“Education is the most powerful weapon which you can use to change the world.”

- Nelson Mandela

Catalog 2017-2018

Photo of EVC Observatory by Rick Francisco
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INTRODUCTION

Evergreen Valley College
2017-2018 Catalog
3095 Yerba Buena Road
San Jose, CA 95135-1598
http://www.evc.edu
Main number (408) 274-7900

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 opened its doors in 1975 to 3,000 students and currently hosts nearly 15,000 students from more than 70 countries. The rich variety of cultures, which both enhances and enriches campus life, comprises one of the most diverse student bodies within the California Community College System.

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 and named Evergreen Valley College in 1970. When the first two buildings were complete in 1975, we welcomed our first graduating class.

Bond measures passed in 1998, 2004 and 2010 have allowed us to renovate and build much needed classrooms and labs for biological sciences and nursing education programs, a robust Library, a center to accommodate vibrant student life, the Montgomery Hill Observatory, and the Center for the Arts, which includes a 400-seat Theater.

Many of our students find the open space and vibrant greenery a conducive environment to the pursuit of academic excellence. The District Police is headquartered at Evergreen Valley College, and the Police Station is located near the front entrance of the college.

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
Wendy Ho Trustee Area 5
Dr. Jeffrey Lease Trustee Area 6
Craig Mann Trustee Area 3
Rudy Nasol Trustee Area 1
Huong H. Nguyen Trustee Area 4
Scott Hung Pham Trustee Area 2
Joseph Heady Student Trustee, SJCC
N'Vante Santos Student Trustee, EVC

District Executive Staff

Deborah Budd, Ed.D. Chancellor
Kim Garcia Vice Chancellor, Human Resources
Ben Seaberry, Ed.D. Vice Chancellor, Information Technology & Institutional Effectiveness
Douglas Smith Vice Chancellor, Administrative Services
Peter Fitzsimmons Executive Director, Fiscal Services
Alice van Ommeren, Ed.D. Executive Director, Institutional Effectiveness & Student Success
Rosalie Ledesma Executive Director, Government & External Affairs
William Watson, Ed.D. Interim Executive Director, Workforce Institute
Keith Aytch Interim President, Evergreen Valley College
Byron Clift Breland, Ph.D. President, San José City College
Sam Ho Director, Communications, Community Relations & Diversity
Ryan Brown Marketing and Public Information Officer

College Administrative Staff

Keith Aytch Interim President
Mark Gonzales Interim Vice President of Academic Affairs
Andrea Alexander Vice President of Administrative Services
Adela Esquivel-Swinson Vice President of Student Affairs
Sean Abel Acting Dean of Social Science, Humanities, Arts, and Physical Education
Lynette Apen Acting Dean of Nursing and Allied Health
Adriana Ayala, Ph.D. Interim Dean of Student Success/Counseling
Octavio Cruz Dean of Enrollment Services
Maniphone Dickerson, Ph.D. Acting Dean of Business and Workforce Development
Antoinette Herrera, Ed.D. Acting Dean of Math, Science and Engineering
Merryl Kravitz, Ph.D. Dean of Language Arts
Victor Garza, Ed.D. Associate Dean of Student Services
Julie Vo Associate Dean of Noncredit Education and Basic Skills
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 into your future, whether it is transferring to a four-year university, or preparing yourself for employment in Silicon Valley. To help guide you on your pathway to success, Evergreen Valley College recently celebrated the openings of four state-of-the-art buildings: the Automotive Technology, the Math, Science, Social Science, Fitness Center and Veterans Freedom Center.

The campus sits on 160 acres near the foothills of San Jose, with plenty of open space, a lake with fountains, and plenty of evergreen trees and shrubs and newly renovated Central Green. To this end, we have excellent counseling and tutoring services to help you to be successful in your studies. We strive to serve our students from entry to exit. Helping to make you feel welcome and connected to the campus is important, and helping you to be successful is even more important. The staff in the Financial Aid and Scholarship office also can help provide you with the information to make your education a reality.

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), various student clubs, and other student organizations for all students. 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 your academic pathway at Evergreen Valley College. Begin here, and we will guide you on your pathway to success and one-step closer to your dream!

Best wishes for a successful academic year!

Sincerely,

Keith Aytch
Interim President

Evergreen Valley College
Chancellor's Message

Welcome to Evergreen Valley College, where our faculty, administrators, and staff are dedicated to our Values of Opportunity, Equity, and Social Justice. We take pride in our diverse, multicultural, student-centered learning environment that is focused on academic excellence, collaboration, and innovation. Whether you are pursuing a degree or certificate, preparing for university transfer, enhancing your career and workforce training, or improving your foundational skills, Evergreen Valley College will help you reach your goals.

Evergreen Valley College is a comprehensive community college that offers an exceptional array of career and technical programs that prepare you for a rewarding future. The college has one of the highest transfer rates among California's community colleges. Extensive community and college partnerships also help you broaden and enrich your college experience by emphasizing a combination of academics, experience-based service learning, and civic responsibility.

You have chosen Evergreen Valley College to start or continue your education in the heart of the Silicon Valley, a culturally rich environment recognized throughout the world for innovative ideas. Our instructors provide a challenging and welcoming learning environment, while our student services staff ensures that you have the support you need to succeed.

As you read through this catalog, you will find information about the college's programs, courses, policies, and requirements. You will also find details about our counseling, financial aid, library, tutorial, and other special services. Our highest priority is to help you achieve your academic and career goals.

As part of our learning community, you will grow, thrive, make new friends, and expand your horizons. We invite you to share and broaden your experiences by participating in an enriching array of student and community activities and events.

We are delighted that you chose Evergreen Valley College as a path to your higher education goals. Our entire college community is committed to your success.

Sincerely,

Dr. Deborah Budd
Chancellor
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 (p. 9)
• Strategic Initiatives (p. 9)
• Student Learning Outcomes (p. 9)
• Institutional/General Education Learning Outcomes (ILOs) (p. 9)
• Schedule (p. 9)
• Accreditation (p. 9)
• Code of Ethics (p. 10)
• Civility Statement (p. 10)

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. Student-Centered: We provide access to quality and efficient programs and services to ensure student success. Areas of focus are:
   • Access
   • Curriculum and Programs
   • Services
2. Community Engagement: We will transform the college image and enhance partnerships with community, business and educational institutions. Areas of focus are:
   • Increase Visibility
   • Develop Strategic Partnerships
   • Building Campus Community
3. Organizational Transformation: We create a trusting environment where everyone is valued and empowered. Areas of focus are:
   • Student Access: Completion of Educational Goals
   • Employee Development
   • Transparent Infrastructure

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.


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/CHT Certification Unit, P.O. Box 997416, MS-3301, Sacramento, CA 95899-7377. Email: 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 Nursinghttp://www.acenursing.org/, 3343 Peachtree Road NE, Suite 850, Atlanta, Georgia 30326. Email: info@acenursing.org. To file a complaint, call 404.975.5000

Honda

- Certified American Honda Training Program Certified through American Honda Motor Company Inc.
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. 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 and 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

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Academic Calendar

Fall Semester 2017

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>September 4</td>
<td>Labor Day Holiday - campus closed</td>
</tr>
<tr>
<td>September 5</td>
<td>Fall Regular session Begins</td>
</tr>
<tr>
<td>September 17</td>
<td>LAST DAY TO DROP Fall REGULAR session classes without receiving a &quot;W&quot; on record or being assessed fees</td>
</tr>
<tr>
<td>September 18</td>
<td>CENSUS DAY</td>
</tr>
<tr>
<td>September 29</td>
<td>LAST DAY TO APPLY for a refund of enrollment fees if classes were dropped on or before September 17, 2017</td>
</tr>
<tr>
<td>October 9</td>
<td>Graduation/Certificate Petitions for Fall 2017 due in the Office of Admissions and Records</td>
</tr>
<tr>
<td>November 10-12</td>
<td>Veteran's Day Holiday - campus closed</td>
</tr>
<tr>
<td>November 23-26</td>
<td>Thanksgiving Holiday - campus closed</td>
</tr>
<tr>
<td>November 27</td>
<td>LAST DAY TO DROP a Fall REGULAR session class and receive a &quot;W&quot; on record</td>
</tr>
<tr>
<td>December 15</td>
<td>English Final Exams - no regular day classes meet. Friday evening classes will meet as scheduled.</td>
</tr>
<tr>
<td>December 21</td>
<td>Fall REGULAR session Ends</td>
</tr>
<tr>
<td>January 10</td>
<td>Fall session 2017 grades available on MyWeb</td>
</tr>
</tbody>
</table>

Winter Intersession 2018

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 1</td>
<td>New Year's Day - campus closed</td>
</tr>
<tr>
<td>January 2</td>
<td>Winter Intersession Begins</td>
</tr>
<tr>
<td>January 3</td>
<td>LAST DAY TO DROP Winter Intersession classes without receiving a &quot;W&quot; on record or being assessed fees</td>
</tr>
<tr>
<td>January 18</td>
<td>Martin Luther King, Jr. Day - campus closed</td>
</tr>
<tr>
<td>January 19</td>
<td>LAST DAY TO DROP Winter Intersession classes and receive a &quot;W&quot; on record</td>
</tr>
<tr>
<td>January 25</td>
<td>Winter Intersession Ends</td>
</tr>
<tr>
<td>February 7</td>
<td>Winter Intersession 2018 grades available on MyWeb</td>
</tr>
</tbody>
</table>

Spring Semester 2018

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 29</td>
<td>Spring REGULAR session Begins</td>
</tr>
<tr>
<td>February 11</td>
<td>LAST DAY TO DROP Spring REGULAR classes without receiving a &quot;W&quot; on record or being assessed fees</td>
</tr>
<tr>
<td>February 12</td>
<td>CENSUS DAY</td>
</tr>
<tr>
<td>February 13</td>
<td>Professional Development Day – No classes held</td>
</tr>
<tr>
<td>February 26</td>
<td>Graduation/Certificate Petitions for Spring/Summer 2018 due in the Office of Admissions and Records</td>
</tr>
<tr>
<td>March 26-30</td>
<td>Spring Break - No classes held</td>
</tr>
<tr>
<td>March 29</td>
<td>Native American Day – campus closed</td>
</tr>
<tr>
<td>March 30</td>
<td>César Chavez Day – campus closed</td>
</tr>
<tr>
<td>March 31-April 1</td>
<td>No classes held</td>
</tr>
<tr>
<td>April 13</td>
<td>Professional Development Day – No classes held</td>
</tr>
<tr>
<td>April 26</td>
<td>LAST DAY TO DROP a Spring REGULAR session class and receive a &quot;W&quot; on record</td>
</tr>
<tr>
<td>May 18</td>
<td>English final exams # no REGULAR day classes meet. Friday evening classes will meet as scheduled.</td>
</tr>
<tr>
<td>May 25</td>
<td>Evergreen Valley College Commencement</td>
</tr>
<tr>
<td>May 28</td>
<td>Spring REGULAR session Ends</td>
</tr>
<tr>
<td>June 7</td>
<td>Spring session 2018 grades available on MyWeb</td>
</tr>
</tbody>
</table>

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. Provide high school transcript for multiple measures assessment (placement) by the college counselor. Growing evidence indicates that school transcripts and non-cognitive variables greatly improve the accuracy of the initial placement process. Students are encouraged to utilize their high school transcript in lieu of taking the placement test when completing the matriculation process. To schedule a multiple measures assessment with a counselor, please call (408) 270-6475.

    Or

    Take an Assessment Test to determine which English and Math classes you will start. To schedule an assessment test, please call (408) 274-7900 ext. 6636.

    Please have your student ID ready and a photo ID on your placement test day. It is strongly recommended that you take steps to prepare for the assessment test as those scores will help place you in the appropriate Math and English 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.

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)

Residency Requirements

Administrative Procedure 5015

Residency 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 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 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, 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, 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, and
- 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 Board of Governors Fee Waiver (BOGFW), Cal Grants B & C and Chafee Grant (foster youth only). AB540 students are not permitted to receive Federal Financial Aid, such as Pell Grant, Work study and/or 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 website 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/assets/pdf/Scholarship_List_2010_2011.pdf
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 the International Program Director, International Counselor, Coordinator, and Program Specialist to work with our students to make sure that they have access to the resources they need to be successful. International student applicants, current international students wishing to transfer to EVC from other U.S. colleges, or others interested in international student information, should go to the International Student Program Office located in SC-201.

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 November 15. Fall semester applications are due no later than May 15.

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 $20,000 (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 in from another college or university to Evergreen Valley College should contact the International Programs and Services Office when applying to EVC.

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 $211 per unit in tuition and a Capital Outlay fee of $4. 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.

Each international student is strongly urged to carry a health insurance policy. Regardless of whether or not health insurance is purchased, each international student is asked to have a tuberculin (TB) skin test prior to admittance to Evergreen Valley College.

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-201, 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 Programs and Services Office is located in SC-201. The office hours are Monday – Thursday 8:30-4:30 and Friday 8:30-12:00.

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.

<table>
<thead>
<tr>
<th>Exam</th>
<th>EVC AA GE</th>
<th>CSU GE</th>
<th>CSU-Semester Units Earned Toward Transfer</th>
<th>IGETC</th>
<th>UC-Semester Units Earned Toward Transfer</th>
</tr>
</thead>
<tbody>
<tr>
<td>AP Art History</td>
<td>C1 or C2, 3 sem. units</td>
<td>C1 or C2, 3 sem. units</td>
<td>6</td>
<td>3A or 3B</td>
<td>5.3</td>
</tr>
<tr>
<td>AP Biology</td>
<td>B2+B3, 4 sem. units</td>
<td>B2+B3, 4 sem. units</td>
<td>6</td>
<td>5B &amp; 5C</td>
<td>5.3</td>
</tr>
<tr>
<td>AP Calculus AB 1</td>
<td>B4, 3 sem. units</td>
<td>B4, 3 sem. units</td>
<td>3</td>
<td>2A</td>
<td>2.7</td>
</tr>
<tr>
<td>AP Calculus BC 1</td>
<td>B4, 3 sem. units</td>
<td>B4, 3 sem. units</td>
<td>6</td>
<td>2A</td>
<td>5.3</td>
</tr>
<tr>
<td>AP Calculus BC/AB Subscore 1</td>
<td>B4, 3 sem. units</td>
<td>B4, 3 sem. units</td>
<td>3</td>
<td>2A</td>
<td>2.7</td>
</tr>
<tr>
<td>AP Chemistry</td>
<td>B1+B3, 4 sem. units</td>
<td>B1+B3, 4 sem. units</td>
<td>6</td>
<td>5A &amp; 5C</td>
<td>5.3</td>
</tr>
<tr>
<td>AP Chinese Language and Culture</td>
<td>C2, 3 sem. units</td>
<td>C2, 3 sem. units</td>
<td>6</td>
<td>6A &amp; 3B</td>
<td>5.3</td>
</tr>
<tr>
<td>AP Comparative Government &amp; Politics</td>
<td>D8, 3 sem. units</td>
<td>D8, 3 sem. units</td>
<td>3</td>
<td>4H</td>
<td>2.7</td>
</tr>
<tr>
<td>AP Computer Science A</td>
<td>n/a</td>
<td>n/a</td>
<td>3</td>
<td>n/a</td>
<td>1.3</td>
</tr>
<tr>
<td>AP English Language and Composition</td>
<td>A2, 3 sem. units</td>
<td>A2, 3 sem. units</td>
<td>6</td>
<td>1A</td>
<td>5.3</td>
</tr>
<tr>
<td>AP English Language and Composition</td>
<td>A2 + C2, 6 sem. units</td>
<td>A2 + C2, 6 sem. units</td>
<td>6</td>
<td>1A or 3B</td>
<td>5.3</td>
</tr>
<tr>
<td>AP Environmental Science</td>
<td>B1+B3, 4 sem. units</td>
<td>B1+B3, 4 sem. units</td>
<td>4</td>
<td>5A &amp; 5C</td>
<td>2.7</td>
</tr>
<tr>
<td>AP European History</td>
<td>C2 or D6, 3 sem. units</td>
<td>C2 or D6, 3 sem. units</td>
<td>6</td>
<td>3B or 4F</td>
<td>2.7</td>
</tr>
<tr>
<td>AP French Language and Culture</td>
<td>C2, 3 sem. units</td>
<td>C2, 3 sem. units</td>
<td>6</td>
<td>6A &amp; 3B</td>
<td>5.3</td>
</tr>
<tr>
<td>AP German Language and Culture</td>
<td>C2, 3 sem. units</td>
<td>C2, 3 sem. units</td>
<td>6</td>
<td>6A &amp; 3B</td>
<td>5.3</td>
</tr>
<tr>
<td>AP Human Geography</td>
<td>D5, 3 sem. units</td>
<td>D5, 3 sem. units</td>
<td>3</td>
<td>4E</td>
<td>2.7</td>
</tr>
<tr>
<td>AP Italian Language and Culture</td>
<td>C2, 3 sem. units</td>
<td>C2, 3 sem. units</td>
<td>6</td>
<td>6A &amp; 3B</td>
<td>5.3</td>
</tr>
<tr>
<td>AP Japanese Language and Culture</td>
<td>C2, 3 sem. units</td>
<td>C2, 3 sem. units</td>
<td>6</td>
<td>6A &amp; 3B</td>
<td>5.3</td>
</tr>
<tr>
<td>AP Latin</td>
<td>C2, 3 sem. units</td>
<td>C2, 3 sem. units</td>
<td>6</td>
<td>6A &amp; 3B</td>
<td>5.3</td>
</tr>
<tr>
<td>AP Macroeconomics</td>
<td>D2, 3 sem. units</td>
<td>D2, 3 sem. units</td>
<td>3</td>
<td>4B</td>
<td>2.7</td>
</tr>
<tr>
<td>AP Microeconomics</td>
<td>D2, 3 sem. units</td>
<td>D2, 3 sem. units</td>
<td>3</td>
<td>4B</td>
<td>2.7</td>
</tr>
<tr>
<td>AP Physics 1 1</td>
<td>B1+B3, 4 sem. units</td>
<td>B1+B3, 4 sem. units</td>
<td>4</td>
<td>5A &amp; 5C</td>
<td>5.3</td>
</tr>
<tr>
<td>AP Physics 2 1</td>
<td>B1+B3, 4 sem. units</td>
<td>B1+B3, 4 sem. units</td>
<td>4</td>
<td>5A &amp; 5C</td>
<td>5.3</td>
</tr>
<tr>
<td>AP Physics C (electricity/magnetism) 1</td>
<td>B1+B3, 4 sem. units</td>
<td>B1+B3, 4 sem. units</td>
<td>3</td>
<td>5A &amp; 5C</td>
<td>2.7</td>
</tr>
<tr>
<td>AP Physics C (mechanics) 1</td>
<td>B1+B3, 4 sem. units</td>
<td>B1+B3, 4 sem. units</td>
<td>3</td>
<td>5A &amp; 5C</td>
<td>2.7</td>
</tr>
<tr>
<td>AP Psychology</td>
<td>D9, 3 sem. units</td>
<td>D9, 3 sem. units</td>
<td>3</td>
<td>4I</td>
<td>2.7</td>
</tr>
<tr>
<td>AP Seminar</td>
<td>n/a</td>
<td>n/a</td>
<td>3</td>
<td>n/a</td>
<td>2.7</td>
</tr>
<tr>
<td>AP Spanish Language and Culture</td>
<td>C2, 3 sem. units</td>
<td>C2, 3 sem. units</td>
<td>6</td>
<td>6A &amp; 3B</td>
<td>5.3</td>
</tr>
<tr>
<td>AP Spanish Literature and Culture</td>
<td>C2, 3 sem. units</td>
<td>C2, 3 sem. units</td>
<td>6</td>
<td>6A &amp; 3B</td>
<td>5.3</td>
</tr>
<tr>
<td>Course</td>
<td>Minimum CSU Semester Units</td>
<td>CSU GE Area</td>
<td>IGETC Passing Score</td>
<td>Minimum UC Semester Units Earned</td>
<td>UC Area Toward Certification</td>
</tr>
<tr>
<td>---------------------------------------------</td>
<td>-----------------------------</td>
<td>-------------</td>
<td>---------------------</td>
<td>----------------------------------</td>
<td>-------------------------------</td>
</tr>
<tr>
<td>AP Statistics</td>
<td>B4, 3 sem. units</td>
<td>B4, 3 sem. units</td>
<td>3</td>
<td>2A</td>
<td>2.7</td>
</tr>
<tr>
<td>AP Studio Art - 2D Design</td>
<td>n/a</td>
<td>n/a</td>
<td>3</td>
<td>n/a</td>
<td>5.3</td>
</tr>
<tr>
<td>AP Studio Art - 3D Design</td>
<td>n/a</td>
<td>n/a</td>
<td>3</td>
<td>n/a</td>
<td>5.3</td>
</tr>
<tr>
<td>AP U.S. History (C2 or D6)+US-1</td>
<td>(C2 or D6)+US-1 2, 3 sem. units</td>
<td>(C2 or D6)+US-1 2, 3 sem. units</td>
<td>6</td>
<td>3B or 4F</td>
<td>5.3</td>
</tr>
<tr>
<td>AP World History</td>
<td>C2 or D6, 3 sem. units</td>
<td>C2 or D6, 3 sem. units</td>
<td>6</td>
<td>3B or 4F</td>
<td>5.3</td>
</tr>
</tbody>
</table>

1. If a student passes more than one AP exam in Calculus or Physics, only one examination may be applied to the baccalaureate.
2. 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.
**Students seeking certification in GE Breadth prior to transfer must have passed the test before this date.**

**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.**

*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.*

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

<table>
<thead>
<tr>
<th>CLEP Exam</th>
<th>Passing Score</th>
<th>Minimum Semester Credit Earned</th>
<th>Semester Units Toward CSU GE Breadth Certification</th>
<th>CSU GE Breadth Area and/or American Institutions</th>
</tr>
</thead>
<tbody>
<tr>
<td>CLEP American Government</td>
<td>50</td>
<td>3</td>
<td>3</td>
<td>D8</td>
</tr>
<tr>
<td>CLEP American Literature</td>
<td>50</td>
<td>3</td>
<td>3</td>
<td>C2</td>
</tr>
<tr>
<td>CLEP Analyzing and Interpreting Literature</td>
<td>50</td>
<td>3</td>
<td>3</td>
<td>C2</td>
</tr>
<tr>
<td>CLEP Biology</td>
<td>50</td>
<td>3</td>
<td>3</td>
<td>B2</td>
</tr>
<tr>
<td>CLEP Calculus</td>
<td>50</td>
<td>3</td>
<td>3</td>
<td>B4</td>
</tr>
<tr>
<td>CLEP Chemistry</td>
<td>50</td>
<td>3</td>
<td>3</td>
<td>B1</td>
</tr>
<tr>
<td>CLEP College Algebra</td>
<td>50</td>
<td>3</td>
<td>3</td>
<td>B4</td>
</tr>
<tr>
<td>CLEP College Algebra - Trigonometry</td>
<td>50</td>
<td>3</td>
<td>3</td>
<td>B4</td>
</tr>
<tr>
<td>CLEP College Composition</td>
<td>50</td>
<td>0</td>
<td>0</td>
<td>n/a</td>
</tr>
<tr>
<td>CLEP College Composition – Modular</td>
<td>50</td>
<td>0</td>
<td>0</td>
<td>n/a</td>
</tr>
<tr>
<td>CLEP College Mathematics</td>
<td>50</td>
<td>0</td>
<td>0</td>
<td>n/a</td>
</tr>
<tr>
<td>CLEP English Composition (no essay)</td>
<td>50</td>
<td>0</td>
<td>0</td>
<td>n/a</td>
</tr>
<tr>
<td>CLEP English Composition with Essay</td>
<td>50</td>
<td>0</td>
<td>0</td>
<td>n/a</td>
</tr>
<tr>
<td>CLEP English Literature</td>
<td>50</td>
<td>3</td>
<td>3</td>
<td>C2 (removed F11**)</td>
</tr>
<tr>
<td>CLEP Financial Accounting</td>
<td>50</td>
<td>3</td>
<td>0</td>
<td>n/a</td>
</tr>
<tr>
<td>CLEP French Level I*</td>
<td>50</td>
<td>6</td>
<td>0</td>
<td>n/a</td>
</tr>
<tr>
<td>CLEP French Level II*</td>
<td>59</td>
<td>12</td>
<td>3</td>
<td>C2 (removed F15**)</td>
</tr>
<tr>
<td>CLEP French Level II</td>
<td>59</td>
<td>9</td>
<td>3</td>
<td>C2</td>
</tr>
</tbody>
</table>
| Test                                      | Units | Credit | Hours | GE Area/Subject
|-------------------------------------------|-------|--------|-------|--------------------
| Evergreen Valley College - 2017-2018      | 50    | 0      | 0     | n/a                
| 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 (AACRAO) 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, followed by students in Disabled Student Programs Services, CalWORKS, 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 selected enrollment priorities outlined in Title 5 must maintain satisfactory academic progress in order to be assign-ed 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:

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<th>Enrollment Matrix</th>
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<td>Title 5 Group</td>
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</tbody>
</table>
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/AcademicAffairs/Documents/2017-Summer-Fall-Calendar.pdf.
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.sjccd.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, assessment, 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. For more information or to find out when the next orientation will be taking place please contact (408) 270-6475 or Orientation@evc.edu.

The Assessment process is designed to help students determine the best starting point in English, math, reading and 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 assessments are available throughout the academic year. Questions regarding assessment should be directed to the Assessment Center at (408) 274-7900 ext. 6636.

**College Responsibilities**

- Provide an enrollment service that will enable the college to collect required information on students.
- Provide student assessments and utilize multiple measures to determine 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 Assessment, 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, Assessment, 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.

New students may be exempted from the Assessment component if they:

- Enroll in open curriculum classes only.
- Enroll in non-AA applicable courses other than pre-collegiate basic skills.
- Enroll in apprenticeship courses only.
- Possess an Associate, Baccalaureate, or other college degrees.
- Previously completed reading, writing, and/or math coursework successfully (with a C grade or better). This may be used for placement purposes in lieu of the corresponding assessment test(s).

Exemptions must be approved by the dean of Student Success and dean of Enrollment after student meets with a counselor and provides official transcripts.

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

### 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 or students may be dropped from coursework. Courses added after the first day of classes must be paid in full or by published deadlines or students may be dropped from coursework. 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.

#### Fee Waivers

Students may be eligible for a Board of Governor’s Fee Waiver—BOGFW. Please see the BOGFW information in the Financial Aid section of this catalog.

Applications for the fee waiver are available in the Office of Financial Aid, or online at http://www.evc.edu/StudentAffairs/Documents/2014-2015%20Fee%20Waiver.pdf

#### Parking Permits and Fees

Semester parking permits are $45 automobile / $15 motorcycle and are available for purchase online at https://MyWeb.sjeccd.edu. **There are no refunds for parking permit purchases.** If you are a Financial Aid student receiving a Board of Governors Fee Waiver (BOGFW), 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 Board of Governors Fee Waiver (BOGFW) 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) will be 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): $9.00 per semester
- Students enrolled less than half-time (less than 6.0 units): $4.50 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 $20 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 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 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. Effective Spring 2009 the BOGFW will no longer cover the health fee.

**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 $228 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 2017-18 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.
- **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 for free.

**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 (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. ((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
Financial Aid at Evergreen Valley College is available from both Federal and State sources and in the following forms:

• Grants (financial aid funds that do not have to be paid back).
• Loans (borrowed funds that have to be paid back 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 Financial Assistance 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.
• Federal 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.

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.

- Full-Time Student Success Grant (FTSSG)
  Additional grant funds for full-time (12+ units) Cal Grant B and Cal Grant C recipients.

- Community College Completion Grant (CCCG)
  Additional grant funds for Full Time Student Success Grant (FTSSG) recipients with a comprehensive educational plan that prescribes a minimum annual completion of 30 units until program completion.

- Extended Opportunity Programs and Services (EOP&S)
  - Grants and CARE
  - See the EOP&S section of this catalog.

- Chafee Grant - provides educational funding for current and former foster youth.

- Board of Governors Fee Waiver (See Board of Governors Fee Waiver (BOGFW) section for more information).

