas emissions, baseline techniques, loaded mode testing, NOx inspections, diagnosis, and catalytic converter diagnosis and testing.

Lecture Hours: 2 Lab Hours: None Repeatable: No Grading: L

Prerequisite: AUTO 141 with C or better or hold current or past California Smog Technician License

Advisory Level: Read: 2 Write: 2 Math: 2

Transfer Status: None Degree Applicable: AS

CSU GE: None IGETC: None District GE: None

**AUTO 170 Electrical Systems 3 Units**

This course introduces students and entry level automotive technicians to the automotive electrical system. The course covers electrical theory, magnetism, Ohm's Law, series and parallel circuits and system dynamics. Students learn to calculate and measure voltage, resistance and current in theoretical and live circuits, build and test working models of typical automotive electrical systems using table top components and industry specific simulators, and practice diagnosis and repair procedures on a variety of vehicles. Students will also develop an understanding of modern electrical test equipment, such as DMMs, GDMMs, and DSO's, and industry standard troubleshooting and repair procedures.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L

Prerequisite: AUTO 102 with C or better

Advisory Level: Read: 3 Write: 3 Math: 2

Transfer Status: None Degree Applicable: AS

CSU GE: None IGETC: None District GE: None

**AUTO 171 Engine Systems 2.5 Units**

This is an intermediate level course that covers engine theory and repair procedures. The students will perform functional tests before disassembly and after reassembly. Throughout the course students will completely disassemble and study each component and the system it relates to. This course prepares students to take the National Automotive Service Excellence ASE "Engine Repair, A1" test.

Lecture Hours: 2 Lab Hours: 1.5 Repeatable: No Grading: L

Prerequisite: AUTO 102 with C or better

Advisory Level: Read: 3 Write: 3 Math: 3

Transfer Status: None Degree Applicable: AS

CSU GE: None IGETC: None District GE: None

**AUTO 172 Chassis and Drivetrain Systems 2.5 Units**

This intermediate level course will introduce students to the service and repair procedures of drive-train systems, brakes, clutches, steering, suspension, alignment, and related measurement practices. AUTO 172 is designed to prepare students for the chassis drive-train track and stresses inspection and routine maintenance services of under-car systems such as CV axles, brake friction components, universal joints, clutch systems, and transmissions. Satisfactory completion of this course is required for all Automotive degree options.

Lecture Hours: 2 Lab Hours: 2 Repeatable: No Grading: L

Prerequisite: AUTO 102 with C or better

Advisory Level: Read: 3 Write: 3 Math: 2

Transfer Status: None Degree Applicable: AS

CSU GE: None IGETC: None District GE: None

**AUTO 173 Automotive Service Operations 2 Units**

This course will provide overview information about careers in Automotive Technology. Preparation for "on the job" experience will include presentations and discussions about professionalism, work ethics, diplomacy, consumerism, safety, hazardous wastes, tools and equipment, as well as employee, employer, and customer relations.

Lecture Hours: 2 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 2 Write: 2 Math: 2  
Transfer Status: None Degree Applicable: AS  
CSU GE: None IGETC: None District GE: None

**AUTO 174 Body & Chassis Electronics 2 Units**

This course provides students with the marketable skills needed for the diagnosis and repair of modern electronic body-chassis control systems. It is designed to complement AUTO 105, AUTO 106, AUTO 120, and AUTO 135 Chassis/Drivetrain classes by studying ABS, electronically controlled steering, suspension, AC, and transmission systems. Students will be using state-of-the-art equipment such as: lab scopes, ETMs, scanners, DVOMs, and other related resources. Students will apply knowledge of Ohm's Law, digital logic, parasitic load testing, short/open location, communication protocols, and other technical resources.

Lecture Hours: 1 Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: AUTO 102 with C or better  
Corequisite: AUTO 170; Recommended: AUTO 105, AUTO 106 and AUTO 172  
Advisory Level: Read: 2 Write: 2 Math: 2  
Transfer Status: None Degree Applicable: AS  
CSU GE: None IGETC: None District GE: None

**AUTO 175 Welding and Fabrication 2 Units**

This course will introduce students to the hands-on skills needed to plan and fabricate components used in light truck or automotive repair or modification. Specialized tools such as tubing benders, MIG welders, chop saws, and fabrication equipment, as well as a variety of specialized hand tools, will be covered. In addition to gaining hands-on experience, successful students will build teamwork and cooperative skills, improve time management practices, and develop sound workmanship values.

Lecture Hours: 1 Lab Hours: 3 Repeatable: No Grading: L  
Recommended: Project fabrication requires basic math and reading/writing comprehension.  
Advisory Level: Read: 2 Write: 2 Math: 2  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**AUTO 181A Introduction to Alternative Fuel and Hybrid/Electric Vehicles 2 Units**

This course will examine a variety of alternative fuels and propulsion systems used in modern automotive vehicles. The advantages and limitations of alternative fuels used in internal combustion engines (ICE) will be discussed. The topics on alternative propulsion systems will include the basic theory of operation, construction, and safety. The unique dangers surrounding alternative fuel and propulsion vehicles will be explored, and how to minimize the risks. This course will also cover what is needed to operate safely and effectively around these vehicles. The course includes a quick guide comparison chart of the different hybrid electric, plug-in hybrid, battery electric, and CNG automobiles.

Lecture Hours: 1.5 Lab Hours: 1.5 Repeatable: No Grading: L  
Prerequisite: AUTO 102 with C or better or equivalent industry experience  
Advisory Level: Read: 2 Write: 2 Math: 2  
Transfer Status: None Degree Applicable: AS  
CSU GE: None IGETC: None District GE: None

**AUTO 181B Hybrid Electric Vehicle Maintenance and Repair 3 Units**

This is an advanced course that provides an in-depth study of the technology, maintenance, and repair of hybrid, plug-in, and all electric light duty passenger vehicles. Basic diagnostic, repair, and maintenance procedures of the unique systems associated with hybrid and electric vehicles will be discussed and practiced. Special tools and diagnostic equipment will be used during the laboratory exercises.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: AUTO 102 and AUTO 181A both with C or better  
Advisory Level: Read: 2 Write: 2 Math: 2  
Transfer Status: None Degree Applicable: AS  
CSU GE: None IGETC: None District GE: None

**AUTO 190 Noise, Vibration, and Harshness Diagnosis/Repair 1.5 Units**

This course presents manufacturer specified methods to evaluate, locate, and repair noise, vibration, and harshness issues in current automobiles and light trucks.

Lecture Hours: 1 Lab Hours: 1.5 Repeatable: No Grading: L  
Prerequisite: AUTO 102 with C or better  
Recommended: Applicable industry experience  
Advisory Level: Read: 3 Write: 3 Math: 2  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None  
Credit by Exam: Yes

**AUTO 191 Collision Electrical Diagnosis & Repair 2 Units**

This course addresses the unique situations that occur due to vehicle collision damage and the skills and techniques necessary to diagnose and repair affected systems.

Lecture Hours: 1 Lab Hours: 3 Repeatable: No Grading: L  
Recommended: AUTO 102 or equivalent industry experience  
Advisory Level: Read: 3 Write: 3 Math: 2  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None  
Credit by Exam: Yes



**AUTO 202 Bugged Vehicle Diagnosis 1.5 Units**

This lab oriented course allows automotive technology students to utilize their previous training in electrical and powertrain performance courses to perform diagnosis of a wide variety of simulated and actual vehicle faults under real-world conditions. Students will punch in and out on a time card, work from a repair order, and bid diagnostic/repair time and needed repairs. Students will troubleshoot and repair faults in starting, charging, ignition, lighting, accessory, safety, instrumentation, heating and ventilation, fuel, emission control, powertrain control, navigation, and telematics systems.

Lecture Hours: 0.5 Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: AUTO 170, and either AUTO 119 or (AUTO 118 and AUTO 127); all with C or better  
Advisory Level: Read: 3 Write: 3 Math: 3  
Transfer Status: None Degree Applicable: AS  
CSU GE: None IGETC: None District GE: None

**AUTO 203 Introduction to Module Programming 1.5 Units**

The course addresses the technology, tools, and skill set required to successfully program, calibrate and initialize modern vehicle control modules.

Lecture Hours: 1 Lab Hours: 1.5 Repeatable: No Grading: L  
Prerequisite: AUTO 102 with C or better or applicable industry experience  
Advisory Level: Read: 2 Write: 2 Math: 2  
Transfer Status: None Degree Applicable: AS  
CSU GE: None IGETC: None District GE: None

**AUTO 204 Driver Assist Technology 1.5 Units**

This course addresses the technology of driver-assist systems used in modern vehicles to help a vehicle driver avoid collisions and assist in driving maneuvers with limited visibility and reaction time. The student will be presented with various technologies and the skills needed to calibrate these systems if they are replaced due to component failure or following collision repairs.

Lecture Hours: 1 Lab Hours: 1.5 Repeatable: No Grading: L  
Prerequisite: AUTO 102 with C or better or applicable industry experience  
Advisory Level: Read: 2 Write: 2 Math: 2  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**AUTO 500 Math for Automotive Technology 0 Units**

This course of instruction will develop specialized mathematical reasoning and computational skills for use in automotive technology applications. Areas of study will be geometry, fractions, decimals, unit conversion, measurement, and related functions used in industry.

Lecture Hours: 2 Lab Hours: None Repeatable: Yes Grading: N  
Open Curriculum: No prerequisite, corequisite or levels  
Transfer Status: None Degree Applicable: NC  
CSU GE: None IGETC: None District GE: None

**AUTO 501 Basic Terminology and Communication in Auto Technology 0 Units**

This course is an introduction to the terminology commonly used in the automotive industry. This course is intended to improve reading comprehension of typical automotive technical manuals and textbooks. Students will learn how to prepare work orders, documents, and common correspondence used in the automotive industry. This is part of a non-credit pathway designed to improve the reading and writing skills of the automotive professional.

Lecture Hours: 2 Lab Hours: None Repeatable: Yes Grading: N  
Open Curriculum: No prerequisite, corequisite or levels  
Transfer Status: None Degree Applicable: NC  
CSU GE: None IGETC: None District GE: None

**Biology (BIOL)****BIOL 004A General Principles and Cell Biology 5 Units**

BIOL 004A is the first course in a two term majors-sequence for students preparing for careers in the sciences, science education, or medicine. This lecture and laboratory course emphasizes the nature of science and the scientific method, fundamental principles and theories in biology at the molecular and cellular level. Topics will include biological chemistry, cell structure and function, bioenergetics, respiration, photosynthesis, cell reproduction, cell communication and regulation, genetics, microevolution, and laboratory techniques and experience. Field trips may be required. (C-ID BIOL 190)

Lecture Hours: 3 Lab Hours: 6 Repeatable: No Grading: L  
Prerequisite: MATH 013 and CHEM 001A both with C or better  
Recommended: Recently completed biology lecture and lab course with a grade of B or better in high school or college  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B2, B3 IGETC: 5B, 5C District GE: B2, B3

**BIOL 004B Organismal Biology and Biodiversity 5 Units**

Biology 004B is the second course in a two semester majors-level sequence for students preparing for careers in the sciences, science education, or medicine. This lecture and laboratory course emphasizes the form and function, evolution, and biodiversity of unicellular and multicellular organisms. Topics include protists, fungi, plants, and animals including the phylogenetic relationships among major taxa, macroevolution and Earth history, ecology, and adaptation. Science, the scientific method, and laboratory techniques are also covered. Field trips may be required. (C-ID BIOL 140)

Lecture Hours: 3 Lab Hours: 6 Repeatable: No Grading: L  
Prerequisite: BIOL 004A or its equivalent, with C or better  
Advisory Level: Read: 4 Write: 4 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B2, B3 IGETC: 5B, 5C District GE: B2, B3

**BIOL 020 Human Biology 4 Units**

This course introduces students to the form and function of the human body. BIOL 020 includes an overview of atoms and molecules, acids and bases, movement in solutions, important classes of biological molecules, the cell, human genetics, biotechnology, and issues in human ecology. Emphasis is on the basic anatomy and physiology of the body's major organ systems. The course is tailored for non-science majors and meets the General Education requirement for life science with a lab.

Lecture Hours: 3 Lab Hours: 3 Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: 2  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B2, B3 IGETC: 5B, 5C District GE: B2, B3

**BIOL 021 General Biology 4 Units**

This is an introductory biology course for non-science majors. The course covers the general principles and basic concepts of biology including the characteristics and classification of living systems, cells, metabolism, development, health, reproduction, genetics, evolution and ecology. This course may be a prerequisite, but it is not designed to fulfill requirements of the biology or pre-professional majors.

Lecture Hours: 3 Lab Hours: 3 Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: 2  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B2, B3 IGETC: 5B, 5C District GE: B2, B3

**BIOL 025 Forensic Biology 3 Units**

This lecture-only science course is intended for those who have a general interest in the application of biological concepts to forensic science. Students will examine case studies involving crimes to demonstrate how the principles of science are used to analyze physical evidence. Scientific method, mathematical computations, and fundamental principles of physics, chemistry and biology will be applied to various forms of evidence to derive information about a crime scene.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: 3  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**BIOL 061 Human Heredity 3 Units**

This course introduces students to the study of human heredity including the cellular basis of heredity and gene expression, Mendelian and non-Mendelian patterns of inheritance, the nature of selected genetic disorders, genetic screening and testing, bioethics, the role of genetic counseling, and biotechnology including recombinant DNA techniques, assisted reproductive technologies, the human genome project, and bioinformatics.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: 2  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B2 IGETC: 5B District GE: B2

**BIOL 062 Plants and Human Welfare 3 Units**

Students are introduced to the world of plants and their ecological importance to humans. Topics include the impact of plants on development of civilizations; the need for conservation; and the role of plants in the total environment. Class meetings may be held at alternative off campus sites.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: 2  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B2 IGETC: 5B District GE: B2

**BIOL 063 Ecology 3 Units**

This course introduces students to the science of ecology, the branch of biology that studies the abundance and distribution of plants and animals, and their interrelationships with the environment. Topics covered include the intersection of evolution and ecology, population biology, community organization, ecosystem function, biodiversity, preservation and conservation, and human ecology.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: 2  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B2 IGETC: 5B District GE: B2

**BIOL 064 Marine Biology 4 Units**

BIOL 064 is a lecture and laboratory course introducing students to the study of marine life. The course will cover physical and biological aspects of life in the sea including marine geology, physical oceanography, marine ecology, a comparative study of major marine taxa, and human exploitation and oceanic history. Special topics and required field trips to local marine habitats are an integral part of the course.

Lecture Hours: 3 Lab Hours: 3 Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: 3  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B2, B3 IGETC: 5B, 5C District GE: B2, B3

**BIOL 065 Wildlife Biology 3 Units**

A General Biology course designed for non-science majors and carrying elective science transfer credit. Emphasis is on wildlife, and its relationship to ecological succession and conservation, energy, mass, and to ecological crises resulting from human exploitation and the explosion in human population. Field trips may be required.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Recommended: A general science course at the high school level.  
Advisory Level: Read: 3 Write: 3 Math: 3  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B2 IGETC: 5B District GE: B2

**BIOL 071 Human Anatomy 5 Units**

This course covers the structure of the human body including identifying parts, understanding interrelationships, and making clinical applications. Laboratory activity includes the study of models, dissection of a human cadaver and other selected mammalian organs, and use of the microscope to study different cell types and major tissue types. This course is primarily intended for nursing, OT, PT, RT, Chiropractic, and other health-related majors. (C-ID BIOL 110B)

Lecture Hours: 3 Lab Hours: 6 Repeatable: No Grading: L

Prerequisite: BIOL 021 with C or better

Advisory Level: Read: 3 Write: 3 Math: 3

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: B2, B3 IGETC: 5B, 5C District GE: B2, B3

**BIOL 072 Human Physiology 5 Units**

Students are introduced to cellular physiology and metabolism. Students study the physiological processes of the human body systems including nervous, endocrine, muscular, urinary, respiratory, sensory, digestive, cardiovascular and reproductive. Other topics include disease and the loss of homeostasis in the body. This course is designed for college degrees in nursing, physical and occupational therapy, and certain science and preprofessional majors. (C-ID BIOL 120B)

Lecture Hours: 3 Lab Hours: 6 Repeatable: No Grading: L

Prerequisite: BIOL 071 and (CHEM 001A or CHEM 015 or CHEM 030A) and MATH 013; all with C or better

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: B2, B3 IGETC: 5B, 5C District GE: B2, B3

**BIOL 074 General Microbiology 5 Units**

General Microbiology covers the structure and activities of microorganisms, including bacteria, viruses, protozoa, fungi, helminths, and algae. This course also covers principles of microbial control, metabolism, environmental microorganism genetics, genetic engineering, disease, modes of infection, and immunity. Emphasis is on aseptic laboratory technique, and the application of microbiology to human welfare.

Lecture Hours: 3 Lab Hours: 6 Repeatable: No Grading: L

Prerequisite: (CHEM 001A or CHEM 015 or CHEM 030A) and (BIOL 004A or BIOL 071 or BIOL 072); all with C or better

Advisory Level: Read: 3 Write: 3 Math: 3

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: B2, B3 IGETC: 5B, 5C District GE: B2, B3

**BIOL 080 Biology Field Program 1 Unit**

The field biology courses introduce students to the human and natural histories of a variety of ecosystems. This course may emphasize the natural and human histories of a variety of ecosystems, the specific area to be determined with the offering of the course. This course entails on-campus lectures and overnight field excursions. Course participation involves camping, hiking, and automobile travel. Additional fees are required.

Lecture Hours: 0.44 Lab Hours: 2.11 Repeatable: No Grading: O

Advisory Level: Read: 3 Write: 3 Math: 3

Transfer Status: CSU Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**BIOL 080A Field Biology - Zion National Park 1 Unit**

EVC's field-biology courses introduce students to the human and natural histories of a variety of ecosystems. BIOL 080A emphasizes the biodiversity and geology of Zion National Park and its unique mix of desert and riparian ecosystems. The course covers general ecological principles, common flora and fauna of Zion National Park, the geologic history of the Kayenta formation, and human history in the area. The course entails on-campus lectures and the equivalent of one week in the field. Course participation requires camping, hiking, and automobile travel. Additional fees are required.

Lecture Hours: 0.44 Lab Hours: 2.11 Repeatable: No Grading: O

Advisory Level: Read: 3 Write: 3 Math: 2

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**BIOL 080B Field Biology - Anza-Borrego Desert 1 Unit**

The field-biology courses introduce students to the human and natural histories of a variety of ecosystems. This course emphasizes the biodiversity and geology of the Anza-Borrego Desert located east of San Diego. There lies California's largest state park in what was once an ocean floor and now comprises part of the Mojave and Colorado Desert ecosystems. The course covers general ecological principles, common flora and fauna of Anza-Borrego State Park, the geologic history of this desert region, and human history in the area. Anza Borrego Desert is famous for fields of spring wildflowers, hidden oases lined with palm trees, and the native bighorn sheep hiding among the steep, barren hillsides. The course entails on-campus lectures and the equivalent of one week in the field. Course participation requires camping, hiking, and automobile travel. Additional fees are required.

Lecture Hours: 0.44 Lab Hours: 2.11 Repeatable: No Grading: O

Recommended: This is a field oriented course so physical preparation for camping and hiking is recommended.

Advisory Level: Read: 3 Write: 3 Math: 3

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**BIOL 080C Field Biology - Coastal California 1 Unit**

The field biology courses introduce students to the human and natural histories of a variety of ecosystems. This course explores the biodiversity, geology, and human history of the central California coast with emphasis on Monterey Bay and Point Reyes National Seashore. The course entails on-campus lectures and field excursions. Course participation involves camping, hiking, and automobile travel. Additional fees are required.

Lecture Hours: 0.44 Lab Hours: 2.11 Repeatable: No Grading: O

Recommended: This is a field oriented course so physical preparation for camping and hiking is recommended.

Advisory Level: Read: 3 Write: 3 Math: 3

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**BIOL 080D Field Biology - Death Valley National Park 1 Unit**

This course introduces students to selected desert ecosystems of the Mojave Desert and to Death Valley National Park, the largest national park in the lower forty-eight states. This course takes students from mountain peaks and passes to the lowest point in North America, to dune fields and waterfalls, and to canyons and ghost towns. General ecological and geological principles, and the flora, fauna, and human histories of the areas visited are emphasized. The course entails on-campus lectures and the equivalent of one week in the field. Course participation requires camping, hiking, and automobile travel. Additional fees are required.

Lecture Hours: 0.44 Lab Hours: 2.11 Repeatable: No Grading: O  
Advisory Level: Read: 3 Write: 3 Math: 3  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**BIOL 080E Field Biology - Natural History of the Eastern Sierra 1 Unit**

This course explores the biodiversity, geology, and human history of the eastern Sierra region of California. The course entails on-campus lectures and field excursions. Course participation involves camping, hiking, and automobile travel. Additional fees are required.

Lecture Hours: 0.44 Lab Hours: 2.11 Repeatable: No Grading: O  
Advisory Level: Read: 3 Write: 3 Math: 3  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**BIOL 080F Field Biology - Forest and River Ecology 1 Unit**

This course focuses on the forest and river ecosystems of west-central California. The course introduces students to the geology, biological communities, and human histories of this area including past and present human influences. This course entails on-campus lectures, and field excursions that involve overnight camping. Automobile travel to remote destinations may be necessary. Additional fees are required.

Lecture Hours: 0.44 Lab Hours: 2.11 Repeatable: No Grading: O  
Advisory Level: Read: 3 Write: 3 Math: 3  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**BIOL 080G Field Biology - Volcanic Northern California 1 Unit**

This course emphasizes the biological and ecological diversity, geology, and human history of Lassen Volcanic National Park and Lava Beds National Monument. Lassen Volcanic National Park is famous for Lassen Peak, the largest plug dome volcano in the world. Lava Beds National Monument is known for its many lava tubes, Amerindian rock art sites, and historic battlefields. The course entails on-campus lectures and the equivalent of one week in the field. Course participation requires camping, hiking, and automobile travel. Additional fees are required.

Lecture Hours: 0.44 Lab Hours: 2.11 Repeatable: No Grading: O  
Advisory Level: Read: 3 Write: 3 Math: 3  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**Building Information Modeling (BIM)****BIM 120 Construction, Means, Methods, and Materials 3 Units**

This course is an introduction to construction management as it relates to understanding the multi-faceted roles and responsibilities that are typically shared by project team members during the course of a construction project. The material is presented through lecture, discussion, mixed media and real-world examples. Innovations that are changing the industry as well as building for a sustainable future are also covered.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: 2  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**BIM 121 Virtual Design and Construction Workflow 3 Units**

This course will introduce students to Virtual Design and Construction workflow processes and procedures, and expose them to the software tools required.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: 1  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**BIM 122 Managing Construction Coordination Meetings 3 Units**

This course will cover the most commonly used software tools for managing construction coordination meetings. The software tools will be used in conjunction with "Best in Class" Clash Detection and Coordination meeting processes that enable rapid decision making abilities to keep projects on schedule, as well as maintain budgets and within the defined quality requirements of the projects.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: 1  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**BIM 123 Fundamentals of Revit 2 Units**

This course will cover the fundamentals of Autodesk Revit Architecture in a lab format with hands-on learning. Students will learn how to set up a new building information model; create a basic floor plan; work with basic architectural elements (walls, doors, windows, floors, ceilings, roofs, curtain walls, stairs and railings); create sections, elevations and callout views; add annotations including dimensions, text, tags, schedules and legends; and share designs by working in teams, creating architectural visualization renderings and plotting finished drawings. Students are also introduced to the basics of creating simple families.

Lecture Hours: None Lab Hours: 6 Repeatable: No Grading: L  
Recommended: Basic AutoCAD or equivalent skills  
Advisory Level: Read: 2 Write: 2 Math: 2  
Transfer Status: None Degree Applicable: AS  
CSU GE: None IGETC: None District GE: None

**BIM 124 Advanced Revit 2 Units**

This course is focused specifically on providing an intermediate to advanced level of training on Revit Architecture. The skills presented during this class are for experienced Revit users and are designed to help experienced users take the next step in advancing their current knowledge of Revit Architecture. Students will create architectural visualization renderings, use filters, section boxes, design options and phasing to present various display ideas and solutions. They will also create advanced families, develop advanced schedules using project and shared parameters and conceptual massing.

Lecture Hours: None Lab Hours: 6 Repeatable: No Grading: L

Prerequisite: BIM 123 with C or better

Advisory Level: Read: 3 Write: 3 Math: 3

Transfer Status: None Degree Applicable: AS

CSU GE: None IGETC: None District GE: None

**BIM 125 Planning and Managing Construction Projects With 4D CAD 3 Units**

Building Information Modeling (BIM) integrates 3D drawings and 4D animations to dramatically improve the communication, coordination, and planning of construction projects, while reducing risks, errors, and costs. BIM is an in-depth resource that shows architects and building professionals how to capitalize on BIM concepts, tools, and techniques for their own building projects.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L

Advisory Level: Read: 3 Write: 3 Math: 1

Transfer Status: None Degree Applicable: AS

CSU GE: None IGETC: None District GE: None

**BIM 138 BIM Work Experience 1-8 Units**

Occupational work experience is designed for students who work or volunteer in the field related to their career major. Students are required to provide evidence that they are enrolled in BIM course(s). Students can earn one unit of credit for each 60 hours of unpaid volunteer time or 75 hours of paid work during the semester. Students can repeat Career/Occupational Work Experience, combined with General Work Experience, or alone, up to a maximum of 16 units. Internship/job placement is not guaranteed.

Lecture Hours: None Lab Hours: 2.07 Repeatable: Yes Grading: O

Corequisite: Be employed or a volunteer at an approved work-site for the minimum number of hours per unit as stipulated for paid and unpaid status

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**Business (BUS)****BUS 004 Business Plan Development 3 Units**

Students will learn how to develop a business plan for the creation of a business, including the organizing, marketing, operating and financing of a business. Risk analysis will be covered also.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L

Advisory Level: Read: 3 Write: 3 Math: 1

Transfer Status: CSU Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**BUS 006 Introduction to Small Business Management 3 Units**

This course explores the complex process of entrepreneurship from identifying a viable business idea, to creating a successful start-up, including planning for growth and continuing innovation, as well as avoiding pitfalls while launching an idea into a business. This course provides a good introduction for individuals seeking to create and manage a start-up business.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L

Advisory Level: Read: 3 Write: 3 Math: 1

Transfer Status: CSU Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**BUS 009 Introduction to Entrepreneurship 3 Units**

Students will study the principles of entrepreneurship, and focus on the entrepreneurial process, opportunity recognition, entry strategies, market opportunities, the development of a successful business plan, and making financial projections. The material is presented through methodologies of lecture, discussion, current events, Internet research, case studies, and computerized assignments.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L

Advisory Level: Read: 3 Write: 3 Math: 1

Transfer Status: CSU Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**BUS 060 Fundamentals of Business Statistics 3 Units**

This course introduces statistics with an emphasis on business applications. Students will learn how to collect, analyze, interpret, and present numerical data for the purpose of making more effective decisions. Topics include: collection and presentation of data, measures of central value and spread, probability, sampling and the sampling distribution of the sample average, estimation via confidence intervals, hypothesis testing, and regression and correlation. This course requires the use of quantitative skills acquired in intermediate algebra and finite math. (C-ID MATH 110)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L

Prerequisite: MATH 013 with C or better

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: B4 IGETC: 2A District GE: B4

**BUS 060L Statistics Laboratory 0.5-1 Units**

BUS 060L is a recommended corequisite course of BUS 060, Fundamentals of Business Statistics. This course provides hands-on computer experience using software to augment and demonstrate concepts presented in the BUS 060 class.

Lecture Hours: None Lab Hours: 1.5 Repeatable: No Grading: O

Corequisite: BUS 60, previous or concurrent

Advisory Level: Read: 3 Write: 3 Math: 3

Transfer Status: CSU Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None



**BUS 065 Concepts of Management 3 Units**

This course covers the principles and concepts of management. It includes planning, organizing, coordinating and controlling in the firm; social responsibility and ethics in business, decision-making, communications, and budgetary control.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 2 Write: 2 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**BUS 066 Retail Store Management 3 Units**

Retail Management introduces students to the principles and practices of retail store operations. All major topics will be covered: consumers, site location, designing, staffing, and organizing, developing the retail offering and getting merchandise into the store, developing and controlling the merchandise plan, setting and adjusting retail prices, promotional activities, the importance of environmental influences, financial statements and operations control.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: 2  
Transfer Status: None Degree Applicable: AS  
CSU GE: None IGETC: None District GE: None

**BUS 069 Human Resources Management 3 Units**

This course is an introduction to the management of human resources. Understanding the impact and accountability to the organization in terms of human resource activities, global human resource strategies, social and organizational realities, legal implications affecting people at work, union/nonunion practices, comparable work, employee compensation and benefits, and employee rights will be covered and emphasized.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: BUS 082 with C or better  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AS  
CSU GE: None IGETC: None District GE: None

**BUS 071 Legal Environment of Business 3 Units**

Students study laws and regulations affecting business decisions including legal concepts and cases in the areas of ethics, business torts, contracts, consumer and merchant sales, competition, environment, agency, employment and business organizations. (C-ID BUS 120)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: 2  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**BUS 082 Introduction to Business 3 Units**

Students are introduced to the business functions and practices as they have developed over time in the U.S. Students will be introduced to topics such as organizational structure and behavior, management, marketing, finance and accounting, operations and information systems, and ethical responsibilities of corporations. Special emphasis will be placed on the emergence of global business, its impact and the significance of small businesses. (C-ID BUS 110)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 4 Write: 4 Math: 2  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**BUS 084 Introduction to Marketing Principles 3 Units**

This course provides students with an introduction to the theory and practice of marketing as well as the integration of marketing activities of a business. Students will study about marketing research, management of products and services, pricing policies and strategies, channels of distribution, physical distribution and logistics management, promotion strategies and tactics, government regulations, and marketing ethics.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: 2  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**BUS 098 Directed Study in Business 0.5-9 Units**

Individual or small groups of students who would benefit from Independent Study under the direction of faculty members in specific or related disciplines may develop individualized learning contracts designed to enhance their individual instructional programs. The students and the faculty member in consultation with the Division Dean will determine appropriate learning objectives and activities as well as the number of units to be earned. Instructions and the Learning Contract forms are available in the Division office. Repeatable to a maximum of 9 units across all disciplines.

Lecture Hours: None Lab Hours: 2.07 Repeatable: Yes Grading: L  
Advisory Level: Read: 2 Write: 2 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**BUS 138 Work Experience 1-8 Units**

Occupational Work Experience is designed for students who work or volunteer in a field related to their career major. Students are required to provide evidence that they are enrolled in a career program (e.g., education plan or coursework in a career/occupational subject area). Students can earn one unit of credit for each 60 hours of unpaid volunteer time or 75 hours of paid work during the semester. Students can repeat Career/Occupational Work Experience, combined with General Work Experience, or alone, up to a maximum of 16 units. Internship/job placement is not guaranteed.

Lecture Hours: None Lab Hours: 2.07 Repeatable: Yes Grading: 0  
Corerequisite: Be employed or a volunteer at an approved work-site for the minimum number of hours per unit as stipulated for paid and unpaid status.  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**Business Information Systems (BIS)****BIS 002 Introduction to Project Management 1 Unit**

In this course, you will learn the definition of project management, the context of modern project management, and how to manage projects throughout the five major process groups, to gain commitment, to minimize or eliminate scope creep, to organize, to develop project teams and realistic schedules, and to efficiently close out a project.

Lecture Hours: 1 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 2 Write: 2 Math: 2  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**BIS 004 Mastering Microsoft Project 2 Units**

Students will learn about Microsoft Project as a critical tool for project management planning, tracking, decision-support, and project office support. The course content is process centric, not feature focused. This enables students to quickly and effectively apply the tool to their specific projects. This course presents practical concepts and techniques for using a commonly available, but often-misused, management tool. No software programming experience is required.

Lecture Hours: 2 Lab Hours: None Repeatable: No Grading: L  
 Recommended: BIS 102  
 Advisory Level: Read: 2 Write: 2 Math: 2  
 Transfer Status: None Degree Applicable: NAA  
 CSU GE: None IGETC: None District GE: None

**BIS 005 Project Integration & Schedule Management 2 Units**

The primary objective of this course is to equip students with project integration and risk management skills, including how to plan and organize projects, elicit and manage product requirements, and manage project risks.

Lecture Hours: 2 Lab Hours: None Repeatable: No Grading: L  
 Recommended: BIS 002  
 Advisory Level: Read: 2 Write: 2 Math: 2  
 Transfer Status: None Degree Applicable: NAA  
 CSU GE: None IGETC: None District GE: None

**BIS 006 Strategic Thinking 1.5 Units**

This course is designed to teach participants how to think beyond traditional project management processes by considering the overall strategies and tactics needed to meet project goals and objectives. A specific "4C" (Customer, Corporation, Competitor, Co-worker) approach will be taken to show how these concepts can be applied in a practical manner.

Lecture Hours: 1.5 Lab Hours: None Repeatable: No Grading: L  
 Recommended: BIS 002  
 Advisory Level: Read: 2 Write: 2 Math: 2  
 Transfer Status: None Degree Applicable: NAA  
 CSU GE: None IGETC: None District GE: None

**BIS 007 Business Writing Skills 3 Units**

Students will review basic English mechanics. Trends in word usage and jargon used in the workplace will be discussed. The effective use of current technology devices will be reviewed and discussed. The differences in written and verbal communication will be covered. Students will learn to apply correct and appropriate language in business documents.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 2 Write: 2 Math: None  
 Transfer Status: None Degree Applicable: AS  
 CSU GE: None IGETC: None District GE: None

**BIS 009 Communication & Teamwork in Project Management 2 Units**

This course is designed to equip students with soft skills needed for managing projects—leadership, communications, team organization and development, conflict management, quality management, and negotiating. Case studies and exercises will be used by students to explore vital aspects of project leadership such as the use of participative management to build commitment, leadership styles, organizational cultures and configurations, interpersonal skill development, project staffing, and working with distance-separated teams. Students will also gain valuable skills needed for establishing clear project goals, overcoming communication problems, writing performance reports, and managing agreements.

Lecture Hours: 1 Lab Hours: 3 Repeatable: No Grading: L  
 Recommended: BIS 002  
 Advisory Level: Read: 2 Write: 2 Math: 2  
 Transfer Status: None Degree Applicable: NAA  
 CSU GE: None IGETC: None District GE: None

**BIS 010 PMP Examination Preparation 2 Units**

This course is designed to prepare students for the Project Management Institute (PMI) Project Management Professional (PMP) examination.

Lecture Hours: 1 Lab Hours: 3 Repeatable: No Grading: L  
 Recommended: BIS 002  
 Advisory Level: Read: 2 Write: 2 Math: 2  
 Transfer Status: None Degree Applicable: NAA  
 CSU GE: None IGETC: None District GE: None

**BIS 011 Computer Keyboarding 1 Unit**

The course will cover keyboarding basics— touch typing, correct keyboarding technique, review of language arts and correct spacing. Students will also acquire a minimum speed of 15 net words per minute on a three-minute timed test. This course is for students with or without experience in keyboarding. Students with keyboarding experience will be able to build their speed to a higher rate.

Lecture Hours: 0.5 Lab Hours: 1.5 Repeatable: No Grading: O  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: None Degree Applicable: NAA  
 CSU GE: None IGETC: None District GE: None  
 Credit by Exam: Yes

**BIS 012 Business Document Production 2 Units**

Students will learn to create and format business documents such as letters, memos, tables, reports, and employment documents. Standard industry requirements will be covered and emphasized. Students will learn how to produce documents that mirror or meet industry requirements. Speed and accuracy will be emphasized. Students will be able to produce an error-free document at the end of the course.

Lecture Hours: 1.5 Lab Hours: 1.5 Repeatable: No Grading: L  
 Recommended: Some keyboarding experience or beginning keyboarding class  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**BIS 016 Medical Front Office Skills 2 Units**

This course teaches skills that are required in the healthcare office environment such as appointment scheduling, processing medical forms, transcription of medical documents, and handling patients. Students will work with a software application such as Medisoft. Hands-on experience is emphasized for all required tasks.

Lecture Hours: 1.5 Lab Hours: 1.5 Repeatable: No Grading: L  
 Recommended: Prior keyboarding experience; BIS 007  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**BIS 017 Medical Terminology 1 Unit**

The medical professions, healthcare settings, and medical forms and documents will be reviewed. Emphasis will be placed on mastering medical terms, abbreviations, spelling rules for component parts, body systems, combining forms, prefixes, and suffixes. Students will learn to use medical terms correctly in medical forms and documents. Students will also learn how to handle patient confidentiality in healthcare offices.

Lecture Hours: 1 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**BIS 039 Professional Image 1 Unit**

The importance of image to success in the business world will be discussed. Students will learn to how to project a positive and confident image. The appropriate attire for the different working environments will be covered. Etiquette, ethics, and communications that complements a professional image will be emphasized. Students will develop a professional wardrobe for a career.

Lecture Hours: 1 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**BIS 095 Microsoft Windows 1 Unit**

This course introduces students to the current Microsoft Windows operating system. Students will learn how to navigate and customize Windows and Desktops, the Start Menu and the Taskbar. In addition, security settings/utilities, cloud drives, accessories, file explorer and Edge will be covered. Students will also learn to organize and manage files, and perform security and maintenance tasks to improve workflow and productivity.

Lecture Hours: 0.5 Lab Hours: 1.5 Repeatable: No Grading: O  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**BIS 101 Global Communication in the Workplace 3 Units**

Communications in the business world today will be emphasized—the process, development, and presentation (both written and oral) and how communication is executed. Students will learn to plan, develop, compose, and edit a variety of documents. Social media tools and guidelines for communicating (blogs, Internet forum, media sharing, social networking, virtual reality, etc.) will be discussed. Current letter styles, reports and effective business correspondence will be reviewed. Students will learn about the trends and changes in words and expressions used frequently in the workplace.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Prerequisite: ENGL 104 or ESL 091 and BIS 007 all with a C or better or equivalent  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**BIS 102 Microsoft Excel 3 Units**

Introductory and advanced Excel topics will be covered in this course, including formulas, functions, formatting, themes, cell styles, charts, diagrams and general management of worksheets. Advanced topics include conditional formatting, tables, financial functions, lookup functions, what-if analysis, pivot tables/charts, summarization and consolidation of data.

Lecture Hours: 2.5 Lab Hours: 1.5 Repeatable: No Grading: O  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**BIS 104 Microsoft Access 3 Units**

Students will use Microsoft Access to learn basic database concepts by creating and modifying databases, database tables, and table fields. Students will learn about and create relationships between tables. Students will also learn how to develop applications that include queries, forms and reports and demonstrate the use of databases, tables, and fields. This course will also include using Access wizards and database tools, and importing and exporting data.

Lecture Hours: 2.5 Lab Hours: 1.5 Repeatable: No Grading: O  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**BIS 106 Microsoft Word 3 Units**

Students will use Microsoft Word to prepare documents by learning Word functions. Word commands will be shown using the ribbon and backstage view to produce professional-looking documents for the workplace, school and personal communication. Application terminology and procedures will be taught in depth.

Lecture Hours: 2.5 Lab Hours: 1.5 Repeatable: No Grading: O  
 Prerequisite: BIS 011 with C or better or type at least 25 words per minute  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**BIS 107 Microsoft Powerpoint 2 Units**

Students will learn presentation techniques and deliver presentations using current MS Office PowerPoint features, including document themes, title and master slides, character and paragraph formatting, graphic elements, backgrounds, SmartArt Diagrams, video and audio clips, charts, tables, action buttons, transitions, animations, and protection and security features.

Lecture Hours: 1.5 Lab Hours: 1.5 Repeatable: No Grading: O  
 Recommended: Basic computer literacy  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**BIS 109 Microsoft Office 3 Units**

Students will gain practical experience in creating business documents using the current version of the Microsoft Office applications. Students will learn to create, format and integrate Word and Excel documents, Access databases and PowerPoint presentations.

Lecture Hours: 2.5 Lab Hours: 1.5 Repeatable: No Grading: O  
 Recommended: CIT 010  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**BIS 121 Web Techniques for Business 1 Unit**

Students will learn how the Internet is used to access business resources. Additional business uses will be covered that include communicating with customers, vendors and business partners; accessing business news and financial information.

Lecture Hours: 0.5 Lab Hours: 1.5 Repeatable: No Grading: O  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**BIS 135 Human Relations in the Workplace 3 Units**

Employers desire applicants who have excellent soft skills. This course covers attitude, good work habits, time management, ethics, personality styles, management styles, teamwork, leadership, diversity—all areas that affect the employee-employer relationship. A hands-on approach will be used to demonstrate the effective use of interpersonal skills in the workplace and in personal situations.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**BIS 138 Work Experience 1-8 Units**

Occupational Work Experience is designed for students who work or volunteer in a field related to their career major. Students are required to provide evidence that they are enrolled in a career program (e.g., education plan or coursework in a career/occupational subject area). Students can earn one unit of credit for each 60 hours of unpaid volunteer time or 75 hours of paid work during the semester. Students can repeat Career/Occupational Work Experience, combined with General Work Experience, or alone, up to a maximum of 16 units. Internship/Job Placement is not guaranteed.

Lecture Hours: None Lab Hours: 2.07 Repeatable: Yes Grading: O  
 Corequisite: Be employed or a volunteer at an approved work-site for the minimum number of hours per unit as stipulated for paid and unpaid status.

Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**BIS 160 Computerized Medical Billing 2 Units**

Students will be introduced to the billing process used in the medical offices today. Health insurance information will be covered. Students will learn to complete common medical insurance forms using a computer-based program. The medical billing career will be discussed. The claims process will be emphasized.

Lecture Hours: 1.5 Lab Hours: 1.5 Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**BIS 161 Computerized Medical Office Procedures 1 Unit**

This course introduces students to a medical billing software application. Students will learn to input patient information, schedule appointments, input billing information, organize and file patient records. Maintaining an office system will be emphasized. Students will complete a medical office simulation.