Eligibility Requirements For Federal And State Financial Aid

Students seeking Financial 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 (for Federal Aid only).
- Demonstrate financial need.
- Register with Selective Service (males only).
- Have a valid Social Security Number.
- Not owe a repayment of a federal grant.
- Not be in default on a federal educational loan.
- 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.

2017-2018 Nine Month Student Expense Budget 1

<table>
<thead>
<tr>
<th></th>
<th>Living at Home w/ No Dependents</th>
<th>Not Living at Home</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fees²</td>
<td>$1,358</td>
<td>$1,358</td>
</tr>
<tr>
<td>Books/Supplies</td>
<td>$1,854</td>
<td>$1,854</td>
</tr>
<tr>
<td>Personal/</td>
<td>$3,276</td>
<td>$3,006</td>
</tr>
<tr>
<td>Miscellaneous</td>
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<td></td>
</tr>
<tr>
<td>Transportation</td>
<td>$1,278</td>
<td>$1,440</td>
</tr>
<tr>
<td>Maintenance</td>
<td>$5,400</td>
<td>$13,293</td>
</tr>
<tr>
<td>Total</td>
<td>$13,166</td>
<td>$20,951</td>
</tr>
</tbody>
</table>

1 Pro-rated for programs shorter or longer than the 9-month academic calendar.
2 Fees include Enrollment fee @ $46/unit, Health fee, Transportation fee, Associated Students fee and Representation fee.

Other factors that could affect an expense budget:

- Non-resident fee.
- Dependent care (must be documented).
- Actual out-of-pocket disability-related expenses (allowable on a case-by-case basis).
- 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 comprising of legislation AB 130 & AB131 authorizes eligible AB540 students to receive State Financial Aid as follows:

- Effective January 1, 2012 - AB 130 allows eligible AB540 students to apply and qualify for state and institutional scholarships.
- Effective January 1, 2013 - AB131 allows eligible AB540 students to apply and qualify for the Board of Governors Fee Waiver (BOGFW), Cal Grants B & C, 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. 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/assets/pdf/Scholarship_List_2010_2011.pdf

For more information go to: http://www.csac.ca.gov/dream_act.asp

Board of Governors Fee Waiver (BOGFW)

The BOGFW was designed to assist students in paying for their enrollment fees. This program is financial assistance that does not need to be repaid. You may be eligible for a fee waiver 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, 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 BOGFW 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 BOGFW application.

<table>
<thead>
<tr>
<th>Family Size</th>
<th>2015 Income</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$17,820</td>
</tr>
<tr>
<td>2</td>
<td>$24,030</td>
</tr>
<tr>
<td>3</td>
<td>$30,240</td>
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<td>4</td>
<td>$36,450</td>
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<td>5</td>
<td>$42,660</td>
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<td>6</td>
<td>$48,870</td>
</tr>
<tr>
<td>7</td>
<td>$55,095</td>
</tr>
<tr>
<td>8</td>
<td>$61,335</td>
</tr>
</tbody>
</table>

- **Each additional family member** $6,240

- **Method C – Complete the FAFSA:**
  The Financial Aid Office will determine your unmet need after a valid EFC has been established. A BOGFW 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 BOGFW 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.

**Fee Waiver Changes Affecting Eligibility beginning Fall 2016**
Once you’ve qualified for the BOG Fee Waiver, it’s important to ensure that you’re meeting the academic and progress standards in order to avoid losing the fee waiver.

**Academic — Sustain 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 fee waiver eligibility.

**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 fee waiver eligibility.

**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 fee waiver eligibility.

**Notification Process**
EVC will notify students of their Academic Standing within 30 days from the end of each primary semester.

**Appealing the Loss of BOGFW Eligibility**
Students who have lost their BOGFW eligibility may appeal their status. Appeals available in the Student Success (Counseling) Department and Financial Aid webpages (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.

**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.

**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.
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 (p. 31)
- Institutional/General Learning Outcomes (p. 31)
- General Education Requirements for Associate in Science (p. 33)
- General Education Requirements for Associate in Arts (p. 39)
- CSU General Education Requirements (p. 47)
- Intersegmental General Education Transfer Curriculum (IGETC) (p. 54)
- General Education Reciprocity (p. 59)
- Transferring to a Four Year College/University (p. 59)
- Identification Numbering System (C-ID) (p. 61)

**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) 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.)**

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. General Education pattern
- 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

**Associate in Science Degree (A.S.)**

To be awarded the Associate in Science 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 24 semester units from the A.S. General Education pattern
- 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

**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.
Institutional/General Learning Outcomes

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 http://www.evc.edu/discover-evc/slos.
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 - Minimum 6 units.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1:</td>
<td>Interpersonal Communication</td>
<td>3</td>
</tr>
<tr>
<td>COMS 010</td>
<td>Interpersonal Communication</td>
<td>3</td>
</tr>
<tr>
<td>COMS 020</td>
<td>Oral Communication</td>
<td>3</td>
</tr>
<tr>
<td>COMS 040</td>
<td>Introduction to Argumentation</td>
<td>3</td>
</tr>
<tr>
<td>COMS 045</td>
<td>Small Group Communication</td>
<td>3</td>
</tr>
</tbody>
</table>

A2: Written Communication

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 001A</td>
<td>English Composition</td>
<td>3</td>
</tr>
</tbody>
</table>

AREA B: Scientific Inquiry and Quantitative Reasoning

Select one of the following. Minimum 3 units

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Science with Lab</td>
<td>Introductory Astronomy Lab 1</td>
<td>1</td>
</tr>
<tr>
<td>ASTRO 010A</td>
<td>General Principles and Cell Biology</td>
<td>5</td>
</tr>
<tr>
<td>BIOL 004B</td>
<td>Organismal Biology and Biodiversity</td>
<td>5</td>
</tr>
<tr>
<td>BIOL 020</td>
<td>Human Biology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 021</td>
<td>General Biology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 064</td>
<td>Marine Biology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 071</td>
<td>Human Anatomy</td>
<td>5</td>
</tr>
<tr>
<td>BIOL 072</td>
<td>Human Physiology</td>
<td>5</td>
</tr>
<tr>
<td>BIOL 074</td>
<td>General Microbiology</td>
<td>5</td>
</tr>
<tr>
<td>CHEM 001A</td>
<td>General Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>CHEM 001B</td>
<td>General Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>CHEM 012A</td>
<td>Organic Chemistry</td>
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</tr>
<tr>
<td>CHEM 012B</td>
<td>Organic Chemistry</td>
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<tr>
<td>CHEM 015</td>
<td>Fundamentals of Chemistry</td>
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<tr>
<td>CHEM 030A</td>
<td>Introduction to Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 030B</td>
<td>Introduction to Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>ENVIR 010</td>
<td>Environmental Science</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 001</td>
<td>Introductory Physics</td>
<td>3</td>
</tr>
<tr>
<td>PHYS 002A</td>
<td>Algebra/Trigonometry-Based Physics I</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 002B</td>
<td>Algebra/Trigonometry-Based Physics II</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 004A</td>
<td>General Physics</td>
<td>5</td>
</tr>
<tr>
<td>PHYS 004B</td>
<td>General Physics</td>
<td>5</td>
</tr>
<tr>
<td>PHYS 004C</td>
<td>General Physics</td>
<td>5</td>
</tr>
<tr>
<td>PHYSC 012</td>
<td>Earth Science</td>
<td>4</td>
</tr>
</tbody>
</table>

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

AREA C: Arts and Humanities

Select one course from each area. Minimum 6 units.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>C1:</td>
<td>Art Appreciation</td>
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<tr>
<td>ART 090</td>
<td>Art Appreciation</td>
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</table>
### General Education Requirements for Associate in Science

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 091</td>
<td>Survey of Art History: Prehistoric Through Gothic</td>
<td>3</td>
</tr>
<tr>
<td>ART 092</td>
<td>Survey of Art History: Renaissance to the Present</td>
<td>3</td>
</tr>
<tr>
<td>ART 093</td>
<td>History of Modern Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 096</td>
<td>History of Asian Art</td>
<td>3</td>
</tr>
<tr>
<td>DANCE 002</td>
<td>Dance Appreciation</td>
<td>3</td>
</tr>
<tr>
<td>ETH 011</td>
<td>Ethnic Film: Reel Studies</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 008A</td>
<td>Music History and Literature I</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 008B</td>
<td>Music History and Literature II</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 091</td>
<td>Music Appreciation: Western Civilization</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 092</td>
<td>Music Appreciation: American Musical Theater</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 093</td>
<td>Introduction to Film Music</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 095</td>
<td>Music Appreciation: Jazz</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 099</td>
<td>Introductory Music</td>
<td>3</td>
</tr>
<tr>
<td>THEAT 020</td>
<td>Introduction to Theatre Arts</td>
<td>3</td>
</tr>
<tr>
<td>THEAT 025A</td>
<td>Theatres of Diversity: Chicano/Latino Theatre</td>
<td>3</td>
</tr>
<tr>
<td>THEAT 040</td>
<td>Introduction to Film</td>
<td>3</td>
</tr>
<tr>
<td>THEAT 045</td>
<td>Shakespeare on Film</td>
<td>3</td>
</tr>
<tr>
<td>C2: Humanities - Literature, Philosophy and Languages Other Than English</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGL 001B</td>
<td>English Composition</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 021</td>
<td>Introduction to Poetry</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 028</td>
<td>Introduction to World Mythology</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 032</td>
<td>Gender in Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 052</td>
<td>Children's/Adolescent Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 062</td>
<td>Asian/Asian-American Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 073</td>
<td>Introduction to Shakespeare</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 080</td>
<td>Mexican-American Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 082A</td>
<td>African-American Literature</td>
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</tr>
<tr>
<td>ENGL 084A</td>
<td>Survey of American Literature I</td>
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</tr>
<tr>
<td>ENGL 084B</td>
<td>Survey of American Literature II</td>
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<tr>
<td>ENGL 086A</td>
<td>Survey of English Literature I</td>
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</tr>
<tr>
<td>ENGL 086B</td>
<td>Survey of English Literature II</td>
<td>3</td>
</tr>
<tr>
<td>ETH 010</td>
<td>Introduction to Ethnic Studies</td>
<td>3</td>
</tr>
<tr>
<td>ETH 020</td>
<td>African American Culture</td>
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<tr>
<td>ETH 030</td>
<td>Chicana/o Culture</td>
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</tr>
<tr>
<td>ETH 040</td>
<td>Vietnamese American Culture and Experience</td>
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</tr>
<tr>
<td>ETH 042</td>
<td>Asian Pacific American (APA) Culture and Experience</td>
<td>3</td>
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<tr>
<td>FREN 001A</td>
<td>Elementary French</td>
<td>5</td>
</tr>
<tr>
<td>FREN 001B</td>
<td>Elementary French</td>
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<tr>
<td>HIST 010A</td>
<td>Development of Western Culture I</td>
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<tr>
<td>HIST 010B</td>
<td>Development of Western Culture II</td>
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<td>HUMNT 002</td>
<td>Introduction to World Literature</td>
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<tr>
<td>PHIL 010</td>
<td>Introduction to Philosophy: Metaphysics And Epistemology</td>
<td>3</td>
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<tr>
<td>PHIL 065</td>
<td>Introduction to Ethics</td>
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<td>PHIL 070</td>
<td>Comparative Religions</td>
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<tr>
<td>SL 001A</td>
<td>Introduction to American Sign Language</td>
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<td>Intermediate American Sign Language</td>
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<td>SPAN 001A</td>
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<td>SPAN 002A</td>
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<tr>
<td>SPAN 002B</td>
<td>Intensive Intermediate Spanish</td>
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<tr>
<td>SPAN 020A</td>
<td>Spanish for Spanish Speakers</td>
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<tr>
<td>SPAN 020B</td>
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**AREA D: Social Sciences**


Select an Option from below. Minimum 6 units.

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<tr>
<th>Code</th>
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<tbody>
<tr>
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<tr>
<td>HIST 017A</td>
<td>History of the United States (US-1,2)</td>
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<td>History of the United States (US-1,3)</td>
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<tr>
<td><strong>Option 2</strong></td>
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<tr>
<td>HIST 001</td>
<td>Survey of American History (US-1)</td>
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<tr>
<td>POLSC 001</td>
<td>Politics and Government In America (US-2,3)</td>
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<tr>
<td><strong>Option 3</strong></td>
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<tr>
<td>HIST 014</td>
<td>Women in American History (US-1)</td>
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<tr>
<td>POLSC 001</td>
<td>Politics and Government In America (US-2,3)</td>
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<tr>
<td><strong>Option 4</strong></td>
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<tr>
<td>HIST 021</td>
<td>African American History (US-1)</td>
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<tr>
<td>POLSC 001</td>
<td>Politics and Government In America (US-2,3)</td>
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**AREA E: Lifelong Learning and Self-Development**

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

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<tr>
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<td>COUNS 014</td>
<td>College Success</td>
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<td>FCS 019</td>
<td>Nutrition</td>
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<td>FCS 050</td>
<td>Life Management</td>
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<tr>
<td>FCS 070</td>
<td>Child Development</td>
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<tr>
<td>HED 011</td>
<td>Dynamic Health Concepts</td>
<td>3</td>
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<tr>
<td>KINS 033</td>
<td>Introduction to Kinesiology and Physical Education</td>
<td>3</td>
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<tr>
<td>PED 031</td>
<td>Lifetime Physical Fitness &amp; Wellness</td>
<td>3</td>
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<tr>
<td>PED 033</td>
<td>Introduction to Kinesiology and Physical Education</td>
<td>3</td>
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<tr>
<td>PSYCH 020</td>
<td>Psychology of Stress Reduction</td>
<td>3</td>
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<td>PSYCH 025</td>
<td>Psychology of Women: Global Perspective</td>
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<td>PSYCH 060</td>
<td>Personal Growth and Adjustment</td>
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<td>PSYCH 092</td>
<td>Developmental Psychology</td>
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<tr>
<td>PSYCH 096</td>
<td>Marriage, Family, and Intimate Relationships</td>
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<td>PSYCH 100</td>
<td>Human Sexuality</td>
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<tr>
<td>SERV 002</td>
<td>Service-Learning: Personal and Career Development</td>
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**Physical Activity**

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<tr>
<td>ATH 058</td>
<td>Sports Conditioning for Competitive Athletes</td>
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<tr>
<td>ATH 064</td>
<td>Competitive Soccer</td>
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<tr>
<td>DANCE 010</td>
<td>Ballet, Beginning</td>
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<tr>
<td>DANCE 020</td>
<td>Jazz Dance, Beginning</td>
<td>1</td>
</tr>
<tr>
<td>DANCE 021</td>
<td>Jazz Dance, Intermediate</td>
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<tr>
<td>DANCE 021B</td>
<td>Jazz Dance, High-Intermediate</td>
<td>1</td>
</tr>
<tr>
<td>DANCE 022</td>
<td>Social Dance</td>
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<td>DANCE 022B</td>
<td>Intermediate Social Dance</td>
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<td>DANCE 022C</td>
<td>High-Intermediate Social Dance</td>
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<tr>
<td>DANCE 040</td>
<td>Tap Dance</td>
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<td>DANCE 050</td>
<td>Modern Dance, Beginning</td>
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<tr>
<td>DANCE 051</td>
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<td>DANCE 051B</td>
<td>Modern Dance, High-Intermediate</td>
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<tr>
<td>KINS 008A</td>
<td>Pickleball Beginning</td>
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<td>KINS 008B</td>
<td>Pickleball Intermediate</td>
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<td>KINS 008C</td>
<td>Pickleball Advanced</td>
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<td>KINS 009B</td>
<td>Badminton Intermediate</td>
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<td>KINS 009C</td>
<td>Badminton Advanced</td>
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<td>KINS 009D</td>
<td>Badminton Tournament Play</td>
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<td>KINS 012A</td>
<td>Beginning Basketball</td>
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<td>KINS 012D</td>
<td>Basketball Tournament Play</td>
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<td>KINS 029</td>
<td>Power Punch</td>
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<td>KINS 040A</td>
<td>Softball, Beginning</td>
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<td>KINS 040B</td>
<td>Softball Intermediate</td>
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<td>KINS 040C</td>
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<td>Softball Tournament Play</td>
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<td>KINS 047A</td>
<td>Tennis, Beginning</td>
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<td>KINS 047C</td>
<td>Tennis, Advanced</td>
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<td>KINS 051A</td>
<td>Table Tennis Beginning</td>
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<td>KINS 051B</td>
<td>Table Tennis Intermediate</td>
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<td>KINS 051C</td>
<td>Table Tennis Advanced</td>
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<td>KINS 052A</td>
<td>Beginning Volleyball</td>
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<td>KINS 052B</td>
<td>Intermediate Volleyball</td>
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<td>KINS 052C</td>
<td>Advanced Volleyball</td>
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<td>KINS 052D</td>
<td>Volleyball Tournament Play</td>
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<td>KINS 053A</td>
<td>Walk/Jog Beginning</td>
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<td>Jogging for Fitness</td>
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<td>Jogging for Fitness Intermediate</td>
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<td>KINS 054</td>
<td>Indoor Cycling</td>
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<tr>
<td>KINS 056A</td>
<td>Weight Training Beginning</td>
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<tr>
<td>KINS 056C</td>
<td>Weight Training Advanced</td>
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<td>KINS 060</td>
<td>Self-Defense</td>
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<td>KINS 067</td>
<td>Cardio Tai-Chi</td>
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<td>KINS 070A</td>
<td>Fitness Walking for Beginners</td>
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<td>KINS 080</td>
<td>Backpacking and Hiking</td>
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<td>KINS 081A</td>
<td>Canyoneering, Beginning</td>
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<tr>
<td>KINS 081B</td>
<td>Canyoneering, Intermediate</td>
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<td>KINS 081C</td>
<td>Canyoneering, Advanced</td>
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<td>KINS 081L</td>
<td>Canyoneering Lab</td>
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<td>KINS 082L</td>
<td>Hiking Death Valley</td>
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<td>KINS 087A</td>
<td>Hiking and Backpacking, Beginning</td>
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<td>KINS 087B</td>
<td>Hiking and Backpacking, Intermediate</td>
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<td>KINS 088A</td>
<td>Rock Climbing, Beginning</td>
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<td>KINS 088B</td>
<td>Rock Climbing, Intermediate</td>
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<td>KINS 088C</td>
<td>Rock Climbing 5.7</td>
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<td>Paddle Sports, Beginning</td>
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<td>KINS 089B</td>
<td>Paddle Sports, Intermediate</td>
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<td>KINS 095</td>
<td>Core Strength Conditioning</td>
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<td>KINS 096</td>
<td>Body Sculpting</td>
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<td>KINS 101A</td>
<td>Outdoor Cycling, Beginning</td>
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<td>KINS 120</td>
<td>Adventure Based Recreation Leadership</td>
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<tr>
<td>KINS 130A</td>
<td>Adventure Based Outdoor Recreation I</td>
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### Graduation Requirements

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<tr>
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<tr>
<td><strong>Major Coursework</strong></td>
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<tr>
<td>See major sheet or visit your counselor</td>
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<tr>
<td><strong>US History, Constitution, &amp; American Ideals</strong></td>
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<tr>
<td>Select one of the options listed in area D above</td>
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<tr>
<td><strong>Cultural Pluralism/Ethnic Studies</strong></td>
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<td>Select 3 units from the following:</td>
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<tr>
<td>ANTH 063</td>
<td>Introduction to Social and Cultural Anthropology</td>
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<td>ANTH 090</td>
<td>Introduction to Pre-Cuauhtemoc Mexico</td>
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<tr>
<td>COMS 035</td>
<td>Intercultural Communication</td>
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<tr>
<td>ENGL 032</td>
<td>Gender in Literature</td>
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<tr>
<td>ENGL 062</td>
<td>Asian/Asian-American Literature</td>
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<tr>
<td>ENGL 080</td>
<td>Mexican-American Literature</td>
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<tr>
<td>ENGL 082A</td>
<td>African-American Literature</td>
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<tr>
<td>ETH 010</td>
<td>Introduction to Ethnic Studies</td>
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<td>ETH 011</td>
<td>Ethnic Film: Reel Studies</td>
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<td>ETH 020</td>
<td>African American Culture</td>
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<td>ETH 030</td>
<td>Chicana/o Culture</td>
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<td>Sociology of the Chicana/o Experience</td>
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<td>ETH 040</td>
<td>Vietnamese American Culture and Experience</td>
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<td>Asian Pacific American (APA) Culture and Experience</td>
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<td>Women in American History</td>
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<td>HIST 021</td>
<td>African American History</td>
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<td>HIST 022</td>
<td>Mexican-American History</td>
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<td>PSYCH 025</td>
<td>Psychology of Women: Global Perspective</td>
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<tr>
<td>THEAT 025A</td>
<td>Theatres of Diversity: Chicano/Latino Theatre</td>
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<td>Course</td>
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<tr>
<td>WOMS 010</td>
<td>Introduction to Women's and Gender Studies</td>
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<tr>
<td>Physical Activity</td>
<td>Select 1 unit from area E list above</td>
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<tr>
<td>Math Competency</td>
<td>MATH 013 Intermediate Algebra</td>
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<td>or MATH 014 Geometry</td>
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<tr>
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<td>or equivalent math course (If an equivalent course is used to fulfill the competency requirement, a grade of &quot;C&quot; or better must be earned in that course)</td>
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<tr>
<td>Reading/Written Expression Competency</td>
<td>ENGL 001A English Composition</td>
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<td>GPA</td>
<td>Minimum 2.0</td>
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<tr>
<td>Residency requirement</td>
<td>12 units at EVC</td>
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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.

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<td>A1:</td>
<td><strong>Oral Communication</strong></td>
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<tr>
<td>COMS 010</td>
<td>Interpersonal Communication</td>
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<tr>
<td>COMS 020</td>
<td>Oral Communication</td>
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<tr>
<td>COMS 040</td>
<td>Introduction to Argumentation</td>
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<tr>
<td>COMS 045</td>
<td>Small Group Communication</td>
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<tr>
<td>A2:</td>
<td><strong>Written Communication</strong></td>
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<tr>
<td>ENGL 001A</td>
<td>English Composition</td>
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<td>A3:</td>
<td><strong>Critical Thinking</strong></td>
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<tr>
<td>COMS 040</td>
<td>Introduction to Argumentation</td>
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<td>ENGL 001C</td>
<td>Critical Thinking/Composition</td>
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<td>IDIS 060</td>
<td>Critical Thinking</td>
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<tr>
<td>PHIL 060</td>
<td>Logic and Critical Thinking</td>
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**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

Minimum 9 units.

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<td>B1:</td>
<td><strong>Physical Science</strong></td>
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<tr>
<td>ASTRO 010</td>
<td>Introduction to Astronomy</td>
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<tr>
<td>ASTRO 014</td>
<td>Solar System Astronomy</td>
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<tr>
<td>ASTRO 016</td>
<td>Stars, Galaxies, and the Origin of the Universe</td>
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<tr>
<td>CHEM 001A</td>
<td>General Chemistry</td>
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<td>CHEM 012A</td>
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<td>CHEM 012B</td>
<td>Organic Chemistry</td>
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<tr>
<td>CHEM 015</td>
<td>Fundamentals of Chemistry</td>
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<td>CHEM 030A</td>
<td>Introduction to Chemistry</td>
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<td>CHEM 030B</td>
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<tr>
<td>ENVIR 010</td>
<td>Environmental Science</td>
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<tr>
<td>GEOG 010</td>
<td>Introduction to Physical Geography</td>
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<td>OCEAN 010</td>
<td>Descriptive Oceanography</td>
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<td>PHYS 001</td>
<td>Introductory Physics</td>
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<td>PHYS 002A</td>
<td>Algebra/Trigonometry-Based Physics I</td>
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**B3: Laboratory Activity**

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**CHEM 001A** General Chemistry 5

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**B4: Mathematics/Quantitative Reasoning**

(with a “C” grade or better)

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<td>Finite Mathematics</td>
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<td>Calculus for Business and Social Science</td>
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<td>Elementary Statistics</td>
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<td>MATH 072</td>
<td>Calculus II With Analytic Geometry</td>
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<td>MATH 073</td>
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MATH 078  Differential Equations 4
MATH 079  Linear Algebra 3

1  ASTRO 010L will be acceptable only if student has completed ASTRO 010, ASTRO 014 or ASTRO 016 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.

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<td>Art Appreciation</td>
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<td>Survey of Art History: Renaissance to the Present</td>
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<td>History of Modern Art</td>
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<td>Music History and Literature II</td>
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<td>Music Appreciation: Western Civilization</td>
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<td>Music Appreciation: American Musical Theater</td>
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<td>Music Appreciation: Jazz</td>
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<td>Introduction to Film</td>
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### General Education Requirements for Associate in Arts

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### AREA D: Social Sciences

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

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<td>Personal Growth and Adjustment</td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 092</td>
<td>Developmental Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 096</td>
<td>Marriage, Family, and Intimate Relationships</td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 099</td>
<td>Abnormal Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 100</td>
<td>Human Sexuality</td>
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<tr>
<td>SERV 001</td>
<td>Introduction to Community Service- Learning</td>
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</tr>
<tr>
<td>SOC 010</td>
<td>Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 011</td>
<td>Social Problems</td>
<td>3</td>
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<tr>
<td>WOMS 010</td>
<td>Introduction to Women's and Gender Studies</td>
<td>3</td>
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</tbody>
</table>

**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. Select one of the following options:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
</table>
| Option 1
| HIST 017A  | History of the United States (US-1,2)      | 3     |
| HIST 017B  | History of the United States (US-1,3)      | 3     |
| Option 2
| HIST 001   | Survey of American History (US-1)          | 3     |
| POLSC 001  | Politics and Government In America (US-2,3)| 3     |
| Option 3
| HIST 014   | Women in American History (US-1)            | 3     |
| POLSC 001  | Politics and Government In America (US-2,3)| 3     |
| Option 4   |                                             |       |
HIST 021 African American History (US-1) 3
POLSC 001 Politics and Government In America (US-2,3) 3

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

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

<table>
<thead>
<tr>
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<td>COUNS 013</td>
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<td>3</td>
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<td>COUNS 014</td>
<td>College Success</td>
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<tr>
<td>FCS 019</td>
<td>Nutrition</td>
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<td>FCS 050</td>
<td>Life Management</td>
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<tr>
<td>FCS 070</td>
<td>Child Development</td>
<td>3</td>
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<tr>
<td>HED 011</td>
<td>Dynamic Health Concepts</td>
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<tr>
<td>KINS 033</td>
<td>Introduction to Kinesiology and Physical Education</td>
<td>3</td>
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<tr>
<td>PED 031</td>
<td>Lifetime Physical Fitness &amp; Wellness</td>
<td>3</td>
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<tr>
<td>PED 033</td>
<td>Introduction to Kinesiology and Physical Education</td>
<td>3</td>
</tr>
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<td>PSYCH 020</td>
<td>Psychology of Stress Reduction</td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 025</td>
<td>Psychology of Women: Global Perspective</td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 060</td>
<td>Personal Growth and Adjustment</td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 092</td>
<td>Developmental Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 096</td>
<td>Marriage, Family, and Intimate Relationships</td>
<td>3</td>
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<td>PSYCH 100</td>
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<td>3</td>
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<tr>
<td>SERV 002</td>
<td>Service-Learning: Personal and Career Development</td>
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**Physical Activity**

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<tbody>
<tr>
<td>ATH 058</td>
<td>Sports Conditioning for Competitive Athletes</td>
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</tr>
<tr>
<td>ATH 064</td>
<td>Competitive Soccer</td>
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<td>DANCE 010</td>
<td>Ballet, Beginning</td>
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<tr>
<td>DANCE 020</td>
<td>Jazz Dance, Beginning</td>
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</tr>
<tr>
<td>DANCE 021</td>
<td>Jazz Dance, Intermediate</td>
<td>1</td>
</tr>
<tr>
<td>DANCE 021B</td>
<td>Jazz Dance, High-Intermediate</td>
<td>1</td>
</tr>
<tr>
<td>DANCE 022</td>
<td>Social Dance</td>
<td>1</td>
</tr>
<tr>
<td>DANCE 022B</td>
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<tr>
<td>DANCE 022C</td>
<td>High-Intermediate Social Dance</td>
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<td>DANCE 040</td>
<td>Tap Dance</td>
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<td>DANCE 050</td>
<td>Modern Dance, Beginning</td>
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<tr>
<td>DANCE 051</td>
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<td>Pickleball Beginning</td>
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<td>Pickleball Intermediate</td>
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<td>KINS 008C</td>
<td>Pickleball Advanced</td>
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<td>KINS 009B</td>
<td>Badminton Intermediate</td>
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<td>KINS 009C</td>
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<td>KINS 009D</td>
<td>Badminton Tournament Play</td>
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<tr>
<td>KINS 012A</td>
<td>Beginning Basketball</td>
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</tr>
<tr>
<td>KINS 012D</td>
<td>Basketball Tournament Play</td>
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</tr>
<tr>
<td>KINS 029</td>
<td>Power Punch</td>
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<td>KINS 040A</td>
<td>Softball, Beginning</td>
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<tr>
<td>KINS 040B</td>
<td>Softball Intermediate</td>
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<tr>
<td>KINS 040C</td>
<td>Softball Advanced</td>
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<tr>
<td>KINS 040D</td>
<td>Softball Tournament Play</td>
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<tr>
<td>KINS 047A</td>
<td>Tennis, Beginning</td>
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<td>KINS 047B</td>
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<td>KINS 047C</td>
<td>Tennis, Advanced</td>
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## Graduation Requirements

<table>
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<tr>
<th>Code</th>
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<tr>
<td></td>
<td><strong>Major Coursework</strong></td>
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</tr>
<tr>
<td></td>
<td>See major sheet or visit your counselor</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>US History, Constitution, &amp; American Ideals</strong></td>
<td></td>
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<tr>
<td></td>
<td>Select one of the options listed in area D above</td>
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<tr>
<td></td>
<td><strong>Cultural Pluralism/Ethnic Studies</strong></td>
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</table>
### General Education Requirements for Associate in Arts

Select one of the following:

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<tr>
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<th>Course Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>ANTH 063</td>
<td>Introduction to Social and Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ANTH 090</td>
<td>Introduction to Pre-Cuauhtemoc Mexico</td>
<td>3</td>
</tr>
<tr>
<td>COMS 035</td>
<td>Intercultural Communication</td>
<td>3</td>
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<tr>
<td>ENGL 032</td>
<td>Gender in Literature</td>
<td>3</td>
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<tr>
<td>ENGL 062</td>
<td>Asian/Asian-American Literature</td>
<td>3</td>
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<tr>
<td>ENGL 080</td>
<td>Mexican-American Literature</td>
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<tr>
<td>ENGL 082A</td>
<td>African-American Literature</td>
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<tr>
<td>ETH 010</td>
<td>Introduction to Ethnic Studies</td>
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<tr>
<td>ETH 011</td>
<td>Ethnic Film: Reel Studies</td>
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</tr>
<tr>
<td>ETH 020</td>
<td>African American Culture</td>
<td>3</td>
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<tr>
<td>ETH 030</td>
<td>Chicana/o Culture</td>
<td>3</td>
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<tr>
<td>ETH 035</td>
<td>Sociology of the Chicana/o Experience</td>
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<tr>
<td>ETH 040</td>
<td>Vietnamese American Culture and Experience</td>
<td>3</td>
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<tr>
<td>ETH 042</td>
<td>Asian Pacific American (APA) Culture and Experience</td>
<td>3</td>
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<tr>
<td>HIST 014</td>
<td>Women in American History</td>
<td>3</td>
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<tr>
<td>HIST 021</td>
<td>African American History</td>
<td>3</td>
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<tr>
<td>HIST 022</td>
<td>Mexican-American History</td>
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<td>PSYCH 025</td>
<td>Psychology of Women: Global Perspective</td>
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<tr>
<td>THEAT 025A</td>
<td>Theatres of Diversity: Chicano/Latino Theatre</td>
<td>3</td>
</tr>
<tr>
<td>WOMS 010</td>
<td>Introduction to Women’s and Gender Studies</td>
<td>3</td>
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</tbody>
</table>

**Physical Activity**
See Area E list above

**Math Competency**
College level math with a prerequisite of intermediate algebra

**Reading/Written Expression Competency**

<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Units</th>
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</thead>
<tbody>
<tr>
<td>ENGL 001A</td>
<td>English Composition</td>
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</table>

**GPA**
Minimum 2.0

**Residency Requirement**
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

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

**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

<table>
<thead>
<tr>
<th>Code</th>
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<th>Units</th>
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<tbody>
<tr>
<td>B1: Physical Science</td>
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<tr>
<td>ASTRO 010</td>
<td>Introduction to Astronomy</td>
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<tr>
<td>ASTRO 014</td>
<td>Solar System Astronomy</td>
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<tr>
<td>ASTRO 016</td>
<td>Stars, Galaxies, and the Origin of the Universe</td>
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<td>5</td>
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<tr>
<td>CHEM 012A</td>
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<tr>
<td>CHEM 012B</td>
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<td>CHEM 015</td>
<td>Fundamentals of Chemistry</td>
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<td>CHEM 030A</td>
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<tr>
<td>ENVIR 010</td>
<td>Environmental Science</td>
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<tr>
<td>GEOG 010</td>
<td>Introduction to Physical Geography</td>
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<td>OCEAN 010</td>
<td>Descriptive Oceanography</td>
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<tr>
<td>PHYS 002A</td>
<td>Algebra/Trigonometry-Based Physics I</td>
<td>4</td>
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<tr>
<td>PHYS 002B</td>
<td>Algebra/Trigonometry-Based Physics II</td>
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<td>PHYS 004A</td>
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<tr>
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<td>Energy Systems and Sustainability</td>
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**B2: Life Science**

<table>
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<tbody>
<tr>
<td>ANTH 062</td>
<td>Introduction to Physical Anthropology</td>
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<td>BIOL 004A</td>
<td>General Principles and Cell Biology</td>
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</tr>
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<td>BIOL 004B</td>
<td>Organismal Biology and Biodiversity</td>
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</tr>
<tr>
<td>BIOL 020</td>
<td>Human Biology</td>
<td>4</td>
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<td>BIOL 021</td>
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<td>Course Code</td>
<td>Course Title</td>
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<td>BIOL 061</td>
<td>Human Heredity</td>
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<td>BIOL 062</td>
<td>Plants and Human Welfare</td>
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<tr>
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<tr>
<td>BIOL 064</td>
<td>Marine Biology</td>
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<td>BIOL 065</td>
<td>Wildlife Biology</td>
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<td>BIOL 071</td>
<td>Human Anatomy</td>
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<tr>
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**B3: Laboratory Activity**

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<tr>
<td>BIOL 004A</td>
<td>General Principles and Cell Biology</td>
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<tr>
<td>BIOL 004B</td>
<td>Organismal Biology and Biodiversity</td>
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<td>BIOL 021</td>
<td>General Biology</td>
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<td>BIOL 064</td>
<td>Marine Biology</td>
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<tr>
<td>PHYSC 012</td>
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**B4: Mathematics/Quantitative Reasoning**

(with a "C" grade or better)

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<tr>
<td>MATH 021</td>
<td>Precalculus Algebra</td>
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<td>MATH 061</td>
<td>Finite Mathematics</td>
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<td>Calculus for Business and Social Science</td>
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<td>MATH 078</td>
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<td>MATH 079</td>
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ASTRO 010L will be acceptable only if student has completed ASTRO 010, ASTRO 014 or ASTRO 016 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

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<tr>
<td>ART 090</td>
<td>Art Appreciation</td>
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<tr>
<td>ART 091</td>
<td>Survey of Art History: Prehistoric Through Gothic</td>
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<td>ART 092</td>
<td>Survey of Art History: Renaissance to the Present</td>
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<tr>
<td>ART 093</td>
<td>History of Modern Art</td>
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<td>ART 096</td>
<td>History of Asian Art</td>
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<td>DANCE 002</td>
<td>Dance Appreciation</td>
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<td>Ethnic Film: Reel Studies</td>
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<td>Music History and Literature I</td>
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<td>Music History and Literature II</td>
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<td>Music Appreciation: Western Civilization</td>
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<td>Music Appreciation: American Musical Theater</td>
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<td>MUSIC 095</td>
<td>Music Appreciation: Jazz</td>
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<td>Introductory Music</td>
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<td>Theatres of Diversity: Chicano/Latino Theatre</td>
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<td>Introduction to Poetry</td>
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<td>ENGL 028</td>
<td>Introduction to World Mythology</td>
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<td>ENGL 032</td>
<td>Gender in Literature</td>
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<td>Children's/Adolescent Literature</td>
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<td>Asian/Asian-American Literature</td>
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<td>Introduction to Shakespeare</td>
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<td>Introduction to Philosophy: Metaphysics And Epistemology</td>
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<td>Introduction to Ethics</td>
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<td>PHIL 070</td>
<td>Comparative Religions</td>
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<td>SL 001A</td>
<td>Introduction to American Sign Language</td>
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### CSU General Education Requirements

**AREA D: Social Sciences**

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

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<td>AJ 014</td>
<td>Contemporary Police Issues</td>
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<td>AJ 019</td>
<td>Law Enforcement in Multicultural Communities</td>
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<td>AJ 123</td>
<td>Women and the Criminal Justice System</td>
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<td>ANTH 062</td>
<td>Introduction to Physical Anthropology</td>
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<td>Introduction to Social and Cultural Anthropology</td>
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<td>ANTH 090</td>
<td>Introduction to Pre-Cuauhtemoc Mexico</td>
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<td>COMS 035</td>
<td>Intercultural Communication</td>
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<td>Principles of Macroeconomic Theory</td>
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<td>Introduction to Microeconomic Theory</td>
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<td>Chica/o/a Culture</td>
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<td>World History to 1500</td>
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<td>World History From 1500</td>
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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

Journalism
JOURN 010 Mass Media and Communications 3

Political Science
POLSC 001 Politics and Government In America 3

Psychology
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

Service Learning
SERV 001 Introduction to Community Service-Learning 1

Sociology
SOC 010 Introduction to Sociology 3
SOC 011 Social Problems 3

Women's Studies
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. Select one of the following options:

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<td>History of the United States (US-1,2)</td>
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<td>History of the United States (US-1,3)</td>
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<td>HIST 001</td>
<td>Survey of American History (US-1)</td>
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<tr>
<td>POLSC 001</td>
<td>Politics and Government In America (US-2,3)</td>
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<td>HIST 014</td>
<td>Women in American History (US-1)</td>
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<td>POLSC 001</td>
<td>Politics and Government In America (US-2,3)</td>
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<td>HIST 021</td>
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<tr>
<td>POLSC 001</td>
<td>Politics and Government In America (US-2,3)</td>
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### AREA E: Lifelong Learning and Self-Development

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

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<td>COUNS 014</td>
<td>College Success</td>
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<td>FCS 019</td>
<td>Nutrition</td>
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<td>FCS 050</td>
<td>Life Management</td>
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<td>FCS 070</td>
<td>Child Development</td>
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<td>HED 011</td>
<td>Dynamic Health Concepts</td>
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<td>KINS 033</td>
<td>Introduction to Kinesiology and Physical Education</td>
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<td>PED 031</td>
<td>Lifetime Physical Fitness &amp; Wellness</td>
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<td>Introduction to Kinesiology and Physical Education</td>
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<td>PSYCH 020</td>
<td>Psychology of Stress Reduction</td>
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<td>PSYCH 025</td>
<td>Psychology of Women: Global Perspective</td>
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<td>PSYCH 060</td>
<td>Personal Growth and Adjustment</td>
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<td>Developmental Psychology</td>
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<td>Marriage, Family, and Intimate Relationships</td>
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<td>Human Sexuality</td>
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<td>SERV 002</td>
<td>Service-Learning: Personal and Career Development</td>
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#### Physical Activity

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<td>ATH 064</td>
<td>Competitive Soccer</td>
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<td>Jazz Dance, High-Intermediate</td>
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<tr>
<td>DANCE 022</td>
<td>Social Dance</td>
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<td>Basketball Tournament Play</td>
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<td>Weight Training Beginning</td>
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<td>Fitness Walking for Beginners</td>
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<td>Backpacking and Hiking</td>
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<td>Canyoneering Lab</td>
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<td>Hiking Death Valley</td>
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<td>Hiking and Backpacking, Beginning</td>
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<td>Rock Climbing 5.7</td>
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<td>PED 023</td>
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<td>PED 039D</td>
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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

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<td>1A: English Composition</td>
<td>ENGL 001A: English Composition</td>
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<tr>
<td>1B: Critical Thinking/English Composition</td>
<td>ENGL 001C: Critical Thinking/Composition</td>
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<tr>
<td>1C: Oral Communication (CSU requirement only)</td>
<td>COMS 010: Interpersonal Communication</td>
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<td></td>
<td>COMS 020: Oral Communication</td>
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<tr>
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<td>COMS 040: Introduction to Argumentation</td>
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<td>COMS 045: Small Group Communication</td>
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**AREA 2: Mathematical Concepts and Quantitative Reasoning**

Minimum 3 units.

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<td>MATH 025: Precalculus Algebra and Trigonometry</td>
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<td>MATH 051: Mathematics for General Education</td>
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<td>MATH 061: Finite Mathematics</td>
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<td></td>
<td>MATH 062: Calculus for Business and Social Science</td>
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<td>MATH 063: Elementary Statistics</td>
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<td></td>
<td>MATH 071: Calculus I With Analytic Geometry</td>
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<td>MATH 072: Calculus II With Analytic Geometry</td>
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<td></td>
<td>MATH 073: Multivariable Calculus</td>
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<td>MATH 078: Differential Equations</td>
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<td>MATH 079: Linear Algebra</td>
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**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

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<td>ART 090: Art Appreciation</td>
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<tr>
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<td>ART 091: Survey of Art History: Prehistoric Through Gothic</td>
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<td>ART 092: Survey of Art History: Renaissance to the Present</td>
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<tr>
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<td>ART 093: History of Modern Art</td>
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<td>ART 096: History of Asian Art</td>
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<td></td>
<td>DANCE 002: Dance Appreciation</td>
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<td></td>
<td>ETH 011: Ethnic Film: Reel Studies</td>
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<tr>
<td></td>
<td>MUSIC 008A: Music History and Literature I</td>
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<td></td>
<td>MUSIC 008B: Music History and Literature II</td>
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<td></td>
<td>MUSIC 091: Music Appreciation: Western Civilization</td>
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</tbody>
</table>
### MUSIC 092
Music Appreciation: American Musical Theater

### MUSIC 093
Introduction to Film Music

### MUSIC 095
Music Appreciation: Jazz

### THEAT 020
Introduction to Theatre Arts

### THEAT 025A
Theatres of Diversity: Chicano/Latino Theatre

### THEAT 040
Introduction to Film

### THEAT 045
Shakespeare on Film

### 3B: Humanities

**ENGL 001B**
English Composition

**ENGL 021**
Introduction to Poetry

**ENGL 028**
Introduction to World Mythology

**ENGL 032**
Gender in Literature

**ENGL 052**
Children's/Adolescent Literature

**ENGL 062**
Asian/Asian-American Literature

**ENGL 073**
Introduction to Shakespeare

**ENGL 080**
Mexican-American Literature

**ENGL 082A**
African-American Literature

**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

**ETH 010**
Introduction to Ethnic Studies

**ETH 020**
African American Culture

**ETH 030**
Chicana/o Culture

**FREN 001B**
Elementary French

**HIST 010A**
Development of Western Culture I

**HIST 010B**
Development of Western Culture II

**HUMNT 002**
Introduction to World Literature

**PHIL 010**
Introduction to Philosophy: Metaphysics And Epistemology

**PHIL 065**
Introduction to Ethics

**PHIL 070**
Comparative Religions

**SPAN 002A**
Intermediate Spanish

**SPAN 002B**
Intensive Intermediate Spanish

**SPAN 020A**
Spanish for Spanish Speakers

**SPAN 020B**
Spanish for Spanish Speakers

### AREA 4: Social and Behavioral Science

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

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<td>Law Enforcement in Multicultural Communities</td>
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<tr>
<td><strong>Anthropology</strong></td>
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<tr>
<td>ANTH 063</td>
<td>Introduction to Social and Cultural Anthropology</td>
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<tr>
<td>ANTH 090</td>
<td>Introduction to Pre-Cuauhtemoc Mexico</td>
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<tr>
<td><strong>Communication Studies</strong></td>
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<td>COMS 035</td>
<td>Intercultural Communication</td>
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<td><strong>Economics</strong></td>
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<td>ECON 010A</td>
<td>Principles of Macroeconomic Theory</td>
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<td>ECON 010B</td>
<td>Introduction to Microeconomic Theory</td>
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<td>Introduction to Global Economics</td>
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<td><strong>Engineering</strong></td>
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<td>ENGR 001</td>
<td>Technology and Society</td>
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<td>Introduction to Ethnic Studies</td>
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<td>Ethnic Film: Reel Studies</td>
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<td>African American Culture</td>
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<td>Chicana/o Culture</td>
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<td>Sociology of the Chicana/o Experience</td>
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<td>Vietnamese American Culture and Experience</td>
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<td>ETH 042</td>
<td>Asian Pacific American (APA) Culture and Experience</td>
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<td>Survey of American History</td>
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<td>World History to 1500</td>
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<td>World History From 1500</td>
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<td>Development of Western Culture I</td>
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<td>East Asian History</td>
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<td>HIST 014</td>
<td>Women in American History</td>
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<td>HIST 015</td>
<td>South Asian History Since 1947</td>
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<td>Politics and Government In America</td>
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<td>Introduction to Research Methods</td>
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<td>Psychology of Women: Global Perspective</td>
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<td>Introduction to Cross-Cultural Psychology</td>
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<td>Personal Growth and Adjustment</td>
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<td>Introduction to Women's and Gender Studies</td>
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**U.S. History, Constitution & American Ideals**


These courses may also be used to satisfy 6 units in area 4.

Select one of the following options:
## 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

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<td>ASTRO 014</td>
<td>Solar System Astronomy</td>
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<td>Stars, Galaxies, and the Origin of the Universe</td>
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<td>Fundamentals of Chemistry</td>
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<td>BIOL 004A</td>
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<td>Fundamentals of Chemistry</td>
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<td>Introduction to Chemistry</td>
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<td>Environmental Science</td>
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</table>

1 ENVIR 010 may be certified in either Physical or Biological Science, but may only be certified once.
2 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.

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<tr>
<th>Code</th>
<th>Title</th>
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<tr>
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<td>FREN 001B</td>
<td>Elementary French</td>
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<td>Intermediate American Sign Language</td>
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</tr>
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<td>SPAN 002A</td>
<td>Intermediate Spanish</td>
<td>5</td>
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<tr>
<td>SPAN 002B</td>
<td>Intensive Intermediate Spanish</td>
<td>5</td>
</tr>
<tr>
<td>SPAN 020A</td>
<td>Spanish for Spanish Speakers</td>
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</tr>
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<td>SPAN 020B</td>
<td>Spanish for Spanish Speakers</td>
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<tr>
<td>VIET 001B</td>
<td>Elementary Vietnamese</td>
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</table>
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:

<table>
<thead>
<tr>
<th>Semester</th>
<th>Dates</th>
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</thead>
<tbody>
<tr>
<td>Fall</td>
<td>October 1 - Nov 30</td>
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<tr>
<td>Winter</td>
<td>June 1 - 30</td>
</tr>
<tr>
<td>Spring</td>
<td>August 1 - 31</td>
</tr>
<tr>
<td>Summer</td>
<td>February 1-28</td>
</tr>
</tbody>
</table>

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

- www.calstat.edu
- 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.

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:
**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 – 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 complete 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 complete with a grade of C or better.

**Priority Application filing Dates for UC**

<table>
<thead>
<tr>
<th>Term</th>
<th>Application Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall</td>
<td>November 1 - 30</td>
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<tr>
<td>Winter</td>
<td>July 1 - 31</td>
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<tr>
<td>Spring</td>
<td>October 1 - 31</td>
</tr>
</tbody>
</table>

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)

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**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).

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**For more information please visit the website at www.evc.edu**
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 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, 2017. For a regularly updated list, please go to the ASSIST database at www.assist.org. This list will be updated regularly as courses receive approval for C-ID designation.

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• General Studies with Emphasis in Women and Gender Studies - Associate in Arts (p. 108)

H
• History - Associate in Arts for Transfer (p. 90)

L
• Liberal Studies with Emphasis in Elementary Teacher Preparation - Associate in Arts (p. 84)

M
• Mathematics - Associate in Science for Transfer (p. 93)
• Medical Assistant - Front Office - Certificate of Achievement (p. 80)
• Music - Associate in Arts for Transfer (p. 93)

N
• Nursing - Associate in Science (p. 102)

P
• Paralegal Studies - Associate in Arts (p. 91)
• Paralegal Studies - Associate in Science (p. 91)
• Paralegal Studies - Certificate of Achievement (p. 92)
• Patient Community Navigator - Certificate of Specialization (p. 80)
• Physics - Associate in Science for Transfer (p. 104)
• Programming in C++ - Certificate of Specialization (p. 84)
• Programming in JAVA - Certificate of Specialization (p. 84)
• Psychology - Associate in Arts (p. 105)
• Psychology - Associate in Arts for Transfer (p. 105)

R
• Robotics - Certificate of Specialization (p. 87)

S
• Small Metal Arts - Certificate of Specialization (p. 70)
• Surveying and Geomatics - Associate in Arts (p. 107)
• Surveying and Geomatics - Associate in Science (p. 107)
• Surveying and Geomatics - Certificate of Achievement (p. 108)

T
• Translation and Interpretation - Certificate of Achievement (p. 90)
Accounting

Associate Degree
- Accounting – Associate in Science (p. 66)

Certificate
- Accounting – Certificate of Achievement (p. 66)

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 payroll and tax accounting to identify and record economic events.
- Create and analyze financial statements, and communicate results to end users.

Major Requirements

<table>
<thead>
<tr>
<th>Code</th>
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<tbody>
<tr>
<td>ACCTG 001A</td>
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<td>QuickBooks</td>
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<td>Cost Accounting</td>
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<td>ACCTG 097</td>
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<td>BIS 102</td>
<td>Microsoft Excel</td>
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Total Requirements

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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.

Administration of Justice

Associate Degrees
- Administration of Justice - Associate in Arts (p. 66)
- Administration of Justice - Associate in Science (p. 67)
- Administration of Justice - Associate In Science for Transfer (p. 68)

Administration of Justice - Associate in Arts

The Administration of Justice program offers an Associate Degree intended to academically prepare students for the skills necessary to work in the criminal justice field, in both public and private sectors. The program focuses on development of essential program dimensions of: effective communication, critical inquiry, information literacy, social and cultural awareness, and ethical intelligence. The Administration of Justice degree will benefit students who desire to enter the workforce, continue with career technical training, or transfer to a four year institution to continue academic pursuits. 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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>AJ 010</td>
<td>Introduction to Administration Of Justice</td>
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<tr>
<td>AJ 011</td>
<td>Criminal Law</td>
<td>3</td>
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<tr>
<td>AJ 013</td>
<td>Criminal Procedures</td>
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</tr>
<tr>
<td>AJ 014</td>
<td>Contemporary Police Issues</td>
<td>3</td>
</tr>
<tr>
<td>AJ 015</td>
<td>Introduction to Criminal Investigation</td>
<td>3</td>
</tr>
</tbody>
</table>

Major Electives

Select 5 units from the following:

- 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 the Criminal Justice System
- 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

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<th>Title</th>
<th>Units</th>
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<tbody>
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Administration of Justice - Associate in Science

The Administration of Justice program offers an Associate Degree intended to academically prepare students for the skills necessary to work in the criminal justice field, in both public and private sectors. The program focuses on development of essential program dimensions of: effective communication, critical inquiry, information literacy, social and cultural awareness, and ethical intelligence. The Administration of Justice degree will benefit students who desire to enter the workforce, continue with career technical training, or transfer to a four year institution to continue academic pursuits. 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

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<thead>
<tr>
<th>Code</th>
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<tr>
<td>AJ 010</td>
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<td>Criminal Procedures</td>
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<td>AJ 014</td>
<td>Contemporary Police Issues</td>
<td>3</td>
</tr>
<tr>
<td>AJ 015</td>
<td>Introduction to Criminal Investigation</td>
<td>3</td>
</tr>
</tbody>
</table>

Major Electives

Select 20 units from the following:

- 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 the Criminal Justice System
- 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) OR
California Peace Officer Standards and Training College - Accredited Regular Basic Police Academy or Regular Basic Police Academy Modular Course

Administered 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

<table>
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<tr>
<th>Code</th>
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<tbody>
<tr>
<td>AJ 010</td>
<td>Introduction to Administration Of Justice</td>
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<tr>
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<td>AJ 013</td>
<td>Criminal Procedures</td>
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<tr>
<td>AJ 015</td>
<td>Introduction to Criminal Investigation</td>
<td>3</td>
</tr>
<tr>
<td>AJ 019</td>
<td>Law Enforcement in Multicultural Communities</td>
<td>3</td>
</tr>
<tr>
<td>AJ 111</td>
<td>Juvenile Law and Procedures</td>
<td>3</td>
</tr>
<tr>
<td>AJ 112</td>
<td>Introduction to Evidence</td>
<td>3</td>
</tr>
<tr>
<td>AJ 115</td>
<td>Introduction to Forensic Science</td>
<td>3</td>
</tr>
<tr>
<td>AJ 116</td>
<td>Introduction to Corrections</td>
<td>3</td>
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</table>

List A: Select two of the following:

- 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

<table>
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<td>Transferable Electives (as needed to reach 60 units)</td>
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<td>CSU GE-B or IGETC for CSU</td>
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<td>Total Units</td>
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</table>

1 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

Associate Degrees

- Art - Design Emphasis - Associate in Science (p. 68)
- Art - Studio Practice 2D - Associate in Science (p. 69)

Certificate

- Art - Small Metal Arts - Certificate of Specialization (p. 70)

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

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<tr>
<th>Code</th>
<th>Title</th>
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<tr>
<td>ART 012</td>
<td>Two Dimensional Design</td>
<td>3</td>
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<tr>
<td>ART 013</td>
<td>Three Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 014</td>
<td>Color Theory</td>
<td>3</td>
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<tr>
<td>ART 024</td>
<td>Beginning Drawing</td>
<td>3</td>
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<tr>
<td>ART 035</td>
<td>Graphic Design I</td>
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<tr>
<td>ART 039</td>
<td>Introduction to Digital Video</td>
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<tr>
<td>ART 055A</td>
<td>Life Drawing I</td>
<td>3</td>
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<tr>
<td>ART 060</td>
<td>Beginning Painting I</td>
<td>3</td>
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<tr>
<td>ART 076A</td>
<td>Art and Design Portfolio Preparation</td>
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<tr>
<td>ART 091</td>
<td>Survey of Art History: Prehistoric Through Gothic</td>
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<td>ART 092</td>
<td>Survey of Art History: Renaissance to the Present</td>
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Major Electives

Select 6 units from the following:

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<td>Expressive Drawing</td>
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<td>ART 026A</td>
<td>Representational Drawing</td>
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<tr>
<td>ART 041</td>
<td>Digital Filmmaking: Camera Techniques, Lighting and Sound</td>
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<tr>
<td>ART 055B</td>
<td>Life Drawing II</td>
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<td>ART 061</td>
<td>Beginning Painting II</td>
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Total Requirements

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</table>

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.
- 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 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

<table>
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<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ART 012</td>
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<td>Three Dimensional Design</td>
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<td>Color Theory</td>
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<td>ART 024</td>
<td>Beginning Drawing</td>
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<td>Digital Filmmaking: Camera Techniques, Lighting and Sound</td>
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<td>ART 055A</td>
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<td>Art and Design Portfolio Preparation</td>
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<tr>
<td>ART 091</td>
<td>Survey of Art History: Prehistoric Through Gothic</td>
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</table>
**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.

**Automotive Technology**

**Associate Degrees**

- Auto - Drivetrain and Chassis - Associate in Science (p. 71)
- Auto - Electrical-Engine Performance - Associate in Science (p. 72)

**Certificates**

- Advanced Automotive Training - Certificate of Achievement (p. 70)
- American Honda - Certificate of Achievement (p. 71)
- Auto - Drivetrain and Chassis - Certificate of Achievement (p. 72)
- Auto - Electrical-Engine Performance - Certificate of Achievement (p. 72)
- Automotive Technology Basic Skills Entry Level Employment - Certificate of Achievement (p. 73)
- Automotive Technology Smog Specialist - Certificate of Achievement (p. 73)

**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.

**Code** | **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 | 1
AUTO 170 | Electrical Systems | 3
American Honda - Certificate of Achievement

This certificate certifies successful completion of American Honda/EVC training for employment preparation. Students must complete each course with a grade of “C” or better to be awarded the Certificate in Automotive Technology.