Lecture Hours: 0.5 Lab Hours: 1.5 Repeatable: No Grading: L  
 Recommended: Some keyboarding experience and knowledge of medical terminology are recommended  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**BIS 162 Medical Coding 2 Units**

Students will learn step-by-step coding used in the medical field. The use of the CPT (Current Procedural Terminology) and ICD 9 (International Classification of Diseases) manuals will be covered. All codes used in the billing process in the medical environment will be covered. Students can use this course to help them prepare for the medical coding certification exam.

Lecture Hours: 2 Lab Hours: None Repeatable: No Grading: L  
 Recommended: BIS 017  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

## Chemistry (CHEM)

### CHEM 001A General Chemistry 5 Units

This course is required for students majoring in biology, chemistry, geology, physics, forestry, pharmacy, veterinary medicine, dentistry, and medicine. CHEM 001A also meets the one semester chemistry requirement for all engineering majors. This course covers basic chemical principles: atomic structure, bonding, periodicity, nomenclature, chemical reactions, stoichiometry, thermochemistry, physical states of matter, solutions, acids and bases, and dynamic equilibrium. The role that chemistry plays in everyday life, industry, and human welfare is emphasized. (C-ID CHEM 110)

Lecture Hours: 3 Lab Hours: 6 Repeatable: No Grading: L  
Prerequisite: CHEM 015 and MATH 013, both with C or better  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B1, B3 IGETC: 5A, 5C District GE: B1, B3

### CHEM 001B General Chemistry 5 Units

This course is a continuation of Chemistry 001A, the second semester of a one year college level general chemistry sequence. The content includes thermodynamics, chemical kinetics, chemical equilibrium, electrochemistry, coordination compounds, nuclear chemistry, and organic chemistry. The laboratory emphasizes qualitative and quantitative analyses of inorganic compounds and introduces electronic instrumentation. The course is required for students majoring in physical and biological sciences and pre-professional majors such as pre-medicine and dentistry. The course also completes the basic chemistry requirements for students majoring in chemical and materials engineering. (C-ID CHEM 120S)

Lecture Hours: 3 Lab Hours: 6 Repeatable: No Grading: L  
Prerequisite: CHEM 001A with C or better.  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B1, B3 IGETC: 5A, 5C District GE: B1, B3

### CHEM 012A Organic Chemistry 5 Units

The first course of a two-semester sequence in organic chemistry with emphasis on structure, reaction mechanisms, and their kinetics. Topics include nomenclature, stereochemistry, mechanisms, reactions, and spectroscopic studies of organic compounds. Problem-solving techniques will be used to elucidate mechanistic, structural, and stereochemical features of reactions and molecules. Lecture and laboratory will cover synthesis, isolation, purification, elucidation, and identification of organic structures, instrumental methods and data interpretation. (C-ID CHEM 160S)

Lecture Hours: 3 Lab Hours: 6 Repeatable: No Grading: L  
Prerequisite: CHEM 001B with C or better  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B1, B3 IGETC: 5A, 5C District GE: B1, B3

### CHEM 012B Organic Chemistry 5 Units

This is the second course of a two-semester sequence in organic chemistry designed to follow Chemistry 012A. Topics include nomenclature, stereochemistry, mechanisms, reactions, and spectroscopic studies of aliphatic and aromatic alcohols, aldehydes, ketones, acids, and other classes of organic and biological compounds (such as amino acids, proteins, and nucleic acids). Problem-solving techniques will be used to elucidate mechanistic, structural, and stereochemical features in chemical reactions. Lectures and laboratory methods will focus on synthesis, isolation, purification, elucidation, and identification of organic structures as well as instrumental methods and data interpretation. (C-ID CHEM 160S)

Lecture Hours: 3 Lab Hours: 6 Repeatable: No Grading: L  
Prerequisite: CHEM 012A with C or better  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B1, B3 IGETC: 5A, 5C District GE: B1, B3

### CHEM 015 Fundamentals of Chemistry 4 Units

Chemistry 015 covers the fundamentals of modern inorganic chemistry with emphasis on atomic structure, chemical bonding, chemical formulas, nomenclature, equations, stoichiometry, gas laws, solutions, and related topics. Chemistry 015 is intended primarily as a preparation for the Chemistry 001A and 001B sequence. The central nature of chemistry among other branches of science is stressed, and examples of the important role that chemistry plays in our lives are presented. The course also meets the general education requirements for a laboratory science. (C-ID CHEM 101)

Lecture Hours: 3 Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: MATH 111 with P grade  
Recommended: MATH 013 may be taken prior to or concurrent with CHEM 015  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B1, B3 IGETC: 5A, 5C District GE: B1, B3

### CHEM 030A Introduction to Chemistry 4 Units

This course covers the basic principles of chemistry. Content includes measurements; matter and energy; atomic structure, periodicity; chemical bonding and nomenclature; chemical reactions and equations; gases, solutions and colloids; oxygen, hydrogen and water; and acids, bases and salts. CHEM 030A is a prerequisite for microbiology and physiology and is designed to meet the chemistry requirements for nursing and other allied health majors. This course meets the General Education requirements for a laboratory science. (C-ID CHEM 101)

Lecture Hours: 3 Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: MATH 111 with C or better  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B1, B3 IGETC: 5A, 5C District GE: B1, B3



**CHEM 030B Introduction to Chemistry 4 Units**

This course introduces the basic principles of introductory organic and biological chemistry. It is designed for allied health and industrial technology majors. Content includes hydrocarbons, alcohols, ethers, carbonyl compounds, carboxylic acids, esters and amines, and an introduction to structures and properties of carbohydrates, lipids, and other biopolymers. (C-ID CHEM 102)

Lecture Hours: 3 Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: CHEM 030A or CHEM 015 or CHEM 001A with grade C or better  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B1, B3 IGETC: 5A, 5C District GE: B1, B3

**Communication Studies (COMS)****COMS 010 Interpersonal Communication 3 Units**

This course provides students with an understanding of basic principles of general and interpersonal communication. It enables them to develop better interpersonal effectiveness through discussion of both effective and ineffective communication techniques, emphasizing the practice of constructive interactive skills. (C-ID COMM 130)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: A1 IGETC: 1C District GE: A1

**COMS 018 Introduction to Communication Studies 3 Units**

Students examine the discipline of communication studies with emphasis on multiple epistemological, theoretical, and methodological issues relevant to the systematic inquiry and pursuit of knowledge about human communication. Students explore the basic history, assumptions, principles, processes, variables, methods, and specializations of human communication as an academic field of study. (C-ID COMM 180)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**COMS 020 Oral Communication 3 Units**

Students are taught the skills of speechmaking. Students focus on the following basic elements: rhetorical theory, researching, organizing and outlining a topic, analyzing an audience, effective use of language, ethics, effective presentation aids, critical listening, credibility, and physical delivery. Students will be required to attend speech activities outside of the classroom environment. (C-ID COMM 110)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: A1 IGETC: 1C District GE: A1

**COMS 035 Intercultural Communication 3 Units**

Students study communication transactions among members of differing cultures including definitions, perceptions, models, patterns, values, beliefs, customs, and attitudes that affect intercultural communication. Students will examine culture-specific modes of communication and identify factors that impede effective intercultural understanding. (C-ID COMM 150)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: D IGETC: 4 District GE: D, ES

**COMS 040 Introduction to Argumentation 3 Units**

This course provides students with an understanding of how to support intelligent decision making by using reasoned discourse. This course will cover instruction in logical analysis of modern controversies, the formulation of propositions for argument, construction of arguments, and application through discussion and debate. This course emphasizes the importance of competent advocacy in a free society. (C-ID COMM 120)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: A1, A3 IGETC: 1C District GE: A1, A3

**COMS 045 Small Group Communication 3 Units**

Students study communication and decision making within the group context. Concepts such as group interaction; leadership, status and power; conflict and cohesiveness; rules and roles; verbal and nonverbal messages and problem-solving will be investigated. (C-ID COMM 140)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: A1 IGETC: 1C District GE: A1

**Computer & Information Technology (CIT)****CIT 010 Computer and Information Technology 3 Units**

This course is an examination of information systems in business. Students will focus on information systems, database management systems, networking, e-commerce, ethics and security, computer systems hardware and software components. Application of these concepts and methods will be through hands-on projects developing computer-based solutions to business problems. (C-ID BUS 140)

Lecture Hours: 3 Lab Hours: 1 Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: 2  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**CIT 020 Program Design and Development 3 Units**

This course is an introduction to computer programming and the fundamentals of application development. The focus is on problem solving and program design, including analysis, data structures, programming logic, and fundamental design techniques for event-driven programs. Students will code their designs in a modern programming language and development platform. Debugging and testing will be treated as extensions of the coding task.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L

Prerequisite: MATH 013 with C or better.

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**CIT 024 Visual Basic Programming 3 Units**

Students will learn Visual Basic for .NET Framework in order to rapidly develop Windows Applications with Graphical User Interface. This course covers Visual Basic concepts, tools, and programming methodology.

Lecture Hours: 2.5 Lab Hours: 1.5 Repeatable: No Grading: L

Recommended: Knowledge of programming equivalent to that taught in either CIT 020, CIT 042, CIT 044, or COMSC 075

Advisory Level: Read: 3 Write: 3 Math: 2

Transfer Status: CSU Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**CIT 040 Web Design I: Internet Publishing 3 Units**

This course teaches basic skills in HTML and design/layout concepts. These techniques will be used to design, develop and maintain professional Web sites.

Lecture Hours: 2.5 Lab Hours: 1.5 Repeatable: No Grading: L

Recommended: Knowledge of Internet, equivalent to material taught in CIT 010. Familiarity with file manager; ability to use a simple text editor such as Notepad

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**CIT 041J Javascript/Dynamic HTML 3 Units**

This course is intended for students with some knowledge of programming. Students learn to use JavaScript language to dynamically modify nearly all aspects of a web page, including images, links, text, and styles. Students also use JavaScript to validate forms, create data that persists across pages, and handle user input, including mouse and keyboard events. The course also introduces the standard Document Object Model that is used to represent web pages, and is also used by other technologies such as XML. Students study debugging techniques and best practices for writing code.

Lecture Hours: 2.5 Lab Hours: 1.5 Repeatable: No Grading: L

Recommended: Knowledge of programming equivalent to that gained in CIT 020 (Program Design and Development). This includes but is not limited to knowledge of variables, control structures, loops, and arrays.

Advisory Level: Read: 3 Write: 3 Math: 2

Transfer Status: CSU Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**CIT 041X Introduction to XML 3 Units**

XML is a notation for generating custom markup languages. Students will create their own XML-based markup, validate it, and integrate different markup languages in a single document. They will use stylesheets to display their XML documents in a browser. Students will also use tools from the XML family of technologies to transform documents and adapt them for multiple purposes.

Lecture Hours: 2.5 Lab Hours: 1.5 Repeatable: No Grading: L

Recommended: Basic Computer Literacy, familiarity with HTML concepts (such as those taught in CIT 040)

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**CIT 042 Perl Programming 3 Units**

This course is intended for students with some knowledge of programming, and covers most of the Perl programming language. The course includes a review of programming basics and continues on to object-oriented programming, networking, and graphics. Students will learn how to create packages and modules, and interact with web pages via CGI.

Lecture Hours: 2.5 Lab Hours: 1.5 Repeatable: No Grading: L

Recommended: Basic computer literacy; familiarity with programming concepts (such as those taught in CIT 020)

Advisory Level: Read: 3 Write: 3 Math: 2

Transfer Status: CSU Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**CIT 043A PHP and MySQL 3 Units**

This course will introduce students to PHP and MySQL. This course will cover installation, configuration, and administration of PHP and MySQL. Students will use PHP for server-side processing of their dynamic web pages. Students will use SQL to build MySQL databases and tables, to access, insert, delete, and modify database content, and to administer user accounts. This course will use PHP to interact with MySQL database for simple Web-based applications.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L

Recommended: Knowledge of computer programming equivalent to that provided in CIT 020. Knowledge of HTML and CSS equivalent to that provided in CIT 040

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**CIT 044 Java Programming 3 Units**

This course is intended for students with some knowledge of programming who want to develop Java applets and stand-alone applications. Java interfaces, class inheritance, and exceptions will be covered. Applications covering I/O and graphics will also be addressed.

Lecture Hours: 2.5 Lab Hours: 1.5 Repeatable: No Grading: L

Recommended: Knowledge of programming equivalent to that taught in either CIT 020, CIT 042, CIT 024, or COMSC 075.

Advisory Level: Read: 3 Write: 3 Math: 2

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**CIT 050 Introduction to UNIX/Linux 3 Units**

This is an introductory course in the UNIX/Linux operating system. It covers a basic editor, file and directory manipulation, processes, standard files, access permission, mail, write and talk. The course also addresses the Bash Shell, including the shell command line, setup, customizing the shell environment, the alias mechanism, pipes, filters, and I/O redirection. Additionally, document formatting packages and system administration are briefly introduced.

Lecture Hours: 2.5 Lab Hours: 1.5 Repeatable: No Grading: L  
 Recommended: Computer Literacy  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**CIT 052 UNIX/Linux Shell Programming 3 Units**

This is a beginning course in UNIX/Linux Shell Programming using different shell programs available with the UNIX and Linux operating systems. The course will include use of bash and C-Shell Programming theory and concepts. These concepts include interpretation of different quote characters, shell variables, decision making commands and looping mechanisms. Students will also learn passing of arguments to shell scripts, IO redirection, terminal/file IO, subshells and using special UNIX commands. Additionally, this course will include use of the sed and awk utilities, and an introduction to Korn shell commands.

Lecture Hours: 2.5 Lab Hours: 1.5 Repeatable: No Grading: L  
 Recommended: Basic computer literacy; familiarity with UNIX/Linux systems such as taught in CIT 050 (prior)  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**CIT 054 UNIX/Linux System Administration 3 Units**

This course includes a review of basic UNIX/Linux commands and also covers: using administration tools, mounting and unmounting the file systems, adding and removing users from the system, and backing up and restoring the file system. Students learn to utilize UNIX/Linux tools to administer user accounts and groups and administer devices, printers and networking services. Also included are planning, setting up and administering log files, basic network file system setup, use of UNIX/Linux tools to administer hardware, and troubleshooting file access problems.

Lecture Hours: 2.5 Lab Hours: 1.5 Repeatable: No Grading: L  
 Recommended: Basic computer literacy; knowledge of Linux equivalent to that taught in CIT 050  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**CIT 073 Fundamentals of Data Communications and Networking 3 Units**

This course is an introduction to the architecture, structure, functions, components, and models of the Internet and other computer networks. The principles and structure of IP addressing and the fundamentals of Ethernet concepts, media, and operations are introduced to provide a foundation for the curriculum. Students will be able to build simple LANs, perform basic configurations for routers and switches, and implement IP addressing schemes.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L  
 Advisory Level: Read: 2 Write: 2 Math: 2  
 Transfer Status: None Degree Applicable: NAA  
 CSU GE: None IGETC: None District GE: None

**CIT 074 IP Routing Protocols (CCNA) 3 Units**

This course describes the architecture, components, and operations of routers, and explains the principles of routing and routing protocols. Students will be given the opportunity to configure a router for basic and advanced functionality. Students will be able to configure and troubleshoot routers and resolve common issues with RIPV1, RIPV2, EIGRP, and OSPF in both IPv4 and IPv6 networks.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L  
 Advisory Level: Read: 2 Write: 2 Math: 2  
 Transfer Status: None Degree Applicable: NAA  
 CSU GE: None IGETC: None District GE: None

**CIT 075 The Local Area Networks: Ethernet and Wireless Networks (CCNA) 3 Units**

This course introduces the design, configuration, deployment, analysis and troubleshooting of Local Area Networks. It provides both lecture and laboratory practices in a variety of areas such as the fundamentals of Ethernet switches, Virtual Local Area Networks (VLANs), the VLAN Trunking Protocol (VTP), the Spanning Tree Protocol (STP and RSTP) and Inter-VLAN Routing. Students learn the details of the configuration of these functions and operation of the protocols. This course helps prepare the student for the Cisco CCNA, CCNP and CWNA certification.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L  
 Advisory Level: Read: 2 Write: 2 Math: 2  
 Transfer Status: None Degree Applicable: NAA  
 CSU GE: None IGETC: None District GE: None

**CIT 076 Introduction to Wide Area Networks, Network Security & IP Addressing Services (CCNA) 3 Units**

This course introduces Wide Area Network technologies and protocols, network security, and IP addressing services. It provides both lecture and laboratory practice in a variety of areas including PPP and Frame Relay, Access Control Lists, Virtual Private Networks (VPNs), Dynamic Host Configuration Protocol, DHCP, Network Address Translation (NAT) and Network Troubleshooting. This course helps prepare the student for the Cisco CCNA and CCNP certification.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L  
 Advisory Level: Read: 2 Write: 2 Math: 2  
 Transfer Status: None Degree Applicable: NAA  
 CSU GE: None IGETC: None District GE: None

**CIT 077 Introduction to IP Network Security 3 Units**

This course provides a next step for students who want to enhance their CCNA-level skill set and help meet the growing demand for network security professionals. The course provides an introduction to the core security concepts and skills needed for the installation, troubleshooting, and monitoring of network devices to maintain the integrity, confidentiality, and availability of data and devices. This course helps prepare students for entry-level security career opportunities and the globally recognized Cisco CCNA Security certification.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L  
 Advisory Level: Read: 2 Write: 2 Math: 2  
 Transfer Status: None Degree Applicable: NAA  
 CSU GE: None IGETC: None District GE: None

**CIT 078 Advanced Switching & Campus LAN Design (CCNP) 3 Units**

This course provides the knowledge and skills necessary to plan, configure and verify the implementation of complex enterprise switching solutions using Cisco's Campus Enterprise Architecture. Secure integration of VLANs, WLANs, voice and video into campus networks is also provided. The material is presented in a lecture and discussion format supplemented by comprehensive laboratory exercises. This course uses the official Cisco Academy CCNP SWITCH curriculum and is designed to provide preparation for the CCNP SWITCH certification exam.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L  
 Prerequisite: CIT 075 with C or better  
 Advisory Level: Read: 2 Write: 2 Math: 2  
 Transfer Status: None Degree Applicable: NAA  
 CSU GE: None IGETC: None District GE: None

**CIT 079 Advanced IP Routing Protocols & Services (CCNP) 3 Units**

This course is designed to help students advance their knowledge and skills and work independently on complex network solutions. Students will plan, configure and verify the implementation of secure enterprise LAN and WAN routing solutions using a range of routing protocols. Configuration of solutions to support branch offices and mobile workers will be presented. This course uses the official Cisco Academy CCNP ROUTE curriculum and is designed to provide preparation for the CCNP ROUTE certification exam.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L  
 Prerequisite: CIT 074 with C or better  
 Advisory Level: Read: 2 Write: 2 Math: 2  
 Transfer Status: None Degree Applicable: NAA  
 CSU GE: None IGETC: None District GE: None

**CIT 091 Advanced Network Troubleshooting (CCNP) 3 Units**

This course provides the knowledge and teaches the skills necessary to (1) plan and perform regular maintenance on complex enterprise routed and switched networks and (2) use technology-based practices and a systematic ITIL- compliant (Information Technology Infrastructure Library) approach to perform network troubleshooting. This course uses the official Cisco Academy CCNP TSHOOT curriculum and is designed to provide preparation for the CCNP ROUTE certification exam.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L  
 Advisory Level: Read: 2 Write: 2 Math: None  
 Transfer Status: None Degree Applicable: NAA  
 CSU GE: None IGETC: None District GE: None

**CIT 092 Enterprise Wireless Local Area Networks 3 Units**

This course provides a broad and in-depth knowledge of enterprise wireless LAN administration. It provides a complete foundation of knowledge needed for entering into or advancing in the wireless networking industry. From basic RF theory to 802.11 frame exchange processes are covered. This course delivers hands-on training that will benefit the novice as well as the experienced network professional. It provides preparation for the CWNA Certification examination.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L  
 Advisory Level: Read: 2 Write: 2 Math: 2  
 Transfer Status: None Degree Applicable: NAA  
 CSU GE: None IGETC: None District GE: None

**CIT 101 Storing and Retrieving Big Data 4 Units**

This course prepares students to manage large-scale collections of data as objects to be stored, searched, selected, and transformed for use. Students examine both the background theory and practical application of information retrieval, database design and management, data extraction, transformation and loading for data warehouses, and operational applications. In addition, traditional methods of information retrieval and database management as well as new approaches that use massively parallel computation (MapReduce/Hadoop) will be examined. Through readings, discussion, and hands-on experimentation, students will be prepared to discuss, plan, and implement storage, search and retrieval systems for large-scale structured and unstructured information systems using a variety of software tools. They will also be able to evaluate large-scale information storage and retrieval systems in terms of both efficiency and effectiveness in providing timely, accurate, and reliable access to needed information.

Lecture Hours: 3 Lab Hours: 3 Repeatable: No Grading: L  
 Advisory Level: Read: 2 Write: 2 Math: 3  
 Transfer Status: None Degree Applicable: NAA  
 CSU GE: None IGETC: None District GE: None  
 Credit by Exam: Yes

**CIT 102 Computer and Network Security 4 Units**

The course covers principles of computer systems and network security. We will discuss various attack techniques and how to defend against them. Topics include network attacks and defenses, operating system holes, web security, e-mail, botnet, malware, social engineering attacks, privacy, and digital rights management. Course projects will focus on building reliable code and understanding attacks.

Lecture Hours: 4 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: 3  
 Transfer Status: None Degree Applicable: NAA  
 CSU GE: None IGETC: None District GE: None  
 Credit by Exam: Yes

**CIT 103 Introduction to Machine Learning, Data Mining and Statistical Learning 4 Units**

This course provides an overview of fundamental techniques in machine learning, data mining and statistical learning. Topics include density estimation (parametric and nonparametric approach), linear and nonlinear regression, decision trees, Naive Bayes, clustering algorithms, association rules, dimension reduction, anomaly detection, graph mining, time-series analysis and applications in social media analysis, recommendation system, and massive data analytics.

Lecture Hours: 4 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: CIT 188 with C or better  
Advisory Level: Read: 2 Write: 2 Math: 3  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None  
Credit by Exam: Yes

**CIT 104 Mining Massive Data Sets 4 Units**

The course covers data mining and machine learning algorithms for analyzing very large amounts of data. The emphasis is on Map Reduce as a tool for creating parallel algorithms that can process very large amounts of data.

Lecture Hours: 4 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: CIT 103 with C or better  
Advisory Level: Read: 3 Write: 3 Math: 6  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None  
Credit by Exam: Yes

**CIT 105 Data Mining for Cybersecurity 4 Units**

The course covers various applications of data mining in computer and network security. Topics include: Overview of the state of information security, malware detection, network and host intrusion detection, web/email/ and social network security, and authentication and authorization anomaly detection.

Lecture Hours: 3 Lab Hours: 3 Repeatable: No Grading: L  
Advisory Level: Read: 2 Write: 2 Math: 2  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**CIT 130A Introduction to Programming Concepts and Methodologies in C++ 4 Units**

This course is an introduction to the systematic approach to design, construction, and management of computer programs; emphasizing program documentation, testing, debugging, maintenance and reuse. C++ features included are data types, control structures, I/O, functions, classes & objects, pointers, inheritance and polymorphism.

Lecture Hours: 3 Lab Hours: 3 Repeatable: No Grading: L  
Advisory Level: Read 3 Write: 3 Math: 3  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**CIT 130B Advanced C++ Programming 4 Units**

This course is a systematic treatment of intermediate concepts in information technology through the study of C++. Topics included are derived classes, class templates, function templates, virtual functions, operator overloading, an introduction to the Standard Template Library, multiple inheritance, pointers, dynamic memory allocation, file I/O, polymorphism, method chaining, functional programming, linked-lists, FIFOs, LIFOs, events in GUIs and guarded code.

Lecture Hours: 3 Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: CIT 130A with C or better  
Advisory Level: Read: 3 Write: 3 Math: 3  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**CIT 132 Advanced Java Programming 4 Units**

This course is a systematic treatment of concepts in Java programming. Topics include Java interfaces, class extension, generics, the Java collections framework, multi-dimensional arrays, file I/O, inheritance, polymorphism, method chaining, functional programming, linked-lists, FIFOs, LIFOs, event-driven programming and guarded code.

Lecture Hours: 3 Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: CIT 044 with C or better  
Advisory Level: Read: 3 Write: 3 Math: 2  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**CIT 134A Programming in Python 4 Units**

Systematic introduction to fundamental concepts of programming through the study of the Python programming language. Topics include control structures, functions, classes, string processing, lists, tuples, dictionaries, working with files, elementary graphics, recursion, data abstraction, problem solving strategies, code style, documentation, debugging techniques and testing.

Lecture Hours: 3 Lab Hours: 3 Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**CIT 134B Advanced Python Programming 4 Units**

This course builds on the student's prior knowledge of the Python programming language by offering a more in-depth and advanced approach to building effective Python applications. Specific topics include user interfaces, networked applications, databases, multithreading and regular expressions. The course reinforces object oriented design, thorough documentation, testing and conventional programming style.

Lecture Hours: 3 Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: CIT 134A with C or better  
Advisory Level: Read: 3 Write: 3 Math: 3  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None



**CIT 135A Mobile Web App Development 4 Units**

Students will employ HTML5, CSS and JavaScript to develop mobile web apps for smart phones and tablet/pad devices. Topics include CSS media queries, mobile user interfaces, platform-independent development, and best practices, as well as geolocation, maps, audio, video, drawing, animation and offline apps. This course provides an introduction to open-source mobile development frameworks, emulators, conversion to native apps, performance and testing. The course is intended for students with previous programming experience.

Lecture Hours: 3 Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: CIT 040 with C or better  
Advisory Level: Read: 3 Write: 3 Math: 2  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**CIT 135B Android Programming 4 Units**

This course is an introduction to the architecture, API and techniques used to create robust, high-performance applications for Android mobile devices. It is an overview of the most common tools and techniques for writing Android applications. Other topics include user interfaces, local storage, maps, multimedia, content providers, sensors, and user events. Storage strategies for persistent information are introduced, including the use of SQLite database features. The course is intended for students with previous Java programming experience.

Lecture Hours: 3 Lab Hours: 3 Repeatable: No Grading: L  
Recommended: Previous Java programming experience  
Advisory Level: Read: 2 Write: 2 Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**CIT 135C iOS/Swift Programming 4 Units**

This course is an introduction to the architecture, API and techniques used to create robust, high-performance apps for iOS mobile devices (iPhone, iPad and wearable) with the Swift programming language. It is an overview of the most common tools and techniques for designing and creating iOS mobile apps. Other topics include object-oriented programming, user interface design, Storyboards, MVC design pattern, UIKit, multimedia, debugging, sensors, and user events. Storage strategies for persistent information are introduced, including the Core Data framework and the use of SQLite database features. The course is intended for students with previous programming experience.

Lecture Hours: 3 Lab Hours: 3 Repeatable: No Grading: L  
Recommended: Previous programming experience  
Advisory Level: Read: 2 Write: 2 Math: 2  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**CIT 138 Work Experience 1-8 Units**

Occupational Work Experience is designed for students who work or volunteer in a field related to their career major. Students are required to provide evidence that they are enrolled in a career program (e.g., education plan or coursework in a career/occupational subject area). Students can earn one unit of credit for each 60 hours of unpaid volunteer time or 75 hours of paid work during the semester. Students can repeat Career/Occupational Work Experience, combined with General Work Experience, or alone, up to a maximum of 16 units. Internship/job placement is not guaranteed.

Lecture Hours: None Lab Hours: 2.07 Repeatable: Yes Grading: O  
Corequisite: Be employed or a volunteer at an approved work-site for the minimum number of hours per unit as stipulated for paid and unpaid status.  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**CIT 155 Systems and Network Administration 3 Units**

This course will provide a student with the knowledge and skills required to build, maintain, troubleshoot and support server hardware and software technologies. The student will be able to identify environmental issues; understand and comply with disaster recovery and physical/software security procedures; become proficient with industry terminology and concepts; understand server roles/specializations and interaction within the overall computing environment.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: 3  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**CIT 160 Introduction to Information Systems Security 4 Units**

The course gives a broad overview of essential concepts and methods for providing and evaluating security in information processing systems (such as operating systems and applications, networks, and protocols). The course will cover software security, practical cryptography, and basics of Network security.

Lecture Hours: 3 Lab Hours: 3 Repeatable: No Grading: L  
Advisory Level: Read: 2 Write: 2 Math: 2  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**CIT 164 Introduction to Cybersecurity: Ethical Hacking 3 Units**

This course introduces the network security specialist to the various methodologies for attacking a network. Students will be introduced to the concepts, principles, and techniques, supplemented by hands-on exercises, for attacking and disabling a network within the context of properly securing a network. The course will emphasize network attack methodologies with the emphasis on student use of network attack techniques and tools and appropriate defenses and countermeasures. Students will experience a hands-on practical approach to penetration testing measures and ethical hacking.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L  
Advisory Level: Read: 2 Write: 2 Math: 3  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**CIT 165 Digital Forensics Fundamentals 4 Units**

This course is an introduction to computer cyber crime and hacking investigation processes. Topics include computer forensics tools, hacking investigation tools, data recovery, information gathering techniques, computer data preservation techniques, and computer cyber crime investigation techniques. System administrators, security professionals, IT staff, and law enforcement personnel, would benefit from taking this course. Also, this course can help prepare students to pass computer forensics certification examinations, such as the EC-Council Computer Hacking Forensic Investigator (CHFI) or the Certified Forensic Computer Examiner (CFCE) credential.

Lecture Hours: 3 Lab Hours: 3 Repeatable: No Grading: L  
 Advisory Level: Read: 2 Write: 2 Math: 2  
 Transfer Status: None Degree Applicable: NAA  
 CSU GE: None IGETC: None District GE: None

**CIT 188 R Programming for Data Scientists 4 Units**

Introduction to the field of Big Data, its concepts and technologies, as well as R programming. Students will explore the roles of a data scientist in terms of network architecture, data analytics and predictive analysis. Differentiation among raw data, clean data, and tidy data; and tools to convert data to/from these formats will be covered. Effective management of large data in single and distributed computing environments, including managing data redundancy and failures, will be covered. Testing, correlation, clustering, and data visualization will be introduced.

Lecture Hours: 3 Lab Hours: 3 Repeatable: No Grading: L  
 Advisory Level: Read: 2 Write: 2 Math: 3  
 Transfer Status: None Degree Applicable: NAA  
 CSU GE: None IGETC: None District GE: None

**Computer Aided Design & Drafting (CADD)****CADD 130 Fundamentals of AutoCAD 2 Units**

This course is a Computer-Aided Drafting and Design (CADD) course in which the students will learn the fundamentals of using AutoCAD software. The students will learn basic CADD techniques that are used to draw and edit drawing entities; manipulate screen displays; write text; lay out drawings; print and plot drawings; apply dimensions; and manage drawing files. An introduction to computer use will be included in this course and previous knowledge of computers or computer programming is not required.

Lecture Hours: None Lab Hours: 6 Repeatable: No Grading: O  
 Recommended: Basic computer skills  
 Advisory Level: Read: 3 Write: 3 Math: 2  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**CADD 131 3-D Modeling and Design - Using AutoCAD 2 Units**

This course is a computer-aided drafting and design (CADD) course that covers intermediate to advanced applications of AutoCAD software. Specific areas to be covered in this course include working in model and paper space; drawing and viewing in 3-D space; creating 3-D models; using blocks with attributes; working with external references; rendering; understanding user coordinate system; AutoCAD and the Internet; advanced drawing, editing, and configuration procedures; and an introduction to user-level system customization.

Lecture Hours: None Lab Hours: 6 Repeatable: No Grading: O  
 Prerequisite: CADD 130 with C or better  
 Advisory Level: Read: 2 Write: 2 Math: 2  
 Transfer Status: None Degree Applicable: AS  
 CSU GE: None IGETC: None District GE: None

**CADD 132 Using AutoCAD Mechanical 2 Units**

AutoCAD Mechanical is an integrated CAD package of advanced design tools, and drafting and drawing capabilities that help conceptualize, design, and document mechanical products. This course is an advanced computer-aided drafting and design (CADD) course where students learn to use AutoCAD Mechanical software.

Lecture Hours: None Lab Hours: 6 Repeatable: No Grading: O  
 Recommended: CADD 131 or equivalent coursework or work experience  
 Advisory Level: Read: 2 Write: 2 Math: 2  
 Transfer Status: None Degree Applicable: AS  
 CSU GE: None IGETC: None District GE: None

**CADD 133 Fundamentals of Autodesk Inventor 2 Units**

Inventor is a feature-based, solid modeling tool intended for people who want to create and develop mechanical designs in a 3-D environment. This course is a computer-aided drafting and design (CADD) course wherein the students will learn the fundamentals of Autodesk Inventor software.

Lecture Hours: None Lab Hours: 6 Repeatable: No Grading: O  
 Recommended: Basic Computer Skills  
 Advisory Level: Read: 2 Write: 2 Math: 2  
 Transfer Status: None Degree Applicable: AS  
 CSU GE: None IGETC: None District GE: None

**CADD 134 Advanced Autodesk Inventor 2 Units**

This advanced Autodesk Inventor course extends what was learned in the Fundamentals of Autodesk Inventor (CADD 133) by addressing topics that include advanced model creation techniques, sheet metal design, top-down assemblies, use of design elements, and creation of presentations.

Lecture Hours: None Lab Hours: 6 Repeatable: No Grading: L  
 Prerequisite: CADD 133 with C or better  
 Recommended: Prior Autodesk Inventor training and/or experience is recommended.  
 Transfer Status: None Degree Applicable: AS  
 CSU GE: None IGETC: None District GE: None

**CADD 135 Design Using AutoCAD Civil-3D 2 Units**

This is a CADD course that focuses on the use of Autodesk AutoCAD Civil-3D software. This course is designed for students, civil engineers and surveyors who want to take advantage of AutoCAD Civil-3D's interactive, dynamic design functionality. In this course students will learn techniques enabling them to organize project data, work with points, create and analyze surfaces, model road corridors, create parcel layouts, perform grading and volume calculations tasks, and lay out pipe networks. This course focuses on teaching students the core tasks and workflows that are needed to successfully operate AutoCAD Civil-3D.

Lecture Hours: None Lab Hours: 6 Repeatable: No Grading: L  
Recommended: CADD 140A or equivalent coursework or work experience  
Advisory Level: Read: 2 Write: 2 Math: 2  
Transfer Status: None Degree Applicable: AS  
CSU GE: None IGETC: None District GE: None

**CADD 136A Fundamentals of Creo 2 Units**

Creo Parametric is an integrated CADD package of advanced 3D modeling tools and 2D drafting/drawing capabilities that help conceptualize, design, and document mechanical products. This course is a basic computer aided drafting and design (CADD) course where the students will use Creo Parametric software.

Lecture Hours: None Lab Hours: 6 Repeatable: No Grading: L  
Advisory Level: Read: 2 Write: 2 Math: 2  
Transfer Status: None Degree Applicable: AS  
CSU GE: None IGETC: None District GE: None

**CADD 136B Advanced Creo 2 Units**

Creo Parametric is an integrated CADD package of advanced 3D modeling tools and 2D drafting/drawing capabilities that help conceptualize, design, and document mechanical products. This course is an advanced computer-aided drafting and design (CADD) course where the students will use Creo Parametric software to model more complex designs, 3D parts, and assemblies.

Lecture Hours: None Lab Hours: 6 Repeatable: No Grading: L  
Prerequisite: CADD 136A with C or better  
Advisory Level: Read: 2 Write: 2 Math: 2  
Transfer Status: None Degree Applicable: AS  
CSU GE: None IGETC: None District GE: None

**CADD 138 Work Experience 1-8 Units**

Occupational Work Experience is designed for students who work or volunteer in a field related to their career major. Students are required to provide evidence that they are enrolled in a career program (e.g., education plan or coursework in a career/occupational subject area). Students can earn one unit of credit for each 60 hours of unpaid volunteer time or 75 hours of paid work during the semester. Students can repeat Career/Occupational Work Experience, combined with General Work Experience, or alone, up to a maximum of 16 units. Internship/job placement is not guaranteed.

Lecture Hours: None Lab Hours: 2.07 Repeatable: Yes Grading: O  
Corequisite: Be employed or a volunteer at an approved work-site for the minimum number of hours per unit as stipulated for paid and unpaid status.  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**CADD 139 Using Solidworks 2 Units**

Solidworks is a feature-based, solid modeling tool intended for people who want to create and develop mechanical designs in a 3-D environment. This course is a computer-aided drafting and design (CADD) course wherein the students will learn the fundamentals of Solidworks software.

Lecture Hours: None Lab Hours: 6 Repeatable: No Grading: O  
Recommended: Basic computer knowledge  
Advisory Level: Read: 2 Write: 2 Math: 2  
Transfer Status: None Degree Applicable: AS  
CSU GE: None IGETC: None District GE: None

**CADD 140A Technical Graphics - Using CAD Tools 2 Units**

This course is a beginning level CADD course focusing on standard concepts of technical graphics communication. The fundamental concepts of orthographic projection, sketching, section views, auxiliary views, dimensioning practices, and drawing annotations used in a variety of technical applications will be covered. Students will explore the learning process through a series of design situations, industry scenarios, and projects. Students will be introduced to multiple CAD tools.

Lecture Hours: None Lab Hours: 6 Repeatable: No Grading: O  
Prerequisite: CADD 130 or equivalent coursework or experience  
Advisory Level: Read: 2 Write: 2 Math: 2  
Transfer Status: None Degree Applicable: AS  
CSU GE: None IGETC: None District GE: None

**CADD 140B Advanced Technical Graphics - Using CAD Tools 2 Units**

This is an advanced CADD course focusing on the application of drafting concepts using orthographic projection, dimensioning practices, and geometric tolerancing. Strong emphasis is put on the type of design and industrial applications which can be found in the real world. Creating models, drawings and assembly drawings in CAD programs will be covered in this course. This course also teaches creation of basic multi-part assemblies, constraint-driven assembly animation, and generation of detailed production drawings.

Lecture Hours: None Lab Hours: 6 Repeatable: No Grading: O  
Prerequisite: CADD 140A with C or better  
Advisory Levels: Read: 2 Write: 2 Math: 2  
Transfer Status: None Degree Applicable: AS  
CSU GE: None IGETC: None District GE: None

**CADD 141 Design and Analysis Using Creo Or Solidworks 2 Units**

This course is geared towards students who want to learn engineering design while learning 3D modeling using Creo or SolidWorks. This course focuses on applying Creo Parametric or SolidWorks as a design tool. Design steps, geometrical tolerancing, and the creation of detail and assembly drawing documentation will be covered. Analysis of current design practices and/or manufacturing processes will be included through research of standards, catalogs, data sheets, drawings, and other reference sources.

Lecture Hours: None Lab Hours: 6 Repeatable: No Grading: O  
Recommended: CADD 140A or equivalent coursework or work experience.  
Advisory Level: Read: 2 Write: 2 Math: 2  
Transfer Status: None Degree Applicable: AS  
CSU GE: None IGETC: None District GE: None

**CADD 142 Geometrical Dimensioning and Tolerancing 3 Units**

This course provides training in modern dimensioning and tolerancing based on ASME Y14.5-2009 standards. Emphasis will be given to geometric dimensioning and tolerancing concepts, tolerance studies, general dimensioning and tolerancing theory and techniques.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L

Recommended: CADD 133 and CADD 134

Advisory Level: Read: 2 Write: 2 Math: 2

Transfer Status: None Degree Applicable: AS

CSU GE: None IGETC: None District GE: None

**CADD 144A Architectural Design and Drafting Using Revit Architecture 2 Units**

This course is an architectural drafting and designing course where the students will apply CADD techniques to typical architectural drawing and design problem. Revit Architecture is a powerful architectural design and drafting tool that works the way architects think. From preliminary design through design development, and into construction documents, the program streamlines the design process with a central 3D model. Changes made in one view update across all views and on the printable sheets. This course is designed to teach the students the Revit functionality as well as architectural design process and methods.

Lecture Hours: None Lab Hours: 6 Repeatable: No Grading: L

Recommended: Basic computer skills

Advisory Level: Read: 2 Write: 2 Math: 2

Transfer Status: None Degree Applicable: AS

CSU GE: None IGETC: None District GE: None

**CADD 144B Architectural Design and Drafting Using Revit Structure and MEP 2 Units**

This course is geared for beginning architectural students or professional architects who want to get a start into 3D parametric modeling for commercial structures. This course is designed to provide the students with a well-rounded knowledge of Autodesk Revit tools and techniques. All three flavors of the Revit platform are introduced in this course. This approach gives the students a broad overview of the Building Parametric Modeling process. This course covers the design integration of most of the building disciplines: Architectural, Interior Design, Structural, Mechanical, Plumbing and Electrical.

Lecture Hours: None Lab Hours: 6 Repeatable: No Grading: L

Recommended: Basic computer skills

Advisory Level: Read: 2 Write: 2 Math: 2

Transfer Status: None Degree Applicable: AS

CSU GE: None IGETC: None District GE: None

**CADD 145 Landscaping Design Using CAD Tools 2 Units**

This course is an architectural drafting course where the student will apply CADD techniques to typical landscaping design problems. The drawing, detailing and design of landscaping elements of typical residential or commercial architectural sites will be the focus of this course.

Lecture Hours: None Lab Hours: 6 Repeatable: No Grading: L

Recommended: CADD 140A or equivalent coursework or work experience

Advisory Level: Read: 2 Write: 2 Math: 2

Transfer Status: None Degree Applicable: AS

CSU GE: None IGETC: None District GE: None

**CADD 146A AutoCAD Software Updates 0.5-2 Units**

CADD 146A is a computer-aided drafting and design course that offers students lab training in the updates and new features included in latest release of AutoCAD software.

Lecture Hours: None Lab Hours: 1.5 Repeatable: Yes Grading: L

Recommended: CADD 130 or CADD 131 or equivalent coursework or work experience

Advisory Level: Read: 2 Write: 2 Math: 2

Transfer Status: None Degree Applicable: AS

CSU GE: None IGETC: None District GE: None

**CADD 146B Inventor Software Updates 0.5-2 Units**

CADD 146B is a computer-aided drafting and design course that offers students lab training in the updates and new features included in the latest release of Inventor software.

Lecture Hours: None Lab Hours: 1.5 Repeatable: Yes Grading: O

Recommended: Prior CADD knowledge

Advisory Level: Read: 2 Write: 2 Math: 1

Transfer Status: None Degree Applicable: AS

CSU GE: None IGETC: None District GE: None

**CADD 146C Solidworks Software Updates 0.5-2 Units**

CADD 146C is a computer-aided drafting and design course that offers students lab training in the updates and new features included in latest release of Solidworks software.

Lecture Hours: None Lab Hours: 1.5 Repeatable: Yes Grading: O

Recommended: Prior CADD knowledge

Advisory Level: Read: 2 Write: 2 Math: 1

Transfer Status: None Degree Applicable: AS

CSU GE: None IGETC: None District GE: None

## Computer Science (COMSC)

**COMSC 020 Introduction to Programming Concepts and Methodologies 3 Units**

This course is an introduction to basic computer programming concepts using both the procedural and an object-oriented paradigm. It is intended for non-computer science majors, and for students interested in COMSC 075 but would like a more gradual entry into computing fundamentals. Topics include hands-on practice with software engineering tools, simple programs, variables, control structures, functions, input/output and introduction to abstraction. Specifications, adherence to style guidelines, and the importance of testing to ensure that programs are usable, robust and modifiable, will be addressed throughout the course. (C-ID COMP 112)

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L

Recommended: Basic knowledge of computer usage and keyboarding skills

Advisory Level: Read: 3 Write: 3 Math: 2

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**COMSC 072 Discrete Mathematics 4 Units**

This course covers the mathematical concepts and techniques needed for students of mathematics and computer science. Topics include basic logic, predicates and quantifiers, proof techniques, sets and relations, induction and recursion, counting techniques and probability, and an introduction to graphs and trees.

Lecture Hours: 4 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: MATH 021 and MATH 022 or MATH 025; all with C or better.  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B4 IGETC: 2A District GE: B4  
Credit by Exam: Yes

**COMSC 075 Computer Science I: Introduction to Program Structures 3 Units**

This course is an introduction to computer science using an object-oriented programming language. Students will write computer programs that include control structures, iteration, methods and argument passing, and classes. Problem solving, documentation, programming style, and program design and development are addressed throughout the course. (C-ID COMP 122)

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: MATH 021 and MATH 022, or MATH 025 all with C or better or placement by multiple measures  
Recommended: COMSC 020  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**COMSC 076 Computer Science II: Introduction to Data Structures 3 Units**

This course covers data abstraction and structures as well as associated algorithms for linear lists, stacks, queues, trees, and other linked structures, arrays, strings, and hash tables. Software engineering techniques are applied to the design and development of large programming projects in an object-oriented environment. Searching and sorting algorithms are also covered. (C-ID COMP 132)

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: COMSC 075 with C or better  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**COMSC 077 Introduction to Computer Systems 3 Units**

This course covers the internal organization and operation of digital computers at the assembly language level. Topics include the mapping of high-level language constructs into sequences of machine-level instructions; assembly language and assemblers; linkers and loaders; internal data representations and manipulations; numerical computation; input/output (I/O) and interrupts; functions calls and argument passing; and the basic elements of computer logic design. (C-ID COMP 142)

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: COMSC 075 with C or better  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**COMSC 078 Structure and Interpretation of Computer Programs 4 Units**

This course covers the elements of the functional, object-oriented, and declarative programming paradigms. Topics include procedural abstraction; control abstraction using recursion, higher order functions, generators, and streams; data abstraction using interfaces, objects, classes, and generic operators; and language abstraction using interpreters and macros. Students will complete several significant programming projects using Python. The central idea in this course is the management of program complexity through abstraction.

Lecture Hours: 3 Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: MATH 066 or MATH 071 with C or better  
Corequisite: MATH 066 or MATH 071; Recommended: Programming experience equivalent to that gained from completing COMSC 020 or COMSC 075 or an Advanced Placement Computer Science Course A, with a score of 3 or higher is strongly recommended.  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**COMSC 079C Programming in C 3 Units**

This course covers the C programming language for students who already know how to program. It includes computation, input and output, flow of control, functions, arrays, strings, pointers, linked structures, use of dynamic storage, and implementation of abstract data types. The course concludes with coverage of object-oriented programming in C++.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L  
Recommended: Programming skills and knowledge comparable to those obtained in the Python or Java programming languages.  
Advisory Level: Read: 3 Write: 3 Math: 4  
Transfer Status: CSU Degree Applicable: AS  
CSU GE: None IGETC: None District GE: None

**COMSC 080 Discrete Structures 3 Units**

This course is an introduction to the discrete structures used in computer science with an emphasis on their applications. Topics include basic logic; predicates and quantifiers; proof techniques; sets, functions, and relations; induction and recursion; counting techniques and discrete probability; and graphs and trees. (C-ID COMP 152)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: COMSC 075 with C or better  
Advisory Level: Read 4 Write: 4 Math: 5  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B4 IGETC: 2A District GE: B4



**COMSC 138 Work Experience 1-8 Units**

Occupational Work Experience is designed for students who work or volunteer in a field related to their career major. Students are required to provide evidence that they are enrolled in a career program (e.g., education plan or coursework in a career/occupational subject area). Students can earn one unit of credit for each 60 hours of unpaid volunteer time or 75 hours of paid work during the semester. Students can repeat Career/Occupational Work Experience, combined with General Work Experience, or alone, up to a maximum of 16 units. Internship/job placement is not guaranteed.

Lecture Hours: None Lab Hours: 2.07 Repeatable: Yes Grading: O  
Corequisite: Be employed or a volunteer at an approved work-site for the minimum number of hours per unit as stipulated for paid and unpaid status.

Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**Computerized Individual Instruction (CII)****CII 205 Introductory Keyboarding 0.5 Units**

This course is a self-paced individualized study course offered to students with very little or no experience on a computer. Students will be introduced to computer keyboarding. Practical experience is emphasized. This course prepares students for a more comprehensive BIS keyboarding class. Students pursuing BIS certificates should enroll in BIS 011A instead of this course.

Lecture Hours: None Lab Hours: 1.5 Repeatable: No Grading: K  
Open Curriculum: No prerequisite, corequisite or levels  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**CII 215 Introductory Word Processing 0.5 Units**

This course is a self-paced individualized course offered to students with very little or no experience on a computer. Students will be introduced to computer word processing. Emphasis is on practical experience. The course is targeted for students who have little (or no) experience with word processing. This course prepares students for a more comprehensive BIS word processing class and gives students the skills to complete their school assignments.

Lecture Hours: None Lab Hours: 1.5 Repeatable: No Grading: K  
Open Curriculum: No prerequisite, corequisite or levels  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**CII 220 Introductory Email and Internet 0.5 Units**

This course is a self-paced individualized study course offered to students with very little or no experience on a computer. Students will be introduced to the Internet and email. Practical experience is emphasized. Students pursuing the BIS certificates should enroll in BIS 121 instead of this course.

Lecture Hours: None Lab Hours: 1.5 Repeatable: No Grading: K  
Open Curriculum: No prerequisite, corequisite or levels  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**CII 225 Introductory Spreadsheet 0.5 Units**

This course is a self-paced individualized study course offered to students with very little (or no) experience with a computer. During this course students will be introduced to computer spreadsheets. Emphasis is on practical experience. The course is targeted at students who have little or no experience with spreadsheets. Students pursuing the BIS certificates should enroll in BIS 102B instead of this course.

Lecture Hours: None Lab Hours: 1.5 Repeatable: No Grading: K  
Open Curriculum: No prerequisite, corequisite or levels  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**CII 230 Introductory Presentations 0.5 Units**

This course is a self-paced individualized study course offered to students with very little or no experience on a computer. During this course students will be introduced to computer presentation skills. Emphasis is on practical experience. The course is targeted for students who have had little (or no) experience with computer presentations. This course prepares students for a more comprehensive BIS presentation class such as BIS 107.

Lecture Hours: None Lab Hours: 1.5 Repeatable: No Grading: K  
Open Curriculum: No prerequisite, corequisite or levels  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**CII 235 Introductory to Windows 0.5 Units**

This course is a self-paced individualized study course offered to students with very little or no experience on a computer. During this course students will be introduced to the Windows operating system. Emphasis is on practical experience. The course is targeted for students who have had little (or no) experience with Windows. This course prepares students for a more comprehensive BIS class such as BIS 095.

Lecture Hours: None Lab Hours: 1.5 Repeatable: No Grading: K  
Open Curriculum: No prerequisite, corequisite or levels  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**CII 240 Introductory Desktop Publishing 0.5 Units**

This course is a self-paced individualized study course offered to students with very little or no experience on a computer. During this course students will be introduced to desktop publishing. Emphasis is on practical experience. This course prepares students for a more comprehensive publishing or graphics class such as BIS 035.

Lecture Hours: None Lab Hours: 1.5 Repeatable: No Grading: K  
Open Curriculum: No prerequisite, corequisite or levels  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**CII 245 Introductory Database 0.5 Units**

This course is a self-paced individualized study course offered to students with very little or no experience on a computer. During this course students will be introduced to databases. Emphasis is on practical experience. This course prepares students for a more comprehensive database class such as BIS 104.

Lecture Hours: None Lab Hours: 1.5 Repeatable: No Grading: K  
Open Curriculum: No prerequisite, corequisite or levels  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**CII 250 Basic Web Page 0.5 Units**

In this self-paced individualized study course, students learn basic web page design skills using templates or wizards and how to apply those skills. Students learn to add graphics and print web pages. Students should already know the very basic skills needed to access the Internet. Emphasis is on practical experience. This course prepares students for a more comprehensive BIS class such as BIS 121 or BIS 125.

Lecture Hours: None Lab Hours: 1.5 Repeatable: No Grading: K  
Open Curriculum: No prerequisite, corequisite or levels  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**CII 270 Introductory Course Management System (CMS) 0.5 Units**

This course is a self-paced individualized study course offered to students with very little or no experience on a computer. During this course, students will be introduced to CMS tools skills.

Lecture Hours: None Lab Hours: 1.5 Repeatable: No Grading: K  
Open Curriculum: No prerequisite, corequisite or levels  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**CII 275 Basic Computer Literacy 0.5 Units**

This is a self-paced individualized study course which introduces basic computer skills that are recommended for EVC students. Topics covered include definition and introduction to word processing, graphics, computer-assisted instruction, Internet, and email. Emphasis is on practical experience such as mouse moves, starting and exiting programs, renaming, saving and retrieving files, and general computer terms.

Lecture Hours: None Lab Hours: 1.5 Repeatable: No Grading: K  
Open Curriculum: No prerequisite, corequisite or levels  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**Counseling (COUNS)****COUNS 013 Career Planning 3 Units**

This course assists students with career/major selection. Students will identify personal interests, abilities, goals, values, and lifestyle preferences. Students will examine career trends and opportunities, employment outlook and the nature of today's workplace. Students will learn about personal and professional planning as it relates to careers through job search techniques, resume writing, interviewing, career building and realistic decision making.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**COUNS 014 College Success 3 Units**

This course surveys effective study skills and methods by contrasting ineffective study habits with techniques that maximize learning and memory. Emphasis is on promoting healthy changes in lifestyle that manage stress, improve health and overall well-being. Techniques to change behavior such as setting goals, managing time, increasing concentration, and controlling procrastination are practiced. Lecture topics include effective listening and note-taking skills, textbook reading, marking and vocabulary systems, memory strategies, and research paper methods using library resources. This course orientates students to transition to college course expectations and procedures.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**COUNS 015 Blueprint for Success 1 Unit**

This course is designed to develop students' personal effectiveness in school and in life. Students will explore and clarify their belief systems, values, and attitudes; identify personal strengths and weaknesses; examine and identify psychological and societal barriers; and overcome obstacles to success through mental strategies and techniques such as time and stress management, study techniques and goal setting.

Lecture Hours: 1 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**COUNS 016 Career Self-Assessment 1 Unit**

Students will identify personal qualities and skills useful in selecting possible career paths. Using inventories and exercises of self-assessment, students will gather information about their abilities, aptitudes, interests, goals, lifestyle preferences, personality and values, and relate these qualities and skills to the world of work. Students will identify personal and workplace stereotypes and barriers that act as impediments to career selection and career exploration.

Lecture Hours: 1 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**COUNS 017 Transfer to Four-Year Institution Simplified 1 Unit**

This course assists students through their active participation in all aspects of transfer to a 4-year public or private institution. Major topics include selecting a transfer college or university, choosing a major, examining lower division major and general education requirements, reviewing admission procedures, identifying application deadlines, exploring financial aid and scholarship options, and completing the transfer application.

Lecture Hours: 1 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**COUNS 018 Planning an Educational Future: EVC to SJSU 1 Unit**

This course is designed to assist students who have applied to San Jose State with their transition from EVC to San Jose State University. Students will actively plan the steps for this transition. Students will tour the SJSU campus, become aware of its various academic and non-academic resources and meet with faculty and staff from SJSU. Students will do basic career/major exploration, learn about California's higher education system, and prepare educational plans. Field trip may be required.

Lecture Hours: 1 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**COUNS 050A First Year Experience - College Success 2 Units**

Students will acquire skills necessary to be successful in college. Students will identify personal strengths and weaknesses, identify and examine barriers to success, and learn how to overcome them. Topics will include college policies, procedures, programs, academic resources and student services on campus. Students will also increase their awareness of cultural diversity on campus and the community.

Lecture Hours: 2 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**COUNS 050B First Year Experience - Careers 2 Units**

Students will explore careers and the current labor market. They will examine academic majors related to careers and will analyze their interests, values, and skill sets to help them in career selection. Students will complete self-assessments as part of their career planning and decision making.

Lecture Hours: 2 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**COUNS 193 New Student Orientation 0.5 Units**

Students will acquaint themselves with college and university requirements, educational alternatives, and strategies for academic success. This will include an orientation to college programs, services, policies and facilities. Students will apply assessment test results, develop an individualized education plan and class schedule, and/or enroll in first semester classes. This course has the option of a letter grade or pass/no pass.

Lecture Hours: 0.5 Lab Hours: None Repeatable: No Grading: O  
 Open Curriculum: No prerequisite, corequisite or levels  
 Transfer Status: None Degree Applicable: NAA  
 CSU GE: None IGETC: None District GE: None

**Dance (DANCE)****DANCE 002 Dance Appreciation 3 Units**

Students will explore dance from an aesthetic, historic, and cultural point of view. Students will examine the elements of dance including body, space, time, and dynamic qualities and develop a vocabulary with which to analyze and write critically about dance. Dance will be explored in many of its genres including social dance, jazz dance, ballet, modern, and dance from cultures around the globe from historical and contemporary perspectives. Attendance at a live dance performance may be required.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: C1 IGETC: 3A District GE: C1

**DANCE 010 Ballet, Beginning 1 Unit**

In this course students will focus on the fundamentals of ballet technique while learning traditional French ballet terminology through barre and centre work. Students will be introduced to principles of alignment, port de bras, coordination and musicality while developing strength, flexibility, control and performance quality. The student will gain an appreciation of his/her own unique body in relation to ballet as a classical art form. Attendance at a live dance performance may be required. Students may take no more than 4 units of the combined DANCE 010 and DANCE 011 courses.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**DANCE 011 Ballet, Intermediate 1 Unit**

This course furthers the student's artistry and skill in classical ballet. The student will apply fundamentals of theory and technique with attention to musicality and performance in the execution of intermediate level barre and centre combinations. The intermediate class will draw from the fundamentals of the beginning ballet while increasing the difficulty in coordination, complexity, tempo and stamina. The student will gain fluency in the use of traditional French vocabulary. Attendance at a live dance performance may be required. Students may take no more than 4 units of the combined DANCE 011 and DANCE 010 courses.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L  
 Prerequisite: DANCE 010 with C or better, or assessment based on instructor evaluation  
 Advisory level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**DANCE 014 Dancers' Workshop 0.5-2 Units**

Students will be involved in the dance rehearsal process which culminates in a public performance. Students participate as dancers, rehearsing and performing repertory reconstructions, folkloric arrangement and original student and faculty choreography.

Lecture Hours: None Lab Hours: 1.5 Repeatable: Yes Grading: L  
 Recommended: DANCE 010 or, DANCE 020 or, DANCE 040 or, DANCE 050  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**DANCE 019 Jazz Dance, Fundamentals 1 Unit**

Students will be introduced to the fundamental skills of jazz dance technique. Students will learn primary positions, isolations, and locomotor movements. Exploration of movement qualities, basic rhythms, and musical phrasing unique to jazz dance, will be a focus of the course. The student will gain an appreciation of his/her own unique body in relation to jazz dance as a dynamic art form. Attendance at a live performance may be required.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Open Curriculum: No prerequisite, corequisite or levels  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**DANCE 020 Jazz Dance, Beginning 1 Unit**

Students will be introduced to beginning skills of jazz dance technique. The student will integrate beginning positions, isolations, and locomotor movements into full body actions and explore movement qualities, polyrhythms, and musical phrasing unique to jazz dance. The student will gain an appreciation of his/her own unique body in relation to jazz dance as a dynamic art form. Attendance at a live performance may be required. It is recommended that students take DANCE 019, Jazz Dance, Fundamentals, or have some previous dance experience before taking this course.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Recommended: DANCE 019, or previous dance experience  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**DANCE 021 Jazz Dance, Intermediate 1 Unit**

This course works to develop the student's artistry and jazz dance technique at the intermediate level. The student will apply theory and technique with attention to musicality and performance in the execution of intermediate jazz dance combinations. The course will draw from the beginning level class while increasing the difficulty in coordination, complexity, tempo, stamina, artistry, and the use of vocabulary. Attendance at a live performance may be required.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: DANCE 020 with C or better, or assessment based on instructor evaluation  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**DANCE 021B Jazz Dance, High-Intermediate 1 Unit**

This course continues to develop the student's artistry and jazz dance technique at the high-intermediate level. The student will apply theory and technique with attention to musicality and performance in the execution of high-intermediate jazz dance combinations. The course will draw from the intermediate level class while increasing the difficulty in coordination, complexity, tempo, stamina, artistry, and the use of vocabulary. Attendance at a live performance may be required.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: DANCE 021 with C or better, or assessment based on instructor evaluation  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**DANCE 022 Social Dance 1 Unit**

Students will learn basic steps, rhythms, and partnering techniques for various social dance forms of European and Latin American origins including Merengue, Waltz, Rhumba, Cha-Cha, Salsa, and Swing Dance. Stylistic origins and evolution in social and historical contexts will also be discussed.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**DANCE 022B Intermediate Social Dance 1 Unit**

This course works to develop the students' artistry and technique of Social Dance at an intermediate level. Students will learn intermediate steps, rhythms, and partnering techniques for various social dance forms of European and Latin American origins including Merengue, Waltz, Rhumba, Cha-Cha, Salsa, and Swing Dance. Stylistic origins and evolution in social and historical contexts will also be discussed.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Prerequisite: DANCE 022 with C or better  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**DANCE 022C High-Intermediate Social Dance 1 Unit**

This course works to develop the students' artistry and technique of Social Dance at a High-intermediate level. Students will learn high-intermediate steps, rhythms, and partnering techniques for various social dance forms of European and Latin American origins such as the Merengue, Waltz, Rhumba, Cha-Cha, Salsa, and Swing Dance. Other social dance forms may be covered. Stylistic origins and evolution in social and historical contexts will also be discussed.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: DANCE 022B with C or better  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**DANCE 040 Tap Dance 0.5 Units**

This course introduces the student to elementary tap dance technique and application. The student will learn basic steps, rhythms and elements of improvisation. The student will gain understanding and appreciation of his/her own physical coordination and rhythmic sense in relation to tap dance as a traditional and contemporary performing art.

Lecture Hours: None Lab Hours: 2 Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E



**DANCE 049 Modern Dance, Fundamentals 1 Unit**

Students will be introduced to fundamental skills of modern dance technique. Students will learn basic positions, gestures, traveling and jumping steps, turns, level changes, and spatial orientation. The student will gain an appreciation of her/his own unique body in relation to modern dance as an expressive art form. Attendance at a live dance performance may be required.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Open Curriculum: No prerequisite, corequisite or levels  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**DANCE 050 Modern Dance, Beginning 1 Unit**

Students will be introduced to beginning skills of modern dance technique. The student will learn basic positions, gestures, traveling and jumping steps, turns and level changes. The student will learn about spatial orientation and will gain an understanding and appreciation of her/his own unique body in relation to dance as an expressive art form. It is recommended that students take DANCE 049, Modern Dance, Fundamentals, or have some previous dance experience before taking the class. Attendance at a live dance performance may be required.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Recommended: DANCE 049, or previous dance experience  
Advisory level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**DANCE 051 Modern Dance, Intermediate 1 Unit**

Students will be working at an intermediate level modern dance technique. Focus will be on intermediate level positions, gestures, traveling and jumping steps, turns, level changes and spatial orientation. The student will work towards a deeper level of artistry and expression through musicality and dynamic qualities of movement. The students will gain an understanding and appreciation of her/his own unique body in relation to dance as an expressive art form. Attendance at a live dance performance may be required.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: DANCE 050 with C or better, or assessment based on instructor evaluation  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**DANCE 051B Modern Dance, High-Intermediate 1 Unit**

This course works to develop the student's artistry and modern dance technique at a high-intermediate level. The student will apply theory and technique with attention to musicality and performance in execution of high-intermediate positions, gestures, traveling and jumping steps, turns and level changes with increasingly more complicated patterns and weight changes. Attendance at a live performance may be required.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: DANCE 051 with C or better, or assessment based on instructor evaluation  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**Economics (ECON)****ECON 010A Principles of Macroeconomic Theory 3 Units**

This course explains the forces affecting national economies such as variations in money and credit, income, output, productivity, employment, prices and inflation. ECON 010A examines monetary and fiscal theories, explains the role the government plays in the U.S. and other national economies as a result of monetary and fiscal policies and through the exercise of its regulatory powers. The course also provides an overview of how changes in inflation rates, interest rates, and the international value of the dollar reflect variations in the economy. This course provides an overview of the effects the government has upon businesses and households as a result of its taxation and spending policies. (C-ID ECON 202)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: MATH 111 with P grade  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: D IGETC: 4 District GE: D

**ECON 010B Introduction to Microeconomic Theory 3 Units**

Microeconomics focuses on economic behavior of individual economic units such as consumers, firms, and resource owners. It examines the market system as a means of solving the problems in the production and distribution of goods and services in a society. An analysis of the effectiveness of the price system in providing the society with an equitable distribution of goods, services and income is featured. It explores some of the more urgent micro-economic problems such as monopoly power of big business and big unions, government regulations and consumer protection, the energy crisis, taxes and welfare. (C-ID ECON 201)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: MATH 111 with P grade  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: D IGETC: 4 District GE: D

**ECON 012 Introduction to Global Economics 3 Units**

This Introduction to Global Economics course will be a cornerstone and foundational component for students pursuing degrees in International Business, and an invaluable supplement for those in other areas of business or economics. With the diverse student body of EVC, rich with first- and second-generation residents, this Global Economics course and the language/cultural skills and connections of the students will broaden their ambitions. This course will catalyze their academic and career success.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: MATH 013 with C or better  
Recommended: ECON 010A or ECON 010B, prior or concurrent enrollment.  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: D IGETC: 4 District GE: D



## Education (EDUC)

### EDUC 012MS Math and Science Future Teacher Seminar I 3 Units

This course is designed to provide students interested in pursuing a career in secondary school math or science teaching with theory and hands-on experience working with children in math and science skills at a local elementary school. The course includes work with mathematics and science materials, assessment, methodology, and the school environment. The course includes 50 hours of an on-site service learning component in a local elementary school.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: 3  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

### EDUC 013MS Math and Science Future Teacher Seminar II 3 Units

This is the second course in a series for students interested in pursuing careers in secondary math or science teaching. The course emphasizes theory and hands-on experience working with children in math and science at local middle or high schools. The course includes working with mathematics and science materials, assessment, learning styles, methodology, and the school environment. The course includes 50 hours of on-site service learning as a classroom assistant in a local middle or high school.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: MATH 013 and EDUC 012MS; both with C or better  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

### EDUC 138 Work Experience 1-8 Units

Occupational Work Experience is designed for students who work or volunteer in a field related to their career major. Students are required to provide evidence that they are enrolled in a career program (e.g., education plan or coursework in a career/occupational subject area). Students can earn one unit of credit for each 60 hours of unpaid volunteer time or 75 hours of paid work during the semester. Students can repeat Career/Occupational Work Experience, combined with General Work Experience, or alone, up to a maximum of 16 units. Internship/job placement is not guaranteed.

Lecture Hours: None Lab Hours: 2.07 Repeatable: Yes Grading: O  
Corequisite: Be employed or a volunteer at an approved work-site for the minimum number of hours per unit as stipulated for paid and unpaid status.  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

## Educational Instructional Technology (EDIT)

### EDIT 005 Introduction to Online Learning 1 Unit

This course explores the fundamentals of learning in an online environment by preparing first time online students. It will explore how the online learning environment differs from face-to-face instruction and present important tips to online learning through use of online tools, technologies and strategies. Students will be engaged in topics such as the characteristics and unique needs of the online learner, and learning styles and diversity in an online class. Emphasis will be placed on student engagement and motivation, and creating a collaborative and interactive environment while gaining practical experience with online tools and mobile devices.

Lecture Hours: 1 Lab Hours: None Repeatable: No Grading: L  
Recommended: Use of keyboard, mouse, handheld devices and basic experience with using computers, iPads, iPhones, Smartphones  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

### EDIT 010 Computers and Digital Media in Education 3 Units

Students will learn how to effectively implement instructional technology into an educational environment. Students will explore how Internet and online learning technology, combined with pedagogy, computer applications, digital media and web technology tools, can be used for teaching and learning.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

### EDIT 012 Online Learning Technologies, Tools and Techniques 3 Units

This course provides an overview of the communication technologies and instructional tools used in presenting and developing online curriculum. It is designed to help students explore various tools available to create a virtual classroom and the instructional issues involved in the implementation of teaching and learning online. Participants draw from their own teaching experiences to develop actual online curriculum using interactive tools such as threaded discussions, lecture capture, podcasting, vodcasting, webconferencing and a variety of synchronous and asynchronous learning tools that are provided by the emerging technologies.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Recommended: Computer skills should include familiarity with the Internet and file management  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**EDIT 022 Course Management System (CMS) to Develop Online Courses 3 Units**

This course teaches the skills and knowledge necessary to create effective online learning environments using a Course Management System (CMS). Students will explore examples of CMS content, learn to navigate the interface, add tools and content, and perform basic course management functions. The course also emphasizes customizing and integrating emerging technologies into the CMS. Participants will learn to customize their courses, use communication tools, assessment tools, and course management tools.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**EDIT 026 Women in STEM 3 Units**

Female participation and retention in science, technology, engineering and math (STEM) education and careers is an international issue with critical social, economic and political implications. In this course, students will learn strategies for women and girls to overcome the societal and cultural barriers to STEM careers and focus on narrowing the gender gap in STEM. Students will do so by exploring emerging technologies and their potential impact in increasing women's access and success in STEM education and careers.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**Engineering (ENGR)****ENGR 001 Technology and Society 3 Units**

This course will explore the interrelationships between technology and the social sciences. Specifically, the course will investigate the societal factors which impact technology (historical, political, economic, ethical and environmental), and the ways in which technology affects society (language, art, music, psychology and sociology). This course is appropriate for students in both technical and non-technical majors.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: D IGETC: 4 District GE: D

**ENGR 010 Engineering Processes and Tools 3 Units**

This course introduces students to the engineering profession and devices, processes, and techniques utilized in solving engineering problems. Engineering designs and their impact on society, environment, and economics are emphasized. Design principles and methodology are a major focus of the course. The use of spreadsheets and mathematical software in engineering problem solving and data presentation are discussed. Engineering design process, report writing and technical presentations are practiced through term projects.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: MATH 021 or MATH 025; both with C or better.  
Recommended: The student should be able to use computers, word-processing software, and the Internet.  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**ENGR 018 Engineering Design and Graphics 3 Units**

This course covers the principles of design and its graphical presentation in engineering as well as computer-aided design (CADD) and programming. Major topics include the engineering design process, orthographic projection, multiview drawings, pictorial drawings, dimensioning and tolerancing, 3-D modeling, and Visual Basic Application (VBA) in CADD. Engineering graphical presentation is based on the American National Standards Institute (ANSI) standard. Students will learn to use CAD software in producing engineering drawings.

Lecture Hours: 2 Lab Hours: 4 Repeatable: No Grading: L  
Prerequisite: MATH 014 or MATH 016 with C or better or equivalent or placement by multiple measures  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**ENGR 050 Introduction to Computing 4 Units**

Students learn the fundamentals of computer assisted problem solving, as it applies to the solution of engineering problems. The four major themes of this course are algorithm development, efficient programming/modeling, PC device interfacing, and practical and user friendly pre/post processing techniques. The C++ programming language is used to obtain solutions to various engineering problems. Object oriented programming using subjects such as classes, pointers, inheritances, dynamic allocation of memory space, and standard template libraries are emphasized.

Lecture Hours: 3 Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: MATH 071 with C or better  
Recommended: Ability to use word processing and spreadsheet software; completion of ENGR 010  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**ENGR 060 Surveying 3 Units**

Students learn the basic theory and practice of surveying or geomatics as related to engineering practices. Basic concepts, standards, errors and statistical handling are presented. Linear and angular measurements, profile leveling and traversing are discussed. The concepts of bearings and azimuths as well as related computations are explained. Theory, use and care of surveying instruments in establishing horizontal and vertical control are studied. In addition, students will gain practical experience through laboratory and field work.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: MATH 021 or SG 100 both with C or better or placement by multiple measures  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**ENGR 061 Plane Surveying 3 Units**

Students learn various plane surveys and calculations. The types of surveys covered include topographical, control, boundary and construction surveys. The public land survey system is discussed. The types of calculations include coordinate geometry computations, and area and volume calculations from survey data. Horizontal and vertical curve computations and layout are also discussed. Least-squares adjustments, GPS and GIS are introduced.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L

Prerequisite: ENGR 060 with C or better

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**ENGR 063 GIS for Civil Engineering and Surveying 3 Units**

Students learn the fundamentals of Geographical Information System (GIS) as related to civil engineering and surveying and how the Multipurpose Cadastre (MPC), Land Information System (LIS) and GIS fit together. Geodetic reference frame, base map, cadastral overlay, and linkage mechanisms are also discussed. Data quality and accuracy, privacy, ethics, and institutional, governmental and technological issues associated with GIS are explored. The ArcGIS software is taught and used in the course. GIS applications and existing case studies are presented. Federal Geographical Data Committee (FGDC) standards and future trends of GIS are addressed.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L

Recommended: ENGR 060 and ENGR 018

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**ENGR 066 Properties of Materials 3 Units**

Mechanical, thermal, electrical, magnetic and chemical properties of materials are studied. The effect of atomic and crystal structure and various bonding mechanisms on the above properties are discussed. Diffusion and phase analysis in various materials, and defects and failure in materials including the effect of heat treatment on the strength of materials are also investigated. Various laboratory experiments such as impact, tensile and compression, torsion, fatigue, corrosion, thermal conduction and expansion, electrical conduction, magnetic strength, composite structure, rubber and polymer resilience, and photomicrograph are conducted to provide enhanced knowledge of material properties.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L

Prerequisite: CHEM 001A and PHYS 004A, both with C or better

Recommended: ENGR 010 and ability to use word processing and spreadsheet software

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**ENGR 069 Statics 3 Units**

This course covers the equilibrium characteristics of various structures that are subject to external forces. The effects of various types of forces on the equilibrium of objects are discussed through the application of vector mechanics and the laws of Newton. Topics studied include two and three dimensional rigid structures, free-body diagrams, the concept of centroids, distributed load analysis, moment of inertia analysis, friction and virtual work. The structures considered are primarily trusses, machines and frames.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L

Prerequisite: PHYS 004A with C or better

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**ENGR 071 Introduction to Circuit Analysis 4 Units**

Analyses of DC and AC circuits are performed using Kirchhoff's voltage and current laws. Emphasis is given to resistive, capacitive, inductive, and amplifier circuits powered by independent and dependent sources. The transient nature of first order and second order circuits containing capacitors and inductors are studied. Thevenin's and Norton's theorems are applied to DC and AC circuits and properties of these circuits for maximum power transfer are determined. The concept of impedance is used to analyze AC circuits in the frequency domain as well as to perform power analysis.

Lecture Hours: 3 Lab Hours: 3 Repeatable: No Grading: L

Prerequisite: MATH 073 and PHYS 004B, both with C or better

Recommended: (1) MATH 078, (2) Completion of ENGR 010 and

ENGR 050. (3) Ability to use word processing and spreadsheet software

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**ENGR 138 Occupational Work Experience 1-8 Units**

Occupational Work Experience is designed for students who work or volunteer in a field related to their career major. Students are required to provide evidence that they are enrolled in a career program (e.g., education plan or coursework in a career/occupational subject area). Students can earn one unit of credit for each 60 hours of unpaid volunteer time or 75 hours of paid work during the semester. Students can repeat Career/Occupational Work Experience, combined with General Work Experience, or alone, up to a maximum of 16 units. Internship/job placement is not guaranteed.

Lecture Hours: None Lab Hours: 2.07 Repeatable: Yes Grading: O

Corequisite: Be employed or a volunteer at an approved work-site for the minimum number of hours per unit as stipulated for paid and unpaid status.

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**ENGR 500 Introduction to Engineering 0 Units**

This course consists of a survey of the field of engineering including all aspects of activities and responsibilities of a practicing engineer. Various disciplines are introduced and preparation and skills needed to successfully complete an engineering education and compete in the profession are detailed. Some historical perspective is included in order to provide a comprehensive view of the field. Topics such as engineering successes, failures, current/future challenges, and impact of engineering and technology on society are also included. This course is intended to provide a general overview of the engineering field to those who are planning on pursuing a technical career.

Lecture Hours: 1.5 Lab Hours: None Repeatable: Yes Grading: N  
 Recommended: Students are expected to be able to use the Internet.  
 Advisory Level: Read: 2 Write: 2 Math: None  
 Transfer Status: None Degree Applicable: NC  
 CSU GE: None IGETC: None District GE: None

**ENGR 502 Basic Math Applications in Engineering 0 Units**

This application-oriented course is for those interested in pursuing an engineering or engineering technology career. Problems and calculations encountered in technical areas such as manufacturing, computer aided systems, heating ventilation and air conditioning, engines and transmissions, structures, construction, laser and imaging technology, electrical and electronics are discussed and practiced through the use of appropriate basic math concepts. This course is intended to encourage and attract students into STEM fields by providing a basic training and understanding of how technical problems are solved using basic math concepts such as operations of fractions and decimals, percents, ratios and proportion, calculator usage, signed numbers, evaluating formulas, equation solving, geometry, the metric system, and measurement tools.

Lecture Hours: 2 Lab Hours: None Repeatable: Yes Grading: N  
 Recommended: Be able to use computers and the Internet  
 Advisory Level: Read: 2 Write: 2 Math: None  
 Transfer Status: None Degree Applicable: NC  
 CSU GE: None IGETC: None District GE: None

**ENGR 504 Technical and Contextualized Communication in Engineering 0 Units**

This course is designed to develop proficiency in specific integrated and contextualized reading, writing, visualization, and speaking skills and strategies relevant to technical and scientific professions. Topics include reading and writing processes, critical thinking strategies, recognition and composition of coherent and unified texts, effective visualization and public speaking. Through individual and collaborative projects, students will gain practice in researching, designing, and evaluating appropriate communications for varying rhetorical situations. Using both print- and computer-based technologies, students will develop abilities to create and critically analyze documents so that they engage and inform readers in a variety of circumstances.

Lecture Hours: 2 Lab Hours: None Repeatable: Yes Grading: N  
 Recommended: Be able to use computers and the Internet  
 Advisory Level: Read: 2 Write: 2 Math: None  
 Transfer Status: None Degree Applicable: NC  
 CSU GE: None IGETC: None District GE: None

**ENGR 506 Basic Principles of Engineering 0 Units**

This course is a survey of basic principles and concepts used in engineering. Students are exposed to applications of these concepts in order to provide basic understanding of engineering design. It gives students the opportunity to develop skills and understanding of course concepts through hands-on activities, and problem-based learning. Topics include principles of power, energy, materials, electrical and electronics, chemical processes, structures, statics, kinematics, and software. Teamwork in performing projects is an essential component of the course which challenges students to continually improve their interpersonal skills, creative abilities, and problem solving skills based upon engineering concepts.

Lecture Hours: 1.5 Lab Hours: None Repeatable: Yes Grading: N  
 Recommended: Be able to use computers and the Internet  
 Advisory Level: Read: 2 Write: 2 Math: None  
 Transfer Status: None Degree Applicable: NC  
 CSU GE: None IGETC: None District GE: None

**Engineering Technology (ENGRT)****ENGRT 150 Fundamentals of Robotics 2.5 Units**

This course introduces the science and technology involved in robotic systems. A survey of robotic systems including historical details are first introduced. The basic science involved in designing and operating various mobile and articulating robotic arms is discussed. Operation of various physical components of a robotic system such as sensors, motors, gear trains, pulleys, and power sources are studied in a laboratory setting. Using simple programming languages, students will work with a variety of microprocessors, including Arduino, Parallax, VEX, Lego, and others. Working independently or in teams, students will design and build simple robotic systems, including circuits and kinematic structures that sense and interact with their environment. This course prepares students for more advanced studies in robotics and related technologies.

Lecture Hours: 1 Lab Hours: 4.5 Repeatable: No Grading: L  
 Recommended: Must be able to use computers  
 Advisory Level: Read: 3 Write: 3 Math: 2  
 Transfer Status: None Degree Applicable: NAA  
 CSU GE: None IGETC: None District GE: None

**ENGRT 151 Intermediate Robotics 2.5 Units**

This course involves application of the fundamentals of robotics and introduces the integration of the various components and sensors to achieve an objective. Many simple systems capable of performing single or multiple tasks are designed and constructed. Robotic devices/systems capable of linear and rotational motions, sensing and measuring temperature, pressure, light, and sound level are studied in this course. Non-mobile robots controlling pneumatic and hydraulic systems are also designed and constructed. Necessary circuits and software for creating these robotic devices and systems are designed and implemented.

Lecture Hours: 1 Lab Hours: 4.5 Repeatable: No Grading: L  
 Prerequisite: ENGRT 150 with C or better  
 Recommended: Must be able to operate computers and use the Internet  
 Advisory Level: Read: 3 Write: 3 Math: 2  
 Transfer Status: None Degree Applicable: NAA  
 CSU GE: None IGETC: None District GE: None

**ENGRT 152 Advanced Robotics 3 Units**

This course provides hands-on experience in designing, constructing, and testing of various types of robotic systems. The activities include event-activated translational and rotational motion using various types of sensors and actuators. Students will integrate microcontrollers such as Arduino, VEX and others using their own customized software to control and operate their robots. Students will design and construct custom electronic circuits that enable the microcontrollers to acquire information from the attached sensors and achieve the desired outcomes. Students will also get hands-on experience in using commercial fixed robotic systems with articulated arms that incorporate multiple degrees of freedom. The robotic systems will incorporate GPS, WiFi, RFID, and sensor triggered operations.

Lecture Hours: 1 Lab Hours: 6 Repeatable: No Grading: L  
 Prerequisite: ENGRT 151 with C or better  
 Recommended: Must be able to use computers and associated components  
 Advisory Level: Read: 3 Write: 3 Math: 2  
 Transfer Status: None Degree Applicable: NAA  
 CSU GE: None IGETC: None District GE: None

**English (ENGL)****ENGL 001A English Composition 3 Units**

English 001A is the first course in a transfer level sequence (ENGL 001A, ENGL 001B) designed to equip students with the skills necessary for writing college level compositions. The course emphasizes expository writing, critical reading, and research techniques. Students are required to produce a series of academic essays including a documented research paper in conventional format. Analysis of readings and the practice of writing processes create the bases for student essays. All ENGL 001A students will take a Department Final which will be holistically scored by at least two faculty members and will represent 20% of their course grade. (C-ID ENGL 100; ENGL 110)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Prerequisite: Continuing students must complete (ENGL 102 and ENGL 104) or ESL 091; all with C or better. New students will be placed based on the results of assessment.  
 Advisory Level: Read: None Write: None Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: A2 IGETC: 1A District GE: A2

**ENGL 001B English Composition 3 Units**

English 001B, a second semester college composition course, emphasizes expository and argumentative writing directed toward an analysis of ideas and concepts from a wide variety of literature; English 001B includes discussion of fiction, drama, poetry, the essay, and other expository prose— stressing critical reading in these genres. All English 001B students will take a Department Final which will be holistically scored by at least two faculty members and will represent 20% of their course grade. (C-ID ENGL 120; ENGL-LIT 100)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Prerequisite: ENGL 001A with C or better  
 Advisory Level: Read: None Write: None Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: C2 IGETC: 3B District GE: C2

**ENGL 001C Critical Thinking/Composition 3 Units**

This course presents the elements of critical reasoning and logic. Students will learn to identify the basic structures of arguments and the ways people use language to fortify or to falsify arguments. Students will analyze and demonstrate these techniques by writing and critiquing essays and using research strategies. (C-ID ENGL 105; ENGL 115)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Prerequisite: ENGL 001A with C or better  
 Advisory Level: Read: None Write: None Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: A3 IGETC: 1B District GE: A3

**ENGL 001D Advanced College Reading 3 Units**

In this transfer-level reading course, students will advance their reading effectiveness for academic, career, and personal growth. The course is designed to empower students to read difficult text at an in-depth level. Students will learn to summarize, to paraphrase, to understand descriptive and scientific language, to analyze writers' strategies, and to interpret abstract concepts. It will give them practice with a range of texts, including texts representing other college courses and primary source material relevant to the transfer major. This course can be taken after completion of ENGL 102 and ENGL 104 or ESL 091; concurrently with ENGL 001A; or after ENGL 001A.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: O  
 Prerequisite: ENGL 102 and ENGL 104 or ESL 091, all with C or better or placement based on assessment; course may be taken concurrently with ENGL 001A.  
 Advisory Level: Read: None Write: None Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**ENGL 001L English Composition Lab 0.5-1.5 Units**

Students will learn and use critical thinking/writing skills needed for college level exposition, including paraphrasing, summarizing, development of complex content, revision, sentence techniques, research, evaluation, synthesis, and documentation of sources.