Note: In order for participating students to receive this certificate, American Honda requires that all program requirements be met. Please contact David Ames at (408) 274-7900 ext. 6555 for further information.

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.

<table>
<thead>
<tr>
<th>Code</th>
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<tbody>
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<td>2</td>
</tr>
<tr>
<td>AUTO 105</td>
<td>Suspension, Steering, and Alignment</td>
<td>3</td>
</tr>
<tr>
<td>AUTO 106</td>
<td>Automotive Brake Systems</td>
<td>2</td>
</tr>
<tr>
<td>AUTO 107</td>
<td>Valve Train</td>
<td>2</td>
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<tr>
<td>AUTO 108</td>
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<td>2</td>
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<tr>
<td>AUTO 118</td>
<td>Fuel Systems/Emission Controls</td>
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<tr>
<td>AUTO 119</td>
<td>Introduction to Engine Performance</td>
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<tr>
<td>AUTO 120</td>
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<tr>
<td>AUTO 121</td>
<td>Manual Transmission and Drivetrain Systems</td>
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<tr>
<td>AUTO 122</td>
<td>Advanced Electrical Systems</td>
<td>3</td>
</tr>
<tr>
<td>AUTO 125</td>
<td>Automotive Electronics</td>
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<td>AUTO 127</td>
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<td>AUTO 129</td>
<td>DSO, GDMM, Scan Tool Diagnosis</td>
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<td>AUTO 132</td>
<td>Individualized Skills Training Lab</td>
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<td>AUTO 141</td>
<td>Clean Air Car Course ¹</td>
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<td>AUTO 171</td>
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</tr>
<tr>
<td>AUTO 172</td>
<td>Chassis and Drivetrain Systems</td>
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</tbody>
</table>

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

<table>
<thead>
<tr>
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<th>Units</th>
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<tbody>
<tr>
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<td>AUTO 103</td>
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<td>AUTO 105</td>
<td>Suspension, Steering, and Alignment</td>
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<td>AUTO 106</td>
<td>Automotive Brake Systems</td>
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<td>AUTO 135</td>
<td>Air Conditioning Systems</td>
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<td>AUTO 172</td>
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Total Requirements

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<thead>
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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.

<table>
<thead>
<tr>
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<td>AUTO 102</td>
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<td>Light Line Technician</td>
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<td>AUTO 105</td>
<td>Suspension, Steering, and Alignment</td>
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<td>AUTO 106</td>
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<td>AUTO 119</td>
<td>Introduction to Engine Performance</td>
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<tr>
<td>AUTO 120</td>
<td>Automatic Transmission Systems</td>
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</tr>
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<td>AUTO 121</td>
<td>Manual Transmission and Drivetrain Systems</td>
<td>2</td>
</tr>
<tr>
<td>AUTO 135</td>
<td>Air Conditioning Systems</td>
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<td>AUTO 171</td>
<td>Engine Systems</td>
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<td>AUTO 172</td>
<td>Chassis and Drivetrain Systems</td>
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<tr>
<td>AUTO 173</td>
<td>Automotive Service Operations</td>
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<td>AUTO 174</td>
<td>Body &amp; Chassis Electronics</td>
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</table>

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 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.

Major Requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
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<td>AUTO 102</td>
<td>Automotive Systems</td>
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<tr>
<td>AUTO 103</td>
<td>Light Line Technician</td>
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</tr>
<tr>
<td>AUTO 118</td>
<td>Fuel Systems/Emission Controls</td>
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<td>AUTO 119</td>
<td>Introduction to Engine Performance</td>
<td>2.5</td>
</tr>
<tr>
<td>AUTO 122</td>
<td>Advanced Electrical Systems</td>
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<td>AUTO 125</td>
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<td>AUTO 127</td>
<td>Ignition Systems</td>
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<td>AUTO 129</td>
<td>DSO, GDMM, Scan Tool Diagnosis</td>
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<td>AUTO 133</td>
<td>Computerized Engine Management</td>
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<td>AUTO 138</td>
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<td>AUTO 141</td>
<td>Clean Air Car Course 1</td>
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<td>AUTO 145</td>
<td>Enhanced Emission Diagnostics Level 2</td>
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<td>AUTO 170</td>
<td>Electrical Systems</td>
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<td>AUTO 171</td>
<td>Engine Systems</td>
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<td>AUTO 172</td>
<td>Chassis and Drivetrain Systems</td>
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<td>AUTO 173</td>
<td>Automotive Service Operations</td>
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</tr>
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<td>AUTO 202</td>
<td>Bugged Vehicle Diagnosis</td>
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Total Requirements

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<td>Total Units</td>
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</tbody>
</table>

1 California Apprenticeship requires a grade of “B” or better (for this course)

Auto - Electrical-Engine Performance - Certificate of Achievement

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 degree 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.

### Code 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 1 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

1 California Apprenticeship requires a grade of “B” or better (for this course)

### 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.

### Code Title Units
AUTO 133 Computerized Engine Management 2.5
AUTO 138 Occupational Work Experience .5
AUTO 141 Clean Air Car Course 1 5
AUTO 145 Enhanced Emission Diagnostics Level 2 2
AUTO 147D BAR 2011 Update Training (offered biannually) 2 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.

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

### Biology
Associate Degrees

- Biology - Associate in Arts (p. 74)
- Biology - Associate in Science for Transfer (p. 74)
- General Studies with Emphasis in Health Science - Associate in Arts (p. 75)
- General Studies with Emphasis in Natural Science - Associate in Arts (p. 75)

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

<table>
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<tr>
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<tbody>
<tr>
<td>BIOL 004A</td>
<td>General Principles and Cell Biology</td>
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<td>BIOL 004B</td>
<td>Organismal Biology and Biodiversity</td>
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<tr>
<td>CHEM 001A</td>
<td>General Chemistry</td>
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<td>CHEM 001B</td>
<td>General Chemistry</td>
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Total Requirements

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<th>Title</th>
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<tbody>
<tr>
<td>BIOL 004A</td>
<td>General Principles and Cell Biology</td>
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</tr>
<tr>
<td>BIOL 004B</td>
<td>Organismal Biology and Biodiversity</td>
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<td>MATH 063</td>
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<td>MATH 071</td>
<td>Calculus I With Analytic Geometry</td>
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<tr>
<td>MATH 072</td>
<td>Calculus II With Analytic Geometry</td>
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Recommended Chemistry/Math Preparation

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<td>CHEM 012B</td>
<td>Organic Chemistry</td>
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<td>MATH 063</td>
<td>Elementary Statistics</td>
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<tr>
<td>MATH 071</td>
<td>Calculus I With Analytic Geometry</td>
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</tr>
<tr>
<td>MATH 072</td>
<td>Calculus II With Analytic Geometry</td>
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</table>

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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>BIOL 004A</td>
<td>General Principles and Cell Biology</td>
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<td>BIOL 004B</td>
<td>Organismal Biology and Biodiversity</td>
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<td>Algebra/Trigonometry-Based Physics II</td>
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Total Requirements

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</table>

1 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.

2 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

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<td>CHEM 030A</td>
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<td>BIOL 071</td>
<td>Human Anatomy</td>
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<td>BIOL 072</td>
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Total Requirements

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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

- Provide a course of study that allows students to complete the general education requirements needed to graduate from Evergreen Valley College with an associate in arts degree.
- Provide a course of study that emphasizes breadth in natural science, including biology, earth science, chemistry, and physics.
- Provide a course of study that allows students to transfer courses completed for the General Studies (Natural Science) program to any CSU or UC campus.
- Provide students with an opportunity to increase their long-term earning potential by obtaining an associate degree.

Area of Emphasis Requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Select a minimum 10 units of Life Science</td>
<td></td>
</tr>
<tr>
<td></td>
<td>courses:</td>
<td>10</td>
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<tr>
<td>BIOL 025</td>
<td>Forensic Biology</td>
<td></td>
</tr>
<tr>
<td>BIOL 062</td>
<td>Plants and Human Welfare</td>
<td></td>
</tr>
<tr>
<td>BIOL 064</td>
<td>Marine Biology</td>
<td></td>
</tr>
<tr>
<td>BIOL 065</td>
<td>Wildlife Biology</td>
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<tr>
<td>BIOL 080</td>
<td>Biology Field Program</td>
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</tr>
<tr>
<td>ENVIR 010</td>
<td>Environmental Science</td>
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</table>

Select a minimum of 8 units of Physical Science courses: 8

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>ASTRO 010</td>
<td>Introduction to Astronomy</td>
<td></td>
</tr>
<tr>
<td>CHEM 015</td>
<td>Fundamentals of Chemistry</td>
<td></td>
</tr>
<tr>
<td>ENVIR 010</td>
<td>Environmental Science</td>
<td></td>
</tr>
<tr>
<td>OCEAN 010</td>
<td>Descriptive Oceanography</td>
<td></td>
</tr>
<tr>
<td>PHYS 002A</td>
<td>Algebra/Trigonometry-Based Physics I</td>
<td></td>
</tr>
</tbody>
</table>

1 ENVIR 010 can satisfy either Life Science or Physical Science requirement

Total Requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Area of Emphasis Requirements</td>
<td>18</td>
<td></td>
</tr>
<tr>
<td>Electives (AA applicable courses)</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>General Education Requirements</td>
<td>39</td>
<td></td>
</tr>
<tr>
<td>Physical Activity</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Total Units</td>
<td>60</td>
<td></td>
</tr>
</tbody>
</table>

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.

Business Administration - Associate in Arts Certificate

- Business Administration - Associate in Science for Transfer (p. 77)
- Business Administration - Associate in Arts (p. 76)

Certificates

- Entrepreneurship - Certificate of Achievement (p. 77)

Building Information Modeling Certificate

- Building Information Modeling (BIM) - Certificate of Achievement (p. 76)

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.

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

Building Information Modeling Certificate

- Building Information Modeling (BIM) - Certificate of Achievement (p. 76)
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

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

List A: Select one of the following:

- BUS 060 Fundamentals of Business Statistics
- MATH 061 Finite Mathematics
- MATH 062 Calculus for Business and Social Science

Total Requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Requirements</td>
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<td>General Education Requirements 1</td>
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<tr>
<td>Total Units</td>
<td>62</td>
<td></td>
</tr>
</tbody>
</table>

1. 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

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

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

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

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

Major Electives

Select 7 units from the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCTG 030</td>
<td>QuickBooks</td>
<td></td>
</tr>
<tr>
<td>ACCTG 101</td>
<td>Bookkeeping for Small Business</td>
<td></td>
</tr>
<tr>
<td>BIS 016</td>
<td>Medical Front Office Skills</td>
<td></td>
</tr>
<tr>
<td>BIS 017</td>
<td>Medical Terminology</td>
<td></td>
</tr>
<tr>
<td>BIS 105</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIS 160</td>
<td>Computerized Medical Billing</td>
<td></td>
</tr>
<tr>
<td>BIS 161</td>
<td>Computerized Medical Office Procedures</td>
<td></td>
</tr>
<tr>
<td>BIS 162</td>
<td>Medical Coding</td>
<td></td>
</tr>
<tr>
<td>BUS 001</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BUS 060</td>
<td>Fundamentals of Business Statistics</td>
<td></td>
</tr>
<tr>
<td>BUS 060L</td>
<td>Statistics Laboratory</td>
<td></td>
</tr>
<tr>
<td>BUS 071</td>
<td>Legal Environment of Business</td>
<td></td>
</tr>
<tr>
<td>BUS 082</td>
<td>Introduction to Business</td>
<td></td>
</tr>
<tr>
<td>BUS 084</td>
<td>Introduction to Marketing Principles</td>
<td></td>
</tr>
</tbody>
</table>

Total Requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Requirements</td>
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<tr>
<td>Major Electives</td>
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<td>7</td>
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<tr>
<td>General Education Requirements</td>
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<td>24</td>
</tr>
<tr>
<td>Total Units</td>
<td></td>
<td>60</td>
</tr>
</tbody>
</table>
BIS - Business Information 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.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIS 007</td>
<td>Business Writing Skills</td>
<td>3</td>
</tr>
<tr>
<td>BIS 011</td>
<td>Computer Keyboarding</td>
<td>1</td>
</tr>
<tr>
<td>BIS 012</td>
<td>Business Document Production</td>
<td>2</td>
</tr>
<tr>
<td>BIS 039</td>
<td>Professional Image</td>
<td>1</td>
</tr>
<tr>
<td>BIS 095</td>
<td>Microsoft Windows</td>
<td>1</td>
</tr>
<tr>
<td>BIS 101</td>
<td>Global Communication in the Workplace</td>
<td>3</td>
</tr>
<tr>
<td>BIS 102</td>
<td>Microsoft Excel</td>
<td>3</td>
</tr>
<tr>
<td>BIS 109</td>
<td>Microsoft Office</td>
<td>3</td>
</tr>
<tr>
<td>BIS 121</td>
<td>Web Techniques for Business</td>
<td>1</td>
</tr>
<tr>
<td>BIS 135</td>
<td>Human Relations in the Workplace</td>
<td>3</td>
</tr>
<tr>
<td>BUS 082</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>BUS 084</td>
<td>Introduction to Marketing Principles</td>
<td>3</td>
</tr>
<tr>
<td>CIT 010</td>
<td>Computer and Information Technology</td>
<td>3</td>
</tr>
<tr>
<td>ECON 010B</td>
<td>Introduction to Microeconomic Theory</td>
<td>3</td>
</tr>
</tbody>
</table>

Major Electives

Select 1 unit from the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>BIS 007</td>
<td>Business Writing Skills</td>
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</tr>
<tr>
<td>BIS 106</td>
<td>Microsoft Word</td>
<td>3</td>
</tr>
<tr>
<td>BIS 109</td>
<td>Microsoft Office</td>
<td>3</td>
</tr>
<tr>
<td>BIS 121</td>
<td>Web Techniques for Business</td>
<td>1</td>
</tr>
<tr>
<td>BIS 135</td>
<td>Human Relations in the Workplace</td>
<td>3</td>
</tr>
<tr>
<td>CIT 010</td>
<td>Computer and Information Technology</td>
<td>3</td>
</tr>
<tr>
<td>BUS 060</td>
<td>Fundamentals of Business Statistics</td>
<td>3</td>
</tr>
<tr>
<td>BUS 060L</td>
<td>Statistics Laboratory</td>
<td></td>
</tr>
<tr>
<td>BUS 071</td>
<td>Legal Environment of Business</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Requirements</td>
<td>QuickBooks</td>
<td>3</td>
</tr>
<tr>
<td>Major Electives</td>
<td>Bookkeeping for Small Business</td>
<td>3</td>
</tr>
<tr>
<td>General Education Requirements</td>
<td>Bookkeeping for Small Business</td>
<td>3</td>
</tr>
<tr>
<td>Total Units</td>
<td>Business Document Production</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>Professional Image</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Global Communication in the Workplace</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Microsoft Excel</td>
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<td></td>
<td>Microsoft Office</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Web Techniques for Business</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Human Relations in the Workplace</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Introduction to Marketing Principles</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Computer and Information Technology</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Introduction to Microeconomic Theory</td>
<td>3</td>
</tr>
</tbody>
</table>

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

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

Total Requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Requirements</td>
<td>QuickBooks</td>
<td>3</td>
</tr>
<tr>
<td>Major Electives</td>
<td>Bookkeeping for Small Business</td>
<td>3</td>
</tr>
<tr>
<td>General Education Requirements</td>
<td>Bookkeeping for Small Business</td>
<td>3</td>
</tr>
<tr>
<td>Total Units</td>
<td>Business Document Production</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>Professional Image</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Global Communication in the Workplace</td>
<td>3</td>
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<td></td>
<td>Microsoft Excel</td>
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</tr>
<tr>
<td></td>
<td>Web Techniques for Business</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Human Relations in the Workplace</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Introduction to Business</td>
<td>3</td>
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<tr>
<td></td>
<td>Introduction to Marketing Principles</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Computer and Information Technology</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Introduction to Microeconomic Theory</td>
<td>3</td>
</tr>
</tbody>
</table>
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.

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.

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**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 001A</td>
<td>General Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>CHEM 001B</td>
<td>General Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>CHEM 012A</td>
<td>Organic Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>CHEM 012B</td>
<td>Organic Chemistry</td>
<td>5</td>
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**Major Electives**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>MATH 071</td>
<td>Calculus I With Analytic Geometry</td>
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<tr>
<td>&amp; MATH 072</td>
<td>Calculus II With Analytic Geometry</td>
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**Total Requirements**

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<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Major Requirements</strong></td>
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</tr>
<tr>
<td></td>
<td><strong>Major Electives</strong></td>
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<tr>
<td></td>
<td><strong>General Education Requirements</strong></td>
<td>30</td>
</tr>
<tr>
<td></td>
<td><strong>Physical Activity (graduation requirement)</strong></td>
<td>1</td>
</tr>
<tr>
<td></td>
<td><strong>Total Units</strong></td>
<td>61</td>
</tr>
</tbody>
</table>

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

Communication Studies

**Associate Degree**

• Communication Studies - Associate in Arts for Transfer (p. 81)

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**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMS 020</td>
<td>Oral Communication (Required Core)</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td><strong>List A: Select two of the following:</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td>COMS 010</td>
<td>Interpersonal Communication</td>
</tr>
<tr>
<td></td>
<td>COMS 040</td>
<td>Introduction to Argumentation</td>
</tr>
<tr>
<td></td>
<td>COMS 045</td>
<td>Small Group Communication</td>
</tr>
<tr>
<td></td>
<td><strong>List B: Select two of the following:</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Any course from List A not already taken</td>
<td></td>
</tr>
<tr>
<td></td>
<td>COMS 018</td>
<td>Introduction to Communication Studies</td>
</tr>
<tr>
<td></td>
<td>COMS 035</td>
<td>Intercultural Communication</td>
</tr>
<tr>
<td></td>
<td>JOURNAL 001</td>
<td>Mass Media and Communications</td>
</tr>
<tr>
<td></td>
<td><strong>List C: Select one of the following:</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Any course from List A or B not already taken</td>
<td></td>
</tr>
<tr>
<td></td>
<td>ANTH 063</td>
<td>Introduction to Social and Cultural Anthropology</td>
</tr>
<tr>
<td></td>
<td>ENGL 001B</td>
<td>English Composition</td>
</tr>
<tr>
<td></td>
<td>ENGL 001C</td>
<td>Critical Thinking/Composition</td>
</tr>
<tr>
<td></td>
<td>JOURNAL 014</td>
<td>Newswriting and Reporting</td>
</tr>
<tr>
<td></td>
<td>PSYCH 001</td>
<td>General Psychology</td>
</tr>
<tr>
<td></td>
<td>SOC 010</td>
<td>Introduction to Sociology</td>
</tr>
</tbody>
</table>
Computer Aided Design and Drafting

Associate Degrees

- CADD - Computer Aided Drafting and Design (CADD) - Associate in Science (p. 82)

Certificates

- CADD 3-D - Certificate of Specialization (p. 83)
- CADD - Architectural CADD - Certificate of Specialization (p. 82)
- CADD - AutoDesk - Certificate of Specialization (p. 82)
- CADD - Mechanical Modeling - Certificate of Specialization (p. 83)
- CADD - Digital Prototyping - Certificate of Specialization (p. 83)

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.

CADD - AutoDesk - Certificate of Specialization

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.

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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CADD 130</td>
<td>Fundamentals of AutoCAD</td>
<td>3</td>
</tr>
<tr>
<td>CADD 131</td>
<td>3-D Modeling and Design - Using AutoCAD</td>
<td>2</td>
</tr>
<tr>
<td>CADD 133</td>
<td>Using Autodesk Inventor</td>
<td>2</td>
</tr>
<tr>
<td>CADD 139</td>
<td>Using Solidworks</td>
<td>2</td>
</tr>
<tr>
<td>CADD 140A</td>
<td>Technical Graphics - Using CAD Tools</td>
<td>2</td>
</tr>
</tbody>
</table>

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.
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  Microsoft Office 3 or CIT 040  Web Design I: Internet Publishing  3
Select 12 units from the following:  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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Major Requirements</td>
<td>30</td>
</tr>
<tr>
<td></td>
<td>Electives (A.S. applicable courses)</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>General Education Requirements</td>
<td>24</td>
</tr>
<tr>
<td></td>
<td>Total Units</td>
<td>60</td>
</tr>
</tbody>
</table>

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

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.

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.

Computer and Information Technology

Certificates

- CIT Enterprise Cybersecurity - Certificate of Specialization (p. 84)
- CIT Programming in C++ - Certificate of Specialization (p. 84)
- CIT Programming in JAVA - Certificate of Specialization (p. 84)
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.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 073</td>
<td>Fundamentals of Data Communications and Networking</td>
<td>3</td>
</tr>
<tr>
<td>CIT 102</td>
<td>Computer and Network Security</td>
<td>4</td>
</tr>
<tr>
<td>CIT 164</td>
<td>Introduction to Cybersecurity: Ethical Hacking</td>
<td>3</td>
</tr>
</tbody>
</table>

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.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 130A</td>
<td>Introduction to Programming Concepts and Methodologies in C++</td>
<td>4</td>
</tr>
<tr>
<td>CIT 130B</td>
<td>Advanced C++ Programming</td>
<td>4</td>
</tr>
</tbody>
</table>

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 devise, 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.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 044</td>
<td>Java Programming</td>
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</tr>
<tr>
<td>CIT 132</td>
<td>Advanced Java Programming</td>
<td>4</td>
</tr>
</tbody>
</table>

Total Units 7

Counseling

Associate Degree

- Liberal Studies with Emphasis in Elementary Teacher Preparation - Associate in Arts (p. 84)

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.

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

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

**Total Requirements**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Area of Emphasis Requirements</td>
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</tr>
<tr>
<td>General Education Requirements</td>
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<td>Physical Activity</td>
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<tr>
<td>Total Units</td>
<td>62-63</td>
<td></td>
</tr>
</tbody>
</table>

**Economics**

**Degrees/Certificates**

- Economics - Associate in Arts for Transfer (p. 85)

**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.

**Dance Certificate**

- Dance - Certificate of Specialization (p. 85)

**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.
• Explain the function of the central bank and the banking system.
• Demonstrate oral and written competence in the major field.

Major Requirements

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

Total Requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>Major Requirements</td>
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<td>18-24</td>
</tr>
<tr>
<td>CSU GE-Breadth or IGETC for CSU</td>
<td></td>
<td>37-39</td>
</tr>
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<td>Total Units</td>
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</table>

1 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.

Associate Degrees

• Engineering - Associate in Arts (p. 86)
• Engineering - Associate in Science (p. 87)

Certificate

• Robotics - Certificate of Specialization (p. 87)

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

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

<table>
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<tr>
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<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
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</table>

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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGR 010</td>
<td>Engineering Processes and Tools</td>
<td>3</td>
</tr>
<tr>
<td>ENGR 018</td>
<td>Engineering Design and Graphics</td>
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<tr>
<td>ENGR 050</td>
<td>Introduction to Computing</td>
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<td>Properties of Materials</td>
<td>3</td>
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<tr>
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<td>Statics</td>
<td>3</td>
</tr>
<tr>
<td>ENGR 071</td>
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<td>CHEM 001A</td>
<td>General Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>ENGL 001A</td>
<td>English Composition</td>
<td>3</td>
</tr>
<tr>
<td>MATH 071</td>
<td>Calculus I With Analytic Geometry</td>
<td>5</td>
</tr>
<tr>
<td>MATH 072</td>
<td>Calculus II With Analytic Geometry</td>
<td>5</td>
</tr>
<tr>
<td>MATH 073</td>
<td>Multivariable Calculus</td>
<td>5</td>
</tr>
<tr>
<td>MATH 078</td>
<td>Differential Equations</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 004A</td>
<td>General Physics</td>
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<td>PHYS 004B</td>
<td>General Physics</td>
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<tr>
<td>PHYS 004C</td>
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Total Requirements

<table>
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<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
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<td>General Education Requirements</td>
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<td>Total Units</td>
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</table>

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.
English

Associate Degrees

- English - Associate in Arts (p. 88)
- English - Associate in Arts for Transfer (p. 88)

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 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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 001B</td>
<td>English Composition</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 084A</td>
<td>Survey of American Literature I</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 084B</td>
<td>Survey of American Literature II</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 086A</td>
<td>Survey of English Literature I</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 086B</td>
<td>Survey of English Literature II</td>
<td>3</td>
</tr>
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Major Electives

Select three of the following: 9

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 021</td>
<td>Introduction to Poetry</td>
<td></td>
</tr>
<tr>
<td>ENGL 028</td>
<td>Introduction to World Mythology</td>
<td></td>
</tr>
<tr>
<td>ENGL 033</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGL 072</td>
<td>Fundamentals of Creative Writing</td>
<td></td>
</tr>
<tr>
<td>ENGL 073</td>
<td>Introduction to Shakespeare</td>
<td></td>
</tr>
<tr>
<td>HUMNT 002</td>
<td>Introduction to World Literature</td>
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</table>

Total Requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
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<td></td>
<td>Major Requirements</td>
<td>15</td>
</tr>
<tr>
<td></td>
<td>Major Electives</td>
<td>9</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ENGL 001B</td>
<td>English Composition</td>
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<td>ENGL 001C</td>
<td>Critical Thinking/Composition</td>
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<td>List A: Select two courses from the following:  6</td>
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<tr>
<td>ENGL 084A</td>
<td>Survey of American Literature I</td>
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</tr>
<tr>
<td>ENGL 084B</td>
<td>Survey of American Literature II</td>
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</tr>
<tr>
<td>ENGL 086A</td>
<td>Survey of English Literature I</td>
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</tr>
<tr>
<td>ENGL 086B</td>
<td>Survey of English Literature II</td>
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</tr>
<tr>
<td></td>
<td>List B: Select one course from the following:  3</td>
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<tr>
<td></td>
<td>Any List A course not already taken</td>
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<tr>
<td>ENGL 021</td>
<td>Introduction to Poetry</td>
<td></td>
</tr>
<tr>
<td>ENGL 028</td>
<td>Introduction to World Mythology</td>
<td></td>
</tr>
<tr>
<td>ENGL 032</td>
<td>Gender in Literature</td>
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</tr>
<tr>
<td>ENGL 072</td>
<td>Fundamentals of Creative Writing</td>
<td></td>
</tr>
<tr>
<td>ENGL 073</td>
<td>Introduction to Shakespeare</td>
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<tr>
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<td>List C: Select one course from the following:  3-5</td>
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Any course from above not already taken

<table>
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<th>Code</th>
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</thead>
<tbody>
<tr>
<td>ENGL 052</td>
<td>Children's/Adolescent Literature</td>
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</tr>
<tr>
<td>ENGL 062</td>
<td>Asian/Asian-American Literature</td>
<td></td>
</tr>
<tr>
<td>ENGL 080</td>
<td>Mexican-American Literature</td>
<td></td>
</tr>
<tr>
<td>ENGL 082A</td>
<td>African-American Literature</td>
<td></td>
</tr>
<tr>
<td>FREN 001B</td>
<td>Elementary French</td>
<td></td>
</tr>
<tr>
<td>SPAN 001B</td>
<td>Elementary Spanish</td>
<td></td>
</tr>
<tr>
<td>SPAN 002A</td>
<td>Intermediate Spanish</td>
<td></td>
</tr>
<tr>
<td>VIET 001B</td>
<td>Elementary Vietnamese</td>
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</tbody>
</table>

Total Requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td></td>
<td>Major Requirements</td>
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</tr>
<tr>
<td></td>
<td>Transferable Electives (as needed to reach 60 units)</td>
<td>10-18</td>
</tr>
<tr>
<td></td>
<td>CSU-GE or IGETC for CSU 1</td>
<td>37-39</td>
</tr>
</tbody>
</table>

Total Units: 60

1 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

Degrees

- Child and Adolescent Development - Associate in Arts for Transfer (p. 89)

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

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

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<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
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<td></td>
<td>Major Requirements</td>
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<tr>
<td></td>
<td>Transferable Electives (as needed to reach 60 units)</td>
<td>12-15</td>
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<tr>
<td></td>
<td>CSU GE-Breadth or IGETC for CSU 1</td>
<td>37-39</td>
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</tbody>
</table>

Total Units: 60

1 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 Certificate

- Translation and Interpretation - Certificate of Achievement (p. 90)
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.
• Interpret complex proceedings up to 145+ wpm. Use consecutive interpretation in the appropriate situations in court and hospital settings.