Lecture Hours: None Lab Hours: 1.5 Repeatable: Yes Grading: K  
 Corequisite: ENGL 001A, or ENGL 001B or ENGL 001C  
 Advisory Level: Read: None Write: None Math: None  
 Transfer Status: None Degree Applicable: NAA  
 CSU GE: None IGETC: None District GE: None

**ENGL 021 Introduction to Poetry 3 Units**

This course emphasizes reading poetry for analysis and enjoyment. An appreciation of poetry is developed through discussion of theme, tone, imagery, poetic techniques, purpose, and versification.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Prerequisite: ENGL 102 and ENGL 104 or ENGL 106 or ESL 091, all with a P grade or placement by multiple measures  
 Advisory Level: Read: None Write: None Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: C2 IGETC: 3B District GE: C2



**ENGL 028 Introduction to World Mythology 3 Units**

The course investigates cross-cultural patterns of myths: gods and goddesses of earth and sky, hunt and harvest; the cycle of the hero; the creation, destruction, and renewal of the world; myths as potent forces today in literature and the arts as well as in everyday life.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: ENGL 102 and ENGL 104 or ENGL 106 or ESL 091, all with a P grade or placement based by multiple measures  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C2 IGETC: 3B District GE: C2

**ENGL 032 Gender in Literature 3 Units**

This introductory survey of literature focuses on the stereotyped and individualized characterizations of gender in multicultural literature, including fiction, nonfiction, poetry, drama, and film. Students will read, discuss, and write about literary images of men and women, representations of gender in literature, portrayals of gender-based attitudes and values, and the ways in which writing can change conventional views of gender.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: ENGL 102 and ENGL 104 or ESL 091, or placement based on assessment  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C2 IGETC: 3B District GE: C2, ES

**ENGL 052 Children's/Adolescent Literature 3 Units**

This course traces the historical and cultural development of global literature for both children and adolescents, including its multiple origins and relationships from the oral tradition, myth, nursery rhymes, poetry, fables, folk tales, sacred literature, novels, and literature-related arts such as music, theater, games, film, pictorial arts, and television. The course stresses multicultural elements and ethnic writers as it emphasizes the importance of diverse literature on psychological, sociological, and cultural growth of American college students and children/adolescents in general.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: ENGL 102 and ENGL 104 or ESL 091, all with C or better or placement based on assessment.  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C2 IGETC: 3B District GE: C2

**ENGL 062 Asian/Asian-American Literature 3 Units**

This course introduces students to a variety of literary works from the Asian and Asian-American culture which are significant in illuminating the cultural experience of Asian Americans. It is designed to provide an awareness and understanding of the experiences and literary contributions of Asians and Asian-Americans by examining literary works from countries such as China, The Philippines, India, Japan, Korea, and Vietnam. (Satisfies the Ethnic Studies requirement for the Associate Degree.)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: ENGL 102 and ENGL 104 or ESL 091, all with C or better or placement based on assessment.  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C2 IGETC: 3B District GE: C2, ES

**ENGL 072 Fundamentals of Creative Writing 3 Units**

Students will learn to create and analyze lucid, well developed pieces of fiction, short dramatic treatments and poetry. This course will focus on creative writing as a living art form through publication of student work in a literary magazine and performance of student writings through oral interpretation. (C-ID ENGL 200; ENGL-CW 100)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: ENGL 001A with C or better  
Recommended: ENGL 001B or ENGL 001C  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**ENGL 073 Introduction to Shakespeare 3 Units**

Students will study representative Shakespeare as a major figure in our literary heritage and will read selected works, including represented plays, sonnets and poems. Contributions of the Elizabethan era to Western Culture will be explored. The course is designed to heighten awareness of Shakespeare's literary contribution to society and the relationship of the student to his work.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: ENGL 102 and ENGL 104 or ESL 091, all with C or better or placement based on assessment.  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C2 IGETC: 3B District GE: C2

**ENGL 080 Mexican-American Literature 3 Units**

This course surveys selected Mexican-American authors to develop an awareness of the experiences and literary contributions of Mexican-Americans living in the United States. The course is designed to heighten critical awareness of the image of the Mexican-American in distinct genres of literature. The focus will be on works written from mid 20th century to the present.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: O  
Prerequisite: ENGL 102 and ENGL 104 or ESL 091; all with C or better or placement based on assessment  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C2, D IGETC: 3B District GE: C2, D, ES

**ENGL 082A African-American Literature 3 Units**

Students study the African-American experience in America as viewed through the literary works of African-American authors from slavery to 1930. The course is designed to analyze the various and unique social scientific approaches - namely the historical, the psychological, the sociological, the artistic and the philosophical - that African-American authors employ in exposing, exploring and, in general, informing an oftentimes unreceptive reading audience.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: O  
Prerequisite: ENGL 102 and ENGL 104, both with C or better, or placement based on assessment  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C2, D IGETC: 3B District GE: C2, D, ES

**ENGL 084A Survey of American Literature I 3 Units**

This course includes representative American literature from its beginning to 1865, including works of writers of the Colonial, Revolutionary, and Romantic periods, with some emphasis on social and cultural backgrounds. (C-ID ENGL 130)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: ENGL 102 and ENGL 104, both with C or better or placement based on assessment  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C2 IGETC: 3B District GE: C2

**ENGL 084B Survey of American Literature II 3 Units**

This course includes representative American literature from the late 19th Century to the present, including works of writers of the Realist, Naturalist, Modernist, and Contemporary movements, with some emphasis on social and cultural backgrounds. (C-ID ENGL 135)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: ENGL 102 and ENGL 104, both with C or better or placement based on assessment.  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C2 IGETC: 3B District GE: C2

**ENGL 086A Survey of English Literature I 3 Units**

This is the first part of a two-part series surveying the development of English (Anglophone) Literature from the earliest writings in English to the Restoration and 18th Century. Students will read and discuss significant examples of epic, lyric, drama and prose writings of the finest authors writing in England and the British Empire from the Anglo Saxon, Anglo-Norman, Middle English, Renaissance, Restoration and 18th Century periods. The course will contain lectures, discussions, group work, and other student-centered learning activities. Evaluations will be based on in- and out-of-class analytical essays, exams, research reports, and class work. (C-ID ENGL 160; ENGL-LIT 160)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: ENGL 102 and ENGL 104, both with C or better or placement based on assessment  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C2 IGETC: 3B District GE: C2

**ENGL 086B Survey of English Literature II 3 Units**

This is the second part of a two part series surveying the development of English (Anglophone) Literature from the 18th Century to the present. Students will read and discuss significant examples of epic, lyric, drama and prose writings of the finest authors writing in England and the British Empire from the Romantic, Victorian, Edwardian, Modern and Postmodern periods. The course will contain lectures, discussions, group work, and other student centered learning activities. Evaluations will be based on in- and out-of-class analytical essays, examinations, research reports, and class work. This course is required for the English Major at EVC. (C-ID ENGL 165)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: ENGL 102 and ENGL 104, both with C or better or placement based on assessment  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C2 IGETC: 3B District GE: C2

**ENGL 099 Grammar for Writers: WST Preparation 3 Units**

This course is designed for students who have passed English 001A, but still require improvement and refinement in grammar, composition, and critical thinking skills. Upon successful completion, the student should attain and surpass the levels necessary for success in passing CSU Writing Skills Tests and for upper division work. English 099 focuses on writing structure and the creative process: mechanics, and composition. It is designed to instruct students in writing the full range of appropriate and effective English sentences, paragraphs, and essays. Basic concepts of the appropriateness of certain structures to specific content are emphasized.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: K  
Prerequisite: ENGL 104 or ESL 091 with a P grade or placement in ENGL 001A  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: None Degree Applicable: AS  
CSU GE: None IGETC: None District GE: None

**ENGL 102 College Reading 3 Units**

English 102 enhances college reading skills and study techniques using academic materials in a variety of disciplines such as the natural sciences, social sciences, humanities and business. Instruction includes literal and interpretive comprehension, rate flexibility, vocabulary expansion, and beginning research. All students in English 102 are strongly encouraged to complete a 0.5 unit of lab work per semester in the Reading Lab. Concurrent enrollment in English 104 is recommended.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: K  
Prerequisite: ENGL 322 or ESL 302, with P or placement based on assessment.  
Recommended: Concurrent enrollment in ENGL 104  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**ENGL 102L College Reading Lab 0.5 Units**

The reading lab offers individualized programs in reading development plus supplemental reading skills work for students enrolled in English 102, College Reading. Students make use of a wide range of audiovisual and self-instructional materials to improve their reading proficiency. This lab may be repeated for credit to a maximum of 2 units. Concurrent or previous enrollment in English 102 is required.

Lecture Hours: None Lab Hours: 1.5 Repeatable: No Grading: K  
Prerequisite: ENGL 322 or placement based on assessment  
Corequisite: ENGL 102; Recommended: concurrent enrollment in ENGL 104  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**ENGL 104 Fundamentals of Composition 4 Units**

English 104 is an introduction to academic discourse and to writing short essays. The course develops competence in analytic reading and expository writing. The course stresses paragraph and essay structure through the use of pre-writing, revision, editing, and peer review strategies. Competence in English usage and syntactic variety will also be developed. Students will respond to culturally relevant model writings for general, academic, and special audiences. English 104 includes a three-hour weekly writing lab, which determines 25% of each student's final course grade. Twenty percent of each student's grade will be based on a department final essay exam. The course meets the pre-requisite for ENGL 001A.

Lecture Hours: 3 Lab Hours: 3 Repeatable: No Grading: K  
Prerequisite: ESL 302 or (ENGL 322 and ENGL 330); all with P grade or placement based on assessment.  
Corequisite: XENGL 104L

Advisory Level: Read: None Write: None Math: None  
Transfer Status: None Degree Applicable: AS  
CSU GE: None IGETC: None District GE: None

**ENGL 105 English 001A Support Course 1 Unit**

Students will learn and use critical thinking, analytical reading, and writing skills needed for success in English 001A, including paraphrasing, summarizing, development of complex content, revision, sentence techniques, research, evaluation, synthesis, and documentation of sources.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: K  
Corequisite: ENGL 001A  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**ENGL 106 Reading and Writing Connections 5 Units**

This course is designed to develop critical thinking, reading, and writing strategies necessary for academic success. Course topics include effective reading practices to improve comprehension and develop analytical inference skills, which can then be connected and applied to their expository writing. Students will examine texts that are non-fiction and fiction. Focusing on paragraph and essay development and structure, students will apply their reading comprehension to provide peer feedback for revision and editing. Students will be required to take the department exam.

Lecture Hours: 4 Lab Hours: 3 Repeatable: No Grading: K  
Open Curriculum: No prerequisite, corequisite or levels  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**ENGL 321L Reading Laboratory 0.5-1 Units**

English 321L is a lab designed to supplement the reading skill development covered in English 321. The lab is individualized and uses a variety of self-paced instructional materials. Students receive assignments to enhance skill development based on the English 321 lecture class. Concurrent or prior enrollment in English 321 is required.

Lecture Hours: None Lab Hours: 1.5 Repeatable: Yes Grading: K  
Corequisite: ENGL 321, previous or concurrent  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**ENGL 322 Introduction to College Reading 3 Units**

This course strengthens and expands reading and study skills using a variety of teaching approaches and materials. It develops vocabulary, complex comprehension, and study/reference skills. All students in English 322 are strongly encouraged to complete a 0.50 unit per semester in the Reading Lab. Concurrent enrollment in English 330 is recommended.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: K  
Prerequisite: (ENGL 321 and ENGL 341) or (ESL 312 and ESL 313); all with P grade or placement based on assessment  
Recommended: Concurrent enrollment in ENGL 330  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None  
Credit by Exam: Yes

**ENGL 322L Introduction to College Reading Lab 0.5 Units**

English 322L offers additional practice in vocabulary and comprehension for students enrolled in English 322. Students make use of a wide range of materials to improve their reading skills. Concurrent enrollment in English 322 is required.

Lecture Hours: None Lab Hours: 1.5 Repeatable: No Grading: K  
Prerequisite: 3 units of ENGL 321 with P grade or placement based on assessment.  
Corequisite: ENGL 322; Recommended: Concurrent enrollment in ENGL 330  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**ENGL 330 Improvement of Writing 4 Units**

English 330 is devoted to developing competence in writing standard English sentences, paragraphs, and short compositions by means of a study of grammar and practice in writing. Successful completion of both the lecture and writing center component of this course is required. Students will take a Department Final Exam which will be holistically scored by at least two faculty members and will represent 20% of their course grade.

Lecture Hours: 3 Lab Hours: 3 Repeatable: No Grading: K  
Prerequisite: ENGL 321 and ENGL 341 or ESL 312 and ESL 313; all with a P grade or placement based on assessment  
Corequisite: XENGL 330L  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**ENGL 500 Sentence/Paragraph Development 0 Units**

This course focuses on assisting students in developing strong grammar skills by emphasizing correct use of word forms, parts of speech, and basic sentence structure. It will help develop competence in sentence and paragraph skills.

Lecture Hours: 3 Lab Hours: None Repeatable: Yes Grading: N  
Open Curriculum: No prerequisite, corequisite or levels  
Transfer Status: None Degree Applicable: NC  
CSU GE: None IGETC: None District GE: None

## English As a Second Language (ESL)

### ESL 091 College Reading and Writing 2 6 Units

Students will study patterns of essay organization, relationships of paragraphs within essays, author's purpose, audience, tone, and mood. Student will read materials that highlight cross-cultural content and contemporary issues. Students will also acquire skills in the development and organization of ideas in coherent, well-developed paragraphs and in writing essays that require research. Concurrent enrollment in ESL 091L is required for computer-assisted and instructor-guided practice. This course is designed for non-native speakers of English one level below ENGL 001A.

Lecture Hours: 6 Lab Hours: None Repeatable: No Grading: K  
Prerequisite: ESL 302 with P or placement based on assessment  
Corequisite: ESL 091L  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: None Degree Applicable: AS  
CSU GE: None IGETC: None District GE: None

### ESL 091L ESL Skills Development Lab 0.5 Units

The content of this lab will facilitate skills development for the ESL 091 courses. It is designed to supplement classroom instruction by providing students the opportunity to work on an individualized basis with materials previously assigned by the ESL instructor, or to write essays for individual critiques by an ESL instructor. Students must enroll concurrently in ESL 091.

Lecture Hours: None Lab Hours: 1.5 Repeatable: No Grading: K  
Corequisite: ESL 091  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

### ESL 107 Editing and Grammar for Writers 3 Units

This course is designed to help ESL students improve their writing skills and grammar usage for success in ESL 091. The course focuses on persistent structural problems and offers in depth analysis of English grammar and syntax for advanced ESL college students preparing to pursue academic or vocational studies.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: K  
Prerequisite: ESL 302 with P grade or placement based on assessment  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

### ESL 302 Introduction to College Reading and Writing 6 Units

Students will focus on development of multi-paragraph essays that have a clearly stated thesis that controls the logical development of ideas and demonstrates a high level of fluency and accuracy in sentence grammar and word choice. Students will study readings that demonstrate the ways writers organize and express ideas in different genres and for a variety of rhetorical purposes. Reading materials will include articles, essays, and short literary works highlighting current issues and topics of interest across cultures. Concurrent enrollment in ESL 302L is required for computer-assisted and instructor-guided practice. This course is designed for non-native speakers of English two levels below ENGL 001A.

Lecture Hours: 6 Lab Hours: None Repeatable: No Grading: K  
Prerequisite: ESL 312 and ESL 313, both with P or placement based on assessment.  
Corequisite: ESL 302L  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

### ESL 302L ESL Skills Development Lab 0.5 Units

The content of this lab will facilitate skills development for ESL 302 courses. It is designed to supplement classroom instruction by providing students the opportunity to work on an individualized basis with materials previously assigned by the ESL instructor to write essays for individual critiques by an ESL instructor. Students must enroll concurrently in ESL 302.

Lecture Hours: None Lab Hours: 1.5 Repeatable: No Grading: K  
Corequisite: ESL 302  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

### ESL 310L ESL Skills Development Lab 0.5-1 Units

The content of this lab will facilitate skills development for the ESL 310 series. It is designed to supplement classroom instruction (in the ESL 310 series) by providing students the opportunity to work on an individual basis with materials developed for the ESL 310L course. Students utilize computer software programs, workbooks, and other supplementary materials to develop and improve their skills in listening comprehension, oral production, reading, writing and vocabulary development. Students must be enrolled concurrently in ESL 312, ESL 313, or ESL 314. Twenty-four hours of lab work are required for each 1/2 unit of credit. Repeatable to a maximum of 1 unit.

Lecture Hours: None Lab Hours: 1.5 Repeatable: Yes Grading: K  
Corequisite: Concurrent enrollment in ESL 312 or ESL 313 or ESL 314  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None



**ESL 312 Introduction to the Essay 5 Units**

Students read and write compositions of multiple paragraphs and short essays on academic topics to acquire grammar, writing, and vocabulary skills for college-level academic work. Concurrent enrollment in ESL 312L is required for computer-assisted grammar and writing practice with lab assistance. ESL 312 is a high-intermediate writing course for non-native speakers of English three levels below ENGL 001A.

Lecture Hours: 5 Lab Hours: None Repeatable: No Grading: K  
Prerequisite: ESL 322 and ESL 323 and ESL 324, all with P or placement based on assessment  
Corequisite: ESL 312L  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**ESL 312L ESL Skills Development Lab 0.5 Units**

The content of this lab will facilitate skills development for the ESL 312 course. It is designed to supplement classroom instruction by providing students the opportunity to work on an individualized basis with software and web-based materials previously assigned by the ESL instructor, to attend workshops on grammar and composition, and to receive individual critique by an ESL instructor on assignments written for ESL 312.

Lecture Hours: None Lab Hours: 1.5 Repeatable: No Grading: K  
Corequisite: ESL 312  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**ESL 313 Introduction to College Reading 3 Units**

This course is designed for non-native speakers at a high-intermediate level of English proficiency. Course content prepares students to read and respond to college-level texts, demonstrating literal and critical comprehension, and to expand vocabulary for academic purposes. Concurrent enrollment in ESL 312, ESL 314, and ESL 310L is recommended.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: K  
Prerequisite: (ESL 322 and ESL 323 and ESL 324) or ENGL 321, all with P grade or placement based on assessment.  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**ESL 314 Intermediate-High Listening and Speaking Skills 3 Units**

This course refines listening comprehension and speaking skills in academic, vocational, and social contexts at the high intermediate level.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: K  
Prerequisite: ESL 324 with P grade or placement based on assessment.  
Recommended: Concurrent enrollment in ESL 310L  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**ESL 316 Grammar for Writers 1 3 Units**

This is an intensive grammar course for ESL writers at a high-intermediate level of language proficiency. Course content focuses on a wide range of grammatical and syntactical structures in meaningful contexts and builds accuracy and fluency in oral and written discourse.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: K  
Prerequisite: ESL 322 with P grade or placement based on assessment  
Recommended: Concurrent enrollment in ESL 310L  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**ESL 317 English Pronunciation 3 3 Units**

Students develop native-like speech in English. They utilize the International Phonetic Alphabet to distinguish the sounds of English and produce natural-sounding speech in connected discourse. They learn different intonation, stress, and pitch patterns to change sentence focus and to signal middle and end of sentences. They use contractions and reductions and assimilate sounds to produce natural speech. Concurrent enrollment in ESL 312 or ESL 313 or ESL 314 is strongly recommended.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: K  
Prerequisite: ESL 324 or ESL 327 or placement based on assessment  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**ESL 320L ESL Skills Development Lab 0.5-1 Units**

The content of this lab will facilitate skills development for the ESL 320 series. It is designed to supplement classroom instruction in the ESL 320 series by providing students the opportunity to develop and improve their skills in listening comprehension, oral production, reading, writing, and vocabulary development. Students utilize English Interactive computer software program. Students must be enrolled concurrently in ESL 322, ESL 323, or ESL 324. Twenty-four hours of lab work are required for each 1/2 unit of credit. Repeatable to a maximum of 1.0 units.

Lecture Hours: None Lab Hours: 1.5 Repeatable: Yes Grading: K  
Corequisite: Concurrent enrollment in ESL 322 or ESL 323 or ESL 324  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**ESL 322 Paragraph Development 5 Units**

ESL 322 is an intermediate writing course for non-native speakers of English. Students will focus on writing well organized and fully developed paragraphs with correct grammar, sentence structure and word choice. Concurrent enrollment in 0.5 unit of ESL 320L is strongly recommended for computer grammar and writing practice and instructional assistance.

Lecture Hours: 5 Lab Hours: None Repeatable: No Grading: K  
Prerequisite: ESL 332 and ESL 333 and ESL 334, all with P or placement based on assessment  
Recommended: Concurrent enrollment in ESL 323 or ESL 324 or ESL 327  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None



**ESL 323 Reading and Vocabulary Development 3 Units**

This course is designed for non-native speakers at an intermediate level of proficiency in English. Course content and materials focus mainly on reading comprehension and vocabulary development. Integration of discussion and writing activities is also emphasized. Concurrent enrollment in ESL 322, ESL 324, and ESL 320L are recommended.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: K  
Prerequisite: ESL 333 with P grade or placement based on assessment.  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**ESL 324 Listening and Speaking Skills Development 4 Units**

Students will focus on developing academic listening and speaking skills at an intermediate-mid level of language proficiency. Students will also acquire idiomatic and academic vocabulary, cultural awareness, and discussion skills through the use of multimedia materials.

Lecture Hours: 4 Lab Hours: None Repeatable: No Grading: K  
Prerequisite: ESL 334 with P grade or placement based on assessment.  
Recommended: Concurrent enrollment in (ESL 322 or ESL 323 or ESL 327) and ESL 320L  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**ESL 327 English Pronunciation 2 3 Units**

Students further their study of the pronunciation, intonation, stress, and rhythm patterns of English. They are introduced to the phonetic alphabet and study the sound-spelling correlations of English. They also receive further instruction on the production of sounds in word-initial and word-final environments, intonation and stress patterns in multi-syllabic words, and native-like sentence stress, rhythm and intonation. Concurrent enrollment in ESL 322 or ESL 323 or ESL 324 is strongly recommended.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: K  
Prerequisite: ESL 324 or ESL 337 with P grade or placement based on assessment.  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**ESL 330L ESL Skills Development Lab 0.5-1 Units**

The content of this lab will facilitate skills development for the ESL 330 series. It is designed to supplement classroom instruction in the ESL 330 series by providing students the opportunity to develop and improve their skills in listening comprehension, oral production, reading, writing, and vocabulary development. Students utilize English Interactive computer software program and workbooks to improve these skills. Students must be enrolled concurrently in ESL 332, ESL 333, or ESL 334. Twenty-four hours of lab work are required for each 1/2 unit of credit. Repeatable to a maximum of 1.0 unit.

Lecture Hours: None Lab Hours: 1.5 Repeatable: Yes Grading: K  
Corequisite: Concurrent enrollment in ESL 332 or ESL 333 or ESL 334 or ESL 337  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**ESL 332 Basic Writing Skills 2 4 Units**

This is a low-intermediate grammar/writing course for non-native speakers of English. Students learn grammar and writing techniques for composing sentences and short paragraphs.

Lecture Hours: 4 Lab Hours: None Repeatable: No Grading: K  
Prerequisite: ESL 342 or ESL 345 with P grade or placement by assessment  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**ESL 333 Basic Reading Skills 2 3 Units**

This course is designed for non-native speakers who are at a low-intermediate level of proficiency in English. Course content and materials expand reading and vocabulary skills by focusing on literal and critical comprehension of text. Development of speaking and writing skills through interactive class activities is also emphasized. Concurrent enrollment in ESL 332, ESL 334, and ESL 330L is recommended.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: K  
Prerequisite: ESL 346 with P grade or placement based on assessment  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**ESL 334 Basic Listening/Speaking 2 5 Units**

Students will learn listening and speaking skills at the intermediate-low level of English proficiency. Students will participate in class activities and use multimedia materials focused on aural comprehension, oral communication, and clear pronunciation in a variety of contexts.

Lecture Hours: 5 Lab Hours: None Repeatable: No Grading: K  
Prerequisite: ESL 344 or ESL 347 with P grade or placement based on assessment  
Recommended: Concurrent enrollment in ESL 332 and ESL 333  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**ESL 337 English Pronunciation 1 3 Units**

Students are introduced to articulatory phonetics and basic intonation, stress, and rhythm patterns of English. Students will study the place and manner of the articulation of the sounds of English and spelling patterns for vowel and consonant sounds. Students will also be introduced to rhythm, stress, and intonation patterns, in English. Concurrent enrollment in ESL 332 or ESL 333 or ESL 334 is strongly recommended.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: K  
Prerequisite: ESL 347 with P grade or placement based on assessment  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**ESL 341L ESL Skills Development Lab 0.5-1 Units**

The content of this lab will facilitate language skill development for students enrolling in the ESL entry level courses by providing computer-assisted language instruction and workbooks. Students will work on an individualized basis, with assistance from staff as needed, to enhance language skills. It is highly recommended that students be enrolled concurrently in any ESL 340 series course. Repeatable to a maximum of 1.0 unit.

Lecture Hours: None Lab Hours: 1.5 Repeatable: Yes Grading: K  
Recommended: Concurrent enrollment in any ESL 340 series courses  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**ESL 345 Basic Writing Skills 1 4 Units**

ESL 345 is a novice-high grammar and writing course for non-native speakers of English. Students will study the grammar and syntax of written discourse in sentences and short passages. Students will learn how to write, revise, and edit a variety of sentences and short paragraphs.

Lecture Hours: 4 Lab Hours: None Repeatable: No Grading: K  
Open Curriculum\*: Placement test required before registering.  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**ESL 346 Basic Reading Skills 1 3 Units**

ESL 346 is a novice-high reading course for non-native speakers of English. Students learn comprehension skills such as identifying and distinguishing main ideas and details and finding meaning of new words through context clues. Students also develop post-reading strategies such as paraphrasing important information and brief writing responses to readings.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: K  
Open Curriculum\*: Placement test required before registering.  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**ESL 347 Basic Listening and Speaking 1 5 Units**

ESL 347 is a novice-high listening/speaking course for non-native speakers of English. Students will learn listening skills such as listening for main idea and details, phonemic differences, intonation and stress patterns, and sound reductions. Students will also learn speaking skills at novice-high level of restatement of important information, use of key words and phrases in questions and statements, description of speakers' opinions and feelings, and pronunciation of phonemic pairs, stress patterns, and sound reductions.

Lecture Hours: 5 Lab Hours: None Repeatable: No Grading: K  
Open Curriculum\*: Placement test required before registering.  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**ESL 502 Basic ESL Skills 1 0 Units**

ESL 502 is a non-credit high-beginning level ESL course designed to improve students' listening, speaking, pronunciation, grammar, and vocabulary skills. Students will learn how to pronounce basic words correctly, engage in basic communication with others, understand/use basic grammar structures, and acquire/expand basic vocabulary.

Lecture Hours: 5 Lab Hours: None Repeatable: Yes Grading: N  
Open Curriculum: No prerequisite, corequisite or levels  
Transfer Status: None Degree Applicable: NC  
CSU GE: None IGETC: None District GE: None

**ESL 504 Basic ESL Skills 2 0 Units**

ESL 504 is a non-credit high-beginning level integrated ESL skills course with strong emphasis on basic reading, writing, grammar, and vocabulary. Students will learn to comprehend frequently used words in context, use learned phrases and sentences to express ideas in basic writing, understand basic grammar structures, and read simplified material.

Lecture Hours: 6 Lab Hours: None Repeatable: Yes Grading: N  
Open Curriculum: No prerequisite, corequisite or levels  
Transfer Status: None Degree Applicable: NC  
CSU GE: None IGETC: None District GE: None

**ESL 506 Introduction to Citizenship 0 Units**

This course is designed for students at the beginning level of English acquisition. The content includes the steps to become a citizen and the study of U.S. History and Government as they relate to the citizenship exam. This course provides instruction in reading and writing, sentence structure, and conversation skills in order to prepare for the U.S. Citizenship interview and test or transfer to the Advanced Citizenship class.

Lecture Hours: 3 Lab Hours: None Repeatable: Yes Grading: N  
Open Curriculum: No prerequisite, corequisite or levels  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**ESL 514 Healthy Life Encounters 0 Units**

This course is designed for non-native speakers at a low intermediate level of English proficiency focusing on healthcare communication. This course is appropriate for those who study English for general healthcare communication or professional purposes. Students will learn communication skills, with a focus on listening and speaking skills, through the use of medical vocabulary and expressions. Emphasis is also placed on management of healthy lives and diets.

Lecture Hours: 4 Lab Hours: None Repeatable: Yes Grading: N  
Open Curriculum: No prerequisite, corequisite or levels  
Transfer Status: None Degree Applicable: NC  
CSU GE: None IGETC: None District GE: None

**ESL 516 Advanced Citizenship 0 Units**

This course is for high beginning students and focuses on responding to personal questions, basic grammar structures and knowledge of U.S. history and government necessary to pass the citizenship test. Taking the citizenship test is not a requirement for the class.

Lecture Hours: 3 Lab Hours: None Repeatable: Yes Grading: N  
Open Curriculum: No prerequisite, corequisite or levels  
Transfer Status: None Degree Applicable: NC  
CSU GE: None IGETC: None District GE: None

**ESL 523 English for Job Searching 0 Units**

This non-credit course is designed for students at an intermediate level of proficiency in English. The course will provide students the English language skills and knowledge needed to successfully search and apply for a variety of jobs in California as well as in the United States, using the latest technology and traditional methods. A combination of reading, writing, listening, and speaking skills will be practiced.

Lecture Hours: 3 Lab Hours: None Repeatable: Yes Grading: N  
Open Curriculum: No prerequisite, corequisite or levels  
Transfer Status: None Degree Applicable: NC  
CSU GE: None IGETC: None District GE: None

**ESL 524 Cultural Encounters 0 Units**

This non-credit ESL course is designed for non-native speakers at the middle intermediate level of English proficiency focusing on cultural exchange with native speakers. Students will acquire academic and idiomatic expressions as well as listening and speaking skills necessary for daily communication. Emphasis is also placed on students' exposure to American culture and social interactions.

Lecture Hours: 4 Lab Hours: None Repeatable: Yes Grading: N  
Open Curriculum: No prerequisite, corequisite or levels  
Transfer Status: None Degree Applicable: NC  
CSU GE: None IGETC: None District GE: None

**Environmental Science (ENVIR)****ENVIR 010 Environmental Science 4 Units**

This is an interdisciplinary course in which students examine the interaction between human societies and the environment. Students will study important physical and biological properties necessary for life on Earth. They will explore major issues that are bound to affect the future of humans on our planet including population growth, resource exploitation, pollution, climate change, and the loss of biodiversity. Students will also consider environmental policies and the prospects for a sustainable future. Field trips may be required. ENVIR-010 meets general education requirements for science with a lab and can be counted as either a life science or as a physical science course.

Lecture Hours: 3 Lab Hours: 3 Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: 3  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B1, B2, B3 IGETC: 5A, 5B, 5C District GE: B1, B2, B3

**Ethnic Studies (ETH)****ETH 010 Introduction to Ethnic Studies 3 Units**

This interdisciplinary course is a combination of the humanities and social sciences. There is an emphasis on the learning of concepts and theories central to the study of Ethnic Studies. The class will also explore the culture concept. Included is an analysis of the interrelationship between the dominant group and various ethnic groups. This course will also serve as an introduction to the experiences and perspectives of selected racial/ethnic group relations in our society.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C2, D IGETC: 3B, 4 District GE: C2, D, ES

**ETH 011 Ethnic Film: Reel Studies 3 Units**

This course will examine contemporary and classic cinema, focusing primarily on US ethnic films from African- American, Native American, Latino, Asian-Pacific Islander, and Middle Eastern American cultures, as a tool to explore universal human themes as well as ethnic/cultural stereotypes.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C1, D IGETC: 3A, 4 District GE: C1, D, ES

**ETH 020 African American Culture 3 Units**

This course is a survey of the African American experience in the United States. Students will critically examine past, present and evolving socio-political, economic and cultural dynamics that help to contribute to African American culture.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C2, D IGETC: 3B, 4 District GE: C2, D, ES

**ETH 030 Chicana/o Culture 3 Units**

This is a survey course designed to study the development of Mexican and Chicana/o culture in Mexico, the Southwest U.S. and beyond. Emphasis will be placed on the cultural history as well as the socio-psychological aspects in the study of people of Mexican origin. Specific areas of interest in the course include theory and analysis of the concept of culture and its application to the Mexican and Chicano communities. Other areas of interest include the Pre-Columbian period, the religions and philosophies, art, language, music, folklore, and lifestyles of the Chicana/o.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C2, D IGETC: 3B, 4 District GE: C2, D, ES

**ETH 035 Sociology of the Chicana/o Experience 3 Units**

This course focuses on Chicanas/os and their relation to U.S. society. It will address some critical areas of the Chicana/o experience in terms of economics, labor, immigration, stereotypes, religion, and police-Chicano conflict. In order to provide a real world analysis of the contemporary role of the Chicana/o in society, this course will focus on the Chicana/o community of San Jose. A central objective of the course is to base both skill development and content on the issues that are of personal and academic interest to the student. The ultimate objective is to use this analysis to come up with strategies for addressing the needs of the Chicana/o and other communities with similar circumstances.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: D IGETC: 4 District GE: D, ES

**ETH 040 Vietnamese American Culture and Experience 3 Units**

This course provides students with a basic theoretical background to study the ancestral origin of Vietnamese Americans, their migration to the U.S., and assimilation into U.S. culture and society. It follows the evolution of their cultural roots into their ethnic heritage, focusing on their religious and philosophical thoughts, customs, and value system. The course traces the emergence of their minority status, identity, and sense of community, and explores their current status and prospects of ethno-social mobility through education, employment, business, entrepreneurship, and politics. This course reflects the Humanities and Social Science areas.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C2, D IGETC: 4, 3B District GE: C2, D, ES

**ETH 042 Asian Pacific American (APA) Culture and Experience 3 Units**

This course covers (1) the Asian backgrounds, migration, ethnic culture (particularly major religious beliefs, philosophical thoughts, value system, customs, and traditions), and American experiences APAs as a whole have in common; (2) unique aspects of each Asian American co-group, with more emphasis on the six largest groups: Chinese, Filipino, Indian, Vietnamese, Korean, and Japanese Americans. Also of special importance are key concepts, theories, and perspectives pertinent to this study, as well as American experiences APAs share with other U.S. racial groups, especially African American and Latino Americans. This course is a combination of the Humanities and Social Sciences.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C2, D IGETC: 4, 3B District GE: C2, D, ES

**Family and Consumer Studies (FCS)****FCS 019 Nutrition 3 Units**

This course provides students an introduction to scientific concepts of nutrition, including physiological, psychological and sociological considerations. Students will analyze the human diet in relation to health, lifestyle choices, personal behaviors, and disease prevention. Individual recommended nutrient intake, the body's use of nutrients, and optimum dietary health across the lifespan will be discussed. Students will also examine the influence of culture, food supply, food choices, and nutritional status, as well as socioeconomic conditions, food fads, and diet fallacies.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: 2  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**FCS 050 Life Management 3 Units**

Life Management provides students with the skills to reach their educational, individual, and career goals. The course introduces students to strategies, techniques, and management tools that lead to success. The course explores day-to-day resources including time, energy, and money. Major topics include value clarification, goal setting, decision making, problem solving, effective study techniques, time management, health, money management, education and career planning, communication and listening skills along with conflict management and managing stress.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**FCS 070 Child Development 3 Units**

Students will study the child from the prenatal period through adolescence. The physical, social-emotional and cognitive aspects of development are explored. This course is required for ECE majors and recommended for nursing and psychology majors, and anyone wanting to understand the development of children. Transferable: Equivalent to C.D. 60 at SJSU. (C-ID CDEV 100)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E, D IGETC: 4 District GE: E, D

**FCS 138 Work Experience 1-8 Units**

Occupational Work Experience is designed for students who work or volunteer in a field related to their career major. Students are required to provide evidence that they are enrolled in a career program (e.g., education plan or coursework in a career/occupational subject area). Students can earn one unit of credit for each 60 hours of unpaid volunteer time or 75 hours of paid work during the semester. Students can repeat Career/Occupational Work Experience, combined with General Work Experience, or alone, up to a maximum of 16 units. Internship/job placement is not guaranteed.

Lecture Hours: None Lab Hours: 2.07 Repeatable: Yes Grading: O  
Corequisite: Be employed or a volunteer at an approved work-site for the minimum number of hours per unit as stipulated for paid and unpaid status.  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

## French (FREN)

### FREN 001A Elementary French 5 Units

This course concentrates on developing basic skills in listening, reading, speaking and writing. Emphasis is placed on acquisition of vocabulary, structures and grammatical patterns necessary for comprehension of native spoken and written French at the beginning level. This course includes discussion of French culture and daily life. Concurrent enrollment in French 001AL is required. This course corresponds to two years of high school study.

Lecture Hours: 5 Lab Hours: None Repeatable: No Grading: O

Corequisite: FREN 001L

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: C2 IGETC: 6A District GE: C2

### FREN 001AL Foreign Language Lab - French 1A 0.5 Units

The Foreign Language Lab supplements classroom instruction for French 001A. The students will use textual and other instructional media to improve fluency, comprehension and written expression in the target language.

Lecture Hours: None Lab Hours: 1.5 Repeatable: No Grading: K

Corequisite: FREN 001A

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

### FREN 001B Elementary French 5 Units

Students continue to develop skills in listening, reading, speaking and writing. Students acquire vocabulary and grammatical structures and patterns necessary for comprehension of standard spoken and written French.

Lecture Hours: 5 Lab Hours: None Repeatable: No Grading: O

Prerequisite: FREN 001A with C or better

Corequisite: FREN 001AL

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: C2 IGETC: 6A, 3B District GE: C2

### FREN 001L Foreign Language Lab 0.5 Units

Elementary French Lab supplements classroom instruction in French 001A and French 001B. Students use audiocassettes and/or computer programs for oral, aural, and written drill.

Lecture Hours: None Lab Hours: 1.5 Repeatable: No Grading: K

Corequisite: FREN 001A or FREN 001B

Advisory Level: Read: 2 Write: 2 Math: None

Transfer Status: CSU Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

## Geography (GEOG)

### GEOG 010 Introduction to Physical Geography 3 Units

This course is an investigation of our relationship to the physical environment (atmosphere, weathered climate, water, landforms, soils, and biosphere) and their reciprocal relationships. Spatial location is emphasized. Maps, globes, and atlases are used. Field trips may be required. (C-ID GEOG 110)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: D, B1 IGETC: 4 District GE: D, B1

## Health Education (HED)

### HED 011 Dynamic Health Concepts 3 Units

This course surveys current health issues. Topics include the latest information on defining health; global and national health issues; mental health; use of tobacco, alcohol and illicit drugs; nutrition; common infectious and non infectious diseases including risk factors and prevention; human sexuality; and environmental health issues. Primary emphasis is directed to the individual's total emotional, intellectual and social health across the life span. Students are empowered to make intelligent, analytical decisions related to personal and community health.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: E IGETC: None District GE: E

## History (HIST)

### HIST 001 Survey of American History 3 Units

This course surveys the development of U.S. History in a broad approach to the social, constitutional, economic and political history of the U.S. with emphasis upon key events, issues and their backgrounds. Note: Combined with Political Science 001, this course meets U.S. History & Constitution and State and Local Government requirements.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: D, US-1 IGETC: 4 District GE: D, US-1

### HIST 003A World History to 1500 3 Units

This course introduces students to the world's regions and civilizations as interconnected entities. The course examines the fundamental economic, social, political, and ideological elements of human culture in historical context. This course is intended to take a thematic approach, which introduces the students to the ideas/accomplishments of significant men and women in each period and region. The growth and development of traditional civilizations to 1500 are covered. (C-ID HIST 150)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: D IGETC: 4 District GE: D



**HIST 003B World History From 1500 3 Units**

This course introduces students to the world's regions and civilizations as interconnected entities since 1500. The course examines the fundamental economic, social, political, and ideological elements of human culture in historical context. This course is intended to be a thematic approach, which introduces the students to the ideas and accomplishments of significant men and women in each period and region. (C-ID HIST 160)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: D IGETC: 4 District GE: D

**HIST 010A Development of Western Culture I 3 Units**

This course covers the political, cultural, and philosophical development of Western culture and society through the study of the institutions, thought, literary and artistic expression of the ancient world and medieval society of Europe to the Reformation (1600 C.E.). Emphasis is placed on understanding the facets of modern civilization by tracing the social, cultural, and political thought of the past. This course is intended to be a chronological approach which introduces the students to the ideas and accomplishments of significant men and women in each period. (C-ID HIST 170)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C2, D IGETC: 3B, 4 District GE: C2, D

**HIST 010B Development of Western Culture II 3 Units**

This course covers the political, cultural, and philosophical development of Western culture and society through the study of the institutions, thought, literary and artistic expression since 1600. Emphasis is placed on understanding the facets of modern civilization by tracing the social, cultural, and political thought of the past. This course is intended to be a chronological approach which introduces the students to the ideas and accomplishments of significant men and women in each period. (C-ID HIST 180)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C2, D IGETC: 3B, 4 District GE: C2, D

**HIST 012 East Asian History 3 Units**

This course is a developmental survey of the major cultures of East Asia, including the history, institutions and artistic expressions of China, Korea, and Japan from the ancient period to the present. This course will illustrate not only the regional differences of East Asia, but also the commonalities that are shared, especially with regard to the major Asian philosophies and religions.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: D IGETC: 4 District GE: D

**HIST 014 Women in American History 3 Units**

This is a historical survey course about women in the United States from Pre-Columbian to present times. The course will analyze the social, political, and economic aspects of women's lives. Also, the course will examine the interaction of race, class, ethnicity and gender.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: D, US-1 IGETC: 4 District GE: D, ES, US-1

**HIST 015 South Asian History Since 1947 3 Units**

This course examines the political, social, economic, and cultural history of the South Asian subcontinent from independence in 1947 to the present. The focus is upon India, Pakistan and Bangladesh, with Sri Lanka, Nepal and Bhutan also examined when appropriate. The course also situates South Asian history in its local, regional and global contexts in a survey of the tumultuous events of the last half-century.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: D IGETC: 4 District GE: D

**HIST 017A History of the United States 3 Units**

This course surveys the political, economic, cultural, social, and intellectual development of the United States. The course emphasizes the interactions among Europeans, Africans, and American Indians in North America beginning with European colonization, through the creation of the U.S. Republic, its expansion west, and the developments leading up to the Civil War and Reconstruction. (C-ID HIST 130)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: D, US-1, US-2 IGETC: 4 District GE: D, US-1, US-2

**HIST 017B History of the United States 3 Units**

This course surveys the political, economic, cultural, social and intellectual development of the United States from Reconstruction to the present. The course emphasizes the U.S. expansion to the Pacific, its rise as a superpower through WW I, WW II, and the Cold War. Students will examine the role of major ethnic, gender and social groups in U.S. history. (C-ID HIST 140)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: D, US-1, US-3 IGETC: 4 District GE: D, US-1, US-3

**HIST 021 African American History 3 Units**

This historical survey course examines the formation of African Americans from their time in captivity to their establishment as citizens who shaped the economic, political, social actions and consciousness of the nation.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: D, US-1 IGETC: 4 District GE: D, ES, US-1

**HIST 022 Mexican-American History 3 Units**

This course presents an historical overview of the Mexican-American experience beginning with Pre-Columbian history to the present. Emphasis will be on addressing the Indigenous contributions to the culture, Spanish conquest of Mesoamerica, exploitation of land, people and resources, occupation of the Southwest, and the dynamics between Anglo-Americans and Mexican-Americans.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: D IGETC: 4 District GE: D, ES

**HIST 040 United States Military History 3 Units**

This course is a survey of American Military History from 1775 to the present. All major American conflicts are reviewed as well as an examination of the influence of the military upon foreign policy, domestic affairs and diplomacy. It examines the reasons, causes, and legal limitations of war, as well as various doctrines developed since the American Revolution.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: D IGETC: 4 District GE: D

**HIST 045 Post-1945 America 3 Units**

This is a survey course of the United States from the end of World War II to the present. The course will focus on the political, economic, social, and cultural developments in America following the war. It will emphasize the Cold War, America's emerging role as a superpower, the emergence of civil rights, global capitalism, mass culture, and the evolving political contest between liberalism and conservatism. Combined with History 017A, History 045 meets the graduation requirement in United States History, Constitution and American Ideals.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: D, US-1 IGETC: 4 District GE: D, US-1

**HIST 099 History Fundamentals 3 Units**

This course is intended for history majors as an introduction to the skills, technology and technique of reading, writing and researching history.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**Humanities (HUMNT)****HUMNT 002 Introduction to World Literature 3 Units**

Students are introduced to a variety of literary works from around the world, from the 17th to the 21st century, which are significant in illuminating both the universality and diversity of human experience. Readings in this course are chosen for their literary, historical, cultural, philosophical, and psychological importance. (C-ID ENGL 145; ENGL-LIT 185)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: ENGL 102 and ENGL 104 or ESL 091; all with a C or better or placement based on assessment  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C2 IGETC: 3B District GE: C2

**Individualized Instruction (II)****II 090 Tutor Training 1 Unit**

This course will help students gain knowledge about tutoring in order to provide effective academic assistance to others. Students will learn a variety of tutoring techniques which will address different learning styles, study skills and discipline specific needs. Students who are employed as a tutor in any of the EVC Tutoring Centers are required to complete this course. This course is also recommended for any student who intends to pursue a profession in teaching.

Lecture Hours: 1 Lab Hours: None Repeatable: No Grading: O  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**II 210 Supervised Tutoring 0 Units**

Under the direction of a certificated supervisor in the Tutoring Center, students taking this course will receive tutoring assistance in areas of identified academic need. With the recommendation of appropriate faculty, tutors will be employed who have demonstrated competency in a particular subject, skills and/or discipline and who have or will successfully complete the tutor training course.

Lecture Hours: None Lab Hours: None Repeatable: Yes Grading: L  
Open Curriculum: No prerequisite, corequisite or levels  
Transfer Status: None Degree Applicable: NC  
CSU GE: None IGETC: None District GE: None

**II 394 Individualized Basic Skills Laboratory 0.5-6 Units**

This non-transferable course provides a framework for any of the disciplines listed in the catalog to offer remedial-level individualized instructional modules which are designed to develop or support the students experiences beyond that which is available through the regular curriculum. Repeatable for credit within the same discipline to a maximum of nine units; across the disciplines, repeatable to twelve units.

Lecture Hours: 0.5 Lab Hours: None Repeatable: Yes Grading: K  
Open Curriculum: No prerequisite, corequisite or levels  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

## Interdisciplinary Studies (IDIS)

### IDIS 060 Critical Thinking 3 Units

This course will enable students to develop and refine their thinking, writing and research skills, and apply these skills in a variety of disciplines. Students will learn basic problem solving and reasoning strategies. Specific skills learned will include distinguishing fact from opinion, reasoned judgement from personal preference, and belief from knowledge to form conclusions based on sound inferences and an understanding of the common fallacies of language and thought.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: ENGL 001A with C or better  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: A3 IGETC: None District GE: A3

## Journalism (JOURN)

### JOURN 010 Mass Media and Communications 3 Units

Students will study mass media and its relationship to and impact on society. Students will cover topics including basic theories in mass communication, media history and analysis of media production. Students will also explore legal, ethical and social issues related to the media. (C-ID JOUR 100)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: D IGETC: 4 District GE: D

## Kinesiology (KINS)

### KINS 008A Pickleball Beginning 1 Unit

Pickleball is a simple paddle game played using a special slow moving ball over a tennis-type net on a badminton-sized court. Students will develop introductory Pickleball skills and learn the rules and basic tactics of the game. Students will practice and play in matches.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Recommended: Cleared by a physician for physical activity  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

### KINS 008B Pickleball Intermediate 1 Unit

This course is an intermediate level class in Pickleball. Ground strokes and serves will be refined. Overhead smashes and poaching shots will be introduced. Tactics for the experienced player will be developed around personal strengths.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Recommended: Cleared by a physician for physical activity  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

### KINS 008C Pickleball Advanced 1 Unit

This course will provide instruction in Pickleball at the advanced level including tactics in poaching, varying the service, anticipating shots and adjusting tactics in singles and doubles play. Students will play competitive matches.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Recommended: Cleared by a physician for physical activity  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

### KINS 009A Badminton, Beginning 1 Unit

Students develop badminton skills and tactics for the beginner. They will also develop and improve shots and tactics in competitive play in both singles and doubles matches.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

### KINS 009B Badminton Intermediate 1 Unit

Students will learn necessary skills for performing in badminton at the intermediate level including developing effective short, drive and long serves. Shots developed include backcourt clears, drops, smashes, and blocks. Students will refine their ability to apply tactics in doubles, mixed and singles play. Competitive games will be played regularly.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Recommended: KINS 009A or equivalent  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

### KINS 009C Badminton Advanced 1 Unit

Students will learn necessary skills for performing in badminton at the advanced level including footwork and court positioning, reading the opponents' strengths and weaknesses and adjusting tactics, developing greater power with control in all shots. Students will learn techniques for improved quickness and shot anticipation. Competitive matches are played regularly.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Recommended: Completion of KINS 009B or equivalent  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

### KINS 009D Badminton Tournament Play 1 Unit

Students will learn necessary skills and strategies for performing in badminton tournaments. Tournament preparation for playing extended matches, maintaining readiness between games, team and tournament scoring, effective team communication, rest and nutrition.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Recommended: Completion of KINS 009B or equivalent  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**KINS 012A Beginning Basketball 1 Unit**

This course is designed to introduce the basic skills, techniques and rules of basketball. This is an excellent class for the student who took basketball in junior high/high school, but has not played the game for several years.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**KINS 012B Intermediate Basketball 1 Unit**

Students learn intermediate basketball skills such as passing, shooting different shots, and dribbling. Team play includes some introduction to 2-3 zone defense and person to person defense, and strategies of team play. Students will also learn team unity and respect.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Recommended: Previous experience playing basketball  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**KINS 012C Advanced Basketball 1 Unit**

Advanced basketball is designed for the competitive player having a high level of experience in basketball. This course will prepare students for participation in tournament play.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Recommended: Previous experience playing basketball  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**KINS 012D Basketball Tournament Play 1 Unit**

Students will learn necessary skills and strategies for performing in basketball tournaments or club play. Tournament preparation for playing extended matches, maintaining readiness between games, team and tournament scoring, effective team communication, and strategies will be covered.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L  
Recommended: Skills demonstration on the first day of class.  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**KINS 021 Step Aerobics 1 Unit**

This course is an introduction to step aerobics. Students will learn techniques and choreography related to step aerobics, as well as the four health-related components of fitness: cardiorespiratory, flexibility, muscular strength and endurance, and body composition.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**KINS 022 Ultimate Fitness 1 Unit**

This course teaches the principles and concepts of cardiovascular fitness through activity in step training, aerobics with music, kickboxing, jogging and walking and use of variety aerobics exercise machines. Body mechanics, safe exercise parameters, tracking fitness levels and utilization of supplemental exercise apparatus will be accentuated.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Recommended: Cleared by a physician for physical activity  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**KINS 023 Cardio Kickboxing 1 Unit**

Students are introduced to the dynamic kickboxing techniques which provide conditioning for both the aerobic and anaerobic systems. The freestyle interval format combines boxing and kicking drills specific to martial arts and kickboxing style movements integrating the mind/body elements of attitude, readiness, visualization, reaction and fun. Safe exercise parameters, tracking fitness levels and utilization of supplemental exercise materials will be emphasized. Fundamental exercise physiology, nutrition and wellness concepts related to cardiovascular exercise and individual variations due to age, gender, and/or genetics will be taught.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Recommended: Cleared by a physician for physical activity  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**KINS 025 First Aid, CPR & AED 3 Units**

This course will teach students how to recognize and respond to an emergency. The student will be prepared to make appropriate decisions regarding first aid care and how to provide care for injuries or sudden illness until professional medical help arrives. Upon completion of this course, students will be eligible to take the exam for certification in First Aid, CPR, and AED. (C-ID KIN 101)

Lecture Hours: 1.5 Lab Hours: 4.5 Repeatable: No Grading: O  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**KINS 027 Sports Officiating 3 Units**

This class provides practical experience on the interpretation and knowledge of rules of team sports. The rules and mechanisms of officiating basketball and volleyball as well as soccer and softball/baseball will be covered. This course can be used by Recreation and Kinesiology majors, as well as people involved in community athletic organizations, junior and high schools, and community college sports. The course explores avenues of employment related to sports officiating.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L  
Recommended: Familiarity with at least one sport  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**KINS 029 Power Punch 1 Unit**

This course is a dynamic, exciting, and effective fitness class that involves a wide array of disciplines supported by energizing music, and incorporates a number of upper body punches, and lower body kicks. The emphasis is on technique, power, and focus utilizing controlled contact and circuit training.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**KINS 031 Lifetime Physical Fitness and Wellness 3 Units**

This course presents an overview of the concepts of physical fitness, training principles, appropriate exercise, and health practices with application to lifelong health and exercise benefits. It includes lecture, laboratory, exercise and physical fitness tests.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**KINS 033 Introduction to Kinesiology and Physical Education 3 Units**

This course will explore the broad spectrum of Kinesiology and Physical Education as an academic discipline and the required preparation and training for occupations involved with human movement, education, biomechanics, philosophy, allied health, fitness, recreation, coaching, and wellness. This course is an in-depth overview of current issues in Kinesiology and Physical Education.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**KINS 034 Fit Camp 1 Unit**

This course provides functional group training activities that develop core strength, cardiovascular conditioning, muscular strength and power through the use of indoor and outdoor circuit training.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**KINS 037 Futsal 1 Unit**

This is an indoor physical activity class that is similar to soccer and played on a hard surface. Students will learn the rules of the game and introductory Futsal skills of dribbling, receiving, passing and shooting in order to play.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**KINS 038A Soccer, Beginning 1 Unit**

The student will learn the terminology, rules, game etiquette, basic ball control skills, offensive and defensive formations, player positions and basic tactics in soccer.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**KINS 038B Soccer, Intermediate 1 Unit**

This course is intended for students who passed the beginning course or possess intermediate soccer skills. It is designed to enhance soccer skills in a smaller field space at a faster response time.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Recommended: KINS 038A or previous soccer experience  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**KINS 039A Hatha Yoga 1 Unit**

Hatha Yoga focuses on understanding and controlling the body, breath, and mind through postures or positions and breathing. The techniques are designed to increase range of motion, strength and endurance, balance, and coordination. Methods for relieving stress, and the promotion of relaxation and meditation will be taught.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**KINS 039C Mindfulness Fitness 1 Unit**

This class introduces a blending of two areas of exercise: fitness walking and hatha yoga. Students will increase awareness of their walking mechanics with different types of indoor and outdoor walking programs. Students will learn control and understand the body and mind connection through exercises and breathing techniques.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**KINS 040A Softball, Beginning 1 Unit**

This is a physical activity class which provides a review of the basic skills of hitting, running, catching and throwing. Team play and game strategies for slow-pitch versions of softball are included.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E



**KINS 040B Softball Intermediate 1 Unit**

Students will learn intermediate softball skills and tactics. Defensive skills include fielding ground balls forehand and backhand, double plays, outfielding skills, throwing on the run and team communication skills. In addition, students will learn to use spin, placement and defensive pitching techniques. Students will develop bat control and work to increase bat speed. Offensive base running techniques to force defensive errors will be introduced.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
 Recommended: Completion of KINS 040A or equivalent  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 040C Softball Advanced 1 Unit**

Students will learn advanced softball skills and tactics. Offensive skills include hit and run techniques, switch hitting, hitting to opposite field. Defensive skills will include position specific instruction for all infield and outfield positions. Advanced double play tactics including reading the pitched ball to anticipate direction of hit and alignment shifts will be taught. Effective base coaching techniques and commands will be covered.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
 Recommended: Completion of KINS 040B or equivalent  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 040D Softball Tournament Play 1 Unit**

Students will learn necessary skills for tournament softball participation including readiness before, between and after multiple games in a single day or up to three days. Readiness skills for batting and fielding will be introduced and practiced in class. Effective team communication techniques and tournament specific supplies and equipment will be addressed. Hydration, nutrition and injury care will also be covered.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
 Recommended: Completion of KINS 040C or equivalent  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 047A Tennis, Beginning 1 Unit**

This course is designed for individuals having very little or no tennis playing experience. The course includes an introduction to basic ground strokes, serves and volleys, playing rules and beginning level tactics. Students will participate in modified games appropriate to development as well as formal singles and doubles matches.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 047B Tennis, Intermediate 1 Unit**

This course is designed for individuals having some tennis playing experience. Course content includes continued development of forehand and backhand ground strokes, service, net play, smashes and lobs. Offensive and defensive tactics will be introduced for singles and doubles play. Students will participate in frequent matches.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
 Recommended: Must have some tennis playing experience  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 047C Tennis, Advanced 1 Unit**

This course is designed for individuals having competitive tennis playing experience. Course content includes physical conditioning for competitive play, continued development of power and control in all ground strokes and serves, advanced level offensive and defensive tactics, mental preparation for greater success, and performing under pressure. Students will engage in frequent tournaments in competitive singles and doubles play.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
 Recommended: Should have competitive tennis playing experience  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 051A Table Tennis Beginning 1 Unit**

Students will learn rules, etiquette and basic skills regarding Table Tennis. Serve, forehand, backhand and loops will be introduced. Body position and readiness necessary to develop faster play will be practiced. Students will develop game playing skills during class practice with singles and doubles.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 051B Table Tennis Intermediate 1 Unit**

Further development of table tennis skills including pendulum forehand and sidespin backhand serves, forehand and backhand loops with technique to maximize spin generation. Improved set-up, blade angle, body position and follow through to generate more effective blocks, chops, and smashes. Tactics against spinners and power hitters will be introduced. Students participate in competitive matches in singles and doubles play.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
 Recommended: KINS 051A  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 051C Table Tennis Advanced 1 Unit**

Table tennis skills, tactics and footwork for the advanced player. Mental training for shot anticipation, recovery positioning and return hitting zone is introduced. Service variety and tactics against attackers and defenders, loop shots against the push and block, counter-loops, counter-spin shots, and flick shots will be taught. Students perform regularly in competitive singles and doubles matches.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
 Recommended: KINS 051B  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 052A Beginning Volleyball 1 Unit**

This course is designed to introduce the basic fundamentals of volleyball. Students will learn the rules, strategies and proper etiquette as well as an appreciation for a lifetime activity.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 052B Intermediate Volleyball 1 Unit**

This course is designed to introduce the intermediate level skills, techniques, and rules of volleyball. Emphasis will be placed on refining fundamental skills and strategies, as well as an appreciation that volleyball is a lifetime activity.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L  
 Recommended: Complete the beginning volleyball course or have the necessary skills  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 052C Advanced Volleyball 1 Unit**

This course is designed for students that are able to play volleyball at an advanced level, with the ability to perform advanced techniques, demonstrate ideal body positioning during advanced play, and to understand and apply the written and unwritten rules of play.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L  
 Prerequisite: KINS 052B with C or better  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 052D Volleyball Tournament Play 1 Unit**

Students will learn necessary skills and strategies for performing in volleyball tournaments or club play. Tournament preparation for playing extended matches, maintaining readiness between games, team and tournament scoring, effective team communication, and strategies will be covered.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L  
 Recommended: Completion of KINS 052C or equivalent (student background playing experience)  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 053A Walk/Jog Beginning 1 Unit**

This entry level course will introduce techniques for improving cardiovascular fitness, strength, flexibility and weight management through the activity of walking and jogging. The class is designed for individuals having little or no previous experience in walking or jogging programs. Principles for improved health practices and healthy weight management will be covered. Throughout the class students will progress to more challenging routes as physical fitness improves.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
 Recommended: Cleared by a physician for physical activity  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 053B Jogging for Fitness 1 Unit**

This course provides information on preparation, training principles and suggested programs to follow for jogging for fitness. It also includes techniques to improve and progress to a higher level of aerobic capacity, as well as focus on the benefits of strength and flexibility programs related to jogging.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 053C Jogging for Fitness Intermediate 1 Unit**

This course is designed to build upon and improve basic jogging skills, further improve cardiovascular endurance, build stamina important in performing everyday activities, and improve overall health.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L  
 Recommended: Current jogging experience  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 054 Indoor Cycling 1 Unit**

Indoor cycling is a group exercise class performed on stationary bikes. This course provides students with the opportunity to gain muscular strength and cardiovascular endurance. During the class, the instructor simulates real cycling conditions with workouts designed to improve aerobic and anaerobic fitness.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 055 Aerobics With Music 1 Unit**

This course teaches high and low impact rhythmic exercise routines to music. It is designed to attain improvements in cardiovascular fitness, core strength, and flexibility.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 056A Weight Training Beginning 1 Unit**

This is a physical activity course designed to teach students how to use progressive weight resistance exercises to develop muscular strength and endurance while using both free weights and weight machines.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 056B Weight Training Intermediate 1 Unit**

This is a physical activity course designed for students having some previous experience in weight training basics. Students will learn to utilize progressive training techniques including super-sets, pyramids, negatives and giant sets in their regular workouts. Personalized exercise routines will be established targeting specific training outcomes including adding muscle mass and/or decreasing body fat.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 056C Weight Training Advanced 1 Unit**

This is a physical activity course designed for students having a solid understanding of basic training techniques and strength programs. Students will learn techniques for bodybuilding and improving strength and speed in athletic competition.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 057 Cardio and Strength Circuit Training 1 Unit**

This course is an athletic-based cardio and strength circuit workout. The class will utilize resistance machines, as well as individual strength training and exercises for a complete body workout.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 058 Introduction to Athletic Injuries 3 Units**

This course is an introduction to sports related injuries focusing on basic anatomy and the treatment, recognition, and evaluation protocols.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 060 Self-Defense 1 Unit**

This is a general self-defense course. Students will learn self-protection, evading and escapes techniques. This course is designed to teach empowerment, so each of the students will have the confidence to protect and to defend him/herself. Recognition of potential problems, attack prevention/avoidance, escape strategies, counterattack, kidnapping, and abduction will be discussed. Basic techniques of self-defense and fundamentals of strength development will be taught.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 060L Fitness Center Laboratory 0.5 Units**

This course is mandatory for all students wanting to use the fitness center to be able to identify, demonstrate, choose, and design a workout plan that includes cardio fitness, strength and flexibility. Safe use of equipment will also be covered.

Lecture Hours: None Lab Hours: 1.5 Repeatable: No Grading: O  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 067 Cardio Tai-Chi 2 Units**

This course provides an introduction to the principles and techniques of Cardio Tai-chi. It includes a historical and global examination of the sport, an orientation to the aerobic exercises, Tai-chi principles, and Cardio Tai-chi basic movements. Students will learn and practice this combination of Tai-chi and cardio exercises as a life-long fitness activity for health and well-being.

Lecture Hours: 1 Lab Hours: 3 Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 070A Fitness Walking for Beginners 1 Unit**

This course is designed to teach fitness walking. The student will learn fitness walking techniques, fitness walking exercise principles, and different fitness walking training programs. Students will participate in fitness walking throughout the semester and learn fitness walking measurement and evaluation techniques. This class is intended for walkers of any age, fitness level, and skill level.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 080 Backpacking and Hiking 1 Unit**

The course covers safe and environmentally responsible skills, methods and principles for participating in hiking and backpacking.

Lecture Hours: 1 Lab Hours: None Repeatable: No Grading: O  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 080L Backpacking and Hiking Lab 1 Unit**

Complete weekly hikes at local county parks followed by an extended overnight field experience in one of the National Parks or wilderness areas.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O

Corequisite: KINS 080 previous or concurrent

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**KINS 081A Canyoneering, Beginning 1 Unit**

This is an introductory course in canyoneering in which students will be hiking slot canyons, down climbing, repelling and wading through water. Basic canyoneering skills introduced will include rope handling, introductory repelling and entry level bouldering skills.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: E IGETC: None District GE: E

**KINS 081B Canyoneering, Intermediate 1 Unit**

Student will develop canyoneering skills in multiple stage repels, escaping "keepers," down-climbing, and preparation for hiking through wet environments including waist-high water. Students will apply these skills in the field.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O

Recommended: Prior experience in climbing or canyoneering

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: E IGETC: None District GE: E

**KINS 081C Canyoneering, Advanced 1 Unit**

Students will develop and apply skills negotiating slot canyons that require evaluating and selecting natural anchors for repelling and climbing. Students will identify safe and appropriate anchor set-up for climbing and repelling as well as belay station set-up.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O

Recommended: Previous experience in repelling

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: E IGETC: None District GE: E

**KINS 081L Canyoneering Skills Lab 0.5-2 Units**

This course will develop and refine canyoneering skills. The student will participate in self-paced skill development in rope management, working with various rappel devices, down-climbing, single and double rope rappels, braking techniques and pot-hole escape practice.

Lecture Hours: None Lab Hours: 1.5 Repeatable: Yes Grading: O

Recommended: Medical clearance for physical activity.

Open Curriculum: Participate in the class orientation scheduled by the instructor.

Transfer Status: None Degree Applicable: NAA

CSU GE: None IGETC: None District GE: None

**KINS 082L Hiking Death Valley 1 Unit**

Students will develop necessary skills and understanding to hike safely and responsibly in Death Valley National Park. In addition to local training hikes students will be required to participate in an extended over-night field experience to Death Valley National Park.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: E IGETC: None District GE: E

**KINS 083A Day Hiking High Sierra Beginning 1 Unit**

This course will introduce students to the preparation, knowledge and skills necessary for safe, enjoyable and adventurous day hiking. Students will build stamina and fitness hiking local parks and complete an overnight field experience hiking and camping in a wilderness area.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O

Recommended: Cleared by a physician for physical activity

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: E IGETC: None District GE: E

**KINS 083B Day Hiking High Sierra Intermediate 1 Unit**

This course will develop greater understanding and capacity to hike distances up to 10 miles with elevation changes up to 2,000 feet in the High Sierra. Students will learn about trail ratings, planning for extended exposure, managing hydration and energy needs, and risk management. The course includes an overnight field experience camping and hiking in a wilderness area.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O

Recommended: Cleared by a physician for physical activity and previous hiking experience

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: E IGETC: None District GE: E

**KINS 083C Day Hiking High Sierra Advanced 1 Unit**

This course will provide students knowledge and skills necessary for safe and adventurous day hiking on advanced level trails including managing extreme exposure to sun, wind, rain and temperature, basic survival and first responder skills. Students will build stamina and fitness hiking local parks and complete an overnight field experience hiking and camping in a wilderness area.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O

Recommended: Cleared by a physician for physical activity and previous hiking experience

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: E IGETC: None District GE: E

**KINS 087A Hiking and Backpacking, Beginning 1 Unit**

This course will introduce students to the preparation, knowledge and skills necessary for safe, enjoyable and adventurous hiking and backpacking. Students will build stamina and fitness hiking local parks and complete an overnight field experience hiking and camping in a wilderness area.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Recommended: Cleared by a physician for physical activity  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**KINS 087B Hiking and Backpacking, Intermediate 1 Unit**

This course will develop greater understanding and capacity to hike and/or backpack distances up to 10 miles with elevation changes up to 2,000 feet. Students will learn about trail ratings, planning for extended exposure, managing hydration and energy needs and risk management. The course includes an overnight field experience camping and hiking in a wilderness area.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Recommended: Cleared by a physician for physical activity  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**KINS 087C Hiking and Backpacking, Advanced 1 Unit**

This course will develop greater understanding and capacity to safely day hike and/or backpack distances up to 18 miles with elevation changes over 2,000 feet. Students will prepare for and hike on trails rated difficult. The course includes an overnight field experience camping and hiking in a wilderness area.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Recommended: Cleared by a physician for physical activity  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**KINS 087L Hiking Lab 1 0.5-2 Units**

Complete self-paced weekly hikes for improved health and wellness. Both on-campus and off-campus fitness hikes are planned and scheduled with the instructor. Students may hike individually or in small groups at a personally comfortable yet effective pace. Hiking preparation including selection of gear, clothing, shoes and essentials to include in your pack are covered. Personal safety, environmentally appropriate outdoor skills and local land use rules are covered. Students must accumulate a minimum of 24 miles hiking in six weeks for each 0.5 unit earned. Students may enroll in the class up to the fourth week.

Lecture Hours: None Lab Hours: 1.5 Repeatable: Yes Grading: O  
Open Curriculum: Contact the instructor and attend a course orientation before the end of the fourth week of the semester.  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**KINS 088A Rock Climbing, Beginning 1 Unit**

The student will learn about introductory rock climbing terminology, gear, tie-in, basic knots, and climbing techniques. Skills will be practiced on natural rock and artificial surfaces. The course includes an over-night camping field experience where skills are practiced on natural rock. Equipment will be provided.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**KINS 088B Rock Climbing, Intermediate 1 Unit**

The student will learn top-rope climbing skills to master routes designated up to 5.6 on the Yosemite decimal system. Basic belay and repel skills will be introduced. Skills will be practiced on natural and artificial surfaces. The course includes an over-night camping field experience where skills are practiced on natural rock. Equipment will be provided.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Recommended: Previous bouldering or climbing experience.  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**KINS 088C Rock Climbing 5.7 1 Unit**

The student will learn climbing skills to master routes designated up to 5.7 on the Yosemite Decimal System. Skills will be practiced on natural and artificial surfaces. The course includes an over-night camping field experience where skills are practiced on natural rock. Equipment will be provided.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Recommended: Previous climbing experience.  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**KINS 089A Paddle Sports, Beginning 1 Unit**

The student will learn skills to kayak, canoe and/or stand-up paddle board including terminology, etiquette and local regulations, basic paddle strokes, dock launching and landing skills. Some class meetings will be held off-campus. Over-night field experience camping may be required. Equipment will be provided.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**KINS 089B Paddle Sports, Intermediate 1 Unit**

The student will learn canoe, kayak or paddle board skills launching and landing from/to irregular natural surfaces, two person rescue skills and managing waves to 2 inches in height. Some classes are taught off-campus. Over-night field experience will be required in a wilderness setting. All equipment will be provided.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Recommended: Previous canoe, kayak or paddle board experience  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E



**KINS 089C Paddle Sports, Advanced 1 Unit**

The student will learn canoe, kayak and/or paddle board skills including floating transfers, maneuvering in waves up to 6 inches in height, single person rescue in flat water, self-rescue, and packing for over-night camping. Classes are taught off-campus. Students will participate in an over-night field experience in a wilderness setting. All equipment will be provided.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
 Recommended: Previous experience with a canoe, kayak and/or paddle board  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 090 Wilderness First Aid 2 Units**

Wilderness First Aid will prepare an individual to respond to emergencies when emergency medical services are not immediately available. Students will learn how to improvise first aid skills and responses to provide adequate care when necessary. Students will learn under what conditions fast evacuations should occur and when to wait for help to arrive. Assessment and first aid care will be practiced in a wilderness setting having changing scenarios in group capabilities, environmental factors, terrain and type of injury/illness. Upon successful completion of the course students can earn the American Red Cross Wilderness Remote First Aid Certificate.

Lecture Hours: 1 Lab Hours: 3 Repeatable: No Grading: O  
 Recommended: KINS 080  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**KINS 095 Core Strength Conditioning 1 Unit**

This is a strength and conditioning course focusing on muscles of the torso, back, hips, legs, chest and abdomen. A variety of strength training modalities will be utilized.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 096 Body Sculpting 1 Unit**

Body sculpt conditioning is a comprehensive approach to managing diet, strength and cardio exercise to achieve desired outcomes. As a result of decreasing body fat through diet and cardio training and simultaneously increasing muscle mass through strengthening exercises, a more muscular appearance is achieved and body areas can selectively be "shaped".

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 101A Outdoor Cycling, Beginning 1 Unit**

This course is an introduction to outdoor cycling for fitness. Nutrition, cardiorespiratory endurance, strength development, and age related conditioning considerations will be covered. Students will participate in Bay Area bike rides as a means to improve physical fitness and maintain good health. Bike rides will feature safety, efficiency and exploring local bicycle trails unique to the San Francisco Bay Area. Participants may use their own or the college provided bicycles.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
 Recommended: Previous biking experience  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 101B Outdoor Cycling Intermediate 1 Unit**

This is a progressive course in outdoor cycling where students will participate in Bay Area bike rides for improved health and wellness. The class will develop technique, strength and endurance for cycling low level hills. Distances from 10-15 miles may be covered in each ride. Preparation, safety, hydration, efficiency and managing energy will be covered. Participants may use their own or the college provided bicycle.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
 Recommended: Prior cycling experience  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 101C Outdoor Cycling Advanced 1 Unit**

This is a progressive course in outdoor cycling for wellness. Students will participate in Bay Area bike rides for improved health and wellness. The class will develop riding skills and techniques for cycling distances up to 25 miles for various types of terrain and weather conditions. Participants may use their own or a college provided bicycle.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
 Recommended: Prior cycling experience  
 Advisory Level: Read 3 Write 3 Math None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 102A Mountain Biking Beginning 1 Unit**

This is an introduction in mountain biking where students will participate in Bay Area off-road mountain trail rides as a means to improve physical fitness and maintain better health. Bike rides will feature safety, efficiency and exploring local off-road bicycle trails unique to the San Francisco Bay Area. Nutrition, cardiorespiratory endurance, strength development, and age related conditioning considerations will be covered. Participants may use their own or the college provided bicycles.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
 Recommended: Cleared by a physician for physical activity  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 102B Mountain Biking Intermediate 1 Unit**

This course continues development in mountain biking for lifelong wellness. Skills will be developed for greater safety in recognizing and avoiding hazardous conditions, mountain bike selection, bike maintenance, and preparation for hilly terrain and moderately long distances. Bikes will be provided if necessary.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
 Recommended: Previous biking experience  
 Advisory Level: Read 3 Write 3 Math None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 104A Kayaking Beginning 1 Unit**

Students will learn skills to kayak including terminology, etiquette, local regulations, basic paddle strokes, dock launching and landing. Overnight field experience camping may be required. Equipment will be provided.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
 Recommended: Cleared by a physician for physical activity  
 Advisory Level: Read 3 Write 3 Math None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 104B Kayaking Intermediate 1 Unit**

Students will continue to learn kayaking skills including two person rescue skills, launching and landing from/to irregular natural surfaces, and managing waves to four inches in height. Overnight field experience may be required in a wilderness setting. All equipment will be provided.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
 Recommended: Previous kayaking experience and clearance by a physician for physical activities  
 Advisory Level: Read 3 Write 3 Math None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 106A Snowshoeing Beginning 1 Unit**

This course will introduce students to the preparation, knowledge and skills necessary for safe, enjoyable and adventurous snowshoeing. It will cover equipment, preparation, winter safety, snow travel and snowshoe skills. Most of the course will be taught in the Sierra Nevada. All snowshoe equipment will be provided at no additional cost. The course may require overnight camping in a snow environment.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
 Recommended: Cleared by a physician for physical activity  
 Advisory Level: Read 3 Write 3 Math None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 106B Snowshoeing Intermediate 1 Unit**

This course will cover snowshoeing skill refinement, including snow navigation, technique on rolling hills and basic survival skills. Most of the course will be taught in the Sierra Nevada. All snowshoe equipment will be provided at no additional cost. The course may require overnight camping in a snow environment.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
 Recommended: Previous snowshoeing experience and cleared by physician for physical activity  
 Advisory Level: Read 3 Write 3 Math None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: E IGETC: None District GE: E

**KINS 120 Adventure Based Recreation Leadership 3 Units**

Adventure Based Recreation Leadership covers principles and practices in recreation, leadership, group dynamics, and leisure behavior related to recreation activities in a wilderness environment. The course also covers legal and financial aspects of recreational service, advanced program planning, organization and administration of leisure services, evaluation and professionalism.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**KINS 130A Adventure Based Outdoor Recreation I 3 Units**

Students participate in a variety of land-based activities aimed at improving teaching and leadership skills in outdoor adventure activities including camping, backpacking, mountaineering, cross-country hiking and orienteering. Most of the class time is spent developing outdoor adventure recreation leadership skills in a wilderness environment.

Lecture Hours: 1 Lab Hours: 6 Repeatable: No Grading: O  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**KINS 130B Adventure Based Outdoor Recreation II 3 Units**

Students participate in a variety of water-based activities aimed at improving teaching and leadership skills in outdoor adventure activities including kayaking, canoeing, paddle-board, and/or rafting. Most of the class time is spent developing outdoor adventure recreational leadership skills in a wilderness environment.

Lecture Hours: 1 Lab Hours: 6 Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**KINS 130C Adventure Based Outdoor Recreation III 3 Units**

Students participate in a variety of land-based activities aimed at improving teaching and leading skills in outdoor adventure activities including bouldering, canyoneering and rock climbing. Most of the class time is spent developing outdoor adventure recreation leadership skills in a wilderness environment.

Lecture Hours: 1 Lab Hours: 6 Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

## Legal Assistant (LA)

### LA 010 Introduction to Law, Legal Research, the Constitution, and Ethics 3 Units

This course provides an introduction to law, legal research, constitutional law, and legal ethics while helping students build the foundational skills necessary to succeed in advanced paralegal courses and in professional careers. The course includes an overview of constitutional law and court systems, a survey of legal ethics, an introduction to legal research methods, and an examination of current careers for legal professionals. Course objectives include the development of a working knowledge of the legal system, acquisition of basic legal research skills, and an understanding of current ethical guidelines in the law.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

### LA 011 Overview of Contracts, Property, and Tort Law 3 Units

This course provides an essential overview of the three main areas of civil law: contracts, property, and tort law. Students will learn the legal requirements of valid contracts and the functions of commonly used provisions as they gain experience drafting and customizing various contracts. Students will also receive an introduction to property law, including the basic concepts involved in the ownership and use of personal property and real property. The class will also cover the fundamentals of tort law, including intentional torts, negligence, strict liability torts, and the policies and procedures of a personal injury law office.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

### LA 014 Civil Litigation 3 Units

This course provides students with an understanding of the fundamental principles and preparation of civil cases for trial. Students will learn how to access and utilize appropriate Judicial Council forms, draft pleadings and motions, conduct pre-trial discovery, prepare trial notebooks, and handle other responsibilities that are typical for paralegals in a litigation-oriented law office.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

### LA 016 California Courts and Litigation Practice 3 Units

This course serves as an introduction to courts of law in this state, including the California Supreme Court, Courts of Appeal, Superior Courts, and California-based federal District Courts. The course covers the structure, institutions, jurisdiction, and rules of the court system. In addition, students will gain practical knowledge of the various stages of litigation practice that involve the courts, including the filing of cases, preparation of court documents, proper use of discovery, and readiness for trial.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

### LA 033 Tort and Personal Injury Law 3 Units

This course prepares the student to assist attorneys and corporations in tort and personal injury law. Students gain substantive knowledge of tort law and will be trained in the use of specific forms and procedures utilized in personal injury work. Course content includes intentional torts, negligence, professional malpractice, causation, proximate cause, strict liabilities, employer's liability, nuisance, misrepresentation, product liability, and complex litigation.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: 1  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

### LA 034 Wills, Trusts, and Estate Planning 3 Units

The course provides students with a practical understanding of the laws of estate planning in California. Students will learn the appropriate procedures for drafting and interpreting will and trust documents, and will become familiar with the initial planning and preparation necessary for a comprehensive estate plan. Also discussed are techniques for drafting estate planning documents, estate administration, probate practice, the closing of an estate, relevant gift tax laws, and the role of the probate courts in estate planning.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

### LA 036 Real Estate and Property Law 3 Units

This course covers real property law, purchase and sales agreements, mortgages, leases, easements, deeds, closings, recordings of documents, and title searches. Emphasis will be placed upon interpreting the law and completing documents that are typically used for property transactions in a law office environment.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

### LA 038 Family Law 3 Units

This course covers the substantive law in the area of family law or domestic relations. Subjects covered will include dissolution of marriage, adoptions, guardianship, child/spousal/family support, child custody, and paternity. The class will train the student in the skills necessary to work as a paralegal in the area of family law. Content will include the use of Judicial Council forms, the preparation of pleadings, drafting of declaration, preparation of Income and Expense Declaration Form, the drafting of property settlement agreements, and the use of interviewing checklists.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: 1  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**LA 040 Criminal Law 3 Units**

This course provides the student with a comprehensive understanding of the provisions of criminal law and procedure. Content will include the criminal court system and how it functions, the criminal justice system from arrest to trial and sentencing, elements of and defenses to all major crimes, and an overview of the criminal procedure from the arrest through the appeal.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**LA 042 Corporate and Partnership Law 3 Units**

This course provides students with a general understanding of the various legal structures of businesses and the laws governing business transactions. Students learn the basic laws of corporations, partnerships, sole proprietorships, and modern limited liability entities. The course will emphasize finding and utilizing proper business forms and drafting appropriate documents related to the creation and operation of the various business organizations.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**LA 044 Intellectual Property Law 3 Units**

This course introduces students to the expanding field of patents, copyrights, trademarks, and trade secrets. Course content will include patents, trade protection, semiconductor chip protection, Section 43(a) false advertising, unfair competition, publicity rights, and idea submission. For each major specialty area, coverage will also include: The nature of the protected right, what is protected, the requirements for protection, who may be protected, the duration of protection ownership, transfer of ownership, infringement, and remedies.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**LA 046 Immigration Law 3 Units**

Students will study basic immigration law for paralegals. This is a hands-on approach to identification of people eligible to immigrate, types of visas, citizenship eligibility and application, and special conditions. Course topics include United States Citizenship and Immigration Services (USCIS) structure, procedures, and filings; factual, country, and legal research; and immigration case management and technology.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**LA 050 Constitutional Law 3 Units**

This course is designed to present a basic understanding of the U. S. Constitution, from its development to present-day applications. Topics covered include the formation of the three branches of government, state's rights and responsibilities, and the rights afforded individual citizens such as freedom of speech, religion, assembly, and the right to privacy. The course also covers the rights of persons accused of a crime, which are guaranteed by the Constitution and subsequent statutes.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**LA 071 Legal Research 3 Units**

This course provides the student with a working knowledge of the essential techniques used to research legal issues. Students will learn to find, select, and begin utilizing appropriate sources of law in the library and in the online LEXIS and WESTLAW databases. The course covers primary sources of law such as federal and state constitutions, statutes, cases, and regulations, as well as secondary sources that include legal dictionaries, encyclopedias, digests, summaries, and articles. Students will learn how to update statute and case law using the Shepard's and KeyCite citators. The course will include basic legal analysis and writing assignments which draw upon research results.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Prerequisite: LA 010 with a C or better  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**LA 072 Advanced Legal Analysis & Writing 3 Units**

This course provides students with advanced skills training in legal analysis, legal writing, and the use of electronic legal research using databases such as WESTLAW and LEXIS. Students will be presented with complex legal problems and will learn how to analyze them using the IRAC method (Issue, Rule, Analysis, Conclusion). Students will learn to present their legal analyses in professional quality written documents, including trial court pleadings, research memoranda, motions, client opinion letters and demand letters.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Prerequisite: LA 010 with C or better.  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**LA 138 Work Experience 1-8 Units**

Occupational Work Experience is designed for students who work or volunteer in a field related to their career major. Students are required to provide evidence that they are enrolled in a career program (e.g., education plan or coursework in a career/occupational subject area). Students can earn one unit of credit for each 60 hours of unpaid volunteer time or 75 hours of paid work during the semester. Students can repeat Career/Occupational Work Experience, combined with General Work Experience, or alone, up to a maximum of 16 units. Internship/job placement is not guaranteed.

Lecture Hours: None Lab Hours: 2.07 Repeatable: Yes Grading: O  
Corequisite: Be employed or a volunteer at an approved work-site for the minimum number of hours per unit as stipulated for paid and unpaid status.

Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**Library Studies (LIB)****LIB 015 Electronic Research and the Internet 3 Units**

This is an online course providing students with skills and competencies to use electronic information sources (the web, online catalogs, and databases) for course-related or personal research. Students will learn to define an information search, select the sources appropriate to their needs, use criteria for evaluating information sources, and document information sources using accepted formats. Student participation will be via email, discussions, and online chat.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L  
Recommended: Basic computer and word processing skills, including e-mail and chat

Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**Mathematics (MATH)****MATH 013 Intermediate Algebra 5 Units**

This course continues the algebra sequence and is a prerequisite to college level math courses. Students will review the first course in algebra and explore further the real number system, properties of algebraic systems, absolute value in equations and inequalities, complex numbers, properties of rational exponents and logarithms, roots and radicals, functions, inverse functions, and introduction to sequences and series. Content may include determinants, Cramer's rule, matrices, simultaneous solutions of sets of equations, or conic sections.