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.

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 & Interpretation program sequence. This date will depend on the number of interested students and the availability of instructors.

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 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 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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 017A</td>
<td>History of the United States</td>
<td>3</td>
</tr>
<tr>
<td>HIST 017B</td>
<td>History of the United States</td>
<td>3</td>
</tr>
<tr>
<td>List A: Select 6 units from the following:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HIST 003A</td>
<td>World History to 1500</td>
<td>6</td>
</tr>
<tr>
<td>HIST 010A</td>
<td>Development of Western Culture I</td>
<td></td>
</tr>
<tr>
<td>HIST 003B</td>
<td>World History From 1500</td>
<td></td>
</tr>
<tr>
<td>HIST 010B</td>
<td>Development of Western Culture II</td>
<td></td>
</tr>
</tbody>
</table>

List B: Select one course from each group:
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

Legal Assistant

Associate Degrees

- Paralegal Studies - Associate in Arts (p. 91)
- Paralegal Studies - Associate in Science (p. 91)

Certificate

- Paralegal Studies - Certificate of Achievement (p. 92)
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

Mathematics

Associate Degrees

- General Studies with Emphasis in Mathematics for Secondary School Teaching - Associate in Arts (p. 92)
- Mathematics - Associate in Science for Transfer (p. 93)

General Studies with Emphasis in Mathematics for Secondary School Teaching - Associate in Arts

Upon completion of the Associate in Arts degree in General Studies with a Emphasis in Mathematics for Secondary School Teaching, a student will be prepared to enter a BA or BS degree program at a four-year college or university with a major in mathematics. Further, the student will have completed education courses and Service Learning to be on track with the UC Cal Teach Program or a CSU teacher preparation program leading to a fifth-year Secondary School Credential Program. Students must complete all Area of Emphasis requirements with a 'C' grade or better.

Program Learning Outcomes

- Apply problem-solving methods to application problems involving linear equations and inequalities.
- Categorize and distinguish the particular and special characteristics of linear, quadratic, absolute value, exponential, and logarithmic functions.
- Analyze polynomial functions of higher order, and apply to them the remainder theorem, factor theorem, and fundamental theorem of algebra and its corollaries to study their rational, irrational, and complex roots.
- Apply the principles of analytical trigonometry, including fundamental identities and formulas, in solving a variety of practical problems.
- Use matrix methods to solve problems that involve systems of three or more linear equations.
- Use the methods of calculus to solve problems involving rates of change, vectors, and interpretations of areas and volumes.
- Recognize and identify best practices in teaching
- Assess the diversity of learners in a classroom and evaluate teaching methods that address the variety of ways that students learn.
- Distinguish between learner-centered and teacher-centered curricula and distinguish between classroom approaches that are inquiry-based (hands-on) and those that are informational.
- Describe how national and state standards in science and mathematics affect curricular design and testing.
Area of Emphasis Requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 071</td>
<td>Calculus I With Analytic Geometry</td>
<td>5</td>
</tr>
<tr>
<td>MATH 072</td>
<td>Calculus II With Analytic Geometry</td>
<td>5</td>
</tr>
<tr>
<td>MATH 073</td>
<td>Multivariable Calculus</td>
<td>5</td>
</tr>
<tr>
<td>EDUC 012MS</td>
<td>Math and Science Future Teacher Seminar I</td>
<td>3</td>
</tr>
<tr>
<td>EDUC 013MS</td>
<td>Math and Science Future Teacher Seminar II</td>
<td>3</td>
</tr>
<tr>
<td>EDIT 010</td>
<td>Computers and Digital Media in Education</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Area of Emphasis Requirements</td>
<td>24</td>
</tr>
<tr>
<td></td>
<td>General Education Requirements 1</td>
<td>36</td>
</tr>
<tr>
<td></td>
<td>Physical Activity</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Total Units</td>
<td>61</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Core Requirements</td>
<td></td>
</tr>
<tr>
<td>MATH 071</td>
<td>Calculus I With Analytic Geometry</td>
<td>5</td>
</tr>
<tr>
<td>MATH 072</td>
<td>Calculus II With Analytic Geometry</td>
<td>5</td>
</tr>
<tr>
<td>MATH 073</td>
<td>Multivariable Calculus</td>
<td>5</td>
</tr>
<tr>
<td></td>
<td>Students must also complete a minimum of six units from List A and List B, with at least three units (and possibly all six) selected from List A:</td>
<td>6</td>
</tr>
<tr>
<td>List A</td>
<td>Select 1-2 courses</td>
<td></td>
</tr>
<tr>
<td>MATH 078</td>
<td>Differential Equations</td>
<td></td>
</tr>
<tr>
<td>MATH 079</td>
<td>Linear Algebra</td>
<td></td>
</tr>
<tr>
<td>List B</td>
<td>Select 0-1 course</td>
<td></td>
</tr>
<tr>
<td>COMSC 072</td>
<td>Discrete Mathematics</td>
<td></td>
</tr>
<tr>
<td>COMSC 075</td>
<td>Computer Science I: Introduction to Program Structures</td>
<td></td>
</tr>
<tr>
<td>MATH 063</td>
<td>Elementary Statistics</td>
<td></td>
</tr>
<tr>
<td>PHYS 004A</td>
<td>General Physics</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total Requirements</td>
<td>21</td>
</tr>
<tr>
<td></td>
<td>CSU GE or IGETTC for CSU 1</td>
<td>37-39</td>
</tr>
<tr>
<td></td>
<td>Total Units</td>
<td>60</td>
</tr>
</tbody>
</table>

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

Associate Degree

- Music - Associate in Arts for Transfer (p. 93)

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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Core</td>
<td></td>
<td>3-4</td>
</tr>
<tr>
<td>MUSIC 010A</td>
<td>Music Theory I</td>
<td></td>
</tr>
<tr>
<td>MUSIC 011A</td>
<td>Musicianship I</td>
<td></td>
</tr>
<tr>
<td>or MUSIC 099</td>
<td>Introductory Music</td>
<td></td>
</tr>
<tr>
<td>MUSIC 010C</td>
<td>Music Theory III</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 010B</td>
<td>Music Theory II</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 010D</td>
<td>Music Theory IV</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 011B</td>
<td>Musicianship II</td>
<td>1</td>
</tr>
<tr>
<td>MUSIC 011C</td>
<td>Musicianship III</td>
<td>1</td>
</tr>
<tr>
<td>MUSIC 011D</td>
<td>Musicianship IV</td>
<td>1</td>
</tr>
<tr>
<td>Applied Music: Select four 0.5 unit courses for a total of 2 units</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MUSIC 190</td>
<td>Applied Music: Strings, Winds, Brass, Percussion, Piano, Voice</td>
<td>2</td>
</tr>
<tr>
<td>Large Ensemble: Select four 1.0 unit courses for a total of 4 units</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MUSIC 180</td>
<td>Ensemble</td>
<td>4</td>
</tr>
</tbody>
</table>

Total Requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Requirements</td>
<td></td>
<td>21-22</td>
</tr>
<tr>
<td>Transferable Electives (as needed to reach 60 units)</td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>IGETC for CSU</td>
<td></td>
<td>37</td>
</tr>
<tr>
<td>Total Units</td>
<td></td>
<td>60</td>
</tr>
</tbody>
</table>
• 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

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 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
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:
   a. Implement nursing care based on the nursing process to meet client needs throughout the life span in a variety of settings.
   b. 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:
   a. Act as a client advocate to promote access and enhance quality of care throughout the life span in a variety of settings.
   b. Utilize teaching/learning principles to promote optimal health throughout the life span in a variety of settings.

3. Psychosocial Integrity
   The graduate will:
   a. Utilize therapeutic communication when providing client care throughout the life span in a variety of settings.
   b. Incorporate cultural sensitivity when providing client care throughout the life span in a variety of settings.
   c. 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:
   a. 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:
   a. Utilize leadership and management principles, as a member of the health care team, in providing and delegating the delivery of client care.
   b. Demonstrate accountability for providing and evaluating nursing care that adheres to professional standards and incorporates legal and ethical responsibilities of the nurse.
   c. Demonstrate autonomy in recognizing one’s own need for lifelong 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/nursing-enrollment.

1. 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.

2. 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/nursing-enrollment.

3. 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

1. High School Graduation or Equivalent
2. Human Anatomy with Lab\(^1\) (Minimum 4.0 semester units)
3. Physiology with Lab\(^1\) (Minimum 4.0 semester units)
4. Microbiology with Lab\(^1\) (Minimum 4.0 semester units)
5. ENGL 001A\(^1\)
6. Cumulative GPA of 2.5 or Higher

\(^1\) With grade of ‘C’ or higher

If there are more qualified applicants than spaces available, selection will be as follows:

For applicants applying before and through the 2017 application cycle:

- Students who have met the eligibility requirements are put into the State Chancellor's Office validated “Model Prerequisites for Enrollment in ADN Programs” formula.
- This formula includes cumulative GPA (all colleges attended), prerequisite science GPA, science repeats (a Withdrawal, D or F will count as repetitions), and English 1A GPA. The formula generates a composite score (cut score), which will be utilized in the selection process.
- EVCs designated cut score for the Chancellor’s Formula is 75%

For applicants applying during the 2018 application cycle and beyond:

A Multicriteria Selection process will replace the random selection process.

For all application cycles, students provisionally selected for enrollment in the nursing program will take the TEAS test:

- The TEAS, the New TEAS or version VI, score requirement is 62% (adjusted composite score).
- Pass TEAS\# admitted to program
- Not Pass TEAS\# Remediation/Enrichment
- One year to complete plan successfully (including passing score on the TEAS)
- Admit students in the next possible enrollment cycle

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

<table>
<thead>
<tr>
<th>Expense</th>
<th>Approximate Cost (Both Years)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Uniforms, laboratory coat, shoes, books, and supplies</td>
<td>$1,200.00</td>
</tr>
<tr>
<td>Tuition for 4 semesters</td>
<td>$1,776.00</td>
</tr>
<tr>
<td>ATI testing and online resources</td>
<td>$656.00</td>
</tr>
<tr>
<td>CPR training, mask fitting and background and drug screening</td>
<td>$258.00</td>
</tr>
<tr>
<td>Physical exam and immunizations</td>
<td>Variable costs</td>
</tr>
<tr>
<td>Student supply kits</td>
<td>$105.00</td>
</tr>
<tr>
<td>Immunization tracker</td>
<td>$35.00</td>
</tr>
<tr>
<td>Total</td>
<td>$4,030.00</td>
</tr>
</tbody>
</table>

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)

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 071</td>
<td>Human Anatomy</td>
<td>5</td>
</tr>
<tr>
<td>BIOL 072</td>
<td>Human Physiology</td>
<td>5</td>
</tr>
<tr>
<td>BIOL 074</td>
<td>General Microbiology</td>
<td>5</td>
</tr>
<tr>
<td>ENGL 001A</td>
<td>English Composition</td>
<td>3</td>
</tr>
</tbody>
</table>

**Course Requirements**

**Course Supportive of the Major (required for graduation and licensure)**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSYCH 001</td>
<td>General Psychology (recommended prior to enrollment in the nursing program)</td>
<td>3</td>
</tr>
</tbody>
</table>

**Core Requirements: All completed with a grade ‘C’ or better**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURS 001</td>
<td>Fundamentals of Nursing</td>
<td>9.5</td>
</tr>
<tr>
<td>NURS 002A</td>
<td>Basic Medical-Surgical Nursing</td>
<td>5</td>
</tr>
<tr>
<td>NURS 002B</td>
<td>Maternity Nursing</td>
<td>4</td>
</tr>
<tr>
<td>NURS 003</td>
<td>Advanced Pediatrics and Medical-Surgical Nursing</td>
<td>8.5</td>
</tr>
<tr>
<td>NURS 004</td>
<td>Advanced Medical-Surgical/Geriatric/Mental Health/Leadership and Management Nursing</td>
<td>10</td>
</tr>
</tbody>
</table>

**General Education Courses**

**Area A: Communication Studies**

Select one of the following:

- COMS 020 | Oral Communication (recommended) | 3     |
- ENGL 001A | English Composition (met by Pre-nursing prerequisite course) | 3     |

**Area B: Science with lab**

(met by prerequisite course)

**Area C: Arts and Humanities**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ETH 011</td>
<td>Ethnic Film: Reel Studies (recommended for Fine Arts)</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 001B</td>
<td>English Composition (recommended for Humanities)</td>
<td>3</td>
</tr>
</tbody>
</table>

**Area D: Social Sciences**

Select one of the following combinations:

- HIST 017A & HIST 017B | History of the United States and History of the United States | 6     |
- HIST 001 & POLSC 001 | Survey of American History and Politics and Government In America | 6     |

**Graduation Requirements**

**Code**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURS Major courses</td>
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<td>37</td>
</tr>
<tr>
<td>Prerequisite Courses</td>
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<tr>
<td>General Education Courses</td>
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<td>15</td>
</tr>
<tr>
<td>Physical Activity</td>
<td></td>
<td>1</td>
</tr>
</tbody>
</table>

**Total Units** 72-75

**Note:** For licensure, the board of Registered Nursing requires one of the following courses to meet Societal/Cultural Pattern:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ETH 010</td>
<td>Introduction to Ethnic Studies</td>
<td>3</td>
</tr>
<tr>
<td>ETH 011</td>
<td>Ethnic Film: Reel Studies</td>
<td>3</td>
</tr>
<tr>
<td>ETH 020</td>
<td>African American Culture</td>
<td>3</td>
</tr>
<tr>
<td>ETH 030</td>
<td>Chicana/o Culture</td>
<td>3</td>
</tr>
<tr>
<td>ETH 035</td>
<td>Sociology of the Chicana/o Experience</td>
<td>3</td>
</tr>
<tr>
<td>ETH 040</td>
<td>Vietnamese American Culture and Experience</td>
<td>3</td>
</tr>
<tr>
<td>ETH 042</td>
<td>Asian Pacific American (APA) Culture and Experience</td>
<td>3</td>
</tr>
<tr>
<td>SOC 010</td>
<td>Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 011</td>
<td>Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>ANTH 063</td>
<td>Introduction to Social and Cultural Anthropology (or Equivalent)</td>
<td>3</td>
</tr>
</tbody>
</table>

Note for students with Bachelor’s degree: SB 1393: students who have earned a Baccalaureate or higher degree from an accredited college 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:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSYCH 001</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>COMS 010</td>
<td>Interpersonal Communication</td>
<td>3</td>
</tr>
<tr>
<td>COMS 020</td>
<td>Oral Communication</td>
<td>3</td>
</tr>
<tr>
<td>COMS 035</td>
<td>Intercultural Communication</td>
<td>3</td>
</tr>
</tbody>
</table>
In order to be eligible, transfer students must:

- Have completed first semester (Nursing Fundamentals)
- It has been no longer than 2 semesters that you have been out of nursing school (1 year).

Write us a letter explaining why you wish to transfer into our program to:

Adrienne Burns
Evergreen Valley College
Nursing Program
3095 Yerba Buena Road
San José, CA 95135

Please be sure to include a valid phone number and email address in your correspondence.

1. Include in your letter all of your nursing school official transcripts
2. Include in your letter a copy of all course descriptions for your nursing classes (you can usually obtain this from the schools website)
3. Once we receive your information, we will send you a confirmation letter of receipt and add you to the list of transfer requests.
4. Please indicate if you are an international student in your letter. This will help us prepare you for the requirements through Admissions.
5. If there is an opening, you will be contacted at the number you provide to us or by email.

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.
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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 071 Human Anatomy</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>BIOL 072 Human Physiology</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>BIOL 074 General Microbiology</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>ENGL 001A English Composition</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

Total Units: 18

1. will accept a minimum of 4.0 semester units

Advanced Placement - Transfer Students

Students transferring from other nursing programs who request 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.
Course Requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSYCH 001</td>
<td>General Psychology (Recommended prior to enrollment in the nursing program)</td>
<td>3</td>
</tr>
</tbody>
</table>

Nursing Major Courses 27.5

First Semester

- NURS 002A Basic Medical-Surgical Nursing

Or

Second Semester

- NURS 003 Advanced Pediatrics and Medical-Surgical Nursing

(Choosing is based on which Role Transition Course is available)

Third Semester

- NURS 004 Advanced Medical-Surgical/Geriatric/Mental Health/Leadership and Management Nursing

General Education Courses

Area A: Communications Studies

Select one of the following: 3

- 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: Fine 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

Select one of the following sequences: 6

- HIST 017A & HIST 017B History of the United States and History of the United States
- HIST 001 & POLSC 001 Survey of American History and Politics and Government In America

Area E: Lifelong Learning and Self Development

(met by Nursing curriculum)

Total Units 45.5

Graduation Requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physical Activity: PE or DANCE</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

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

Physical Activity 1

Total Units 67

Note: For licensure, the board of Registered Nursing requires one of the following courses to meet Societal/Cultural Pattern:

<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>ETH 010</td>
<td>Introduction to Ethnic Studies</td>
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</tr>
<tr>
<td>ANTH 063</td>
<td>Introduction to Social and Cultural Anthropology (or Equivalent)</td>
<td>3</td>
</tr>
</tbody>
</table>

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.
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

<table>
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<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 072</td>
<td>Human Physiology</td>
<td>5</td>
</tr>
<tr>
<td>BIOL 074</td>
<td>General Microbiology</td>
<td>5</td>
</tr>
<tr>
<td>Role Transition or equivalent</td>
<td>1.5</td>
<td></td>
</tr>
</tbody>
</table>

Total Units 11.5
### Nursing Major Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First Semester</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NURS 003</td>
<td>Advanced Pediatrics and Medical-Surgical Nursing</td>
<td>8.5</td>
</tr>
<tr>
<td></td>
<td>Units</td>
<td>8.5</td>
</tr>
<tr>
<td><strong>Second Semester</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NURS 004</td>
<td>Advanced Medical-Surgical/Geriatric/Mental Health/Leadership and Management Nursing</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>Units</td>
<td>10</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Units</strong></td>
<td></td>
<td>18.5</td>
</tr>
</tbody>
</table>

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.

### Policy for Impaired Nursing Students

**Emotional Illness and Substance Abuse**

1. **Purpose**
   - Recognize inappropriate behaviors and performance, which may be attributed to substance abuse and/or emotional illness.

2. **Applicability**
   - Students seeking enrollment or currently enrolled in Evergreen Valley College Nursing Program.

3. **Impaired Nursing Student Statement**
   - 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 excessive stress, and poor mental health and substance abuse. Impaired by the aforementioned factors, the health care professional can easily make unsafe decisions and thereby jeopardize client safety.

   As health care professionals, we recognize that excessive stress, poor emotional and physical health and substance abuse are conditions that can be treated by early recognition and rehabilitation. Rehabilitated students are encouraged to re-enter the education process for successful completion of a health care program. The student whose thought processes and decision-making ability is impaired by excessive stress, and/or poor emotional health and/or the abuse of substances will be considered to be unsafe to provide health care services and will be removed from the clinical setting. The student’s performance 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 them from being licensed to practice nursing in the State of California.

4. **Program Philosophy**

   The philosophy of the Evergreen Valley College Nursing Program concurs with the California State Board of Registered Nursing in relation to nursing students who are impaired by substance abuse or emotional illness. The Nursing Program's philosophy is:
   - a. We recognize that substance abuse and emotional illness are treatable diseases.
   - b. We believe that personal and health problems arising from these diseases can affect academic and clinical performance, making the student a danger to self and clients.
   - c. We believe that human beings can learn and change behaviors and that nursing students with diseases can 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 these diseases.

5. **Signs and Symptoms of Impaired Nursing Students**

   a. 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; odor of alcohol or marijuana on breath; slurred or incoherent speech; chronic drowsiness and/or sleepiness; tremors of hands; disorientation; unusually aggressive behavior; unexplained work errors; lack of coordination; unreasonable resentment; suspiciousness, overreaction to criticism; controlling behavior and inflexibility; isolation and withdrawal; irritability and mood swings; blaming, defensiveness and frequent conflicts; difficulties with interpersonal relationships; forgetfulness; frequent trips to the bathroom; repeated use of breath mints or mouth wash; deteriorating appearance; blackouts; unexplained nausea and vomiting or diarrhea; tremors; anxiety and “spaciness”; hangovers; unexplained diaphoresis; unexplained sniffing, sneezing, watery eyes; unusual, unexplained weight loss or gain; frequent complaints of illness or injury; excessive bruising on arms, ankles, and hands.

6. **Rehabilitation**

   It is the responsibility of the student to provide the Dean of Nursing and Allied Health with sufficient evidence of rehabilitation before reinstatement will be considered.
   - 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 licensed 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.

7. **Reinstated Students**

   Students who are considered for readmission to the Nursing Program must supply sufficient evidence from the recognized program or individual supporting continued compliance with the treatment plan. This evidence must be given to the Dean of Nursing and Allied Health before the student will be allowed to re-enter the program. Program re-entry will be on a space available basis only.
Americans With Disabilities Act
Compliance Statement

The nursing program does not discriminate against qualified individuals with disabilities and complies with the 1990 Americans With Disabilities Act (ADA).

Disability is Defined in the Act 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.

For the purpose of Nursing Program compliance, a qualified individual with a disability is one who, with or without reasonable accommodation or modification, meets the essential requirements of Evergreen Valley College Nursing Program. These requirements are described in the following: Essential Capabilities and Functional Requirements.

1. Essential Capabilities

Evergreen Valley College Nursing Program students must have 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:

a. Cognitive-conceptual: Critical thinking and clinical judgment are essential abilities of the professional nurse. These abilities include measurement, calculation, reasoning, analysis and synthesis.

b. Behavioral And Social Attributes: Students must possess the emotional stability required for full utilization of their intellectual abilities. The prompt completion of all responsibilities inherent to the diagnosis and care of patients and the development of mature, sensitive and effective relationships with patients are essential. Students 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.

c. Communication: Students must be able to speak, to hear and to observe patients in order to elicit information, describe changes in mood, activity and posture, and perceive nonverbal communications. Students must be able to communicate effectively and sensitively with patients, colleagues, and other personnel. Communication includes not only speech but also reading and writing. Students must be able to communicate in English effectively and efficiently in oral and written form with all members of the health care team, patients, and families. (See specific Functional Requirements.)

d. Sensory: Students must be able to observe a patient accurately. Observation necessitates the functional use of the senses of vision, smell, touch, hearing and somatic sensation. (See specific Functional Requirements.)

e. Motor: Students should have sufficient motor function to elicit information from patients by palpation, auscultation, percussion and other assessment techniques. Students 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.)

f. These capabilities must be demonstrated in the clinical, laboratory, and theory (classroom) interactions and evaluations.

2. Functional Requirements

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.

a. Communication Ability:

i. Communicate effectively and efficiently in English with patients, families, and other health care providers, both verbally and in writing. (Example: explain treatment procedures, teach patients and families, and document in charts.)

ii. Effectively adapt communication for intended audience.

iii. Interact, establish rapport with individuals, families, and groups from a variety of social emotional, cultural and intellectual backgrounds.

iv. Assume the role of a health care team member.

v. Function effectively under supervision.

b. Sensory Capability:

i. Coordinate verbal and manual instruction.

ii. Assess a patient from 10 feet away to observe posture and response to treatment.

iii. Respond to a timer, alarm or cries for help.

iv. Auditory, visual, and tactile ability sufficient to assess a patient status and perform treatments. (Example: color changes in skin, hear heart and lung sounds.)

c. Motor Capability:

i. Move from room to room and maneuver in small spaces.

ii. Transfer patients who may require physical assistance.

iii. Guard and assist patients with ambulation.

iv. Perform exercise techniques, including applying resistance during exercise.

v. Lift and carry up to 50 pounds, and exert up to 100 pounds force or push/pull.

vi. Squat, crawl, bend/stoop, reach above shoulder level, use standing balance, and climb stairs

vii. Use hands repetitively; use manual dexterity.

viii. Perform CPR.

ix. Travel to and from academic and clinical sites.

x. Able to spend 75.0% to 90.0% of clinical time standing/walking.

Policy for Student Criminal Background Checks and Urine Drug Screening

1. Policy Statement

All students entering the nursing program are required to obtain a criminal background check and urine drug screen.

2. Purpose
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, student, faculty and volunteers meet standards relating to criminal background checks and freedom from drugs.

3. Policy

Overview: Students are responsible for costs associated with the criminal background check and drug screen. Students must further agree that all results are available to the nursing program and the clinical sites associated with the program. The program is responsible for ensuring that students comply with individual hospital policy regarding disclosure of results. Should a clinical agency refuse to place a student based on the outcome of either the background check or drug screen, the program has no responsibility for arranging an alternative clinical placement.

a. Criminal Background Check:
   Upon acceptance in the nursing program, students must clear a criminal background check. Failure to complete this process will result in dismissal from the program. If the background check indicates criminal behavior, the student may be dismissed from the program.

b. Urine Drug Screen:
   The nursing program maintains a no tolerance policy regarding substance abuse. All students must clear a urine drug test. Failure to undergo this test will result in dismissal from the program. If the drug screen comes back diluted the student will be allowed one (1) retest. If the student fails the second test, the student will be dismissed from the program.

Policy for Students Returning to the Program

1. Policy Statement:
   The policy is intended to clarify the number of times a student can return to the EVC Nursing Program. Students can request to return to the nursing program one (1) time following program separation due to a course failure or course withdrawal from any nursing major course, in order to be eligible to return to the program.
   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 return to the program within two semesters of their separation semester, in order to be eligible to return to the program.

2. Purpose: To establish guidelines for students requesting to return to the EVC Nursing Program
   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. Exception
      Please note the following exception:
      i Students who leave the program because of being called to active military duty are able to return to the program without it counting as a separation.
   c. Procedure
      i Students eligible to return to the program must complete the "Request to Return to the Nursing Program" form available at http://www.evc.edu/academics/divisions-departments/nursing-allied-health/nursing-enrollment
      ii Requests must be submitted by the posted due dates.
      iii Students eligible to return must demonstrate written evidence of compliance with faculty recommendations for remediation. Faculty and Dean will evaluate each student’s request to return on an individual basis.
      iv Students eligible to return will be selected on a space available basis according to the following priority:
         1. Students continuing in the program
         2. Students returning from active military duty
         3. Students granted a leave if the reasons for their leave have been resolved
         4. Students who request to return to the nursing program following program separation with evidence of following through on the recommended plan for academic remediation (if applicable).
         5. LVNs entering the LVN to RN Bridge Program
         6. 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.)
         7. Foreign educated nurses needing CA BRN remediation
         8. 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.)

For full list of nursing policies, refer to the EVC website: http://www.evc.edu/academics/divisions-departments/nursing-allied-health/nursing-overview

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 website: http://www.evc.edu for specific questions on financial aid and counseling/testing.

Associate Degree

• Nursing - Associate in Science (p. 102)

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 lifelong 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
Program Learning Outcomes
At the completion of the Nursing Program, the graduate competently performs in the following areas.

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.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 071</td>
<td>Human Anatomy ^1</td>
<td>5</td>
</tr>
<tr>
<td>BIOL 072</td>
<td>Human Physiology ^1</td>
<td>5</td>
</tr>
<tr>
<td>BIOL 074</td>
<td>General Microbiology ^1</td>
<td>5</td>
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<tr>
<td>ENGL 001A</td>
<td>English Composition</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Course supportive of the Major (required for graduation and licensure)</td>
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<tr>
<td>PSYCH 001</td>
<td>General Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

^1 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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURS 001</td>
<td>Fundamentals of Nursing</td>
<td>9.5</td>
</tr>
<tr>
<td>NURS 002A</td>
<td>Basic Medical-Surgical Nursing</td>
<td>5</td>
</tr>
<tr>
<td>NURS 002B</td>
<td>Maternity Nursing</td>
<td>4</td>
</tr>
<tr>
<td>NURS 003</td>
<td>Advanced Pediatrics and Medical-Surgical Nursing</td>
<td>8.5</td>
</tr>
<tr>
<td>NURS 004</td>
<td>Advanced Medical-Surgical/Geriatric/</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>Mental Health/Leadership and Management Nursing</td>
<td></td>
</tr>
</tbody>
</table>

For licensure, the Board of Registered Nursing requires one of the following courses to meet the Societal/Cultural Pattern:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ETH 010</td>
<td>Introduction to Ethnic Studies</td>
<td>3</td>
</tr>
<tr>
<td>ETH 011</td>
<td>Ethnic Film: Reel Studies</td>
<td>3</td>
</tr>
<tr>
<td>ETH 020</td>
<td>African American Culture</td>
<td>3</td>
</tr>
<tr>
<td>ETH 030</td>
<td>Chicana/o Culture</td>
<td>3</td>
</tr>
<tr>
<td>ETH 035</td>
<td>Sociology of the Chicana/o Experience</td>
<td>3</td>
</tr>
<tr>
<td>ETH 040</td>
<td>Vietnamese American Culture and Experience</td>
<td>3</td>
</tr>
<tr>
<td>ANTH 063</td>
<td>Introduction to Social and Cultural Anthropology</td>
<td>3</td>
</tr>
</tbody>
</table>

OR equivalent

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURS Major Courses</td>
<td>37</td>
<td></td>
</tr>
<tr>
<td>Pre-requisite Courses</td>
<td>15-18</td>
<td></td>
</tr>
<tr>
<td>Course Supportive of the Major</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>General Education</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td>Physical Activity</td>
<td>1</td>
<td></td>
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</tbody>
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Total Units
<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nursing Major Courses</td>
<td>37</td>
<td></td>
</tr>
<tr>
<td>Pre-requisite Courses</td>
<td>15-18</td>
<td></td>
</tr>
<tr>
<td>Course Supportive of the Major</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>General Education</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td>Physical Activity</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

Total Units
71-74
Physical Science

Associate Degree

- General Studies with Emphasis in Astronomy - Associate in Arts (p. 104)

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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASTRO 010</td>
<td>Introduction to Astronomy</td>
<td>3</td>
</tr>
<tr>
<td>ASTRO 010L</td>
<td>Introductory Astronomy Lab</td>
<td>1</td>
</tr>
<tr>
<td>ASTRO 014</td>
<td>Solar System Astronomy</td>
<td>3</td>
</tr>
<tr>
<td>ASTRO 016</td>
<td>Stars, Galaxies, and the Origin of the Universe</td>
<td>3</td>
</tr>
<tr>
<td>PHYS 004B</td>
<td>General Physics</td>
<td>5</td>
</tr>
<tr>
<td>PHYS 004C</td>
<td>General Physics</td>
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Total Requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>Area of Emphasis Requirements</td>
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<td>20</td>
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<tr>
<td>General Education Requirements</td>
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<td>39</td>
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<tr>
<td>Physical Activity</td>
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<tr>
<td>Total Units</td>
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<td>60</td>
</tr>
</tbody>
</table>

Physics

Associate Degree

- Physics - Associate in Science for Transfer (p. 104)

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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>PHYS 004A</td>
<td>General Physics</td>
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</tr>
<tr>
<td>PHYS 004B</td>
<td>General Physics</td>
<td>5</td>
</tr>
</tbody>
</table>
Evergreen Valley College - 2017-2018

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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>Major Requirements</td>
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<tr>
<td>IGETC for CSU</td>
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<tr>
<td>Total Units</td>
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<td>60</td>
</tr>
</tbody>
</table>

1 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

Associate Degrees

- Psychology - Associate in Arts (p. 105)
- Psychology - Associate in Arts for Transfer (p. 105)

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.

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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 063</td>
<td>Elementary Statistics</td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 001</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 018</td>
<td>Introduction to Research Methods</td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 030</td>
<td>Introduction to Biological Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

Major Electives

Select 6 units from the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSYCH 020</td>
<td>Psychology of Stress Reduction</td>
<td></td>
</tr>
<tr>
<td>PSYCH 025</td>
<td>Psychology of Women: Global Perspective</td>
<td></td>
</tr>
</tbody>
</table>

Recommended Electives from Related Disciplines

Select 3 units from the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTH 063</td>
<td>Introduction to Social and Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 020</td>
<td>Human Biology</td>
<td></td>
</tr>
<tr>
<td>BIOL 021</td>
<td>General Biology</td>
<td></td>
</tr>
<tr>
<td>BIOL 071</td>
<td>Human Anatomy</td>
<td></td>
</tr>
<tr>
<td>SOC 010</td>
<td>Introduction to Sociology</td>
<td></td>
</tr>
<tr>
<td>SOC 011</td>
<td>Social Problems</td>
<td></td>
</tr>
</tbody>
</table>

Total Requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Requirements</td>
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<td>12</td>
</tr>
<tr>
<td>Major Electives</td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>Recommended Electives</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>General Education Requirements</td>
<td></td>
<td>39</td>
</tr>
<tr>
<td>Total Units</td>
<td></td>
<td>60</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 063</td>
<td>Elementary Statistics</td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 010</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 018</td>
<td>Introduction to Research Methods</td>
<td>3</td>
</tr>
<tr>
<td>List A: Select one of the following:</td>
<td>3-4</td>
<td></td>
</tr>
<tr>
<td>PSYCH 030</td>
<td>Introduction to Biological Psychology</td>
<td></td>
</tr>
<tr>
<td>BIOL 020</td>
<td>Human Biology</td>
<td></td>
</tr>
<tr>
<td>BIOL 021</td>
<td>General Biology</td>
<td></td>
</tr>
<tr>
<td>List B: Select one of the following:</td>
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</tr>
<tr>
<td>Any course from List A not already taken</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PSYCH 030</td>
<td>Introduction to Biological Psychology</td>
<td></td>
</tr>
<tr>
<td>BIOL 020</td>
<td>Human Biology</td>
<td></td>
</tr>
<tr>
<td>BIOL 021</td>
<td>General Biology</td>
<td></td>
</tr>
<tr>
<td>ENGL 001B</td>
<td>English Composition</td>
<td></td>
</tr>
<tr>
<td>ENGL 001C</td>
<td>Critical Thinking/Composition</td>
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</tr>
<tr>
<td>List C: Select one of the following:</td>
<td>3</td>
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</tr>
<tr>
<td>PSYCH 025</td>
<td>Psychology of Women: Global Perspective</td>
<td></td>
</tr>
<tr>
<td>PSYCH 026</td>
<td>Violence Against Women: Cross-Cultural Perspective</td>
<td></td>
</tr>
<tr>
<td>PSYCH 060</td>
<td>Personal Growth and Adjustment</td>
<td></td>
</tr>
<tr>
<td>PSYCH 092</td>
<td>Developmental Psychology</td>
<td></td>
</tr>
<tr>
<td>PSYCH 099</td>
<td>Abnormal Psychology</td>
<td></td>
</tr>
<tr>
<td>PSYCH 100</td>
<td>Human Sexuality</td>
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Total Requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>Major Requirements</td>
<td></td>
<td>18-20</td>
</tr>
<tr>
<td>Transferable Electives (as needed to reach 60 units)</td>
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</tr>
<tr>
<td>CSU GE Breadth or IGETC for CSU</td>
<td>37-39</td>
<td></td>
</tr>
</tbody>
</table>

Total Units 60

Sociology

Associate Degree

• General Studies with Emphasis in Sociology - Associate in Arts

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, 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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ETH 010</td>
<td>Introduction to Ethnic Studies</td>
<td>3</td>
</tr>
<tr>
<td>MATH 063</td>
<td>Elementary Statistics</td>
<td>3</td>
</tr>
<tr>
<td>SOC 010</td>
<td>Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 011</td>
<td>Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>Select two of the following:</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>ETH 020</td>
<td>African American Culture</td>
<td></td>
</tr>
<tr>
<td>ETH 030</td>
<td>Chicana/o Culture</td>
<td></td>
</tr>
<tr>
<td>ETH 040</td>
<td>Vietnamese American Culture and Experience</td>
<td></td>
</tr>
</tbody>
</table>

Total Requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Area of Emphasis Requirements</td>
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<td>Electives</td>
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<td>2</td>
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<tr>
<td>General Education Requirements</td>
<td>39</td>
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</tbody>
</table>
Surveying and Geomatics

Surveying and Geomatics

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.

The program provides students with three options: An Associate in Arts Degree, an Associate in Science Degree, and a Certificate of Achievement. In order to be awarded the degrees or certificate, a grade of ‘C’ or better is required in each major course and major elective.

Associated Degrees

- Surveying and Geomatics - Associate in Arts (p. 107)
- Surveying and Geomatics - Associate in Science (p. 107)

Certificate

- Surveying and Geomatics - Certificate of Achievement (p. 108)

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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CADD 130 or ENGR 018</td>
<td>Fundamentals of AutoCAD Engineering Design and Graphics</td>
<td>3</td>
</tr>
<tr>
<td>ENGR 060</td>
<td>Surveying</td>
<td>3</td>
</tr>
<tr>
<td>ENGR 061</td>
<td>Plane Surveying</td>
<td>3</td>
</tr>
<tr>
<td>ENGR 063</td>
<td>GIS for Civil Engineering and Surveying</td>
<td>3</td>
</tr>
<tr>
<td>SG 100</td>
<td>Applied Math for Land Surveying</td>
<td>1</td>
</tr>
<tr>
<td>SG 141</td>
<td>Boundary Control and Legal Principles</td>
<td>3</td>
</tr>
<tr>
<td>SG 142</td>
<td>California Coordinate System</td>
<td>1</td>
</tr>
<tr>
<td>SG 143</td>
<td>Introduction to Photogrammetry</td>
<td>1</td>
</tr>
<tr>
<td>SG 145</td>
<td>Astronomy for Surveyors</td>
<td>1</td>
</tr>
<tr>
<td>SG 146</td>
<td>CADD for Civil Engineering, Surveying and Land Development</td>
<td>3</td>
</tr>
<tr>
<td>SG 147</td>
<td>Global Positioning System for Land Surveying</td>
<td>3</td>
</tr>
<tr>
<td>SG 148</td>
<td>Maps, Subdivision Map Act and Land Surveyors Act</td>
<td>3</td>
</tr>
<tr>
<td>SG 149</td>
<td>3D Laser Scanning for Land Surveying</td>
<td>3</td>
</tr>
</tbody>
</table>

1 MATH 022 also satisfies this requirement.

Total Requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Requirements</td>
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</tr>
<tr>
<td>General Education Requirements</td>
<td></td>
<td>39</td>
</tr>
<tr>
<td>Total Units</td>
<td></td>
<td>70</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CADD 130 or ENGR 018</td>
<td>Fundamentals of AutoCAD Engineering Design and Graphics</td>
<td>3</td>
</tr>
<tr>
<td>ENGR 060</td>
<td>Surveying</td>
<td>3</td>
</tr>
<tr>
<td>ENGR 061</td>
<td>Plane Surveying</td>
<td>3</td>
</tr>
<tr>
<td>ENGR 063</td>
<td>GIS for Civil Engineering and Surveying</td>
<td>3</td>
</tr>
<tr>
<td>SG 100</td>
<td>Applied Math for Land Surveying</td>
<td>1</td>
</tr>
<tr>
<td>SG 141</td>
<td>Boundary Control and Legal Principles</td>
<td>3</td>
</tr>
<tr>
<td>SG 142</td>
<td>California Coordinate System</td>
<td>1</td>
</tr>
</tbody>
</table>
See the table below for a complete list of courses required for the Surveying and Geomatics Certificate of Achievement.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>SG 143</td>
<td>Introduction to Photogrammetry</td>
<td>1</td>
</tr>
<tr>
<td>SG 145</td>
<td>Astronomy for Surveyors</td>
<td>1</td>
</tr>
<tr>
<td>SG 146</td>
<td>CADD for Civil Engineering, Surveying and Land Development</td>
<td>3</td>
</tr>
<tr>
<td>SG 147</td>
<td>Global Positioning System for Land Surveying</td>
<td>3</td>
</tr>
<tr>
<td>SG 148</td>
<td>Maps, Subdivision Map Act and Land Surveyors Act</td>
<td>3</td>
</tr>
<tr>
<td>SG 149</td>
<td>3D Laser Scanning for Land Surveying</td>
<td>3</td>
</tr>
</tbody>
</table>

1 MATH 022 also satisfies this requirement.

### Major Electives

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGR 010</td>
<td>Engineering Processes and Tools</td>
<td>3</td>
</tr>
<tr>
<td>LA 071</td>
<td>Legal Research</td>
<td>3</td>
</tr>
<tr>
<td>BUS 065</td>
<td>Concepts of Management</td>
<td>3</td>
</tr>
<tr>
<td>BUS 082</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
</tbody>
</table>

Select 5 units from the following:

### Total Requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Requirements</td>
<td></td>
<td>31</td>
</tr>
<tr>
<td>Major Electives</td>
<td></td>
<td>5</td>
</tr>
<tr>
<td>General Education Requirements</td>
<td></td>
<td>24</td>
</tr>
</tbody>
</table>

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.

1 MATH 022 also satisfies this requirement.

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### Women's Studies

#### Associate Degree

- General Studies Associate in Arts Emphasis in Women and Gender Studies - Associate in Arts (p. 108)

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### 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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AJ 123</td>
<td>Women and the Criminal Justice System</td>
<td>3</td>
</tr>
<tr>
<td>EDIT 026</td>
<td>Women in STEM</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 032</td>
<td>Gender in Literature</td>
<td>3</td>
</tr>
<tr>
<td>HIST 014</td>
<td>Women in American History</td>
<td>3</td>
</tr>
</tbody>
</table>
PSYCH 025  Psychology of Women: Global Perspective  3
WOMS 010  Introduction to Women's and Gender Studies  3

Approved Electives

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select 3-4 units from the following:</td>
<td>3-4</td>
<td></td>
</tr>
<tr>
<td>LIB 015</td>
<td>Electronic Research and the Internet</td>
<td></td>
</tr>
<tr>
<td>PSYCH 026</td>
<td>Violence Against Women: Cross-Cultural Perspective</td>
<td></td>
</tr>
<tr>
<td>PSYCH 096</td>
<td>Marriage, Family, and Intimate Relationships</td>
<td></td>
</tr>
<tr>
<td>PSYCH 100</td>
<td>Human Sexuality</td>
<td></td>
</tr>
<tr>
<td>SERV 001</td>
<td>Introduction to Community Service-Learning</td>
<td></td>
</tr>
<tr>
<td>SOC 011</td>
<td>Social Problems</td>
<td></td>
</tr>
</tbody>
</table>

Service-Learning/Community Service

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select one of the following options:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Option 1: 40 hours of Service-Learning in core and elective courses.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>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.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Area of Emphasis Requirements</td>
<td>18</td>
<td></td>
</tr>
<tr>
<td>Approved Electives</td>
<td>3-4</td>
<td></td>
</tr>
<tr>
<td>General Education Requirements</td>
<td>39</td>
<td></td>
</tr>
<tr>
<td>Physical Activity</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Total Units</td>
<td>61-62</td>
<td></td>
</tr>
</tbody>
</table>
ACADEMIC POLICIES

• Awards of Distinction (p. 110)
• Grades (p. 110)
• Auditing (p. 112)
• Units (p. 112)
• Pass/No Pass Grading (p. 112)
• Attendance (p. 113)
• Class Conflicts (p. 113)
• Academic Renewal (p. 113)
• Academic Leave (Leave of Absence) (p. 114)
• Student Records (p. 114)
• Family Education Rights and Privacy Act (FERPA) (p. 115)
• Student Success Policies (p. 115)
• Academic Probation, Dismissal and Reinstatement (p. 116)
• Student Learning Outcomes (SLOs) (p. 117)
• Lost and Found (p. 117)

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

  1. mistake,
  2. fraud,
  3. bad faith, or
  4. 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

1. 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.
2. The student consistently distinguishes self in examinations, reports, projects, and class participation.
3. The student shows independent thinking in assignments and class discussion.
4. Work is consistently in proper form, shows evidence of careful research, and is submitted punctually.
5. Where achievement in the course involves development of hand or body skills, the student consistently demonstrates superior skills, ability, and performance.
6. The student complies with class attendance regulations.

Grade “B” – Above Average

1. 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.
2. The student is consistently above average in examinations, reports, projects, and class participation.
3. Work is in proper form, shows evidence of research, and is submitted punctually.
4. Where achievement in the course involves development of hand or body skills, the student consistently demonstrates above-average skills, ability, and performance.
5. The student complies with class attendance regulations.

Grade “C” – Average

1. 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.
2. Assignments are completed in good form and on time.
3. If the subject carries transfer credit, the student has indicated sufficient competence in the content to continue in the subject field upon transfer.
4. The student consistently makes average scores on examinations, projects, and reports.
Grade "P" – Passing Credit Earned
A "P" grade is equivalent to a "C" or better grade. "P" is offered for two purposes:
1. to provide an opportunity for students to pursue areas outside their fields of major interest and to encourage general education, and/or
2. 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
1. Grade "NP" is used in Pass/No pass classes only.
2. The student makes unsatisfactory grades in examinations, projects, and reports.
3. The student does not show evidence of competence in the subject matter.
4. Assignments may be omitted or are incomplete.
5. Where achievement in the course involves development of hand or body skills, the student consistently demonstrates unsatisfactory skills, ability, and performance.
6. The student does not comply with class attendance regulations.
7. In optional (Category 1) Pass/No Pass classes a “D” or “F” grade will convert to and “NP” grade.
8. 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
1. 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.
2. 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.
3. 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.
4. “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
1. 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.
2. 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.
3. 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 “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:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Grade Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.0</td>
</tr>
<tr>
<td>B</td>
<td>3.0</td>
</tr>
<tr>
<td>C</td>
<td>2.0</td>
</tr>
<tr>
<td>D</td>
<td>1.0</td>
</tr>
<tr>
<td>F</td>
<td>0.0</td>
</tr>
<tr>
<td>FW</td>
<td>0.0</td>
</tr>
<tr>
<td>MW</td>
<td>0.0</td>
</tr>
<tr>
<td>P</td>
<td>0.0</td>
</tr>
<tr>
<td>NP</td>
<td>0.0</td>
</tr>
<tr>
<td>SP</td>
<td>0.0</td>
</tr>
<tr>
<td>W</td>
<td>0.0</td>
</tr>
<tr>
<td>RD</td>
<td>0.0</td>
</tr>
<tr>
<td>IP</td>
<td>0.0</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 321</td>
<td>Fundamentals of Reading</td>
<td>1-3</td>
</tr>
<tr>
<td>ENGL 321L</td>
<td>Reading Laboratory</td>
<td>0.5-1</td>
</tr>
<tr>
<td>ENGL 322</td>
<td>Introduction to College Reading</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 322L</td>
<td>Introduction to College Reading Lab</td>
<td>0.5</td>
</tr>
<tr>
<td>ENGL 330</td>
<td>Improvement of Writing</td>
<td>4</td>
</tr>
<tr>
<td>ENGL 341</td>
<td>Sentence/Paragraph Development</td>
<td>3</td>
</tr>
<tr>
<td>GUIDE 110A</td>
<td>Listening Skills</td>
<td>1</td>
</tr>
<tr>
<td>GUIDE 110B</td>
<td>Memory and Study Skills</td>
<td>1</td>
</tr>
<tr>
<td>GUIDE 110C</td>
<td>Speech and Language Assessment</td>
<td>0.5</td>
</tr>
<tr>
<td>GUIDE 150</td>
<td>Adaptive Word Processing</td>
<td>2</td>
</tr>
<tr>
<td>II 394</td>
<td>Individualized Basic Skills Laboratory</td>
<td>0.5-6</td>
</tr>
<tr>
<td>MATH 111</td>
<td>Elementary Algebra</td>
<td>5</td>
</tr>
<tr>
<td>MATH 300</td>
<td>Basic Math Skills</td>
<td>1</td>
</tr>
<tr>
<td>MATH 310</td>
<td>Basic Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>MATH 311</td>
<td>Pre-Algebra</td>
<td>3</td>
</tr>
</tbody>
</table>

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 Chief Student Services Officer 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

Students may petition to have their academic record reviewed for academic renewal of substandard academic performance under the following conditions:

- Students must have achieved a grade point average of at least 3.0 in 12 units of letter-graded coursework or 24 units of letter-graded coursework with a 2.0 or higher, and
- At least 2 years must have elapsed from the time the course work to be removed was completed.

Up to 24 semester units of course work may be eliminated from consideration in the cumulative grade point average. Courses previously used for awarding of a degree or certificate are not eligible for academic

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.
renewal. A course repeated for grade improvement is not eligible for academic renewal as the substandard grade has been disregarded and replaced in the computation of the grade point average. Students may only petition one time for academic renewal.

Specific courses and/or categories of courses that are exempt from academic renewal must be described. Academic renewal actions are irreversible. When academic renewal procedures permit previously recorded substandard coursework to be disregarded in the computation of a student's grade point average, the student's permanent academic record should contain an accurate record of all coursework to ensure a complete academic history.

Academic renewal procedures may not conflict with the District's obligation to retain and destroy records or with the instructor's ability to determine a student's final grade.

Academic Renewal granted by the College does not guarantee that special programs or other institutions will honor such actions. The determination will be made by the respective transfer institutions and is the responsibility of the student to research.

Grade point average computation for graduation with honors or other awards uses all work, including course work approved for academic renewal.

While only coursework from San José- Evergreen Community College District may be alleviated from the record, the course work upon which the application for alleviation is based may be completed at any college or university accredited by the Western Association of Schools and Colleges or an equivalent accrediting agency.

Students will request an appointment with a counselor to complete the petition for Academic Renewal and must bring official transcripts to the appointment if using coursework from another college or university to establish eligibility for the renewal. The completed petition is submitted to Admissions and Records, by the counselor, and the petitioner 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 Federal Financial Aid must qualify for an Approved Financial Aid Leave of Absence, which includes the following restrictions:

- Leave may not exceed a total of 180 days in any 12-month period.
- The institution will not assess any additional charges nor may the student's financial need increase, and therefore, the student is not eligible to receive any additional Federal Student Aid.
- A student returning from an approved leave must continue their academic program at the same point in the academic program that he or she began the leave, unless the student was enrolled in a clock-hour or non-term, credit-hour program.
- Students who fail to return after their approved leave will have their last date of attendance recorded as the Withdrawal Date. In the case of Title IV loan recipients, this could affect the loan repayment terms, including the expiration of the student's grace period.

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
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 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 Jose 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.
• Mandate assessment.
• 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).
• 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;
• 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 or bring in other assessment measures for evaluation, take the assessment placement test, 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, the student will be dismissed (placed on Academic Dismissal).

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 dismissed (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 BOG Fee Waiver 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 take the dismissal version of Counseling 15 (Blueprint for Success) as part of that appeals process.
- Students on Dismissal who pass the dismissal version of Couns 15, receive petition approval and 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:

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<tr>
<th>M-SAT</th>
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<td>SUN</td>
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<td>Holidays</td>
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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 to 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 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 Student Information Day
  - AS Club Rush (student club information/recruitment)
  - Support events during the year such as Latino Heritage Month, Black History, Women’s Herstory, Asian Heritage, Tet celebrations, and Cinco de Mayo festivities
- Join the Associated Students; participate in campus government
- Join a student organization or start your own
- Plan campus events and activities for students
- Attend a leadership development session

Students interested in the many activities, organizations, and clubs available at EVC should contact the Office of Student Life located in G-205 or by phone at (408) 274-7900 ext. 6768. Information is also available online http://www.evc.edu/current-students/student-life.

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. 6694. Information is also available online at http://www.evc.edu/current-students/student-life/associated-student-government

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
The Gullo Student Centers  
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  
Website: https://www.bkstr.com/evcstore/home/en

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 student in their studies, the program provides a dedicated EVC CalWORKs Program Director, Educational Counselor, 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 county and community resources to assist students with many 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 and Grammar groups are also available for students as well as Study Skills workshops. Online tutoring is another resource for EVC students to supplement face to face tutoring, http://www.evc.edu/AcademicAffairs/Documents/NetTutor-Online-Tutoring.pdf . Embedded 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 in either center. 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), have strong communication skills, and be recommended by an EVC instructor.

Locations  
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.

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
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, counselingappts@evc.edu, 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.


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, an outreach specialist, administrative support, student workers and 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/eops-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 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
- 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

1 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,
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 completely 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 is open during the fall and spring sessions and closed during the 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 Include But Are Not Limited to the Following

- 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 $20.00 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 waiver or refund of 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

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 for the most current office hours.

http://www.evc.edu/current-students/support-programs/health-center

Psychological Services

Student Mental Health and Wellness resources are available to all currently registered students at EVC. Personal Counseling appointments are offered on campus Mondays through Thursdays by appointment, usually between the hours of 9am to 5pm. Our department is open throughout the 16-week Fall and Spring semesters, but we are not available during the Winter and Summer sessions. Registered Interns provide confidential counseling in a safe environment under the supervision of a licensed Clinician.

Personal counseling 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 individual, couples, and group counseling 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

Services may be requested in 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 during business hours. No appointment is needed. 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 during business hours. Hours of operation for
Psychological Services are subject to change, especially during summer quarter or academic breaks. Visit our website or call (408) 270-6480 for more information.

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, and Program Specialist to work with our students to make sure that they have access to the resources they need to be successful. International student applicants, current international students wishing to transfer to EVC from other U.S. colleges, or others interested in international student information, should go to the International Programs and Services Office (IPSO) located in SC-201.

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 November 15. Fall semester applications are due no later than May 15.

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 $20,000 (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.

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 $228 per unit in tuition and a Capital Outlay fee of $4. **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. 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-201, 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 Programs and Services Office is located in SC-201. 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 (videos, 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 via the library's homepage (by searching the Library Catalog) at http://www.evc.edu. 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 or to use computers in the
Electronic Research Area. 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 for 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 x6679
Email: OASISS@evc.edu
Location: Student Service Center Room SC-214
Website: www.evc.edu/current-students/student-success/oasiss

Student Success Center

The mission of the Student Success Center (SSC) is to empower and support all EVC students to accomplish their educational, career and personal goals by offering orientation, assessment, counseling, transfer, work experience, early alert and student follow-up services based on our college guiding principles of equity, opportunity and social justice.

The SSC includes all core services that enhance students’ opportunities to succeed in their academic plans. The center has set up an accessible and comprehensive process to help students succeed.

The SSC also processes academic, probation and dismissal progress, as well as reinstatement after dismissal. The center offers Student Success workshops, counseling courses and referral services to ensure students take the necessary action to achieve their academic and personal goals. In addition, the SSC includes pre-college services and college courses provided to high school students in our area.

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
- Assessment Center
- Transfer & Career Center
- Counseling-Educational Planning
- Early Alert
- Evaluation of student progress
- 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
Location: SC 250
Website: 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
Visit online at 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

**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, research and apply for jobs & internships, prepare for interviews, and connect with employers.

**Transfer & Career Center Services**

- Information on TAP/TAG, and ADT’s (AA-T, AS-T)
- Transfer Day – Fall Semester (September)
- Transfer & Career workshops – How to Find a Summer Internship, Job Fair Success, Writing a Resume, and many more
- University representative table visits
- Advising sessions with UC, CSU, and Private University Representatives
- Job Fair

**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)
- Cooperative Education Work Experience (see below)

**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
- Employability Workshops and Seminars

**Location**

Second Floor - Dr. Mauro Chavez Student Services Center Building, Student Success Center SC-214. 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**

What is 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
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 Services Center Building, Student Success Center. For office hours and more information call (408) 223-6764 or email UpwardBound@evc.edu.

Visit online at http://www.evc.edu/future-students/pre-college-programs/trio-upward-bound

Veterans Freedom Center

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 injuries, or finding peers on campus. Evergreen Valley College provides services specifically for veterans on campus, such as a veteran’s resource center that has a lounge, kitchenette, computer lab with free printing services, a dedicated Veterans Counselor, and a Community Engagement Specialist. EVC’s deliberate steps to ease the transition for veteran students benefits them, their families, and the community. Veterans Freedom Center (VFC) is located in the Gullo II building, phone: (408)223-6789, or email EVCVet@evc.edu.

Veteran Counselor

The Veterans Freedom Center maintains a competent, highly-trained and diversely experienced counselor. The primary goal of the Counselor is to provide opportunities for student Veterans to clarify their personal, academic, and career values and goals; develop self-confidence, self-esteem, and self-direction, to make informed decisions, and utilize resources. The following comprehensive counseling services.