Lecture Hours: 5 Lab Hours: None Repeatable: No Grading: O  
Prerequisite: MATH 111 with P grade or placement based on assessment  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: None Degree Applicable: AS  
CSU GE: None IGETC: None District GE: None

**MATH 014 Geometry 3 Units**

The course involves the study of plane geometric figures and relationships. Students will study logical proofs, constructions, and numerical calculations. Additional topics in solid geometry and analytic geometry may be covered. This course is highly recommended for anyone who has not taken or wishes to review high school geometry.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: O  
Prerequisite: MATH 111 with P grade or placement based on assessment  
Recommended: Completion of MATH 013 or equivalent  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: None Degree Applicable: AS  
CSU GE: None IGETC: None District GE: None  
Credit by Exam: Yes

**MATH 016 Algebra With Geometric Concepts 7 Units**

This course combines beginning algebra, intermediate algebra, and selected topics in geometry to prepare students for college level math courses. Students will explore linear, quadratic, rational, radical, exponential, and logarithmic functions and equations. The course covers absolute value in equations and inequalities, complex numbers, functions as mathematical models, inverse functions, and systems of linear equations. It also includes geometric congruence, properties of polygons, parallel lines, similarity, areas, and volumes.

Lecture Hours: 7 Lab Hours: None Repeatable: No Grading: L  
Recommended: Basic knowledge of arithmetic or pass MATH 310 or MATH 311 with a C or better

Advisory Level: Read: 2 Write: 2 Math: None  
Transfer Status: None Degree Applicable: AS  
CSU GE: None IGETC: None District GE: None

**MATH 021 Precalculus Algebra 4 Units**

This course is designed to prepare students for the level of algebra required in calculus. Topics will include basic algebraic concepts, complex numbers, equations and inequalities, graphs of functions, systems of equations and inequalities, linear and quadratic functions, polynomial functions of higher degree, rational, exponential and logarithmic functions, matrices and determinants and analytic geometry. Students will not receive credit for both MATH 021 and MATH 025.

Lecture Hours: 4 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: MATH 013 with C or better

Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B4 IGETC: 2A District GE: B4



**MATH 022 Trigonometry 3 Units**

This course in numerical and analytical trigonometry is designed to prepare students for the level of trigonometry and advanced algebraic concepts necessary for calculus. Topics include degree and radian measurements of angles, right triangle trigonometry, unit circle trigonometry, graphs of trigonometric functions, algebraic manipulation and proof of trigonometric identities, inverse trigonometric functions, solving trigonometric equations, the Laws of Sines and Cosines, vectors, the polar coordinate system, and roots and powers of complex numbers (De Moivre's Theorem). Students will not receive credit for both MATH 022 and MATH 025. (C-ID MATH 851)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: MATH 013 and MATH 014; both with C or better or equivalent

Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: B4 IGETC: None District GE: B4

**MATH 025 Precalculus Algebra and Trigonometry 6 Units**

This course is an intensive combined course in college algebra and trigonometry designed primarily as preparation for calculus. Students will study basic algebraic concepts, complex numbers, equations and inequalities, graphs of functions, system of equations and inequalities, linear and quadratic functions, polynomial functions of higher degree, rational, exponential, logarithmic, and trigonometric functions, inverse functions, basic identities, trigonometric equations, solving right triangles, solving triangles using the Law of Cosines and the Law of Sines, vectors, polar coordinates, and analytic geometry. Students may take both MATH 021 and MATH 022 or take only MATH 025.

Lecture Hours: 6 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: MATH 013 and MATH 014, both with C or better  
Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B4 IGETC: 2A District GE: B4

**MATH 052 Math for Elementary Education 3 Units**

This course covers arithmetic theory and operations necessary for the teaching of mathematical concepts to elementary school children. The course includes basic set theory and logic, number theory, numeration systems and their history, modular arithmetic, mathematical patterns and sequences, and the structure and properties of integers, real and rational numbers. Designed for prospective multiple subject credential candidates. (C-ID MATH 120)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: MATH 013 and MATH 014; both with C or better

Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B4 IGETC: None District GE: B4

**MATH 061 Finite Mathematics 3 Units**

Finite Mathematics is the application of skills acquired in algebra to problems in business, management, economics, and the social sciences. Course content includes systems of linear equations and inequalities, matrices, linear programming, set theory, counting techniques, probability theory, and the mathematics of finance. (C-ID MATH 130)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: MATH 013 or MATH 016 both with C or better or placement by multiple measures

Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B4 IGETC: 2A District GE: B4

**MATH 062 Calculus for Business and Social Science 3 Units**

This course presents single variable calculus and an introduction to multivariable calculus and their applications for business and social science students. The content includes functions and graphs, limits, continuity, differential and integral calculus of polynomials, rational functions, power functions, exponential functions, logarithmic and natural logarithmic functions, partial differentiation and applications of these topics in business and social science. (C-ID MATH 140)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: MATH 021 or MATH 025; either with C or better

Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B4 IGETC: 2A District GE: B4

**MATH 063 Elementary Statistics 3 Units**

This course is an introduction to the study of statistics. Students will learn methods of collecting data, displaying data, descriptive statistics with emphasis on understanding variation, empirical probability, probability distributions, sampling distributions, confidence intervals and sample size, hypothesis testing, testing the difference between two independent population parameters, matched pairs analysis, one-way analysis of variance, chi-square tests, correlation and simple linear regression. (C-ID MATH 110)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: MATH 013 or MATH 016 with C or better or placement by multiple measures

Advisory Level: Read: 4 Write: 4 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B4 IGETC: 2A District GE: B4  
Credit by Exam: Yes

**MATH 064 Integrated Statistics I 5 Units**

This is the first semester of a two-semester course sequence in Integrated Statistics. Statistical topics include collecting data, displaying data, descriptive statistics, correlation, linear regression, bivariate categorical data, and probability distributions. Algebra topics include slope, linear and exponential models, and exponential growth and decay. Application problems will be taken from engineering, education, sports, psychology, medicine, political science, business, economics, and sociology. This course is intended for CSU-bound students with majors that require no mathematics beyond freshman-level statistics. It is not appropriate for students with majors in math, science, computer science, or business, nor for students desiring to transfer to a private university.

Lecture Hours: 5 Lab Hours: None Repeatable: No Grading: O  
 Prerequisite: MATH 310 or MATH 311 with P grade  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: None Degree Applicable: NAA  
 CSU GE: None IGETC: None District GE: None

**MATH 065 Integrated Statistics II 5 Units**

This is the second semester of a two-semester course sequence in Integrated Statistics. Statistical topics include sampling distributions, Central Limit Theorem, confidence intervals, hypothesis testing, inference for proportions, inference for two means (independent and dependent samples), ANOVA, chi-square tests, correlation, and linear regression. Algebra topics include functions, linear and exponential functions, power models, linear inequalities, and proportional relationships (including variation) with applications. Application problems will be taken from engineering, education, sports, psychology, medicine, political science, business, economics, and sociology. This course is intended for CSU-bound students with majors that require no mathematics beyond freshman-level statistics. It is not appropriate for students with majors in math, science, computer science, or business, nor for students desiring to transfer to a private university.

Lecture Hours: 5 Lab Hours: None Repeatable: No Grading: L  
 Prerequisite: MATH 064 with C or better  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: B4 IGETC: 2A District GE: B4

**MATH 066 Calculus I Late Transcendentals for Stem 4 Units**

This is the first course in calculus for students majoring in Computer Science, Data Science, or Economics, as well as the Natural Sciences, Technology, Engineering and Mathematics. Students will study functions, limits, continuity, techniques and applications of differentiation and integration, and the Fundamental Theorem of Calculus.

Lecture Hours: 4 Lab Hours: None Repeatable: No Grading: L  
 Prerequisite: MATH 021 and MATH 022 or MATH 025 all with C or better  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: B4 IGETC: 2A District GE: B4

**MATH 071 Calculus I With Analytic Geometry 5 Units**

This is the first course in calculus for students majoring in mathematics, physical science, computer science, or engineering. Students study functions and inverse functions, limits, the derivative as a limit, continuity, rules of differentiation, chain rule, implicit differentiation, applications of differentiation, linear approximations, related rates, optimization problems, antiderivatives, Riemann sums, the Fundamental Theorem of Calculus, and the substitution rule for integration. (C-ID MATH 210)

Lecture Hours: 5 Lab Hours: None Repeatable: No Grading: L  
 Prerequisite: (MATH 021 and MATH 022) or MATH 025, all with C or better  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: B4 IGETC: 2A District GE: B4  
 Credit by Exam: Yes

**MATH 072 Calculus II With Analytic Geometry 5 Units**

This is the second course in calculus and analytic geometry for students majoring in mathematics, physical sciences, computer science, or engineering. Topics included are techniques of integration, applications of integration to areas, volumes, average values of functions, arc lengths, surfaces of revolution, problems in physics and engineering, use of parametric equations and polar equations to plot curves and compute derivatives, areas and arc length, a thorough study of infinite sequences, infinite series, and power series, and an introduction to differential equations. (C-ID MATH 220)

Lecture Hours: 5 Lab Hours: None Repeatable: No Grading: L  
 Prerequisite: MATH 071 with C or better  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: B4 IGETC: 2A District GE: B4

**MATH 073 Multivariable Calculus 5 Units**

This is the third course in calculus for students majoring in mathematics, physical science, computer science, or engineering. In this course, the concepts of differential and integral calculus are extended to multivariable functions. The course content includes vectors in two and three dimensional space, vector-valued functions, differentials, gradients, multiple integrals, vector fields, line integrals, surface integrals, and vector calculus. (C-ID MATH 230)

Lecture Hours: 5 Lab Hours: None Repeatable: No Grading: L  
 Prerequisite: MATH 072 with C or better  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: B4 IGETC: 2A District GE: B4  
 Credit by Exam: Yes

**MATH 078 Differential Equations 4 Units**

Students will study ordinary differential equations and their applications, including methods for solving first order equations, linear equations of arbitrary orders, and systems of linear differential equations. Students are introduced to Laplace transforms, series solutions, and some theoretical aspects of differential equations such as existence and uniqueness of solutions, the phase plane, and stability of equilibrium solutions for autonomous equations. (C-ID MATH 240)

Lecture Hours: 4 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: MATH 072 with C or better  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B4 IGETC: 2A District GE: B4  
Credit by Exam: Yes

**MATH 079 Linear Algebra 3 Units**

This course is designed for students majoring in math, statistics, physics, computer science or engineering. It develops the techniques and theory needed to solve systems of linear equations using matrices and determinants. It also investigates the properties of vector spaces. These topics will be mainly presented including orthogonality and inner product spaces, eigenvalues and eigenvectors, linear transformations and their applications. (C-ID MATH 250)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: MATH 072 with C or better  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B4 IGETC: 2A District GE: B4

**MATH 111 Elementary Algebra 5 Units**

Students will study topics including operations on real numbers and algebraic expressions, solving linear equations and inequalities, algebraic methods for solving application problems, graphing linear equations and inequalities and solving systems of linear equations. It also includes laws of exponents and operations on polynomials, factoring polynomials and solving quadratic equations by factoring, and operations on rational expressions and solving rational equations.

Lecture Hours: 5 Lab Hours: None Repeatable: No Grading: K  
Prerequisite: MATH 311 with P grade or placement based on assessment  
Advisory Level: Read: 2 Write: 2 Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**MATH 310 Basic Mathematics 3 Units**

This course is designed to give students a basic background in mathematics. Topics include operations and application problems with whole numbers, fractions, decimals and percents, prime numbers, order of operations, units of measurement, perimeters, areas, signed numbers, variables, and simple equations.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: K  
Advisory Level: Read: 2 Write: 2 Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**MATH 311 Pre-Algebra 3 Units**

This course is designed for those students who have a foundation in arithmetic but need to further develop skills before taking Elementary Algebra, and is intended to serve as a bridge between arithmetic operations and elementary algebra. Topics include integers, fractions, decimals, percents, exponents, scientific notation, order of operations, variables, algebraic expressions, equations, basic geometric shapes, and simple applications.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: K  
Prerequisite: 3 units of MATH 310 with P or placement based on Math assessment.  
Advisory Level: Read: 2 Write: 2 Math: None  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**Music (MUSIC)****MUSIC 008A Music History and Literature I 3 Units**

Students will study the history of Western music from antiquity through the Baroque period including the contributions of other cultures with selected readings and recordings. Attendance at a live performance is required.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C1 IGETC: 3A District GE: C1

**MUSIC 008B Music History and Literature II 3 Units**

Students will study the history of Western music from the Classical Period through the present including the contributions of other cultures with selected readings and recordings. Attendance at a live performance is required.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C1 IGETC: 3A District GE: C1

**MUSIC 010A Music Theory I 3 Units**

This course, through guided composition and analysis, incorporates the following concepts: rhythm and meter; basic properties of sound; intervals; diatonic scales and triads; diatonic chords, basic cadential formulas and phrase structure; dominant seventh; figured bass symbols; and non-harmonic tones. Development of skills in handwritten notation is expected. (C-ID MUS 120)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Recommended: Completion of MUSIC 099 and concurrent enrollment in MUSIC 011A and an appropriate keyboard course  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**MUSIC 010B Music Theory II 3 Units**

This course incorporates the concepts from Music Theory I. In addition, through guided composition and analysis, the course will include an introduction to two-part counterpoint, voice leading involving four-part chorale writing, diatonic harmony, and an introduction to secondary/applied chords and modulations. (C-ID MUS 130)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: MUSIC 010A with C or better  
Recommended: MUSIC 011B and appropriate level keyboard course  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**MUSIC 010C Music Theory III 3 Units**

This course incorporates the concepts learned in Music Theory II and introduces chromatic harmony, altered chords and formal analysis. (C-ID MUS 140)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: MUSIC 010B with C or better  
Advisory Level: Read: 4 Write: 4 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**MUSIC 010D Music Theory IV 3 Units**

This course incorporates the concepts from Music Theory III. In addition, through writing and analysis, the course will include: post-Romantic techniques such as borrowed chords and modal mixture, chromatic mediants, Neapolitan and augmented-sixth chords, 9th, 11th and 13th chords, altered chords and dominants; and 20th century techniques such as: Impressionism, tone rows, set theory, pandiatonicism and polytonalism, meter and rhythm. (C-ID MUS 150)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: MUSIC 010C with C or better  
Recommended: Musicianship IV and appropriate level keyboard course  
Advisory Level: Read: 4 Write: 4 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**MUSIC 011A Musicianship I 1 Unit**

This course applies and develops the rhythmic, melodic, and harmonic materials of Music Theory I through ear training, sight-singing, analysis, and dictation. (C-ID MUS 125)

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L  
Recommended: MUSIC 099 and MUSIC 010A  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**MUSIC 011B Musicianship II 1 Unit**

Students learn to sight-sing in treble, bass and alto clef. This course focuses on the materials learned in MUSIC 010B and includes sight-singing, analysis and dictation. (C-ID MUS 135)

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: MUSIC 011A with C or better  
Recommended: MUSIC 050B  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**MUSIC 011C Musicianship III 1 Unit**

This course applies and develops the rhythmic, melodic, and harmonic materials of Music Theory III through ear training, sight singing, analysis, and dictation. (C-ID MUS 145)

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: MUSIC 011B with C or better  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**MUSIC 011D Musicianship IV 1 Unit**

This course applies and develops the rhythmic, melodic, and harmonic materials of Music Theory IV through ear training, sight singing, analysis, and dictation. (C-ID MUS 155)

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: MUSIC 011C with C or better  
Recommended: Concurrent enrollment in MUSIC 020  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**MUSIC 020 Class Piano 1 Unit**

This course is designed for intermediate pianists to improve technique and interpretive abilities. Study and testing materials are drawn from a graduated series of exercises, etudes, and representative piano works. The student will learn how to assess and provide the stylistic nuances and phrasing concepts required for the performance of repertoire work from the Renaissance through the 20th century. The student will learn approaches to improvisation and other creative activities. (C-ID MUS 171)

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: MUSIC 050B with C or better  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**MUSIC 020B Class Piano B 1 Unit**

This course continues the development of piano skills through all major and minor scales, arpeggios, harmony, and intermediate-advanced repertoire. (C-ID MUS 171)

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**MUSIC 023 Class Voice 1 Unit**

This course is designed for experienced singers to improve their technique and performance and interpretive skills. Study and testing materials are drawn from a graduated series of vocal exercises, etudes, and representative vocal solos. The student will learn how to assess and provide the stylistic nuances and phrasing concepts required for the performance of repertoire from the Renaissance to the modern day. The course will also include individualized instruction in folk songs and classical music indigenous to various cultures.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Prerequisite: MUSIC 053B with a C or better  
Advisory Level: Read: None Write: None Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**MUSIC 047 All-College Choir 1.5 Units**

This is a mixed choral ensemble for all college students and faculty. Standard choral works from classical and folk repertoire are studied with a public performance given at the end of the semester. Emphasis is given to accompanied works. Brief audition required.

Lecture Hours: None Lab Hours: 4.5 Repeatable: No Grading: O  
Recommended: MUSIC 099

Open Curriculum: No prerequisite or levels; brief audition required.

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**MUSIC 050A Beginning Piano I 1 Unit**

This is an introductory course in piano. The course is designed for students wanting to learn music using the piano. The student will study basic theory concepts such as the 5-finger pattern, intervals, chords, simple chord progressions, and scales. This course reinforces concepts taught in the theory courses. Students will harmonize simple melodies, transpose and improvise simple pieces and patterns. (C-ID MUS 170)

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**MUSIC 050B Beginning Piano II 1 Unit**

This is the second semester introductory course in piano. Students will expand their knowledge of basic theory concepts such as scales, intervals, chords, and simple chord progressions. This course reinforces concepts taught in MUSIC 050A. Students will harmonize simple melodies, transpose and improvise simple pieces and patterns. (C-ID MUS 170)

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L

Prerequisite: MUSIC 050A with C or better

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**MUSIC 052A Beginning Guitar I 1 Unit**

This course introduces students to playing the guitar, including music notation and sight-reading, correct position and technique, chords, strums, arpeggios. Students will play and learn basic ensemble and solo pieces and songs.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O

Recommended: MUSIC 099; student must supply their own guitar

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**MUSIC 052B Beginning Guitar II 1 Unit**

Students will further develop their ability to play guitar including reinforcement and refinement of sight reading; utilize correct technique; and play chords, arpeggios, and strums. Students will play with and for class members and perform ensembles, solo pieces, and songs.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O

Prerequisite: MUSIC 052A with C or better

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**MUSIC 052C Beginning Guitar III 1 Unit**

This course expands on the concepts and skills learned in Guitar II. Students develop increased accuracy and speed in performance including counterpoint. Practice, rehearsal and performance techniques continue to be refined.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O

Recommended: MUSIC 052B

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**MUSIC 052D Beginning Guitar IV 1 Unit**

The course expands on the concepts and skills learned in Guitar III. Students continue to perform a repertoire of increased difficulty including counterpoint. Ensemble playing is stressed throughout, with an emphasis on melodic techniques, including dynamics, articulation and phrasing.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O

Recommended: MUSIC 052C or equivalent

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**MUSIC 053A Beginning Voice 1 Unit**

This course provides a basic introduction to voice discipline with an emphasis on the fundamental aspects of singing through breath support and tone placement. Technical exercises and simple vocal pieces of various styles will be learned and performed in a class atmosphere where listening and performing are used as tools of instruction.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O

Recommended: MUSIC 099

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**MUSIC 053B Beginning Voice 1 Unit**

This course continues building upon the skills acquired in MUSIC 053A and further develops the fundamentals of vocal technique through exercises that require greater depth and ability. Technical exercises and vocal pieces of various styles will be learned and performed in a class atmosphere where listening and performing are used as tools of instruction.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O

Prerequisite: MUSIC 053A with C or better

Recommended: MUSIC 099

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None



**MUSIC 091 Music Appreciation: Western Civilization 3 Units**

This course provides the opportunity for students with no previous musical experience, to develop an appreciation of the music of western cultures through the development of aural listening skills. The course focuses on the relationships between composers and the times in which they lived. Included in each unit of study is a discussion of the influence of government, philosophy, art, religion, and musical composition.

Attendance at a live performance is required. (C-ID MUS 100)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: C1 IGETC: 3A District GE: C1

**MUSIC 092 Music Appreciation: American Musical Theater 3 Units**

This course is designed for students interested in developing an appreciation of the American Musical Theater as an art form, and in gaining an understanding of its composition, evolution, philosophical, and multi-cultural basis.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: O

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: C1 IGETC: 3A District GE: C1

**MUSIC 093 Introduction to Film Music 3 Units**

This course serves as an introduction to the study of Hollywood film music from the 1920's to the present day. The class will explore the relationship between film and music through original and adopted film scores. This course will explore both historic and technical aspects of film music.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: C1 IGETC: 3A District GE: C1

**MUSIC 095 Music Appreciation: Jazz 3 Units**

Students who have little or no previous experience in musical performance or listening to the traditions of jazz music will study the musical elements of jazz and appraise the development of the jazz art form as a product of culture. Students will also study how to aurally distinguish the elements of jazz music and trace the evolution of styles and structures of jazz from its inception to the present time.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: C1 IGETC: 3A District GE: C1

**MUSIC 096 Introduction to Electronic Music 3 Units**

This course is intended to introduce students to the basics of electronic music production, which includes the fundamental techniques of Musical Instrument Digital Interface (MIDI) and Digital Audio in the project studio environment. The student will learn the use of keyboard controllers, software synthesizers and instruments, MIDI sequencing and digital audio recording in the making of music. Short technical quizzes and music assignments will be given on material covered in class. Some prior music experience is recommended, but not required.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**MUSIC 099 Introductory Music 3 Units**

This course is an introduction to the notation and primary elements of tonal music. It also incorporates the following concepts: staff notation in treble and bass clefs, rhythm and meter; basic properties of sound; intervals; diatonic scales and triads; and diatonic chords. Development of skills in handwritten notation is expected. (C-ID MUS 110)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU/UC Degree Applicable: AA/AS

CSU GE: C1 IGETC: None District GE: C1

**MUSIC 180 Ensemble 1 Unit**

This course is for the study, rehearsal, and public performance of literature appropriate to the ensemble, with an emphasis on the development of skills needed to perform within an ensemble. Different literature will be studied each semester. Choice of ensemble is based on each student's identified major instrument or voice. The course is repeatable for credit the maximum times allowable by regulation. (C-ID MUS 180)

Lecture Hours: None Lab Hours: 3 Repeatable: Yes Grading: L

Prerequisite: Students must pass an audition

Advisory Level: Read: 4 Write: 4 Math: 3

Transfer Status: CSU Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

**MUSIC 190 Applied Music: Strings, Winds, Brass, Percussion, Piano, Voice 0.5 Units**

This course consists of individualized study of the appropriate techniques and repertoire for the specific instrument or voice being studied. The emphasis is on the progressive development of skills needed for solo performance. Achievement is evaluated through a juried performance. (C-ID MUS 160)

Lecture Hours: None Lab Hours: 1.5 Repeatable: Yes Grading: L

Prerequisite: Audition required; must also enroll in theory class.

Recommended: Concurrent participation in an appropriate ensemble and enrollment in appropriate-level major preparation courses (Theory, Musicianship, Keyboard, etc.).

Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU Degree Applicable: AA/AS

CSU GE: None IGETC: None District GE: None

## Nursing (NURS)

### NURS 001 Fundamentals of Nursing 9.5 Units

This course addresses the health needs of individuals of varied psychosocial and cultural backgrounds. Nursing skills are developed to adapt nutrition, hygiene, comfort, safety, and pharmacology for each client. This course is designed to apply the nursing process to the health needs of the adult client utilizing basic nursing skills and caring behaviors to meet physical, social and emotional needs. The Client Needs approach is used as the framework for providing safe and effective nursing care. The course includes clinical experiences in health care facilities.

Lecture Hours: 4.5 Lab Hours: 15 Repeatable: No Grading: L  
Prerequisite: BIOL 071, BIOL 072, BIOL 074 and ENGL 001A, all with C or better and admission into the EVC Nursing Program.  
Advisory Level: Read: 4 Write: 4 Math: 2  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

### NURS 002A Basic Medical-Surgical Nursing 5 Units

This course focuses on health promotion and health maintenance for the adult client with chronic illness. Course content includes pharmacological therapies, the nurse's role in preventive and rehabilitative services, and the maintenance/restoration of physiological and psycho-social integrity through the application of the nursing process. This course includes clinical experiences in adult health care units. This is an eight week course.

Lecture Hours: 2.5 Lab Hours: 7.5 Repeatable: No Grading: L  
Prerequisite: NURS 001 with C or better  
Advisory Level: Read: 4 Write: 4 Math: 2  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

### NURS 002B Maternity Nursing 4 Units

This course focuses on health promotion and health maintenance for the childbearing client. The course content includes pharmacological therapies, the nurse's role in maternity nursing, and the maintenance/restoration of physiological and psychosocial integrity through the application of the nursing process. This course includes clinical experiences in maternity units.

Lecture Hours: 2.5 Lab Hours: 4.5 Repeatable: No Grading: L  
Prerequisite: NURS 001 with C or better.  
Advisory Level: Read: 4 Write: 4 Math: 2  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

### NURS 003 Advanced Pediatrics and Medical-Surgical Nursing 8.5 Units

This course includes the application of medical surgical nursing care for the pediatric, adolescent and adult client with complex disorders. Course content emphasizes pathophysiology, growth and development, nutrition and pharmacology. The nursing process is used to apply these concepts to the maintenance and restoration of physiological and psychosocial integrity of the client. The course includes clinical experiences in pediatric and adult health care settings.

Lecture Hours: 4.5 Lab Hours: 12 Repeatable: No Grading: L  
Prerequisite: NURS 002A and NURS 002B with C or better  
Advisory Level: Read: 4 Write: 4 Math: 2  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

### NURS 004 Advanced Medical-Surgical/Geriatric/ Mental Health/ Leadership and Management Nursing 10 Units

This course includes mental health nursing, advanced medical surgical nursing, geriatrics, leadership and management, including the preceptorship. Mental health nursing includes the principles of mental health and the social, economic, cultural and physiological factors that predispose a person to mental illness. In advanced medical surgical nursing, critical thinking and leadership concepts are applied to the management and care of multiple clients in adult and geriatric settings. During preceptorship, in collaboration with a registered nurse, the student will provide optimal client outcomes by applying concepts learned throughout the nursing program.

Lecture Hours: 4.5 Lab Hours: 16.5 Repeatable: No Grading: L  
Prerequisite: NURS 003 with a C or better  
Advisory Level: Read: 4 Write: 4 Math: 2  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

### NURS 109 Nurse Assistant Training/Home Health Aide Training 7 Units

This course focuses on nursing assistant and home health aide skills/concepts performed under the direct supervision of a nurse. It is designed to provide a foundation of basic nursing care including vital signs, transfer and feeding techniques, bed making, hygiene, and environmental safety. Communication skills, cultural awareness, sensitivity, as well as client rights and safety will be stressed. Application of these skills will occur in a skilled nursing facility and assisted living facility. Successful completion of the course qualifies the student to take the CA state certification exam. Course requirements include high school graduation or GED, Social Security number or Tax ID under the Dream Act, and background clearance.

Lecture Hours: 4.5 Lab Hours: 7.5 Repeatable: No Grading: L  
Prerequisite: High School Graduation or GED required; current Basic Cardiac Life Support for Health Care Providers; health clearance including physical exam and TB clearance; background clearance; social security number or Tax ID# under the Dream Act  
Advisory Level: Read: 4 Write: 4 Math: 2  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**NURS 119 Pathophysiology for Allied Health 3 Units**

This course will provide a foundation of essential concepts of disease processes for students to examine and apply in their allied health field. The three areas of focus will include fundamental concepts and processes in pathophysiology, the relationship of developmental stages to pathophysiology, and specific disorders organized by body systems.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: BIOL 071 and BIOL 072, both with C or better  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: None Degree Applicable: AS  
CSU GE: None IGETC: None District GE: None

**NURS 120 Pharmacology in Nursing 3 Units**

This course is a study of the interaction between drugs and living systems and their connection to the nursing practice. The major pharmacological classifications will be presented and integrated with the concepts of physiological and psychological principles. Nursing responsibilities relative to the administration of specific medications will be emphasized including safety, comfort, communication, teaching, health promotion, restorative/rehabilitative measures and cultural diversity.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: BIOL 072 with C or better  
Advisory Level: Read: 4 Write: 4 Math: 2  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**NURS 131A Nursing Resource Center, Lab 1 1 Unit**

This elective course is recommended to be taken during the first semester of the nursing program. The course correlates with the content of NURS 001, Fundamentals of Nursing. This course provides access to an instructor-facilitated lab in the Nursing Program Resource Center which includes the Nursing Skills lab and Nursing/Biology computer center.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: K  
Corequisite: NURS 001  
Advisory Level: Read: 3 Write: 3 Math: 2  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**NURS 131B Nursing Resource Center, Lab 2 1 Unit**

This elective course is recommended to be taken during the second semester of the nursing program. The course correlates with the content of NURS 002A and NURS 002B, Basic Medical-Surgical Nursing and Maternity Nursing. This course provides access to instructor-facilitated lab in the Nursing Program Resource Center which includes the Nursing Skills lab and Nursing/Biology computer center.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: K  
Prerequisite: NURS 001 with C or better  
Corequisite: NURS 002A or NURS 002B  
Advisory Level: Read: 3 Write: 3 Math: 2  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**NURS 132A Nursing Resource Center, Lab 3 1 Unit**

This elective course is recommended to be taken during the third semester of the nursing program. The course correlates with the content of NURS 003, Advanced Pediatrics and Medical Surgical Nursing. This course provides access to an instructor-facilitated lab in the Nursing Program Resource Center which includes the Nursing Skills lab and Nursing/Biology computer center.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: K  
Prerequisite: NURS 002A and NURS 002B, both with C or better  
Corequisite: NURS 003  
Advisory Level: Read: 3 Write: 3 Math: 2  
Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

**Oceanography (OCEAN)****OCEAN 010 Descriptive Oceanography 3 Units**

This course provides a description of the ocean environment covering the geological, physical, chemical and biological aspects of the sea. It includes the origin and extent of the oceans, nature of the ocean basins, causes and effects of currents, waves, and tides, and plant and animal life in the ocean. The course partially fulfills the general education requirement in physical science, without a laboratory.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Recommended: MATH 111 with "P" or placement by multiple measures  
Advisory Level: Read: 3 Write: 3 Math: 2  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B1 IGETC: 5A District GE: B1

**Philosophy (PHIL)****PHIL 010 Introduction to Philosophy: Metaphysics And Epistemology 3 Units**

Students are introduced to the philosophic history and disciplines of metaphysics and epistemology from Socrates to Wittgenstein. They will examine the ideas and methods of Western philosophy concerning knowledge, reality and values through the examination of primary texts. Topics include the sources and limits of knowledge and the nature of reality. Other topics that will be examined from a philosophical perspective include the nature of the self, truth, ethics, religion, science, language, beauty and art, and political theory.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C2 IGETC: 3B District GE: C2

**PHIL 060 Logic and Critical Thinking 3 Units**

This is an introductory course in informal fallacies, inductive and deductive arguments. The course will focus on what the elements of an argument are, the distinction between basic forms of argument, comparing the strength of one argument to another and the rules of formal logic. Students will study causal relations, scientific, statistical and moral reasoning. There is a strong emphasis on the written expression and the application of critical thinking in a series of compositions or a term paper.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: A3 IGETC: None District GE: A3

**PHIL 065 Introduction to Ethics 3 Units**

This course explores some of the major ethical theories and problems of the past and present. Students are exposed to the concepts of good and evil, right and wrong, current ethical and social issues, and to the processes of formulating and making actual ethics-based decisions. Utilitarian and rule-based systems are studied, and through critical reasoning are applied in analyses, discussions, and in written assignments. Emphasis is on the real, the practical, and the applicable in everyday ethical situations.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Recommended: Completion of PHIL 010  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C2 IGETC: 3B District GE: C2

**PHIL 070 Comparative Religions 3 Units**

This is an introductory philosophical survey of living religions (Hinduism, Buddhism, Confucianism, Taoism, Islam, Judaism, Christianity, and Native American and African religious traditions). Students use comparative study that focuses on the meaning of religious experience, the forms its expression may take, and what it may offer humanity.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C2 IGETC: 3B District GE: C2

**Photography (PHOTO)****PHOTO 022 Beginning Photography 3 Units**

This course introduces students to black-and-white photography, with emphasis on both theory and practical application of pre-visualization and composition, exposing film, negative developing and darkroom printing. Students will learn fundamentals of design and composition and discuss how they relate to contemporary trends in photography. Students must provide their own 35 mm camera.

Lecture Hours: 2 Lab Hours: 4 Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**PHOTO 062 Intermediate Photography 3 Units**

Intermediate practice and theory of photography. The course will include black-and-white photography skills, color theory and vision, flash, lighting, digital imaging, and the history of photography. Students will discuss issues within photography, ways to conceptualize the finished image and how photography is used in print and electronic media. Students must provide their own 35 mm camera.

Lecture Hours: 2 Lab Hours: 4 Repeatable: No Grading: L  
Prerequisite: PHOTO 022 with C or better  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**Physical Education (PED)****PED 021 Step Aerobics 1 Unit**

This course is an introduction to the discipline of Physical Education through step aerobics. Students will learn techniques and choreography related to step aerobics, as well as the four health-related components of fitness: cardiorespiratory, flexibility, muscular strength and endurance, and body composition.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**PED 022A Adapted Cross Training 1 Unit**

This course is designed to provide an individualized program for overall fitness for the student with a documented disability. The goal is to provide the student with the means to improve the health related components of fitness through a variety of fitness activities.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Recommended: Temporary or permanent verifiable disability and written verification provided by a physician or other appropriate professional.  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**PED 024 Beginning Golf 1 Unit**

This course is designed to teach the fundamentals of a golf swing using irons, fairway woods, and driver. Putting, chipping, and pitching skills will also be covered. Information on rules, scoring, etiquette, and course play will be included. Students will be required to pay for range balls and green fees.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**PED 024A Intermediate Golf 1 Unit**

This course is designed to teach the development of intermediate golf skills through instruction, practice, and golf play on local golf courses. The student will learn advanced swing techniques, practice strategies, strategies for positive mental skills, shot selection, and course management skills. Students will be required to pay for range balls and green fees.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**PED 026 Basketball - Competitive 1 Unit**

Competitive basketball is designed for the competitive player having a high level of experience in basketball. This course will prepare students for participation in basketball at the most advanced levels.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Recommended: A minimum of 3 years at the varsity high school, club experience or 1 semester of PED 012.  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**PED 033 Introduction to Kinesiology and Physical Education 3 Units**

This course will explore the broad spectrum of Kinesiology and Physical Education as an academic discipline and the required preparation and training for occupations involved with human movement, education, fitness, recreation, coaching, and wellness. This course is an in-depth overview of current issues in Kinesiology and Physical education.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: 1  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**PED 038 Soccer-Recreational 1 Unit**

This is a physical activity course designed to help students increase their knowledge and physical skills required for playing soccer successfully. This class will accommodate students with beginning and intermediate skill levels.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**PED 039B Hatha Yoga - Intermediate 1 Unit**

This course is an intermediate level hatha yoga class. This yoga course offers a more in-depth practice of yoga postures including new postures. Different types of breath work will be introduced as well as essential techniques and information about yoga.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: PED 039 with C or better  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**PED 039C Mindfulness Fitness 1 Unit**

This class is an introduction to the discipline of Physical Education through blending two areas of exercise: fitness walking and yoga. Students will increase the awareness of their walking mechanics of different types of indoor and outdoor walk programs. Students will learn to control and understand the body and mind through exercises and breathing techniques.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**PED 039D Partner Yoga 1 Unit**

This course utilizes the forms and principles of Hatha Yoga individual postures while incorporating the presence of a partner to deepen the experience and the integration of trust, balance and creativity.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**PED 043 Pilates Mat Workout 1 Unit**

Pilates is an exercise method that focuses on improving core muscle strength, flexibility, and body awareness through a progression of challenging and functional exercises performed on a mat. Pilates strengthens muscles through controlled movement patterns, focused breathing, and concentration.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**PED 053 Walk/Jog 1 Unit**

Students will learn the principles and concepts of cardiovascular fitness through the activity of walking or jogging.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**PED 056A Adapted Strength Conditioning 1 Unit**

This course is designed to provide an individualized muscle strength and conditioning program for the student with a documented disability. The student will learn proper skills, techniques and how to adapt fitness equipment to enhance muscle strength and endurance.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O  
Recommended: Temporary or permanent verifiable disability and written verification provided by a physician or other appropriate professional.  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E



**PED 062 Soccer Theory 2 Units**

This is a soccer theory course designed to provide in-depth analysis and review of competitive soccer programs and team play.

Lecture Hours: 2 Lab Hours: None Repeatable: No Grading: O  
 Recommended: Competitive playing or coaching experience in soccer  
 Advisory Level: Read: 2 Write: 2 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**Physical Science (PHYS)****PHYS 012 Earth Science 4 Units**

This course is an introduction to the main physical processes governing Earth's geosphere, atmosphere, and hydrosphere, highlighting the interactions of these systems with one another, and with the sun and other solar system bodies. Main topics include formation of the solar system, the theory of plate tectonics, and the interactions among tectonics plates as a driving mechanism constantly reshaping Earth's landscape. It also covers basic physical and chemical processes governing the rock cycle, the types of ocean boundaries, and the evolution of Earth's atmosphere. This is a G.E. physical science course with a lab component designed for nonscience majors.