Academic Counseling: Academic counseling includes educational goal-setting, exploring educational options and opportunities, evaluating educational potential, and providing the student with clear, concise and up-to-date educational information.

Career Counseling: Career counseling provides the student with an opportunity for clarification and integration of career and educational goals, study of careers and life-styles, vocational and career testing, and acts as a liaison linking Veterans to College Counseling services such as presentations of resource speakers, special career counseling events and career decision making courses.

Personal Counseling: Personal counseling is provided on a limited basis to students who seek assistance in resolving personal, relational, self-identity, or health-related problems which are limiting or interfering with the student’s ability to successfully pursue a college education.

Veterans Educational Benefits

Veterans enrolled at the College may be eligible for educational benefits 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 Veterans Benefits Request Form for each enrollment period (Semester) in which they wish to receive educational benefits. All Veteran students and dependents applying for benefits are required to have an approved Education Plan initiated through the steps found on our Veterans Freedom Center website http://www.evc.edu/current-students/admissions-and-records/veterans-freedom-center. Veterans collecting educational benefits will be 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 will be 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 receive Post 9/11 GI Bill® Benefit:
Full Time minimum unit requirement is 12 units.
Part Time minimum unit requirement is 7 units.

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, SCI 110. For more information, call (408) 274-7900 ext. 6547 or http://www.evc.edu/current-students/support-programs/yess

Special Academic Programs

**AFFIRM Program**
The AFFIRM (Academic Force for Inspiration, Retention and Matriculation) Program’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. The major focus of the AFFIRM Program 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 basic skills in a supportive environment.

The AFFIRM program is an academic program and offers basic skills courses that include ENGL 330, ENGL 104, MATH 111, and MATH 013. Transfer level courses include COUNS 015 (transferable to CSUs only), CHEM 015, ENGL 001A, and POLSC 001. All courses offered will enhance success and progress towards the desired goal.

The AFFIRM Program, although specifically designed for African-American students, also serves all students who desire the nurturing services that are offered by the program, regardless of race.

The overall goal of the AFFIRM Program is to provide academic and personal assistance that will significantly increase graduation and transfer rates of all students in the program.

**AFFIRM Program Admissions Criteria**
Students who are admitted to the AFFIRM Program must be at the English 322/330 level (Reading and Writing Level 1); at-level placements can be determined through the placement test scores and/or a writing sample. The AFFIRM counselor is responsible for screening students who enroll in the AFFIRM Program. Students who are not at the English 322/330 levels will be placed in other appropriate classes, and will be eligible to use all other AFFIRM services, such as counseling, tutoring, book loans, scholarships, etc.

**Support Services**
1. **Academic Counseling**
   A counselor is assigned to work specifically with all 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; it has significantly contributed to the increased retention rate of AFFIRM students.

3. **Scholarships and book loans**
   These are made available to assist as many students as possible. The two AFFIRM scholarships are awarded in spring semester only. The AFFIRM Program also offers book loans for both fall and spring semesters.

For office hours and information, call the AFFIRM Program (AC-130) at (408) 274-7900 ext. 6853, or visit online at http://www.evc.edu/academics/special-academic-programs/affirm

**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

**Distance Education Program**
The Distance Education Program at Evergreen Valley College offers a variety of college credit courses for students interested in learning on an independent basis. The program includes hybrid and online courses.

An Online course is offered 100% online. Instructors must not require students to meet face-to-face at any time, including, but not limited to office hours, homework, tests, and distribution of resource materials.
Students cannot be required to attend a physical classroom when participating in an online course. 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). Students must choose one of the options to attend the required orientation of their online course(s). The orientation time and date are published in the syllabus and the 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, discussion boards, real-time chatroom, virtual classrooms, groups, assignments, external links, digital drop boxes and grade books, etc. All course instruction, materials, assignments, and discussions are posted and done online. There is at least one required proctored exam, the time and date will be announced in the schedule of classes. Online courses require of the student and instructor the same amount of course work and hours outside of the classroom as traditional courses; they are offered in a more flexible and independent environment. Online courses must be approved by the Curriculum Committee and noted as such in any published schedule of classes.

Hybrid courses are version of distance learning courses with some distance component and some required on-campus / face-to-face meeting(s). A Hybrid course can utilize features of the Learning Management System, such as course documents, discussion boards, real-time chatroom, 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. Notice of face-to-face class sessions will be given by instructors in their syllabus and schedule of classes. Hybrid courses must be approved by the Curriculum Committee and noted as such in any published schedule of classes.

Distance Education courses are available in a variety of disciplines including astronomy, business, English, math, science, engineering, computer science, educational instructional technology intercultural studies, foreign language, and social sciences. They are equivalent to on-campus courses, and a majority of the courses meet General Education and transfer requirements. (See the section “Distance Education Programs” in the Schedule of Classes for a listing of available courses and enrollment procedures.) Distance Education courses 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 persons working toward a college degree, continuing education students, single parents, and business professionals who want to brush up professional skills. Students who are usually successful in the Distance Education Program enjoy learning independently, are highly motivated, and possess good study skills.

The Distance Education Program Office is located in the Library Educational Technology Building, room LE- 230. 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.

Enlace Program
The Enlace Program is designed to help Chican@/Latin@ students succeed. The goals of Enlace are:

• Enroll and retain Chican@/Latin@ students.
• Enable Chican@/Latin@ students to successful completion of the academic core (English, math, and science).
• Guide Chican@/Latin@ 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.

Latin@ 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.

Three student organizations help students succeed academically, contribute to the campus and community, and develop leadership skills: the Enlace Student Association (ESA), the Enlace Honors Society (EHS), and SACNAS (Society for the Advancement of Chicanos and Native Americans in the Sciences).

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, visit the office in RE 206, 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 provides students with opportunities to participate in meaningful community service by connecting course instruction to the real world. This connection fosters a greater understanding of the curriculum, personal introspection, and a sense of social and civic responsibility.

Benefits for Student
• Learn by Doing
• Develop critical thinking and problem solving skills
• Gains real life experience
• Increase your knowledge of community issues and organizations
• Learn to work with people of diverse cultures
• Qualify for President’s Volunteer Award from the White House
• Earn Certificate of Appreciation from EVC College President
• Enhance transfer applications, scholarships and resumes
• Explore careers
• Obtain letters of recommendations
• Increase confidence and self-esteem
• Become good citizens of the world
• Make a Difference in your community and the world

To find out more about this exciting program visit us at the Center for Service-Learning and Public Service, located in the Acacia Building A4-242, or call 408-223-6770 to speak with us.

Website: http://www.evc.edu/academics/special-academic-programs/service-learning.
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-cling 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

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.

**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 Campus Security Report which is published annually.

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 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 publish warnings to the campus community about the following crimes:

- 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 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.

Standards of Student Conduct
Students and visitors to San José City College and Evergreen Valley Community 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.
Visions 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 classes 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."


**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
Dean of Student Success, SC 230A, (408) 274-7900 ext. 6491

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:

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.

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

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

4750 San Felipe Rd,
San José, CA 95135

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 select four members of the college community, including one student, one faculty member, one classified staff member, and one administrator selected from the panel described above. 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 will 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.
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

Completion Rate: 24.35 %
Transfer Rate: 6.69 %

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 2013, a cohort of all certificate-, degree-, and transfer-seeking first-time, full-time students were tracked over a three year period. Their completion and transfer rates are listed above. 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 2013 to Spring 2016. 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 2014 to Spring 2016, are transfer students.
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**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 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 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 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

ACCTG 106  Administration of Justice (AJ)  3 Units
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: None  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  Degree Applicable: AA/AS
CSU GE: D  IGETC: None  District GE: D

AJ 013  Criminal Procedures  3 Units
Students analyze due process and legal standards in criminal proceedings from pre-arrest through appeal. Constitutional provisions, interpretation of statutory and case law precedents, legal aspects of evidence, and rules governing arrest and search and seizure are examined. Students also consider institutional responsibilities 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  Degree Applicable: AA/AS
CSU GE: None  IGETC: None  District GE: None
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 Math: 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 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.
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 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 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 Degree Applicable: AA/AS
CSU GE: None IGETC: None District GE: None
AJ 116  Introduction to Corrections  3 Units  
This course covers the history, theory, and practice of the correctional process in America with critical analysis of adult and juvenile correctional institutions, probation, parole, and community-based alternatives. Specific issues facing correctional systems such as inmate constitutional rights, effects of institutionalization, cost, overcrowding, ethnicity, gender, and aging 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  Degree Applicable: AA/AS  
CSU GE: None  IGETC: None  District GE: None  

AJ 117  Introduction to Cybercrime  3 Units  
This course introduces students to the origin and emerging trends of computer-related crimes and the common investigative procedures used in collection, documentation, and presentation of cyber-evidence on a domestic and global scale. The course examines federal and state computer crime statutes and common computer crimes including identify theft, computer persona crimes, financial fraud, and cyberstalking.  
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 the Criminal Justice System  3 Units  
This course examines the practical and theoretical study of women in the criminal justice system, as offenders, victims, and survivors. Contributions made by women that have influenced and changed the criminal justice system, probation and parole, gender difference in criminal offending, employment, and social and cultural barriers will also be 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: D  IGETC: None  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  

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  Degree Applicable: AA/AS  
CSU GE: D, B2  IGETC: None  District GE: D, B2  

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.  
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 090  Introduction to Pre-Cuauhtemoc 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 Mexicans. 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, balance, unity and variety, and scale. (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 024  Beginning Drawing  3 Units
Students are introduced to the fundamental elements and compositional principles of drawing. Lecture and studio practice explore the elements and principles of drawing, including line, shape, value, perspective, proportion, balance and unity.
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 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 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
Prerequisite: ART 024 with C or better
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: O
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: O
Prerequisite: ART 055B 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 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: O
Prerequisite: ART 055C 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 060  Beginning Painting I  3 Units
Beginning Painting 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. [Note: ART 060 same as ART 060A].
Lecture Hours: 2  Lab Hours: 4 Repeatable: No Grading: O
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 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. [Note: ART 060A same as ART 060].
Lecture Hours: 2  Lab Hours: 4 Repeatable: No Grading: O
Prerequisite: ART 014 and ART 024 both 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 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: O
Prerequisite: ART 060A 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 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. [Note: ART 060C same as ART 061].
Lecture Hours: 2  Lab Hours: 4 Repeatable: No Grading: O
Prerequisite: ART 060B 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 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: O
Prerequisite: ART 060C 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 061  Beginning Painting II  3 Units
ART 061 expands the knowledge and technologies gained in ART 060, 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. [Note: ART 061 same as ART 060C].
Lecture Hours: 2 Lab Hours: 4 Repeatable: No Grading: O
Prerequisite: ART 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

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 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  Metallurgy  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 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 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 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 mid-19th century to the end of the 20th century. Major schools of artistic expression to be explored include: 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. (C-ID ARTH 150)
Lecture Hours: 3  Lab Hours: None  Repeatable: No  Grading: L
Advisory Level: Read: 4  Write: 3  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
Advisory Level: Read: 3  Write: 3
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
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
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
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 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 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 Math: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
CSU GE: None IGETC: None District GE: None

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 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 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 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 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: 2 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. Valve train repairs and service are emphasized using valve and seat resurfacing techniques and several types of valve timing methods. This course prepares students to become proficient at valve train service, repair, and diagnostics.
Lecture Hours: 1 Lab Hours: 3 Repeatable: No Grading: L
Prerequisite: AUTO 102 and AUTO 171, with 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

AUTO 108  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 110  Automotive Technology (AUTO)
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/drivability 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 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: 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 147D  BAR 2011 Update Training  1 Unit
California Bureau of Auto Repair (BAR) Update Training for 2011, necessary for new Smog Licenses or biannual renewals. The course covers latest BAR Updates, review of proper vehicular testing procedures, catalytic converter diagnosis, use of BAR references to determine after-market parts suitability.
Lecture Hours: 1  Lab Hours: 0.06  Repeatable: No  Grading: O
Advisory Level: Read: 2 Write: 2 Math: None
Transfer Status: None  Degree Applicable: NAA
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 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 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  English for Automotive Technology  0 Units**

This course is ideal for students who want to understand the unique terminology commonly used in the automotive industry. This course will improve reading comprehension of typical automotive technical manuals and text books. Students will learn how to prepare work orders, repair documents, and common correspondence used in the automotive industry.

Lecture Hours: 1.5  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
Biology (BIOL)

BIOL 004A  General Principles and Cell Biology  5 Units
This course introduces students to the form and function of the human body. BIOL 004A includes an overview of atoms and molecules, acids and bases, movement in solutions, important classes of biological molecules, and cells. 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: 6 Repeatable: No Grading: L Prerequisite: MATH 013 and CHEM 001A both with C or better 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 004B  Organismal Biology and Biodiversity  5 Units
This course introduces students to the science of ecology, the branch of biology that studies the abundance and distribution of plants and animals in the total environment. Class meetings may be held at alternative off campus sites. Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L
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 clinical 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
Transfer Status: CSU/UC  Degree Applicable: AA/AS
CSU GE: None  IGETC: None  District GE: None

BIOL 025  Forensic Biology  3 Units
This course introduces students to the clinical 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
Transfer Status: CSU/UC  Degree Applicable: AA/AS
CSU GE: None  IGETC: None  District GE: None

BIOL 033  Biotechnology and Society  3 Units
This course introduces students to the clinical 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
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 role of genetic counseling, and assisted reproductive technologies, the human genome project, and bioinformatics. Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L
Transfer Status: CSU/UC  Degree Applicable: AA/AS
CSU GE: B2  IGETC: 5B  District GE: B2

BIOL 062  Plants and Human Welfare  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 role of genetic counseling, and assisted reproductive technologies, the human genome project, and bioinformatics. Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L
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 study of human heredity including the cellular basis of heredity and gene expression, Mendelian and non-Mendelian patterns of inheritance, the role of genetic counseling, and assisted reproductive technologies, the human genome project, and bioinformatics. Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L
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: 6  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 activities include 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 Biology Field Program introduces students to the human and natural histories of a variety of ecosystems including the California seacoast, coastal and Sierra Nevada ranges, and deserts and canyon lands of the southwest. Emphasis will be given to general ecological principles, the flora and fauna of the areas visited, and the tenets of leave-no-trace. Each offering of the course focuses on one of the above areas, and involves on-campus lectures and the equivalent of one week in the field. Participation in the course requires camping, some hiking, and automobile travel. Additional fees are required.
Lecture Hours: 0.25  Lab Hours: 2.25  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

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

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 069  
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: 2  
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 tendency and dispersion and probability. 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: O 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 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 019 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 with 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
This is the first semester of a year-long comprehensive organic chemistry course 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 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: None  District GE: B1, B3

CHEM 012B  Organic Chemistry  5 Units
This is the second semester of a year-long organic chemistry course 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: None  IGETC: None  District GE: None

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 related topics. CHEM 030A is a prerequisite for microbiology and related sciences. The course is required for students majoring in biology, chemistry, geology, physics, forestry, pharmacy, veterinary medicine, dentistry, and medicine. CHEM 030A 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 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: 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 Programming (equivalent to that taught in CIT 020) 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 041A  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 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 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 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 UNIX equivalent to that taught in CIT 050
Advisory Level: Read: 2 Write: 2 Math: 2
Transfer Status: None Degree Applicable: NAA
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
This 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

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: 2 Write: 2 Math: None
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
Advisory Level: Read: 3 Write: 3 Math: None
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 3 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: 2 Lab Hours: 3 Repeatable: No Grading: O
Advisory Level: Read: 4 Write: 4 Math: None
Transfer Status: None Degree Applicable: 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.

**Prerequisite:** CADD 130 with C or better

**Advisory Level:** Read: None  Write: None  Math: None

**Transfer Status:** None  Degree Applicable: AS

CSU GE: None  IGETC: None  District GE: None

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**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.

**Prerequisite:** 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

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**CADD 133  Using 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.

**Prerequisite:** None

**Advisory Level:** Basic Computer Skills

**Transfer Status:** None  Degree Applicable: AS

CSU GE: None  IGETC: None  District GE: None

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**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.

**Prerequisite:** None

**Advisory Level:** Prior Autodesk Inventor training and/or experience is recommended.

**Transfer Status:** None  Degree Applicable: AS

CSU GE: None  IGETC: None  District GE: None

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**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.

**Prerequisite:** 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

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**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.

**Prerequisite:** 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

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**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.

**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

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**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.

**Prerequisite:** 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 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 drafting 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
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 Degree Applicable: AA/AS
CSU GE: None IGETC: None District GE: None

COMSC 072 Discrete Mathematics 4 Units

This course is an introduction to the discrete and combinatorial mathematics that serves as a foundation for advanced courses in mathematics and computer science. Topics include logic, predicates and quantifiers, validity of argument, mathematical proof techniques (including induction), sets, Boolean algebras, recursive algorithms, functions, relations, elementary number theory, combinatorics, discrete 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: None District GE: B4
Credit by Exam: Yes

COMSC 075 Computer Science I: Introduction to Program Structures 4 Units

This course is an introduction to computer programming concepts from a computer science perspective. Programming structures of sequential, selection and repetition are covered using a high-level object oriented language. Using existing classes and creating classes, methods, argument passing, program and data abstraction (including arrays) are covered. Documentation, programming style, and program design and development are addressed throughout the course. (C-ID COMP 122)

Lecture Hours: 3 Lab Hours: 3 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: None IGETC: None District GE: None

COMSC 076 Computer Science II: Introduction to Data Structures 4 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.

Lecture Hours: 2 Lab Hours: 3 Repeatable: No Grading: L
Prerequisite: Take COMSC 075 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

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.

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 Degree Applicable: AA/AS
CSU GE: None IGETC: None District GE: None
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: G
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: None  Degree Applicable: NAA
Open Curriculum: No prerequisite, corequisite or levels
CSU GE: None  IGETC: None  District GE: None

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
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
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: O
Advisory Level: Read: 3  Write: 3  Math: None
Transfer Status: None  Degree Applicable: 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.
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 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 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

EDUC 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 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 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: None 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 (CAD) and programming. Major topics include the engineering design process, orthographic projection, multiview drawings, pictorial drawings, dimensioning and tolerancing, 3-D modeling, and Virtual Basic Application (VBA) programming. Engineering graphical presentation is based on 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 with C or better or equivalent 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. 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 022 or SG 100; with C or better or equivalent. Or, may take SG 100 concurrently. 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 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: 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 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 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: 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

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 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)
Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L
Prerequisite: Continuing students must complete (ENGL 104 and ENGL 102) 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)
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)
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
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: None Lab Hours: 1.5 Repeatable: No 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: O
Prerequisite: ENGL 104 and ENGL 102 or ESL 091; concurrently with ENGL 001A; or after completion of ENGL 102 and ENGL 104 or ESL 091; concurrently with ENGL 001A.
Advisory Level: Read: None Write: None Math: None
Transfer Status: CU Degree Applicable: AA/AS
CSU GE: None IGETC: None District GE: None

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 104 and ENGL 102 or ESL 091, all with C or better or placement based on assessment.
Recommended: ENGL 001A
Advisory Level: Read: None Write: None Math: None
Transfer Status: CSU 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, films, gallery, 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 104 and ENGL 102 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 104 and ENGL 102 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 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)
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 104 and ENGL 102 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 104 and ENGL 102 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 104 and ENGL 102, 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 104 and ENGL 102, 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 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 104 and ENGL 102, 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 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)
Lecture Hours: 3 Lab Hours: None Repeatable: No Grading: L
Prerequisite: ENGL 104 and ENGL 102, 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 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 104 and ENGL 102, 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 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: ESL 302 or ENGL 322 or READ 301, all 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 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 321  Fundamentals of Reading  1-3 Units
English 321, a variable unit course, develops fundamental reading skills using lectures and an individualized approach. Emphasis is on vocabulary development, comprehension improvement and basic techniques of study. 3.0 units are needed to complete the course. The course may not be used to satisfy the written English requirement for an Associate degree. Concurrent enrollment in English 321 Lab is highly recommended.
Lecture Hours: 1  Lab Hours: None  Repeatable: Yes  Grading: K
Recommended: ENGL 341
Open Curriculum*: An assessment test is required prior to first day of class
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: AS
CSU GE: None  IGETC: None  District GE: None

ENGL 341  Sentence/Paragraph Development  3 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. Ultimately, student competence in sentence skills will help them to link sentences into a unified paragraph. The course may not be used for satisfaction of English requirements for the Associate degree, but it is a prerequisite for students who place below the English 330 level on the College Placement Test.
Lecture Hours: 3  Lab Hours: None  Repeatable: No  Grading: K
Prerequisite: An assessment test is required prior to the first day of class.
Transfer Status: None  Degree Applicable: NAA
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 study 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 322 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 study 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
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 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 create 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, ES 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 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 District GE: C2, D, ES

**Family and Consumer Studies (FCS)**

**FCS 019 Nutrition 3 Units**

This course provides students an introduction to basic nutrition principles, 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 001AL
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. Repeatable to a maximum of 1 unit.
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

Guidance (GUIDE)

GUIDE 110A Listening Skills 1 Unit
This course is geared toward students with listening difficulties resulting from learning disabilities, language, cognitive and auditory processing disorders, who require special assistance in order to pursue regular college courses. Students will learn listening strategies that include organization and processing verbally presented material. Instruction is carried out in small group classes. Reenrollment is based on continuing progress as measured by standardized tests and/or professional evaluation. The instructor will meet the minimum qualification set forth in section 53414 of Title 5 regulations.
Lecture Hours: None  Lab Hours: 3  Repeatable: No  Grading: K
Open Curriculum: No prerequisite, co-requisite or levels
Transfer Status: None  Degree Applicable: NAA
CSU GE: None  IGETC: None  District GE: None

GUIDE 110B Memory and Study Skills 1 Unit
This course is geared toward students with memory difficulties resulting from learning disabilities, language, cognitive and memory disorders, who require special assistance in order to pursue regular college courses. Instruction is carried out in small group classes. Re-enrollment is based on continuing progress as measured by standardized tests and/or professional evaluation. The instructor will meet the minimum qualification set forth in section 53414 of Title 5 regulations.
Lecture Hours: None  Lab Hours: 3  Repeatable: No  Grading: K
Open Curriculum: No prerequisite, co-requisite or levels
Transfer Status: None  Degree Applicable: NAA
CSU GE: None  IGETC: None  District GE: None

GUIDE 110C Speech and Language Assessment 0.5 Units
Guide 110C is geared toward students who want to be assessed for specific speech, language, cognitive communication, and/or hearing disorders. This course is recommended for students who may require special assistance in order to pursue regular college courses. Complete speech/language evaluation is performed to determine student cognitive communication deficits and provide the basis for assistance. Instruction is done in the classroom. The instructor will meet the minimum qualifications set forth in section 53414 of Title 5 regulations.
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

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. This course meets the Health Education requirement for California Teaching Credentials.
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

HED 012 Global Health Issues 3 Units
This course presents a comprehensive look at global health issues, including a review of ecological principles, environmental, infectious and non-infectious conditions, maternal and child health issues, as well as other health issues related to economic development in the developing world.
Lecture Hours: 3  Lab Hours: None  Repeatable: No  Grading: L
Prerequisite: HED 011 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
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

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: D IGETC: 4 District GE: 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. This course will be taught in the form of lectures, readings and discussions of primary and secondary sources, essays, quizzes, oral presentations and exams. Combined with Political Science 001, this course meets US History, Constitution and American Ideals 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

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. Along with History 017B or History 045, it meets the District requirement in United States History and Constitution and state and local government. History 001 may not be combined with either History 017A or History 017B to meet the requirement in United States History, Constitution and American Ideals. (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

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 and WW II, and the Cold War. Students will examine the role of major ethnic, gender and social groups in U.S. history. Along with History 017A, it meets the requirement in United States History, Constitution and state and local government. History 001 may not be combined with either History 017A or History 017B to meet the graduation requirement in United States History, Constitution and American Ideals. (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

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. Combined with Political Science 001, this course meets US History, Constitution, and American Ideals 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

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  IGETC: 4  District GE: D

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. 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)
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

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)
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.

Lecture Hours: 3  Lab Hours: None  Repeatable: No  Grading: L
Advisory Level: Read: 3  Math: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
CSU GE: E  IGETC: 4  District GE: D

**JOURN 014  Newswriting and Reporting   3 Units**
Students explore the fundamentals of gathering, organizing and writing selected types of news stories for print, broadcast, web and social media. The study of news sources, news values, interviewing techniques, development of leads and beats, ethical and First Amendment considerations in reporting are also covered. Students are introduced to interviewing techniques and to the content of various media platforms.

Lecture Hours: 3  Lab Hours: None  Repeatable: No  Grading: L
Advisory Level: Read: 3  Math: None
Transfer Status: CSU  Degree Applicable: AA/AS
CSU GE: None  IGETC: None  District GE: None

**JOURN 020  Photojournalism   3 Units**
This course is an intermediate journalism course that stresses the use of photography as a medium in covering news. Students will learn photographic techniques including digital technology and their applications to journalism and produce photos and photo stories for campus media.