Lecture Hours: 3 Lab Hours: 3 Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: 2  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: B1, B3 IGETC: 5A, 5C District GE: B1, B3

**Physics (PHYS)****PHYS 001 Introductory Physics 3 Units**

Physics 001 is an introductory investigation into the topics of physics for non-science majors. Topics include the fundamentals of the scientific method, mechanics, forces, conservation of momentum and energy, rotational motion, gravity, atomic physics, thermodynamics, waves (sound and EM), electricity and magnetism, optics, relativity and nuclear physics. The course content incorporates hands-on laboratory activities, in-class physical demonstrations, journaling, outdoor activities, homework, and a group project.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L  
 Prerequisite: MATH 111 with C or better  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: B1, B3 IGETC: 5A, 5C District GE: B1, B3

**PHYS 002A Algebra/Trigonometry-Based Physics I 4 Units**

This is the first of a two-semester course in general physics for students not needing calculus based physics. Students will study basic principles of Mechanics and Thermodynamics such as Newton's laws of motion, work, and the conservation principles of energy and momentum; heat transfer, calorimetry, and the fundamental laws of thermodynamics. (C-ID PHYS 105)

Lecture Hours: 3 Lab Hours: 3 Repeatable: No Grading: L  
 Prerequisite: MATH 013 with C or better  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: B1, B3 IGETC: 5A, 5C District GE: B1, B3

**PHYS 002B Algebra/Trigonometry-Based Physics II 4 Units**

This is the second algebra-based course in general physics, designed for students not majoring in engineering or physics, but required to fulfill their specific majors. In Physics 002B, the basic principles of vector operation, Newton's Laws of Motion, work, energy conservation, and linear and angular momentum are applied to topics in electricity, magnetism, optics, and modern physics. (C-ID PHYS 110)

Lecture Hours: 3 Lab Hours: 3 Repeatable: No Grading: L  
 Prerequisite: PHYS 002A with C or better  
 Advisory Level: Read: 3 Write: 3 Math: 3  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: B1, B3 IGETC: 5A, 5C District GE: B1, B3

**PHYS 004A General Physics 5 Units**

This is the first course in the calculus-based physics sequence for majors in math, science, and engineering. Specific topics include kinematics, Newton's laws of motion, work and energy, momentum, rotation, simple harmonic motion, universal gravitation, fluids, and mechanical waves. Practical applications of these principles are discussed. A problem solving approach emphasizing both conceptual understanding and basic mathematical modeling is used. (C-ID PHYS 205)

Lecture Hours: 4 Lab Hours: 3 Repeatable: No Grading: L  
 Prerequisite: MATH 072 with C or better or equivalent or concurrent enrollment in MATH 072  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: B1, B3 IGETC: 5A, 5C District GE: B1, B3

**PHYS 004B General Physics 5 Units**

This course is one of a three-semester series in calculus-based general physics, serving students majoring in engineering, chemistry, physics, mathematics and other sciences. It emphasizes conceptual aspects of electricity, magnetism, circuits, and Maxwell's equations, and requires quantitative analysis of real world situations. (C-ID PHYS 210)

Lecture Hours: 4 Lab Hours: 3 Repeatable: No Grading: L  
 Prerequisite: PHYS 004A and MATH 073 with C or better, or PHYS 004A and concurrent enrollment in MATH 073  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: B1, B3 IGETC: 5A, 5C District GE: B1, B3

**PHYS 004C General Physics 5 Units**

This is one of a three-semester series of courses in calculus-based general physics, serving students majoring in engineering, chemistry, physics, mathematics and other sciences. Students are introduced to general principles of optics and thermodynamics at a calculus-based level. Several technological applications of these principles are discussed. Topics include waves, geometric optics, wave optics (including interference, diffraction, and polarization), heat, thermal properties of matter, and thermodynamics and its laws. Other topics include special relativity and modern physics. A problem solving approach is used, emphasizing both conceptual understanding and basic mathematical modeling. (C-ID PHYS 215)

Lecture Hours: 4 Lab Hours: 3 Repeatable: No Grading: L  
 Prerequisite: PHYS 004A and MATH 073 with C or better, or PHYS 004A and concurrent enrollment in MATH 073  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: B1, B3 IGETC: 5A, 5C District GE: B1, B3

**PHYS 007A Calculus-Based General Physics for Scientists and Engineers - I 4 Units**

This is the first course in the calculus-based physics sequence for majors in math, science, and engineering. Specific topics include kinematics, Newton's laws of motion, work and energy, momentum, rotation, simple harmonic motion, universal gravitation, fluids, and mechanical waves. Practical applications of these principles are discussed. A problem solving approach emphasizing both conceptual understanding and basic mathematical modeling is used. (C-ID PHYS 205)

Lecture Hours: 3 Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: MATH 072 with C or better or concurrent enrollment in MATH 072

Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B1, B2 IGETC: 5A, 5C District GE: B1, B3

**PHYS 007B Calculus-Based General Physics for Scientists and Engineers - II 4 Units**

This course is one of a three-semester series in calculus-based general physics, serving students majoring in engineering, chemistry, physics, mathematics and other sciences. It emphasizes conceptual aspects of electricity, magnetism, circuits, and Maxwell's equations, and requires quantitative analysis of real world situations. (C-ID PHYS 210)

Lecture Hours: 3 Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: PHYS 007A and MATH 073, both with C or better or PHYS 007A and concurrent enrollment in MATH 073

Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B1, B3 IGETC: 5A, 5C District GE: B1, B3

**PHYS 007C Calculus-Based General Physics for Scientists and Engineers - III 4 Units**

This is one of a three-semester series of courses in calculus-based general physics, serving students majoring in engineering, chemistry, physics, mathematics and other sciences. Students are introduced to general principles of optics and thermodynamics at a calculus-based level. Several technological applications of these principles are discussed. Topics include waves, geometric optics, wave optics (including interference, diffraction, and polarization), heat, thermal properties of matter, and thermodynamics and its laws. Other topics include special relativity and modern physics. A problem solving approach is used, emphasizing both conceptual understanding and basic mathematical modeling. (C-ID PHYS 215)

Lecture Hours: 3 Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: PHYS 007A and MATH 073, both with C or better or PHYS 007A and concurrent enrollment in MATH 073

Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: B1, B3 IGETC: 5A, 5C District GE: B1, B3

**Political Science (POLSC)****POLSC 001 Politics and Government In America 3 Units**

This course covers the role and importance of the ideal of democracy and the evolution of the American and Californian political system. America's and California's political institutions (executive, legislative and judicial) and political processes (voting, lobbying, attitudes) are examined against the backdrop of America's and California's cultural diversity and political history. This course is a study of national, state and local government and politics with emphasis on the United States Constitution and the national and Californian governments. Note: Combined with HIST 1, meets US HIST & Constitution and State & Local Govt. requirements. Meets California Teachers Credential requirement.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: D, US-2, US-3 IGETC: 4 District GE: D, US-2, US-3

**Psychology (PSYCH)****PSYCH 001 General Psychology 3 Units**

This behavioral science course is a basic introduction to the scientific study of the psychological, biological and environmental influences on behavior. It is a survey of traditional and contemporary theories and attitudes about perception, consciousness, learning, memory, thinking, human development, intelligence emotions, motivation, personality, stress/adaptation, abnormal behavior/ treatment, and the social world. It is designed to give insight into oneself and others. (C-ID PSY 110)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: O  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: D IGETC: 4 District GE: D

**PSYCH 018 Introduction to Research Methods 3 Units**

This course is an introduction to the experimental and correlational methods used in psychological research. Students will learn to research the literature, design and perform experimental and non-experimental research, and write reports on the research findings. Students will perform statistical analyses on data collected from research conducted during lab sessions. (C-ID PSY 200)

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L  
Prerequisite: PSYCH 001 and MATH 063; all with C or better  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: D IGETC: 4 District GE: D

**PSYCH 020 Psychology of Stress Reduction 3 Units**

Students are presented with a comprehensive approach to stress and stress reduction from a psychological perspective. A psychophysiological model of stress will be presented and analyzed. A variety of evidenced-based stress reduction methods will be taught in the contexts of student and work life settings.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Recommended: Completion of PSYCH 001  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**PSYCH 025 Psychology of Women: Global Perspective 3 Units**

This course examines the female experience from a global, historical, familial, cultural and psychological framework, and analyzes how women's lives are shaped by social and economic institutions, political movements, ethnicity, race and individual experiences. Psychological theories and current research will address concepts of development, gender-typing, sexism, motherhood, work, adaptation, well being as well as other psychological questions of central concern to women.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: D, E IGETC: 4 District GE: D, E, ES

**PSYCH 026 Violence Against Women: Cross-Cultural Perspective 3 Units**

This course presents an overview of various forms of violence against women and girls from a global and human rights perspective through critical examination of social structures and psychological research. Contemporary attitudes towards women, children, power, aggression, sexuality, race and class will be investigated. Topics will include, rape, wife beating, incest, sexual harassment, sex trafficking, pornography, honor and dowry killing, and economic, psychiatric and military violence. The course will also consider the ways in which women are individually and collectively combating these various forms of violence.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Recommended: PSYCH 025  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: D IGETC: None District GE: D

**PSYCH 030 Introduction to Biological Psychology 3 Units**

This course is designed to provide an overview of biological approaches to understanding behavior. The course will cover the general organization of the neural and neuroendocrine systems and their influences in the control of behavior. Animal and human research findings, within the science of brain-behavior relationships, will be included. This course is designed to prepare students for more advanced courses in behavioral neuroscience, clinical psychology, and other health-related fields. It is required for psychology majors. (C-ID PSY 150)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Prerequisite: PSYCH 001 with C or better  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: B2, D IGETC: 5B District GE: B2, D

**PSYCH 051 Introduction to Cross-Cultural Psychology 3 Units**

Students will examine how individuals' behavioral, developmental, and cognitive phenomena are differentially affected by culture and subculture. Emphasis on the diversity of parent-child relationships, role of women and men, adult personality and beliefs, attitudes and values. Service-Learning is included in this course.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Recommended: Enrollment in or completion of PSYCH 001  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: D IGETC: 4 District GE: D

**PSYCH 060 Personal Growth and Adjustment 3 Units**

This course is a study of psychological processes through which people manage to cope with the demands and challenges of everyday life. A broad variety of topics are examined including personality patterns, stress, social and intimate relationships, adjustments to development through the life span and psychological/physical wellness as they influence and are affected by adjustment. Effective and ineffective personal growth and adjustment is analyzed in the context of contemporary and complex society. (C-ID PSY 115)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: D, E IGETC: 4 District GE: D, E

**PSYCH 092 Developmental Psychology 3 Units**

This course is an introduction to developmental psychology. Human development is traced from conception through death and dying. The biological, cognitive, psychological, social and cultural factors affecting development and the integration and interactions of these factors throughout the lifespan of human beings will be studied. The dynamic interrelationship of these factors to the uniqueness of, and differences between, individuals will also be considered. Development tasks and potential developmental crises in the contemporary multicultural society are identified for each age group. (C-ID PSY 180)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: D, E IGETC: 4 District GE: D, E

**PSYCH 096 Marriage, Family, and Intimate Relationships 3 Units**

Students will study the family, marriage and relationship from psychological, historical and intercultural perspectives. Topics to include gender socialization and inequality, personality development, dating, Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) relationships, marriage, family violence, divorce, and remarriage, and how they relate to psychological well-being. (C-ID SOCI 130)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: D, E IGETC: 4 District GE: D, E

**PSYCH 099 Abnormal Psychology 3 Units**

This course introduces the scientific study of pathology and atypical behaviors from a variety of perspectives including biological, psychological and sociocultural approaches. The course surveys the multidimensional influences on the diagnosis, etiology, and treatment of abnormal patterns of behavior. Traditional psychological models, as well as current research evidence of the reciprocal relationship of biology and behavior, are used to study psychopathology. Clinical cases are used to examine life-span cultural influences on abnormal behavior. (C-ID PSY 120)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: D IGETC: 4 District GE: D

**PSYCH 100 Human Sexuality 3 Units**

This course is designed to offer scientific information on human sexual functioning. It will include current research findings related to sexual behavior, social learning of sexual roles, anatomy and physiology of sexual response, social-cultural influence pertaining to sexual behavior, sexual adjustment and maladjustment. The course will also include topics covering sexual orientations and legal and political aspects of sexual behavior. (C-ID PSY 130)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: D, E IGETC: 4 District GE: D, E

**Service Learning (SERV)****SERV 001 Introduction to Community Service- Learning 1 Unit**

This course offers students community-based learning through classroom instruction and critical reflection to arrive at a personal understanding of the need and importance for community service, civic responsibility, cultural competence and activism for social justice. The course will include community service in a non-profit organization or school of choice that meets a real need in the community.

Lecture Hours: 1 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: D IGETC: None District GE: D

**SERV 002 Service-Learning: Personal and Career Development 3 Units**

This course provides students with a background in Community Service-Learning and opportunities to serve in the community. Students will receive training in goal setting, self and career exploration. Through learning by doing and critical reflection, students will develop cultural sensitivity, leadership skills, self-awareness, and become civically engaged global citizens.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: E IGETC: None District GE: E

**Sign Language (SL)****SL 001A Introduction to American Sign Language 3 Units**

This is a language course providing beginning American Sign language instruction in both expressive and receptive signing. The student will learn vocabulary, grammar, cultural behaviors, Deaf culture, the American manual alphabet, and the manual number system. Emphasis will be on a visual learning through practice dialogues and classroom activities. This course can satisfy both foreign language requirements, GE requirements, and can lead to bilingual employment certification.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: O  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C2 IGETC: None District GE: C2

**SL 001B Intermediate American Sign Language 3 Units**

This course is designed to enable second semester students of American Sign language to become more fluent in their language acquisition. The student will continue learning vocabulary, grammar, cultural behaviors, Deaf culture, the American manual alphabet, and the manual number system. Students are challenged to sign longer expressive dialogues, to comprehend more complicated dialogues, and self-generated short stories, which will help develop intermediate conversational skills.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: O  
Prerequisite: SL 001A with C or better or two years of High School ASL or the equivalent  
Recommended: Review of SL 001A material  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C2 IGETC: 6A District GE: C2

**Sociology (SOC)****SOC 010 Introduction to Sociology 3 Units**

This course is a survey of the principles and basic concepts of sociology. It includes the analysis of American culture, social organization, group behavior, social stratification, racial and ethnic groups, and the dynamics of social change and other social processes. (C-ID SOCI 110)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: D IGETC: 4 District GE: D

**SOC 011 Social Problems 3 Units**

Students explore sociological perspectives on contemporary social problems in the United States. Students examine the social processes through which issues come to be viewed as social problems and the dynamics through which groups attempt to respond and solve these problems. (C-ID SOCI 115)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: D IGETC: 4 District GE: D

**Spanish (SPAN)****SPAN 001A Elementary Spanish 5 Units**

This is the first of two courses designed to develop the basic ability to understand, speak, read, and write the Spanish language. Course content includes aspects of the culture of Latin America and Spain. Not recommended for native speakers of Spanish. This course corresponds to two years of high school study. (C-ID SPAN 100)

Lecture Hours: 5 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C2 IGETC: 6A District GE: C2



**SPAN 001B Elementary Spanish 5 Units**

This is the second of two courses designed to develop the basic ability to understand, speak, read, and write the Spanish language. Course content includes aspects of the culture of Latin America and Spain.

Lecture Hours: 5 Lab Hours: None Repeatable: No Grading: L  
 Prerequisite: SPAN 001A with a grade of C or better  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: C2 IGETC: 6A District GE: C2

**SPAN 002A Intermediate Spanish 5 Units**

This course will further develop oral and written communication, review and apply Spanish grammar, and increase cultural awareness and vocabulary at the advanced novice to mid intermediate level.

Lecture Hours: 5 Lab Hours: None Repeatable: No Grading: L  
 Prerequisite: SPAN 001B with grade of C or better  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: C2 IGETC: 6A, 3B District GE: C2

**SPAN 002B Intensive Intermediate Spanish 5 Units**

This is a course designed to further develop conversation, composition, review of the structure of the Spanish language, oral and written expression. Students will also study literary and journalistic readings in Spanish, and expand cultural awareness.

Lecture Hours: 5 Lab Hours: None Repeatable: No Grading: L  
 Prerequisite: SPAN 002A with grade C or better.  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: C2 IGETC: 6A, 3B District GE: C2

**SPAN 020A Spanish for Heritage Speakers I 5 Units**

This is the first in a two-course sequence designed for heritage speakers of Spanish. Students will employ and develop reading, writing, oral expression, and critical thinking skills through assignments, discussions and cultural historical presentations based on Spanish and Latin American essays, short stories, and journalistic writings. Students will increase awareness of linguistic registers, English interference, and dialectal differences. Students will develop an appreciation for the cultures of Spanish speaking communities and will demonstrate the ability to make cross cultural comparisons. This course is taught entirely in Spanish. (C-ID SPAN 220)

Lecture Hours: 5 Lab Hours: None Repeatable: No Grading: L  
 Prerequisite: Spanish native speaker proficiency or the equivalent intermediate level as assessed by the instructor.  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: C2 IGETC: 6A, 3B District GE: C2

**SPAN 020B Spanish for Heritage Speakers II 5 Units**

This is the second in a two-course sequence designed for heritage speakers of Spanish. Students will continue to employ and develop reading, writing, oral expression, and critical thinking skills through assignments, discussions and cultural historical presentations based on Spanish and Latin American essays, short stories, and journalistic writings. Students will monitor their use of linguistic registers, English interference, and dialectal differences. Students will deepen an appreciation for the cultures of Spanish speaking communities and will demonstrate the ability to make cross cultural comparisons. This course is taught entirely in Spanish.

Lecture Hours: 5 Lab Hours: None Repeatable: No Grading: L  
 Prerequisite: SPAN 020A with C or better  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: C2 IGETC: 6A, 3B District GE: C2

**SPAN 031 Introduction to Translation and Interpreting 4 Units**

This course will cover the historical origins, theories, techniques, and practices of translating and interpreting. Students will focus on comprehension of source language texts and accurate expression of content and style in translations. Theoretical readings will be used to familiarize students with strategies, techniques, and challenges faced in the translation process.

Lecture Hours: 4 Lab Hours: None Repeatable: No Grading: L  
 Recommended: Native fluency in Spanish (or equivalent). Student must see instructor prior to enrollment.  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None  
 Credit by Exam: Yes

**SPAN 032 Spanish Grammar and Composition 3 Units**

Students will develop reading and writing skills through the process of composition. Students will also improve such writing skills by applying the rules of grammar and orthography reviewed in class. This course is required for the Translation and Interpreting Certificate.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Recommended: Native fluency in Spanish (or equivalent). Student must see instructor prior to enrollment.  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None  
 Credit by Exam: Yes

**SPAN 033 Spanish/English Linguistics Analysis 3 Units**

This course will provide the student with an analysis and description of some of the most relevant aspects of Spanish/English grammar, emphasizing the implications on translation and interpreting.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Prerequisite: SPAN 032 with C or better  
 Recommended: ENGL 001A, minimum grade C, highly recommended  
 Advisory Level: Read: None Write: None Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None  
 Credit by Exam: Yes



**SPAN 035 Sight Translation 3 Units**

This course will introduce students to the fundamental skill of sight translation. Students will learn how to comply with the legal equivalence requirements of this mode of interpretation. There will be emphasis on reviewing the necessary reading comprehension skills, acquiring the ability to analyze text upon first reading, acquiring vocabulary research skills, expanding vocabulary and understanding the role of the interpreter. Students will practice paraphrasing, chunking, prediction and expanding and condensing exercises to finally develop the skills necessary for performing sight translation of complex texts.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 4 Write: 4 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**SPAN 036A Consecutive Interpretation I 3 Units**

This course will introduce students to consecutive legal interpretation. Students will learn how to comply with the legal equivalence requirements of consecutive interpretation. They will also be introduced to the proper usage of this mode of interpretation at various settings. There will be a focus on memory building skills as well as note-taking techniques. Students will begin to develop their own notetaking system and symbols. Through guided exercises students will continue to build vocabulary and learn how to deal with various factors encountered when using the consecutive mode of interpretation.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Prerequisite: SPAN 035 with C or better  
 Advisory Level: Read: 4 Write: 4 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**SPAN 036B Consecutive Interpretation II 3 Units**

This course builds on the skills acquired in Consecutive Interpretation I. Students will continue to enhance retention while developing personal note-taking systems in more demanding situations with lengthier messages. There will be an emphasis on complying with the legal equivalence requirement and limiting omissions. Students will learn how to deal with challenges to interpretation and make corrections on the record. Students will acquire terminology related to complex criminal proceedings, administrative hearings and varied medical settings.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Prerequisite: SPAN 036A with C or better  
 Advisory Level: Read: 4 Write: 4 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**SPAN 037A Simultaneous Interpretation I 3 Units**

This course will introduce students to simultaneous legal interpretation. Students will learn how to comply with the legal equivalence requirements of simultaneous interpretation. There will be emphasis on reviewing; the history of simultaneous interpretation, the role of the interpreter, relevant settings and research skills. Students will practice paraphrasing, chunking and shadowing exercises to increase vocabulary and create a strong foundation to begin acquiring simultaneous interpreting skills up to 125 words per minute.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Prerequisite: SPAN 035 with C or better  
 Advisory Level: Read: 4 Write: 4 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**SPAN 037B Simultaneous Interpretation II 3 Units**

This course will continue to build students simultaneous interpretation skills. Students will begin to interpret more complex legal proceedings at faster speeds. Students will be introduced to testimony of expert witnesses, legal motions, jury instructions, and other complex materials. Students will also acquire the skills necessary to build glossaries for complex proceedings and in the process expand vocabulary to include terminology related to drugs, violence, medical, weapons, DNA and other specialized topics. At the conclusion of course students will be able to interpret proceedings at speeds of 145+ wpm.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Prerequisite: SPAN 037A with C or better  
 Advisory Level: Read: 4 Write: 4 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**SPAN 091A Conversational Spanish 3 Units**

This three-unit course is designed to develop oral and listening communication skills through vocabulary improvement, listening comprehension, pronunciation, and grammar. In addition the students will develop an ability to use the Spanish language in everyday situations and become acquainted with some aspects of the Hispanic culture.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**SPAN 091B Conversational Spanish 3 Units**

This is the second of two courses designed to increase oral and listening communication skills through vocabulary improvement, listening comprehension, pronunciation and grammar, that will result in the development of an ability to use Spanish language in everyday situations and become acquainted with some aspects of the Hispanic culture.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Prerequisite: SPAN 091A with C or better  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

## Surveying and Geomatics (SG)

### SG 098 Directed Study 0.5-9 Units

Individual or small groups of students who would benefit from Independent Study under the direction of faculty members in specific or related disciplines may develop individualized learning contracts designed to enhance their individual instructional programs. The students and the faculty member in consultation with the Division Dean will determine appropriate learning objectives and activities as well as the number of units to be earned. Instructions and the Learning Contract forms are available in the Division Office. Repeatable to a maximum of 9 units across all disciplines.

Lecture Hours: None Lab Hours: 2.07 Repeatable: Yes Grading: L  
Prerequisite: Please see the Learning Contract and Course Outline for any prerequisites.

Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

### SG 100 Applied Math for Land Surveying 1 Unit

This course presents math concepts and skills required in land surveying and mapping. The course covers topics in geometry and trigonometry related to surveying problem-solving. Intersections of lines and circles are discussed and so are the formulas used in horizontal and vertical curves.

Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L  
Recommended: Completion of Geometry, in high school or college  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

### SG 141 Boundary Control and Legal Principles 3 Units

This course provides the student with an understanding of and the ability to apply legal principles used in determining land boundaries. The student will understand the importance of recovering monuments and how to address lost monuments in analyzing a land boundary. This course will also provide the student with the general background for areas of the land surveyor examination and the National Council of Examiners for Engineering and Surveyors (NCEES) Land Surveyors-In-Training examination devoted to this topic. Discussions include land ownership, title, conveyances and legal descriptions of real properties, types of land boundaries, boundary laws and presumptions, resurveying and retracing, easements, conveyances and the role of the land surveyor.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Recommended: ENGR 060 and ENGR 061; Surveying Experience  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

### SG 142 California Coordinate System 1 Unit

This course introduces students to the theory of the California Coordinate System and its application in modern surveying and geomatics practices; conversion of geodetic coordinates to and from state plane coordinates; zone to zone conversion; and converting lengths to and from the grid to ground. This course will also provide the student with the general background for areas of the land surveyor examination and the National Council of Examiners for Engineering and Surveying (NCEES) Land Surveyors-In-Training examination devoted to this topic.

Lecture Hours: 1 Lab Hours: None Repeatable: No Grading: L  
Recommended: ENGR 060 and SG 100  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

### SG 143 Introduction to Photogrammetry 1 Unit

This course provides an introduction to principles of photogrammetry, geometry of photographs, flight planning, ground control, airborne laser mapping (LIDAR - Light Detection And Ranging), airborne GPS, stereoscopic plot, Unmanned Aircraft Systems (UAS-drones), orthophoto, photogrammetric mapping, applications, and photogrammetric instrumentation. This course will also provide the student with the general background for areas of the land surveyor examination and the National Council of Examiners for Engineering and Surveying (NCEES) Land Surveyors-In-Training examination devoted to this topic.

Lecture Hours: 1 Lab Hours: None Repeatable: No Grading: L  
Recommended: ENGR 060 and ENGR 061; surveying experience  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

### SG 145 Astronomy for Surveyors 1 Unit

This course provides an introduction to astronomical procedures relating to the determination of latitude, time, and azimuth as observed with the surveying instruments. This course will also provide the student with the general background for areas of the land surveyor examination and the National Council of Examiners for Engineering and Surveying (NCEES) Land Surveyors-In-Training examination devoted to this topic.

Lecture Hours: 1 Lab Hours: None Repeatable: No Grading: L  
Recommended: ENGR 060 and ENGR 061; surveying experience  
Advisory Level: Read: 3 Write: 3 Math: 3  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**SG 146 CADD for Civil Engineering, Surveying and Land Development 3 Units**

This is a course on computer-aided design and drafting for civil engineering, surveying and land development. AutoCAD Civil 3D software program will be utilized. Students will acquire the necessary computer skills to use the software for applications in civil engineering design, surveying and land development projects. Topics include basic drawing component management, terrain surface modeling and contours, alignments and stationing, cross sections, volume computation, and profiles. In addition, the course will discuss various applications in civil engineering and land surveying.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L  
 Recommended: SG 100, ENGR 018 and ENGR 060  
 Advisory Level: Read: 3 Write: 3 Math: 4  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**SG 147 Global Positioning System for Land Surveying 3 Units**

Fundamentals of the global positioning system (GPS) and its applications in land surveying are introduced. The discussions include the three segments of GPS technology, i.e., the space segment that consists of a constellation of 24 satellites orbiting around the earth, the control segment that consists of five ground monitoring stations, and the user segment that consists of two categories of receivers. Among the topics studied are GPS observations, planning for a GPS field survey, GPS data processing, and GPS surveying techniques. Emphasis is given to practical applications of GPS technology in surveying.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L  
 Recommended: ENGR 061 or equivalent  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**SG 148 Maps, Subdivision Map Act and Land Surveyors Act 3 Units**

This course is designed to present both theoretical and practical mapping experience in the preparation of subdivision maps, records of surveys, plats, exhibits, topographic maps, American Land Title Association (ALTA) maps, route and rights-of-way maps. Requirements of the Subdivision Map Act and the Land Surveyors Act are studied. Techniques of the reduction of field survey notes and the preparation of improvement plans are also presented. This course will also provide the student with the general background for areas of the land surveyor examination and the National Council of Examiners for Engineering and Surveying (NCEES) Land Surveyors-In-Training examination devoted to this topic.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L  
 Recommended: ENGR 060 and ENGR 061 or SG 141 or ENGR 063 or SG 146  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**SG 149 3D Laser Scanning for Land Surveying 3 Units**

This course introduces students to the fundamental principles of laser scanning for land surveying. The implementation of time-of-flight measurement and interaction of laser beams with various types of surfaces are examined. Students will learn the structure of a 3D laser scanner, its operation in the field, data collection and geo-referencing. Topics on post-measurement processing include data transfer to an office computer, point cloud registration and calibration, data filtering and checking, mesh and surface generations, digital image calibration, 2D drawing generation, feature code management and animations. Several applications in land surveying are discussed.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L  
 Recommended: ENGR 060, with minimum grade C  
 Advisory Level: Read: 3 Write: 3 Math: 3  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

**SG 500 Introduction to Surveying & Geomatics 0 Units**

This introductory course in surveying and geomatics details various aspects of the surveying profession. It includes information on the past and current technologies that are utilized in performing land surveys. Various fields such as land surveying, remote sensing, geographic information systems, global navigation satellite systems, photogrammetry, and mapping are introduced. Preparation and skills needed to successfully complete a surveying and geomatics education and compete in the profession are detailed. Some historical perspective is included in order to provide a comprehensive view of the field. This course is intended to provide a general overview of the surveying field to those who are planning on pursuing a vocational technical career.

Lecture Hours: 1.5 Lab Hours: None Repeatable: Yes Grading: N  
 Recommended: Be able to use computers and the Internet  
 Advisory Level: Read: 2 Write: 2 Math: None  
 Transfer Status: None Degree Applicable: NC  
 CSU GE: None IGETC: None District GE: None

**SG 502 Basic Math Applications in Surveying and Geomatics 0 Units**

This application-oriented course is for those interested in pursuing a surveying and geomatics career. Problems and calculations encountered in land surveying, GPS, GIS, photogrammetry, boundary and legal principles, mapping, and laser scanning areas are discussed and practiced through the use of appropriate basic math concepts. This course is intended to encourage and attract students into the surveying profession by providing a basic training and understanding of how technical problems are solved using basic math concepts such as operations of fractions and decimals, percent, ratios and proportion, calculator usage, signed numbers, evaluating formulas, equation solving, geometry, the metric system, and measurement tools.

Lecture Hours: 2 Lab Hours: None Repeatable: Yes Grading: N  
 Recommended: Be able to use computers and the Internet.  
 Advisory Level: Read: 2 Write: 2 Math: None  
 Transfer Status: None Degree Applicable: NC  
 CSU GE: None IGETC: None District GE: None

**SG 504 Technical and Contextualized Communication in Surveying 0 Units**

This course is designed to develop proficiency in specific integrated and contextualized reading, writing, visualization, and speaking skills and strategies relevant to technical and scientific professions. Topics include reading and writing processes, critical thinking strategies, recognition and composition of coherent and unified texts, effective visualization and public speaking. Through individual and collaborative projects, students will gain practice in researching, designing, and evaluating appropriate communications for varying rhetorical situations. Using both print and computer-based technologies, students will develop abilities to create and critically analyze documents so that they engage and inform readers in a variety of circumstances.

Lecture Hours: 2 Lab Hours: None Repeatable: Yes Grading: N  
Recommended: Be able to use computers and the Internet  
Advisory Level: Read: 2 Write: 2 Math: None  
Transfer Status: None Degree Applicable: NC  
CSU GE: None IGETC: None District GE: None

**SG 506 Basic Principles of Surveying 0 Units**

This course is a survey of basic principles and concepts used in surveying and geomatics. Students are exposed to applications of these concepts in order to provide basic understanding of the field of surveying and survey design through hands-on activities and problem-based learning. Topics include principles of land surveying, mapping, photogrammetry, astronomy, coordinate systems, geographic information system, global positioning systems, civil 3D CADD, and laser scanning. Team work in performing projects is an essential component of the course which challenges students to continually improve their interpersonal skills, creative abilities, and problem solving skills based upon surveying concepts.

Lecture Hours: 1.5 Lab Hours: None Repeatable: Yes Grading: N  
Recommended: Be able to use computers and the Internet  
Advisory Level: Read: 2 Write: 2 Math: None  
Transfer Status: None Degree Applicable: NC  
CSU GE: None IGETC: None District GE: None

**Theatre Arts (THEAT)****THEAT 010 Beginning Screenwriting 3 Units**

In this course, students are introduced to and use the basic principles of screenwriting to develop story ideas, gain an understanding of narrative structure, character development, write effective dialogue, and become familiar with professional script terminology and format. Students will learn to formulate constructive critiques of their own work and the work of others.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**THEAT 020 Introduction to Theatre Arts 3 Units**

Students study the aesthetics of drama and theatre from their origin through modern theatre practice. Students will examine: plays, playwrights, theatrical design, acting, directing, theatre architecture, the role of the audience, cultural and socio-political effects, production values and dramatic genres. (C-ID THTR 111)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C1 IGETC: 3A District GE: C1

**THEAT 025A Theatres of Diversity: Chicano/Latino Theatre 3 Units**

This is a survey course designed for the general public to study the history and practice of Chicano/Latino Theatre. Emphasis will be placed on the development of Chicano and Latino theatre in the United States. Specific areas of interest will include the Chicano/Latino theatre movement in San Jose and California. Students will also participate in the elements of creating and performing Chicano/Latino theatre.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Recommended: Read Latino dramatic literature. Attend teatro performances.  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C1 IGETC: 3A District GE: C1, ES

**THEAT 034 Studio Theatre Performance 3 Units**

Students participate in rehearsals and performances of a studio theatre production. After enrolling in the class, auditions will be held for performance roles. Attendance is mandatory at all rehearsals and performances.

Lecture Hours: 1 Lab Hours: 6 Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

**THEAT 040 Introduction to Film 3 Units**

This is an introductory course in film studies in which students view films and learn to understand the artistic disciplines of film making. Film content is examined in relationship to cinematography, editing, visual design, special effects, sound design, acting, directing, social and cultural contexts.

Lecture Hours: 2.5 Lab Hours: 1.5 Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C1 IGETC: 3A District GE: C1

**THEAT 045 Shakespeare on Film 3 Units**

In this course students read and study Shakespeare's plays and view and study Shakespeare's plays on film. They will study the nature of adaptation, character development, story structure, visual style, and compare and contrast different films of the same play.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C1 IGETC: 3A District GE: C1

## Vietnamese (VIET)

### VIET 001A Elementary Vietnamese 5 Units

This is the first course in Vietnamese with emphasis on understanding, speaking, reading and writing. Essential components include pronunciation, vocabulary, grammar and syntax, cultural backgrounds and an introduction to Vietnamese literature and culture. This course corresponds to two years of high school Vietnamese language study.

Lecture Hours: 5 Lab Hours: None Repeatable: No Grading: L  
Recommended: Highly recommend completion of VIET 091A or VIET 091B

Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C2 IGETC: 6A District GE: C2

### VIET 001B Elementary Vietnamese 5 Units

This is the second course in Vietnamese with emphasis on understanding, speaking, reading and writing. Students further develop skills in oral and written communication in the Vietnamese language. Students will cover essential language components including spelling, pronunciation, intonation, vocabulary, grammar, syntax structure, as well as continue examination of Vietnamese literature and culture.

Lecture Hours: 5 Lab Hours: None Repeatable: No Grading: L  
Prerequisite: VIET 001A with C or better.

Advisory Level: Read: 3 Write: 3 Math: None  
Transfer Status: CSU/UC Degree Applicable: AA/AS  
CSU GE: C2 IGETC: 6A, 3B District GE: C2

### VIET 091A Conversational Vietnamese and Culture 3 Units

This course is designed for students desiring a basic, practical conversational approach to learn the Vietnamese language. The course emphasizes conversation and vocabulary building with a minimal amount of grammar. A variety of classroom activities will permit the students to actively use the language. Cultural topics will center on Vietnamese customs and traditions, including family concepts, religions, special events and food, as well as the history of Vietnam.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 3 Write: 3 Math: None

Transfer Status: CSU Degree Applicable: AA/AS  
CSU GE: None IGETC: None District GE: None

## Water/Wastewater Technology (WWT)

### WWT 100 Calculations in Water/Wastewater Technology 3 Units

This course is the study of the mathematical principles and methods involved in solving problems related to water and wastewater treatment, distribution, and collection systems, including volume, flow rate, velocity, pressure, force, unit conversions, dimensional analysis, chemical dose rates, dilutions, filter loading and backwash rates.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 2 Write: 2 Math: 3

Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None  
Credit by Exam: Yes

### WWT 101 Fundamentals of Water Quality and Wastewater Technology 3 Units

This course provides a broad overview of the water quality and wastewater fields and issues confronting the industry. Students will learn how source waters are obtained, treated, and distributed and how wastewater is collected, transported, disposed, and recovered in the area. Contemporary issues facing the water and wastewater technology will be explored.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 4 Write: 4 Math: 3

Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None

### WWT 102 Introduction to Electrical and Instrumentation Processes 3 Units

This is an introductory course in basic electronic, electrical, and control system principles. Electrical safety precautions, component identification, schematic interpretation, motors, transformers, relays and test equipment will be studied. Automated process control devices and an overview of current technologies will be discussed.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 2 Write: 2 Math: 2

Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None  
Credit by Exam: Yes

### WWT 103 Basic Plant Operations: Water Treatment 3 Units

This course is the study of the sources of water and the public health aspects of water supply; chemical, physical and bacteriological standards of water quality; types of water treatment plants; water treatment procedures, operation, maintenance, storage and distribution.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 2 Write: 2 Math: 2

Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None  
Credit by Exam: Yes

### WWT 104 Basic Plant Operations: Wastewater Treatment 3 Units

This course is an introduction to the basic principles involved in the operation of conventional public wastewater treatment plants. The course provides information on plant hydraulics, preliminary, primary and secondary treatment processes, disinfection, as well as environmental and safety regulation compliance.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
Advisory Level: Read: 2 Write: 2 Math: 2

Transfer Status: None Degree Applicable: NAA  
CSU GE: None IGETC: None District GE: None  
Credit by Exam: Yes



**WWT 105 Water Distribution Systems 3 Units**

This course is the study of the operation and maintenance of water supply and distribution systems. Water sources, water quality, treatment methods, distribution operations, customer metering, pipeline installation and repair, valves and appurtenances, storage tanks, and maintenance topics will be discussed. Mathematical and hydraulic formulas and principles to determine volume, flow, pressure and force will be discussed. This course is part of a series required for eligibility to take the California Department of Public Health (CDPH) Water Distribution Operator certification examinations and supports certification examinations for CDPH Water Distribution Operator grade D1 and D2.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 2 Write: 2 Math: 2  
 Transfer Status: None Degree Applicable: NAA  
 CSU GE: None IGETC: None District GE: None  
 Credit by Exam: Yes

**WWT 106 Wastewater Collection Systems 3 Units**

This course is the study of the components of wastewater collection systems. It is an overview of design installation, operation, monitoring, maintenance and repair of sewer pipelines, pump stations and related facilities.

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 2 Write: 2 Math: 2  
 Transfer Status: None Degree Applicable: NAA  
 CSU GE: None IGETC: None District GE: None  
 Credit by Exam: Yes

**Women's Studies (WOMS)****WOMS 010 Introduction to Women's and Gender Studies 3 Units**

This course will explore women's and gender theories and the perspectives of women from different ethnicities, ages, social groups and social classes, along with contemporary definitions and values that affect women's livelihoods. Perspectives on cultural, ethnic, and gender similarities and differences will be examined. Issues and experiences affecting transgender, sexual orientation will be explored. (C-ID SJS 120)

Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU/UC Degree Applicable: AA/AS  
 CSU GE: D IGETC: 4 District GE: D, ES

**Work Experience (WE)****WE 088 General Work Experience 1-6 Units**

The Cooperative Work Experience program is designed to assist students expand their career options and develop new job skills. A maximum of 6 six units of General Work Experience may be earned. Internship/Job Placement is not guaranteed.

Lecture Hours: None Lab Hours: 2.07 Repeatable: Yes Grading: O  
 Corequisite: Be employed or a volunteer at an approved work-site for the minimum number of hours per unit as stipulated for paid and unpaid status.  
 Advisory Level: Read: 3 Write: 3 Math: None  
 Transfer Status: CSU Degree Applicable: AA/AS  
 CSU GE: None IGETC: None District GE: None

# COLLEGE PERSONNEL

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## Faculty

### A

#### **Adamski, Maureen (2008)**

Nursing  
B.S., Temple University, Philadelphia, PA  
San Jose State University (Moore Fellow), San Jose, CA

#### **Ames, David (1996)**

Automotive Technology  
A.A., De Anza College  
B.S., San Jose State University  
M.Ed., University of Phoenix

#### **Anderson, Caritha (2008)**

Counseling/AFFIRM  
B.A./M.A., San Jose State University

#### **Anderson, Sylvia (2018)**

Mathematics  
B.A., Arizona State University  
M.A., California State University, East Bay

### B

#### **Banerjee, Sravani (2001)**

English  
B.A., St. Xaviers College  
M.A., San Jose State University

#### **Banh, Phuong (2000)**

English/ESL  
B.A., San Francisco State University  
M.S., TESOL, San Francisco State University

#### **Barta, Melody (2008)**

Accounting  
B.A., San Jose State University  
M.S., Taxation, San Jose State University

#### **Batalha, Celso (2003)**

Physics/Astronomy  
B.S./M.S., Pontificia Universidade Catolica, Rio De Janeiro, Brazil  
Ph.D., Observatorio Nacional, Rio de Janeiro, Brazil

#### **Bernbeck, Mark (2001)**

Automotive Technology  
A.A., Orange Coast College  
B.A., University of California, Irvine  
National Education Center, Glendale, AZ, Automotive Technology  
Certificate

#### **Bolaris, Valerie (2001)**

Reading  
B.S., Gannon University Villa Maria College  
M.A., San Jose State University

#### **Braun, Patricia (2015)**

Nursing  
B.S./M.S., William Paterson University, Wayne NJ

#### **Brown, Bonnie (2005)**

Chemistry  
B.S., Tuskegee Institute  
M.S., San Jose State University

#### **Brown, Robert (2011)**

Accounting  
B.S., California Polytechnic State University  
M.A., Santa Clara University

#### **Burke, Leticia (2001)**

English as a Second Language  
B.A., University of California, Berkeley  
M.A., San Jose State University

#### **Burnham, Cynthia (1991)**

Mathematics/Enlace  
B.S., University of State of New York  
M.A., University of California, Berkeley

#### **Burton, Mirella (2006)**

Counseling/Enlace  
B.A., California State University, Chico  
M.S.W., California State University, Sacramento  
Ph.D., Colorado State University

### C

#### **Carothers, Brad (1996)**

Psychology  
B.S./M.A., Arizona State University

#### **Carpio, Theresa (2000)**

Counseling  
B.A., University of California, Santa Cruz  
M.A., San Jose State University

#### **Carrion, John (1999)**

Communications  
B.A., California State University, Long Beach  
M.A., California State University, San Francisco

#### **Chau, Charles (2017)**

Chemistry  
B.S., University of California Los Angeles  
Ph.D., Loma Linda University

#### **Chen, May (2011)**

Biological Science  
B.S., University of California, Los Angeles  
M.S., Georgetown University

#### **Cheung, A. Karen (2015)**

Nursing  
B.S., California State University, Chico  
M.S., University of Michigan

#### **Chu, Hang (2000)**

Counseling/ASPIRE  
B.A./M.A., San Jose State University

**Clark, Marjorie (1996)**

Counseling/Psychology/Service Learning Coordinator  
 A.A., Englewood Cliffs College, New Jersey  
 B.A., Montclair State College, New Jersey  
 M.A., New School for Social Research, New York

**Cohen-Reyes, Rachel (2000)**

English as a Second Language  
 B.A., Santa Clara University  
 M.A., San Jose State University

**Cong-Huyen, Laimi (2006)**

Mathematics  
 B.S./M.S., University of California, Davis

**D****Deng, Hanh (2007)**

Counseling  
 B.A./M.A., San Jose State University

**E****Erickson, Shanna (2017)**

Mathematics/Enlace  
 B.S./M.S., Stanford University  
 Ph.D., University of Merced

**Espinoza, Frank (1999)**

Sociology  
 B.A./M.A., San Jose State University  
 Ed.D., University of San Francisco

**Espinoza, Janina (1997)**

Work Experience  
 B.A./M.A., San Jose State University

**Estrada, J. Henry (1982)**

Computer Science  
 B.A., University of California, Los Angeles  
 M.A., University of California, Berkeley

**F****Farshadfar, Maryam (2015)**

Music  
 B.S., Azad University, Iran  
 M.A., Tehran Art University, Iran  
 Ph.D., University of Montreal

**Fong, Paul (1997)**

Social Science  
 B.A./M.P.A., San Jose State University  
 M.A., University of San Francisco

**G****Garcia, Laura (2016)**

Counseling  
 B.A., San Jose State University  
 M.A., Sonoma State University

**Gee, Henry (1990)**

Business Law  
 B.S., Purdue University  
 M.B.A., Pepperdine University  
 J.D., Santa Clara University

**Gill, Ambica (2007)**

Communication Studies  
 A.A., Evergreen Valley College  
 B.A./M.A., San Jose State University

**Gonzalez III, Alfred (2000)**

Biological Science  
 A.A., Evergreen Valley College  
 B.A., University of California, Santa Cruz  
 M.S., Yale University

**Gorbach, Margaret (1996)**

Family Consumer Studies  
 A.A., Mt. San Antonio College  
 B.A., California State University, Long Beach  
 M.A., California State University, San Francisco

**H****Hahn, Robin (2005)**

English/ESL  
 B.A./M.A., San Jose State University

**Han, Helen (1992)**

English as a Second Language/ESL  
 B.A./M.A., New York University

**Hardin, Martha (1999)**

Counseling/WIN-CalWORKS  
 B.A./M.A., San Jose State University

**Hays, Lisa (1999)**

Biological Science  
 B.A./M.A./Ph.D., University of California, Davis

**Hendricks, David (2005)**

History  
 B.A., University of California, Santa Barbara  
 M.A./Ph.D., University of California, Davis

**Hernandez, Michael (2008)**

Automotive Technology  
 A.A., Evergreen Valley College  
 B.S., San Jose State University

**I****Iniguez, Tina (2003)**

Counselor  
 B.A., University of California, Davis  
 M.A., San Jose State University

**J****Jacome-Thompson, Sara (2003)**

Spanish  
 B.A., U.A.N.L., Mexico  
 M.A., New Mexico State University

**Jardin, Kenneth (1989)**

English as a Second Language  
B.A., California State University, Hayward  
M.A., San Jose State University

**Johnson, Garry (2013)**

Nursing  
DHSc, Still University Arizona  
CCRN, American Association of Critical Care  
Nurses CMSRN, Academy of Medical Surgical Nurses

**K****Kafle, Elaine Amo (2010)**

Nurse Assistant Training  
B.S., University of San Francisco  
M.S., University of California, San Francisco  
Ph.D., Capella University

**Kahn-Lomax, Charlie (2000)**

Counseling/EOPS  
B.A., San Francisco State University  
M.A., San Jose State University

**Kaufmann, John (2018)**

Theater Arts  
B.A., University of Northern Iowa  
M.A., University of Iowa

**Khare, Poonam (2017)**

Nursing  
B.S., All India of Medical Sciences, New Delhi, India  
M.S.N., Florida State University

**Knight, Robert (2001)**

Mathematics  
B.A./M.A., Adelphi University, Garden City, NY  
D.P.M., California College of Podiatric Medicine

**Kramer, Elizabeth (2009)**

English  
B.A., Yale University  
M.A., Mills College  
Ph.D., University of California, Berkeley

**Ky, Teck (1998)**

Mathematics  
B.A., San Jose State University  
M.S., California State University Hayward

**L****Lam, Loc D. (2016)**

Computer Information Technology  
B.S., California Polytechnic State University  
M.A., San Jose State University

**Lazo, Rachel (2005)**

Art  
B.F.A., Painting, Rhode Island School of Design and San Francisco Art  
Institute  
M.F.A., Pictorial Arts, San Jose State University

**Lim, Sherryanne B. (2008)**

Reading/English  
B.A., California State Polytechnic University, Pomona  
B.S., Biola University

**Lin, Nancy (2008)**

Nursing  
B.S., San Francisco State University  
M.S., California State University, Fullerton  
M.S., San Jose State University (Moore Fellow)

**Lombard, Bob (2000)**

Mathematics  
B.S., University of California, Davis  
M.S., California State University, Northridge

**Longacre, Richard (2000)**

English as a Second Language  
B.A., University of California, San Diego  
M.A., School for International Training, Brattleboro, Vt.