Lecture Hours: 2  Lab Hours: 3  Repeatable: No  Grading: L
Recommended: PHOTO 022, or basic understanding of the photographic process.
Advisory Level: Read: 3  Math: None
Transfer Status: CSU  Degree Applicable: AA/AS
CSU GE: None  IGETC: None  District GE: None

**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  Math: None
Transfer Status: CSU  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  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
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, 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 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 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.
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: 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 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: 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  Degree Applicable: AA/AS
CSU GE: None  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  Degree Applicable: AA/AS
CSU GE: None  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  Degree Applicable: AA/AS
CSU GE: None  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  Degree Applicable: AA/AS
CSU GE: None  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, forearm and backward, 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 hand 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 pitcher's body 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 play.
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 Degree Applicable: AA/AS
CSU GE: None 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 Degree Applicable: AA/AS
CSU GE: None 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 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 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 Degree Applicable: AA/AS
CSU GE: None 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 Degree Applicable: AA/AS
CSU GE: None IGETC: None District GE: None

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 Degree Applicable: AA/AS
CSU GE: None 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: E 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: 3
Transfer Status: CSU Degree Applicable: AA/AS
CSU GE: None 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 Degree Applicable: AA/AS
CSU GE: None 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 Degree Applicable: AA/AS
CSU GE: None IGETC: None District GE: E

KINS 081L Canyoneering Lab 1 Unit
Develop Canyoneering skills in bouldering; basic rope use including knots, tie-in, anchor and belay techniques; basic climbing skills stemming, smearing, layback, wedge; and apply these skills exploring canyons on an extended overnight trip.
Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: O
Prerequisite: KINS 080 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 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 Paddle Sports, 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: 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 085C Rock Climbing 5.7 1 Unit
The student will learn 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 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 Degree Applicable: AA/AS
CSU GE: E IGETC: None District GE: E

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
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 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  Degree Applicable: AA/AS
CSU GE: None  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  Degree Applicable: AA/AS
CSU GE: None  IGETC: None  District GE: E

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  Degree Applicable: AA/AS
CSU GE: None  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  Degree Applicable: AA/AS
CSU GE: None  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  Degree Applicable: AA/AS
CSU GE: None  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  Degree Applicable: AA/AS
CSU GE: None  IGETC: None  District GE: E

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  Degree Applicable: AA/AS
CSU GE: None  IGETC: None  District GE: E

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  Degree Applicable: AA/AS
CSU GE: None  IGETC: None  District GE: E
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 Degree Applicable: AA/AS
CSU GE: None  IGETC: None  District GE: E

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: None
Transfer Status: CSU  Degree Applicable: AA/AS
CSU GE: None  IGETC: None  District GE: None

**LA 040 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 042 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 law and defenses to 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 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 research 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 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 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: B4 IGETC: 2A District GE: B4

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 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 051  Mathematics for General Education  3 Units
This course is intended for non-science majors. It fulfills the general education requirements in Mathematics in the CSU system. Current topics in math will be discussed including sets, number theory, consumer math, basic probability, statistics, concepts in geometry, and modeling.
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

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 053  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 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 054  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 055  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. Students study derivatives, areas and arc length, a thorough study of infinite sequences, surfaces of revolution, problems in physics and engineering, use of integration to areas, volumes, average values of functions, arc lengths, regression. (C-ID MATH 110)
Lecture Hours: 5  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 056  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 021 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 115  Algebra for Statistics  6 Units
This course is designed for students who do not plan to major in math, science, computer science, or business. This is an accelerated course that prepares students for transfer-level Statistics. Topics include ratios, rates, and proportional reasoning, arithmetic reasoning using fractions, decimals and percents, evaluating expressions, analyzing algebraic forms to understand statistical measures, functions, use of linear and exponential functions to model bivariate data, use of logarithms, logarithmic scales and semi-log plots, graphical and numerical descriptive statistics for quantitative and categorical data. 
Lecture Hours: 6 Lab Hours: None Repeatable: No Grading: O
Prerequisite: 3 units of MATH 310 or MATH 311 with P grade, or placement based on math assessment
Advisory Level: Read: 3 Write: 3 Math: 1
Transfer Status: None Degree Applicable: NAA
CSU GE: None IGETC: None District GE: None

MATH 300  Basic Math Skills  1 Unit
This course is offered to students who need basic math experience. It includes a review of operations (addition, subtraction, multiplication, and division) on whole numbers, decimals and fractions.
Lecture Hours: None Lab Hours: 3 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 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, 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
choral 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
principles 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: C1

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
graded 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.
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.
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: 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  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.
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 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.
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 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

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.
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 sound 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 diatomic 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: No  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 psychosocial integrity through the application of the nursing process. This course includes clinical experiences in adult health care units.
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, and 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 and background clearance.
Lecture Hours: 4.5  Lab Hours: 7.5  Repeatable: No  Grading: L
Advisory Level: Read: 3  Write: 3  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 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 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

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
Corequisite: NURS 002A and NURS 002B, both 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
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 grade or placement based on math assessment
Advisory Level: Read: 3  Write: 3  Math: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
CSU GE: E  IGETC: None  District GE: E

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: B1  IGETC: 5A  District GE: B1

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: C2  IGETC: 3B  District GE: C2

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
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, Native American, and African) using 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 009  Beginning Badminton  1 Unit
Students learn the fundamental skills and knowledge of badminton. Students will also learn the foot work, strokes, singles and doubles strategies, rules and etiquette of the sport. Students learn badminton as a life-long activity including diet and nutrition.
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: E

PED 009A  Beginning Badminton  1 Unit
Develop Badminton skills and tactics for the beginner. 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
PED 009B  Intermediate Badminton  1 Unit
This course is an intermediate level class of badminton that includes skills, match play, and a review of the rules of the game. Improvement of individual skills, team techniques, and game strategies will be emphasized.
Lecture Hours: None  Lab Hours: 3  Repeatable: No  Grading: L
Recommended: Completion of PED 009 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

PED 012  Intermediate Basketball  1 Unit
Students learn intermediate basketball skills, team play and intermediate strategies of play. Students will also learn team unity and team respect.
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 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 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
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 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
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 025  Advanced First Aid, CPR & AED  2 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 Advanced First Aid, CPR, and AED.
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

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 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, volleyball, soccer, softball/baseball. This course can be used for Recreation and Kinesiology majors, and people involved in community athletic organizations, junior and high schools, and community college. The course explores avenues of employment related to sports officiating.
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: None IGETC: None District GE: None

PED 031 Lifetime Physical Fitness & 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

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 039 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: 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 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: None

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 040 Softball 1 Unit
Students learn the fundamental softball skills of hitting, running, catching and throwing. Students learn the rules, terminology, strategies and etiquette of the game. Softball as a healthy lifelong activity will be emphasized.
Lecture Hours: None Lab Hours: 3 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: 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 051 Table Tennis 1 Unit
This course is designed to teach the rules, etiquette, basic strokes, scoring, offensive and defensive strategy of table tennis. Singles and doubles play will be taught.
Lecture Hours: None Lab Hours: 3 Repeatable: No Grading: L
Open Curriculum: No prerequisite, corequisite or levels
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 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: 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 056  Weight Training  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: 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 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 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

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**Physical Science (PHYSC)**

**PHYSC 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 210)
Lecture Hours: 4 Lab Hours: 3 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: 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 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 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

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

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 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
Advisory Level: Read: 3  Write: 3  Math: None
Transfer Status: CSU/UC  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: 4, 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: B2, 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 introductory 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 satisfies 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.
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 Spanish Speakers  5 Units
This is the first in a two-course sequence designed to serve the needs of students whose first or home language is Spanish. This course will focus on the development of 1) reading skills through Spanish and Latin American essays, short stories, journalistic writings; 2) writing skills, awareness of English interference, and understanding of dialectical differences; 3) oral expression and critical thinking through commentary and cultural/historical presentations.
Lecture Hours: 5  Lab Hours: None  Repeatable: No  Grading: L
Recommended: Demonstrate basic conversational skills in Spanish as first or home language through a minimum 1 page essay and an interview with 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 Spanish Speakers  5 Units
This is the second in a two-course sequence specially designed to serve the needs of students whose first or home language is Spanish. This course will focus on the continuing development of 1) reading skills through Spanish and Latin American essays, short stories, journalistic writings; 2) writing skills, awareness of English interference, and understanding dialectical differences; and 3) oral expression and critical thinking through commentary and cultural/historical presentations.
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 requirements 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 an 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 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 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-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 ENGR 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  CAD/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: 3
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: 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 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: 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 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

Sustainable Energy Technologies & Systems (SETS)

SETS 010  Energy Systems and Sustainability  3 Units
This course provides an overview of the science of energy, and the physical, environmental, and socio-economic impacts of its production and use. Students will examine sustainable energy technologies, including non-conventional fossil fuels, renewable energy sources, and nuclear power. The course will take a systems approach to examining the challenge of achieving a sustainable energy future. 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

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/UC  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 theatre 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

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 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/UC 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.
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
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 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:

<table>
<thead>
<tr>
<th>Grading</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>L</td>
<td>Letter Grade Only</td>
</tr>
<tr>
<td>K</td>
<td>Mandatory Pass/No Pass</td>
</tr>
<tr>
<td>O</td>
<td>Optional Pass/No Pass</td>
</tr>
<tr>
<td>N</td>
<td>Non-Graded</td>
</tr>
</tbody>
</table>

Degree Applicable
Degree applicability is indicated as follows:

<table>
<thead>
<tr>
<th>Degree</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.A.</td>
<td>Applies to an Associate of Arts Degree</td>
</tr>
<tr>
<td>A.S.</td>
<td>Applies to an Associate of Science Degree</td>
</tr>
<tr>
<td>NAA</td>
<td>Offered in credit mode but does not apply to an A.A. or A.S. Degree</td>
</tr>
<tr>
<td>AA-T and AS-T</td>
<td>Associate Degrees for Transfer</td>
</tr>
<tr>
<td>NC</td>
<td>Non-credit course</td>
</tr>
<tr>
<td>District G.E.</td>
<td>Meets criteria for District General Education</td>
</tr>
<tr>
<td>CSU G.E.</td>
<td>Meets criteria for California State University General Education</td>
</tr>
<tr>
<td>IGETC</td>
<td>Meets criteria for IGETC (applicable to both CSU and UC system)</td>
</tr>
</tbody>
</table>

Transfer Status
Transfer credit is indicated as follows:

<table>
<thead>
<tr>
<th>Transfer Status</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSU</td>
<td>Course has been accepted by the CSU and will be on Baccalaureate list</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 310</td>
<td>Basic Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>ACCTG 101</td>
<td>Bookkeeping for Small Business</td>
<td>3 with a P grade or placement based on assessment</td>
</tr>
</tbody>
</table>

Advisory Math Level 2: Beginning algebraic skills

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 111</td>
<td>Elementary Algebra</td>
<td>5</td>
</tr>
</tbody>
</table>

Advisory Math Level 3: Intermediate algebraic skills

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 013</td>
<td>Intermediate Algebra</td>
<td>5</td>
</tr>
<tr>
<td>MATH 014</td>
<td>Geometry</td>
<td>3</td>
</tr>
</tbody>
</table>

Advisory Math Level 4: Advanced algebraic and trigonometric skills (sometimes called pre-calculus)

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 025</td>
<td>Precalculus Algebra and Trigonometry</td>
<td>6</td>
</tr>
<tr>
<td>MATH 021</td>
<td>Precalculus Algebra</td>
<td>7</td>
</tr>
</tbody>
</table>

with a C grade or higher

Advisory Math Level 5: First semester calculus

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 071</td>
<td>Calculus I With Analytic Geometry</td>
<td>5 with a C grade or higher</td>
</tr>
</tbody>
</table>

Advisory Math Level 6: Second semester calculus

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 072</td>
<td>Calculus II With Analytic Geometry</td>
<td>5 with a grade of C or higher</td>
</tr>
</tbody>
</table>

Advisory Math Level 7: Multivariate calculus or differential equations or linear algebra

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 073</td>
<td>Multivariable Calculus</td>
<td>5</td>
</tr>
<tr>
<td>MATH 078</td>
<td>Differential Equations</td>
<td>4</td>
</tr>
<tr>
<td>MATH 079</td>
<td>Linear Algebra</td>
<td>3</td>
</tr>
</tbody>
</table>

with a grade of C or higher

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.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 330</td>
<td>Improvement of Writing</td>
<td>4</td>
</tr>
<tr>
<td>ESL 302</td>
<td>Introduction to College Reading and Writing</td>
<td>6</td>
</tr>
</tbody>
</table>

A "P" grade is required in all of these courses or placement based on assessment.

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.
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.

A "C" or "P" grade is required in all of these courses or placement based on assessment.

Advisory Read Level 4:

Open Curriculum

An Open Curriculum class is a class that has no prerequisites of any kind. However, some courses, such as ENGL 321 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 up to a total of three courses in which substandard grades (less than “C,” 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.

Repeatability 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.

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.

COLLEGE PERSONNEL

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

B

Baker, Jack (1996)
Biological Science
B.S., University of California, Riverside
M.A., University of California, Davis

Banerjee, Sravani (2001)
English
B.A., St. Xaviers College
M.A., San Jose State University

Banh, Phuong (2000)
English/ESL
B.A., English, 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

Automotive Technology
A.S., Evergreen Valley College
University of California, Berkeley, Teacher Training

Bernbeck, Mark (2001)
Automotive Technology
A.A., Orange Coast College
B.A., University of California, Urvine
National Education Center, Glendale, AZ, Automotive Technology Certificate

Bettencourt, Laura E. (1976)
Counseling
A.A., Evergreen Valley College
B.A., San Jose State University

Blackman, Shelly Anne (2005)
Librarian
B.A., Concordia University
M.L.I.S., University of Western Ontario

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
BSN, San Jose State University
MSN., University of San Diego

Brooks, Danielle (2016)
Nursing
A.S., Gavilan College

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

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

Chen, May (2011)
Biological Science
B.S., University of California, Los Angeles
M.S., Georgetown University

Nursing
B.S., California State University, Chico
M.S., University of Michigan

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

Physical Education
A.S., Imperial Valley College
B.S., California State Polytechnic
M.S., California State University, Hayward

E

Eisenberg, David (2003)
CIT, Psychology
B.S./M.S., University of Illinois (Urbana)

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

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

Huynh, Cindy (2017)
Ethnic Studies
B.A., University of California, Davis
M.A., San Francisco State University

Iniguez, Tina (2003)
Counselor
B.A., University of California, Davis
M.A., San Jose State University

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
Nurses CMSRN, Academy of Medical Surgical Nurses

Kafle, Elaine Amo (2010)
Nurse Assistant Training
B.S., University of San Francisco
M.S., University of California, San Francisco
Ph.D., Capella University

Counseling/EOPS
B.A., San Francisco State University
M.A., San Jose State University

Khare, Poonam (2017)
Nursing
B.S., Nursing, 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

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

Lee, Terence (2015)
Biology
B.A., University of California, Santa Cruz
M.S., University of Maryland, Baltimore County
PhD., University of California, Los Angeles

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

English as a Second Language
B.A., University of California, San Diego

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.A., Mills College

Morgan, Ken (1988)
Automotive Technology
A.A., San Jose City College

N
Narveson, Eric J. (2001)
History
A.A., West Valley College
B.A./M.A., San Jose State University

Nava, Elizabeth (1995)
Social Science
B.A./M.A., University of California, Santa Cruz

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

Norris, Keenan (2009)
English/Affirm Program
B.A./M.A., UC Riverside
M.F.A., Mills College
Ph.D., University of California, Riverside

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., History, University of California, Santa Cruz

P
Payne, John (1972)
Physical Education
B.A., San Jose State University
M.A., Stanford University

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., English, 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., English, San Jose State University

Salonga, Stephan (1976)
English/ESL/Psychology
B.S./M.Ed. Oregon State University

Santos, Soledad (2001)
Business Information Systems
B.A., University of Guam
M.A., University of Northern Colorado

Shaner, Christina (2001)
Computer Information Technology, Business
B.A., University of California, Santa Cruz
M.B.A., Santa Clara University

Silver, William F. (1979)
English
B.A., State University of New York, Buffalo
M.A., Stanford University
M. Phil., University of Sussex, England

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

Tarquini, 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

Toyoshima, Janice (2001)
Biological Science

B.S., University of California, Davis
M.S., California Polytechnic State University, SLO
D.A., Idaho State University

V

Valentin, Jose (2001)
Chemistry
B.S., University of Puerto Rico, Rio Piedras
M.S., Illinois State University, Normal, IL
Ph.D., Southern Illinois University, Carbondale, IL

Vanniasegaram, 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

Warner, Sterling (1990)
English
B.A./M.A., San Jose State 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

Abel, Sean (2017)
Acting Division Dean, Social Sciences, Humanities, Arts and Physical Education
B.A., University of Kansas
M.A., Lindenwood University

Alexander, Andrea (2016)
Vice President, Administrative Services
B.A., University of Chicago
M.A., Loyola University, Chicago

Apen, Lynette (2017)
Acting Division Dean, Nursing and Allied Health; Interim Dean, Research, Planning and Institutional Effectiveness
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

Ayala, Adrianna (2017)
Interim Dean, Student Success/Counseling
B.A., University of California, Berkeley
M.A., University of Texas, Austin
Ph.D., University of Texas, Austin

Aytch, Keith (1993)
Interim President
B.A., California State University, Sacramento
M.A., California State University, Sacramento

Canoy, Eugenio (1999)
Supervisor, Campus Technology Support Services

Cruz, Octavio (2003)
Dean, Enrollment Services
B.A., California State University, Dominguez Hills
M.A., San Jose State University

Dickerson, Maniphone (2017)
Acting Division Dean, Business and Workforce Development
M.A., Southern Connecticut State University
Ph.D., University of South Florida

Esquivel-Swinson, Adela (2016)
Vice President, Student Affairs
B.S., Notre Dame de Namur University
M.A., Antioch University

Garza, Victor (2006)
Associate Dean, Student Services
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)
Interim Vice President, Academic Affairs
A.A., San Jose City College,
B.S., San Jose State University,
M.F.A., University of California, Los Angeles

Herrera, N. Antoinette (2013)
Acting Division Dean of Math, Science and Engineering
B.S., San Jose State University
M.S., Azusa Pacific University
Ed.D., University of the Pacific

Supervisor, Financial Aid
B.A., San Jose State University
M.A., San Jose State University

Jakubowski, Anthony (2015)
Supervisor, Maintenance

Johnson, Raniyah (2016)
Director, Student Development and Activities
M.A., Lewis University
B.A., Purdue University

Kravitz, Merryl (2013)
Division Dean, Language Arts
B.A., State University of New York, Binghamton
M.A., University of New Mexico, Albuquerque
Ph.D., University of New Mexico, Albuquerque

Macias, Luis Fernando (2015)
Supervisor, TRIO Educational Talent Search
B.A., University of California, Berkeley
M.Ed., National Hispanic University

McKee, Lauren (1984)
Supervisor, Academic Services
B.A., San Jose State University

Osorio, Michael (2014)
Supervisor, Upward Bound
B.A., University of California Santa Cruz
M.P.A., California State University East Bay

Quade, Tom (2000)
Supervisor, Grounds

Tanon, Alma R. (1988)
Director, Financial Aid

Tran, Kathy (2017)
Interim Supervisor, Business Services
B.S., San Francisco University
M.B.A., Argosy University San Francisco

Tran, Song-Ho (2016)
Supervisor, Student Success
B.A., University of California, Santa Barbara
M.B.A., San Francisco State University

Tyrrell, Elizabeth (2005)
Director, WIN/CALWORKS Program
B.A., University of Michigan
M.A., Columbia University

Vasquez-Perez, Rafael (2015)
Supervisor, Custodial Services

Vo, Julie (2015)
Associate Dean, Noncredit Education and Basic Skills
B.A., University of California, Berkeley
M.A., Stanford University

Classified Staff

A

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

Custodian

Avila, Reyna (2015)
Community Engagement Specialist

Azevedo, Arthur (2001)
Groundskeeper III

B

Barraza, Joe (2001)
Network Technician
A.A., Evergreen Valley College
A.S., Computer Information Systems, San Jose City College

Bintocan, Angelica (1997)
Admissions & Records Technician
A.A., Evergreen Valley College

Blumenkrantz, Robert (1996)
Instructional Laboratory Technician IV-Biological Sciences

Bonanno, Gina (2006)
Health Services Office Assistant
B.A., University of California, Los Angeles

Bott, Mounthasone (2017)
Student Retention Assistant

Bouzek, George (1992)
Network Technician

Brewster, Vicki (2010)
Curriculum Specialist
B.A., Public Administration, CSU Fullerton

Brogi, Jason (1990)
Mail Services Technician

Burns, Adrienne (2002)
Program Coordinator

C

Camara, David (2015)
Groundskeeper II

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

Chung, Linh (2005)
Network Technician
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

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

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

Euley, Anthony R. (2016)
Systems Administrator

F

Faiwongjun, Tom (2000)
Traffic & Campus Service Officer

Farris, Erlinda (1996)
College Schedule Coordinator
A.S., Evergreen Valley College

Fasbinder, Jeff (1991)
Graphics Designer

Faumui, Margaret (2017)
Program Assistant

Flores, Edlin (2015)
Student Retention Assistant
B.A./M.A., San Jose State University

Flores, Tony (1998)
Police Officer

Fray, Karen (1984)
Program Assistant
A.A., San Jose City College

G

Gaetos, Rebecca (1997)
Staff Assistant II

Garcia, Jazmine (2017)
Program Coordinator

Garcia, Mayra (2014)
Program Coordinator

Garibay, Penny (1999)
Executive Administrative Assistant

Garza, Jose (2007)
Locksmith

Griffin, Francesca (Julie) (1988)
Admissions & Records Coordinator I

H

Hamilton, Angela (2015)
Senior Division Administrative Assistant

Hernandez, Jose S. (2000)
Lead Custodian

Hernandez, Maricela (2005)
Custodian

Hernandez, Rafael (2014)
Groundskeeper II

Holguin, Maria (1980)
Senior Library Technician
A.A., Foothill College

Houang, Thu (2017)
Financial Aid Specialist II

J

Jackson, Ralph (2016)
Program Specialist

Jalaan, Juliana (1999)
Accounting Technician
A.A., Evergreen Valley College

Johari, Kamala (1995)
Instructional Support Assistant, BIS/Accounting

Juarez, Elizabeth (1997)
Information Technology Technician

Juarez, Luis (1992)
Warehousing/Distribution Specialist II

Juntado, Arnold (2000)
Electrician

K

Traffic & Campus Service Officer

Konrad, Robin (2016)
Instructional Support Assistant

Kost, Catherine (1995)
Senior Division Administrative Assistant
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

Li, Joaquin (2010)
Instructional Lab Technician III-Science

Lien, Cindy (2017)
Program Coordinator

Liu, Di (2000)
Instructional Support Assistant, Lab Lead

Loera, Lorena (2013)
Police Dispatcher

Long, Brittany (2015)
Instructional Support Assistant, Subject Lead-ESL
B.A./M.A., History, California State University, Sacramento

Lopez, Bianca (2017)
Senior Division Administrative Assistant

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-Barajas, Amparo (1986)
Custodian

Mathew, Sambo (1994)
Senior Library Technician
A.A., Evergreen Valley College
B.S., San Jose State University

Medina, Denise (1997)
Instructional Support Assistant Lab Lead-Biology
A.S., Evergreen Valley College

Micetich, David (1999)
Adaptive Media Technology Specialist I
A.S., San Jose City College

Minjares, Sarai (2015)
Eligibility Specialist

Moreno, Priscilla (2017)
Campus Safety Officer

Nag, Anindita (2016)

Staff Assistant II

College Web Services Specialist
B.A., Mount Carmel College, Bangalore, India
M.A., Bangalore University, Bangalore, India

Nakamura, Brent (2016)
HVAC Mechanic/Plumber

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, Linda (2017)
Student Retention Assistant

Nguyen, Luu (1985)
Financial Aid Specialist III
A.A., Evergreen Valley College

Nguyen, Nam (1988)
Reprographics Technician

Nguyen, Nguyet (1995)
Instructional Support Assistant-Mathematics

Nguyen, Thu (1993)
Library Assistant
B.S., San Jose State University

Nguyen, Vanphuong (2015)
Evaluations Specialist

Norment, Jeff (1980)
Assessment Specialist
B.A./M.A., San Jose State University

Nunes, Angelo (2006)
Equipment and Vehicle Mechanic

O

Olivas, Juan (1993)
Facilities Maintenance Worker

Omer, Mahad (2005)
Staff Assistant II

Ontiveros, Dianna (2004)
Instructional Lab Technician II-Automotive
A.A., Evergreen Valley College

Oronia Lopez, Angel (2017)
Staff Assistant I

Program Assistant
P
Paiz, Paul (2011)  
Instructional Lab Technician I-Automotive

Partida, Arturo (2001)  
Reprographics Assistant

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

Pham, Tran (2016)  
Instructional Support Assistant, Language Arts

Q
Quezada, Jorge (2016)  
Groundskeeper II

Quinonez Mendez, Patricia (2017)  
Custodian

Quinonez, Benjamin (1997)  
Custodian

Quinonez, Mario (2000)  
Facilities Maintenance Worker

R
Ramirez, Ivanna (1990)  
Administrative Secretary

Ramirez, Yesenia (2001)  
College Facilities Coordinator  
A.A., Mission College  
B.S., San Jose State University

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)  
Outreach Specialist  
A.A., Evergreen Valley College

S
Sadler, Paulette (1996)  
Staff Assistant II, Counseling

Santos-Liasos, Maria Veronica (2015)  
Program Specialist, TRIO Talent Search  
A.A. National Hispanic University

Sarza, Adriana (2017)  
Custodian

Shah, Hansa (1992)  
Instructional Support Assistant, Lab Lead-BIS/CIT

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

T
Tejero, Cynthia (2007)  
Police Communications & Records Coordinator

Thomas, Phillip, Jr. (2017)  
Program Assistant

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

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

Valle, Rodrigo (2007)  
Police Dispatcher

Vallin, Jorge (2006)  
Instructional Support Assistant-Mathematics

Vasquez-Perez, Rafael (2015)  
Supervisor, Custodial Services
Vaughns, Jahi (2017)
Student Retention Assistant

Vigliecca, 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

Wheelwright, Ronald (2016)
Electrician

Wu, Raymond (2014)
Network Technician

Yabumoto, Vivian (1996)
Program Specialist

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

Health Education
A.A., Foothill College
B.A./M.A., San Jose State University

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

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

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

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

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

Carabajal, 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

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

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

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

E

Ferner, Edward (1973-1995)
Dean, Applied Arts and Sciences
A.S., New York State University
B.V.E./M.A., San Jose State University

Fieler, Margaret (1995-2012)
Reading
B.A., Marygrove College
M.S., California State University, Hayward
ESL, UC Berkeley Coursework in English, College of Notre Dame

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

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

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
B.A., San Jose City College
M.S.W., University of California, Berkeley

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

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

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
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

Business Education
A.B./M.A., San Francisco State College
University of Minnesota
California State Colleges at San Jose and Fullerton

K
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

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

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

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

Counseling
A.A., Mt. San Antonio
B.A., California State Polytechnic
M.S., California State University, Los Angeles

M

Maestas-Flores, Margarita (1981-1999)
Business Information Systems
B.S./M.A., San Jose State University
M.A., University of Southern California

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 Hispanicos, University of Madrid, Spain

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

Dean of Counseling
B.A., San Francisco State College
M.S., California State University, San Francisco

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

Ownen, 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
Biological Science
B.A./M.A., San Jose State University

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

Journalism
B.A./M.A., San Jose State University

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

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

English/ENLACE Program

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

CADD/Business
A.A., San Jose State College
B.V.E., M.A., San Jose State University
M.B.A., University of Phoenix

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

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.A., San Jose State University

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  
Licentiatas Theologiae, School of Divinity, University of King Carol II, Romania

Streitlitz, Gerald H. (1968-1990)  
President  
B.S./M.S., Temple University  
Ed.D, University of Southern California

Physics/Chemistry  
B.S., University of San Francisco  
M.S., University of Washington, Seattle

Counseling  
B.S., Tuskegee Institute  
M.A., San Francisco State College

Sutherland, Jean (1959-1992)  
Mathematics  
B.A./M.A., San Jose State University

T

Talbot, Susan (1980-2004)  
Dean, Math, and Science  
B.A., Wellesley College  
M.A., Stanford University

Thomas, Ariss (1981-1995)  
Family & Consumer Studies  
B.S., University of Cincinnati  
M.A., San Jose State University

Tran, Tri (1981)  
Social Science  
B.A., University of Saigon, Vietnam  
M.Ed./Ph.D., Ohio University

Automotive Technology  
Certificate of Achievement, Wolvereen School of Trades, University of California, Berkeley

V

Vanacore, Evangela (1981-1995)  
Vice-President, Student Services  
B.A., Manhattan College  
M.A., Fordham University  
Ph.D., Yale University

Vidal, Jose (1969-1992)  
Psychology  
B.A., San Francisco State  
M.S., California State University, Hayward  
Ph.D., University of Southern California

Vu, Duy Phach (2003 - 2016)  
Physics  
M.S., University of Saigon, Viet Nam  
Diplome d’Etudes Approfondies, Docteur de 3e Cycle, and Docteur d’Etat, University Louis Pasteur, Strasbourg, France

W

Director: Financial Aid & Placement Services  
B.A., University of Colorado  
B.F.T., Thunderbird Graduate School of International Management

English  
B.A., University of California, Santa Barbara  
M.A., San Jose State University

Ethnic Studies/English/ Project AFFIRM  
B.A., Texas Southern University  
M.A., Santa Clara University

Librarian  
B.A./M.A., University of Nebraska  
M.A., San Jose State University

Cooperative Work Experience/High School Liaison
B.A., University of California, Santa Barbara
B.A., Woodbury University
M.A., San Jose State University

Wells, Kelley (1996 - 2013)
Philosophy
A.B., Drury College
M.D., Starr King School for Ministry
M.A./Ph.D., St. Louis University

Westbrook, LaZelle (1964)
Director, Nursing Education
B.S., University of California, Berkeley
M.A., Teachers’ College, Columbia University

Wheelehan, James (1952-1988)
Physical Education
B.A./M.A., San Jose State University

English Center Coordinator/Acacia/Center 2
B.S., Purdue University
M.A., University of Oklahoma
University of Nevada
San Jose State University

Whiteson, Valerie (1989-1997)
English as a Second Language
B.A., Bar Ilan University, Israel
M.A., University of Essex, United Kingdom
Ph.D., Indiana University

President
B.S., Wayne State University
J.D., Cornell University

Williams, Anne (1972-2000)
Biological Science
B.A./M.A., Stanford University

Physical Science
B.A., Hiram College
M.S., University of Colorado
Cleveland State College, Indiana University
Brigham Young University

Mathematics
B.A., University of California, Los Angeles
M.A., University of Illinois

Z
Zarcone, Ronald (1970-2001)
History
B.A., San Jose State University
M.A., Stanford University

Physical Education
A.A., San Joaquin Delta College

B.A./M.A., University of the Pacific

Zeppa, Anthony J. (1957-1989)
Electronics
B.A./M.A., San Jose State University

Zimmerman, Seth (1985-2006)
Mathematics
B.A., Dartmouth College
M.A., Princeton University

Zufall, Gloria (1969-1992)
Physical Education
B.A./M.S., Arizona State University
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