**M****Machado, Susana (2013)**

Nursing  
A.D.N., Gavilan College  
B.S., University of Phoenix  
M.S., San Jose State University

**Marvin, Todd (2004)**

English  
B.A./M.S., San Jose State University

**Masuda, Michael (1999)**

Physics  
B.S./M.S., San Jose State University

**Mata, Lorena (2008)**

Librarian  
B.A./M.L.I.S., San Jose State University

**Mena, Andrea (2001)**

Counseling/International & CalWorks  
M.A., San Jose State University

**Mentor, Steven (1996)**

English  
B.A., University of Pennsylvania  
M.A., San Francisco State University  
Ph.D., University of Washington

**Min, Sylvia (2014)**

Graphic Design  
B.S. New York University  
M.F.A., Mills College

**N****Narveson, Eric J. (2001)**

History  
A.A., West Valley College  
B.A./M.A., San Jose State University

**Nguyen Wong, Khanh Hoa (2006)**

Vietnamese/Ethnic Studies/ESL  
B.A., San Francisco State University  
M.A., San Jose State University

**Nguyen, Gam (1999)**

Counseling  
B.A., University of Saigon  
M.A., San Jose State University

**Nguyen, William (2000)**

Academic Skills/Tutoring Center  
B.A./M.A., San Jose State University

**Nichols, Ralph (1993)**

Journalism  
B.A., University of Nevada, Reno  
M.A., California State University, Northridge

**O****Ortiz Kristich, Elaine (2001)**

Counseling/TLC Coordination  
A.A., Evergreen Valley College  
B.A./M.A., San Jose State University

**Ott, Heather (2015)**

Librarian  
B.A., University of California, Santa Cruz

**P****Pereida, Rosa (2017)**

Counseling/Outreach  
M.A., San Jose State University

**Perez, Felicia (2006)**

Physical Education & Athletics  
A.A., Cosumnes River College  
B.A., Chico State University  
M.A., University of Redlands

**Perkins, Patricia (2001)**

Counseling  
B.A., San Jose State University  
M.A., Santa Clara University

**Pratt, N. Randy (1993)**

Physical Education  
B.A., University of California, Berkeley  
M.A., San Jose State University

**Q****Quach, Tin (1996)**

Mathematics  
B.A., Fresno State University  
M.A., University of California, Riverside

**R****Rahim, Nasreen (1988)**

Instructional Technology  
B.A., Chittagong University, Bangladesh  
M.A., Linguistics/TESOL, San Jose State University

**Risso, Michael (1990)**

Economics/Business  
B.S., University of California, Berkeley  
J.D., M.S., University of California, Berkeley

**Rojas, Raquel (2007)**

English/Reading, ENLACE Program  
B.A., San Francisco State University  
M.A., San Diego State University

**Rowe, Karen (1992)**

Communication Studies  
B.A., Georgetown University  
M.A., San Francisco State University

**Ruppenthal, R.J. (2005)**

Legal Assistant/Paralegal Studies  
B.A., University of California, Davis  
J.D., University of Wisconsin, Madison

**S****Salak, Robin (2005)**

Instructor/Coordinator, DSP  
B.A., San Jose State University  
M.A., Santa Clara University

**Saleem, Huma (2015)**

English  
B.A./M.A., San Jose State University

**Salonga, Stephan (1976)**

English/ESL/Psychology  
B.S./M.Ed. Oregon State University

**Sanchez, Jose de Jesus (2018)**

Counselor/Transfer  
B.A., University of California, Merced  
M.A., California State University, Stanislaus

**Sapigao, William (2018)**

Counselor  
A.A., De Anza College  
B.A., University of California, Irvine  
B.A., San Francisco State University

**Schalesky, Claudia (2018)**

Spanish  
B.A./M.A., San Jose State University

**Solorzano, Carmen (2004)**

Spanish  
B.A./M.A., San Jose State University

**Srinivasan, Preeti (2008)**

Chemistry  
B.Pharm.Sci., University of Bombay, India  
M.S./Ph.D., University of Kansas, Lawrence, KS

**Strickland, Lana Hyeseong (1992)**

ESL/English  
B.A., Duksung College, Korea  
M.A., San Jose State University



**T****Tabrizi, Abdie H. (1991)**

Engineering  
 B.S., University of Tulsa  
 M.S., Oklahoma State University  
 Ph.D., University of Tennessee

**Tarquino, Kenneth (2001)**

Psychology  
 B.A./M.A., San Jose State University

**Tavana, Azita (2012)**

Biology  
 B.A., University of California, Berkeley  
 M.S., California State University, Chico

**Tisdale, Barbara (2006)**

Nursing Education  
 A.A., DeAnza College  
 B.A., Dickinson College, Pennsylvania  
 M.S., University of California, San Francisco

**U****Uy, Kari (2016)**

Case Manager  
 Ph.D., Alliant International University

**V****Vanniasagaram, Sithparran (2014)**

Mathematics  
 B.A., University of California, Berkeley  
 M.S., Stanford University

**Villarreal, Arturo (1989)**

Ethnic Studies and Anthropology  
 B.A./M.A., San Jose State University

**W****Wagner, Rick (1997)**

Counseling  
 A.B., University of Missouri Columbia  
 M.A., Santa Clara University

**Wetzel, Sue (2006)**

Nursing Education  
 B.S., California State University, Sacramento  
 M.S., San Jose State University

**Williams, Leslie (2006)**

Counseling/DSP  
 B.A./M.S., California State University, Los Angeles

**Wilson, Scott (2001)**

English  
 B.A./M.A., San Jose State University

**Administrators****A****Alexander, Andrea (2016)**

Vice President, Administrative Services  
 B.A., University of Chicago  
 M.A., Loyola University, Chicago

**Apen, Lynette (2017)**

Division Dean, Nursing and Allied Health  
 B.S., Medical College of Georgia  
 M.S., University of California, San Francisco

**Assadi, Janice (2014)**

Director, Health Services  
 BSN, San Jose State University  
 School Nurse Services Credential, Fresno State University

**Aytch, Keith (1993)**

President  
 B.A./M.A., California State University, Sacramento

**C****Canoy, Eugenio (1999)**

Supervisor, Campus Technology Support Services  
 A.A., San Jose City College  
 A.S., San Jose City College

**Carothers, Brad (1996)**

Division Dean, Social Sciences, Humanities, Arts and Physical Education  
 B.S./M.A., Arizona State University

**Chand, Saloshni (2018)**

Supervisor, Business Services

**Cruz, Octavio (2003)**

Dean, Enrollment Services  
 B.A., California State University, Dominguez Hills  
 M.A., San Jose State University

**D****Dickerson, Maniphone (2017)**

Division Dean, Business and Workforce Development  
 B.A., Quinnipiac University, Connecticut  
 M.A., Southern Connecticut State University  
 Ph.D., University of South Florida

**E****Esquivel-Swinson, Adela (2016)**

Vice President, Student Affairs  
 B.S., Notre Dame de Namur University  
 M.A., Antioch University

**G****Garza, Victor (2006)**

Division Dean, Student Success/Counseling  
 B.A., San Jose State University  
 M.P.A., San Jose State University  
 Ed.D., International & Multicultural Education, University of San Francisco

**Gonzales, Mark (1998)**

Vice President, Academic Affairs  
A.A., San Jose City College  
B.S., San Jose State University,  
M.F.A., University of California, Los Angeles

**H****Herrera, N. Antoinette (2013)**

Division Dean of Math, Science and Engineering  
B.S., San Jose State University  
M.S., Azusa Pacific University  
Ed.D., University of the Pacific

**Honda, Jacqueline (2019)**

Dean, Research & Institutional Effectiveness  
B.A., State University of New York  
M.A., University of California, Irvine  
M.A., University of San Francisco  
E.d.D., University of California, Los Angeles

**Hopkins, Ebonnie (2004)**

Acting Associate Director, Financial Aid  
B.A./M.A., San Jose State University

**J****Jakubowski, Anthony (2015)**

Supervisor, Maintenance

**Johnson, Raniyah (2016)**

Director, Student Development and Activities  
M.A., Lewis University  
B.A., Purdue University

**K****Kravitz, Merryl (2013)**

Division Dean, Language Arts  
B.A., State University of New York, Binghamton  
M.A./Ph.D., University of New Mexico, Albuquerque

**M****Macias, Luis Fernando (2015)**

Supervisor, TRIO Educational Talent Search  
B.A., University of California, Berkeley  
M.Ed., National Hispanic University

**N****Nguyen, Tina (1999)**

Supervisor, Academic Services  
A.S., Evergreen Valley College

**O****Osorio, Michael (2014)**

Interim Associate Dean, Student Services  
B.A., University of California, Santa Cruz  
M.P.A., California State University East Bay

**R****Russell, Joshua (2019)**

Director of Marketing & Public Relations  
B.A., The University of Arizona, Tucson

**T****Tran, Kathy (2017)**

Director of College Fiscal Services  
B.S., San Francisco State University  
M.B.A., Argosy University San Francisco

**Tran, Song-Ho (2016)**

Supervisor, Student Success

**Tyrrell, Elizabeth (2005)**

Director, WIN/CALWORKS Program  
B.A., University of Michigan  
M.A., Columbia University

**V****Vasquez-Perez, Rafael (2015)**

Supervisor, Custodial Services

**Classified Staff****A****Abdel Halim, Abeer (2018)**

Contracts Assistant

**Aguayo, Jocelyn (2017)**

Staff Assistant I

**Aguirre, Josephine (2000)**

Financial Aid Specialist III

**Alvarez, Graciela (1996)**

Custodian

**Alvarez, Stacy (1999)**

Campus Personnel Services Coordinator  
A.A., Evergreen Valley College

**Ancheta, Lorelyn (2015)**

Senior Division Administrative Assistant  
M.A., Santa Clara University  
B.A., University of California, Santa Cruz

**Andrews, Ashley (2019)**

Instructional Support Assistant

**Arid, Ali M. (2018)**

Instructional Support Assistant, Subject Lead

**Atchazo, Wilson D. (2000)**

Custodian

**Avila, Reyna (2015)**

Community Engagement Specialist

**Azevedo, Arthur (2001)**

Groundskeeper III

**B****Barraza, Joe (2001)**

Information Technology Support Specialist  
A.A., Evergreen Valley College  
A.S., Computer Information Systems, San Jose City College

**Bermudez, Evelyn (2018)**

Custodian

**Bintocan, Angelica (1997)**

Admissions & Records Technician  
A.A., Evergreen Valley College

**Bonanno , Gina (2006)**

Health Services Office Assistant  
B.A., University of California, Los Angeles

**Bott, Mounthasone (2017)**

Student Retention Assistant

**Bouzek, George (1992)**

Information Technology Support Specialist II

**Brewster, Vicki (2010)**

Curriculum Specialist  
B.A., Public Administration, CSU Fullerton

**Broggi, Jason (1990)**

Mail Services Technician

**C****Camara, David (2015)**

Groundskeeper III

**Chan, Deborah (2005)**

Library Technician  
B.A., San Jose State University

**Chang, Youfen (2008)**

Senior Evaluations Specialist

**Chapman, Elaine (1981)**

Operations Coordinator

**Chavez, Maria (2017)**

Custodian

**Chavez, Tammara (2016)**

Community Engagement Specialist

**Chavez-Contreras, Julio (2019)**

Custodian

**Chung, Linh (2005)**

Information Technology Support Specialist  
B.S., California State University, East Bay

**Colin, Veronica (2017)**

Custodian

**Collins, Debra (2007)**

Assistive Services Specialist  
A.A., Evergreen Valley College

**Cooper, Gary (1977)**

Groundskeeper III

**Cornish, Teneka (2017)**

Staff Assistant II

**Corral, Rene (2010)**

HVAC Mechanic/Plumber

**Cuellar-Hernandez, Jose S. (2000)**

Lead Custodian

**Cuen, Colleen (2008)**

Administrative Secretary  
B.A., University of California, Davis

**D****De Ausen, Hazel (2017)**

Research Analyst  
B.A./M.A., San Jose State University  
Ph.D., Kansas State University

**De Hoyos, Juana P. (2008)**

Custodian

**De La Cerda, Rita (1990)**

Administrative Secretary

**Dickerson, Sean (2019)**

Program Specialist

**Dos Santos, Lucia (2016)**

Custodian

**Duarte, Yazmin (2015)**

Program Specialist

**Duong, Van (2007)**

Instructional Laboratory Technician III-Physics/Chemistry

**Durbin, Phillip Randy (2002)**

Painter

**E****Emanuel, Andrade (1998)**

Equipment and Vehicle Mechanic

**F****Farris, Erlinda (1996)**

College Schedule Coordinator  
A.S., Evergreen Valley College

**Fasbinder, Jeff (1991)**

Graphics Designer

**Faumui, Margaret (2017)**

Program Assistant

**Flores, Tony (1998)**

Police Officer

**Francisco, Ricardo (2019)**

Instructional Lab Tech III

**Fray, Karen (1984)**  
Program Assistant  
A.A., San Jose City College

## G

**Garcia, Mayra (2014)**  
Program Coordinator

**Garibay, Penny (1999)**  
Executive Administrative Assistant

**Griffin, Franchesca (Julie) (1988)**  
Admissions & Records Coordinator II

## H

**Hernandez, Maria (2018)**  
Custodian

**Hernandez, Maricela (2005)**  
Custodian

**Hernandez, Rafael (2014)**  
Groundskeeper II

**Holguin, Maria (1980)**  
Senior Library Technician  
A.A., Foothill College

## J

**Jackson, Ralph (2016)**  
Program Specialist

**Jalaan, Juliana (1999)**  
Accounting Technician  
A.A., Evergreen Valley College

**Johari, Kamala (1995)**  
Instructional Support Assistant, BIS/Accounting

**Juntado, Arnold (2000)**  
Electrician

## K

**Khuc, Thinh (2003)**  
Traffic & Campus Services Officer

**Konrad, Robin (2016)**  
Instructional Support Assistant

**Kost, Catherine (1995)**  
Program Coordinator  
B.S., San Jose Christian College  
M.A., John F. Kennedy University

## L

**Lam, Tiffani (1990)**  
Lead Coordinator, Admissions and Records  
B.A., California State University, Long Beach

**Lara, Teodora Q. (1999)**  
Custodian

**Lau, Frances (1993)**  
Instructional Support Coordinator  
B.A., National University

**Le, Tanya (1990)**  
Financial Aid Specialist III

**Leaf, Roxanne (2004)**  
Instructional Support Assistant, Lab Lead  
B.S., San Jose State University

**Lee Reza, Paulina (2019)**  
Program Assistant

**Li, Joaquin (2010)**  
Instructional Lab Technician III-Science

**Liu, Di (2000)**  
Instructional Support Assistant, Lab Lead

**Loera, Lorena (2013)**  
Police Dispatcher

**Long, Brittany (2015)**  
Program Coordinator  
B.A./M.A., History, California State University, Sacramento

**Lopez, Bianca (2017)**  
Senior Division Administrative Assistant

**Luong, Giang (2019)**  
Systems Administrator

## M

**Ma, Yick (1993)**  
Custodian

**Mai, Lan (2001)**  
Academic Services Technician

**Mardueno, Jose (2014)**  
Facilities Maintenance Worker

**Markevitch, Alla (2001)**  
Program Coordinator  
M.S., National University of Electronics, Ukraine

**Marks, Sawanii (1996)**  
Instructional Support Assistant-Mathematics

**Martian, Camella (2000)**  
Program Specialist

**Martinez, Breanda (2018)**  
Program Coordinator

**Mathew, Sambo (1994)**  
Senior Library Technician  
A.A., Evergreen Valley College  
B.S., San Jose State University

**Matthews, Monica (2019)**  
Instructional Support Assistant, Lab Lead

**Medina, Denise (1997)**

Instructional Lab Tech IV, Nursing  
A.S., Evergreen Valley College

**Micetich, David (1999)**

Adaptive Media Technology Specialist I  
A.S., San Jose City College

**Minjares, Sarai (2015)**

Program Specialist

**Moreno, Priscilla (2017)**

Campus Safety Officer

**Murphy, Michaela (2018)**

Program Assistant

**N****Nag, Anindita (2016)**

Staff Assistant II

**Naidu, Shashi (2003)**

College Web Services Specialist  
B.A., Mount Carmel College, Bangalore, India  
M.A., Bangalore University, Bangalore, India

**Nazarov, Vera (1992)**

Senior Division Administrative Assistant  
A.A., Evergreen Valley College

**Nguyen, Anh (2017)**

Financial Aid Specialist II  
B.A., San Jose State University

**Nguyen, Emmy (2015)**

Program Specialist, WIN

**Nguyen, Hung (Andrew) (2018)**

Program Assistant

**Nguyen, Linda (2017)**

Student Retention Assistant

**Nguyen, Nam (1988)**

Reprographics Technician

**Nguyen, Nguyet (1995)**

Instructional Support Assistant-Mathematics

**Nguyen, Tamhu (2017)**

Student Retention Assistant

**Nguyen, Thu (1993)**

Library Assistant  
B.S., San Jose State University

**Nguyen, Vanphuong (2015)**

Instructional Support Assistant, Subject Lead

**Nunes, Angelo (2006)**

Equipment and Vehicle Mechanic

**O****O'Brien, Tiffany (2015)**

Program Assistant

**Olivas, Juan (1993)**

Facilities Maintenance Worker

**Omer, Mahad (2005)**

Staff Assistant III

**Ontiveros, Dianna (2004)**

Instructional Lab Technician II-Automotive  
A.A., Evergreen Valley College

**Oronia Lopez, Angel (2017)**

Staff Assistant I

**Ortiz, Katerina (2018)**

Custodian

**P****Paiz, Paul (2011)**

Instructional Lab Technician I-Automotive

**Perez, Jr., Antonio (Tony) (2008)**

Instructional Laboratory Technician III-Science & Engineering

**Pham, Bryan (2000)**

Instructional Support Coordinator, Lab Lead  
B.S., Santa Clara University

**Pham, Hoa (2012)**

Staff Accountant

**Q****Quezada, Jorge (2016)**

Groundskeeper II

**Quinonez Mendez, Patricia (2017)**

Custodian

**Quinonez, Mario (2000)**

Facilities Maintenance Worker

**R****Ramirez, Ivanna (1990)**

Administrative Secretary

**Ratto, Christopher (1999)**

Senior Library Technician

**Renteria, Lisa (2010)**

Instructional Lab Technician II-Physical Education  
M.A., San Jose State University, Kinesiology

**Rivet, Robert (1992)**

Accounting Technician

**Rosas, Lorenzo (2002)**

Custodian



**Rottman, Ingrid (2001)**

Program Specialist-Outreach and Recruitment  
A.A., Evergreen Valley College

**Ruiz-Esparza, Annette (2000)**

Financial Aid Outreach Specialist  
A.A., Evergreen Valley College

**S**

**Sadler, Paulette (1996)**

Staff Assistant III

**Santos-Liasos, Maria Veronica (2015)**

Senior Division Administrative Assistant  
A.A. National Hispanic University

**Sarza, Adriana (2017)**

Custodian

**Savageau, Margarita (2018)**

Instructional Lab Tech IV

**Shah, Hansa (1992)**

Instructional Support Assistant, Lab Lead-BIS/CIT

**Snider, Cindy L. (1998)**

Library Technician  
A.A., De Anza College  
Certificate of Proficiency in Library Technician, Foothill College

**Spoor, Pamela (2016)**

Police Dispatcher

**Steele, Kimberly (2000)**

Admissions and Records Technician

**Stroman, Mc Tate (2018)**

Financial Aid Specialist II

**T**

**Tejero, Cynthia (2007)**

Police Communications & Records Coordinator

**Thoi, Amisha (2018)**

A&R Technician

**Tran, Kiet Binh Gia (1998)**

Instructional Support Assistant, Subject Lead-BIS/CIT

**Tran, Sonny (2016)**

Campus Safety Officer

**Tran, Vu (2013)**

Instructional Laboratory Technician IV-Chemistry  
B.S./M.S., California State University, East Bay

**Tu, Jia (2019)**

Staff Accountant

**Tung, Nancy (2001)**

Instructional Support Assistant, Subject Lead-English  
A.S., Evergreen Valley College  
B.A., University of California, Berkeley  
M.A., San Jose State University

**V**

**Valdez, Jovita (1988)**

Academic Services Analyst

**Valencia, Efren Jose (2008)**

Carpenter

**Valencia, Rebeca (2018)**

Custodian

**Valle, Rodrigo (2007)**

Police Dispatcher

**Vallin, Jorge (2006)**

Instructional Support Assistant-Mathematics

**Vasquez-Perez, Rafael (2015)**

Supervisor, Custodial Services

**Viglicca, Joseph (2001)**

Facilities Maintenance Worker

**Villa, Faustino (1999)**

HVAC Mechanic/Plumber

**Villanueva, Veronica (2014)**

Police Officer

**Vu, Ann (1994)**

Program Coordinator  
A.A., Evergreen Valley College

**Vu, Thang (2015)**

Campus Safety Officer

**W**

**Wheelwright, Ronald (2016)**

Electrician

**Wu, Raymond (2014)**

Information Technology Support Specialist

**Y**

**Yabumoto, Vivian (1996)**

Program Specialist

**Yanari, Brandon (2017)**

Program Coordinator

**Yanez, Catalina (2017)**

Police Dispatcher

**Emeriti Faculty and Administrators**

**A**

**Abshier, Barbara (1961-1997)**

Nursing Education  
B.S., University of Michigan  
M.S., University of Pennsylvania

**Alexander, Judith Ann (1970-2000)**

Health Education  
A.A., Foothill College  
B.A./M.A., San Jose State University

**Alvarez-Hickman, Flor (1999-2004)**

Spanish  
B.A./M.A., San Jose State University

**Alves, Jack Eugene (1965-2000)**

Biological Science  
B.A., University of California, Davis  
M.A., San Jose State University

**Archuleta, Irma (2008-2015)**

Vice President, Student Affairs  
B.A./M.A., California State University, Dominguez Hills

**Asazawa, Mary (1968-1984)**

Nursing Education  
Diploma, St. Mark's Hospital, Salt Lake City, Utah  
B.S., Western Reserve University  
M.S., University of California

**Atherton, Victoria (1990-2007)**

Director of the Library  
B.A., Eckerd College  
M.L.S., University of Kentucky

**Awtrey, Ramon L. (1970-1987)**

English  
A.B., University of Oklahoma  
M.A., Western State College

**B****Baiardo, Richard P. (1975-2010)**

Counselor/Psychology  
B.A./M.A., San Jose State University

**Baker, Jack (1996-2018)**

Biological Science  
B.S., University of California, Riverside  
M.A., University of California, Davis

**Balistreri, Jerry (1974-1992)**

Anatomy & Physiology  
B.A., M.A., San Jose State University

**Benner, Patricia (1980-1994)**

Reading  
B.A., San Francisco State University  
M.A., San Jose State University

**Bergholdt, Bradley W. (1989-2018)**

Automotive Technology  
A.S., Evergreen Valley College  
Teacher Training, University of California, Berkeley

**Bettencourt, Laura E. (1976 - 2017)**

Counseling  
A.A., Evergreen Valley College  
B.A., San Jose State University  
M.A., Santa Clara University

**Bouchard, Barbara (1972)**

Art  
B.A., Central Washington State College  
M.A., Central Washington University

**Bouzek, Cheryll (2001-2013)**

Director of Health Services  
B.S.N., Point Loma College Nazarene University  
Credential, Fresno State University

**Brashares, Wendy (1981-2013)**

CIT/Basic Skills, Individualized Instruction  
B.S./M.S., Purdue University

**Bristow, Carol (1974)**

Librarian  
B.A., University of California, Santa Barbara  
M.L.S., University of California, Los Angeles

**Butler, Margaret N. (1965-1987)**

Assistant Provost Student Services  
A.B./M.A., University of Denver  
Ed.D., Brigham Young University

**C****Canterbury, James (1955-1990)**

English  
B.A., University of Redlands  
M.A., University of Denver

**Carbajal, Linda (1976-2006)**

Dean of Business and Applied Technology  
B.A./M.A., San Jose State University

**Carey, Mark (1983 - 2013)**

Automotive Technology  
A.A., San Jose City College  
B.A., San Jose State University

**Carroll, Bruce (1982-2012)**

Mathematics  
B.S., Stevens Institute of Technology  
M.A., University of Illinois

**Chang, Shirley (1985)**

Nursing Education  
B.S., Loma Linda University  
M.S., University of California, Los Angeles  
Ph.D., University of California, San Francisco

**Chase, Joy (1992-2011)**

Librarian  
B.A., University of Madras, India  
M.A., University of Wisconsin

**Christian, J. Richard (1955-1979)**

English/French  
B.A./M.A., Harvard University  
M.A., San Francisco State College

**Christman-Phelps, Mary Ann (1981-2004)**

DSP/Speech Pathology  
B.S., University of North Dakota  
M.S.P.A., University of Washington

**Clark, Bonnie (1981-2008)**

Disabilities Support Program  
Learning Disabilities Specialist  
B.A., California State University, Long Beach  
M.A., Santa Clara University

**Cook, Richard (1973-2008)**

Administration of Justice  
B.S./M.A., Washington State University

**Cooksley, William (1977-1995)**

Coordinator/Counselor, Disabled Students Program/ESL  
B.A./M.Ed., Oregon State University  
M.F.A., University of Oregon

**Cortez, Eustaquio (1958-1989)**

Automotive Technology  
Fresno State College  
University of California

**Cortez, Robert (1991-2000)**

Mathematics  
B.A., San Jose State University  
M.E., Texas A&M University

**D****Davenport, Evonne (1959-1994)**

Dean: Arts/Design/ Humanities/Physical Education  
B.S., Brigham Young University  
M.A., San Jose State University

**De La Rosa, Deborah (1993-2014)**

Reading  
B.A./M.A., San Jose State University

**DeCecco, Doris (1975-1997)**

Director/Nurse: Student Health Services  
R.N., Ellis Hospital, Schenectady, New York  
B.S., Nursing, Russell Sage College  
M.A., National University

**DeWolfe, Sandra (2002-2013)**

Dean, Nursing and Allied Health  
B.S./M.S., Wright State University

**Doherty, William J. (2007-2012)**

Director @ONE  
B.A./M.A./Ph.D., University of Southern California  
M.B.A., University of California at Los Angeles

**Dougherty, Patrick (1966-1993)**

Physical Education  
A.B./M.A., Stanford University

**Duke, Minerva (1989 - 2018)**

Physical Education  
A.S., Imperial Valley College  
B.S., California State Polytechnic  
M.S., California State University, Hayward

**E****Eisenberg, David (2003 - 2017)**

CIT, Psychology  
B.S./M.S., University of Illinois (Urbana)

**F****Ferner, Edward (1973-1995)**

Dean, Applied Arts and Sciences  
A.S., New York State University  
B.V.E./M.A., San Jose State University

**Fielier, Margaret (1995-2012)**

Reading  
B.A., Marygrove College  
M.S., California State University, Hayward  
ESL, UC Berkeley Coursework in English, College of Notre Dame  
Denamure

**Firetag, Roberta (1961-1991)**

Dean, Community Education  
B.A./B.V.E., San Jose State University  
M.A., San Francisco State University

**Fischer, Ronald J. (1970-2001)**

Engineering/Mathematics  
B.S./M.S., Newark College of Engineering  
M.A., University of Alabama

**Ford, Herbert B. (1961-1991)**

Engineering  
B.S., University of New Mexico  
M.S., Carnegie Institute of Technology

**Fromm, Loren F. (1979-2009)**

CADD/Engineering  
A.A., El Camino College  
B.A./M.A., California State University, Long Beach

**G****Gipson, Harvey (1979-2009)**

Counseling/EOP&S  
B.A./M.A., San Jose State University

**Greenberg, Florence Bonzer (1962-1988)**

English  
A.B., Hunter College of the City of New York  
M.Ed., University of Miami, University of California, Stanford University

**Grimm, Barbara A. (1969-1995)**

Family Consumer Studies/Fashion Studies  
A.B./M.A., San Jose State University

**Gutierrez, Guadalupe (1974-1998)**

Counseling  
B.A., San Jose State University  
M.S.W., University of California, Berkeley

**Gutierrez, Josie (1989-2004)**

Counseling  
A.A., San Jose City College  
B.A./M.S., San Jose State University

**Guyer Hoogendijk, Linda (2005-2012)**

Nursing Education  
B.S.N., Eastern Washington University  
M.N., Washington State University

**H****Harrison, Sara (1979-2003)**

Psychology  
B.S., University of Iowa  
M.S., University of California, San Francisco  
M.A., Santa Clara University

**Hassur, John G. (1959-1990)**

Biological Science  
A.B., San Jose State University  
M.A., Stanford University

**Helmer, Dianne C. (2001-2007)**

Dean of Nursing and Allied Health  
B.S./M.S., University of Utah  
M.P.H./Ph.D., University of California, Berkeley

**Hendrickson, Roy G. (1958-1980)**

Mathematics  
B.S., United States Military Academy  
M.A., Stanford University

**Higashi, Rose Anna (1970-2004)**

English  
B.A., San Jose State University  
M.A., San Jose State University

**Highers, Michael (2012-2017)**

Dean, Math, Science and Engineering  
B.S., Austin Peay State University, Tennessee  
M.A., George Peabody College, Nashville, TN

**Ho, Chungwu (2001 - 2016)**

Mathematics  
B.S./M.A., University of Washington  
Ph.D., Massachusetts Institute of Technology

**Hoblit, Harold F. (1970-1980)**

Administration of Justice  
A.B., University of California, Berkeley  
U.S. Department of Justice, Federal Bureau of Investigation

**Hubis, Kyra (1981-2001)**

Nursing Education  
B.S./M.S., San Jose State University

**Hultquist, L. Lorraine LeHew (1968-1995)**

Director: Nursing Education  
Diploma, Johns Hopkins Hospital, School of Nursing  
A.A., Foothill College  
B.S./M.S., University of California, San Francisco  
Ed.D., University of Southern California, Los Angeles

**Hwang, Chui (1980-2015)**

Chemistry  
A.A., Warren Wilson College  
B.A., University of California, Berkeley  
Ph.D., Ohio State University

**Hyde, Margaret (1980-1995)**

Reading/English  
B.A., University of Arizona  
M.A., San Diego State University  
M.Ed., University of Arizona  
Ed.D., University of California, Berkeley

**I****Ibrahim, Sami A. (1969-2001)**

Chemistry  
B.S., University of Ein-Shams, Egypt  
M.S., University of Alberta, Canada  
M.S., San Jose State University

**J****Jacobs, William (1969-2004)**

English  
B.A./M.A., University of Washington

**Johnson, Tanya (1980-1997)**

Communication Studies  
B.A./M.A., San Jose State University  
Ed.D., Nova University

**Johnston, Robert M. (1962-1984)**

Business Education  
A.B./M.A., San Francisco State College  
University of Minnesota  
California State Colleges at San Jose and Fullerton

**K****Kachuck, Iris (1987-2017)**

Mathematics  
B.A./M.A., University of California, Santa Cruz  
Ph.D., University of California, Berkeley

**Karlsten, Rita (1990-2007)**

Dean of Language Arts  
B.A., Arizona State University  
M.A./M.Ed., Santa Clara University

**Kawazoe, Bobbie Gwinn (1973-2003)**

Dean of Counseling  
B.A./M.A., San Jose State University

**Kress, Robert R. (1960-1986)**

Drafting  
A.B., San Jose State University  
M.A., Sacramento State College

**L****Lakatos, William T. (1985-2007)**

Chemistry  
B.A., Earlham College  
M.S., University of California, Riverside

**Lam, Paul (1987-2007)**

Director of Finance and Administrative Services  
B.A., University of California, Berkeley  
M.A., Golden Gate University

**Le, Hue (1993-2017)**

Counseling/EOP&S  
B.A., California State University, San Francisco  
M.A. San Jose State University

**Lichtbach, Harry (1999-2011)**

Computers and Information Technology  
B.S./M.S., University of California, Santa Barbara

**Little, Norrine (1968-2001)**

Nursing Education  
B.S., University of Michigan  
M.S., University of California, San Francisco

**Lopez, Rozanne (1981-2015)**

Nursing Education  
B.S., University of San Francisco  
M.S., San Jose State University

**Losada, Hilda (1967-1998)**

Spanish  
B.A., San Francisco State University  
M.A., Stanford University; Monterey Institute of International Studies

**Lucero, Roy (1987-2000)**

Counseling  
A.A., Mt. San Antonio  
B.A., California State Polytechnic  
M.S., California State University, Los Angeles

**Lujan, Gloria (1996 -2017)**

Sociology/Ethnic Studies/Ethnic Film  
B.A., California State University, Hayward  
M.A., San Jose State University

**M****Maestas-Flores, Margarita (1981-1999)**

Business Information Systems  
B.S./M.A., San Jose State University  
M.A., University of San Francisco

**Marr, Kenneth (1974-1988)**

Provost  
B.A./M.S., University of Southern California  
Ed.D, Stanford University

**Matusow, Steven (1998-2009)**

Mathematics  
B.A., University of California Berkeley  
Secondary Teaching Credential, California State University, Hayward  
MSTM, Santa Clara University

**McFarlin, Andrew (1959-1994)**

Engineering/Mechanical Technologies  
A.B., University of California, Santa Barbara  
M.A., Los Angeles State College  
Certified Manufacturing Engineer

**McMilin, Natalie (1968-2001)**

Physics  
B.A./M.A.T., Reed College  
M.S., San Francisco State College

**Mogler, Edward J. (1959-1985)**

English  
B.S., University of San Francisco  
M.A., San Francisco State College  
M.A., University of California  
University of Mexico

**Moore, Joan E. (1967-1995)**

History/Political Science  
A.B., University of California  
M.A., Stanford University  
Diploma de Estudios Hispánicos, University of Madrid, Spain

**Morgan, Ken (1988 - 2018)**

Automotive Technology  
A.A., San Jose City College

**Morris, Lawrence E. (1952-1993)**

Biological Science  
A.B./M.A., San Jose State University

**N****Nakashoji, Frances (1980-1996)**

Dean of Mathematics & Science  
B.A., San Jose State University  
M.A., United States International University  
Ed.D, Nova University

**Nance, Thatcher P. (1975-1995)**

Dean of Counseling  
B.A., San Francisco State College  
M.S., California State University, San Francisco

**Nava, Elizabeth (1995 - 2018)**

Social Science  
B.A./M.A., University of California, Santa Cruz

**Nesbit, Donald D. (1961-1986)**

Business Education  
J.D., University of Southern California  
M.S., San Francisco State College

**Nielsen, James L. (1965-1995)**

Psychology  
B.A./M.A., California State University, Sacramento

**Niemann, Marie (1969-1993)**

Nursing Education Diploma, Samuel Merritt Hospital, School of Nursing,  
Oakland  
B.S., University of California, Berkeley  
M.A., University of Washington

**O****Owren, Betty Ann (1993-2014)**

Music  
B.A./M.A., San Jose State University  
D.M.A., University of Colorado, Boulder



**P****Pandosh, Eleanor (1976-1995)**

Nursing Education  
 Diploma in Nursing, Philadelphia General Hospital  
 B.S., San Jose State University  
 M.S., University of California

**Papkoff, Leon C. (1954-1993)**

Biological Science  
 B.A./M.A., San Jose State University

**Payne, John A. (1972 - 2018)**

Physical Education  
 B.A., San Jose State University  
 M.A., Stanford University

**Payton, George T. (1961-1988)**

Administration of Justice  
 A.B./M.A., San Jose State University  
 Ed.D, University of Southern California Seattle University  
 Sergeant Detective, San Jose Police Department

**Pellino, Ruth (1968-1983)**

Nursing Education  
 Diploma, Good Samaritan Hospital, Cincinnati, Ohio  
 B.S., College of Mt. St. Joseph, Ohio  
 M.S.N.S., University of California, San Francisco Medical Center

**Phillips, Evangelos P. (1965-1992)**

Journalism  
 B.A./M.A., San Jose State University

**Poehlmann, Ruth (1977-1995)**

Librarian  
 B.A., San Francisco State University  
 M.L.S., University of California, Berkeley  
 M.A., St. Patrick's Seminary, Menlo Park  
 Ed.D, Nova University

**Pope, Jack (1981-1995)**

Electronics  
 B.S., San Jose State University

**Pratte, Alice (1994-1998)**

Nursing Education  
 B.S., University of Pennsylvania  
 M.S., Catholic University of America

**Preising, Paul (1968-1995)**

History/Business Center Coordinator/Roble/Cedro Center  
 A.B., Oberlin College  
 M.A.T., Vanderbilt University  
 Ed.D, Stanford University, San Jose State University

**R****Radabaugh-Rich, Sandra E. (1981-2006)**

English  
 B.A., San Jose State University  
 M.A., San Francisco State University

**Redding, Dell (1970-2001)**

Biological Science  
 B.A., Fresno State College  
 M.A., San Jose State University

**Rees, Janet S. (1967-1986)**

Health Science  
 B.S., University of Arizona  
 M.A., Long Beach State College  
 Ph.D., University of Utah

**Regua, Richard (1970-2015)**

English/ENLACE Program  
 B.A./M.A., San Jose State University

**Renner, Vernon E. (1981-1995)**

Administration of Justice  
 B.A./M.S, San Jose State University

**Riordan, Joan (1990-2000)**

English  
 B.A., University of San Francisco  
 M.A., Holy Names College

**Robinson, Walter (1960-1995)**

Communication Studies  
 A.B./M.A., San Jose State University

**Rookstool, Judy (1976-2007)**

Teaching and Learning Center  
 B.A., University of California, Santa Barbara  
 M.A., San Jose State University  
 Ed.D, University of San Francisco

**Roy, Linda J. (1975-2008)**

Accounting/Business  
 B.A./M.A., San Jose State University  
 M.B.A., Santa Clara University

**Rucker, Sylvia (1990-2008)**

French/English as a Second Language  
 B.A., Swarthmore College  
 M.A.T., Wesleyan University  
 M.A., Rutgers University

**Rye, Jerry (1980-2003)**

CADD/Business  
 A.A., San Jose State College  
 B.V.E., M.A., San Jose State University  
 M.B.A., University of Phoenix

**S****Salazar-Robbins, Patricia A. (1977-2004)**

Dean of Special Programs  
 A.A., San Jose City College  
 B.A./ M.L.S., San Jose State University

**Saldana, Maria Elena (2001-2010)**

Counseling  
 B.A./M.A., San Jose State University

**Santos, Soledad (2001 - 2016)**

Business Information Systems  
B.A., University of Guam  
M.A., University of Northern Colorado

**See, Sarah G. (1977-1987)**

Individualized Instruction  
B.A., Smith College  
M.Ed., University of Virginia

**Shaner, Christina (2001 - 2018)**

Computer Information Technology, Business  
B.A., University of California, Santa Cruz  
M.B.A., Santa Clara University

**Silver, William F. (1979 - 2018)**

English  
B.A., State University of New York, Buffalo  
M.A., Stanford University  
M. Phil., University of Sussex, England

**Sloan, Shirley A. (1975-2001)**

Reading  
B.A., Chico State University  
M.A., San Jose State University

**Smith, Art (1979-1989)**

Economics/Business  
B.A./M.A., San Jose State University

**Smith, Patricia A. (1975-1986)**

Psychology  
B.S./M.S., University of Wisconsin  
Ph.D., University of Oregon  
Post Doctoral Fellow, Stanford University

**Smith, Thelma (1959-1984)**

Business Education  
B.A., San Jose State University  
M.A., Santa Clara University

**Snapp, Marilyn (1990)**

Business Information Systems  
B.A., San Francisco State University  
M.B.A., San Jose State University

**Soellner, Walter R. (1977-2004)**

Art  
B.S., Western Michigan University  
M.F.A., Cranbrook Academy of Art, Michigan  
M.A., Western Michigan University

**Stauble, Elisabeth (1990 - 2013)**

Biological Science  
B.A./M.A., San Jose State University

**Steil, Clarine (1961-1976)**

Nursing Education  
St. Louis University  
M.A., Education, Western Reserve University

**Stein, Mary (1966-1992)**

English  
A.B., University of Michigan  
M.A., San Jose State University

**Stoia, Eugene (1965-1980)**

Music  
Diploma, National Conservatory of Music, Romania  
Licentiatu Theologiae, School of Divinity,  
University of King Carol II, Romania

**Strelitz, Gerald H. (1968-1990)**

President  
B.S./M.S., Temple University  
Ed.D, University of Southern California

**Stroth, Jan E. (1969-2004)**

Physics/Chemistry  
B.S., University of San Francisco  
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